Visitors are welcome at the College and guides are available for campus tours. To arrange a tour call the Office of Admission (304)637-1230 or 1-800-624-3157
Nondiscrimination Policy

Davis & Elkins College is committed to assuring equal opportunity to all persons and (as required by Title IX of the Education Amendment of 1972, Section 504 of the Act of 1973 and other applicable statutes) does not discriminate on the basis of race, color, sex, religion, ancestry, national origin, age, sexual orientation, or handicap in its educational programs, activities, admissions or employment practices. Inquiries concerning Title IX and/or 504 compliance should be referred to the College Title IX Coordinator, Hermanson Center, Davis & Elkins College, 100 Campus Drive, Elkins, WV 26241-3996, or Section 504 Coordinator, Jennings Randolph Hall, Davis & Elkins College, 100 Campus Drive, Elkins, WV 26241-3996.
The Mission of Davis & Elkins College

To prepare and inspire students for success and for thoughtful engagement in the world
About This Publication

The catalog is designed to cover the academic year 2009-2010. Davis & Elkins College will publish addenda as needed. This catalog issue of Davis & Elkins College presents essential information about the college - the character, heritage, and objectives; the academic programs and degree requirements; the student life and extracurricular activities; the admissions requirements and procedures; the cost and financial planning programs; the campus and community setting; the resources for helping students plan their academic programs wisely, grow intellectually, and acquire the tools of learning which will serve them and sustain them throughout life.

The catalog also contains descriptions of the courses of instruction given at Davis & Elkins, registration procedures, academic practices, and other information used primarily by students and their faculty advisors in planning for educational goals.

The contents of this catalog are subject to change at the discretion of the college. Should changes occur, students will be notified.

Contents

The Mission of Davis & Elkins College  3
About this Publication  4
Calendar of 2009 – 2010  5
The Academic Program  7
Courses of Instruction  18
Winter Term  91
Academic Information and Policies  101
Student Life  114
General Information  122
Admission  126
# The Calendar for Academic Year
## 2009-2010

### Fall Semester 2009

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 18</td>
<td>Tuesday</td>
<td>New Faculty &amp; New Adjunct Workshop</td>
</tr>
<tr>
<td>August 19</td>
<td>Wednesday</td>
<td>Faculty Workshop</td>
</tr>
<tr>
<td>August 22</td>
<td>Saturday</td>
<td>New Students Arrive and Orientation Begins</td>
</tr>
<tr>
<td>August 23</td>
<td>Sunday</td>
<td>New Student Orientation Continues; Returning Students Arrive</td>
</tr>
<tr>
<td>August 24</td>
<td>Monday</td>
<td>Classes Begin (8:00 a.m.)</td>
</tr>
<tr>
<td>August 31</td>
<td>Monday</td>
<td>Last Day to DROP/ADD</td>
</tr>
<tr>
<td>September 7</td>
<td>Monday</td>
<td>Labor Day (Classes in Session)</td>
</tr>
<tr>
<td>September 17</td>
<td>Thursday</td>
<td>Founders Day &amp; Opening Convocation – Celebrating Constitution Day</td>
</tr>
<tr>
<td>September 25</td>
<td>Friday</td>
<td>Early Warning Grades Due</td>
</tr>
<tr>
<td>October 2</td>
<td>Friday</td>
<td>Forest Festival (No Classes)</td>
</tr>
<tr>
<td>October 12</td>
<td>Monday</td>
<td>B-Term Classes Begin for MWF Classes</td>
</tr>
<tr>
<td>October 13</td>
<td>Tuesday</td>
<td>B-Term Classes Begin for TR Classes</td>
</tr>
<tr>
<td>October 12-13</td>
<td>Monday-Tuesday</td>
<td>DROP/ADD for B-Term Classes</td>
</tr>
<tr>
<td>October 16</td>
<td>Friday</td>
<td>Mid-Term Grades Due (1:00 p.m.)</td>
</tr>
<tr>
<td>November 16-18</td>
<td>Friday-Sunday</td>
<td>Alumni Homecoming and Family Weekend</td>
</tr>
<tr>
<td>November 2-7</td>
<td>Monday-Saturday</td>
<td>Advising, Assessment &amp; Registration for Spring Semester (2010)</td>
</tr>
<tr>
<td>November 4</td>
<td>Wednesday</td>
<td>Last Day to Withdraw from Class with a “W”</td>
</tr>
<tr>
<td>November 11</td>
<td>Wednesday</td>
<td>Veterans Day (Classes in Session)</td>
</tr>
<tr>
<td>November 20</td>
<td>Friday</td>
<td>Classes End (10:00 p.m.)</td>
</tr>
<tr>
<td>November 23-27</td>
<td>Monday-Friday</td>
<td>Thanksgiving Break (No Classes)</td>
</tr>
<tr>
<td>November 30</td>
<td>Monday</td>
<td>Classes Resume (8:00 a.m.)</td>
</tr>
<tr>
<td>December 3-4</td>
<td>Thursday-Friday</td>
<td>Review Days (No tests, exams or major assignments due)</td>
</tr>
<tr>
<td>December 4</td>
<td>Friday</td>
<td>Last Day of Classes</td>
</tr>
<tr>
<td>January 7-10</td>
<td>Monday-Thursday</td>
<td>Final Examinations</td>
</tr>
<tr>
<td>January 11</td>
<td>Friday</td>
<td>Semester Grades Due (1:00 p.m.)</td>
</tr>
</tbody>
</table>

### Winter Term 2010

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 3</td>
<td>Sunday</td>
<td>Residence Halls Open for Winter Term Students (1 p.m.)</td>
</tr>
<tr>
<td>January 4</td>
<td>Monday</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>January 6</td>
<td>Wednesday</td>
<td>Last day to DROP/ADD</td>
</tr>
<tr>
<td>January 15</td>
<td>Friday</td>
<td>Last Day to Withdraw from Class with a “W”</td>
</tr>
<tr>
<td>January 18</td>
<td>Monday</td>
<td>Martin Luther King, Jr. Day (Classes in Session)</td>
</tr>
<tr>
<td>January 22</td>
<td>Friday</td>
<td>Classes End</td>
</tr>
<tr>
<td>January 26</td>
<td>Tuesday</td>
<td>Winter Term Grades Due (1:00 p.m.)</td>
</tr>
</tbody>
</table>
Spring Semester 2010

January 24 Sunday Residence Halls Open for Students not taking Winter Term (1:00 p.m.)
25 Monday Classes Begin (8:00 a.m.)

February 1 Monday Last Day to DROP/ADD
15 Monday President’s Day (Classes in Session)
26 Friday Early Warning Grades Due

March 5 Friday Classes End (10:00 p.m.)
8-12 Monday-Friday Spring Break (No Classes)
15 Monday Classes Resume (8:00 a.m.)
17 Wednesday B-Term Classes Begin for MWF Classes
18 Thursday B-Term Classes Begin for TR Classes
17-18 Wednesday-Thursday DROP/ADD for B-Term Classes
19 Friday Mid-Term Grades Due (1:00 p.m.)

April 1 Thursday Classes End (10:00 p.m.)
2-5 Friday & Monday Easter Break (No Classes)
6 Tuesday Classes Resume (8:00 a.m.)
6-10 Tuesday-Saturday Advising, Assessment & Registration for Fall Semester 2010
7 Wednesday Last Day to Withdraw from Class with a “W”
15 Thursday Academic Awards and Recognition Convocation

May 6-7 Thursday-Friday Review Days (No tests, exams, or major assignments due)
7 Friday Last Day for Graduation Clearance
7 Friday Last Day of Classes

May 10-13 Monday-Thursday Final Examinations
12 Wednesday Grades Due for Graduation Candidates (1:00 p.m.)
15 Saturday Baccalaureate
16 Sunday Commencement
17 Monday Semester Grades Due (1:00 p.m.)

Summer School 2010

<table>
<thead>
<tr>
<th>Term</th>
<th>Classes Begin</th>
<th>Last Day to Drop/Add</th>
<th>Last Day to Withdraw (W)</th>
<th>Holidays (no classes)</th>
<th>Classes End</th>
<th>Grades Due 1:00 p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>May 24</td>
<td>May 26</td>
<td>June 2</td>
<td>May 31</td>
<td>June 18</td>
<td>June 21</td>
</tr>
<tr>
<td>B</td>
<td>June 21</td>
<td>June 23</td>
<td>June 30</td>
<td>July 5</td>
<td>July 16</td>
<td>July 19</td>
</tr>
<tr>
<td>C</td>
<td>May 24</td>
<td>May 26</td>
<td>June 30</td>
<td>May 31 &amp; July 5</td>
<td>July 16</td>
<td>July 19</td>
</tr>
</tbody>
</table>
The Academic Program

Davis & Elkins College offers a range of baccalaureate and associate degree programs representing the arts and sciences, pre-professional and professional studies. All academic programs share a common commitment to provide students a broad conceptual framework. The Honors Program enriches the general college programs with a series of intensive seminars. Most students find that one of the programs listed below will meet their academic needs and career goals; however, the College also offers the opportunity for a more personalized curriculum through the Contract Degree Program. Through this program students may pursue a degree tailored to their needs and interests, supplementing or complementing traditional offerings.

The Bachelor of Arts and the Bachelor of Science degrees normally require four years to complete. The Associate Degrees normally require two years to complete.

The College, in its commitment to sound education, conducts an assessment of learning outcomes at both the liberal learning and specialized levels. Students are required to participate in assessment activities.

Baccalaureate Programs

Bachelor of Arts in:
- Biology and Environmental Science
- Criminology
- Design and Technical Theatre
- Education -Elementary
- English
- History
- Hospitality Management
- Political Science
- Psychology and Human Services
- Recreation Management and Tourism (including Outdoor Recreation and Tourism Development)
- Religion and Philosophy (including Religious Education)
- Sociology
- Spanish
- Theatre Arts (including Theatre Education)

Bachelor of Science in:
- Accounting (including double major option to prepare for CPA exam)
- Biology
- Business (see Management or Marketing)
- Business Education
- Chemistry (including Pre-Medical and Secondary Teaching)
- Computer Information Systems
- Computer Science
- Economics
- Environmental Science
- Exercise Science
- Finance
- Forestry (3/2 Program)
- International Management
- International Marketing
- Management
- Management Information Systems
- Marketing
- Mathematics (including Secondary Teaching)
- Physical Education
- Sport Management
Associate Programs

Accounting (AS)
Business (AS)
Computer Business Systems (AS)
Criminal Justice (AA)
Hospitality (AS)
Nursing (AS)

Pre-Professional Programs are available by majoring in certain disciplines and completing suggested courses to prepare for continued work in a specified area:

Pre-Medical  Pre-Dental
Pre-Law  Pre-Ministerial
Pre-Pharmacy  Pre-Veterinary
Pre-Physical Therapy

The Baccalaureate Program

The strength of the Davis & Elkins College baccalaureate program rests upon its strong liberal arts curriculum. A student reflects on fundamental values, develops basic lifetime skills, and gains a broad understanding of concepts, methods, and findings in a number of intellectual and practical fields. Additionally, a student achieves a measure of mastery and integration by focusing on a selected subject as an academic major.

The general education requirements enable a student to explore literature and the fine arts, develop an increased awareness of other cultures, gain an introduction to history, religion and philosophy, and explore the natural and social sciences. The General Education Program at Davis & Elkins College builds on the mission of the college and incorporates the core values explicit in that mission. The purpose of general education is to promote the acquisition of a broad base of knowledge, abilities, and skills that serve to foster lifelong learning and prepare students for satisfying and successful lives. This includes preparing students to “communicate effectively, think critically and creatively, expand knowledge and understanding, apply learning to new and changing situations, exercise leadership and demonstrate social responsibility.”

The general education program at Davis & Elkins College is designed to assure that the graduates of the College's Baccalaureate programs

- Communicate clearly and effectively in written and spoken forms,
- Make discriminating judgments about the relative worth of ideas and arguments,
- Appreciate and critically evaluate representative systems of thought and religious belief,
- Understand the interrelation of events, people, and world conditions through time,
- Appreciate the creative process and the richness of human creativity,
- Function as informed citizens in a world and time that depends heavily on scientific, quantitative, and technological approaches to problem-solving,
- Understand the personal and social dynamics that motivate people and social institutions,
- Increase awareness of the diverse world community, and
- Develop understandings and habits that promote lifelong learning and wellness.

The major provides for substantive depth in an academic discipline, whether chosen in preparation for graduate work, career, or simply to satisfy personal interests. Some academic majors require a minor, while other majors do not. The minor may complement the major or may be used to investigate at some depth another field of study.

A strong system of academic support services is available for all students, while an Honors Program adds further dimensions for those who seek additional academic rigor. All baccalaureate programs are designed for normal completion in four years; however, students may accelerate their programs or pursue a degree on a part-time basis.
Graduation Requirements

Davis & Elkins College confers the Bachelor of Arts and Bachelor of Science degrees. The degree granted is determined by the student's choice of a major, or in the case of a student's completing two or more majors, by the “primary” major as confirmed by the student. Candidates for the bachelor's degree must satisfy the following requirements:

1. 124 semester hours of credit, excluding foundations courses (FND)
2. At least 36 semester hours of credit earned in residence at Davis & Elkins College, including the final 26 hours taken immediately prior to graduation
3. A cumulative grade point average of 2.00 (on a 4.00 scale) overall and in the student's major(s)
4. Verification of attendance at two convocation events during each semester of full-time enrollment at Davis & Elkins College, chosen from an approved list of events. In the case of part-time enrollment, two convocations must be attended for every 16 semester hours attempted at Davis & Elkins College. The events must be chosen from two different categories of the three listed below. Those participating in approved events do not receive Convocation credit for that event. Convocation events will be approved by the Faculty Assembly Curriculum Committee in each of the following categories; a) College community events, b) cultural events, and c) academic events.
5. Participation in assessment activities as required by the student's major department(s) and/or the Assessment Committee
6. Completion of an approved academic major, at least 15 semester hours of which must have been earned at Davis & Elkins College. (Students may declare their major using any catalog from a year during which they were a matriculated student at Davis & Elkins College; however, in no case may a student graduate based on a program in a catalog that is more than seven years old.) Students wishing to earn a double major must select a major outside of the discipline of their first major and complete all requirements for each major.
7. Each student pursuing a baccalaureate degree may declare and complete a minor or minors. Students are allowed to declare more than one minor, as long as each minor area has a minimum of 12 semester hours distinct from their major(s) and any other minor area. Individual academic programs may require a minor. See major requirements under the ‘Courses of Instruction’ section of this catalog. (A student's minor must be declared in the same catalog as their major.)
8. Completion of the college's Baccalaureate General Education Curriculum (as described either in the catalog in effect when the student initially entered the College or in the catalog used to declare a major [see number 6 above]).

Baccalaureate General Education Curriculum

Each candidate for the degree Bachelor of Arts or Bachelor of Science must satisfy the following general education requirements. No single course may satisfy more than one general education requirement, with one exception: one of the two required Cultural Diversity courses may also satisfy another general education requirement of the same discipline.

1. English Composition I and II (ENGL 101 and 102) (6 semester hours)
   Grade of C or better required in both courses. Students must enroll in ENGL 101 within the first 31 semester hours of coursework and ENGL 102 within the first 62 semester hours of coursework.
2. Introduction to Public Speaking (COMM 107) (3 semester hours)
3. Physical Education (2 semester hours)
   PHED 101: Fitness for Life (0.5 semester hours) and PHED 104: Physical Activity (1 semester hour) (Intercollegiate athletics will count as two PHED 104 courses) and any additional Physical Activity course selected from PHED 104, PHED 114, RMTO 221-224, or THRE 232. [One semester hour of Physical Education is awarded to those who have completed six months or more of active military service within ten years prior to entering Davis & Elkins College. Those who qualify for this credit may complete the Physical Education requirement by satisfactorily completing any combination of Physical Activity courses listed above totaling 1 semester hour.]
4. Fine and Performing Arts (5 semester hours)
   Students must take a “theory or appreciation” course selected from ART 109, 209A, 309, MUSC 100, 101, 201, 202, THRE 115, 211 and any “performance” course chosen from Art (ART), Music (MUSC), Theatre (THRE), or ENGL 200.

5. History (6 semester hours)
   Include at least one of the following: HIST 103, 104, 105, 106

6. Philosophy (3 semester hours)

7. Religion (3 semester hours)

8. Literature (6 semester hours)
   Any two literature courses, including literature offered in a foreign language or a foreign literature course offered in translation.

9. Social Science (6 semester hours)
   Two courses at the 100 or 200 level selected from two of the following disciplines: Communication (COMM 101 only), Economics (ECON), Political Science (POLS), Psychology (PSYC), Sociology (SOCI).

10. Mathematics (numbered MATH 101 or higher) (3 semester hours)

11. Mathematics OR Foreign Language (6 semester hours)
   a. Two additional courses in mathematics numbered MATH 101 or higher, or
   b. Two courses in a single foreign language

12. Cultural Diversity (3 or 6 semester hours)
   (One of the required Cultural Diversity courses may also apply toward satisfying another general education requirement of the same discipline. No one course may be used to fulfill both the U.S cultural studies and global cultural studies requirements.)
   a. One course in U.S. cultural studies (defined as a course that analyzes contemporary and/or historical patterns of diversity in the U.S. by focusing on any of the following categories: race, class, ethnicity, gender, sexual orientation, or people with disabilities) selected from ART 108, 309, EDUC 271, ENGL 151, ENGL 254, HIST 251, PHED 306, POLS 101, SOCI 220, 221, 223, 227, 235, WGST 101, and
   b. One course in global cultural studies (defined as a course that analyzes cultural practices and/or ideological systems of the diverse world community, excluding England and the U.S.) selected from ART 109, 209A, 309, BUSI 339, COMM 313, ECON 306, ENGL 118, 131, 135, 261, 281, GEOG 204, HIST 105, 106, 250, 252, 254, 303, 305, MRKT 319, SPAN 110, 220

13. Computer Literacy (3 semester hours)
   a. Any CSCI 100 level course, or
   b. An approved discipline-based substitute in the student's major as noted in the major requirements in the catalog

14. Natural Science (7 semester hours)
   A combination of courses selected from Biology (BIOL), Chemistry (CHEM), Environmental Science (ENVS), Natural Science (NSCI), or Physics (PHYS), including at least one laboratory course.

Note: International students entering Davis & Elkins College who speak a language other than English as their native language shall have the six semester hour foreign language requirement (number 11) and the three semester hour global cultural studies requirement (number 12b) waived after they successfully complete English 101 and 102 (requirement number 1), and the literature requirement (number 8). No credits will be awarded for the waived requirements and 124 credits (excluding Foundations courses) will still be needed for graduation. However, if an international student chooses to take foreign language or cultural diversity courses at Davis & Elkins College credit may be earned. Also, the student must complete the U.S. cultural studies requirement (number 12a); the course chosen for this requirement cannot be used to fulfill another general education requirement.
The Associate Program

The Davis & Elkins College associate program is built on a strong liberal arts curriculum that provides opportunities for students to develop important life skills and awareness. The associate degree general education curriculum also prepares students for lifelong learning and to be successful in their chosen field.

Graduation Requirements

Davis & Elkins College confers the Associate in Arts and Associate in Science degrees with concentrations in six disciplines. Each associate degree concentration provides a foundation for continued study leading to a bachelor's degree. Students who have achieved junior or senior status in a baccalaureate degree program (60 semester hours or more) are eligible to earn an associate degree only if (1) the associate degree is to be the terminal degree awarded by Davis & Elkins College or (2) the concentration is in a discipline distinct from the bachelor's degree major the student is pursuing. Candidates for the associate degree must satisfy the following requirements:

1. 62 semester hours of credit, excluding foundations courses (FND)
2. At least 28 semester hours of credit earned in residence at Davis & Elkins College, including the final 20 semester hours taken immediately prior to graduation
3. A cumulative grade point average of 2.00 (on a 4.00 scale)
4. Verification of attendance at two convocation events during each semester of full-time enrollment at Davis & Elkins College, chosen from an approved list of events. In the case of part-time enrollment, two convocations must be attended for every 16 semester hours attempted at Davis & Elkins College. The events must be chosen from two different categories of the three listed below. Those participating in approved events do not receive Convocation credit for that event. Convocation events will be approved by the Faculty Assembly Curriculum Committee in each of the following categories: a) College community events, b) cultural events, and c) academic events.
5. Participation in assessment activities as required by the department of the student's concentration and/or the Assessment Committee
6. Completion of an approved concentration in Accounting, Business, Computer Business Systems, Criminal Justice, Hospitality, or Nursing, at least half of which must be completed in residence at Davis & Elkins College
7. Completion of the college's Associate Degree General Education Curriculum

Associate Degree General Education Curriculum

Each candidate for the Associate degree must satisfy the following general education requirements.

1. English Composition I and II (ENGL 101 and 102) (6 semester hours)
   Grade of C or better required in both courses. Students must enroll in ENGL 101 within the first 31 semester hours of coursework. Nursing students must enroll in ENGL 101 by the fall semester of their second year.
2. Physical Education (1 semester hour)
   Fitness for Life (PHED 101, 0.5 semester hours) and Physical Activity (PHED 104, 0.5 semester hour) (Intercollegiate athletics will count as two PHED 104 courses.)
   [One semester hour of Physical Education is awarded to those who have completed six months or more of active military service within ten years prior to entering Davis & Elkins College. Those who qualify for this credit will have completed the associate degree Physical Education requirement.]
3. Selections from two of the following groups (6 semester hours)
   a. Art, Music, Theatre Arts
   b. History, Philosophy, Religion
   c. Literature
   d. Mathematics
   e. Biology, Chemistry, Environmental Science, Natural Science, Physics
   f. Economics, Political Science, Psychology, Sociology
Honors Program
Guidelines and Requirements

I. Mission Statement
The honors program at Davis & Elkins College seeks students of outstanding intellectual promise and potential and endeavors to provide them with an intellectual environment in which to explore new ideas and develop their own intellectual identities and passions.

II. Admission to the Program
Honors students typically enter the program as freshmen and sign a contract detailing their academic responsibilities and the academic standards they are expected to maintain (see below). Students already enrolled at Davis & Elkins who have distinguished themselves academically and who have received the recommendation of one or more faculty members may also apply for admission to the program.

III. Grade Point Average
First-year students are expected to maintain a minimum cumulative grade point average of 3.0. From their sophomore year onward, honors students are expected to maintain a minimum cumulative grade point average of 3.2. Under special circumstances the honors committee may allow students failing to meet the specified grade point average to remain in the program on a semester-to-semester basis.

Honors students who have achieved a cumulative grade point average of 3.6 or higher, who have completed 18 credit hours of honors course work, and who have completed their senior honors project (HONR 397) graduate with a ‘distinguished’ citation. Honors students who have achieved a cumulative grade point average of less than 3.6, who complete 18 credit hours of honors course work, and who have completed their senior honors project (HONR 397) graduate with an ‘honor program completion’ citation.

IV. Honors Course Requirements
To successfully complete the honors program students must complete a minimum of 18 credit hours of honors coursework. Three (3) of these credit hours are earned by taking HONR 397 (Senior Honors Project). An additional three (3) credit hours are typically—though not always—earned by taking a second semester first-year English seminar.

Of the remaining twelve (12) to fifteen (15) credit hours, a maximum of 8 credit hours (though no more than two courses) may be earned by applying for honors credit for courses or experiences not designated as honors courses in the Davis & Elkins College catalog. Typically, this will involve students adding an ‘honors component’ to a non-honors course or participating in a special or non-traditional learning experience (e.g. studying abroad, conducting academic research, etc.). In order to be granted these honors credits students must submit an application offering a rationale for why these credits should be considered honors credits. All such applications will be reviewed by the honors committee whose decision shall be final.
The Contract Degree

The Contract Degree program offers students an opportunity to develop and pursue an individualized degree program particularly suited to their own needs and goals. Expanding on the college curriculum, students assemble a proposal, which may include standard course offerings, projects, off-campus experiences, and practical/independent studies in a unified program of study. The Contract Degree proposal will address how the student will fulfill the College's General Education program and will define a specific area of Concentration. This Concentration may be an interdisciplinary study unified by a single major theme or program, or by a historical period. The combined General Education and Concentration courses and experiences becomes a coherent, integrated course of study that defines the student's degree program; therefore, additional majors or minors are not included in a contract degree. It is possible to earn either a contract Associate degree or contract Bachelors degree.

Interested students are invited to discuss this program with their academic advisor. A Contract Degree involves careful planning by the student and a three-member Contract Committee. The student and the chair of the Contract Committee are responsible to develop the proposal, review it with the other two members of the committee and get their approval, and submit the proposal to the Provost and Dean of Faculty to be reviewed by the Faculty Assembly Curriculum Committee. Guidelines and forms are available in the Academic Affairs Office (LA106). For a Bachelor Degree the proposal must be submitted for approval to the Provost and Dean of Faculty by the time the student has at least 62 semester hours of work remaining. Proposals may be submitted by the end of the first full month of each semester and the Curriculum Committee will make the final decision on the proposed contract by the end of that semester. For an Associate Degree the proposal must be submitted to the Provost and Dean of Faculty in time for it to be approved at least one academic year prior to the date of intended graduation. The proposal, when approved, becomes the student's requirements for completing a degree from Davis & Elkins College.

Specific graduation requirements for the Bachelor Contract Degree and Associate Contract Degree follow:

The Baccalaureate Contract Degree
Graduation Requirements

A Contract Degree at Davis & Elkins College may either be a Bachelor of Arts or Bachelor of Science degree. The degree granted is determined by the primary discipline of the student's contract concentration. Candidates for a Contract Bachelor's Degree must satisfy the following requirements:

1. 124 semester hours of credit, excluding foundations courses (FND)
2. At least 36 semester hours of credit earned in residence at Davis & Elkins College, including the final 26 hours taken immediately prior to graduation
3. A cumulative grade point average of 2.00 (on a 4.00 scale) overall
4. Verification of attendance at two convocation events during each semester of full-time enrollment at Davis & Elkins College, chosen from an approved list of events. In the case of part-time enrollment, two convocations must be attended for every 16 semester hours attempted at Davis & Elkins College. The events must be chosen from two different categories of the three listed below. Those participating in approved events do not receive Convocation credit for that event. Convocation events will be approved by the Faculty Assembly Curriculum Committee in each of the following categories: a) College community events, b) cultural events, and c) academic events.
5. Participation in assessment activities as required by the student's major department(s) and/or the Assessment Committee
6. Completion of the current College General Education program and a Concentration program, including a contract senior thesis, approved by the Contract Committee and the Curriculum Committee.
The Associate Contract Degree
Graduation Requirements

An Associate Contract Degree at Davis & Elkins College may be either an Associate in Arts or Associate in Science. The Associate degree granted is determined by the primary discipline of the student's contract concentration. The Contract Associate Degree should provide a foundation for continued study leading to a Bachelor's Degree. Students who have achieved junior or senior status in a Baccalaureate degree program (60 semester hours or more) are eligible to earn an associate degree only if (1) the Associate degree is to be the terminal degree awarded by Davis & Elkins College or (2) the concentration is in a discipline distinct from the Bachelor's degree major the student is pursuing. Candidates for the Contract Associate Degree must satisfy the following requirements:

1. 62 semester hours of credit, excluding foundations courses (FND)
2. At least 28 semester hours of credit earned in residence at Davis & Elkins College, including the final 20 semester hours taken immediately prior to graduation
3. A cumulative grade point average of 2.00 (on a 4.00 scale)
4. Verification of attendance at two convocation events during each semester of full-time enrollment at Davis & Elkins College, chosen from an approved list of events. In the case of part-time enrollment, two convocations must be attended for every 16 semester hours attempted at Davis & Elkins College. The events must be chosen from two different categories of the three listed below. Those participating in approved events do not receive Convocation credit for that event. Convocation events will be approved by the Faculty Assembly Curriculum Committee in each of the following categories: a) College community events, b) cultural events, and c) academic events.
5. Participation in assessment activities as required by the department of the student's concentration and/or the Assessment Committee.
6. Completion of the current College General Education program and a Concentration program, including a contract final project, approved by the Contract Committee and the Curriculum Committee.

Mentor Assisted Program

Since its inception in 1988, the Mentor Assisted Program (MAP) has striven for the highest quality academic practices. The program has been designed for students who have (1) completed at least 30 semester hours of college work, (2) earned a GPA of 2.0 or above, (3) significant work or life experience, and (4) been away from college for at least one year.

The scope of the Mentor Assisted Program (MAP) is limited to selected majors. Nursing, for example, is not available through the MAP program. A faculty mentor assists in developing a plan that describes the student's goals. It is critical to the progress of the MAP student to have regular sessions with the mentor to review accomplishments and plan next steps. The mentor assists the student in registering and meeting the requirements for graduation.

New MAP students ordinarily begin their program by enrolling in General Studies 101 and 102 (Portfolio and Education Assessment) and, with their mentor, developing a plan for the completion of their educational goals. MAP students then implement their program by enrolling in courses on and off campus, applying for life experience credit, earning credit by examination, and by proficiency testing.

Further information about the program is available from the Registrar's Office and the Office of Admission.
Pre-Professional Programs

Pre-Medical, Pre-Dental, Pre-Pharmacy, Pre-Veterinary Programs, Pre-Physical Therapy, Pre-Law and Pre-Ministry

Pre-professional students are advised to take a broad, general education program to gain background in the arts, humanities, natural sciences and social sciences. Most professional schools do not require a specific undergraduate major, although many students seeking admission to professional schools in the sciences elect a biology or chemistry major.

Pre-Health Sciences

Admission to most medical schools is based on academic achievement as indicated by the grade point average, placement on the Medical College Admission Test (MCAT), recommendations, and personal interviews. Since medical schools have more qualified applicants for admission than they can accept, it cannot be too strongly emphasized that a strong academic record is required for acceptance. Admissions committees usually do not publish expected or cut-off scores for grade point averages. However, competition for the limited number of positions is intense; transcripts are reviewed with regard to consistency of performance, course loads and the degree of difficulty of the curriculum.

The minimum requirements for admission vary somewhat from institution to institution, but a typical list of requirements includes English Composition (6 semester hours), Biological Sciences with lab (8 hours), Inorganic Chemistry with lab (8 hours), Organic Chemistry with lab (8 hours), Physics with lab (8 hours), and Social or Behavioral Sciences (6 hours). A quantitative background, including Calculus, is recommended.

The MCAT should be taken in the spring of the junior year, but only after completing the required courses in Biology, Chemistry and Physics.

The pre-dental program is very similar, except that it requires the Dental Admission Test rather than the MCAT. Pre-veterinary students take the MCAT, the VAT (Veterinary Aptitude Test), or the GRE (Graduate Record Exam), depending upon individual veterinary school requirements.

The pre-pharmacy program is designed to prepare students for advanced specialized study of pharmacy. Pharmacy schools will accept applications from students who have completed two years of college, but most students admitted to pharmacy schools have completed a four-year bachelor's degree, frequently with a major in chemistry.

The pre-physical therapy program is designed to prepare students for doctoral programs in physical therapy. Most students interested in physical therapy should complete a four year degree with the pre-professional specialization option in exercise science, and take the GRE exams.

Students interested in these professional fields should consult the Chair of the Biology and Environmental Science Department, chair of the Chemistry Department, or the Health, Sport and Movement Science Department as early as possible after their entrance into Davis & Elkins College.

Pre-Law Program

Pre-law students are advised to take a broad, general education program that includes study of the humanities, social sciences and natural sciences. Law schools require no particular major, although extensive work in history, political science, economics and sociology is strongly recommended. Competence in the skills of accounting, statistics, oral communication and writing will greatly aid students in both their Law School Admission Test (LSAT) and study in law school.

Admission to most law schools is based primarily on demonstrated ability determined by the college grade point average plus placement on the LSAT. Inasmuch as most law schools have many more applicants for admission than they can accept, few students with the minimum grade point average and minimum LSAT scores are accepted. An above-average academic record in undergraduate school is expected of the pre-law student.

Students interested in a law career are encouraged to consult with the chair of the History and Political Science Department as soon as possible after entering Davis & Elkins College.
Pre-Ministerial Program

Pre-ministerial students may major in any academic field, but should enroll in a wide variety of courses in the humanities and religion, history, and cultural studies. Enrollment in a modern language is recommended during the first years in college. In addition, an introductory course in Greek can prove helpful for the more advanced courses that most seminaries require for students seeking ordination.

Students seeking a career as a Christian educator upon graduation from college may elect to complete the major in Religious Education.

Students interested in these vocations should consult with the Department of Religion and Philosophy and/or the Benfield-Vick Chaplain. Courses at Davis & Elkins College are open to students of any religious affiliation. Students who have completed these programs may apply for admission to the seminary of their choice.

Affiliated Programs

The Washington Center

Davis & Elkins College is affiliated with the Washington Center in Washington, DC. This organization arranges internships for students in a wide range of disciplines. Students are placed with a government agency, non-profit organization, or business in the Washington, DC, area. Students live in apartments arranged for by the Center. Each student must apply, have a Davis & Elkins faculty advisor, and establish goals for the internship. The program has three components: the internship, the Washington Forum, and a course of study. Each is briefly explained below. Financial assistance is available.

Components of the program:

1. Internship – the student works full-time for 15 weeks during a regular semester or 10 weeks during the summer. The Washington Center has a policy that no more than 20% of the student's time may be spent on clerical work. These are truly meaningful internship experiences.

2. Washington Forum – the students have weekly breakfast meetings with various government and organization leaders from around Washington to discuss timely issues.

3. Academic course – the students take a course that meets one night a week for three hours. The topic of the course (several are offered by Washington Center staff) is selected based on the student's goals for the internship.

Evaluation of the student is arranged ahead of time and involves the internship supervisor, a Washington Center staff member, and the Davis & Elkins advisor. The D&E faculty member awards the final grades for the experience.

Academic credit is awarded by Davis & Elkins College:

15 week program (fall or spring semester) = 16 semester hours
- Internship – 12 semester hours
- Forum – 1 semester hour
- Course – 3 semester hours

10 week summer program = 12 semester hours
- Internship – 8 semester hours
- Forum – 1 semester hour
- Class – 3 semester hours

Contact the Director of the Career Management Center for more information and application forms.
Student Legislative Program

Davis & Elkins College participates in the Frasure-Singleton Student Legislative Program, that allows 50 college students from institutions throughout West Virginia to observe the West Virginia Legislature for one week during the regular legislative session. Operated under the direction of the West Virginia Legislature, the activities of the program include working with a member of the Legislature, attending seminars with representatives from all branches of state government, lobbyists, reporters and staff persons, and individual research projects. The program is open to full time sophomores, juniors and seniors who are in good academic standing and have successfully completed one course in Political Science. One semester hour of credit is given for participation in the program; additional credit can be earned through preparation of a research paper as an Independent Study. Students interested in this program should consult the Chair of the Department of History and Political Science.

Cooperative Programs

State University of New York College of Environmental Science and Forestry at Syracuse

The program consists of three years at Davis & Elkins College and a summer and five semesters at the College of Environmental Science and Forestry (CESF) at Syracuse. The student must make application to SUNY and be accepted into the program. After successful completion of the first year at CESF, Davis & Elkins College will award the Bachelor's degree and the status of the student at CESF will be changed from special to matriculated. Upon completion of the program at Syracuse, the student is awarded the master's degree. During the three-year program here, the student should complete a minimum of the following in addition to the general education and requisite courses: chemistry through organic, mathematics through integral calculus, physics, and economics. Normally the student would expect to begin studies at CESF with a summer field program following completion of the third year at Davis & Elkins College. Additional information may be obtained from the chair of the Biology and Environmental Science Department.
Courses of Instruction

Courses numbered in the 100s are taught primarily at the introductory or elementary level; courses numbered in the 200s at the intermediary level; and courses in the 300s at the advanced level. Special Topics courses may be offered by academic departments and study some aspect of the discipline not covered in regularly offered courses. These courses are designated with a ‘4’ as the middle digit (14x, 24x, 34x) and are typically taught once before they are reviewed by the department to become a regular course in the curriculum or to be deleted. Courses taught only in Winter Term are designated with a “7” as the middle digit (17x, 27x, 37x). See the Winter Term section of the catalog for course listings.

It is necessary to check the schedule of classes prepared each year by the Office of the Registrar to determine when and whether a particular class will be offered. Any course may be withdrawn from the schedule of a given semester if the enrollment is insufficient.

Course prerequisites are listed after course descriptions. The student should note that courses listed as prerequisites may themselves have prerequisites which will be listed under their descriptions. Note also that any prerequisite can be waived in special cases by the course instructor or department chair.

A student who has taken an upper-level course in what a department judges is a sequence may not receive graduation credit for subsequently taking a lower-level course in that sequence without the written permission of the department chair.

Some courses may require that a student provide their own transportation for off-site experiences. These courses will be denoted with a 🚌.

Accounting

Accounting concepts are the foundation for the communication and analysis of financial information in the business environment. The accounting major builds on the general education curriculum to provide the student with an understanding of current business and management concepts and practices. The accounting curriculum provides the student with the opportunity to pursue a career in private or governmental accounting, advanced study in the accounting field, or a variety of other career choices. Coursework, including computerized applications, is designed to promote the student's understanding of accounting theory and the ability to apply accounting principles in the business environment. Students who wish to pursue licensure as a Certified Public Accountant (CPA) can satisfy the eligibility requirements to sit for the examination in the State of West Virginia if they complete a double major in either Accounting and Management or Accounting and Marketing. The West Virginia Board of Accountancy requires 150 semester hours of postsecondary education in order to sit for the examination.

Baccalaureate Program (B.S.)
The requirements for a major in Accounting consist of 36 hours in Accounting courses including 111, 112, 201 (which fulfills the computer literacy requirement), 213, 216, 218, 219, 260, 307, 315, and 317 and one accounting elective chosen from Accounting 214, 217, 225 or 330. Additional requirements are Business Administration 101, 209, 220, 221, Economics 105, 106, 302, Management 201, 397, Marketing 201, and Mathematics 180 or Economics 380. An academic minor is not required, but may be taken as an option. In such cases, accounting majors may not select a minor in Business Administration or Accounting.

Associate Program (A.S.)
The requirements for a major in Accounting consist of 36 semester hours including Accounting 111, 112, 201, 218, 219, and three semester hours chosen from Accounting 213, 216, or 307, Business Administration 101, 210 (or Mathematics 101), 220, Economics 105, 106, Management 201.
Minors
The requirements for a minor in Accounting consist of 18 semester hours including Accounting 111, 112, 218, and 219, Business Administration 101, and three semester hours chosen from Accounting 213, 216 and 307. Accounting 201 is recommended but not required.

Finance Minor
The requirements for a minor in Finance consist of 21 semester hours including Accounting 111, 112, 307, and 308; Economics 105, 230, and 302. Economics 307 is recommended but not required.

Accounting Courses (ACCT)

111 Principles of Accounting I 3 semester hours
An introduction to financial accounting from the analysis of transactions through the preparation of financial statements. Basic theory will emphasize the impact of business transactions on the accounting equation.

112 Principles of Accounting II 3 semester hours
A continuation of the introduction to financial accounting and an introduction to managerial accounting. Topics covered include cash flow analysis, accounting for corporations, managerial decision making, cost control, financial budgeting and financial statement analysis. Prerequisite: ACCT 111.

201 Computerized Accounting 3 semester hours
An introduction to computerized applications of accounting including general ledger, accounts receivable, accounts payable, payroll, inventory, preparation of financial statements and other software applications. Prerequisite: ACCT 111.

213 Cost Accounting 3 semester hours
An introduction to cost accounting for manufacturing and non-manufacturing organizations. Areas to be covered include job order costing, process costing, cost behavior and budgeting. Prerequisite: ACCT 112. Not offered every year.

214 Advanced Cost Accounting 3 semester hours
A continuation of the study of cost accounting theory and practice including cost behavior, capital budgeting and analysis, cost allocation methods and inventory management. Prerequisite: ACCT 213. Not offered every year.

216 Income Tax Accounting I 3 semester hours
An introduction to Federal income tax principles and procedures for individuals including gross income, deductions, exemptions, credits and tax calculation principles. Not offered every year.

217 Income Tax Accounting II 3 semester hours
An introduction to Federal income tax principles and procedures for corporations, partnerships, estates and trusts. Prerequisite: ACCT 216. Not offered every year.

218 Intermediate Accounting I 3 semester hours
A continuation of the study of financial accounting theory and practice including an overview of the accounting cycle and an in-depth analysis of assets. Prerequisite: ACCT 112.

219 Intermediate Accounting II 3 semester hours
A continuation of the study of financial accounting theory and practice including an in-depth analysis of liabilities, stockholders' equity, post-retirement benefits, accounting for income taxes and other selected topics. Prerequisite: ACCT 218.

225 Tax Return Preparation 3 semester hours
The students will participate in the Volunteer Income Tax Assistance Program (VITA) which provides free tax help to people who cannot afford professional assistance. The program will include non-traditional hours at various community locations. The course may be repeated for credit. Prerequisite: ACCT 216 or permission of the instructor.
260  Accounting Information Systems  3 semester hours
An introduction to computerized accounting information systems including system design, transaction
processing, information reporting and internal control. Prerequisite: ACCT 201 and ACCT 218 or
concurrent with ACCT 218. Not offered every year.

307  Finance  3 semester hours
A study of the activities of the finance manager in the planning, acquisition and administration of
funds used in a business enterprise. Prerequisite: ACCT 112. MATH 102 is recommended but not
required.

308  Corporate Finance  3 semester hours
Analysis of corporate financial decision making utilizing modern financial analysis techniques with
emphasis placed on case studies and computer applications. Prerequisite: ACCT 307. Not offered every
year.

315  Advanced Accounting  3 semester hours
A continuation of the study of financial accounting including the topics of business combinations,
consolidations, foreign currency transactions, liquidations and bankruptcy. Prerequisite: ACCT 219.
Not offered every year.

317  Auditing  3 semester hours
An introduction to the theory and practice of auditing including professional standards, reports and
related communications, audit sampling methods, legal liability, professional conduct, ethics and working
paper techniques. Prerequisite: ACCT 260. ACCT 315 is recommended but not required. Not offered
every year.

330  Governmental and Not-for-Profit Accounting  3 semester hours
A study of fund accounting as used by governmental and not-for-profit entities. Pre- or Co-requisite:
ACCT 218. Not offered every year.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are
expected for each semester hour of credit. May be repeated for credit provided a new topic is chosen.
Prerequisites: ENGL 102 and permission of the instructor.

Art

The College affirms the value of the visual arts to a well-rounded liberal arts program and offers a selection
of studio and non-studio courses for students to fulfill general education requirements. This year the
following courses are being offered.

Art Courses (ART)

105A  Ceramics  3 semester hours
An introduction to wheel-thrown pottery. Includes glaze mixing and firing. Studio.

106A  Fiber Arts  3 semester hours
The study of traditional weaving techniques including preparing and dressing a warp and weaving on the
loom. Students design and plan a project, discuss and analyze fiber selection and finishing techniques, learn
the basic techniques of analyzing woven fabric and drafting weaving patterns and become familiar with
contemporary concepts of textile work and contemporary craft. Studio.

107A  Collage  3 semester hours
Collage derives from the French word coller meaning to glue. Collage is work made by gluing materials
such as paper scraps, photographs, and cloth on to a flat surface for specific visual effects, inventive
juxtapositions of imagery and relief from the task of rendering said imagery. Today any material fixed to a
surface may be termed collage. Studio.
**108  Visual Literacy** 3 semester hours
Visual literacy is the ability to interpret, appreciate, use and create images using both conventional and contemporary media in ways that advance thinking, communication, and learning. The experience includes examples utilizing art history, photography, graphic design, the media, cinema, and advertising to examine the influence of imagery on contemporary culture. Lecture.

**142  Digital Photography** 3 semester hours
A course that introduces a foundation of understanding of basic photographic techniques to the digital domain. Students will take their own photographs of a variety of subject matter considering viewpoint and composition. Particular attention will be on making better photographs. Some basic ‘dark-room’ techniques will be introduced using graphic software on the computers in the Mac Lab. Students must be familiar with their own camera. Students must have their own digital camera and necessary cables to connect with a computer.

**207A  Painting** 3 semester hours
Oil and/or acrylic painting. From quick studies to more prolonged and complex works utilizing the still-life, painting introduces color through the use of a limited palette. Studio. Prerequisite: ART 101. Not offered every year.

**Biology**

The curriculum offered by the Department of Biology and Environmental Science is designed to develop within the student an understanding of the process of scientific inquiry as well as an appreciation of the underlying unity and overriding diversity of life. The program further aims to establish an understanding and appreciation of the relationships that operate within the biosphere, especially those involving humankind.

In order to serve the needs of students with differing career interests, two degree options are offered: (1) the Bachelor of Science in Biology major is intended for the traditional biology major including those preparing for medical, dental, veterinary, pharmacy, or graduate schools, (2) the Bachelor of Arts in Biology and Environmental Science major is intended for the student whose career goals differ from those of the traditional Biology major yet who wants some expertise in the biological and environmental sciences. Career possibilities for this major include the following: natural history, various areas of environmental science, education, law, various technical occupations, biological illustration, and scientific journalism. A Bachelor of Science major in Environmental Science described under Environmental Science is also awarded by the Department. In addition to the standard degree options, a co-operative (3/2) forestry program, and pre-medical, pre-dental, and pre-veterinary medicine options are available.

**Baccalaureate Programs (B.A. or B.S.)**

The requirements for a B.A. major in Biology and Environmental Science consist of 39 semester hours including Biology 101, 102, 205 or 214, Environmental Science 101, 105, either Biology 297 or Environmental Science 297, either Biology 335 or Environmental Science 335, either Biology 397 or Environmental Science 396, and 16 semester hours chosen from either Biology or Environmental Science 200 level or 300 level courses. Additional requirements are Chemistry 120, 121, 122, 123, and Mathematics 195. The computer literacy requirement may be met by taking either Biology 214 or 305 and either Biology 397 or Environmental Science 396.

The requirements for a B.S. major in Biology consist of 39 semester hours of Biology courses including 101, 102, 205, 297, 302, 305, 335, 397, and 16 semester hours chosen from additional 200 or 300 level Biology courses. The two-semester sequence of Biology 107 and 108 can also be used to fulfill one four-semester hour biology elective. Additional requirements are: Chemistry 120, 121, 122, 123, 205, 206, 207, and 208; Mathematics 195 and 196; Physics 251 and 252. The computer literacy requirement may be met by taking either Biology 214 or 305 and either Biology 397 or Environmental Science 396.

**Minor**

The requirements for a minor in Biology consist of 17 semester hours including Biology 101, 102, 297 and 8 semester hours chosen from additional 200 or 300 level Biology courses.
### Biology Courses (BIOL)

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Basic Biology</td>
<td>4</td>
<td>A survey of basic biological principles including a scientific study of life, its cellular basis and energetics; the origin of cellular life; reproduction and the molecular basis of heredity; and ecology. The course includes a weekly two-hour laboratory. This course is designed for non-majors, and credit earned cannot be applied towards a major in biology.</td>
</tr>
<tr>
<td>101, 102</td>
<td>Principles of Biology I, II</td>
<td>4, 4</td>
<td>A sequential series designed primarily for students majoring in Biology and Environmental Science. Biology 101 investigates the nature of life's structure, function, genetics, growth and development. Biology 102 is the biology of organisms: plants, animals, fungi, protists and bacteria with major consideration given to their ecology and evolution. Required laboratories are included. Pre- or co-requisites: BIOL 101, MATH 101 or higher; BIOL 102, BIOL 101.</td>
</tr>
<tr>
<td>107</td>
<td>Human Anatomy</td>
<td>4</td>
<td>Provides an understanding of the structural levels of the body, from molecules to organ systems. Analyzes the anatomy of the skeletal system, articulations, the muscular system, and the nervous system. Laboratory exercises are designed to illustrate fundamental anatomical principles of the body.</td>
</tr>
<tr>
<td>108</td>
<td>Human Physiology</td>
<td>4</td>
<td>Illustrates how the body maintains itself through the mechanisms of endocrine control, circulation, respiration, digestion, cellular metabolism, urine production, and buffer systems. Also covered are the reproductive systems and development. Laboratory exercises are designed to illustrate fundamental physiological properties of the body. Prerequisite: BIOL 107.</td>
</tr>
<tr>
<td>205</td>
<td>Genetics</td>
<td>4</td>
<td>A survey of inheritance in prokaryotes and eukaryotes, including human genetics. Topics include Mendelian genetics, DNA structure and function, gene interaction, and population genetics. Laboratory included. Prerequisites: BIOL 102. Pre- or Co-requisite CHEM 121. Not offered every year.</td>
</tr>
<tr>
<td>208</td>
<td>Microbiology</td>
<td>4</td>
<td>The biology of bacteria, viruses, and parasites will be studied as to their mode of entry into the host, particularly the human host. Cellular and colonial morphology and physiology; communicability and symptomatology; and methods used for immuno-identification, aseptic techniques, and antibiotic sensitivity testing will be emphasized. A laboratory emphasizing culturing methods and aseptic techniques is included. Prerequisite: BIOL 102 or 108.</td>
</tr>
<tr>
<td>212</td>
<td>Zoology</td>
<td>4</td>
<td>A study of the anatomy, physiology, development, and evolution of animals. A laboratory with required dissection is included. Prerequisite: BIOL 102. Not offered every year.</td>
</tr>
<tr>
<td>213</td>
<td>Plant Taxonomy</td>
<td>4</td>
<td>An introduction to plant classification and the gross anatomy and ecology of the plant families. Special emphasis is placed on field botany and local flora. Laboratory and field experience are included. Prerequisite: BIOL 102. Not offered every year.</td>
</tr>
<tr>
<td>214</td>
<td>Ecology</td>
<td>4</td>
<td>A study of the interaction between biotic communities and abiotic factors. Topics include energy and nutrient relations, community interactions, and succession. An investigative laboratory emphasizing data collection, analysis, and interpretation is included. Prerequisite: BIOL 102. Pre- or Co-requisite: CHEM 121. Not offered every year.</td>
</tr>
<tr>
<td>216</td>
<td>Plant Biology</td>
<td>4</td>
<td>A study of the diversity of vascular and non-vascular plants. Emphasis is placed on the intimate relationship between structure and function, particularly in terms of reproduction, photosynthesis, water balance, and growth. Laboratory included. Prerequisite: BIOL 102; pre- or co-requisite: CHEM 121. Not offered every year.</td>
</tr>
<tr>
<td>218</td>
<td>Functional Histology</td>
<td>4</td>
<td>A problem-based course designed to demonstrate relationships between microscopic anatomy and physiological function through recognition of tissue types and diagnosis of pathological conditions. Laboratory included. Prerequisite: BIOL 101. Pre- or Co-requisite: CHEM 121. Not offered every year.</td>
</tr>
</tbody>
</table>
220 Introduction to Neuroscience 4 semester hours
A survey of the organization and function of the human nervous system, from molecules and cells to
cognition and behavior. A primary objective of the course is to demonstrate the physiological basis of
human behaviors such as addiction, dyslexia, and depression. A laboratory is included. Prerequisites:
BIOL 101 or PSYC 101.

232 Vertebrate Physiology 4 semester hours
A comparative study of physiology. Topics include respiration, metabolism, and biomechanics. Laboratory
included. Prerequisite: BIOL 102. Pre- or Co-requisite CHEM 121. Not offered every year.

235 Advanced Topics in Biology 4 semester hours
An in-depth study of a pure or applied biological topic. The course may be repeated for credit if a new topic
is chosen. Prerequisite: BIOL 102.

297 Biology Forum 1 semester hour
An informal forum intended for Biology majors and minors. Topics relating to career preparation, graduate
school application, job possibilities, as well as research topics of interest are discussed. Prerequisite: BIO 102.

302 Cell and Molecular Biology 4 semester hours
An introduction to the molecular Biology of the eukaryotic cell. Topics include transcription, protein
synthesis, regulation of gene expression, and cellular differentiation. Laboratory uses methods to analyze cells
and cell components. Prerequisites: BIOL 102, BIOL 205 or permission of instructor. Pre- or Co-requisite
CHEM 121. Not offered every year.

305 Evolution 4 semester hours
A study of the history and principles of organic evolution. The evidence, mechanisms, and genetics of
evolution will be emphasized. Prerequisites: BIOL 102, BIOL 205 or permission of instructor. Pre- or Co-
requisite: CHEM 121. Recommended but not required: BIOL 335. Not offered every year.

307 Animal Behavior 4 semester hours
The study of the mechanisms and evolution of behavior. Topics include sensory systems, orientation and
navigation, communication, reproductive strategies, and sociality. Laboratory included. Prerequisites: BIOL
102, BIOL 205 or permission of instructor. Pre- or Co-requisite: CHEM 121. Recommended but not
required: BIOL 335. Not offered every year.

309 Comparative Vertebrate Anatomy 4 semester hours
An intense analysis of vertebrate form, function, and evolution. This course examines the vertebrate body
plan, the evolution of modifications to that plan, and the significance of those modifications. A laboratory
with required dissection is included. Prerequisite: BIOL 102

335 Current Topics in Biology 1 semester hour
An informal seminar where students and faculty discuss research papers and scientific articles of particular
importance. The focus is on papers published in current journals. Prerequisite: BIOL 297; can be re-taken
for credit.

390 Undergraduate Research in Biology 1-15 semester hours
Working with a faculty or external mentor, the student will engage in original undergraduate research. In
general, 40 hours of work are expected for each semester hour of credit. The student will be expected to
present his or her work to the scientific community in an appropriate manner as determined by the
instructor. The course may be repeated. A maximum of four credit hours may be applied towards Biology electives. Prerequisite: BIOL 102 and permission of the instructor. Offered by special arrangement only.

394 Practicum 1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports.
In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be
repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

397 Senior Seminar 1 semester hour
Students report on primary scientific literature and their own independent studies. There is practice in
communicating scientific information, methods of data presentation, and analysis of scientific research.
Limited to seniors majoring in Biology.
Independent Study

An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Business Administration

The Department of Business Administration offers a curriculum that gives the student a balanced education consisting of both liberal arts and professional courses through its several areas of concentration. The professional courses prepare students for the complexities of business in a changing society.

Upon completion of a major in the Department of Business Administration, the student should have a realistic picture of what to expect in business and a philosophy that will help to achieve great satisfaction in life as well as in a career. Therefore, students are encouraged to acquire and to develop the kinds of knowledge, competencies, and understanding that will help them to make their best contribution to society. Numerous employment opportunities in business are found worldwide.

Baccalaureate Programs (B.S.)

Majors offered are:

- Accounting
- Business Education Comprehensive, 5-Adult
- Economics
- Finance
- Management
- International Management
- Marketing
- International Marketing
- Management Information Systems

Courses and requirements for these programs are listed alphabetically under Accounting, Business Administration, Economics, Management, and Marketing.

Business Education Comprehensive, Management, International Management, Marketing, International Marketing, and Management Information Systems have identical core requirements of 51 semester hours including: ACCT 111, 112, 307; BUSI 101, 209, 210, 220, 230, 339; ECON 105, 106, 380 (or MATH 180); MGMT 201, 332, 395 (or BUS 290), 397; MRKT 201.

A major in Business Education Comprehensive, 5-Adult, consists of the core requirements including Accounting 111, 112, 307; Business Administration 101, 209, 210, 220, 230 (which fulfills the computer literacy requirement), 339; Economics 105, 106, 380 (or MATH 180); Management 201, 332, 395, 397; and Marketing 201. Additional requirements are Business Administration 201, 202, and 231. In addition to these departmental requirements, students must fulfill the Education requirements specified by the Education Department.

Associate Programs (A.S.)

The requirements for a major in Business consist of 37 semester hours including ACCT 111; BUSI 101, 209, 210, 220, 230, 231; ECON 105 or 106; MGMT 201, MRKT 201.

The requirements for a major in Real Estate consist of ACCT 111, 112, 216; ACCT 307 or BUSI 210; BUSI 101, 220, 237, 238; ECON 304 or an approved ECON elective; MGMT 201; MRKT 201 and 306.

Minors

The requirements for a minor in Business Administration consist of 21 semester hours including ACCT 111; BUSI 101, 209, 210; ECON 105 or 106; MGMT 201; MRKT 201.

The requirements for a minor in Finance consist of 21 semester hours including Accounting 111, 112, 307, and 308; Economics 105, 230, and 302. Economics 307 is recommended but not required.
Business Administration Courses (BUSI)

101  Introduction to Business  3 semester hours
An overview of business administration concepts in the areas of the business environment, social responsibilities, organization structures, financial and risk management, securities market, human resources, labor relations, marketing, and additional topics. Department majors should complete this prior to their Junior year.

105, 106  Keyboarding/Typewriting I, II  2, 2 semester hours each
Introduction to the touch system of Keyboarding/Typewriting. Attention to developing mastery of keyboarding is given to the operation of keyboard-activated equipment, to typewritten communication format, and to the development of skills and knowledge. (Students who have had one unit of high school or business school Keyboarding/Typewriting should not enroll in this level: see BUSI 201, 202 series.)

130  Basic Introduction to Computer Input Methods and Tools  1 semester hour
Experiences will include computer handwriting recognition tools, computer keyboard input, and voice writing with speech recognition software. The course is designed to include mastery of keyboard, reading and enunciation, outlining, writing, proofreading and editing, and voice writing. Students will experience tablet style computing and wireless communications.

201, 202  Keyboarding/Typewriting III, IV  2, 2 semester hours each
An advanced course in Keyboarding/Typewriting emphasizing the continued development of speed and accuracy in the processing of documents often used in business, professional, and government offices. Prerequisite: one year of keyboarding or its equivalent.

209  Business Communication  3 semester hours
Principles and practices in effective business communication. Attention is given to organizing and handling ideas, semantics, punctuation, and grammar. The course includes the writing of reports and business letters, participating in conference group sessions, using modern business equipment, and giving oral reports. Related case problems are studied.

210  Business Mathematics  3 semester hours
An introduction to a broad range of mathematical concepts necessary for more advanced business courses. Topics include review of arithmetic functions especially fractions and percentages; fundamental algebraic operations; simple and compound interest; mortgages and buying on time; markups and discounts; insurance; stocks and bonds; basic statistics; introduction to exchange rates, linear programming, and decision making.

220  Business Law I  3 semester hours
A study of the laws of contracts, sales, corporations, property, conveyances, torts, and business crimes as they relate to the Uniform Commercial Code.

221  Business Law II  3 semester hours
Survey of legal principles relevant to operation and management of business organizations, including the substantive law of agency and employment, business organizations, credit and bankruptcy. Prerequisite: BUSI 220. Not offered every year.

230  Information Software Processing I  3 semester hours
The course provides introductory instruction in software concepts and applications for word processing and spreadsheets. Word processing includes formatting, editing, file management, tables, columns, and graphics. Spreadsheets include calculations, charts, forecasting, and sensitivity analysis. Applications for wireless communications in business including email and the Internet are included.

231  Information Software Processing II  3 semester hours
The course is designed to provide instruction in database concepts such as creation, modifications, queries, and report generation. Concepts and applications will be included for graphics presentations technology and wireless communications in business.

233  Wireless Communication Networking in Business  3 semester hours
The course provides a framework for analyzing wireless communication for personal area networks, local area networks, and wide area networks with the emphasis of wireless applications in business and education. It is designed to prepare one to use mobile technology for integration in a practical environment.
235  Introduction to E-Commerce  3 semester hours
The course is designed to provide an introduction to the framework of E-Commerce including the Web, Internet, and business transactions. Applications, business models, customer interface, strategy implementation, infrastructure, public policy, security, and terminology are included. M-Commerce and wireless networks for communicating in business are included.

290  Practicum  1-15 semester hours
Applied field work under the supervision of the business professional and the instructor. In general, 40 hours of supervised work are expected for each semester hour of credit. May be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

339  International Business  3 semester hours
A study of business that crosses national boundaries. Focus is on international movement of products, services, and capital. Information on tariffs, trade restrictions, world financial investments, personnel variables, social problems, and cultural factors is included. Prerequisites: BUSI 101.

394  Practicum  1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

395  Senior Thesis  3 semester hours
Individual work on a research topic related to business. Prerequisite: permission of the instructor.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Chemistry
The Chemistry major offers three programs of study: General Chemistry, Chemistry - Pre-medical and Chemistry - Secondary Education. In choosing one program students must consult with an appropriate program advisor early in their course of studies. An academic minor is not required, but may be taken as an option. In such cases, Chemistry Majors may not select the Natural Science minor.

Students following the General Chemistry program are provided with a foundation for graduate study in chemistry or preparation for a career as a professional chemist in industry and research. This program also prepares students for secondary school teaching and to careers in medicine such as dentistry, optometry, and other health related vocations.

The Chemistry - Pre-medical program is for students who do not wish to pursue the general Chemistry track but are planning to continue their education in the medical field. In addition, this program also prepares students for employment in industry and research.

The Chemistry - Secondary Education program is coordinated with the education department. The program is designed for students who want to meet the requirements for teaching Chemistry in middle, junior high and senior high schools. Questions concerning this program should be referred to the chairs of the education and chemistry departments. Students should also consult with the education department to determine the requirements for West Virginia state certification.

Baccalaureate Programs (B.S.)
General Chemistry
The requirements for a Chemistry major in the general chemistry program consist of 38 semester hours of chemistry courses including: Chemistry 120, 121, 122, 123, 201, 202, 205, 206, 207, 208, 301, 302, 397, and 10 additional semester hours of chemistry elective courses chosen from 203, 204, 215, 304, 305, 306, 310 and 399. Additional requirements are Computer Science 101 (which also fulfills the computer literacy requirement), Mathematics 196, 180, 201, 202 and Physics 251 and 252.
Chemistry – Pre-Medical
The requirements for a Chemistry major in the pre-medical program can be the course sequence for the general chemistry major or 28 hours of chemistry courses which include: 120, 121, 122, 123, 201, 202, 205, 206, 207, 208, 301, 307 and 3 additional hours of chemistry elective courses chosen from 203, 204, 215, 302, 304, 305. Also required are Biology 101 and 102, Mathematics 196 and 201, and Physics 251 and 252. Pre-medical students need to check other entrance requirements for professional schools.

Chemistry – Secondary Education
The requirements for a Chemistry major in the Secondary Education program can be the course sequence for the general chemistry major or 28 hours of chemistry courses which include: 120, 121, 122, 123, 201, 202, 205, 206, 207, 208, 301, 304 and 397. Additional requirements are Environmental Science 101, Mathematics 195 and 196, Natural Science 105 or 106, Physics 251 and 252.

Grades and Standards
A grade of C- or better is necessary for majors in all chemistry courses.

Minor
The requirements for a minor in Chemistry consist of 18-20 semester hours of chemistry courses which include: Chemistry 120, 121, 122, 123, 205, 206, 207, 208 and one elective Chemistry course chosen from 201, 202, 203, 204, 215, 304, and 305.

Chemistry Courses (CHEM)

108 Basic Chemistry I 3 semester hours
This introductory course covers in one semester many of the topics also covered in the two-semester general chemistry course, though in less depth. This course will provide practice in problem solving and is appropriate for students who are interested in nursing, home economics, occupational therapy, psychology, and for students whose mathematics and science preparation is not adequate for Chemistry 120. This course cannot be used as either part of a minor or major in Chemistry but can fulfill a natural science requirement with or without a lab. To fulfill the natural science requirement with a lab, students will also have to take CHEM 109 as a co-requisite. A student who receives a C- or better in CHEM 108 may continue with CHEM 120. Prerequisite FND 150 or higher.

109 Basic Chemistry I Laboratory 1 semester hour
A laboratory course to accompany CHEM 108. Co-requisite CHEM 108.

115 Basic Chemistry II 3 semester hours
A study of the basic principles of organic and biochemistry. Prerequisite: CHEM 100 or 110 or a high school chemistry course within the past five years. Co-requisite: CHEM 116.

116 Basic Chemistry II Laboratory 1 semester hour
A laboratory course to accompany CHEM 115. Co-requisite: CHEM 115.

120, 122 Fundamentals of Chemistry I, II 3, 3 semester hours each
A study of chemical principles and descriptive chemistry. Among the topics covered are the classification of substances, the states of matter, some typical chemical reactions, chemical nomenclature, solutions, chemical and ionic equilibria, acid-base theory, chemical kinetics, atomic structure, and bonding theories. Three hours lecture and one hour recitation per week. CHEM 120: Prerequisite CHEM 108 or pre- or co-requisite MATH 195, co-requisite CHEM 121; CHEM 122: Prerequisite CHEM 120 and co-requisite CHEM 123.

121, 123 Chemical Laboratory Principles I, II 1, 1 semester hour each
Introductory laboratory studies. Among the topics covered are basic techniques; classification and properties of matter; chemical change; stoichiometry; determination of the formula of a compound; gas laws; acid-base titrations; typical chemical reactions; reaction rates and the properties of typical elements. In addition, green chemistry will be integrated into the laboratory studies. CHEM 121: co-requisite CHEM 120; CHEM 123: prerequisite CHEM 120, 121, co-requisite CHEM 122.
201  Analytical Chemistry I  3 semester hours
The primary emphasis is on the principles of chemical analysis and on laboratory technique. The course will include a review of stoichiometry, an introduction to volumetric analysis, treatment of analytical data, theories of acids and bases, the concept of activity, pH calculations, the theory of indicators, oxidation-reduction equilibria, the Nernst equation, complex ion-and chelate chemistry in solution, potentiometric titration, quantitative spectrophotometry, and analytical separations. Prerequisite: CHEM 122; co-requisite CHEM 202. Not offered every year.

202  Analytical Techniques I  1 semester hour
The laboratory consists of a series of experiments, including conventional determinations as well as more modern analyses. Exact quantitative determinations of several different types of samples are carried out using pH, potentiometric, and chelometric titrations; spectrophotometry; and gas chromatography. Ion exchange is used in the analysis of other samples. Prerequisite: CHEM 122, 123; co-requisite CHEM 201. Not offered every year.

203  Analytical Chemistry II  3 semester hours
Lectures cover fundamental instrumental methods plus additional techniques and topics including sampling, luminescence methods, AF-IR, NIR and NDIR, Laser-Raman spectroscopy, mass spectroscopy, ICP-AES, voltammetry, ion-exchange, and size exclusion chromatography. Prerequisite: CHEM 201 and 202, co-requisite CHEM 204.

204  Analytical Techniques II  1 semester hour
The laboratory offers an opportunity to gain a working acquaintance with modern instrumentation for chromatography and spectrophotometry that graduates will use in industrial labs or graduate school. Experiments are designed to study fundamental variables and applications of gas chromatography, HPLC, GC/MS, atomic absorption spectroscopy (flame and graphite furnace), FTIR, UV-vis, fluorescence, ion-selective electrodes, and coulometry. Prerequisites: CHEM 201, 202; co-requisite CHEM 203.

205, 207  Organic Chemistry I, II 3, 3 semester hours each
This course attempts to correlate structure and reactivity. It begins with an introduction to bonding and properties of molecules. Reaction mechanisms are introduced early and used throughout the course. The aliphatic compounds are considered first followed by aromatic compounds. Considerable emphasis is placed on basic theory. Stereochemistry, conformational analysis, and spectroscopy are integrated into the discussion of the preparation and properties of the major classes of organic compounds. CHEM 205: Prerequisite: CHEM 122, 123; co-requisite CHEM 206 or permission from instructor. CHEM 207: Prerequisite: CHEM 205, 206; co-requisite CHEM 208 or permission from instructor.

206, 208  Organic Techniques I, II 1, 1 semester hour each
The laboratory portion of the course allows students to become familiar with basic experimental techniques of organic chemistry such as distillation, crystallization, boiling point and melting point determination, chromatography, and extraction. Experiments are performed that deal with the preparation and purification of representative groups of compounds taught in lecture. CHEM 206: Prerequisites: CHEM 122, 123; co-requisite CHEM 205. CHEM 208: Prerequisites: CHEM 205, 206; co-requisite CHEM 208 or permission from instructor.

215  Undergraduate Chemical Research  2-4 semester hours
An independent research project is pursued under the direction of a chemistry faculty member. The emphasis will be on developing a novel research project that produces results to be presented to the chemical community. Projects will involve such goals as the chemical synthesis of biologically active and/or interesting molecules. Can be repeated for up to six semester hours credit. Prerequisite: permission from instructor. By special arrangement.

301  Physical Chemistry I  3 semester hours
The study of the physical states of matter and thermodynamics. Pre- or co-requisites: CHEM 203, MATH 201, and PHYS 252. Not offered every year.

302  Physical Chemistry II  3 semester hours
A study of the quantum mechanical treatment of atomic and molecular structure, chemical reaction kinetics and transport properties. Prerequisite: CHEM 301. Not offered every year.
304  Biochemistry I  3 semester hours
The course begins with an introduction to amino acid and protein chemistry, then follows with a discussion of enzyme structure, function, and kinetics. Emphasis is placed on the organization of enzyme-catalyzed reactions into coordinated and regulated metabolic sequences. Also examined are (1) the interaction between lipids and proteins to form biological membranes and the roles the biological membranes play in cells (2) carbohydrate, lipid metabolism, and hormonal regulation of these processes and (3) metabolic pathways and other topics which include the glycolytic pathway etc. Prerequisites: CHEM 205, 207; BIOL 101 or permission from instructor. Not offered every year.

305  Biochemistry II  3 semester hours
This course continues the discussion of metabolism started in Chemistry 304 with an examination of phosphoglyceride, sphingolipid, sterol, and amino acid metabolism. Emphasis will also be placed on nucleic acid structure and function, DNA replication, repair and recombination, RNA synthesis, protein synthesis, gene regulation, DNA sequencing, the polymerase chain reaction, and cloning. Prerequisite: CHEM 304. Not offered every year.

306  Chemical Experimentation  2 semester hours
The synthesis, separation, and characterization of both inorganic and organic substances using advanced laboratory techniques such as vacuum distillation, chromatographic techniques of separation etc. Hands on experience with spectroscopic techniques such as IR, UV/Vis, Circular Dichroism/Polarimetry, Gas Chromatography, and fluorescence. Prerequisites: CHEM 203, 204, 206, 208, and 302.

310  Inorganic Chemistry  3 semester hours
This course is designed to enlarge student's knowledge of descriptive inorganic chemistry and to acquaint the student with various theoretical approaches to structure and behavior of inorganic compounds. Chemistry 310 reviews the electronic structure of atoms, considers structure and bonding in covalent molecules, coordination compounds and ionic substances. An application of symmetry, including Group Theory, is included. Additional topics include acids and bases, chemistry in non-aqueous solvents, kinetics, electrochemistry etc. Prerequisites: CHEM 203 and 301.

397  Seminar and Thesis  2 semester hours
Reports on approved topics at monthly seminars; a written thesis presenting the results of an extensive literature search on an approved topic or the results of a laboratory investigation; and an oral presentation of the thesis at a seminar session by junior and senior chemistry majors and minors.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission from instructor.

Communication

Communication Courses (COMM)

107  Introduction to Public Speaking  3 semester hours
Students are provided opportunities to develop presentational skills with a focus on informative and persuasive speech assignments.

110  Survey of Mass Media  3 semester hours
A review of the past and its influence on the current status of television, radio, newspaper and film. Each of these media will be considered from a historical perspective.

111  Small Group Communication Dynamics (RMTO 111)  3 semester hours
Theory and practice in group communication with emphasis on goal setting, decision making, conflict resolution, role behavior and leadership.
Computer Science

Computer Science is a discipline concerned with information processing as associated with computer design and use. Undergraduate courses focus mainly on handling algorithms (problem-solving procedures) in programming languages that operate on data structures available within the environment of existing hardware. Advanced studies in computer science deal with topics such as theory of algorithms, complexity of algorithms, compiler design, information systems, artificial intelligence, and design of software for various applications. Training in higher mathematics is generally essential.

The Department of Mathematics and Computer Science offers the student an opportunity to undertake Computer Science at both the Associate and Baccalaureate levels. (1) The major at the Associate degree level in Computer Business Systems is designed to prepare students for entry-level employment in business programming or computing. (2) The option in Computer Science is designed for students considering careers that apply computer science in scientific fields, and for students considering graduate study in computer science. The option in Computer Information Systems is designed for students considering careers that apply information systems and technology in a variety of fields, and for students desiring to pursue graduate studies in Information Systems programs.

Baccalaureate Program (B.S.)

The requirements for a major in Computer Science consist of 36 semester hours of Computer Science including Computer Science 101, 102, 234, 295, 331, 39x, and 18 semester hours chosen from Computer Science courses with no more than 3 hours at the 100 level and no less than 6 hours at the 300 level. Additional requirements are Mathematics 134, 135, 180, 195, 196, 201, and 312.

The requirements for a major in Computer Information Systems consist of 36 semester hours of Computer Science and related topics including Computer Science 101, 102, 221, 295, 310, 320, 394 or 39X, 9 semester hours chosen from Computer Science courses numbered 200 or above, and 6 additional hours drawn from the following: CSCI courses, with no more than 3 hours at the 100 level, ACCT 201, 260, ART 104A, 204A, BUSI 233, 235, ENVS 230, 330, 340, MGMT 323, MUSC 230, and THRE 370. Additional requirements are Mathematics 134, 135, 180 (or Economics 380), and completion of a minor or major in another field, excluding Computer Science and Management Information Systems.

A major in Management Information Systems is available through the Department of Business.

Associate Program (A.S.)

The requirements for a major in Computer Business Systems consist of 33 semester hours including Accounting 111 and 112; Business Administration 101, 209, and 230, 231; Computer Science 101, 102, and nine semester hours of Computer Science courses numbered above 200, and Mathematics 134.

Minor

The requirements for a minor in Computer Science consist of 18 semester hours including Computer Science 101, 102, nine semester hours of Computer Science courses numbered above 200, and Mathematics 134.

Computer Science Courses (CSCI)

100 Personal Computing 3 semester hours
This course will familiarize students with timely, practical computing skills, focusing on the Internet and personal computing. No prior knowledge of computers or programming is necessary. This course can satisfy the general education computer literacy requirement. Prerequisite: FND 150 or exemption.

101 Introduction to Computer Science I 3 semester hours
A broad introduction to the field emphasizing problem-solving techniques and algorithm development. Topics include algorithms, computer hardware, operating systems, networks, computer languages, and application areas. Students develop programs primarily in a high-level programming language. Three hours of lecture and one hour of lab each week. This course can satisfy the general education computer literacy requirement. Prerequisite: Placement in MATH 101 or higher.
102 Introduction to Computer Science II 3 semester hours
A deeper exploration of algorithms, emphasizing design, coding, debugging, and documentation skills. Introduction to simple data structures and recursion. Fundamental concepts of abstract datatypes and their implementation with object-oriented programming. Additional concepts in object-oriented programming: inheritance, instantiation, and polymorphism. Three hours of lecture and one hour of lab. Prerequisite: CSCI 101.

141 Computer Programming for Classroom Teachers 3 semester hours
An introduction to computer programming tools and techniques for use in a general classroom setting. This course explores programming as a means of learning and teaching critical thinking and problem solving skills. Students develop programs using software tools involving graphics, animation, gaming, and/or robotics. This course is only open to public school teachers involved in the Project C Mii grant program.

160 Web page Development using XHTML 3 semester hours
This course provides an introduction to authoring Web pages with Extensible Hypertext Markup Language (XHTML). It covers why XHTML was developed, how to link and publish Web pages, how to add text and images, and how to create frames, tables, and forms. This course will cover the use of Cascading Style Sheets (CSS), JavaScript, Dynamic Hypertext Markup Language (DHTML). Students will add multimedia to Web pages and work with extensible Stylesheet Language (XML).

202 Assembly Language Programming 3 semester hours
Machine instruction types, character representation, program control, assembly language, addressing techniques, macrosubroutines; one and two pass assemblers, device handlers and interrupts. Three hours of lecture and one hour of lab. Prerequisite: CSCI 101.

211 Linux 3 semester hours
Introduces the student to the Linux operating system and environment. Topics include: user commands and utilities, regular expressions, file system organization, networking with telnet and ftp, emacs and vi, shell programming (Bash, TC, Z shells), DOS emulation, X Windows, source code management with make, imake, CVS and RCS, system administration, packages and package management with RPM, POSIX standards. Three hours of lecture and one hour of laboratory. Prerequisite: CSCI 101.

213 Java Programming 3 semester hours
This course provides an introduction to programming in Java, on object-oriented language. It will cover an overview of object-oriented programming principles, the Java compiler and bytecode interpreter, and Java language basics such as control structures and logical and relational operators. Other topics are selected from: Java wrapper classes for windowed programming, arrays, inheritance, polymorphism, file input/output, object serialization, collection classes, threads, graphics, and networking subjects as they relate to Web page and site development. Three hours of lecture and one hour of lab. Prerequisite: CSCI 102.

215 Web Based Programming 3 semester hours
This course will cover designing and implementing advanced HTML based Web pages using Cascading Style Sheets (CSS) and embedded scripts. The scripting languages will include JavaScript and PHP. The emphasis will be on client-side programming including Windows, Frames, Cookies, Event Handling, Dynamic HTML and data base interfaces. CGI programming using Perl will be included at an introductory level. The operating system platforms will be Windows and Linux. Each student will design and implement a Web-based project. Project verification and validation will use several different browsers. Three hours of lecture and one hour of laboratory. Prerequisite: CSCI 101 or comparable level of programming and CSCI 160.

221 Networking Fundamentals 3 semester hours
Topics covered in this course include the history of networks, network protocols, network design and the future trends in network technology where we blend voice, video, and data over a single cable. Mostly lecture based, this course will also include hands-on testing and troubleshooting techniques. The course will cover the technology behind the Internet and investigate how we communicate in the digital age. Three hours of lecture and lab. Prerequisite: CSCI 101 or permission of the instructor.
234  **Principles of Computer Organization** 3 semester hours
This course is a survey of the fundamental characteristics of the von Neumann computer architecture and of how to program a computer in assembly. It covers computer organization and design which emphasizes logical design, digital logic, machine instructions, data representation, computer arithmetic, processor control and assembly programming. Prerequisite: CSCI 102.

295  **Algorithms & Data Structures** 3 semester hours
Introduction to basic data structures such as stacks, queues, lists and trees; sorting, searching, and merging algorithms; memory management techniques, and efficiency of algorithms. Three hours of lecture and one hour of lab. Prerequisites: CSCI 102 and MATH 135.

305  **Formal Languages and Automata** 3 semester hours
Phrase-structure grammar, context-sensitive, context-free and regular grammars, Backus normal form, parsing; finite-state machines and automata, and decision problems. Prerequisites: CSCI 295. Not offered every year.

310  **Introduction to Software Engineering** 3 semester hours
In depth study of the software development life cycle. Techniques used in all phases of system life cycle. The object-oriented approach is emphasized, informal and formal models, software engineering methods and tools, projects and programming in the large approach with a high-level programming language for complex systems are discussed. Prerequisite: CSCI 295. Not offered every year.

312  **Computer Applications** 3 semester hours
A single application area will be chosen each time the course is offered; such as simulation, systems analysis, software design, telecomputing, security systems, database management systems. Prerequisite: Permission of instructor. Not offered every year.

320  **Database Systems** 3 semester hours
Data models including relational, hierarchical and network models, performance measures, query languages and optimizers, database security and integrity, and distributed systems. This course uses the SQL query language, and a DBMS package. Three hours of lecture and one hour of laboratory. Prerequisite: CSCI 295 or permission of instructor. Not offered every year.

331  **Principles of Programming Languages** 3 semester hours
This course emphasizes principles of language design, programming paradigms, and their underlying theories. It aims to provide students with the tools to understand not only how today's languages are designed, implemented, and used, but also how tomorrow's languages might be designed to meet the new challenges of emerging computer architectures and application domains. The integration of mathematical principles and ideas is an important part of this course. Three hours of lecture and one hour of lab. Prerequisites: CSCI 295 and MATH 135.

380  **Operating Systems** 3 semester hours
This course provides an introduction to the fundamental concepts in operating systems. Topics covered include process scheduling, memory management, inter-process communication, file systems, I/O hardware and software, security and protection, and deadlocks. The design and implementation of centralized operating systems such as UNIX will be covered in depth. Other common and current operating systems will also be discussed. An introduction will be provided to topics in network and distributed operating systems. Prerequisite: CSCI 295. Recommended to be taken in senior year.

394  **Practicum** 1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

396  **Senior Capstone** 3 semester hours
Senior capstone work draws upon and extends the principles mastered in earlier course work. Students are expected to identify a problem, submit a capstone proposal that specifies an approach to a solution for the problem, and then follow through with implementation and evaluation of the solution. Capstone work may take the form of a research thesis, a design and development project, or some other form approved by the faculty of record.
Independent Study

An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENG 102 and permission of the instructor.

Criminology and Criminal Justice

The Criminology program is a blend of the theoretical and applied and stresses an understanding of crime and punishment in a free and democratic society and provides the background and skills that are needed to pursue employment in the Criminal Justice system. Built on a strong social science foundation within a framework of the liberal arts, the program prepares students in the applied aspects of criminal justice at the associate level and the broader theoretical aspects of criminology at the bachelor's level. Students completing the program are prepared to be employed in a variety of careers in the criminal justice or juvenile justice systems or to continue in graduate school or law school.

Baccalaureate Program (B.A.)

The requirements for a major in Criminology consist of 45 semester hours of coursework including Criminology 101A, 102A, 290 (three semester hours), 395 (three semester hours); Political Science 100 and three semester hours from either 210 or 301; Sociology 334; six semester hours chosen from Criminology 203, 205, 207, 209, and 211; six semester hours chosen from Criminology 330, 335, 350, 351, 353, 355, 357, 360, 397, and 399; six semester hours chosen from Sociology 101, 103, 221, 223, 226, 301; and six semester hours chosen from Psychology 101, 104, 217, 222, and 224. The computer literacy requirement may be met by taking Computer Science 100 or Business Administration 230. An additional requirement is an academic minor selected outside the discipline of Criminology.

Associate Program (A.A.)

The requirements for a major in Criminal Justice consist of 27 semester hours of coursework including Criminology 101A, 102A, 290 (three semester hours), Political Science 100; six semester hours chosen from Criminology 203, 205, 207, 209, and 211; three semester hours chosen from Criminology 300 level courses; three semester hours chosen from Sociology 101 and 103; and three semester hours chosen from Psychology 101 and 104.

Minor

The requirements for a minor in Criminology consist of 18 semester hours including Criminology 101A, 102A, six semester hours of 200 level criminology courses and six semester hours of 300 level criminology courses.

Criminology Courses (CRIM)

101A Introduction to the Criminal Justice System 3 semester hours
This course studies crime and how offenders are handled in the American justice system. Topics including crime, law enforcement, the judicial process and system, and resultant corrections efforts are studied from political, psychological, and sociological perspectives.

102A Introduction to Criminology 3 semester hours
An introduction to the study of criminology including the theoretical approaches to understanding criminal behavior. Building on sociological and psychological explanations theories and policies will be examined.

203 Law Enforcement 3 semester hours
This course studies law enforcement agencies and personnel and their role in the criminal justice system. Basic law enforcement procedures are covered including arrest, search and seizure, and other relevant topics. Prerequisite: CRIM 101A and 102A.

205 Corrections and Punishment 3 semester hours
This course studies the theoretical aspects, policies and procedures, and background of the American corrections system. Corrections at different levels including community based and institutional are considered. Handling and disposition of prisoners including techniques during confinement as well as probation and parole and legal rights of prisoners are also discussed. Prerequisite: CRIM 101A and 102A.
207  Criminal Law  3 semester hours
This course discusses criminal law and the use of law in the criminal justice system. Crimes against persons and property will be addressed as well as the defenses and excuses used in criminal cases. Prerequisite: CRIM 101A and 102A.

209  Criminal Procedure  3 semester hours
Constitutional aspects of criminal proceedings to include: pre-trial investigations, arrests, search and seizures, pre-trial processes, use of confessions, trial rights, sentencing, prohibition of cruel and unusual punishment and appeals. Prerequisites: CRIM 101A and 102A.

211  Drugs and Drug Abuse  3 semester hours
This course studies the impact of illegal drugs and drug abuse on American society and the legal system devoted to control of these impacts. These issues are examined from the sociological, psychological, and legal perspective. Prerequisite: CRIM 101A and 102A.

290  Criminal Justice Internship  1-6 semester hours
Applied Criminal Justice work under the professional supervision of an individual or agency. The internship is a professional experience intended to integrate the knowledge and skills from the curriculum into the professional field. Placements are coordinated and supervised by a faculty member. Prerequisite: completion of all required 100 and 200 level Criminology courses and permission of the instructor. Credit: No credit grading system used.

330  Victimology  3 semester hours
Sociological investigation of institutional, economic, family, and personal victimization in American society, with special attention to causes and processes of exploitation. Prerequisite: CRIM 101A, 102A, and six semester hours of 200 level criminology courses.

335  Juvenile Delinquency and Justice  3 semester hours
Types of juvenile delinquents, causes of delinquent behavior, social institutions and their effect upon delinquency, prevention, and control of delinquent behavior. Prerequisite: CRIM 101A, 102A, and six semester hours of 200 level criminology courses.

350  Crime and Social Inequality  3 semester hours
Introduction and review of major issues and concepts in the study of crime and their relationship to social inequality; and recent empirical research on crime and its relationship to social inequality, particularly issues of social class and racial/ethnic relations. Prerequisite: CRIM 101A, 102A, and six semester hours of 200 level criminology courses.

351  The Death Penalty in America  3 semester hours
This course explores a wide range of political, legal and social issues involved with the administration of the death penalty in America. Students will explore empirical, penological, political and moral issues related to the death penalty. Prerequisites: CRIM 101A, 102A, and a 200 level course in Criminology.

353  Miscarriage of Justice  3 semester hours
Systematically describes, explains and analyzes the causes and consequences of wrongful accusation, prosecution, incarceration and sometimes even execution of the innocent in the American criminal justice system. Prerequisite: CRIM 101A, 102A, and six semester hours of 200 level criminology courses.

355  White Collar Crime  3 semester hours
Examination of theoretical definitions, social impact, and changing relationship between current technological advancements and society's ability to both detect and punish white collar criminals. Prerequisite: CRIM 101A, 102A, and six semester hours of 200 level criminology courses.

357  Introduction to Forensic Science  3 semester hours
The use of "forensic science" to resolve issues arising in criminal cases. This would include crime scene analysis, fingerprint analysis, trace evidence comparison, DNA typing and other scientific evidence used to solve crimes. Prerequisite: CRIM 101A, 102A, and six semester hours of 200 level criminology courses.
360  Ethics and Philosophy in Criminal Justice  3 semester hours
Study of the major schools of ethical theory and applying these positions to the issues in criminal justice. Introduction to critical thinking and using critical thinking to evaluate the moral and social problems related to criminal justice in a free and democratic society. Prerequisite: CRIM 101A, 102A, and six semester hours of 200 level criminology courses.

395  Criminology Internship  1-6 semester hours
Practical field experience building on the knowledge and experiences gained in the curriculum. Taken as a capstone experience after all 100 and 200 level and many 300 level criminology and supporting courses have been completed. A faculty supervisor assists in the placement which is done in a setting based on the student’s career goals and that will enhance the educational experience of the student. Prerequisite: permission of the instructor. Credit: No credit grading system used.

397  Senior Thesis  3 semester hours
This course entails completion of an extended project of criminological inquiry and research, culminating in a thesis and oral presentation attended by majors in criminology and select faculty. Prerequisite: senior status.

399  Independent Study  3 semester hours
Designed for juniors and seniors, this course in an intensive study of a selected topic in criminology at varying levels of independence culminating in a research paper. Students may take this course more than once. Prerequisites: Junior or senior status and completion of CRIM 101A, 102A, and a 200 level course in Criminology.

Economics
Study in economics includes a broad range of classes committed to presenting a view of the world's major economic systems with a special emphasis on the organization and operation of market economics.

Baccalaureate Programs (B.S.)
The requirements for a major in Economics consist of 30 semester hours including Economics 105, 106, 205, 206, 302, 307, and 12 semester hours of Economics courses numbered 200 or above. Math 196 is highly recommended.

The requirements for a major in Finance consist of 42 hours including BUSI 101, ACCT 111, 112, 307, 308, ECON 105, 106, 230, 302, 307, 308, MGMT 201, 395 (Finance), and 397.

Minors
The requirements for a minor in Economics consist of 18 semester hours including Economics 105, 106, 302, and nine semester hours of Economics electives.

Finance Minor
The requirements for a minor in Finance consist of 21 semester hours including Accounting 111, 112, 307, and 308; Economics 105, 230, and 302. Economics 307 is recommended but not required.

Economics Courses (ECON)

101  Contemporary American Economic Problems  3 semester hours
A study of current socio-economic problems and the economic and political measures suggested as solutions.

105  Introduction to Macroeconomics  3 semester hours
An introduction to basic Macroeconomics concepts, including aggregate demand, aggregate supply, national income determination, the business cycle, fiscal and monetary policies, the American financial system, and growth concepts.

106  Introduction to Microeconomics  3 semester hours
An introduction to basic Microeconomics concepts including opportunity cost, the price system, the American market structure, American economic problems, and the resources market.

203  Economics of Consumption  2 semester hours
A study and analysis of consumer demand, personal finance, consumer credit instruments, annuities and insurance; assets acquisition, retirement and estate planning. Not offered every year.
205  Intermediate Macroeconomic Theory  3 semester hours
Analysis of the determinants and theories of national income, employment, the price level, and growth.
Prerequisite: ECON 105. Not offered every year.

206  Intermediate Microeconomic Theory  3 semester hours
Analysis of the theories of consumer demand, economics of time, market structure and production,
externalities, welfare, and exchange. Prerequisite: ECON 106. Not offered every year.

210  Mathematical Methods for Economics  3 semester hours
Application of linear algebra and differential calculus to economic analysis. Topics include market
equilibrium, properties of production functions, multipliers, optimization methods, and comparative statics
analysis. Prerequisite: ECON 105, 106, and MATH 196. Not offered every year.

230  Personal Finance  3 semester hours
The main focus of this course is on the two aspects of personal finance: credit and money management.
The following topics are discussed: applying for credit, bankruptcy, building credit, debit cards and electronic
banking, debt consolidation, federal reserve agencies, using credit properly, bad credit loans, unsecured
personal loans, choosing an investment product, how to choose a financial planner, avoiding investment
problems, bill consolidation and mortgage refinancing.

270  Current Issues in Economics  3 semester hours
The objective of this class is to introduce important and compelling economic issues, which are designed to
stimulate critical thinking skills and initiate informed discussions.

302  Money and Banking  3 semester hours
A study of the role of money, money supply and money demand, interest rates, financial institutions, and
their functions in promoting full employment, price stability, and economic growth. Prerequisites: ECON
105 and 106.

303  Labor Problems  3 semester hours
A study and analysis of the neoclassical approach to the demand for and supply of labor, human capital,
collective bargaining, discrimination, and labor mobility. Prerequisites: ECON 105 and 106.

304  Insurance  3 semester hours
Principles of risk bearing; personal and business risks and available protective insurance facilities. Thirty
hours of supervised work experience in the insurance field is required in addition to the regular class
assignments. Not offered every year.

305  Managerial Economics  3 semester hours
A study and analysis of different qualitative and quantitative techniques and their roles in determining
managerial/investment policy decision making. Prerequisites: ECON 105, 106, and 380 (or MATH 180).

306  International Economics  3 semester hours
A study of the theoretical concepts of international trade, monetary theory, commercial policy, and
economic development. Prerequisites: ECON 105 and 106.

307  Investments  3 semester hours
A survey of investment principles and applications. Topics include stocks, bonds, money market instruments,
options and futures. Speculation, present value theory, yields, term structure and portfolio analysis are also
included. Prerequisite: ECON 105 and 106, or instructor's permission. Not offered every year.

308  Public Sector Economics  3 semester hours
A study of government's role in the economy. Topics include the theoretical analysis of the demand and
supply of non-market goods, impact of taxes on behavior, fiscal federalism, and voting as a market proxy.
Prerequisite: ECON 106. Not offered every year.

310  Environmental and Natural Resource Economics  3 semester hours
A study of the pricing of renewable and nonrenewable resources, cost-benefit analysis, and the evaluation of
environmental policy. Prerequisite: ECON 106. Not offered every year.
380  Statistics for Business and Economics  3 semester hours
Methods of collection, presentation, and interpretation of quantitative economic data, averages, dispersion, index numbers, reliability of statistics, time-series analysis, and simple correlation. The course also includes the application of economic information and statistics to the decision-making process. Prerequisite: MATH 101 or above or BUSI 210.

381  Introduction to Econometrics  3 semester hours
An introduction to the analysis of economic model construction, estimation and testing, and their economic implication. Prerequisite: ECON 105, 106, and 380 (or MATH 180).

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of instructor.

Education

Mission Of The Teacher Education Program
The Mission of the Teacher Education Program is to prepare competent, caring and qualified teachers for schools in Appalachia and in the national and global communities.

Teacher Education at Davis and Elkins College uses Constructivism as its theoretical framework. Based on these views, the unit has created the following Constructivist Principles about students for teaching and learning:

1. new learning is based on current levels of knowledge and understanding;
2. learning is enhanced through active involvement in the process of figuring out and developing knowledge and understanding;
3. learning is enhanced through application and social interaction;
4. teachers create a temporary scaffolding to support student learning.

The classroom becomes a community of active learners through application of these principles.

General Information
The Major in Education leads to the awarding of the Bachelor of Arts degree. A student seeking Elementary Education grades K-6 undertakes a major in education. Additional certification may be obtained in a content area by meeting West Virginia licensure requirements. A student seeking certification in a content specialization (5-9, and/or 9-adult) must have declared a major outside of education with a declared minor in education. All students seeking either a major or a minor in education leading to certification must meet all of the requirements for admission and retention in the Teacher Education Program. Students considering Teacher Education should also note carefully the requirements for teaching specializations as well as the requirements for teacher licensure. Since the teacher certification program must be planned as a four-year process, a student intending to qualify for a teaching certificate should notify the Office of Admissions, the Office of the Registrar, the Education Department and the student’s advisor of this intent at the earliest possible time.

For detailed information pertaining to Teacher Education programs, refer to The Teacher Education Handbook, available in the Education Department.

Admission To The Teacher Education Program
Generally, students apply for Admission to Teacher Education in their third or fourth semester (40-55 hours), as soon as they have completed the required coursework (#2 below) and have attempted the Praxis I Academic Skills Assessment. Transfer and returning students apply at a later point. The teacher education faculty is empowered to make admission decisions. To be fully admitted to the teacher education program, a student must complete the following assessments and meet the specified criteria:

1) Student must have a minimum GPA of 2.5 on a 4.0 scale on all attempted college-level coursework.
2) Student must have completed the following courses with a grade of C or better; Education 100, English 101 and 102, Communication 107, and Math 101.
3) Student must achieve a C or better in all Professional Education courses taken to that point.
4) Student must achieve a C or better in all Content Specialization courses taken to that point.
5) Student must have passed all portions of the Praxis I (Academic Skills Assessment, Educational Testing Service (ETS)), including reading (minimum score of 174), writing (minimum score of 172), and mathematics (minimum score of 172).
6) Students must have recommendations for admission from the (1) Education 100 and/or EDUC 209 instructor, (2) their ENGL 102 instructor, (3) their COMM 107 instructor, and (4) their academic advisor.
7) Student must complete and submit to the Education Department all pre-admission paperwork, including biographical information, declaration of major and minor, and documentation of Education 100 and Education 209 field experience.
8) Student must complete and submit to the Education Department their self-assessment.

If a student is deficient in any of the above areas, the Teacher Education Admissions Panel (TEAP) may grant a one semester Provisional Admission. Generally, Provisional Admission is appropriate if the student has a reasonable chance to remediate the deficiency within the one semester period. The TEAP can make specific recommendations for remediation as a condition of Provisional Admission. Provisional Admission is appropriate for transfer students who may not have taken one of the required classes, but it also provides additional time and support for individuals from under-represented groups in teaching (minorities, low socioeconomic status) to meet the standards for entry into the program.

Retention In The Teacher Education Program
To maintain the status of Full Admission to the Teacher Education Program, the following criteria must be met:

1) Students admitted to the program with a Provisional Admission must remediate all deficiencies within the one-semester Provisional period or their status changes to “Denied Admission.”
2) Students must maintain an overall GPA of 2.5. Student progress is monitored each semester by faculty advisors and the Teacher Education Office. A “junior” audit will be conducted by the Registrar's Office, which will add a formal step to the monitoring process.
3) Students must achieve a grade of C or better in all Professional Education courses.
4) Students must achieve a grade of C or better in all content Specialization courses.

Admission To The Student Teaching Experience
Student teaching is the culminating class for education students, therefore students apply for Admission to Student Teaching during their next to last semester. To be admitted to student teaching at Davis & Elkins College, students must meet the following criteria (there is no Provisional Admission to student teaching):

1) Student must be fully admitted to Teacher Education.
2) Student must attain a passing score(s) on required Praxis II subject Assessments (ETS). These assessments of content knowledge must be passed for every major area of certification in which the student plans to student teach.
3) Student must have completed all required coursework with a minimum GPA of 2.5 in (a) content specialization(s) coursework, (b) professional education coursework, and (c) overall.
4) Students must achieve a grade of C or better in all Professional Education courses.
5) Students must achieve a grade of C or better in all content Specialization courses.
6) Student must maintain a social record that will not interfere with eligibility for Licensure to teach in West Virginia.

General Requirements For Licensure
In order to be recommended to the West Virginia State Department of Education for licensure, the applicant must meet the requirements as established by the West Virginia State Department of Education and Davis & Elkins College. Candidates must pass the required PRAXIS II professional knowledge exam “Principles of Learning & Teaching”.

The student should refer to The Teacher Education Handbook for more specific information. This handbook is available in the Department of Education and should be consulted prior to applying for admission to the Teacher Education Program.
Teaching Specialization Fields

The student should plan carefully with his/her major advisor and the Education Department the schedule for the subject specialization course work which will meet certification requirements as well as graduation requirements. The following programs, with identified programmatic levels, may be selected:

- Biology, 9-Adult
- Business Education Comprehensive, 5-Adult
- Chemistry, 9-Adult
- Elementary Education, K-6
- English, 5-Adult
- English, 5-9*
- General Science, 5-Adult
- General Science, 5-9*
- Health Education, PreK-Adult
- Mathematics, 5-Adult
- Mathematics, 5-9*
- Physical Education, PreK-Adult
- Social Studies, 5-Adult
- Social Studies, 5-9*
- Spanish, PreK-Adult
- Spanish, 5-9*
- Theatre, PreK-Adult

* Requires a second teaching specialization or must be combined with a second programmatic level. Students should check with their advisor in the Education Department for information.

Teaching Specialization Requirements for Certification

(Licensure) Biology, 9-Adult

The requirements for a teaching specialization in Biology, 9-Adult, consist of Biology 101,102,205,208,214,216,297, and 305. Additional requirements are Environmental Science 105, Mathematics 193, and Natural Science 107. A second specialization in either General Science or Chemistry is strongly recommended. Also required are the following Professional Education courses: PSYC 217, EDUC 100,209,210,212,220,271,332,367,393, and 394.

Business Education Comprehensive, 5-Adult


Chemistry, 9-Adult

The requirements for a teaching specialization in Chemistry, 9-Adult, consist of the general Chemistry degree requirements or Chemistry 120, 121, 122, 123, 201, 202, 205, 206, 207, 208, 301, 304, and 397. Additional requirements are Environmental Science 101, Mathematics 195, and 196, Natural Science 105 or 106, Physics 251 and 252. A second teaching specialization in either Biology or General Science is strongly recommended. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 332, 367, 393, and 394.

Elementary Education, K-6

The requirements for a teaching specialization in Elementary Education, K-6, consist of (* these hours also can fulfill general graduation requirements) English 116, 117, 118, 119, 120, 121, 122, 123, 201, 202, 205, 206, 207, 208, 301, 304, and 397.

Elementary Education, K-6

The requirements for a teaching specialization in Elementary Education, K-6, consist of (these hours also can fulfill general graduation requirements) English 116, 117, 118, 119, 120, 121, 122, 123, 201, 202, 205, 206, 207, 208, 301, 304, and 397.

English, 5-Adult

The requirements for a teaching specialization in English, 5-Adult, consist of English 116, 117, 118, 119,
120, 201, 314, 316 and nine semester hours of upper level English electives. Additional requirements are Communication 101 and Education 321. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 332, 367, 391, 393, and 394.

**English, 5-9**
The requirements for a teaching specialization in English, 5-9, consist of English 116, 117, 118, 119, 120, three semester hours of upper level English elective, and Education 321. A teaching specialization in Elementary Education, K-6, or a second content specialization is required. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 332, 367, 391, 393, and 394.

**General Science, 5-Adult**
The requirements for a teaching specialization in General Science, 5-Adult, consist of Biology 101, 102, Chemistry 120, 121, 122, 123, Environmental Science 105, Natural Science 105, 107, Physics 251 and 252. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 332, 367, 391, 393, and 394.

**General Science, 5-9**
The requirements for a teaching specialization in General Science, 5-9, consist of (* are also required in Elementary Education, K-6) Biology 100, Chemistry 115, 116, Environmental Science 101, Natural Science 105*, 106* and 107*, Physics 251 and 252. A teaching specialization in Elementary Education, K-6, or a second content specialization is required. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 332, 367, 391, 393, and 394.

**Health Education, PreK-Adult**
The requirements for a teaching specialization in Health Education, K-Adult, consist of (* hours also fulfill Physical Education, PreK-Adult, requirements) Health 107, 216, 231, 310, 320, Physical Education 225, and 308*, Biology 107* and 108*. Also required are the following Professional Education courses: PSYC 216, 217, EDUC 100, 209, 210, 212, 220, 271, 332, 355, 367, 390, 391, 393, and 394. Notes: 1) Students will complete 12 hours of student teaching. 2) Students who are also pursuing Physical Education, PreK-Adult, may satisfy PSYC 216 by taking PHED 204, Psychomotor Development and may satisfy EDUC 210 by taking PHED 306, Adapted Physical Education.

**Mathematics, 5-Adult**
The requirements for a teaching specialization in Mathematics, 5-Adult, consist of Mathematics 110, 135, 180, 195, 196, 201, 205, 303, 312, 313, and three semester hours of Mathematics courses numbered above 200. Additional requirements are Computer Science 101, and Physics 251. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 315, 332, 367, 391, 393, and 394.

**Mathematics, 5-9**
The requirements for a teaching specialization in Mathematics, 5-9, consist of Mathematics 101, 110, 135, 180, 195, 196, Computer Science 101 and Physics 251. A teaching specialization in Elementary Education, K-6, or a second content specialization is required. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 315, 367, 391, 393, and 394.

**Physical Education, PreK-Adult**
The requirements for a teaching specialization in Physical Education, PreK-Adult, consist of Physical Education 108, 109; select two hours in Aquatics from Physical Education 114, 115, 116; Physical Education 120, 125, 201, 204, 213, 217, 218, 225, 305, 307, 308, 309, 315; and 391. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210 (or PHED 306), 212, 220, 271, 332, 359, 367, 390, 391, 393, and 394.

**Social Studies, 5-Adult**
The requirements for a teaching specialization in Social Studies, 5-Adult, consist of Geography 204, History 103, 104, 105, 106, 211, Political Science 100, 102, 205, Sociology 101, 225, Economics 101 or 105. Additional requirements are three semester hours of upper level History elective and three semester hours of upper level Social Science elective. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 311, 332, 367, 391, 393, and 394.
Social Studies, 5-9
The requirements for a teaching specialization in Social Studies, 5-9, consist of Geography 204, History 103, 104, 105, 106, 211, Political Science 100, Sociology 101, Economics 101 or 105. A teaching specialization in Elementary Education, K-6, or a second content specialization is required. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 311, 367, 391, 393, and 394.

Spanish, PreK-Adult
The requirements for a teaching specialization in Spanish, PreK-Adult, consist of Spanish 201, 202, 205, 206, 209, 220, and 15 semester hours chosen from Spanish courses numbered 200 or above. Also required are the following Professional Education courses: PSYC 216, 217, EDUC 100, 209, 210, 212, 220, 271, 332, 354, 367, 390, 391, 393, and 394.

Spanish, 5-9
The requirements for a teaching specialization in Spanish, 5-9, consist of Spanish 201, 202, 209, 311, 312, and three semester hours chosen from Spanish 206, 210, 302, 394, and 399. A teaching specialization in Elementary Education, K-6, or a second content specialization is required. Also required are the following Professional Education courses: PSYC 217, EDUC 100, 209, 210, 212, 220, 271, 354, 367, 391, and 394.

Theatre, PreK-Adult
The requirements for a teaching specialization in Theatre, PreK-Adult, consists of Theatre 105, 111, 112, 116, 208, 211, 213, 214, 215, 223, 232, 304, 319, 320, three hours chosen from THRE 220-226, COMM 110; MUSC 100; and three semester hours from ENGL 280-282, 316. An additional requirement is the successful direction and design of an approved one-act play in the junior or senior year. Also required are the following Professional Education courses: PSYC 216, 217, EDUC 100, 209, 210, 212, 220, 271, 332, 351, 367, 390, 391, 393, and 394.

Baccalaureate Program (B.A.)
The requirements for a B.A. degree with a major in Education are the same as for a teaching specialization in Elementary Education, K-6. Requirements consist of (* these hours also can fulfill general graduation requirements) English 101*, 102*; Communication 107*; Mathematics 101*, 193*; and 110*; Psychology 216*; Geography 204*; six hours from History 103*, 104*, 105*, 106*; Natural Science 105*, 106*, 107*; Physical Education 204, 225; Health 310; Music 120*; and Political Science 100*. Also required are the following Professional Education courses: EDUC 100, 209, 210, 212, 220 (which fulfills the computer literacy requirement), 271, 309, 311, 315, 321, 322, 332, 365, 390, 391, and 394.

The requirements for a B.A. degree with a major in Education NOT leading to teacher certification and licensure include EDUC 100, 209, 210, 212, 220 (which fulfills the computer literacy requirement), 309, 311, 315, 322, 332, 365, 290 or 399; MATH 101; PSYC 216; GEG 204; six hours of history chosen from HIST 103, 104, 105, 106; NSCI 105, 106, 107; PHED 204, 225; HLTH 310; MUSC 120; and POLS 100.

Minor
The Professional Education requirements listed under each Teaching Specialization Field fulfill the requirements for a minor in Education leading to teacher certification.

The requirements for a minor in Education not leading to certification consist of 17 semester hours including Education 100, 209, 210, 220, 351-359 (appropriate methods course), and Psychology and Human Services 217.

Education Courses (EDUC)

100 The School in American Society 3 semester hours
A survey of the political, social, economic, historical, and philosophical foundations of education as they relate to contemporary schooling in the United States. Required observation field experience of 10 hours in an elementary or secondary school classroom.

209 Educational Psychology 3 semester hours
A study of the prominent psychological theories affecting teaching practices in elementary and secondary
schools, including behaviorism, cognitive psychology, information processing, humanism, taxonomic approaches to instructional objectives, motivation, intelligence testing, and evaluation of student learning in classrooms. Required observational field experience of 20 hours in an elementary or secondary school classroom. Prerequisites: PSYC 216 or 217 and completion of PRAXIS with a majority of successful scores.

210  The Exceptional Child  3 semester hours
A study of exceptionality in children, referral techniques, “mainstreaming,” the Individual Educational Program, and supportive services and facilities. Required field experience in a public school special education classroom. Prerequisites: EDUC 209 and admission to the Teacher Education Program.

212  Inclusive and Collaborative Methods  3 semester hours
A study of inclusive and collaborative methods for students with exceptionalities in public schools. The course will focus on instructional strategies and include a public school practicum experience. Co-requisite: 15 hour field experience in the public schools. Prerequisite: EDUC 210.

220  Education Technology  3 semester hours
A study of hardware and software usage focusing on the selection, evaluation and implementation of software to aid in effective classroom instruction. Required field experience.

271  Diversity in American Schools  3 semester hours
The class will focus on demographics, issues and challenges of diversity, including socioeconomic, in American schools and teaching strategies to guide and support diverse student learning. Methods of teaching the course include lecture, discussion, reading and seminars. Note: Course requires a $100 fee and a two-day trip to Pittsburgh. Prerequisites: EDUC 209, 210.

290  Practicum  1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. Opportunities may be available in the public schools, a day-care center, an “open concept” school, and an “alternative” school. Teacher Education students may arrange to have this experience fulfill part of the pre-student teaching requirements of professional education courses. May be repeated for credit provided a new experience is arranged. Prerequisite: advance written permission of the instructor.

309  Methods for Teaching Art  3 semester hours
An introduction to the philosophy and historical perspectives of art education. This includes creative experience with an introduction to the elements and principles of design and composition with the study of teaching art to kindergarten and elementary school children. Studio-lecture. Priority of enrollment will be given to Education Majors or others with Teaching Specialization in Art. Others may enroll with the express permission of the instructor.

311  Teaching Social Studies to Children  3 semester hours
A study of the process approach to teaching social studies in early and middle childhood education including teaching-learning sequences and strategies, inquiry learning, critical thinking, and simulation. West Virginia studies are applied in the context of social studies education. Prerequisites: EDUC 209, three semester hours from the Social Science General Graduation Requirements, and admission to the Teacher Education Program.

315  Teaching Mathematics to Children  3 semester hours
A study of the content, methodology, and instructional materials for an early and middle childhood mathematics program. Stresses use of manipulatives, knowledge from learning theory, evaluation, and individual differences in selecting, organizing, and presenting mathematical content. Prerequisites: EDUC 209, MATH 101, 110, and admission to the Teacher Education Program. Co-requisite: Complete 10 hours of tutoring in the public schools.

321  Children's Literature  3 semester hours
A study of the various types of literature for children. The criteria and purpose of the selection and the evaluation of the standards of selection, techniques of use in the classroom, techniques of story-telling, and a survey of modern bibliography of children's literature for different age and grade levels are taken up.
Prerequisite: Admission to the Teacher Education program or permission of the instructor.

322  **Teaching Language Arts & Reading to Children I**  3 semester hours
Content area reading and the language experience approach will be emphasized, including specific techniques for teaching vocabulary, phonetic and structural analysis, and comprehension. Computer managed classrooms and computer assisted instruction and evaluation will be introduced. Prerequisite: EDUC 209 and admission to the teacher education program. Co-requisite: Complete 10 hours of tutoring in the public schools.

332  **Teaching Language Arts & Reading to Children II**  3 semester hours
A study of the integration of the processes of listening, speaking, spelling, writing, with the reading process, drama, art, music and technological enhancement. Primary emphasis will be upon the Whole Language Approach to integrated learning experiences. Prerequisites: COMM 107, EDUC 322, and admission to the teacher education program. Co-requisite: Complete 10 hours of tutoring in the public schools.

352-359  **Special Methods in Secondary Content Areas:**

- 352 for students in Business  1 semester hour
- 355 for students in Health  1 semester hour
- 359 for students in Physical Education  2 semester hours
Analysis and application of classroom management, instructional planning, teaching strategies, and assessment in discipline specific settings. Curriculum analysis and development, professional issues, questions, and organizations within the content areas. Prerequisite: Full Admission to Teacher Education. Co-requisite: It is recommended that the student take EDUC 351-362, Special Methods in the Secondary Content Areas at the same time as EDUC 370, Methods and Materials. 5-Adult.

365  **Curriculum, Instruction and Methods (K-6)**  3 semester hours
Analysis of elementary and middle school curriculum and organization; mastery and application of classroom management, instructional planning, teaching strategies; and assessment and evaluation of student learning. Prerequisite: Full Admission to Teacher Education. Co-requisite: 30 hours replacement in an elementary/middle level classroom.

367  **Methods and Materials, 5-Adult**  3 semester hours
A detailed analysis of instructional goals and objectives, lesson plans, teaching methodologies, motivational techniques, classroom management, and student evaluation, and the use of appropriated instructional materials. Required 30-hour field experience at junior and senior high levels. Prerequisite: EDUC 209 and admission to the Teacher Education Program.

390  **Student Teaching Grades K-4**  Var 1-6 semester hours
Participation and teaching in the primary grades of public schools, under the supervision of a public school cooperating teacher and college supervisor. Participation includes campus-based seminars and professional development activities. Prerequisites: Admission to Student Teaching. A Credit/No Credit grading system is used. Corequisite: EDUC 394

391  **Student Teaching 5-9**  Var 1-6 semester hours
Participation and teaching in the intermediate grades of public schools, under the supervision of a public school cooperating teacher and college supervisor. Participation includes campus-based seminars and professional development activities. Prerequisites: Admission to Student Teaching. A Credit/No Credit system is used. Co-requisite: EDUC 394

393  **Student Teaching 9-12**  Var 1-6 semester hours
Participation and teaching in the secondary grades of public schools under the supervision of a public school cooperating teacher and college supervisor. Participation includes campus-based seminars and professional development activities. Prerequisites: Admission to Student Teaching. A Credit/No Credit grading system is used. Co-requisite: EDUC 394

394  **Portfolio and Performance Assessment**  3 semester hours
A companion course with student teaching where a teacher candidate will prepare a professional portfolio.
addressing the ten Interstate New Teacher Assessment and Support Consortium (INTASC) standards and a professional video where they will assess their own teaching competencies. They will practice an interview with professional educators.

**399 Independent Study**

1-3 semester hours

An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. For Education 399 the student must present a preliminary research plan. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

## English

The English Department provides its majors both a comprehensive understanding of their literary heritage and strong composition skills. Writing-intensive courses balance surveys of genre and period with opportunities to emphasize individual writers or topics. Majors learn to think, write, and speak clearly; to read literature with pleasure and understanding; and to appreciate the power and subtlety of the English language. While gaining a broad liberal education, English majors also learn practical skills that provide a basis for almost any career. Graduates traditionally enter the fields of education, journalism, publishing, or communications. They may also work for computer engineering and public relations firms, or pursue careers in politics and government. An English background also provides excellent training for law school and other graduate programs.

### Placement

Composition, a cornerstone of the liberal arts, is a common requirement of the undergraduate curriculum. The English department conducts placement testing for incoming students in order to direct entering students to the composition course that matches their ability. Freshman who qualify register for English 101; those who need additional instruction in basic writing skills will be placed in Foundations 101. Students who have scored a four or five on the ETS AP Composition or Literature Exam are exempt from ENGL 101 and 102; those who have scored a three are exempt from ENGL 101. The college also provides foundations reading classes for students who, on the basis of SAT/ACT scores, need additional instruction in vocabulary, word knowledge, and reading comprehension.

### Baccalaureate Program (B.A.)

The English major requires 40 semester hours, including English 116, 117, 118, 119, 120, 314, 316, and 397, and 15 hours chosen from 200 and 300 level English courses. An academic minor is optional.

### Minor

A minor in English requires 19 hours, including English 316, six semester hours chosen from English 116, 117, 118, 119 and 120, and nine hours of 200 or 300 level English courses.

### English Courses (ENGL)

**101 English Composition I: The Academic Essay**

3 semester hours

An introduction to Academic Writing. The course focuses on basic elements of reading and writing the academic essay, close reading, the writing process, developing a thesis, formatting documents, and using and documenting sources. Grade of C or better required for graduation. Students must enroll within the first 31 semester hours of coursework.

**102 English Composition II: Writing in the Disciplines**

3 semester hours

An introduction to Writing in the Disciplines. The course focuses on advanced college writing skills: analyzing scholarly articles and evaluating sources; understanding claims, evidence, biases, historical contexts, and logical fallacies; presenting source arguments within one’s own argument; analyzing conflicting ethical positions; using the language of different academic disciplines. Grade of C or better required for graduation. Students must enroll within the first 62 hours of coursework. Pre-requisite: ENGL 101
Courses at the 100 level above ENGL 102 survey literary periods and genres, introduce essential literary terms and concepts, and fulfill a general education requirement for literature. The prerequisite for any of these courses is ENGL 101. Not offered every year.

116 **American Literature I**
3 semester hours
Description and analysis of major works and movements in American literature up to 1860.

117 **American Literature II**
3 semester hours
Description and analysis of major works and movements in American literature from 1860 to the present.

118 **World Literature**
3 semester hours
A study of major literary works of the ancient and recent past by outstanding authors from various parts of the world.

119 **British Literature I**
3 semester hours
Description and analysis of major movements in British literature and a close study of selected works of major authors from Beowulf through Samuel Johnson.

120 **British Literature II**
3 semester hours
Description and analysis of major movements in British literature and a close study of selected works of major authors from Blake through post-modernism.

125 **Literary Studies**
3 semester hours
A survey of a major literary works within a movement or period designated by the instructor. Announced each year.

131 **World Mythology**
3 semester hours
An introduction to world mythology, emphasizing the Egyptian, Greek, Roman, European, and Native American mythological traditions.

133 **Gothic Literature**
3 semester hours
Examines major contributions to the Gothic literary traditions of Europe, England, and America from the eighteenth century to the present.

135 **Women in Literature**
3 semester hours
An introduction to the changing images of women in the literature of various cultures from prehistory to the present. Genres such as mythology, poetry, and short fiction will be represented.

151 **Appalachian Literature**
3 semester hours
A study of selected folklore, poetry, and fiction of Appalachia.

155 **American Nature Writers**
3 semester hours
A survey of American writers who concentrate on man's relationship with nature, beginning with the Transcendentalists of the nineteenth century and concluding with contemporary environmentalists.

Courses at the 200 level explore specific literary periods and genres in considerable depth. May be used to fulfill a general education requirement for literature, except ENGL 200, which fulfills a general education requirement for Fine and Performing Arts. Prerequisite: any 100 level English course beyond ENGL 102 or the permission of the instructor.

200 **Creative Writing**
3 semester hours
The study and writing of poetry, short fiction, and creative non-fiction. The student will participate in workshops and produce a portfolio.

201 **Peer Tutoring**
3 semester hours
This course introduces students to theories of literacy, writing, and peer tutoring. Students observe tutoring sessions, examine case studies, and conduct tutoring sessions of their own in the college Writing Center. The course includes a 3-hour weekly Writing Center practicum. Other advanced-writing topics are tailored to student needs and interests. Open to students in any major. Pre-requisites: ENGL 101 and 102, min. GPA of 3.0, and permission of instructor.

234 **Medieval Literature**
3 semester hours
A study of selected major works and authors of the Medieval period that may include selections from *The Song of Roland*, Dante Alighieri, Chaucer, *Sir Gawain and the Green Knight*, Boccaccio and others.
235  Early Modern British Literature 3 semester hours
A study of English literature from the mid-sixteenth to the early eighteenth century, from the classicism of the high Renaissance of Shakespeare and his contemporaries to the neoclassicism of the age of Pope.

236  19th Century British Literature 3 semester hours
Examines works by poets and novelists of the Romantic and Victorian periods including Blake, Browning, Dickens, Hardy, and others.

237  20th Century British Literature 3 semester hours
Examines the major British novelists, poets, and dramatists of the 20th century, including Wilde, Synge, Yeats, Shaw, Wharton, Woolf, Auden, Joyce, Lawrence, and others.

238  Women in American Literature 3 semester hours
A study of women writers who have made a major contribution to the canon of American literature as well as those women figures who have been represented in the fiction of American literature and culture.

239  Early American Literature 3 semester hours
Prose and poetry of the colonial and enlightenment period, with emphasis on such major writers such as Edwards, Taylor, and Franklin as well as novelists Brown and Cooper.

240  19th Century American Literature 3 semester hours
American prose and poetry from romantics such as Cooper and Poe, to realists and naturalists such as Twain, Chopin, and Crane.

241  20th Century American Literature 3 semester hours
American prose and poetry from modernists such as Williams and Hemingway to contemporary and postmodern writers such as Vonnegut, Morrison, and O’Brien.

242  Modern World Literature 3 semester hours
A study of selected major works, authors and movements in world literature from the Renaissance to the present.

243  Crime and Punishment in Literature 3 semester hours
This course explores the importance of crime and the criminal to the Western literary tradition, from Sophocles's *Antigone* in the 5th century B.C.E. to acknowledged classics by Aeschylus, Dante, Dostoevsky, Poe, and Kafka, to philosophical treatises by Hugo, Wilde, and Malcolm X, to the more contemporary works of Camus, Sartre, O’Connor, Capote, and others.

244  Ancient World Literature 3 semester hours
A study of selected major works, authors and movements in world literature from antiquity to the Renaissance.

245  Classical Drama 3 semester hours
A study of the basic genres of drama tragedy and comedy and their historical manifestations in Greece, Rome, and seventeenth-century France.

246  European Drama 3 semester hours
The spectrum of nineteenth-and twentieth-century drama from the realism of Ibsen to the Theater of the Absurd.

247  American Drama 3 semester hours
A study of selected plays from American playwrights such as Eugene O’Neill, Arthur Miller and Tennessee Williams.

Courses at the 300 level offer intensive study and research opportunities for the advanced student of English. Prerequisite: any 200 level English course and permission of the instructor.

314  Literary Criticism 3 semester hours
A study and application of the major modern approaches to literature, including psychoanalysis, structuralism, deconstruction, feminism, and cultural criticism.

316  Shakespeare 4 semester hours
The study of selected plays by Shakespeare.
397  Senior Thesis  3 semester hours
This course entails completion of an extended project of literary inquiry and research, culminating in a
thesis of at least thirty pages, a bibliography of critical references and an oral presentation.

399  Independent Study  3 semester hours
Designed for juniors and seniors, this course is an intensive study of a selected topic at varying levels of
independence. Students may take this course no more than once. Prerequisite: sixty or more credit semester hours.

Environmental Science
The Biology and Environmental Science Department offers an interdisciplinary program of study, which
stresses an understanding of environmental problems and issues. Two options are offered in order to meet
the needs of students with differing career goals. The Bachelor of Science program is designed to meet the
needs of those students who are preparing for graduate study or who intend to pursue a career in the
environmental sciences upon graduation. The Bachelor of Arts program is designed for those students whose
careers in non-scientific areas may none-the-less demand considerable knowledge of environmental concepts.
Both programs are designed to provide a scientific perspective of humankind.

Baccalaureate Programs (B.A. or B.S.)
The requirements for a B.A. major in Biology and Environmental Science consist of 39 semester hours
including Biology 101, 102, 205 or 214, Environmental Science 101, 105, either Biology 297 or
Environmental Science 297, either Biology 335 or Environmental Science 335, either Biology 397 or
Environmental Science 396, and 16 semester hours chosen from either Biology or Environmental Science
200 level or 300 level courses. Additional requirements are: Chemistry 120, 121, 122, 123, Mathematics
195. The computer literacy requirement may be met by taking either Biology 214 or 305 and Biology 397
or Environmental Science 396.

The requirements for a B.S. major in Environmental Science consist of 27 semester hours including
Environmental Science 101, 105, 227, 297, 310, 335, 396, and eight semester hours chosen from 200 or
300 level Environmental Science courses. Additional requirements are: Biology 101, 102, 214; Chemistry
120, 121, 122, 123, 205, 207; Mathematics 195 and 196, and Physics 251 and 252. Recommended but
not required are Economics 105, Political Science 101, Sociology 101, and Mathematics 180. The computer
literacy requirement may be met by taking either Biology 214 or 305 and either Biology 397 or
Environmental Science 396.

Minor
The requirements for a minor in Environmental Science consist of 18 semester hours including Biology
100, Environmental Science 101, 105, and six hours chosen from 200 or 300 level Environmental Science
courses.

Environmental Science Courses (ENVS)

100  The Human Environment  3 semester hours
Basic human ecology; ecosystems; food and population; pollution; energy and material needs; economic
and political aspects of environmental problems. This course is designed for non-majors, and credit earned
cannot be applied towards a major in Environmental Science.

101  Introduction to Environmental Science  4 semester hours
An introductory course designed primarily for students majoring in Environmental Science. The course
introduces the study of the human impact upon the Earth's ecosystems, largely from a natural science
perspective. Topics include: Human ecology, environmental politics, resource use, land management,
economics, and ethical considerations. A laboratory with field trips is included. Cannot be combined with
ENVS 100 to fulfill the General Education Natural Science requirement. Pre- or co-requisite: MATH 101
or higher.

105  Physical Geology  4 semester hours
Minerals, rocks; Earth structure and processes; mineral, fuel and soil resources. Lecture and laboratory.
213  **Plant Taxonomy**  4 semester hours
An introduction to plant classification and the gross anatomy and ecology of plant families. Special emphasis is placed on field botany and local flora. Laboratory and field experiences are included. Prerequisite: BIOL 102. Not offered every year.

222  **Environmental Toxicology**  3 semester hours
An examination of the environmental problems associated with toxic substances. Types of toxins, toxic effects on living systems, types of toxic action, sources and sinks of toxic substances, control of toxic substances, toxic waste control and legislation. Prerequisites: ENVS 101, BIOL 102. Prerequisite or corequisite: CHEM 121. Not offered every year.

227  **Atmospheric Resources**  4 semester hours
An examination of earth's atmosphere with special attention given to basic meteorology, air pollution and air pollution control measures, and air quality legislation. Lecture, laboratory, and field trips.
Prerequisites: BIOL 102, CHEM 123, ENVS 101. Not offered every year.

230  **Geographic Information Systems**  3 semester hours
The focus of this course is on understanding principles and techniques underlying GIS technology and being familiar with current GIS software. Prerequisite: ENVS 101 or permission of instructor. Not offered every year.

235  **Advanced Topics in Environmental Science**  4 semester hours
An in-depth study of an environmental science topic. The course may be repeated for credit if a new topic is chosen. Prerequisite: BIOL 102 and ENVS 101 or appropriate for course.

297  **Environmental Science Forum**  1 semester hour
An informal forum intended for Environmental Science majors and minors. Topics relating to career preparation, graduate school application, job possibilities, as well as research topics of interest will be discussed. Prerequisite: BIOL 102 and ENVS 101.

310  **Water Resources**  4 semester hours
An investigation of water resource issues through lecture/discussion, readings, laboratory investigations, and field trips. Topics covered include: water supply and usage, water quality, water and wastewater treatment, water pollution, and water law. Prerequisites: ENVS 101, BIOL 102, CHEM 121. Lecture and laboratory. Not offered every year.

320  **Environmental Law**  3 semester hours
A study of the major environmental federal and state laws. Consideration will be given to the historical perspective, development, and significance of environmental legislation and the actions of courts. Prerequisite: ENVS 101. Not offered every year.

330  **Advanced Geographic Information Systems**  3 semester hours
This course is a continuation of ENVS 230, and emphasizes advanced applications of GIS techniques and software. Prerequisite: ENVS 230 or permission of instructor. Not offered every year.

335  **Environmental Issues Seminar**  1 semester hour
An informal seminar where students and faculty discuss research papers and scientific articles of importance. The focus is on papers published in current journals. Prerequisite: ENVS 297. Can be retaken for credit.

340  **Remote Sensing and Geographic Information Systems**  4 semester hours
The course introduces students to the principles of remote sensing and Geographic Information Systems. Emphasis will be on geospatial applications in the natural resource sciences, using examples of forest ecology and management, watershed protection and restoration, and related topics of conservation interest.

390  **Undergraduate Research in Environmental Science**  1-15 semester hours
Working with a faculty or external mentor, the student will engage in original undergraduate research. In general, 40 hours of work are expected for each semester hour of credit. The student will be expected to present his or her work to the scientific community in an appropriate manner as determined by the instructor. The course may be repeated. A maximum of four credit hours may be applied towards Environmental Science electives. Prerequisite: ENVS 101 and permission of the instructor. Offered by special arrangement only.
394  Practicum  1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

396  Environmental Assessment Seminar  1 semester hour
The seminar involves the student in the Environmental Assessment process. The focus of the seminar is on the legislation governing that process and the implementation of the legislation within the United States. Students will be involved in analyzing appropriate data and preparing portions of various types of environmental documents. Open only to students in their senior year seeking the Bachelor of Science major in Environmental Science or the Bachelor of Arts major in Biology and Environmental Science.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Fine and Performing Arts
Art, Music, and Theatre are an essential part of a liberal arts education. The programs offered in each area allow any student to participate at a variety of skill levels.
See program offering and course listings under separate headings for Art, Music, and Theatre.

Foreign Language
In keeping with the goals of a liberal arts education, the study of a foreign language enriches the student's academic experience by expanding language skills and developing a sense of cultural awareness. The key to knowing and understanding a culture is its language and literature. Study abroad provides first hand experience in the culture and language and is strongly encouraged for both majors and minors. The ability to speak another language is very important in today's international job market.
See requirements for the Spanish major and minor under the Spanish heading.

Foundations
Foundations courses provide instruction in the basic skills of reading, writing, mathematics, and also in general academic skills. All freshmen whose records indicate such a need are enrolled in the appropriate foundations courses. Students should complete these courses during the first year of enrollment at the college. Semester hours are in addition to the 124 semester hours required for graduation.

Foundations Courses (FND)
100  Arithmetic  3 semester hours
Designed to develop basic skills in arithmetic necessary for entrance into the mathematics courses required for the college's degree programs. Includes work with whole numbers, fractions, decimals, percents, and an introduction to algebra and geometry. Students must receive a grade of C or better to pass this course. Semester hours are in addition to the 124 semester hours required for graduation.

103  Academic Skills  1 semester hour
Required for admission to the college for those students whose high school records may not accurately reflect their academic potential. Designed to help the student develop academic and personal skills necessary for success in college. Students are required to participate in all the course activities which include study skills groups, special workshops, and academic counseling. Semester hours are in addition to the 124 semester hours required for graduation.
104  Foundations of Reading and Writing  3 semester hours
An introductory course in reading comprehension and essay writing designed to prepare students for entrance into the English composition and literature courses required for the college's degree programs. The reading component teaches skills essential for comprehending, interpreting, and evaluating written texts. The writing component teaches basic mastery of written English. Students must receive a C or better to pass this course. Semester hours are in addition to the 124 semester hours required for graduation. Offered every Fall.

150  Elementary Algebra  3 semester hours
Designed to develop basic skills in algebra necessary for entrance into the mathematics courses required for the college's degree programs. Includes the properties of the real numbers, operations on polynomials, and solutions of linear equations and inequalities. Semester hours are in addition to the 124 semester hours required for graduation. Students must receive a grade of C or better to pass this course. Prerequisites: FND 100 or exemption by placement exam.

General Studies

General Studies Courses (GNST)

101  Portfolio  1 semester hour
A course designed to assist in the preparation of a portfolio which documents experiential learning. Semester hours are earned by submitting the portfolio to the Admission and Academic Standing Committee of the Faculty Assembly. (For Details, see Credit for Life Learning Experiences in the Academic Information and Policies section of the catalog.)

102  Education Assessment  1 semester hour
An individualized course designed to assess the student's prior learning and formulate a program of degree completion. Under the direction of a faculty mentor, the student will prepare an educational autobiography, and design a learning contract for degree completion. Vocational and aptitude testing is available to assist in clarifying and developing career goals. In addition, the student, with assistance from the mentor, will develop a plan to meet College Convocation requirements. Open only to students admitted to the Mentor-Assisted Program.

Geography

Geography Courses (GEOG)

204  World Geography  3 semester hours
A systematic description of the Earth's surface; study of the relation of geographical environment upon the development of human culture.

207  World Political Geography  3 semester hours
A study of geography by political regions, with emphasis on those geographic factors which influence the power of states. Not offered every year.

Greek

Greek Courses (GREK)

101  Beginning Classical Greek I  3 semester hours
An introduction to Greek grammar, syntax, and vocabulary accompanied by reading of simple prose selections from Plato and the New Testament.
102  Beginning Classical Greek II  3 semester hours
A continuation of its prerequisite GREK 101. Class time will increasingly be spent translating passages of Attic prose and poetry.

**Green Studies**

The Green Studies minor focuses on the relationship between human beings (both individually and collectively) and the natural world. In keeping with the liberal arts mission of the college, the Green Studies minor is committed to both interdisciplinary and experiential explorations of this relationship.

**Minor**

A minor in Green Studies consists of a minimum of 18 semester hours distributed in accordance with the following guidelines: I. Interdisciplinary Component. Students must take a minimum of 15 semester hours from the following disciplinary areas. Students must complete a minimum of 6 semester hours from two of the areas and 3 semester hours from the remaining area. A) Natural Sciences: ENVS 100 or ENVS 101; or BIOL 100 or BIOL 101; or ENVS 105. B) Humanities: ENGL 151, 155. C) Social Science: SOCI 220, 237, GEOG 204, ECON 310, PSYC 105. II. Experiential Component. Students must take a minimum of 3 semester hours from the following options. RMTO 115, 221, 222, 223, 224, GRNS 394.

**Green Studies Courses (GRNS)**

394  Green Studies Practicum  3 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

**Health**

In a society which is becoming more health conscious and relying more on medical self-help programs, the study of personal and community health is needed for individuals to make informed health decisions. Study in the area of health permits the student to choose many different career options in the private and public health maintenance sector, government and voluntary health agencies, or health education and other health care related occupations.

**Health Education**

The requirement for a teaching specialization in Health Education, PreK-Adult, consist of 26 semester hours including Health 107, 216, 231, 310, 320, Physical Education 225 and 308, Biology 107, 108. Students must receive a minor in Education. For these listings, look under Education. A major in an academic discipline is required. A second teaching specialization is required.

**Minor**

The requirements for a minor in Health consist of 18-20 semester hours including Health 107, 216, 320, Physical Education 225, and two courses chosen from Biology 107, 108, Health 231, 310, Nursing 107, Psychology and Human Services 200, 216, and 217.

**Health Courses (HLTH)**

107  Health Concepts  3 semester hours
Introduction to health as a total life concept with emphasis on current philosophies. Includes study of physiological, psychological and sociological basis for health with motivation for intelligent self-direction of health behavior. Not offered every year.
110 **Introduction to Pharmacology** 3 semester hours

This course enables the student to apply principles of pharmacologic knowledge for the promotion and maintenance of health. It introduces the students to concepts related to the classification, action, and implications of drug therapy. Principles governing drug absorption, distribution, metabolism, and excretion are examined in light of factors which alter these processes. Pharmacologic principles are adapted to developmental levels. Prerequisite: Biology 107 or permission of instructor. Co-requisite: Biology 108.

216 **Public and Community Health Programs** 3 semester hours

Community aspects of pertinent health programs and the organization of health resources. Emphasis on philosophy, services, administration and interrelationships of public, private and voluntary health agencies. Not offered every year.

231 **Family Life Education** 2 semester hours

A study of current issues and trends in family life education with emphasis on the role of the family, the school and various health and service organizations. Not offered every year.

310 **School Health Program** 3 semester hours

Study of the various components of the school health program including organization, administration, and the three major areas of health service, environment and instruction.

320 **Current Issues in Health** 3 semester hours

This course is designed to study contemporary health issues and problems in our society. Topics to be investigated and discussed will reflect the dynamic, changing concept of health. Not offered every year.

394 **Practicum** 1-15 semester hours

Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

399 **Independent Study** 1-6 semester hours

An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

**Heritage Arts**

The Heritage Arts program offers classes in traditional folk art, music, dance, and folklore. These courses offer instruction in skills associated with Appalachian and ethnic cultures. For complete information about the program, see Augusta Heritage Center Catalog.

**Heritage Arts Courses (HER)**

150, 250 **Crafts** 1-5 semester hours

Instruction in history, development and techniques involved in traditional crafts of Appalachia as well as heritage crafts of other cultures. Offered primarily in the summer. Typical courses include Basketry, Bookbinding, Celtic Arts, Stonemasonry, Fiber Arts, Folk Carving, Pottery, Quilting, Instrument Construction & Repair, Stained glass, Weaving and more. For further information about courses, see the Augusta Heritage Center Catalog.

160, 260 **Traditional Music and Dance** 1-5 semester hours

Courses in instrumental and vocal music of traditional cultures. Each includes intensive small group instruction, lectures and guest instructors. Emphasis is on understanding the cultures in which the music flourished, as well as technique and repertoire. Offered primarily in the summer. Courses offered have included Traditional Dance, Clogging, Traditional Singing, Blues, Bluegrass, Cajun Music and Dance, Cape Breton Music, French-Canadian Music, Irish Music and Dance, Appalachian Music, Swing Music and Dance, Guitar, Fiddle, Dulcimer, Bass, Mandolin, Harmonica, Banjo, Vocals, etc.
For further information about courses, see the Augusta Heritage Center Catalog.

**180, 280 Folklore**  
1-5 semester hours  
Courses offer in-depth view of traditional cultures, and skills which would enhance life in an isolated community. Offered primarily in the summer. Courses offered have included Storytelling, Herbs, Irish Folklore, Woodslore, Gaelic Language, Cajun Culture, Oral History, etc. For further information about courses, see the Augusta Heritage Center Catalog.

**History**

The Department's goals are (1) to contribute to preparing people for effective leadership and useful citizenship, (2) to attempt to provide students with insight into the historian's spirit of critical analysis as a means of discovering truth, (3) to encourage students to think independently, clearly, and with a minimum of bias, (4) to foster an understanding and a love of liberty, (5) to help students grasp the concept that with freedom goes great responsibility, (6) to provide students with a background and a frame of reference into which they may fit knowledge gained in other fields, (7) to emphasize the ecumenical nature of the discipline as providing a vehicle for learning to deal with the complexity of modern society, (8) to acquaint students with some of the writings of historians, and (9) to prepare students for the vocation or profession of their choice, such as law, teaching, journalism, publishing, politics, public service, library, or archival service, diplomacy, the ministry, advertising, and as professional historians.

**Baccalaureate Program (B.A.)**

The requirements for a major in **History** consist of 30 semester hours including History 103, 104, 105, 106, 395, and 15 hours chosen from History electives. An additional requirement is an academic minor selected outside the discipline of History. Students majoring in History who plan to attend graduate school are urged to acquire competence in a foreign language.

**Minor**

The requirements for a minor in **History** consist of 15 semester hours of History courses. Independent Studies courses may not be used towards this minor.

**History Courses (HIST)**

103 United States History I  
3 semester hours  
An interpretative study of the cultural, diplomatic, political, and social history of the colonial, federal, and Civil War eras, with emphasis on significant ideas and personalities.

104 United States History II  
3 semester hours  
A sequel to History 103, with emphasis on problems of industrialization, urbanization, and of the United States as a world power in the Twentieth Century.

105 History of Civilization I  
3 semester hours  
A study of civilization from the time of its literary beginnings to the Renaissance. Emphasis is given to ideas, events, and personalities significant in the development of Western Civilization. Some consideration is directed to non-Western cultures.

106 History of Civilization II  
3 semester hours  
A sequel to History 105, covering the period from the Renaissance and Reformation to the present era.

211 West Virginia History  
2 semester hours  
An integrated study of the history, government, and geography of West Virginia.

212 History of England I  
3 semester hours  
A survey of English history from the Roman Conquest to the Elizabethan period. Not offered every year.

213 History of England II  
3 semester hours  
A sequel to History 212, covering the Seventeenth to Twentieth Centuries with emphasis on constitutional problems and the evolution of the British Empire. Not offered every year.

214 Europe in the Twentieth Century  
3 semester hours  
An interpretative study of the development of Europe from the preconditions of World War I through the
post World War II period. Not offered every year.

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>216</td>
<td>World War I</td>
<td>3</td>
</tr>
<tr>
<td>223</td>
<td>Twentieth Century America</td>
<td>3</td>
</tr>
<tr>
<td>250</td>
<td>History of Early 20th Century Ireland</td>
<td>3</td>
</tr>
<tr>
<td>251</td>
<td>Southern History 1930-1976</td>
<td>3</td>
</tr>
<tr>
<td>252</td>
<td>Vietnam</td>
<td>3</td>
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<tr>
<td>253</td>
<td>The Third Reich</td>
<td>3</td>
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<tr>
<td>254</td>
<td>The Holocaust</td>
<td>3</td>
</tr>
<tr>
<td>300</td>
<td>The American Revolution</td>
<td>3</td>
</tr>
<tr>
<td>301</td>
<td>The Civil War</td>
<td>3</td>
</tr>
<tr>
<td>303</td>
<td>American Diplomatic History</td>
<td>3</td>
</tr>
<tr>
<td>305</td>
<td>Terrorism</td>
<td>3</td>
</tr>
<tr>
<td>307</td>
<td>U.S. Political History 1945</td>
<td>3</td>
</tr>
<tr>
<td>310</td>
<td>The Sixties</td>
<td>3</td>
</tr>
<tr>
<td>395</td>
<td>Senior Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>

**World War I**
This course involves a thorough study of the first international war of the 20th century. It addresses the political, social and economic causes and effects of the war, as well as the events that made this the most catastrophic war in history, only to be followed by an equally catastrophic peace.

**Twentieth Century America**
A study of America from World War I to the present. Prerequisite: HIST 103 and HIST 104.

**History of Early 20th Century Ireland**
A detailed study of the political and social institutions and events of Irish history from late 1800’s through the Civil War and the establishment of the Irish Free State. Not offered every year. Prerequisite: HIST 106 and 213.

**Southern History 1930-1976**
A study of the modern South through the election of Jimmy Carter. It emphasizes the politics of race and its impact on the region. Not offered every year. Prerequisite: HIST 103 and 104.

**Vietnam**
A study of the impact of the Vietnam War on American society from 1945-1975. It will also explore both the domestic and foreign impact of “America’s Longest War”. Not offered every year. Prerequisite: HIST 103 and 104.

**The Third Reich**
An integrated study of the politics and diplomacy of the Third Reich from its inception until its fall in 1945. Not offered every year. Prerequisite: HIST 105 and 106.

**The Holocaust**
An intensive study of the events and effects of the Holocaust, concentrating on the motives and methods of the perpetrators, the personal stories of victims and the broader ramifications of the destruction of Europe’s Jews during World War II. Not offered every year. Prerequisite: HIST 105 and 106.

**The American Revolution**
A study of the ideological roots of the American republic. It also explores the motivations of the two combatants, England and the Colonies. Not offered every year. Prerequisite: HIST 103 and 104.

**The Civil War**
A study of the events leading up to and those following the conflict between North and South. It explores both political and military topics. Not offered every year. Prerequisite: HIST 103.

**American Diplomatic History**
A study of the relations of the United States with other nations from 1776 to the present with special emphasis on the problems of the United States as a “Super Power” in the latter part of the Twentieth Century. Prerequisites: HIST 103 and 104. Not offered every year.

**Terrorism**
This course provides an in-depth examination of modern political terrorism – the organizations involved, their methods, motivations and goals, states that sponsor terrorism, and the national and international legal and security ramifications of this form of low-intensity warfare.

**U.S. Political History 1945**
A study of the Cold War and its impact on domestic political affairs. Not offered every year. Prerequisite: HIST 103 and 104.

**The Sixties**
A study of one of the most turbulent decades in American History. It covers both social and political change, focusing particularly on Civil Rights and anti-war protests.

**Senior Seminar**
This course is a research and historiographical seminar to be taken in the final year by history majors. It emphasizes critical analysis of historical literature and intensive study of historical methods. Topic will vary each year and a thesis paper will be required.
Independent Study

1-6 semester hours

An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Honors

Two or three seminars are offered every year for honors students. Apart from Honors 102, a writing-intensive course provided by the English department for each entering class, these seminars by nature do not follow a sequence. Rather, they arise from the interests of teachers and students alike. At the same time, as a curriculum they represent a balance both between electives and courses fulfilling general education requirements in specified areas—generally, as below, listed at the 100 level—and among disciplines. Indeed, they will occasionally be interdisciplinary and/or team-taught. They are limited to twelve students, but students not in the honors program may with the instructor's permission enroll, so long as they have earned a 3.2 GPA overall. The classes listed below are representative; any honors seminar intends to provide an occasion for exploring basic intellectual questions through reading and discussion. In addition, Honors Program students who have achieved a minimum 3.6 cumulative grade point average, have completed a minimum of 18 semester hours of Honors credits and have completed Honors 397, Senior Honors Project, graduate with the ‘Distinguished’ citation. Students who complete all of the requirements except the grade point average requirement will be awarded an ‘Honors Program Completion’ cord to wear at graduation.

Honors Courses (HONR) (Note: Not all honors courses are offered each year.)

102  Honors 3 semester hours
A writing-intensive seminar for first-year honors students focusing on a literary theme or movement and culminating in a research paper. (Fulfills the ENGL-102, English Composition II: Writing About Literature, requirement. If the student has already completed ENGL-102, HONR-102 fulfills a general education literature requirement.)

173  Symmetry, Shape and Space 3 semester hours
An introduction to mathematics through geometry. Students will study and analyze patterns, thereby learning and enhancing analytic skills, creativity, and visualization skills. Topics will include tessellations, two-dimensional symmetry and graph theory. The teaching methods will include self-discovery, lecture and projects. Prerequisite: MATH 101.

174/274 Forensic Chemistry 4 semester hours
Forensic science, the application of scientific principles to criminal and civil laws within a criminal justice system with the goal toward the establishment of guilt or innocence, has had an enormous impact on the definition and enforcement of the laws enacted to regulate society. This course will introduce some of the specialized fields of forensic science and provide some of the fundamental principles of science and technology upon which they are based. Aspects of forensic science involving the examination of physical, chemical and biological items of evidence will be explored. This course will also provide students with an opportunity to develop a basic understanding of forensic science and to learn about the application of forensic science. The activities on each day include lecture, discussion and laboratory exercises.

225  Psychology and Film 3 semester hours
This seminar will use film as a medium to investigate psychological themes, including psychopathology, development over the life cycle, family dynamics, and trauma as well as the clinical treatment (mental institutions and client-therapist relationships). There will be a focus on how changing social and scientific beliefs are reflected in film. (Counts as a social science general education course.)

24C  The U.S. in Iraq 3 semester hours
Through books, films, and lectures, this course will explore the United States' engagement in Iraq over the course of the past four years. The course will provide an overview of Iraqi history, a consideration of shifts and changes in U.S. foreign policy that provided the rationale for the U.S. invasion of Iraq, an analysis of
the U.S. occupation of Iraq, and an exploration of the future relationship between the U.S. and Iraq.

249  The American Dream  3 semester hours

‘The American Dream’ is a familiar phrase, but what does it mean? Whose dream is it? Is there just one dream for all Americans or do different Americans and different groups of Americans dream different dreams? Is the dream simply an individualistic one of self-fulfillment and happiness or can it possess a social dimension? If it possesses a social dimension, is it one of community and interdependence or one of power, empire and dominance? Can the American dream be-or become-a nightmare? In what way has the American dream (or dreams) changed throughout history? In this course we will closely examine multiple texts from a number of fields (i.e. history, social science and literature) which focus-in a variety of different ways-on the notion of American dreams, exploring the various embodiments and expressions of the American dream throughout history and in the present day.

397  Senior Honors Project  3 semester hours

Under the supervision of a faculty mentor, either within the major or across disciplines, honors students will undertake a significant independent study, typically a thirty page thesis or comparable project. Though the academic credits will accrue during the second term of the senior year, students are encouraged to begin their research as soon as possible in their undergraduate career.

**Hospitality Management**

The Hospitality Management major is designed to provide the student with a sound knowledge of management principles, a thorough understanding of food, lodging and other hospitality-related businesses, and a practical working experience in one of the world's most exciting industries. This combination of knowledge and skills will help motivated students obtain, and succeed in, an entry-level management position, as well as provide an intellectual base for future growth and success. The knowledge and skills necessary for the provision of quality products and services to customers are transferable to a wide variety of occupations. In addition to off-campus internships, students will have the opportunity to work on-campus in the Graceland Inn and Robert C. Byrd Conference Center.

**Baccalaureate Program (B.A.)**

The requirement for a major in Hospitality Management is 63 credit hours consisting of 31 semester hours of Hospitality courses, including 101, 125, 150, 205, 250, 304, 310, 320, 350, and 395; six semester hours of Recreation Management and Tourism courses, including 210, and three hours of RMTO electives. Additional requirements are Accounting 111, Economics 105, Business Administration 209, 210 and 220, Management 310, 397 and Marketing 201 and 321. Six hours of a foreign language are also required. The computer literacy requirement may be met by taking CSCI 100, or BUSI 230.

**Associate Program (A.S.)**

The requirements for an Associate degree in Hospitality consist of 45 credit hours including Hospitality 101, 150, 205, 250, 304, 395; Accounting 111; Business Administration 209, 210, 220; Economics 105 or 106; Management 201; Marketing 201; and Recreation Management and Tourism 210 or 215.

**Minor**

The requirement for a minor in Hospitality Management consists of 17 semester hours including Hospitality 101, 150, 250, 304; Recreation Management and Tourism 210.

**Hospitality Management Courses (HOSP)**

101  Introduction to Hospitality and Tourism  3 semester hours

An introduction to the Hospitality and Tourism industry. Major elements of the industry will be covered including lodging, food service, and specialized segments (such as conventions and leisure activities), as well as career opportunities. The role of hospitality will be explored in its relationship to domestic and international tourism. Students are required to work a minimum of 4 hours each week for 10 weeks based
125  **Quality Service in the Dining Industry**  1 semester hour
This course will entail total quality service as it pertains to dining facilities. The experiential learning phase will include serving guests food and beverages, interpreting the menu, handling money, checking safety and sanitation, and catering special events. Prerequisite: Permission of the instructor.

150  **Basic Food Preparation**  (Lecture-2, Laboratory-2)  4 semester hours
Introduction to quantity food purchasing and quality preparation. Laboratory exercises are designed to provide experience in receiving and storage and in safe and sanitary food preparation in a commercial kitchen. Students are required to complete a minimum of 30 hours at Graceland and 10 hours under an approved vendor. Lab Fee. Prerequisite: HOSP 101 and permission of the instructor.

205  **Hospitality Industry Managerial Accounting**  3 semester hours
Prepares students to make effective managerial, business, and operational decisions by giving them a thorough understanding of financial statement analysis and the numbers that affect daily hospitality property functions. Each student is required to complete a project that includes a hospitality-associated budget. Prerequisite: ACCT 111

250  **Food & Beverage Planning and Control**  3 semester hours
An overview of restaurant and institutional food service to include design, menu planning, cost control systems, manager and employee roles, and a study of current trends. Prerequisites: HOSP 150 or permission of instructor.

304  **Management in the Hospitality Industry**  4 semester hours
The history, principles, and basic functions of management are studied in the context of lodging, food service, and tourism. Covers administrative policies and procedures, organizational behavior, ethics, and management theories including customer relations management (CRM), Total Quality Management (TQM) and Quality Service. Each student will gain experience by completing a minimum of 40 hours at Graceland. Prerequisites: HOSP 205, MGMT 310, or permission of the instructor.

310  **Resort Management**  3 semester hours
Covers the history of resorts and major aspects of running a resort: planning and development; major recreational activities and facilities; physical plant; grounds; risk management; and marketing and promotion. Prerequisites: RMTO 210. Offered in alternate years.

320  **Conference & Convention Management**  3 semester hours
Explores the major functions of both the meeting planner and the conference service manager: defining the market; sales and promotion; servicing the group; catered functions; state-of-the-art meeting technology. Prerequisite: HOSP 304, 310 or permission of instructor. Offered in alternate years.

350  **Quantity Food Production**  3 semester hours
A capstone course with emphasis on restaurant and dining room operations. Experiential phase will include exploration of classic cuisines, dinner promotion methods, budget development, personnel training, and production and service of theme dinners. Each student will be required to complete a minimum of 30 hours at Graceland and 10 hours at the Cafeteria. Prerequisites: HOSP 150, HOSP 250, MRKT 201 or permission of the instructor.

395  **Senior Internship**  4 semester hours
A field experience in the hospitality and tourism industry in which the student works in an operating facility under the supervision of (an) industry professional(s). The objective is to provide the student the opportunity to use the concepts and theories learned in the academic setting, applying them in an actual industry work environment. The “hands-on” experience offered in the internship course will help prepare the student for his or her entry into industry and organizational management. Prerequisites: HOSP, and RMTO courses required for the major or permission of the instructor.

397  **Senior Seminar**  2 semester hours
A capstone course designed to review contemporary hospitality and business topics. Subject matter includes
professional preparation for the business world, leadership development, ethics, business etiquette international protocol, and other pertinent topics. Prerequisite: permission of the instructor.

**International Studies (Social Science)**

**Minor**
The requirements for a minor in *International Studies* (Social Science) consist of a modern foreign language through the intermediate level, Political Science 102, Geography 207, and 12 semester hours chosen from three of the following: (1) Business Administration 339, Marketing 319, (2) Economics 306, (3) History 214, 303, and (4) Political Science 205, 303.

**Language**
The Language course is intended for students for whom English is a second language. Language 102 is required of entering students for whom English is not the primary language, and who were not graduated from a high school in the United States. Exemption from this course can be earned by satisfactory performance on an entrance examination. The current standard for exemption is a score of 500 on the TOEFL equivalent to 173 computer based, with equal distribution among categories, and/or 74 on the Michigan Test of English Proficiency. The Foreign Student Advisor and the Language faculty will assist in placing students at the proper level of study.

**Language Courses (LAN)**
102  English as a Second Language 3 semester hours
A course to prepare students for whom English is not the primary language to understand and write English, as well as to express themselves orally in the language, at the level of competence required to engage successfully in course work at the college. Language 102 may be repeated for credit.

**Management**
Organizations of all types require effective management to accomplish their objectives. The program at Davis & Elkins College teaches the functions and importance of management for the world. Students become familiar with contemporary as well as classical management theories, techniques, and procedures to increase managerial effectiveness.

A major in *Management* consists of the core requirements (51 hours) including ACCT 111, 112, 307; BUSI 101, 209, 210, 220, 230 (which fulfills the computer literacy requirement), 339; ECON 105, 106, 380 (or MATH 180); MGMT 201, 332, 395 (or BUSI 290), 397; MRKT 201; and 15 semester hours consisting of MGMT 305, 310, 323, 393 and 320.

A major in *International Management* consists of the B.S. Management requirements and the additional 15 semester hours of: ECON 306, HIST 106, POLS 102, and six hours of one language.

**Management Information Systems**
A major in *Management Information Systems* consists of the core requirements (51 hours) including ACCT 111, 112, 307; BUSI 101, 209, 210, 220, 230, 339; ECON 105, 106, 380 (or MATH 180); MGMT 201, 332, 395 (or BUSI 290), 397; MRKT 201; and an additional 18 semester hours consisting of CSCI 101, 102, 295, 310, 320, and MGMT 323. A major in Computer Information Systems is available through the Computer Science Department.
Management Courses (MGMT)

201  Principles of Management  3 semester hours
The study of fundamental principles and their application in the organization and operation of business entities. The course also serves as a foundation for future studies in management.

305  Strategic Management  3 semester hours
An integrative capstone course designed to focus on the strategic planning and management process to help students gain experience in developing a game plan to guide a company as it strives to accomplish its vision, mission, goals, and objectives. Prerequisite: MGMT 201.

310  Human Resource Management  3 semester hours
An introduction to the field of personnel management with special emphasis on scientific labor management and personnel administration. Topics covered include job evaluation; employee and supervisory training; studies of morale and its relation to productivity; fringe benefits and services; interviewing, selecting, and training of workers; and wage administration. Related case problems are presented.

320  Retail Management  3 semester hours
Principles and techniques of modern retail management. The organization, policies, procedures, and management of retail organizations are reviewed. Sales promotion plans and activities, consumer buying habits, and consumer protection are also included. Prerequisite: MRKT 201 or permission of the instructor.

323  Management Information Systems  3 semester hours
A study of the information systems relevant to the operation of business organizations and their impact on management decisions. Integrated into the course are data processing systems, data base concepts, decision support systems as well as the use of some commercial software packages. Wireless communications in business is entailed through design and development of wireless infrastructure for business. Not offered every year.

332  Management Science  3 semester hours
An introduction to various managerial decision-making techniques using quantitative methods. Study includes mathematical model development; linear programming; sensitivity analysis; decision making; Project Evaluation Review Technique (PERT); and transportation/transshipment models. Computer applications of the models studied are used. Prerequisite: BUSI 210. Offered every other year.

393  Entrepreneurship  3 semester hours
An examination of the problems of establishing and managing a small business enterprise. Students gain insight into the role of the entrepreneur and various management techniques that may be utilized in a variety of business settings.

395  Management Internship  4 semester hours
An integrated class-and-intern experience program designed to give the major in management greater insight into current policies, procedures, and problems of management. In addition to the regular class work, students will participate in approximately 75 hours of work experience in the management field under the supervision of business persons and the class instructor. Prerequisite: BUSI 101 or permission of the instructor.

397  Senior Seminar  2 semester hours
A senior capstone course for business majors. Subject matter includes professional preparation for the world of business, problem solving, decision making, leadership development, ethics, business etiquette, international business, attitude, human-relations skills, current business problems, and other pertinent topics. Prerequisite: Senior standing or permission of the instructor.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.
Marketing

Marketing may be viewed from the standpoint of the total economy, the business firm, the consumer, or society as a whole. The program at Davis & Elkins College involves all these. By doing so, it provides a broader and better understanding of what the role of marketing is today.

Some of the great issues in marketing such as understanding the needs of consumers, trends in the market place, competitor's activities, research, growth opportunities, evaluating the overall effectiveness of marketing, improving marketing productivity, product and service innovation, and rethinking the marketing concept are involved in the courses.

Students are well prepared for the diversity of marketing opportunities such as purchasing, marketing research, sales, managing, product managing, public relations, advertising, retailing, consulting, and manufacturing. Traditional as well as non-traditional organizations have created numerous challenges and opportunities for those in marketing.

A major in Marketing consists of the core requirements (51 hours) including ACCT 111, 112, 307; BUSI 101, 209, 210, 220, 230 (which fulfills the computer literacy requirement), 339; ECON 105, 106, 380 (or MATH 180); MGMT 201, 332, 395 (or BUSI 290), 397; MRKT 201, and an additional 15 semester hours consisting of MRKT 304, 306, 319, 321, 391.

A major in International Marketing consists of the B.S. Marketing requirements and the additional 15 semester hours of: ECON 306, HIST 106, POLS 102 and six hours of one language.

Minor

The requirements for a minor in Marketing consist of 18 semester hours including BUSI 101 and 209; and MRKT 201, 304, 321 or 306, and 391.

Marketing Courses (MRKT)

201  Marketing  3 semester hours
A study of the marketing concept including strategy, planning, pricing, promoting, distributing, and innovating of products and services. Prerequisite: BUSI 101 or permission of the instructor.

304  Marketing Management  3 semester hours
A study of managerial considerations in marketing decisions, evaluation of alternatives of action, and strategy in profit terms, demand analysis, case studies in marketing, product development, distribution channels, pricing and promotion areas. Prerequisite: at least 60 semester hours completed including MRKT 201 and an additional 18 hours from the area of Business Administration.

306  Salesmanship  3 semester hours
A study of the basic principles and techniques underlying salesmanship and its practical application in the various selling situations. Prerequisite: MRKT 201.

319  International Marketing  3 semester hours
The comparison of marketing activities in the United States with those in selected foreign countries. Distribution systems, pricing policies, market analysis, and foreign marketing operations are topics that are included. Prerequisite: MRKT 201.

321  Advertising and Promotion  3 semester hours
Introduction to principles and practices of advertising and promotion. Students learn the basics of writing copy, designing layout, and selecting media. Opportunity for the application of the basic concepts and skills to advertising and promotion projects are included. Prerequisite: MRKT 201.

391  Marketing Research  3 semester hours
An introduction to research methods and applications as they relate to the marketing process. Prerequisites: MRKT 201, BUSI 210. 

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is
chosen. Prerequisites: ENGL 102 and permission of the instructor.

**Mathematics**

Mathematics may be considered as both a science and an art. It is, in essence, the science of abstract structures or orders, investigated by logical reasoning. In the attempt to capture its intuitions, mathematics is guided by, among other things, a sense of the aesthetic; and in its attempt to reflect the abstract in the concrete, it creates symbolic patterns that partake of art. That mathematics also serves as a resource of tools for science and technology is well recognized.

**Baccalaureate Programs (B.S.)**

The major in Mathematics for a Bachelor of Science Degree has two available areas of concentration. The following 17 semester hour core courses are required of both areas: Mathematics 196, 201, 205, 312, 313. An academic minor is not required, but may be taken as an option.

The **Mathematics** major requires 39 semester hours of Mathematics. In addition to the core courses, this includes the following 22 semester hours of Mathematics 202, 315, 31X, 39X, and nine semester hours chosen from 104, 135, 180, and 300 level courses (no more than 6 of these hours may be at the 100 level).

The **Teaching of Mathematics in Secondary Schools Specialization** serves as a partial fulfillment of the requirement for certification in secondary school teaching. The requirement consists of 36 semester hours of Mathematics. They are MATH 195, 196, 110, 135, 180, 201, 205, 303, 312, 313, and 3 semester hours of Mathematics courses numbers above 200. Additional requirements are Computer Science 101 (which fulfills the computer literacy requirement) and Physics 251. (For other educational requirements for West Virginia certification, refer to listing under Education.) Highly recommended, but not required, are Mathematics 202 and 304.

**Minor**

The requirements for a minor in **Mathematics** consist of 18 semester hours including Mathematics 196, 201, 312, and seven hours of Mathematics electives chosen from 104, 135, 180, and 202 or higher (no more than six of these hours may be at the 100 level).

**Mathematics Courses (MATH)**

101 **Introduction to Mathematics** 3 semester hours
An introduction to a broad range of mathematical concepts at the first-year college level. Topics include: sets, problem solving, logic, the real number system, use of charts and graphs, geometry, metrics, and elementary probability and statistics. Prerequisite: FND 150 or exemption by placement exam.

102 **Intermediate Algebra** 3 semester hours
An intermediate course in algebra, including real numbers, laws of exponents, linear equations and inequalities, systems of linear equations and inequalities, polynomials, rational expressions and equations, radicals, rational exponents, and an introduction to second and higher order equations. Prerequisite: FND 150 or exemption by placement exam.

104 **Logic** 3 semester hours
An introduction to the problems principles, and techniques of sound reasoning. Deals with deductive logic (including symbolic), inductive logic, and with informal logic. Not offered every year. Prerequisite: Math 101 or higher.

110 **Geometry Concepts** 3 semester hours
Introduction to logic, inductive and deductive reasoning, direct and indirect proofs, Euclidean and non-Euclidean geometries. Prerequisite: MATH 101 or higher.

134 **Algorithmic Foundations of Computer Science** 3 semester hours
This course sets the mathematical foundation for computer science, logic, algorithmic design, and data structures. The course covers the logic of compound and quantified statements, basic ideas of mathematical functions, recursion, and O-notation and the efficiency of algorithms. Prerequisite: MATH 101 or higher.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester Hours</th>
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<tbody>
<tr>
<td>135</td>
<td>Discrete Mathematics</td>
<td>3</td>
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<tr>
<td></td>
<td>An appreciation course dealing with elementary concepts and applications of finite systems, sets and relations, vectors and matrices, finite graphs and trees, digraphs and finite-state machines, combinatorics, algorithms, and applications. Prerequisite: MATH 101 or higher.</td>
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<tr>
<td>180</td>
<td>Statistics</td>
<td>3</td>
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<td></td>
<td>An introduction to descriptive and inferential statistics: frequency distributions, measures of central tendency, standard deviation, binomial and normal probability distributions, estimation, hypothesis testing, correlation, linear regression, and applications to business, industry, and the sciences. Prerequisite: MATH 101 or higher.</td>
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<tr>
<td>193</td>
<td>College Algebra</td>
<td>3</td>
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<tr>
<td></td>
<td>A college course in algebra, including exponents, equations and inequalities, systems of equations, complex numbers, functions and their graphs, variation, the binomial theorem, arithmetic and geometric progressions. Prerequisite: MATH 101 or exemption by placement exam.</td>
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<tr>
<td>195</td>
<td>Precalculus</td>
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<td></td>
<td>Algebraic and geometric properties of polynomial, exponential, logarithmic and trigonometric functions, topics in advanced algebra and analytic geometry. Prerequisite: MATH 193 or exemption by placement exam.</td>
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<tr>
<td>196</td>
<td>Calculus I</td>
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<td>Limits, continuity, and derivatives of elementary algebraic and transcendental functions, implicit differentiation, maxima and minima, curve tracing, related rates, application to practical and scientific problems, antiderivative, definite integrals and the fundamental theorem of calculus. Prerequisite: MATH 195 or exemption by placement examination.</td>
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<tr>
<td>201</td>
<td>Calculus II</td>
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<td>Techniques of integration, applications of the definite integral, improper integrals, L'Hopital's rule, infinite series, topics in analytic geometry, polar coordinates and parametric equations. Prerequisite: MATH 196.</td>
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<tr>
<td>202</td>
<td>Calculus III</td>
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<td>Further study of limit processes, vector analysis, partial derivatives, multiple integrals, topics in vector calculus, line and surface integrals. Prerequisite: MATH 201.</td>
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<tr>
<td>205</td>
<td>The Language of Mathematics</td>
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<td>Introduces the techniques of mathematical proof, abstract methods in mathematical analysis and algebra. Some of the topics to be covered are the logic of compound and quantized statements, mathematical induction, basic set theory including functions and cardinality. Prerequisite: MATH 201.</td>
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<tr>
<td>303</td>
<td>College Geometry</td>
<td>3</td>
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<td>Euclidean geometry from an advanced standpoint, incidence geometry, absolute geometry, non-Euclidean geometries, and some point-set theory. Prerequisites: MATH 205, high school geometry or MATH 110. Not offered every year.</td>
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<tr>
<td>304</td>
<td>Differential Equations</td>
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<td>Linear differential equations of first and second order, systems of ordinary differential equations, Laplace transforms, series and numerical solutions, some partial differential equations, and applications to the sciences. Prerequisite: MATH 202. Not offered every year.</td>
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<tr>
<td>312</td>
<td>Linear Algebra</td>
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<td>Systems of linear equations, matrices, determinants, vector spaces, linear transformations, canonical forms, and applications. Prerequisite: MATH 201. Not offered every year.</td>
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<tr>
<td>313</td>
<td>Algebraic Structures</td>
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<td>Introductions to groups, rings, fields, modules, homomorphisms, and related topics. Prerequisite: MATH 205. Not offered every year.</td>
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<tr>
<td>315</td>
<td>Introduction to Analysis</td>
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<td>Sets, completeness of real numbers, sequences and limits, Cauchy sequences, topology of the real line, Boizano-Weierstrass and Heine-Borel theorems, differentiation and the mean value theorems, infinite series, the Riemann integral, and power series. Prerequisite: MATH 205. Not offered every year.</td>
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</table>
316 Probability Theory and Mathematical Statistics 3 semester hours
Elements of probability theory, set measures, random variables and their probability distributions, multivariate probability distributions, functions of random variables, Law of Large Numbers, estimation, and hypothesis testing.

323 Introductory Complex Variables 3 semester hours
Elements of the calculus of complex variables, analytic functions, complex transformations, complex integration, and applications. Prerequisite: MATH 202. Not offered every year.

394 Practicum 1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

396 Senior Capstone 3 semester hours
Senior capstone work draws upon and extends the principles mastered in earlier course work. Capstone work may take the form of a research thesis culminating in a presented paper, study for standardized examination papers like subject GRE in Mathematics culminating with an exit exam, or some other form approved by the faculty of record.

399 Independent Study 1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Music
The courses and performance opportunities offered by the Music program seek to enrich the cultural environment of the campus and the community toward the aim of instilling cultural literacy, awareness, and appreciation in all who participate. Students may participate through taking courses to fulfill general education requirements, being a member of a performing group, and/or completing an academic minor in Music.

Minor
The course requirements for a minor in Music consist of 18-21 semester hours including MUSC 100, 101, 106,201, 206; 3-4 hours of (equivalent of 4 semesters) ensembles selected from MUSC 102 (Oratorio), MUSC 103 (Concert Choir), MUSC 105 (Chanteur), MUSC 110 (Piano Concerto Class), or 130-138 (Instrumental Ensembles); 3-4 hours of applied music lessons on the same instrument selected from MUSC 150-165 (Applied Music, Beginning Level), 250-265 (Applied Music, Intermediate Level), 350-365 (Applied Music, Advanced Level); and 1-2 hours of music electives. Applied lessons may be satisfied through courses offered in the Augusta Program or by special arrangement with an Augusta instructor (HER 160 or 260). Each Augusta course successfully completed is equivalent to 1 hour of Applied Music College Credit. Students choosing this option must make arrangements through the registrar's office and the Augusta Instructor prior to taking the class. Music Minors must achieve a grade of “C” or better in each required course.

Music Courses (MUSC)-Academic Courses

100 Music Fundamentals 3 semester hours
This course covers basic music notation symbols, note names, rhythm, time signatures, key signatures, piano keyboard knowledge, and other music terminology used in the discipline. The course is designed to provide non-music readers with the skills and knowledge to read and perform music at a basic level of understanding. Open to all students.
101 Music Listening 3 semester hours
This course provides the student with the proper skills needed to become an effective music listener. The course content focuses on Western Art Music of the Renaissance, Baroque, Classical, Romantic, and 20th Century periods. Emphasis is also placed upon the political, social, scientific, and intellectual movements that have affected musicians and composers during each of these periods. Open to all students.

106 Class Piano (Beginners) I 1 semester hour
Class instruction (one hour per week) for students who have had little or no previous training in piano techniques. Scales, basic chords, and transposition are emphasized. Open to all students. Does not count toward applied music requirement.

112 Class Voice 1 semester hour
An introductory course in the basics of vocal production, including breath support, resonance, tonal production and fundamentals of good singing taught in a group setting. Open to non-majors. Does not count toward applied lesson requirement for majors and minors.

113 Class Guitar 2 semester hours
A basic course in the fundamental methods of guitar performance. Basic guitar chords, strumming patterns, and sight reading are emphasized. Students must provide their own instrument and bring it to the first class meeting.

120 Elementary Music Education Methods 3 semester hours
A balanced and practical approach to teaching music in the elementary classroom. Beginning music theory concepts and basic vocal/instrumental techniques are taught. Musical activities for children are stressed: singing, moving, listening, playing, creating, and reading. Open to Elementary Education majors and other interested students.

201 Music Theory I 3 semester hours
A study of fundamentals of pitch and rhythmic notation, terminology, scales and chords, incorporating skills of basic musicianship through analysis and critical study. Includes primary triads and some four part writing. Co-requisite: MUSC 206.

206 Sight Singing and Ear Training I 1 semester hour
A study of melodic and harmonic dictation at the fundamental level. Sight singing and ear training drills are conducted on a daily basis. All students are required to master these skills. Co-requisite: MUSC 201.

Music Courses (MUSC)-Performance Ensembles
102 Oratorio Society 1 semester hour
This course involves the performance of a wide repertoire of choral masterworks, with one major performance per semester usually accompanied by a chamber ensemble. The course is open to members of the community without tuition charge or academic credit. There may be a nominal fee for materials. Full-time students must obtain permission of the instructor to enroll.

103 Concert Choir 1 semester hour
The course involves the rehearsal and performance of choral repertoire from all style periods of Western musical history. Local and regional touring occurs regularly. The course is open to all students, must be taken for credit, and may be repeated for credit.

105 Chanteur Chamber Choir 1 semester hour
The course involves the rehearsal and performance of a wide variety of music in various styles suitable for small ensemble, with special focus on more “commercial” styles of music. The course must be taken for credit, and may be repeated for credit. Prerequisite: concurrent membership in the Concert Choir and a satisfactory audition.

137 Concert Band 1 semester hour
This course involves the rehearsal and performance of a wide variety of band music. On campus performances are held throughout the year as well as occasional local and regional tours. The course is open to all students. Interested students should contact the Band Director. The course must be taken for credit and may be repeated for credit.
Music Courses (MUSC)-Applied Music

All students enrolled for applied music lessons are required to perform in and attend regularly scheduled Student Recitals.

Applied music lessons are available at three levels and for a variety of instruments such as, but not limited to, woodwinds, brass, percussion, strings (including banjo, fiddle, autoharp, etc.), and voice. Interested students should check with the Fine and Performing Arts Department or the Augusta Heritage Center for selection of instruments. All students enrolled.

<table>
<thead>
<tr>
<th>150-169 Beginning Level</th>
<th>1 semester hour each</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private lessons for inexperienced students which focus on the fundamental techniques and repertoire necessary for musical performance. Successful completion of 12 half-hour lessons is required for this course. The course may be repeated for credit. Open to all students. Prerequisite: permission of the instructor. Additional fees are charged.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>250-269 Intermediate Level</th>
<th>1 or 2 semester hours each</th>
</tr>
</thead>
<tbody>
<tr>
<td>A continuation of Music 150 involving additional techniques and repertoire. Successful completion of 12 half-hour lessons (for one credit) or 12 one-hour lessons (for two credits) is required for the course. The class may be repeated for credit. Prerequisite: permission of the instructor. Additional fees are charged.</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>350-369 Advanced Level</th>
<th>2 semester hours each</th>
</tr>
</thead>
<tbody>
<tr>
<td>A continuation of Music 250 for advanced students. Successful completion of 12 one-hour lessons is required for the course. The course may be repeated for credit. Prerequisite: permission of the instructor. Additional fees are charged.</td>
<td></td>
</tr>
</tbody>
</table>

Natural Science

Natural Science Courses (NSCI)

<table>
<thead>
<tr>
<th>105, 106, 107 Integrated Science I, II, III</th>
<th>4, 4, 4 semester hours each</th>
</tr>
</thead>
<tbody>
<tr>
<td>A thematic approach to the topics covering physical and biological sciences. An integrated lecture and laboratory course where inquiry based, group work, hands-on, discovery methods of learning are emphasized. Prerequisite: MATH 101. NSCI 107 has prerequisites of NSCI 105 and 106, EDUC 209, and PSYC 216.</td>
<td></td>
</tr>
</tbody>
</table>

Nursing

The college offers an Associate Degree in Nursing. The concept of educational mobility is incorporated into the program allowing LPN students to enter the curriculum with advanced placement. The mission of the associate degree program in nursing is to provide its students with a personalized quality education designed to prepare its graduates to practice as registered nurses and to provide a foundation for continued expansion of knowledge. The stated purposes of the nursing program are to:

1. Prepare the graduates for licensure as a registered nurse;
2. Create an educational environment for the development of competencies which will enable the graduate to practice as an associate degree nurse;
3. Provide both liberal arts and technical education experiences encouraging the graduate to contribute responsibly and productively to the nursing profession and to society; and

The faculty recognizes the roles of the graduate nurse as provider of care, manager of care, and member within the profession of nursing. Therefore, the curriculum of the program is designed to prepare a graduate who will:
1. utilize clinical decision making in assisting clients toward optimum levels of health or in adapting to individual and environmental stressors as they contribute to disruptions in health;
2. utilize principles of communication in planning and providing caring interventions to individuals, families and groups;
3. provide safe and effective nursing care based on nursing theory, knowledge from the biological and social sciences, the humanities, and Christian principles;
4. provide comprehensive and individualized care within the scope of associate degree nursing practice in diverse environmental settings;
5. utilize the nursing process in assisting clients toward optimum levels of health or in adapting to disruptions in health;
6. participate in identifying needs and planning for post hospital care;
7. provide caring interventions to clients across the life span;
8. identify the health education needs of clients and implement teaching strategies to meet these needs;
9. contribute accountably and responsibly to the profession and society;
10. practice within the framework of nursing's legal, ethical, political and organizational responsibilities.

Admission to the Nursing Program

Admission to the nursing program is competitive. Applicants must be academically and psychologically prepared for admission or readmission. The number of students enrolled in a clinical nursing course is limited by clinical facilities and number of faculty available.

Admission Requirements:
The catalog contains the admission requirements at the time of printing. Please visit our website at http://davisandelkins.edu/nursing/nursing.cfm for the latest updates related to admission requirements.

Applicants who are recent High School graduates must meet the following requirements in addition to the College entrance requirements:

1) A High School GPA of 3.0 on a 4.0 scale;
2) Completion of a 3 credit chemistry course from a regionally accredited institution with a grade of C or better within five (5) years of applying to the program;
3) College math placement testing into MATH 101 or greater;
4) An ACT composite score of 20 or SAT score of 460 - Math, 500 - Verbal (must have been taken within last two years); and
5) Completion of the Evolve Reach Admission Assessment Exam with a minimum composite score of 70%.

Applicants who have a GED equivalency diploma must meet the following requirements:

1) Completion of a 3 credit chemistry course from a regionally accredited institution with a grade of C or better within five (5) years of applying to the program;
2) College math placement testing into MATH 101 or greater; and
3) Completion of the Evolve Reach Admission Assessment Exam with a minimum composite score of 70%.

Applicants who are Transfer/In-house candidates must meet the following requirements:

1) Completion of at least 12 credit hours of college level courses (including at least one science course) with a cumulative GPA of 3.0 or better;
2) Completion of a 3 credit chemistry course from a regionally accredited institution with a grade of C or better within five (5) years of applying to the program;
3) College math placement testing into MATH 101 or greater;
4) Submission of copies of all academic transcripts; and
5) Completion of the Evolve Reach Admission Assessment Exam with a minimum composite
score of 70%.

Applicants who are Licensed Practical Nurses must meet the following requirements:
1) Proof of licensure as a LPN;
2) Submission of copies of all academic transcripts;
3) Submission of two (2) letters of recommendation, one of which must be from the most current
health care supervisor or instructor;
4) College math placement testing into MATH 101 or greater;
5) Achieve a score of 120 or better on the National League of Nursing (NLN) Comprehensive Exam
for Licensed Practical Nurses. Based on successful completion of this exam the student is awarded the
following credit:

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 100 Introduction to Nursing</td>
<td>7</td>
</tr>
<tr>
<td>NURS 107 Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 107 Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 108 Physiology</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 200 Life Span Development</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>24</strong></td>
</tr>
</tbody>
</table>

Readmission to the Nursing Program Following Withdrawal
Students who withdraw from the program at any point must apply for readmission in writing to the
Nursing Department. Students applying for readmission to the program will be evaluated according to the
guidelines in the current catalog. Past performance in both clinical and theory portions of the program will
be used to evaluate an applicant for readmission and the following documentation will be required:
1) Transcripts of all previous academic work;
2) A medical form completed by a licensed physician;
3) Evidence of current professional liability and personal health insurance; and
4) Completion of the required remediation.

Nursing Department Requisites
Students must maintain a cumulative GPA of at least 2.5, and a grade of B or better in each of the required
nursing courses and Health 110, and a grade of C or better in the cognate courses as a prerequisite for
progression in the program. Those students in regular progression in the program will be given priority over
students requesting to repeat a course in nursing. Due to the necessity for application of theory to clinical
practice, a student must pass both clinical and theory portions of a nursing course. Clinical components are
graded on a Satisfactory-Unsatisfactory basis with satisfactory equivalent to passing. The grading scale for
nursing courses is as follows:

A = 90% to 100%
B = 80% to 89%
C = 70% to 79%
D = 60% to 69%
F = 59% or below

Nursing majors receive a Department of Nursing Student Handbook which outlines departmental policies,
including those pertaining to assessment, admission, progression, retention and suitability. The faculty
reserve the right to exclude or remove any student who has demonstrated attitudes or behaviors incompatible
with safe, professional nursing practice.

Graduates of the nursing program are eligible to take the National Council Licensing Examination
(NCLEX) for licensure as a registered nurse provided they meet the following legal requirements delineated
in the West Virginia Code, Chapter 30, Article 7, Section 6 and 11:
1) Is of good moral character;
2) Has completed an approved four year high school course of study or equivalent thereof;
3) Has completed the basic curriculum in nursing as approved by the West Virginia Board of
Examiners for Registered Nurses; and
4) Has not been convicted of a felony or violated any standards listed in the West Virginia Code
for Registered Professional Nurses.

Associate Program (A.S.)
The West Virginia State Board of Examiners for Registered Professional Nurses approves the two year
Associate Degree nursing program for Registered Nurses. In addition, the program is accredited by the
National League for Nursing Accrediting Commission which ensures continuous development and
improvement of the program. The League annually publishes the required tuition and fees and other
information about the program. This information can be obtained by writing the National League for
Nursing Accrediting Commission at 3343 Peachtree Road N.E., Suite 500, Atlanta, GA 30326 or phone
(404)975-5000.

The requirements for a major in Nursing consist of 69 total semester hours: 41 (42 for LPN and nursing
transfer students) semester hours of Nursing courses including 100, 103, 115, 203, 205, 206, 215, 220, and
Health 110. (LPN and transfer students entering the program must also take Nursing 101.) Cognate
requirements are Biology 107, 108, 208, and Psychology 200. General education requirements include
English 101 and 102, Physical Education 101 and 104, and Psychology and Human Services 101 or
Sociology 101 or 103.

### Typical Program of Progression

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>Semester Hours</th>
<th>Winter Term Sem Hrs.</th>
<th>Spring Semester</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>Semester Hours</td>
<td>Winter Term Sem Hrs.</td>
<td>Spring Semester</td>
<td>Semester Hours</td>
</tr>
<tr>
<td>NURS 100</td>
<td>7.0</td>
<td>NURS 103</td>
<td>2.0</td>
<td>HLTH 110</td>
</tr>
<tr>
<td>BIOL 107</td>
<td>4.0</td>
<td>NURS 101 (Theory)</td>
<td>1.0</td>
<td>NURS 103 (Clinical)</td>
</tr>
<tr>
<td>PSYC 200</td>
<td>3.0</td>
<td>Total</td>
<td>2.0</td>
<td>NURS 115</td>
</tr>
<tr>
<td>PHED 104</td>
<td>0.5</td>
<td><strong>Required for LPN/Transfer students.</strong></td>
<td>BIOL 108*</td>
<td>4.0</td>
</tr>
<tr>
<td>PHED 101</td>
<td>0.5</td>
<td>Total</td>
<td>15.0</td>
<td>Total</td>
</tr>
</tbody>
</table>

* Not taken by LPN students.

<table>
<thead>
<tr>
<th>SECOND YEAR</th>
<th>Semester Hours</th>
<th>Winter Term Sem Hrs.</th>
<th>Spring Semester</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>Semester Hours</td>
<td>Winter Term Sem Hrs.</td>
<td>Spring Semester</td>
<td>Semester Hours</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>3.0</td>
<td>NURS 215</td>
<td>2.0</td>
<td>ENGL 102</td>
</tr>
<tr>
<td>NURS 203</td>
<td>7.0</td>
<td>NURS 206</td>
<td>9.0</td>
<td>NURS 205</td>
</tr>
<tr>
<td>NURS 205</td>
<td>4.0</td>
<td>NURS 220</td>
<td>1.0</td>
<td>BIOL 208</td>
</tr>
<tr>
<td>Total</td>
<td>18.0</td>
<td>Total</td>
<td>2.0</td>
<td>PSYC/SCI 101 or 103</td>
</tr>
<tr>
<td>Total</td>
<td>16.0</td>
<td>Total</td>
<td>16.0</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL NURSING CREDITS REQUIRED = 41 SEMESTER HOURS
TOTAL CREDITS REQUIRED FOR GRADUATION = 69 SEMESTER HOURS (28 semester hours
required as a matriculated student at Davis & Elkins College)

**Nursing Courses (NURS)**

Note: for courses having a clinical component, credit hours are calculated on a 1:3 basis. (For example: two
semester hours credit equals six contact hours of clinical experience per week).

100 Introduction to Nursing 7 semester hours (Theory-5,Campus Lab-1,Clinical-1)

This course introduces skills and core concepts basic to nursing. Students are introduced to the curriculum
organizers as they relate to the provision of basic nursing care. The clinical component of the course utilizes
long-term care and alternative settings appropriate for the performance of caring interventions to promote
101 Transition Seminar 1 semester hour (Theory-1)
This course serves as a transition course for LPNs and transfer students entering the program. Emphasis is on role development and concepts related to change and transition from practical nurse to registered nurse. It introduces the nursing process as a framework for the delivery of nursing care. Prerequisite: Admission to the nursing program. Co-requisite: NURS 103 Theory.

103 Maternity Nursing 4 semester hours (Theory-2-Winter, Clinical-2-Spring)
This course focuses on the promotion of health in the childbearing family. Man is viewed in the context of family as the student begins to look at family interactions. Common, well-defined phenomena of antepartal, intrapartal, postpartal and neonatal periods are presented. Caring interventions promote optimum health outcomes for the childbearing family. Prerequisite for NURS 103-Theory. Prerequisite for NURS 103-Clinical: BIOL 107, NURS 100, NURS 103-Theory, and PSYC 200. Co-requisites: NURS 103-Clinical, BIOL 108, HLTH 110, and NURS 115.

107 Nutrition 3 semester hours (Theory-3)
A basic approach to the study of nutrition as it relates to human health and disease. Nursing elective.

112 Medical Terminology I 1 semester hour (Theory-1)
A foundation for understanding the language associated with the medical field. Emphasis is placed on logical understanding of word parts. Practice exercises in word analysis are provided. Nursing elective.

113 Medical Terminology II 1 semester hour (Theory-1)
An exploration of each body system through use of medical terms which describe the anatomy, physiology, and disease processes of that system. Practice exercises in word analysis are provided. Nursing elective.

115 Disruptions in Mental Health 7 semester hours (Theory-5, Clinical-2)
This course focuses on health promotion and the role of nursing in caring for clients with common mental health disruptions and related conditions. The nurse-patient relationship is explored in depth through expansion of the communication process through the use of therapeutic communication. Prerequisites: BIOL 107, NURS 100, NURS 103-Theory, and PSYC 200. Co-requisites: BIOL 108, HLTH 110, and NURS 103-Clinical.

203 Disruptions in Health I 7 semester hours (Theory-4, Clinical-3)
This course focuses on common recurring health disruptions in the adult. The role of the nurse is expanded as the focus of care shifts to illness care and illness prevention. Previously learned knowledge and skills are built upon as the student utilizes the nursing process and clinical decision making to plan and implement caring interventions in medical-surgical disorders. The curricular concepts are expanded and applied in acute care settings. Prerequisites: BIOL 108, HLTH 110, NURS 103, and NURS 115. Co-requisites: BIOL 208 and NURS 205.

205 Nursing of Children 4 semester hours (Theory-3, Clinical-1)
This course utilizes a family centered approach to provide nursing care for children. Emphasis is on both illness care and health promotion in pediatric populations. The clinical component focuses on provision of caring interventions for children and their families in acute care and outpatient settings. Prerequisites: BIOL 108, HLTH 110, NURS 103, and NURS 115. Co-requisites: BIOL 208 and NURS 205.

206 Disruptions in Health II 9 semester hours (Theory-5, Clinical-4)
This course focuses on well-defined health disruptions in the adult which involve more complex nursing concepts. There is emphasis on care requiring high level nursing interventions while highlighting health restoration and maintenance. Management of care for individuals, families, and groups in acute care and community settings is integrated. Prerequisites: BIOL 208, NURS 203, NURS 205, and NURS 215. Co-requisite: NURS 220.

215 Nursing Issues Seminar 2 semester hours (Theory-2)
This course explores the major issues and trends that impact nurses and the nursing profession. The role of
manager of care becomes the focus as the concepts of leadership and management are emphasized. There is emphasis on the comprehensive role of the Associate Degree Nurse and the demonstration of the standards of professional conduct and competence. Prerequisites: BIOL 208, NURS 203, and NURS 205.

220 Clinical Seminar 1 semester hour (Theory-1)
A systematic logical review of essential nursing content for the NCLEX-RN Exam. There is opportunity provided for the student to apply this information in answering test questions that simulate clinical situations. Utilizes an integrated approach to nursing practice that the NCLEX-RN is designed to test. Prerequisites: BIOL 208, NURS 203, NURS 205, and NURS 215. Co-requisite: NURS 206.

Physical Education

The purposes of the Department of Health, Sport, and Movement Sciences are (1) to provide leadership and facilities for a regular program of instruction and participation in physical activity that will improve the understanding and skill level of all students in a variety of physical activities suitable for both present needs and for lifetime participation; assist individuals in gaining better understanding of the general principles and concepts involved in the fundamentals of effective movement patterns; encourage individuals to improve and maintain physical fitness, (2) to prepare students for teaching careers in physical education, or for careers in such related areas as coaching, youth work, various health fields, sport and athletic programs, and management of sport and athletic related businesses, and (3) to provide working knowledge of the physiology of exercise and exercise testing and prescription so that graduates in Exercise Science may pursue employment in public and privately owned wellness and fitness centers, corporate fitness facilities, and clinical therapeutic programs, and be well prepared to continue their formal education at the graduate level.

Baccalaureate Programs (B.S.)

The Department offers three options for the Health, Sport and Movement Sciences major:

The requirements for the option in Exercise Science consist of 51 semester hours including Physical Education 120, 213, 225, 307, 308 (or MATH 180), 309, 310, 314, and three semester hours of 394. Additional requirements are Biology 107 and 108, Chemistry 108, 115, 116, Mathematics 193, Nursing 107, and Psychology and Human Services 200 or 221. Also required is the completion of one of the following:
1. An academic minor other than athletic training
2. Completion of the emphasis in athletic training which requires Physical Education 207, 316, 317, and at least three courses from Health 107, Psychology and Human Services 232, Physical Education 301, 305, or 315.
3. Completion of the Pre-Professional Specialization in Pre-Physical Therapy. Additional requirements included with the major are: Biology 101, 102, Physics 251, 252, and Chemistry 120, 121, 122, and 123.

The requirements for the option in Physical Education consist of 54-66 semester hours including Physical Education 108, 109, 114 and 115 (or 115 and 116), 120, 125, 201, 204, 213, 217, 218, 225, 305, 307, 308 (or MATH 180), 309, 315, and one semester hour of 391, and three semester hours of 394 or 15 hours including Education 390, 391, 393, and 394. Additional requirements are Biology 107 and 108. If teaching certification is sought a minor in Education is required.

The requirements for the option in Sport Management consist of 67 semester hours including Physical Education 108, 109, 115 or 116, 120, 204, 207, 217, 218, 225, 301, 305, 307, 315, and three semester hours of 394; Recreation Management and Tourism 313; and any two classes selected from Physical Education 309, Marketing 306, Recreation Management and Tourism 210 and 315, Hospitality 310 or 320. Additional requirements are Biology 107 and 108, Accounting 111, Business 101 and 220, Management 201 and 310, and Marketing 201. Students are encouraged to minor in Business Administration.

Minor

The requirements for a minor in Athletic Training consist of 26 semester hours including Physical Education 207, 225, 307, 309, 316, and 317, Biology 107, 108. For the student working toward certification in Athletic Training, these additional courses are recommended: Health 107, Nursing 107,
Psychology and Human Services 101, and Physical Education 315, and 394. Student trainers have the opportunity to work under a certified trainer. Students in this minor program are not able to sit for the NATA certification.

The requirements for a minor in Exercise Science consist of 20 semester hours including Physical Education 213, 309, and 310. Additional requirements are Biology 107, 108, and three semester hours chosen from Nursing 107, Physical Education 225, 308, 314, and Psychology and Human Services 200 or 221.

Physical Education Courses (PHED)

101  Fitness for Life  0.5 semester hour
Provides an understanding of basic physiology to promote the importance of lifetime activity, physical fitness and health preservation. Students will develop an individualized fitness program demonstrating the concepts of fitness.

104  Physical Activities  0.5 semester hour
Activity courses are taught in the first and second halves of the fall and spring semesters, during winter term, and in the summer. Selections may be made from activities such as: aerobic dancing, archery, backpacking, badminton, beginning skiing (surcharge required), beginning swimming (for beginners only), cycling, cross country skiing, golf, gymnastics, intermediate skiing (surcharge required), orienteering, paddle sports, recreational activities, snorkeling, square dance, stunts and tumbling, tennis, triathlon, volleyball and weight training. The course may be repeated for credit provides a different activity is chosen. This course may be taken on a credit-non-credit basis only.

108  Individual and Dual Sports  2 semester hours
Skills, theory, strategies and teaching methods in sports such as archery, badminton, golf and tennis. Laboratory experience. For majors and advanced students. Not offered every year.

109  Rhythms  2 semester hours
Introduction to international folk dances, traditional and modern square dances, and contra. Basic rhythmic patterns, methods and materials used in leading rhythmic activities on the elementary and secondary school level. Laboratory experience. Not offered every year.

114  Aquatics I  2 semester hours
Theory and practice in basic swimming strokes, aquatic skills, and water safety techniques. Prerequisite: The ability to swim a minimum of 25 yards.

115  Aquatics II  2 semester hours
The course involves a study of life guarding beyond American Red Cross requirements that include rescue techniques and safety procedures. Each student will be asked to identify common hazards associated with various types of aquatic facilities and develop skills necessary to recognize a person in a distress or drowning situation and to effectively rescue that person. This course will help each student understand the lifeguard/employer and lifeguard/patron relationship as well as provide explanations, demonstrations, practice and review of the rescue skills essential for lifeguards. The student has an opportunity to earn American Red Cross Lifeguard Training and Professional CPR certification. Prerequisite: PHED 114 (Aquatics I) or consent of instructor.

116  Aquatics III  2 semester hours
This course is designed to train swimming instructors beyond the American Red Cross Swimming and Water Safety course. Students will plan and organize skill development utilizing the various educational methods and approaches applicable to swimming and water safety instruction, and will demonstrate those skills through practice teaching sessions. Students will also learn the correct swimming styles taught by the Red Cross. The student has an opportunity to earn Water Safety Instructor and Professional CPR certifications. Prerequisite: PHED 114 (Aquatics I), or consent of instructor.

120  Foundations of Physical Education, Sport, and Exercise Science  3 semester hours
A study of the historical development and principles of physical education, sport and exercise science. Development of a philosophy of physical education, sport and exercise science, and a review of the sub
disciplines in the field. In addition, current issues and problems in physical education, sport and exercise science will be reviewed.

125  **Outdoor Physical Education**  3 semester hours
Designed as an overview and introduction to outdoor activities available in West Virginia as put forth in the West Virginia Physical Education Standards and Objectives (seventh grade through high school). Emphasis is on exploration of activity benefits for youth, e.g. competency and proficiency of specialized movement forms, social behaviors in physical activity settings, challenges, and self-expression in outdoor activities. Activities will be chosen from, but are not limited to: mountain biking, rappelling, rock climbing, orienteering, spelunking, base camp day hiking, canoeing, fly fishing, cross-country skiing, and snowshoeing. Emphasis of the class will be on activity classes that physical education teachers would find most beneficial for the outdoor educational setting.

201  **Gymnastics and Movement Skills**  2 semester hours
Educational skills in basic tumbling and stunts with limited apparatus teaching techniques. Methods of class organization and safety procedures stressed.

204  **Psychomotor Development**  2 semester hours
A study of the physiological, mental, psychosocial, and motor development of the child through adolescence. Includes practice in motion exploration, body management, games leadership and methods of teaching concepts of movement to the young child. Laboratory experience.

207  **Athletic Training**  3 semester hours
Basic principles of athletic injuries and the prevention and care of athletic injuries. (Students must purchase the necessary supplies.) Prerequisite: BIOL 107.

213  **Exercise Testing and Prescription**  3 semester hours
A study of fitness testing and exercise prescription based upon clinical application and health promotion. Lecture material includes the theory of exercise testing, the underlying component concepts, and prescription from preventative and rehabilitative perspectives. Includes laboratory experience. Prerequisites: BIOL 107, 108. Not offered every year.

217  **Team Sports I**  2 semester hours
The skills, theory and methods of teaching team sports strategies including, but not limited to field hockey, floor hockey, soccer, basketball, speed ball and flag football. Laboratory experience. Only for majors and advanced students. Not offered every year.

218  **Team Sports II**  2 semester hours
The skills, theory and method of teaching team sports strategies including, but not limited to baseball, softball, volleyball, track and field and cross-country. Laboratory experience. For majors and advanced students. Not offered every year.

225  **Safety, First Aid & CPR**  3 semester hours
A study of the causes, prevention and treatment of accidents, diseases and conditions. First Aid treatment of common injuries. First Aid and CPR instruction as outlined by the American Red Cross, with possible certification. Laboratory experiences included. This course will consist of approximately forty-two hours of instruction.

301  **Psychosocial Aspects of Sport**  3 semester hours
A study of the implications of psychological and sociological factors for sport, physical education, and athletics and their impact upon development and performance of individuals and teams. Not offered every year.

305  **Organization and Administration**  3 semester hours
The management of physical education, fitness, recreation and sport programs includes personnel, budgets and finances; facilities; equipment; intramural and interscholastic programs; scheduling; curriculum development. Not offered every year.
306  Adapted Physical Education  3 semester hours
A study of adapted and remedial activities applicable to the atypical individual. Not offered every year.

307  Kinesiology  3 semester hours

308  Measurement in Health and Physical Education  3 semester hours
An introduction of descriptive and inferential statistics. Course includes frequency distributions, measures of central tendency, variance, and standard scores probability. Included will be the use of statistical procedures in a survey of tests in exercise science, health and physical education. Not offered every year. Prerequisite: PHED 213 and MATH 193 or permission of instructor.

309  Physiology of Exercise  3 semester hours
A study of the functional adjustments of the human body under the stress of motor activity. Emphasis on physiology of metabolism, muscular contraction and circulorespiratory response to activity. Prerequisites: BIOL 107, 108 and PHED 307 or permission of instructor.

310  Stress Testing  3 semester hours
A study of the theories and practice of graded exercise testing, including electrocardiography interpretations for the purposes of circulorespiratory exercise prescription. Prerequisites: PHED 213 and 309. Not offered every year.

314  Research Methods and Interpretation  2 semester hours
Reading and interpreting research literature in the fields of physical education and exercise science. The course will focus upon different research methodologies as they relate to exercise science. Prerequisites: MATH 193, and PHED 308. Not offered every year.

315  The Law in Sport and Physical Education  2 semester hours
A study of the law and leading court decisions related to sports, athletics, and physical education.

316  Advanced Athletic Training  3 semester hours
Designed to give a working knowledge and an understanding of how to recognize, evaluate, refer, and treat athletic/physical activity injuries. Pre- or co-requisites: PHED 207 and 307. Not offered every year.

317  Therapeutic Modalities  3 semester hour
An intensive study of therapeutic modalities and their uses in sport medicine. Pre- or co-requisites: PHED 207 and 307. Not offered every year.

391  Physical Education Assisting  1-2 semester hours
Designed to give the advanced physical education major laboratory experience by aiding in teaching activity-type courses. Course may be repeated for a maximum of two semester hours credit. Prerequisite: permission of the instructor.

394  Practicum  1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Physics
The Department offers sufficient courses to constitute a minor in Physics.

Minor
The requirements for a minor in Physics consist of 17 semester hours of Physics including Physics 251, 252,
and nine semester hours of elective Physics courses numbered 260 or above. Additional requirements are MATH 196, 201, and any two courses chosen from MATH 202, 304 and 312.

Physics Courses (PHYS)

101 Astronomy 3 semester hours
Observations and explanations of celestial phenomena are combined with studies of the history of astronomy and of current theories and problems. Major use is made of the planetarium. The course is designed primarily for students not planning to major in a physical science.

251 Physics I 4 semester hours
An introductory course emphasizing concepts and principles of kinematics, forces, conservation theorems, kinetic theory and thermodynamics. Calculus concepts are used throughout, but manipulative skills are not stressed. An integrated lecture and laboratory course. Prerequisite: Math 195 or equivalent.

252 Physics II 4 semester hours
A study of principles of electricity, magnetism, light, sound and modern physics. An integrated lecture and laboratory course. Prerequisite: Physics 251.

303 Modern Physics 3 semester hours
An introduction to atomic and nuclear physics, quantum mechanics, special relativity and elementary particles. Prerequisites: MATH 201 and PHYS 252. Not offered every year.

304 Advanced Modern Physics 3 semester hours
This course will serve as an extension to Physics 303, Modern Physics. A study of atomic, nuclear, and elementary particle systems will be covered more thoroughly than Physics 303. Concepts of many-electron systems, molecules, statistical mechanics, and solid state physics will be introduced. Time will also be allotted for the study of the experimental aspects of modern physics. Prerequisites: MATH 201 and PHYS 303.

313 Electricity and Magnetism 3 semester hours
A study of the electric and magnetic properties of matter, forces and fields, Maxwell’s equations and the properties of electromagnetic waves. Prerequisites: MATH 202 and PHYS 252. Not offered every year.

325 Physical Optics 3 semester hours
A basic course in physical optics covering wave mathematics, propagation, polarization, interference, and diffraction, application in geometrical optics and selected topics in scattering and quantum optics. Prerequisite: PHYS 252 and MATH 201.

399 Independent Study 1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Political Science

Political Science courses are intended to increase the students’ understanding of government and politics as authoritative institutions and processes that fundamentally impact their daily life. The program is designed for students who wish to enter government or politics as a career, as well as students who, entering other careers, understand the impact of government and politics upon their choices and activities. It is especially recommended for pre-law students.

Baccalaureate Program (B.A.)

The requirements for a major in Political Science consist of 27 semester hours of Political Science courses including 100, 101, 102, 397, and 15 semester hours in Political Science chosen from three of the following groups: (1) 202, 208, 209; (2) 205, 303; (3) 210, 301; (4) 212; (5) Special Topics, 390, 399, and Philosophy 233. Additional requirements are Mathematics 180 and an academic minor selected outside the discipline of Political Science. Political Science majors may not select the International Studies minor. The following courses are recommended but not required: Economics 105, 106, History 103, 104, and Sociology 101.
Minor
The requirements for a minor in **Political Science** consist of 18 semester hours of Political Science courses including 100, 102, and 397; and nine semester hours of Political Science electives chosen from at least three of the following groups: (1) 101, 202, 208, 209; (2) 205, 303; (3) 210, 301; (4) 212, (5) Special Topics, 390, 399, and Philosophy 233.

**Political Science Courses (POLS)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>100</td>
<td>American Government</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>101</td>
<td>American Politics</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>102</td>
<td>Introduction to International Relations</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>202</td>
<td>Political Parties</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>205</td>
<td>Comparative Government and Politics</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>208</td>
<td>The American Presidency</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>209</td>
<td>Congress and the Legislative Process</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>210</td>
<td>Civil Liberties</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>212</td>
<td>Introduction to Public Administration</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>280</td>
<td>Political Ideologies</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>301</td>
<td>The Judiciary and Public Policy</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>303</td>
<td>American Foreign Policy</td>
<td>3 semester hours</td>
</tr>
</tbody>
</table>

An analysis of the U.S. Constitution and the legislative, executive and judicial processes.
An analysis of U.S. political culture, interest group activity, pluralism-elitism, political parties, voter behavior, and campaigns and elections.
An analysis of the relations between nations, supranational organizations, international law, and diplomacy.
An analysis of the role of political parties in the American political system with particular attention to the interrelationships of parties, public opinion and pressure groups as they affect the electoral and policy-making processes. Not offered every year.
A study of democratic and non-democratic political systems through a comparison of the structure and processes of selected systems. Not offered every year.
A study of the executive branch of the American Government, with an analysis of the roles of the President, the structure and processes of the Presidency and executive branch as they pertain to the problems and formation of public policy. Attention is also given to the role of the bureaucracy and the nature of the administrative process. Not offered every year.
An analysis of the legislature as an instrument of policy formation in American democracy. In addition to the organizational patterns, procedural rules and informal aspects of the legislative process, attention is given to the interaction of Congress with public opinion, interest groups, political parties and the executive and judicial branches of government in the formation of public policy. Not offered every year.
An inquiry into the problem of individual freedom and government authority in the United States as defined in the Fourteenth Amendment and the Bill of Rights of the American Constitution. Not offered every year.
An analysis of public administration and the theories of management. Prerequisite: POLS 101.
A study of major political ideologies that have influenced world politics in the 20th century, e.g., communism, liberalism, conservatism and fascism. Not offered every year.
A study of the role of the judiciary in the American political system, of the judicial process, and of the United States Constitution as interpreted by the Supreme Court. Attention is given to the Supreme Court as an agency with influence on the development of public policy as well as a source of constitutional law. Extensive use is made of cases in American constitutional law. A knowledge of American history and American government is presumed. Prerequisite: three semester hours of POLS electives or sophomore status. Not offered every year.
A study of the formulation and execution of the foreign policy of the United States with particular attention to the problems of conducting foreign relations which arise out of a democratic system. A knowledge of American government and American diplomatic history is presumed. Prerequisite: three semester hours of POLS electives or sophomore status. Not offered every year.
390  Political Science Internship 1-15 semester hours
Internship in governmental agency or political organization designed to give the student practical experience in governing and politics.

397  Senior Seminar 3 semester hours
An integrative experience designed to bring together the student's studies in political science through the examination and application of political theory developed by readings, discussion and papers. Prerequisites: senior status and a political science major or minor or history/political science major.

399  Independent Study 1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Psychology and Human Services
The faculty of the Department of Psychology and Human Services strives to develop in our students the intellectual and social competencies vital to the meaningful life that contributes to society and humanity. We view the professional training in our curriculum as subordinate to, yet entirely consistent with this goal.

We endeavor to stimulate self awareness that permits a glimpse, however fleeting, into the range, depth and complexity of the human experience. With the growth of the healthy self comes the consolidation of personal conviction; with the understanding of other selves comes the tolerance of diversity necessary to negotiate our pluralistic society.

Our pedagogy is grounded in strong professor-student relationships that permit experiential methods. Our students think, feel and do across the discipline. Intense discussion of ethical issues permeates our curriculum. This discussion helps us clarify values, endure ambiguity and sensitizes us to the concerns of our time.

We aspire to leave our students poised to learn, confident that they can assimilate the knowledge and skills essential to function in a rapidly changing profession and world. All students do field placement at one or more human service agencies. This experience integrates cognitive knowledge and incipient professional skills with the “real world” of human service work. It invariably initiates the transition towards career exploration.

Baccalaureate Program (B.A.)
The requirements for a major in Psychology and Human Services consist of 42 semester hours including Psychology and Human Services 101, 103, 104, 215, 216, 217 or 221, 222, 224, 307, 309, 310 (which fulfills the computer literacy requirement), 311 and six semester hours of 395. An additional requirement is an academic minor selected outside the discipline of Psychology and Human Services.

Minor
The requirement for a minor in Psychology and Human Services consists of 18 semester hours including six semester hours chosen from Psychology 101, 103, and 104; and twelve additional semester hours chosen from Psychology courses.

Psychology and Human Services Courses (PSYC)
101  Introduction to Psychology 3 semester hours
An introduction to the fundamental theories, concepts, and practices of contemporary psychology. The course focuses on insights from the major fields of psychology such as clinical, developmental, personality, social, biological, and cognitive psychology.

103  Psychology of Adjustment 3 semester hours
The application of psychological concepts to the self, others, and society, across the range of normal
developmental and social issues, in pursuit of optimal functioning and well being.

104  Introduction to Human Services  3 semester hours
A pragmatic exposure to the real world of human service work. The course will focus on the populations served, the methodologies employed and the agencies that serve as the vehicle for the services.

105  Psychology and Nature  3 semester hours
This course explores the psychology of humankind's relationship with the natural world. We will see how the health of the natural world is dependent upon our psychological health and corollatively, how our psychological well-being is dependent upon the well-being of the natural world. We will explore how psychopathology and environmental degradation are interrelated, and consider the role of psychology in responding to ecological crisis. Valuing an integrative and interdisciplinary approach, readings from various branches of psychology will be supplemented by those from ecology, philosophy, literature, and the world's spiritual traditions.

132  Death and Dying (Philosophy 132)  3 semester hours
An inquiry into attitudes toward death in our culture and a comparison with historical and philosophical outlooks on the meaning of life and death. Not offered every year.

200  Life Span Development  3 semester hours
An introduction to human psychological development as it occurs across the whole life span, from prenatal development to aging and death. Students learn the major contemporary developmental theories, concepts, and techniques. Cannot be taken for credit by students who have credit for PSYC 216, 217, or 221, by psychology majors, or by teacher certification students.

215  Theory and Practice of Group Counseling  3 semester hours
Students will be introduced to an eclectic model of group counseling. The objective for students will be to experience and apply group counseling concepts and techniques as members of an ongoing counseling group. Class limited to 10 students. May be repeated for credit. Prerequisite: permission of the instructor. This course is offered on a credit-no credit basis.

216  Child Development  3 semester hours
A survey of the physical, cognitive and psychosocial aspects of child development, from prenatal development through pre-adolescence. Students learn to integrate the major theories, concepts, and techniques within the field of child development. Students learn various methods that are used in developmental research. Each student is required to participate in a minimum of ten hours of child observation/interaction in an appropriate setting.

217  Adolescent Development  3 semester hours
The maturational, cognitive, psychological and social changes and influences on adolescent development are surveyed. Emphasis is placed on the integration of these domains during the adolescent period.

220  Psychology of Women  3 semester hours
This course will present an overview of the biological, social, and cultural factors that affect women throughout the lifespan.

221  Adulthood and Aging  3 semester hours
This course explores the physical, psychological, and social changes that occur with the aging process beginning with early adulthood. The major theories of adult development will be covered as well as the methods used to study development. 10 hours will be required observing/working with older adults. Not offered every year.

222  Theory and Practice of Counseling Psychology  3 semester hours
An academic-experiential introduction to the theory and practice of counseling psychology. Students will study several classic theories and apply the respective concepts and techniques in simulated counseling sessions. Prerequisite: PSYC 101 or 103.

224  Psychopathology  3 semester hours
An exploration of human psychopathology and the therapeutic treatment of people who are suffering from psychological disorders. Students develop an understanding of the varieties of unusual experience and
behavior as these are actually lived in the everyday world. The course focuses on the etiology, symptomatology, treatment, and prognosis of the various psychological disorders, with special attention to the concerns of community mental health. Prerequisite: PSYC 101 or 103.

**230 Counseling the Child** 3 semester hours
An introduction to theory and technique of counseling as they apply to children. A special emphasis is given to play therapy. Prerequisite: PSYC 216, PSYC 222 or permission of the instructor.

**232 Health and Wellness** 3 semester hours
Health Psychology is a growing field and many psychologists and counselors are assisting individuals deal with chronic illness, injury, pain, and stress. In addition, students will become aware of the many alternative and complementary techniques like meditation and herbs that are being incorporated into traditional practice.

**307 Human Services Seminar** 3 semester hours
Intensive study of ethical and professional issues as they apply to client types, methodologies and settings. Students will be expected to demonstrate competence in ethical problem solving. Additionally, a variety of Human Service professionals will speak with the class about their professional training and roles. Prerequisite: PSYC 222.

**309 Systematic Skills Training** 3 semester hours
An exploration of a micro-skills model used in the development of counseling skills in a laboratory situation. Prerequisites: PSYC 222 and permission of the instructor.

**310 Psychological Research and Statistics** 3 semester hours
An introduction to the theory and practice of psychological research. Students learn the basic approaches, designs, and methods used in conducting experimental research. They also learn to use basic statistics in analyzing and interpreting research data. Each student designs an experimental research study; students in small groups will design and conduct studies using observational and survey methods. Prerequisite: PSYC 101.

**311 Psychological Testing** 3 semester hours
An introduction to the theory and practice of psychological testing. The course surveys various testing instruments such as those that assess intelligence, personality, interest, aptitude, and achievement, with a special focus on understanding psychological testing and test results as these are actually used in applied settings. Prerequisite: PSYC 101, and 310.

**395 Human Services Practicum** 1-12 semester hours
Applied Human Services work under professional supervision in a Human Services agency. The practicum is a professional experience intended to integrate the knowledge and skills from the curriculum into the professional field. Prerequisites: PSYC 222 and permission of instructor.  

**399 Independent Study** 1-6 semester hours
An intensive study, which may include conducting research, of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

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**Recreation Management and Tourism**

The major in Recreation Management and Tourism (RMTO) offers three concentrations: (1) Recreation Management, (2) Outdoor Recreation, and (3) Tourism Development.

The concentration in Recreation Management and Tourism has been developed for those interested in managing public, private, and commercial recreation and tourism agencies and businesses including national, state and city parks; recreation centers; resorts; theme parks; and commercial recreation attractions and services.

The concentration in Outdoor Recreation encompasses the following: (1) guiding, organizing, and
instructing individuals and groups in the out-of-doors for participation and skill development in such outdoor pursuits as hiking, climbing, canoeing, kayaking, cross-country skiing, whitewater rafting, and bicycling; (2) the application of adventure based programs to mental health groups for improving self-concept, communication skills, and team work and; (3) the study and development of programs for nature, culture, and historical interpretation. Careful selection of a minor to complement the area of interest is essential.

The concentration in Tourism Development focuses on developing and managing tourism as an industry with particular emphasis placed on its physical and social impact to insure its long term sustainability. Other topics include travel motivations, tourism and the environment, sustainable tourism, research, ecotourism and the development of cultural, historic, recreational and scenic attractions. Employment opportunities are found in commercial and government agencies which plan, manage, and maintain recreation and tourism attractions; visitor’s centers and convention facilities; and wholesale and retail travel agencies.

**Baccalaureate Programs (B.A.)**

The core requirements for the three concentrations consist of 36 semester hours which include: RMTO 103, 115, 201, 215, 290 (minimum 2 semester hours), 295, 310, 313, 315, 317 (or SOCI 334 or MRKT 391), 390 (minimum 3 semester hours), and 395. The computer literacy requirement may be met by taking CSCI 100, 140, or BUSI 230.

The requirements for the concentration in Recreation Management and Tourism consist of 54 semester hours including RMTO 103, 115, 201, 210, 215, 290 (minimum 2 semester hours), 295, 310, 313, 315, 317 (or SOCI 334 or MRKT 391), 390 (minimum 3 semester hours), 395, ACCT 111, BUSI 101, 220, MGMT 201, 310, and MRKT 201.

The requirements for the concentration in Outdoor Recreation consist of 50 semester hours of Recreation Management and Tourism courses including 103, 111, 115, 201, 210, 215, 221, 222, 223, 224, 260, 290 (minimum 2 semester hours), 295, 310, 313, 315, 317 (or SOCI 334 or MRKT 391), 390 (minimum 3 semester hours), and 395. A minor is required.

The requirements for the concentration in Tourism Development consist of 48 semester hours including RMTO 103, 115, 201, 210, 215, 290 (minimum 2 semester hours), 295, 310, 313, 315, 317 (or SOCI 334 or MRKT 391), 390 (minimum 3 semester hours), 395, SOCI 220, GEOG 204, and 6 semester hours selected from ART 207, HIST 211 or above, or SOCI 231. A minor is required.

**Minor**

The requirements for a minor in Recreation Management and Tourism consist of 18 semester hours including Recreation Management and Tourism 103, 201, 210, and nine semester hours of Recreation Management and Tourism electives.

**Wilderness Leadership Minor**

The requirements for a minor in Wilderness Leadership consist of 20 semester hours including Recreation Management and Tourism 111, 115, 210 or 260, 230, 290 (2 semester hours), 310, and four semester hours selected from 221, 222, 223, and 224.

**Recreation Management and Tourism Courses (RMTO)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>103</td>
<td>Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>111</td>
<td>Small Group Discussion (Communication 111)</td>
<td>3</td>
</tr>
<tr>
<td>115</td>
<td>Wilderness Experience</td>
<td>3</td>
</tr>
</tbody>
</table>
skills; food, nutrition, and cooking; land navigation; backpacking travel; risk management and safety; and weather. These skills will be reinforced through several outings which will also introduce students to skills that are often required in the wilderness and that can be further pursued at an intermediate and advanced level through the Advanced Outdoor Pursuits Series. Skills include basics of rock climbing, canoeing, caving, and outdoor leadership. Field trips are required and additional costs will be incurred.

201 Leisure Behavior
3 semester hours
A personal exploration into the leisure behavior of the individual encompassing physical fitness, relaxation, social interaction, and creativity. Included is the investigation of the influence of leisure from a social, psychological and theoretical perspective. Field trips required and additional cost will be incurred. The practice of yoga is introduced.

210 Programming Management
3 semester hours
A study of the design and implementation of programs for recreation and tourism suppliers including government, non-profit, and commercial agencies. The analysis of a broad range of leisure activities and the matching with customer needs and expectations is emphasized. Prerequisite: RMTO 103 or 201, or HOSP 101.

215 Introduction to Travel and Tourism
3 semester hours
A study of the social, political, economic, and environmental impact of tourism, and the consequences of tourism on the people living and working in the setting.

221-224 Advanced Outdoor Pursuits Series
Designed for learning and developing advanced intermediate skills and leadership methods in adventure based activities. Active participation and field trips are required. Activities include, but are not limited to mountain biking, canoeing, caving, cross country skiing, rock climbing, and white water boating. May be repeated for credit provided different activities are covered. Courses are conducted off campus. Prerequisite: Basic skill level and permission of instructor. Additional cost will be incurred. Recommended: RMTO 115.

221 Rock Climbing
2 semester hours

222 Whitewater
2 semester hours

223 Mountain Biking
2 semester hours

224 Cross Country Skiing
2 semester hours

230 Wilderness First Responder
2 semester hours
This is an 80-hour certification course covering the core knowledge, skills, and attitudes necessary to function as a first responder in a medical emergency. Special attention is given to performing in scenarios of environmental adversity and with limited resources as is common in wilderness situations. The curriculum meets US DOT National Standards for a First Responder certification with additional protocols for extended care situations. Courses are offered through off-campus certifying organizations. Additional course costs will be incurred. Prerequisite: RMTO 115 or permission of the instructor.

260 Adventure Based Counseling
3 semester hours
The application of the therapeutic recreation model to the outdoor setting focusing on the use of adventure activities to affect change in behavioral problems.

290 Fieldwork
1-4 semester hours
An opportunity for hands-on experience under supervision in a related field of the student’s choice. The course may be repeated for up to six semester hours with the permission of the Department Chair. Arrangements should be made in the semester prior to actual enrollment. Prerequisites: RMTO 210 and permission of the instructor.

295 Fieldwork Seminar
1 semester hour
A co-requisite for RMTO 290, this seminar reviews the competencies required for the successful completion of the fieldwork experience and allows for general sharing and critiquing of the experience.

310 Interpretation
3 semester hours
Interpretation translates and brings meaning to people about natural and cultural environments. Included will be how to reach visitors who come to parks, camps, museums and wildlands, as well as how to bring the resources and messages directly into their homes and schools.
313  Facilities Planning  3 semester hours
A study of basic principles of the design of facilities and open spaces. Projects included are the analysis of
settings and their contribution to the service goals of an organization; the analysis of a recreation or tourism
facilities emphasizing functionality and form; and the development and construction of a three dimensional
model of a selected outdoor space. Prerequisite: RMTO 210.

315  Tourism Development  3 semester hours
The study of the fundamentals of tourism planning and development; the interrelationships of tourism as a
system; and growth and sustainable development. Prerequisite: RMTO 215 and 313.

317  Research Methods in Hospitality and Tourism  3 semester hours
An introduction to the principles and practices of research in hospitality and tourism. The use and
application of current research and case studies are emphasized. A research project is required.

390  Senior Internship  1-12 semester hours
A practicum experience in which the student becomes totally involved as an intern in functionally related
tasks which helps prepare them for filling an appropriate role as a professional in the field. Prerequisites:
Senior status in RMTO and permission of instructor.

395  Senior Seminar  3 semester hours
A prerequisite for RMTO 390, this seminar reviews the competencies required for successful completion of
the Senior Internship and allows presentations and discussion of the experience.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic of varying levels of independence. In general 40 hours of work are
expected for each semester hour of credit. The course may be repeated for credit provided a new topic is
chosen. Prerequisites: ENGL 102 and permission of the instructor.

Religion and Philosophy

The Program of Religion and Philosophy offers two options for the interested major as well as an array of
courses in both disciplines.

Courses in Religion are designed (1) to introduce the student to basic religious concepts, problems, and
terminology, (2) to help the student gain an accurate knowledge of and appreciation for the Bible, (3) to
introduce the student to major developments in the Western religious tradition, both historical and
contemporary, (4) to afford opportunity to examine non-Western religious traditions, and (5) to explore the
relationship of religion to other aspects of human behavior.

Courses in Philosophy are designed (1) to introduce the student to basic philosophical concepts, problems,
and terminology, (2) to develop a sense for the history and development of ideas in the Western tradition,
(3) to introduce the student to non-Western intellectual traditions, and (4) to enable the student to grapple
with contemporary value issues.

Baccalaureate Programs (B.A.)
The Program offers two options for the Religion and Philosophy major.

The requirements for the option in Religion and Philosophy consist of 36 semester hours of Religion and
Philosophy courses. An additional requirement is an academic minor selected outside the Department of
Religion and Philosophy. The computer literacy requirement may be met by taking CSCI 100, 101, BUSI
230, or PSYC 310.

The requirements for the option in Religious Education consist of 38 semester hours including 20 semester
hours chosen from Religion and Philosophy courses; Additional requirements are six semester hours chosen
from Education 209, 332 (prerequisite: Communication 107 only), 370; six semester hours of Education
290; six semester hours chosen from Psychology and Human Services 216, 217, 221, and 222; and an
academic minor selected outside the Department of Religion and Philosophy. The computer literacy
requirement may be met by taking CSCI 100, 101, BUSI 230, or PSYC 310.
Minor
The requirements for a minor in Religion consist of 15 semester hours including Religion 100, six semester hours of Religion electives, and six semester hours of Philosophy or Religion electives. Independent Studies courses may not be used towards the minor.

The requirements for a minor in Philosophy consist of 15 semester hours including Philosophy 101, six semester hours of Philosophy electives, and six semester hours of Philosophy or Religion electives. Independent Studies courses may not be used towards the minor.

For the majors and minors MATH 104, Logic will be counted as a Philosophy Course.

Religion Courses (RELG)

100 Introduction to World Religions 3 semester hours
A study of the nature of the religious life as expressed in the major Eastern and Western religions.

101 Old Testament Introduction 3 semester hours
A study of Jewish Scripture with an emphasis on Israel's historical setting and religious development.

102 New Testament Introduction 3 semester hours
A study of the beginnings of Christianity as depicted in the life and teachings of Jesus and in the growth of the early church.

103 The Bible as Literature 3 semester hours
Various passages and books of the Bible are examined from a literary/historical perspective. A study of the process of canon formation, the history of the English Bible, and the study of literary Biblical genres such as prophecy, apocalyptic, and gospel.

206 American Religion 3 semester hours
A consideration of some themes and movements in American religious life selected from colonial times to the present because of their current importance. Not offered every year.

220 Letters of Paul 3 semester hours
The life and letters of the apostle Paul are studied in an endeavor to understand the earliest Christian writings. Students will work through a syllabus by means of independent study and group discussion. Not offered every year.

233 Renaissance and Reformation 3 semester hours
A study of the Renaissance in Italy and Northern Europe, and of the Protestant Reformation and the Catholic Counter-Reformation. Not offered every year.

399 Independent Study 1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Philosophy Courses (PHL)

101 Introduction to Philosophy 3 semester hours
A study of some basic philosophical concepts and issues that pertain to reality, knowledge, and values.

132 Death and Dying (Psychology 132) 3 semester hours
An inquiry into attitudes toward death in our culture and a comparison with historical and other cultures' philosophical outlooks on the meaning of life and death. Not offered every year.

140 Critical Thinking 3 semester hours
Critical Thinking is essentially applied logic. It concerns the evaluations of arguments, including political, ethical, religious, legal and scientific arguments. Not offered every year.

144 Professional Ethics and Values 3 semester hours
This course will deal initially with frameworks, models, and concepts of ethics such as relativism,
subjectivism, egoism, utilitarianism, deontology and virtue ethics. Subsequently, we will examine the implications of these frameworks for particular cases.

202 Modern Philosophy 3 semester hours
A study of the development of Western philosophical thought from the Renaissance to the present. Not offered every year.

203 Ethics 3 semester hours
A study of the main theories of what constitutes moral conduct. Various problems of social and personal behavior are examined from the perspective of philosophical ethics.

231 Theories of Gender in Philosophy 3 semester hours
An overview of the construction of gender in Western philosophy from Aristotle to Simone de Beauvoir.

233 Western Political and Social Thought 3 semester hours
A study of the major political and social philosophers from the ancient Greeks to the present era. Attention will be given to the meaning of justice, equality, power, freedom and obligation in the course of Western civilization. Prerequisite: sophomore status or three semester hours of POLS. Not offered every year.

399 Independent Study 1-6 semester hours
An intensive study of a selected topic of varying levels of independence. In general, forty (40) hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

Social Science

Minor
The requirements for a minor in Social Science consist of 15 semester hours including Economics 101, Geography 204, History 103, 104, and Political Science 100. Note: this minor is only available to students seeking certification in grades K-6 with a major in Education.

Sociology

The discipline of sociology at Davis & Elkins is characterized by its critical approach toward the world. In addition to equipping students with an understanding of the theoretical foundations and methodological tools of the discipline, students will be encouraged to approach their culture and society with a thoughtful and critical eye.

The student who pursues a major (or minor) in Sociology will emerge from her coursework with a foundational knowledge of sociological frameworks and methods, the ability to weigh competing arguments and frames of reference, and an enhanced ability to express herself through both written and oral communication.

Baccalaureate Program (B.A.)
A major in Sociology consists of a minimum of 30 hours of coursework in sociology including SOCI 301, 334, 395: either 221 (Class and Economic Inequality) or 223 (Race, Gender, and Social Inequality) (or both); and an additional 18 semester hours from sociology electives. Additional requirements are CSCI 100 (or equivalent, which fulfills the computer literacy requirement) and an academic minor in a discipline outside sociology.

Minor
The requirements for a minor in Sociology consist of Sociology 101 or 103 and an additional 15 hours of coursework in sociology including either 235, 237, or 301.

See also the Women's and Gender Studies minor in this catalog.
### Sociology Courses (SOCI)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>103</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>220</td>
<td>Appalachian Cultures and Traditions</td>
<td>3</td>
</tr>
<tr>
<td>221</td>
<td>Class and Economic Inequality</td>
<td>3</td>
</tr>
<tr>
<td>225</td>
<td>Race, Gender, and Social Inequality</td>
<td>3</td>
</tr>
<tr>
<td>226</td>
<td>Deviance and Social Control</td>
<td>3</td>
</tr>
<tr>
<td>227</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
<tr>
<td>229</td>
<td>Popular Culture</td>
<td>3</td>
</tr>
<tr>
<td>232</td>
<td>Sociology of Religion</td>
<td>3</td>
</tr>
<tr>
<td>233</td>
<td>Media and Society</td>
<td>3</td>
</tr>
<tr>
<td>235</td>
<td>Feminist Social Thought</td>
<td>3</td>
</tr>
<tr>
<td>237</td>
<td>Ecological Thought</td>
<td>3</td>
</tr>
</tbody>
</table>

The course is designed to help students better understand the world in which they live by introducing students to the sociological analysis of social structures. Emphasis is placed on the relationships between the various social institutions within contemporary American society and how they change over time.

The course examines contemporary American social problems. Special attention is given to exploring the various explanations for these problems and to discussing and searching for possible solutions.

A sociological, historical, and cultural analysis of the Appalachian region and its inhabitants. Prerequisite: SOCI 101.

This course focuses on economic inequality and class in the Western world with special emphasis on the U.S. experience. Topics to be covered include industrialization, the labor movement, trends in wealth and income distribution, poverty, homelessness, deindustrialization, and globalization.

This course focuses on social forms of inequality in the Western world with special emphasis on the U.S. experience. Topics to be covered will include the ongoing struggle of blacks, women, gays and lesbians, and other groups to achieve equality.

An analysis of the sociological theories of deviant and criminal behavior to include discussion of societal reactions to crime and delinquency. Prerequisite: SOCI 101 or 103. Not offered every year.

This course develops students’ understanding of gender as a socially constructed and maintained system of ideas and practices. Students will cultivate their ability to recognize and critically analyze the ways in which gender norms are articulated through processes of socialization, interpersonal interaction, and the media. Specific attention will be devoted to the ways in which institutionalized gender roles and norms contribute to and sustain patterns of social inequality.

This course considers the historic emergence of popular culture as it was precipitated by the forces of modernization. A variety of reactions to and assessments of popular culture will be explored. The reactions and assessments explored will focus on both the political significance and aesthetic value of popular culture. These frameworks will subsequently be applied to a consideration of the evolution of popular music (i.e. rock’n roll) in the United States.

This course focuses on the role of religion in social life. Key issues to be addressed include the social and psychological functions of religion, secularization, the metamorphosis of religious traditions, and the relationship between religion and politics.

Students will emerge from this course as more active and critical participants in our increasingly mediated world. This course will focus on the role of the media in a democratic society, the impact of the electronic media on public discourse, the political economy of the media, the representation of otherness, and the media’s role as an agent of socialization.

Students will develop an understanding and appreciation of the evolution of feminist thought. Students will read excerpts from both foundational, second wave, and contemporary feminist texts. Key controversies and debates within feminism will be analyzed and explored.

Students will develop an understanding and appreciation of the evolution of ecological thought over the course of the twentieth century. Students will read and analyze representative works from the major traditions of the twentieth century ecological thought (e.g. nature writing, environmentalism, conservatism,
ecology, deep ecology, anarchism, and ecofeminism).

301  Sociological Theory  3 semester hours
The course introduces students to sociological theory as it has evolved over the course of the past two centuries. Students will develop an appreciation of the ways in which social theory both builds and departs from the traditions that precede it. Students will analyze representative works from major traditions of social thought.

334  Research Methods and Data Analysis  3 semester hours
An examination of the logic and techniques of social science research methods coupled with an introduction to the basic statistical methods used in the analysis of data. Emphasis is on both qualitative and quantitative methodologies. Prerequisite: MATH 101, SOCI 101. Not offered every year.

394  Internship  1-6 semester hours
A practicum experience in which the student serves as an intern in a field related to their sociological interests. Prerequisite: permission of instructor.

395  Senior Thesis  3 semester hours
An integrated experience designed to test the student's ability to apply sociological theory and methodology. Students may choose from the following two options in fulfilling this requirement. Prerequisite: Senior status and a sociology major.

  Option I: In consultation with their sociology advisor, students will conduct an original research project on a sociological issue of interest to them and make an oral presentation of their findings. This option is strongly recommended for students contemplating graduate studies.

  Option II: In collaboration with their sociology advisor, students will assist in conducting research on a selected sociological issue. Students will be expected to pass a written examination regarding the research process and the studies findings.

399  Independent Study  1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102, SOCI 101 and permission of the instructor.

Spanish

Baccalaureate Program (B.A.)
The department offers a B.A. degree in Spanish with or without teacher certification. Students who want to become Spanish teachers certified by the State of West Virginia must complete all the courses and requirements specified by the Department of Education (see Education in this catalog a minor in Education is earned) in addition to those of the Spanish major.

The requirements for the major in Spanish consist of 33 semester hours including Spanish 201, 202, 205, 206, 209, 220 and 15 semester hours chosen from Spanish courses numbered 200 or above. An academic minor is not required but may be taken as an option. The computer literacy requirement may be met by taking CSCI 100, or BUSI 230.

Minor
The minor in Spanish is designed to enhance student career opportunities by providing a secondary field of expertise regardless of the major. It is especially useful for students majoring in a field in which actual career practice involves contact with significant numbers of non-English speakers. The minor consists of at least 15 semester hours including 201-202, and three additional courses chosen from courses numbered 200 or above.

Spanish Courses (SPAN)

101  Beginning Spanish I  3 Semester Hours
The first semester of a two semester proficiency-based sequence to develop the four communication skills (listening comprehension, speaking, reading, writing) and to explore culturally determined attitudes and behaviors. An interactive classroom approach emphasizes linguistic performance of students as they apply the language to concrete situations using
essential vocabulary and structures. Taught in fall.

102  Beginning Spanish II  3 semester hours
The second semester of a two semester proficiency-based sequence to develop the four communication skills (listening comprehension, speaking, reading, writing) and to explore culturally determined attitudes and behaviors. An interactive classroom approach emphasizes linguistic performance of students as they apply the language to concrete situations using essential vocabulary and structures. Taught in spring.

Note: Students may not have to begin a language at the first level. A placement test will determine the appropriate level for those students with experience in the language. Students with two or more years of high school Spanish must take a placement test.

110  Hispanic Literature in English Translation  3 semester hours
Representative works of Spain and/or Latin America. May include poetry, prose and drama. Taught in English.

140  Basic Spanish for Travelers  1 semester hour
Basic conversational Spanish for students engaged in study abroad courses.

201  Intermediate Spanish I  3 semester hours
The first semester of a two semester sequence to further develop skills in spoken and written Spanish with a review of fundamental structures. Listening to authentic language samples. Reading of short journalistic and/or literary texts. Taught in fall.

202  Intermediate Spanish II  3 semester hours
The second semester of a two semester sequence to further develop skills in spoken and written Spanish with a review of fundamental structures. Listening to authentic language samples. Reading of short journalistic and/or literary texts. Taught in spring.

205  Survey of Spanish Literature  3 semester hours
A general study of Spanish Literature from the Middle Ages to the modern period. May precede or follow Spanish 206. Prerequisite: SPAN 202 or equivalent. Not offered every year.

206  Survey of Latin American Literature  3 semester hours
A general study of Latin American literature from the Conquest to the modern period. May precede or follow Spanish 205. Prerequisite: SPAN 202 or equivalent. Not offered every year.

207  Hispanic Women Writers  3 semester hours
Selected works in poetry, drama, and/or prose by women authors from Spain and Latin America.

209  Composition and Conversation  3 semester hours
Development of writing and speaking ability in extemporaneous contexts. Review of grammar as needed. Prerequisite: SPAN 202 or equivalent. Not offered every year.

210  Business Spanish  3 semester hours
Practical business vocabulary and terminology. Emphasis on everyday spoken and written Spanish. Reading and discussions of cultural differences affecting international relations. Prerequisite: SPAN 202 or equivalent. Not offered every year.

220  Hispanic Film  3 semester hours
The study of a genre such as surrealism or the political film from or about the Hispanic world. Prerequisite: SPAN 202 or equivalent. Not offered every year.

311  Spanish Culture and Civilization  3 semester hours
The development of Spanish history, thought, art, music and film. Prerequisite: SPAN 202 or equivalent. Not offered every year.

312  Latin American Culture and Civilization  3 semester hours
The development of Latin American history, thought, art, music and film. Prerequisite: SPAN 202 or equivalent. Not offered every year.

313  Advanced Composition  3 semester hours
Intensive practice in writing Spanish, with a review of grammar as needed. Prerequisite: SPAN 202 or equivalent. Not offered every year.
Study Abroad

Variable credit for courses completed with a program or university in a Spanish-speaking country.

Independent Study

An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: SPAN 202 and permission of the instructor.

Theatre Arts

The Theatre Arts program presents the student with an intense course of study utilizing course offerings and production assignments to provide the liberal arts student with the background and experience necessary to knowledgeably participate in the theatre arts at the professional level.

Program objectives are to increase the knowledge and skills of the theatre arts student; to give the student artist an understanding of the theatre arts market and to increase the artist's insight into the methods of increasing one's marketability in a highly competitive profession; to teach the student artist how to present him/herself professionally, and the behavior according to the codes of etiquette and professionalism observed by the industry; and to build appreciation, respect, and a fundamental understanding of all the duties and art forms incorporated in the theatre arts. All areas of theatrical performance, design, and technical skills are emphasized for a full understanding of theatre arts.

The Theatre Arts program prepares and presents three to five main stage productions each year, including a musical play and a classical piece every two years, and three to five student-directed studio productions every year. Opportunities are available for the production of original student-written plays, improvisational performances, and the occasional video movie shot on the campus of Davis & Elkins College.

Davis & Elkins College is an accredited institutional member of the National Association of Schools of Theatre.

Baccalaureate Programs (B.A.)

The department offers three options for the Theatre Arts major. Students majoring in Theatre Arts must complete a minor approved by the department, regardless of the option they select.

The requirements for the option in Theatre Arts consist of 51-53 semester hours as follows: Theatre Arts 111, 112, 116, 117, 170, 208, 211, 212, 304, and four semester hours chosen from Theatre Arts courses 220-226, and three courses from Theatre Arts 205, 213, 215, 232, 320, and 330. Additional requirements are English 316, two semester hours of Music 103, and six semester hours chosen from English 280-282. An additional requirement is the successful direction of an approved one-act play, or the performance of a faculty-supervised acting showcase in the junior or senior year.

The requirements for the option in Design & Technical Theatre consist of 50 semester hours as follows: Theatre Arts 105 or 116; 112, 170, 208, 211, 213, 219, and seven semester hours chosen from 221, 222, 223, 225, 394, and 399. Additional requirements are seven semester hours chosen from English 280-282 and 316, and 15 semester hours chosen from Theatre Arts 205, 215, 270, 312, 313, 314, 315, 316, and 318. An additional requirement for graduation is the successful design of one faculty-selected aspect of a mainstage production in the junior or senior year. A prerequisite for this requirement is the successful design of at least one aspect of a Studio Production based on the student's successful completion of the appropriate design course.

The requirements for the option in Theatre Education consist of 53-54 hours as follows: Theatre Arts 105, 111, 112, 116, 117, 208, 211, 213, 215, 223, 232, 304, 319, 320; three hours from Theatre Arts 220-226; Communication 110; Music 100; and one course chosen from English 280-282 and 316. An additional requirement is the successful direction and design of an approved one-act play in the junior or senior year. Theatre Education students must complete a minor in Education.

Minor

The requirements for a minor in Theatre Arts consist of 17-18 semester hours including Theatre Arts 112, 116, 170, two semester hours chosen from 220-226, two semester hours of additional Theatre Arts electives, and one course chosen from English 280-282 and 316.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester Hours</th>
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<tbody>
<tr>
<td>THRE 105</td>
<td>Creative Improvisation</td>
<td>3</td>
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<tr>
<td></td>
<td>This foundation course, designed for</td>
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<td></td>
<td>the student who is new to theatre,</td>
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<td></td>
<td>examines the basic physical and</td>
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<td>mental resources of the performer</td>
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<td></td>
<td>and enables the individual to achieve</td>
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<td>greater self-confidence, poise and</td>
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<td></td>
<td>freedom of expression.</td>
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<tr>
<td>THRE 111</td>
<td>Voice and Diction for the Actor</td>
<td>3</td>
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<tr>
<td></td>
<td>Basic voice and diction skills,</td>
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<td></td>
<td>familiarity with the International</td>
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<td></td>
<td>Phonetic Alphabet, and mastery of a</td>
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<td></td>
<td>dialect or accent are all emphasized</td>
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<tr>
<td></td>
<td>in course. Not offered every year.</td>
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<tr>
<td>THRE 112</td>
<td>Stagecraft</td>
<td>3</td>
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<tr>
<td></td>
<td>The study and application of scene</td>
<td></td>
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<tr>
<td></td>
<td>construction, rigging and backstage</td>
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<tr>
<td></td>
<td>organization. Co-requisite: THRE 223.</td>
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<tr>
<td>THRE 115</td>
<td>Introduction to the Theatre</td>
<td>3</td>
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<tr>
<td></td>
<td>A survey of the history, literature</td>
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<tr>
<td></td>
<td>and practice of the theatre. Emphasis</td>
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<td></td>
<td>will be placed on current theatre</td>
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<td></td>
<td>production approaches.</td>
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<td>THRE 116</td>
<td>Acting I</td>
<td>3</td>
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<tr>
<td></td>
<td>A study of the basic skills, procedures</td>
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<td></td>
<td>and terminology vital to the actor</td>
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<tr>
<td></td>
<td>in both amateur and professional</td>
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<td></td>
<td>arenas. Emphasis is on creative</td>
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<td></td>
<td>skills, improvisation, basic theory</td>
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<td></td>
<td>and marketing skills. Prerequisite:</td>
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<td></td>
<td>THRE 105 or permission of the</td>
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<td></td>
<td>instructor.</td>
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<tr>
<td>THRE 117</td>
<td>Acting II</td>
<td>3</td>
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<tr>
<td></td>
<td>A scene studies course working with</td>
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<tr>
<td></td>
<td>student directors in Theatre Arts</td>
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<tr>
<td></td>
<td>304, examining techniques in different</td>
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<td></td>
<td>theatrical genres. Prerequisite:</td>
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<tr>
<td></td>
<td>THRE 116.</td>
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<tr>
<td>THRE 170</td>
<td>Theatre Production I</td>
<td>4</td>
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<tr>
<td></td>
<td>The production of a full-length play.</td>
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<tr>
<td></td>
<td>Open to majors and non-majors. No</td>
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<tr>
<td></td>
<td>experience necessary. A chance to</td>
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<tr>
<td></td>
<td>participate in college theatre</td>
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<tr>
<td></td>
<td>without interference from other</td>
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<tr>
<td></td>
<td>classes. Daily theatre production</td>
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<td></td>
<td>work with all theatre faculty</td>
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<tr>
<td></td>
<td>working in acting, stage managing,</td>
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<td></td>
<td>scenery, costumes, lighting and all</td>
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<td>other aspects of a theatre</td>
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<tr>
<td></td>
<td>production.</td>
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<tr>
<td>THRE 205</td>
<td>Stage Makeup</td>
<td>2</td>
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<tr>
<td></td>
<td>The basic principles of the art and</td>
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<td></td>
<td>techniques of makeup. Four hour</td>
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<td></td>
<td>laboratory per week. Co-requisites:</td>
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<td></td>
<td>THRE 226.</td>
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<tr>
<td>THRE 208</td>
<td>Script Analysis</td>
<td>3</td>
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<tr>
<td></td>
<td>The analysis of theatrical scripts</td>
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<tr>
<td></td>
<td>from an artistic and literary point</td>
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<td></td>
<td>of view. The focus will be on acting</td>
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<td></td>
<td>and directing.</td>
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<tr>
<td>THRE 211</td>
<td>History of the Theatre I</td>
<td>3</td>
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<tr>
<td></td>
<td>A study of theatre art and drama</td>
<td></td>
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<tr>
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<td>from origins to the present. Emphasis</td>
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<td>will be placed on the development of</td>
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<td></td>
<td>the Physical Theatre, Acting Styles,</td>
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<td></td>
<td>Criticism, Literature and Design.</td>
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<tr>
<td></td>
<td>Not offered every year.</td>
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<tr>
<td>THRE 212</td>
<td>History of Theatre II</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>An in-depth study of selected periods,</td>
<td></td>
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<tr>
<td></td>
<td>people, or subjects. The student will</td>
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<tr>
<td></td>
<td>write three research papers from</td>
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<tr>
<td></td>
<td>material covered in Theatre Arts 211.</td>
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<td></td>
<td>Prerequisite: THRE 211 and ENGL 102.</td>
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<td></td>
<td>Not offered every year.</td>
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<tr>
<td>THRE 213</td>
<td>Stage Lighting</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Theory and techniques of lighting and</td>
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<tr>
<td></td>
<td>sound productions for the stage.</td>
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<tr>
<td></td>
<td>Co-requisite: THRE 222.</td>
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<tr>
<td>THRE 215</td>
<td>Stage Costume</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>The study and application of the</td>
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<tr>
<td></td>
<td>principles of design as applied to</td>
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<tr>
<td></td>
<td>stage costume with emphasis on the</td>
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<tr>
<td></td>
<td>drafting of patterns leading to the</td>
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<td></td>
<td>construction of authentic, practical</td>
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<tr>
<td></td>
<td>stage costumes. Two hour lecture and</td>
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<tr>
<td></td>
<td>three hour laboratory. Not offered</td>
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<tr>
<td></td>
<td>every year. Co-requisite: THRE 221.</td>
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<tr>
<td>THRE 219</td>
<td>Drafting for the Theatre</td>
<td>3</td>
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<tr>
<td></td>
<td>An introduction to the fundamental</td>
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<td></td>
<td>techniques, skills, and methods of</td>
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<td></td>
<td>Drafting for the Theatre, emphasizing</td>
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<td></td>
<td>the use of basic equipment, basic</td>
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<tr>
<td></td>
<td>computer aided drafting, and the</td>
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<tr>
<td></td>
<td>various types of visual communication</td>
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<td></td>
<td>used in theatrical production.</td>
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<tr>
<td>THRE 220-226</td>
<td>Production Laboratory</td>
<td>1</td>
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<tr>
<td></td>
<td>Successful completion of a minimum</td>
<td></td>
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<tr>
<td></td>
<td>of fifty hours working on a major</td>
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<td></td>
<td>production is required for completion</td>
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<td></td>
<td>of the course. May be repeated for</td>
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<td></td>
<td>credit up to three times for each</td>
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<tr>
<td></td>
<td>course.</td>
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<tr>
<td>THRE 220</td>
<td>Acting Laboratory</td>
<td>1</td>
</tr>
<tr>
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<td>1 semester hour</td>
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<td>THRE 221</td>
<td>Costume Laboratory</td>
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222 Lighting Laboratory 1 semester hour
223 Stagecraft Laboratory 1 semester hour
224 Stage Management Laboratory 1 semester hour
226 Makeup Laboratory 1 semester hour

230 Props Construction Techniques 3 semester hours
This course will focus on the study of techniques for the construction of theatrical properties and the duties of the properties crew of a theatre. The construction portion of the course will cover the proper use of tools and their application to the design problems encountered in properties construction.

232 Movement for the Theatre 2 semester hours
A practical study of various physical techniques useful to the theatre performer. Centered on the development of physical expressiveness, this course emphasizes the actor's use of his/her body in performance, yet the theories and techniques covered can be of value to anyone concerned with the use of the body.

238 Acting III 3 semester hours
Advanced scene studies in period plays focusing on the works of Shakespeare. Emphasis on character interpretation, physicalization, and diction in both comedies and tragedies. Prerequisite: THRE 117. Not offered every year.

270 Theatre Production II 4 semester hours
The production of a full-length play. Open to majors and non-majors. No experience necessary. A chance to participate in college theatre without interference from other classes. Daily theatre production work with all theatre faculty working in acting, stage managing, scenery, costumes, lighting and all other technical aspects of a theatre production.

304 Directing I 3 semester hours
A practical study of different theories and approaches to directing in which student artists will direct the Acting II students in scene studies. Prerequisites: THRE 117, 208, and permission of the instructor.

305 Directing II 3 semester hours
Advanced scene studies in directing emphasizing extended scenes, and complex characterizations and staging. Prerequisite: THRE 304.

312 Advanced Stagecraft 3 semester hours
The study and application of the more advanced techniques, skills, and methods used in theatrical production. This course will focus primarily on theatrical rigging, metalwork/welding, and scenery movement. Prerequisite: THRE 112.

313 Scene Design 3 semester hour
The study and application of the principles of design as applied to stage scenery. The functions, resources, and techniques of set design will be studied in relationship to the theatrical text (script). Not offered every year. Prerequisite: THRE 112, 214, 219, or permission of the instructor.

314 Lighting Design I 3 semester hours
The study and application of the principles of design as applied to stage lighting. The nature and techniques of lighting will be studied in relationship to the theatrical script. Prerequisite: THRE 213, 219 or permission of the instructor.

316 Costume Design 3 semester hours
The study and application of the principles of design as applied to theatrical costumes. The analysis and rendering of costume designs in relationship to the theatrical script. Prerequisite: THRE 215 or permission of instructor.

317 Portfolio Preparation 3 semester hours
The student will be guided by the appropriate faculty member to prepare a Design/Technical Theatre portfolio according to industry conventions and appropriate to the career plans of the student.

318 Scene Painting 3 semester hours
The examination and application of different painting techniques of scenery for theatrical productions. Prerequisite: THRE 112.

319 Creative Dramatics 3 semester hours
Planning and directing classroom dramatizations. Prerequisite: THRE 105 and 304. Not offered every year.

320 Playwriting 3 semester hours
Script writing through improvising, writing, and refining scripts based on personal experience and heritage, imagination,
literature, and history. Prerequisite: ENGL 102 and THRE 208. Not offered every year.

**321-323 Advanced Acting**
3 semester hours each
Advanced scene studies courses emphasizing techniques in character development. Students must enroll with an acting partner. Prerequisite: THRE 117 or permission of instructor.

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<th>Course</th>
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<tr>
<td>321</td>
<td>Acting IV</td>
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<td>322</td>
<td>Acting V</td>
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<td>323</td>
<td>Acting VI</td>
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**330 Stage Management**
3 semester hours
This course will examine the art and business of stage management. The student will study the preproduction, auditions, rehearsals, production and post-production roles of the stage management team. The student will learn how to properly keep a record of a production. The course will also delve into general management skills as they pertain to theatrical production. The role of theatrical labor unions will also be explored. Co-requisite: THRE 224.

**394 Practicum**
1-15 semester hours
Applied field work under professional supervision supplemented by appropriate readings and written reports. In general, 40 hours of supervised work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisite: permission of the instructor.

**399 Independent Study**
1-6 semester hours
An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. The course may be repeated for credit provided a new topic is chosen. Prerequisites: ENGL 102 and permission of the instructor.

**Women’s and Gender Studies**

The Women's and Gender Studies minor, in keeping with the general mission statement of Davis & Elkins College, offers students a broad conceptual framework of study that will support their academic, professional and personal goals. Through a multidisciplinary approach, the Women's and Gender Studies minor is dedicated to creating, evaluating, and disseminating knowledge based on the study of gender, feminist theory, and the development of feminism. Within a critical framework for thinking and writing about gender in society, the minor explores the philosophical, economic, and societal sources of men's and women's self-perceptions, enabling students to develop more informed perceptions about themselves and the world. We are, therefore, committed to looking at the changing definition of men's and women's roles, to re-claiming women's contributions to society, and to examining how both men's and women's lives are shaped by gender.

**Minor**
A minor in **Women's and Gender Studies** consists of a minimum of 15 semester hours distributed in accordance with the following guidelines: to insure the interdisciplinary nature of the minor, the 15 hours of coursework must be chosen from the courses listed and distributed across at least three disciplines from the following list - Communication (COMM 220), English (ENGL 135, 254), Sociology (SOCI 225, 227, 235), Spanish (SPAN 207), Philosophy (PHL 231), Psychology (PSYC 220), and Women's and Gender Studies (any WGST course).

**Women’s and Gender Study Courses (WGST)**

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<tr>
<th>Course</th>
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<tr>
<td>101</td>
<td>Introduction to Women's and Gender Studies</td>
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This course is designed to assist students in developing a critical framework for thinking about gender related issues. An examination of the philosophical, economic and societal sources of men’s and women's gender perceptions will enable students to develop more accurate perceptions of themselves and the world.

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<th>Course</th>
<th>Description</th>
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<tr>
<td>399</td>
<td>Independent Study</td>
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An intensive study of a selected topic at varying levels of independence. In general, 40 hours of work are expected for each semester hour of credit. Prerequisite: ENGL 102 and permission of the instructor.
Winter Term 2010

Winter term complements the regular offerings of the fall and spring semesters by providing unique opportunities for experimentation, reflection, experiential learning, international and domestic travel, extended field trips, internships, extended studies/laboratory time, and undergraduate research. Winter Term courses will share distinctive characteristics designed to enhance student engagement in course content and the learning process: teaching format, freedom from competing demands from other courses, a new dynamic among students and between students and faculty created by extended, uninterrupted time together in pursuit of a single area of study. Winter Term allows students in even highly structured academic programs to take advantage of learning opportunities they might otherwise forego due to scheduling conflicts. On the practical side, full-time students will have the opportunity of earning three (for most courses) extra credits each academic year for the same tuition and fees. This makes it more possible to graduate in four years.

POLICIES and INFORMATION
1. Full-time bachelor's degree candidates entering the College in the fall of 2004 and thereafter will be required to complete two Winter Terms, one during the freshman year and one at a time of the student’s choosing; full-time transfer students entering with 45 credit hours or more will be required to complete one Winter Term; full-time associate degree candidates will be required to complete one Winter Term during their first year of enrollment at D&E.
2. Continuing full-time students may enroll in Winter Term if they choose. Students entering D&E beginning in the fall 2004 may attend more than the required number of Winter Terms if they choose.
3. Students enrolled full-time during the fall and spring semesters will pay no additional tuition or room and board for Winter Term (see details below).
4. Students may enroll for only one course (maximum 4 semester hours) during each Winter Term that they attend.
5. Some Winter Term courses will have additional fees for travel, supplies, etc. See the Winter Term course descriptions for this information.
6. Only students enrolled in a Winter Term course will be eligible to live in campus housing and participate in the board plan during Winter Term.
7. Students must be enrolled in a Winter Term course to participate in intercollegiate athletic activities that take place during Winter Term.
8. Student activities that take place during Winter Term, whether sponsored by CAB, the Student Life Office, fraternities or sororities, or other sectors of the College, are intended for Winter Term students. Attendance by students not enrolled during Winter Term will be governed by the same policies that apply during the fall and spring semesters.

TUITION – ROOM and BOARD
1. Students who enroll full-time for both the fall and the spring semesters will pay no additional tuition or room and board for Winter Term. Full-time students who elect not to enroll during Winter Term are not eligible for a tuition, or room and board rebate.
2. Students who enroll full-time during only one of the fall or spring semesters, but do not enroll, or enroll part-time, during the other major semester, will not be charged additional tuition for Winter Term, provided that the total number of hours attempted during Winter Term and their full-time semester of enrollment does not exceed 18 credit hours. If the total hours attempted exceed 18, the overload rate will apply. Students in this category will be charged the weekly rate for room and board for one half of the Winter Term.
3. Winter Term students who do not enroll full-time during either the fall or spring semester will be charged
the current per-credit-hour tuition and weekly room and board rates.

4. Board rates for students enrolled in off-campus Winter Term courses requiring separate payments for meals will be adjusted.

5. Special fees may be charged to cover unusual expenses such as travel, field trips, admission to museums or theaters, and specialized equipment or supplies that students are required to own. All special fees will be announced in advance (see course descriptions for details) and will be paid to the cashier in the Business Office prior to the beginning of Winter Term. Some programs might have specific payment schedules in effect.

6. Students are advised to consult with the Financial Planning Office regarding the availability of funds to help cover special fees.

Winter Term Courses
Note: Winter term courses are approved year by year. Appearance of courses in this catalog does not imply availability in the curriculum in future years. Courses marked with an (*) are permanent courses in the curriculum and may also be found under the discipline course listings.

ART 172   Introduction to Painting,    3 semester hours
A course for beginners which concentrates on developing basic painting skills. Students will acquire an understanding of painting issues and learn to paint beginning with traditional painting methods and advancing to more contemporary techniques. The course will be taught using a step-by-step classical approach and students will learn to create a strong foundation for making paintings by demystifying the process in a supportive environment. Students will receive individual attention and participate in group lectures. NOTE: Student course fee for supplies will be $132.00. Fulfills: Fine Arts – Studio General Education requirement

BIOL/ENVS-275  Natural History of the Peruvian Andes,   4 semester hours
Biology and Environmental Science students in the USA are typically trained in experimental design and hypothesis testing, as well as the theoretical bases of ecology, genetics and statistics. In contrast, Peruvian scientists and naturalists are more grounded in taxonomy, systematics, natural history, and sustainable conservation issues (as are most Latin American scientists). When you combine these two areas of expertise, there can be an explosion of knowledge. This course will introduce students to the geology, ecology, and natural history of the Peruvian Andes, past and present, from Peruvian scientific perspective. Topics will be covered in an interdisciplinary manner and students should have an interest in natural science. Interaction with conservative scientists and their peers in the host country and immersion in the country’s culture and language will be a strong feature of the experience. This will allow for a broader perspective on Peruvian and Latin American conservation, including the ideas of balancing economics, native issues and a burgeoning population with the goals of conservation of biodiversity (i.e., sustainable development). This course will allow participants to combine previous knowledge of “modern” scientific methods of study with newly acquired skills of natural observation, immersion and reflection in a novel, real-world experience. Students will meet prior to travel to Peru to discuss readings and background information on the Peruvian Andes, including book readings and DVD’s. During travel, the professor, as well as students, will lead discussions of the natural history of the Andes Mountains as well as new personal and scientific discoveries. The class will again meet formally upon return from Peru, for a minimum of four and maximum of six class periods, to review our experiences and to prepare written and presentation assignments. Presentation and written assignments will include a detailed field journal, a campus community component, such as a written piece for the student newspaper and/or a press release, and/or a public presentation. NOTE: Student course fee: $1,458.00 to $2,052.00 (dependent on number of students participating). Enrollment will be by instructor permission only. Enrollment limited by wilderness area restrictions. This course is
combined with ENGL 210, Travel Writing. **Prerequisite:** Non-majors: BIOL 100 or ENVS 100; Majors: BIOL 102 or ENVS 101 **Fulfills:** General Education Natural Science with lab or upper level Biology or Environmental Science elective; also fulfills Global Cultural Studies.

**BUSI 272**  
**Developing Creative Solutions,**  
**3 semester hours**  
An exploration of often used techniques employed by industry to conceive and develop creative solutions and concepts. Participants will be actively engaged in applying these techniques to a variety of improvement opportunities. The learning achieved by this class will be broadly applicable across a broad range of manufacturing and service industries. Successful completion of this class will enable individuals to be able to productively contribute within a broad array of future work environments. Participants with open minds and a willingness to explore new ways to learn and think are encouraged to attend. The course will be taught as a combination of lecture and hands-on application. Active in-class participation will be expected. **Fulfills:** Business Elective

**CRIM 271**  
**Criminal Investigation**  
**3 semester hours**  
This course explores the role of investigations for law enforcement and corrections personnel and reviews the social, moral and ethical issues facing an investigator, as well as reviewing the Rule of Law. Additionally, examines areas of detection, interrogation, development of evidence and apprehension. A thorough review of standards based on the Constitution, statutory law and administrative regulations that an investigator needs to apply throughout the investigation. This course will be taught using a combination of lecture, class discussion, class participation and class project on writing a search warrant. **Fulfills:** 200 level course requirement for Criminology

* **CSCI -160**  
**Web Page Development Using XHTML**  
**3 semester hours**  
This course provides an introduction to authoring Web pages with Extensible Hypertext Markup Language (XHTML). It covers why XHTML was developed, how to link and publish Web pages, how to add text and images, and how to create frames, tables and forms. This course will cover the use of Cascading Style Sheets (CSS), JavaScript, and Dynamic Hypertext Markup Language (DHTML). Students will add multimedia to Web pages and work with extensible Stylesheet Language (XML). The course will be taught with hands-on activities to design, create and publish Web pages. **Fulfills:** General Education Computer Literacy requirement or CSCI and CIS elective.

**EDUC-272/PSYC-270**  
**International Education Sojourn**  
**3 semester hours**  
Course involves an exploration of the public educational opportunities in Mexico leading up to an international study opportunity in the mountains of Eastern Sierra Madre in the Mexican state of Vera Cruz. As part of the preparation for this trip, there will be an overview of the history, culture and socioeconomics of the country and an introduction to the rudiments of language. Students will have guidance in the preparation for an international trip including paperwork and health considerations. While in Mexico, students will have the opportunity to visit various schools and meet with a variety of teachers and students. In addition, there will be opportunities to experience the culture and hospitality of the villages where the course is based. **NOTE:** Course requires a $1,200 fee (tentative) **Prerequisite:** None **Fulfills:** General Education Global Cultural Studies and/or Social Science. Diversity requirement in Education (substitution for EDUC 271).

**ENGL-273**  
**Travel Writing**  
**3.5 semester hours**  
Travel and the wilderness – more than any other two catalysts I know – lead to powerful writing because they turn our attention to the most basic component of good prose: concrete detail recorded by an alert and curious mind. Travel, especially travel out of “civilization” or one’s culture, tends to break routine, recalibrate the mind and thus restore its natural curiosity and alertness. As authors Brenda Miller and Suzanne Paola describe it, when we travel, “our survival instincts take over and we grow as alert as cats.” Participants will record particular details of this journey and its many
places in a travel journal. This journal will culminate in a travel essay that transcends a mere scrapbook record of those experiences. We will discuss how “to find a purpose for your writing above and beyond the travel experience itself” (Miller and Paola). Traveling to a remote valley of the Andes Mountains, for example, will allow us to experience, first hand, one of the most important environmental developments of our time: Community-based sustainable tourism. What are the impacts, positive and negative, of tourism on natural and human mountain environments? Why does it matter that someone in the US care about this? How would we best raise interest and affect action through the travel essay genre? This experiential course allows participants to apply travel writing theory in a real-world situation. Students will meet prior to travel to Peru to read and discuss travel writing theories, travel journals and essays. During travel, the professor as well as the students will lead writing exercises, share their work, conduct informal interviews and discuss writing themes. After travel, the professor will lecture on the travel writing process and aims. Students will reflect on their travel experience and workshop their travel essays. NOTE: Student course fee: $1,458.00 to $2,052.00 (dependent on number of students participating). Enrollment will be by instructor permission only. Enrollment limited by wilderness area restrictions. This course is combined with BIOL/ENVS 275. Prerequisite: ENGL 102 or permission of instructor. Fulfills: General Education Fine & Performing Arts performance requirement (3 cr. hrs.) or 200 level course requirement for English majors and minors; also fulfills PHED 104 (.5 cr. hr.), and Global Cultural Studies.

ENVS-175   Designing a “Green” House   3 semester hours
This class will explore the principles and concepts relating to designing and building “green” houses. The course will be primarily based on class discussion and participation with the final project to design a house. Class periods will be devoted to sharing information gathered by students about different green building techniques, and materials as defined by the U.S. Environmental Protection Agency (EPA): Green building means improving the way that homes and homebuilding sites use energy, water, and materials to reduce impacts on human health and the environment. Building a green home means making environmental - preferable and sustainable decisions throughout the building process – decisions that will minimize the environmental impact of the home while it is being built and over the many years it will be lived in. The course will be taught through class lectures, including a guest lecturer on basic scientific principles underlying green building techniques; discussion based on information gathered (mostly from the internet) by students, and local trips to homes and buildings that use green building designs. We will also travel to a local building supply center to see and price building products. NOTE: We will take day trips to builders and/or homes that use the features being discussed. No fee will be charged for local travel. Fulfills: General Education Natural Science without lab or Green Studies minor (Natural Science).

ENVS-275 – See BIOL/ENVS-275

GNST-144   Kenyan Mission   3 semester hours
A series of lectures on Africa during fall semester and two weeks in Kenya during Winter Term. During fall semester: lectures/readings; in Kenya: site visits and journal keeping. NOTE: A fee of $2,500 is required for travel to Kenya. Expenses in Kenya will be covered. Fulfills: General Education religion requirement and Global Cultural Studies

*GNST/HONR- 173   Symmetry, Shape & Space   3 semester hours
An introduction to mathematics through geometry. Students will study and analyze patterns, thereby learning and enhancing analytic skills, creativity and visualization skills. Topics will include tessellations, 2-dimensional symmetry and graph theory. The teaching methods will include
HER-173 White Oak Basket Making 3 semester hours
This course will start with selecting and obtaining a tree – white oak sapling. The white oak will be brought to campus and worked up into splits and ribs in the traditional way, by hand, working with the grain of the wood. Students will choose the design(s) of their own basket(s) from various traditional styles the instructor makes. The work will largely be done on a shaving horse and with hand tools. Students will learn about the white oak basket making tradition, the traditional functions of various basket styles, other aspects of this folk art/craft, and they will participate in applied hand work used to reduce a tree to a functional object, but within an identified regional traditional style and shape that bring the subject matter into the realm of folk art/craft. Students will learn in this course both through example and through participation, with hands-on instruction. Students will take away traditional skills and one or more traditional white oak basket(s). NOTE: Course will require one off-campus trip to select and cut a white oak sapling. Fulfills: General Education U.S. Cultural Studies and General Education Fine & Performing Arts performance requirement.

HER-174 Applied Appalachian String Music 3 semester hours
Traditional Appalachian old-time music will be taught to beginning and intermediate level players on guitar, banjo and fiddle. Regional tunes and playing styles will be emphasized. The history and significance of traditional folk music as an expression of regional folk art will be discussed. Several films of traditional artists, made by the instructor, will be offered for review and discussion. One paper, about an aspect of Appalachian music will be required. There will be both group and individual instruction. Ear training, or playing the traditional way without written music, will be the method of instruction. This includes a lot of repetition focusing on an Appalachian regional repertoire, with all students/instruments working on that same repertoire to allow for group playing and performance. Students will be graded on their personal gain and musical achievement/improvement, without regard to playing level. NOTE: Several violins and a few banjos and guitars are available for loan from the Augusta Heritage Center. Local rental of instruments can be arranged. Prerequisite: Some limited previous string music experience (but not necessarily on the instrument of choice) is required. Fulfills: General Education U.S. Cultural Studies and General Education Fine & Performing Arts performance requirement.

HER-175 Appalachian Flatfooting & Clogging 3.5 semester hours
West Virginia has a rich and unique history of dance that continues to be vibrant today. Clogging and Flatfooting are forms of percussive dance that developed in the Appalachian Mountains. Videos and readings will be assigned to give you a knowledge base of how dance evolved in these mountains, its relationship to music of both past and present, and its purpose within Appalachian culture. Throughout the class, students will learn many of the basic Flatfooting & Clogging steps and figures. Students will dance in a showcase at the end of the course to share what they have learned with the campus and local community. All dancing during the class and for the performance will be done to live music. After completing the class, students will have the option to build a clogging team to perform on and off campus. Prior dance experience is welcome but not required. Students will write reflection papers to assigned readings and films related to Appalachian Dance. A majority of the class will be devoted to learning dance steps and figures. All of the dancing for the class and the performance will be done to live music to give students the opportunity to truly interact with the music that is the source of inspiration behind Flatfooting and Clogging. NOTE: Students will go to a square/contra dance during the Wild & Wonderful Dance Weekend on one of the nights of January 15th-17th. The dances take place at the Randolph County Community Arts Center and cost approximately $10. The dates and place of the dances are official, but the times an
price have not yet been set. Students can walk to the dance and the trip does not require meals or lodging. **Fulfills:** General Education Fine & Performing Arts performance requirement (3 semester hours) and also fulfills PHED 104 (.5 semester hour)

**HIST-274**   The Age of Reagan and Thatcher   3 semester hours
This is a study of the ideas and events that swept Ronald Reagan and Margaret Thatcher into power in America and Britain in 1980. It will include a study of the conservative movement in each country and their political impact since World War II, as well as the legacies of these two leaders on the politics of the U.S. and Britain. This course will be team-taught through lectures and films. **Fulfills:** General Education requirement in History and either U.S. or Global Cultural Studies.

**Honors (HONR) courses see:**

**GNST/HONR-173**   Symmetry, Shape & Space   3 semester hours

**HOSP-170,**   The Art of Eating   3 semester hours
This course is a study of cooking techniques, tips on entertaining, exploration of recipes, food facts and the role food plays in the celebration of our lives, including comparisons among different cultures and ethnic groups. The course will be mostly hands-on with some research and exploration. The course may include an off campus trip. **Note:** Course will require a $100 lab fee  **Fulfills:** General Education Global Cultural Studies requirement

**HOSP-172**   The History and Production of Chocolate   3 semester hours
Students will learn the fundamentals of how chocolate is grown, produced and turned into wonderfully artistic chocolate candies. The course will be taught as a hands-on course. **NOTE:** There will be a $25 fee to support tastings  **Fulfills:** Elective

**MATH-170**   The Mathematics of Games   3 semester hours
This course will examine the mathematics and quantitative reasoning behind many sports and casino games. Games such as roulette, slot machines, and other games of expectation will be analyzed and constructed. In addition, the mathematics and statistics behind poker and sporting events, particularly basketball and football, will be analyzed. Course will be taught through lecture and hands-on activities. **Prerequisites:** FND 150 or placed into MATH 101  **Fulfills:** General Education Math requirement

**MGMT-395**   Management Internship   4 semester hours
An integrated class-and-intern experience program designed to give the major in management greater insight into current policies, procedures, and problems of management. In addition to the regular class work, students will participate in approximately 80 hours of work experience in the management field under the supervision of businesspersons and the class instructor. This course is an integrated class and experience program. Students will be in the classroom in the mornings and will gain experience with a business in the afternoons and weekends. Numerous speakers will visit the class to give them insight into business. **Note:** Students will be working approximately 80 hours off campus with businesspersons. **Prerequisite:** BUSI-101 or permission of instructor  **Fulfills:** Business major requirement (except Accounting and Economics)

**MRKT-304**   Marketing Management   3 semester hours
A study of managerial considerations in marketing decisions, evaluation of alternatives of action, and strategy in profit terms, demand analysis, case studies in marketing, product development, distribution channels, pricing and promotion areas. The course will be taught using an Internet computer simulator, marketing plan development and current events. **Prerequisite:** Completion of 60 semester hours including MRKT-201 and an additional 18 hours from the area of Business Administration. **Fulfills:** Marketing major requirement
*NURS-101  Transition Seminar  1 semester hour
This course serves as a transition course for LPNs and transfer students entering the program. Emphasis is on role development and concepts related to change and transition from practical nurse to registered nurse. It introduces the nursing process as a framework for the delivery of nursing care. The course will be taught through lecture with power point presentations, seminars and assignments. The ERI Critical Thinking Exam will be administered. **Prerequisite:** Admission to the nursing program. **Fulfills:** Nursing major requirement

*NURS-103W Maternity Nursing  2 semester hours (Theory)
This course focuses on the promotion of health in the childbearing family. Man is viewed in the context of family as the student begins to look at family interactions. Common, well-defined phenomena of the antepartal, intrapartal, postpartal and neonatal periods are presented. Caring interventions promote optimum health outcomes for the childbearing family. The course will be taught with lecture, audiovisual presentations, discussions, programmed instruction, examinations and evaluations. **Note:** Students will receive an In-Progress (IP) grade until both theory and clinicals are completed during the spring semester. **Prerequisite:** NURS-100, BIOL-107 and PSYC-200  **Fulfills:** Nursing major requirement

NURS-171  Issues in International Health –Mexico Experience  3 semester hours
Course involves the exploration of health care issues in Mexico leading up to an international study opportunity in the mountains of the Eastern Sierra Madre in the Mexican state of Vera Cruz. As part of the preparation for this trip, there will be an overview of the history, culture and socioeconomics of the country and an introduction to rudiments of language. Students will have guidance in the preparation for an international trip including paperwork and health considerations. While in Mexico, students will have the opportunity to visit various sites where health care is provided and to meet with a variety of health care practitioners. In addition, there will be opportunities to experience the culture and hospitality of the villages where the course is based. **Note:** Cost of the trip will be $1,200 (tentative) **Prerequisite:** No prerequisite, but first year nursing students will have a conflict with NURS 103 Maternity Nursing and second year nursing students will have a conflict with NURS 215 Nursing Issues Seminar during Winter Term. **Fulfills:** General Education Global Cultural Studies requirement or Nursing elective

*NURS-215 Nursing Issues Seminar  2 semester hours
This course explores the major issues and trends that impact nurses and the nursing profession. The role of manager of care becomes the focus as the concepts of leadership and management are emphasized. There is emphasis on the comprehensive role of the Associate Degree nurse and the demonstration of the standards of professional conduct and competence. The class is taught through lecture, discussion, oral reports and videos. **Note:** Required of second year nursing students  **Prerequisite:** BIOL-208, NURS-203, and NURS-205. **Fulfills:** Nursing major requirement

PHED-170  Snow Activities  1.5 semester hours
The course will include one week of cross-country skiing lessons and skiing during the day; one week snowshoeing with lessons and hiking during the day; and one week of a choice of down-hill skiing or snowboarding lessons and skiing afterwards. Also, one afternoon will consist of a two hour tubing session. Special instructors will teach lessons on the specific sports mentioned. Driving may be done to the resorts in the area. Students may also be required to meet at the resort using their own transportation. **Note:** There will be a $400 fee for equipment rentals, area fees, lift tickets and lessons. **Fulfills:** 3 PHED 104 classes
PHED-172-01  Fitness & Physical Conditioning for Life  2 semester hours
The course will combine the Fitness for Life course and three physical activity courses. We will engage in fitness testing, we will also discuss and develop physical conditioning programs; aerobic, resistance and flexibility training. A nutritional analysis will be completed and other health benefits of physical activity will be studied. We may tour local fitness centers and students may need to provide their own transportation. Attendance and participation is very important. The class will be taught with lecture, fitness testing and physical activities. **Fulfills:** General Education Physical Education Activities courses (PHED-101 & 3 PHED104’s)

PHED-172-02  Fitness & Physical Conditioning for Life  2 semester hours
The course will combine the Fitness for Life course and three physical activity courses. We will engage in fitness testing, we will also discuss and develop physical conditioning programs; aerobic, resistance and flexibility training. A nutritional analysis will be completed and other health benefits of physical activity will be studied. We may tour local fitness centers and students may need to provide their own transportation. Attendance and participation is very important. The class will be taught with lecture, fitness testing and physical activities. **Fulfills:** General Education Physical Education Activities courses (PHED-101 & 3 PHED104’s)

PHL-170  Brother’s Keeper: The Ethics of Help  3 semester hours
What do human beings owe other human beings? Nothing or the shirts off their backs? Philosophers and religious teachers have offered both these answers to this question (as well as many answers in between). The on-campus portion of this course will explore the answers afforded this question as they have been formulated within a variety of different ethical traditions. The off-campus portion of this course will consist of an extensive (i.e., 7-10 day) volunteer project. Previous off campus projects have involved relief work in the aftermath of hurricane Katrina and building a Habitat for Humanity house in North Carolina. Students should expect to work a minimum of five, eight-hour days while off campus. Students will need to pack lightly for a week of work and sleep. The level of accommodations and meals may vary widely. The course will be taught through on campus classroom meetings with a mixture of lectures and discussions before the 7-10 day off campus volunteer project. **Note:** Students will participate collectively in an off campus volunteer project. **Fulfills:** General Education Philosophy requirement

PHL/RELG 271  Society, Culture and Religion of India: Ancient and Modern  3 semester hrs.
The course will introduce students to ancient and modern culture in India, including Hindu contributions in the field of medicine, art, philosophy and religion. By visiting Hindu and Buddhist temples, Christian churches, and other cultural and archeological sites, through lectures and interaction with various local experts, students will gain understanding of India’s rich culture and religious heritage and its modern manifestations. The interdisciplinary nature of the course offers opportunities to collaborate with other faculty members from a number of different disciplines. For example, faculty from philosophy, history, sociology or language from other colleges and universities will share their experience and expertise with our students. The course will reflect the rich heritage of India along with recent changes in many sectors of Hindu life and society. The course will be a unique experience of encounter and dialogue. Students will be reminded that India is the birthplace and home of some of the world’s great religions. On the Modern international scene, India is the largest democracy and is an emerging power in science and technology. This proposal offers D & E students the opportunity to personally engage with this ancient and rich civilization, which continues to evolve. The course will be taught through lecture and critical reflection on different themes of the class. There would be several half-day workshops, directed by faculty and scholars from universities in Calcutta. **NOTE:** Cost of the trip will be approximately
$3,900 per student Fulfills: General Education Philosophy/Religion, or General Education History, or Religion/Philosophy major requirement; also fulfills Global Cultural Studies.

**PSYC-170**  Dog Lore for the Dog Lover  3 semester hours
The course will explore human animal bond expressed through a broad range of dog related activities. Foundational study in canine evolution, ethnology and behavior psychology will support learning experience. Field trips and presenters included. NOTE: $30 fee per student  Fulfills:
General Education Social Science requirement

**PSYC-270**  Human Service Practice: Educational Sojourn  3 semester hours
Course involves an exploration of human & psychological services in Mexico leading up to an international study opportunity in the mountains of Easter Sierra Madre in the Mexican state of Vera Cruz. As part of the preparation for this trip, there will be an overview of the history, culture and socioeconomics of the country and an introduction to the rudiments of language. Students will have guidance in the preparation for an international trip including paperwork and health considerations. While in Mexico, students will have the opportunity to visit various sites where human service and psychological services are provided and to meet with a variety of mental health practitioners. In addition, there will be opportunities to experience the culture and hospitality of the villages where the course is based. NOTE: Cost of the trip will be $1,200 (tentative)  Fulfills:
General Education: global cultural diversity and/or psychology elective

**PSYC-271**  Fundamentals of Alternative and Complementary Medicine  3 semester hours
Complimentary and alternative medicine covers a broad range of systems which often are derived from ancient societies and are sometimes called holistic or non-traditional. This course will cover a range of topics such as, homeopathy, manual therapies, herbalism, aromatherapy, naturopathy, Chinese and Indian medicine, art and humor and psycho immunology. We will have guest lecturers from local practitioners and visit various practitioners for a more in depth look at some of the techniques being used today. The class will be taught with lecture, discussion, video, guest lecturers, and day trips to observe practitioners of massage, acupuncture, tai chi, etc. NOTE: We will visit local practitioners using own transportation. No fee is required.  Fulfills: General Education Social Science requirement or Psychology major/minor elective requirement

**RELG/PHL-271**  Society, Culture and Religion of India: Ancient and Modern  3 semester hrs
The course will introduce students to ancient and modern culture in India, including Hindu contributions in the field of medicine, art, philosophy and religion. By visiting Hindu and Buddhist temples, Christian churches, and other cultural and archeological sites, through lectures and interaction with various local experts, students will gain understanding of India’s rich culture and religious heritage and its modern manifestations. The interdisciplinary nature of the course offers opportunities to collaborate with other faculty members from a number of different disciplines. For example, faculty from philosophy, history, sociology or language from other colleges and universities will share their experience and expertise with our students. The course will reflect the rich heritage of India along with recent changes in many sectors of Hindu life and society. The course will be a unique experience of encounter and dialogue. Students will be reminded that India is the birthplace and home of some of the world’s great religions. On the Modern international scene, India is the largest democracy and is an emerging power in science and technology. This proposal offers D & E students the opportunity to personally engage with this ancient and rich civilization, which continues to evolve. The course will be taught through lecture and critical reflection on different themes of the class. There would be several half-day workshops, directed by faculty and scholars from universities in Calcutta. NOTE: Cost of the trip will be approximately
$3,900 per student  **Fulfills:** General Education Philosophy/Religion, or General Education History, or Religion/Philosophy major requirement; also fulfills Global Cultural Studies.

**SOCI-270  Gender and Sexual Violence  3 semester hours**
In our society, there are many different kinds of violence. Much of this violence has a specifically “gendered” nature, meaning that men and women perpetuate different kinds of violence, and women and men are victims of different kinds of violence. This course highlights sexual violence expressed by and against men, women, and transgendered individuals, using a sociological lens. Topics addressed in this course include (but are not limited to): family and intimate sexual violence, sexual assault and harassment, rape and rape culture, female genital mutilation and institutional violence (e.g., military/war and media). We will also explore variations in violence (in terms of both perpetrators and victims) connected to the variables of gender, age, disability, race, ethnicity, social class, sexual orientation/preference and nationality. The course will be taught using lecture and discussion. Grading based on attendance, participation, examinations and written assignments. There will be interactive learning through in-class exercises including individual (free-writing) and group work. Media analysis incorporated into the course – advertisements, movies/films and music. **Fulfills:** General Education elective or Sociology and Criminal Justice elective

**SPAN-172  Inca Culture & Civilization  3 semester hours**
Course will examine the ancient culture and civilization of the Inca in Peru. The course will be taught with an on campus component of six classes with lectures and discussions. The off campus component will consist of nine days in Peru. **NOTE:** A minimum fee of $2,300 is required. **Fulfills:** General Education Global Cultural Studies requirement

* **THRE-170  Theatre Production I  3 semester hours**
The production of an evening of one-act plays. Open to majors and non-majors. No experience necessary. This course provides a chance to participate in college theatre without interference from other classes and daily theatre production work with theatre faculty working in acting, stage managing, scenery, costumes, lighting and all other technical aspects of a one-act play festival. **Fulfills:** General Education Fine & Performing Arts performance requirement or Theatre major requirement.

* **THRE-270  Theatre Production II  3 semester hours**
The production of an evening of one-act plays. Open to majors and non-majors. No experience necessary. This course provides a chance to participate in college theatre without interference from other classes and daily theatre production work with theatre faculty working in acting, stage managing, scenery, costumes, lighting and all other technical aspects of a one-act play festival. **Prerequisite:** THRE 170 **Fulfills:** General Education Fine & Performing Arts performance requirement or Theatre major requirement.
Academic Information and Policies

Academic information and policies are listed alphabetically by major headings, including:

Academic Achievement, Recognition, Awards, and Prizes

Davis & Elkins College, with the assistance and support of generous friends, has established a program of awards and prizes that are designed to encourage superior students to achieve their potential as scholars and to continue in the pursuit of scholarship.

Dean's List
The Dean's List is published at the end of the fall and the spring semesters to recognize students who have completed a minimum of 12 semester hours (in graded courses) during that semester with a term grade point average of 3.6 or above on a 4.0 scale.

The following Academic Achievement Awards are given at the annual Academic Awards and Recognition Convocation:

Dean's Award – Awarded to deserving graduating senior(s) selected by the Provost and Dean of Faculty.

Department Academic Achievement Awards – Awarded to students with outstanding academic achievement in each department. The selection is made by faculty in the respective departments subject to guidelines approved by the College Senate. Named awards include:

- Biology – The Robert E. Urban Memorial Award
- Chemistry – The Dr. Charles E. Albert Memorial Prize
- Chemistry – The Achievement Award in Chemistry for Freshmen Students
- Foreign Languages – The Tatiana Jardetzky Scholarship Award in Foreign Languages and Culture
- History – The James H. Swanton Prize
- Political Science – The Dorothy F. Roberts Achievement Prize
- Theatre – The Pendleton Prize

The Faculty Senior Award – The Faculty Senior Award is granted to a senior student who has achieved excellence in a wide range of academic areas and in the quality of personal and intellectual leadership. It recognizes students who have fostered a climate of intellectual excitement throughout all their years at Davis & Elkins College. The election is by an enlarged Senate Executive Committee from seniors with at least a 3.8 cumulative grade point average.

The Algernon Sydney Sullivan Awards – These awards are presented to recognize exemplary spiritual qualities practically applied to daily living, as distinct from high scholarship and athletic achievement. ‘Nobility of character’ is to be exemplified in those students selected for this award by a special college committee.

The Achievement Award in Chemistry for Freshmen Students – The Chemical Rubber Publishing Company provides an award for outstanding achievement by a freshman student in chemistry courses. The Handbook of Chemistry and Physics is given to the student who wins this award.

The following academic awards are given each year at Commencement:

Freeman J. Daniels Awards – Friends of Freeman J. Daniels, a distinguished alumnus of Davis & Elkins College, established awards to recognize high academic achievement. Each year at Founder's Day Convocation the Freeman J. Daniels Freshman, Sophomore, and Junior Awards are given to the highest ranking students in those classes, based on their previous year's performance. Awards carry a $500.00 tuition grant. At commencement the Freeman J. Daniels Award recognizes the highest ranking senior – the Valedictorian.
The Purdum-Goddin Distinguished Graduate Award – This award, endowed by Dr. Eva G. Cutright in honor of Dr. Raymond B. Purdum and Dr. Margaret P. Goddin, is presented to an Honors Program graduate who has qualified for the citation of ‘Distinguished’ and been selected by the Honors Committee as the year's outstanding Honors graduate.

Academic Advising

Davis & Elkins College believes that thoughtful and timely advisement of students on academic matters is an important responsibility. The initial advising experience of a student, like the initial classroom experience, strongly influences the approach and adjustment to the college learning situation and, therefore, receives careful attention at Davis & Elkins College. The College prepares the Catalog and Student Handbook to provide students with details on policies and practices. These written materials, along with careful advisement, are designed to help students in reaching their academic goals.

Prior to the first semester new students will meet with a faculty advisor in their discipline to be registered for classes. During the first semester, or any time afterwards, students may select a different advisor and declare their major by filing the Declaration of Academic Program form (Form 26) with the Registrar's Office. Students meet with their advisors on Advising Days in the fall and spring semesters and at other times as arranged by the student.

The advisor is of great help in moving students toward graduation. Together, the student and the advisor review the audit report prepared by the Office of the Registrar and plan for the final requirements associated with the declared degree, major and minor. The ultimate responsibility for knowing the graduation requirements for any given degree and for meeting those requirements rests with the student. No exceptions to the published specifications can be made by any advisor. The Admissions and Academic Standing Committee of the Faculty Assembly is the body that may grant a variance from College policies.

Academic Appeals and Exceptions

Students who wish to be exempted from or make substitutions for academic policies and requirements must submit a request to the Faculty Assembly Admissions and Academic Standing Committee. Course substitutions may be requested by filling out the appropriate form available in the Registrar's Office and submitting it to the Provost and Dean of Faculty who will consult with the Committee. Students who wish to appeal a grade must file a petition with the Executive Committee of the Senate stating the nature of and reason for the request. The Provost and Dean of Faculty is the chair of that committee.

Academic Credit for Prior Learning

Advanced Placement (AP), International Baccalaureate (IB) Program, and College Level Examination Program (CLEP)

Davis & Elkins College will consider granting academic credit for work taken under the auspices of the College Board Advanced Placement program (AP), the International Baccalaureate program (IB), and the College Level Examination Program (CLEP). Scores of 3 or higher on AP, 4 or higher on the IB, and 50 or higher on the CLEP examinations are required to receive credit. The exact number of hours credited will be determined by the Registrar in consultation with the appropriate academic department. Students will receive ‘P’ (‘Pass’) grades for such work, indicating that it will count toward their total hours completed, but will not be computed in their cumulative grade point averages. See also the information about English placement in the Courses of Instruction – English section of the catalog.

Course Test Out

A student whose background, experience and/or prior education have provided sufficient competence in specific areas may receive course equivalency by demonstrating satisfactory performance on an examination prepared by the appropriate department. Course equivalency does not award a grade, nor is any credit applied toward graduation requirements. Test out may be used in determining the appropriate
placement level in sequential courses or to fulfill course prerequisites. A student who fails a test out may not apply to retake the examination nor may a student request an examination on the basis of an audited course nor for one in which a grade of less than C was earned. A fee is assessed payable to the Business Office.

**Credit by Examination**

The Credit by Examination option is available only to students currently registered at the College. Students whose background, experience and prior education have given them sufficient competence in specific areas may request Course Credit by Examination through the appropriate department. Course credit may be received by demonstrating satisfactory performance on an examination prepared by the department. The course and credits will be shown on the transcript and recorded as Pass rather than designated by a letter grade.

A student who fails an examination for these purposes may not apply to retake it. A student may not request an examination on the basis of an audited course or one in which a grade of less than a C was earned. No credit by examination may be earned in a foreign language that is the native language of the student.

Forms for registering for Credit by Examination are available in the Office of the Registrar.

**Life Learning Experience Credit**

Credit may be awarded to matriculated students at Davis & Elkins College who have completed at least 15 semester hours of work and who present evidence of knowledge and skills acquired through non-classroom learning experience. Students who believe that their life or work experience may qualify for such credit should contact the Office of the Registrar for the statement of guidelines currently in effect at Davis & Elkins College and to enroll in the required course, General Studies 101, Portfolio. The total amount of credit available under the Credit for Life Learning Experience option may not exceed 35 semester hours for a baccalaureate degree or 17 hours for the associate degree. Life Learning Experience credit is not recorded on the transcript until the student has completed 15 hours of regular course credits at Davis & Elkins College. Life Learning Experience credit may not be used to meet the College's residency requirements.

Life Learning Experience credit is recorded as “credit” and not granted a letter grade. Such credits may not be considered in determining eligibility for graduation honors.

There is a fee for the evaluation and awarding of credit for Life Learning Experiences.

**Academic Honesty**

Davis & Elkins College expects its students to pursue their academic careers with integrity. By policy, teachers report instances of cheating and plagiarism to the Dean of Faculty and recommend a penalty, which may be an F on the assignment in question or even expulsion from the course or the College.

**Academic Standing**

**Academic Standing and Progress Toward a Degree**

Students are in good academic standing when they maintain the minimum grade point average (GPA) required based on the number of credits they have completed (see table below) and they are making satisfactory academic progress. Students must be in a good academic standing (therefore have at least a 2.0 GPA) in order to graduate. A full-time student shall be understood to have made satisfactory academic progress if - on average - they complete a minimum 12 semester hours per semester or 24 total semester hours over the course of a single academic year. Semester hours earned during Winter Term or over the course of the summer are considered supplemental credits and will be considered. It should be noted that maintaining satisfactory progress does not mean that a student will graduate in four years. It means only that the student is making reasonable progress toward the completion of their degree. Satisfactory academic progress is reviewed at the end of each semester with the official assessment at the end of each spring semester. Penalties for failing to meet the satisfactory academic progress standard will grow increasingly more severe with repeat offenses:
**First Offense** - Warning or Academic Probation  
**Second Offense** - Academic Probation or Academic Dismissal (allowing for appeal)  
**Third Offense** - Academic Dismissal (with or without appeal)  
**Further Offenses** - Academic Dismissal (without appeal)

The Admissions and Academic Standing Committee will be able to exercise considerable discretion and judgment in the assignment of penalties.

Full-time students who fall below the following minimum standards are placed on Academic Probation:

<table>
<thead>
<tr>
<th>Semesters Completed</th>
<th>Minimum acceptable Semester Hours of Credit Earned</th>
<th>Cumulative Grade Point Average (4.0 scale) below:</th>
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</thead>
<tbody>
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<td>1.5</td>
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<td>1</td>
<td>12</td>
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<td>24</td>
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<tr>
<td>4</td>
<td>48</td>
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<td>6</td>
<td>72</td>
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<tr>
<td>8</td>
<td>96</td>
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</table>

A student must be in good academic standing (not on academic probation) to represent the College or participate in any activity such as intercollegiate athletics or major leadership positions on campus. An exception may be made when the student receives academic credit for an activity, which is a requirement for the student's major. The Provost and Dean of Faculty must approve such exceptions.

Students no longer in good academic standing are placed on Academic Probation. Academic Probation means that a student is in danger of being dismissed from the College for academic reasons. While the table below shows minimum requirements to remain in good academic standing, it should be noted that progress towards graduating after eight semesters of study requires an average of 31 semester hours earned per year, including those hours required for General Education and the student's major.

Students on Academic Probation normally should limit their academic load to four courses or 13 credits, whichever is less. Students on probation may also be required to use the services of the Naylor Learning Center.

**Removal from Academic Probation**

Removal from Academic Probation will be by the action of the Admissions and Academic Standing Committee. Students on Academic Probation who improve their grade point average to meet the minimum cumulative GPA standards as listed above will be considered for removal at the end of each regular academic semester.

**Academic Dismissal**

The College, upon recommendation of the Admissions and Academic Standing Committee, may at any time dismiss from the College a student who is experiencing serious academic difficulty. A student should be aware that all cases are decided individually, and that poor academic performance may result in dismissal at the end of any semester. Academic dismissal is typically for one semester. The student must apply for readmission to the College in order to continue after the semester of dismissal.

Generally, satisfactory progress is reviewed by the Provost and Dean of Faculty at the completion of each semester, with decisions on eligibility for continuation made at the completion of each academic year by the Admissions and Academic Standing Committee. However, students who earn a GPA of 1.0 or less during any semester of enrollment, regardless of their official student status, may be dismissed by the Provost and Dean of Faculty or will be required to provide clear justification for their continued enrollment. Permission to continue enrollment may be granted case-by-case by the Vice President of Academic Affairs based on the merits of the student's request. Students granted permission to continue will be placed on Academic Probation.
Student Appeals of Academic Standing Decisions

Students wishing to appeal an academic standing decision should file a petition with the Provost and Dean of Faculty to be considered by the Admissions and Academic Standing Committee. The appeal should include the rationale for the request and a plan of action the student proposes to achieve academic success. The Admissions and Academic Standing Committee will consider appeals and the student will be notified of the decision. Students whose appeals are granted will be placed on academic probation and allowed to continue enrollment.

Administrative Authority

The Board of Trustees of Davis & Elkins College has entrusted the President of the College with the responsibility and authority to develop and supervise the operation of a disciplinary policy. The President has designated the Vice President for Student Life/Dean of Students as the primary officer in charge of maintaining and supervising the disciplinary policy as it relates to social behavior. Academic standards are developed by the faculty and are under the supervision of the Vice President for Academic Affairs/Dean of Faculty.

The policy for academic and social standards is outlined in the Catalog and the Student Handbook. Rare occasions may arise when conduct is so inherently dangerous to the individual or to others in the community, or violates the fundamental ideals and standards of the College, that extraordinary action must be taken. Davis & Elkins College reserves the right to take necessary and appropriate action to remedy serious academic or social problems, including disciplinary warning, disciplinary probation for a stated period, suspension, dismissal, and/or removal from campus. Should this type of action become necessary by either the Provost and Dean of Faculty or the Dean of Students, the President shall be informed prior to the action being taken. Appeal of such extraordinary action is to the President of the College.

Attendance Requirements

Regular and punctual class and laboratory attendance is required throughout the term in accordance with the policy specified by the instructor. Students are responsible for any course work missed during an absence. Faculty members will provide the student with a written statement of the attendance policy for the course within the first week of a term. A student will be excused when absent to represent the College or while participating in approved field trips, but will be responsible for all work missed while absent. Absences in classes immediately before and after holidays are unexcused.

Catalog and Course Work

Applicable Catalog

Students may declare their major(s) and minor(s) using any catalog from a year during which they were a matriculated student at Davis & Elkins College as long as the catalog is not more than seven years old at the time of graduation. There will be no exceptions to this policy. The catalog that is being selected by a student is indicated on the “Declaration of Intent” form available in the Registrar's Office. A student must complete all of the graduation requirements including general education, major and minor from the same catalog.

Time Restriction on Coursework

All courses from Davis & Elkins College or transfer work from other institutions applied toward graduation must have been completed within ten years of the graduation date. Requests for exception to this policy may be submitted to the Registrar who will consult with the Faculty Assembly Admissions and Academic Standing Committee and the appropriate department or faculty member of record.

Classification of Students

Students who are officially enrolled in a program of study at Davis & Elkins College during a given term of enrollment are considered matriculated students. Students are considered “full time” when they are enrolled for at least 12 hours in a semester, and “part-time” when they are enrolled for fewer than 12 hours
during a semester.

Students will be classified according to the number of semester hours completed, as follows:

- Freshman 1-29 semester hours completed
- Sophomore 30-59 semester hours completed
- Junior 60-89 semester hours completed
- Senior 90 or more semester hours completed

Convocation

Convocation events are held throughout the year. Attendance at convocations is a graduation requirement (see details below). For a speaker or event to receive convocation credit, the material should meet one of the following criteria: a) transcend the content of a particular course or discipline and thus engage some topic or experience common to all students in a critical or creative way, or b) bring together the College community in an affirmation of its special values (see “The Mission of Davis & Elkins College,” in this Catalog).

Convocation events will be approved by the Faculty Assembly Curriculum Committee in each of the following categories: a) College community events, b) cultural events, and c) academic events. Students must attend two convocation events during each semester of full-time enrollment, chosen from an approved list of events. The events must be chosen from two different categories of the three listed above. Those participating in approved events do not receive Convocation credit for that event.

Course Options

Auditing Courses

Full-time students may audit (AU) a lecture course without charge if they receive the permission of the instructor. Part-time students and non-matriculated students may audit a lecture course with the permission of the instructor and the payment of an auditing fee.

Auditors do not take examinations, submit written work, do laboratory work, or participate in class discussion except at the invitation of the instructor. Audits will be recorded without credit. Auditors must register for the course. Laboratory courses, studio art, applied music, private instruction, physical education activity courses, or other courses, which require the development of specific personal skills, and therefore a significant degree of personal instruction, are not available for auditing.

Independent Study, Practica, and Internships

Students with a background of six credits in a discipline and credit for English Composition II (English 102), may apply to the appropriate department to undertake independent study courses. Such courses allow students to explore specific areas of interest and to expand on topics to gain greater depth of information. Permission of the Instructor and Department Chair are required. Forms for enrolling in Independent Study Courses are available in the Office of the Registrar and must be completed and submitted to the Office of the Registrar before the end of the Drop/Add period.

The College also provides courses in fieldwork and supervised practice through many of its disciplines. They afford the prepared student an opportunity to apply knowledge in a work setting or clinical facility that is supervised and selected by the faculty. Practica/internships have been completed at a variety of institutions, businesses, and agencies. Certain of these courses are required in some majors and minors but may also be taken as elective courses. Permission of the instructor and department chair are required. The forms for enrolling in Practica and Internship courses are available in the Office of the Registrar and must be completed and submitted to the Office of the Registrar before the end of the Drop/Add period.

Repeating a Course

Students who earn a grade of C or better in a course may not repeat the course except by permission, in advance, of the Provost and Dean of Faculty upon the recommendation of the student's advisor and the instructor in the course. A repeated course shall be counted as a part of the normal workload, although credit toward graduation cannot be earned for the repeated attempt. Both grades are used when computing the grade point average (GPA).
Students who receive a D or F in a course taken at Davis & Elkins or transfer work from another regionally accredited institution may repeat the course. A repeated course shall be counted as part of the normal workload, although additional credit cannot be earned for the repeated attempt in a course for which a D was earned. Both grades will remain on the permanent transcript but only the better of the two grades shall be used in computing the GPA. Note: Students in the nursing program will be permitted to repeat a nursing course with approval.

For courses repeated at institutions other than Davis & Elkins College, permission from the Registrar is required in advance. For details, see the section on Transfer Credit below.

Special Arrangement Courses
Courses by special arrangement must be agreed upon by the faculty member and approved in advance by the department chair and Provost and Dean of Faculty using the form available in the Office of the Registrar. The courses are to be taught by the faculty member who normally teaches them unless someone else is explicitly authorized by the Provost and Dean of Faculty in consultation with the appropriate Department Chair. Forms must be completed and submitted to the Office of the Registrar before the end of the Drop/Add period.

Study Abroad
A variety of study programs are available that allow students to earn academic credit for study or travel abroad. Some of these programs are offered by Davis & Elkins College, some by the Appalachian College Association, and some by other colleges and universities. Generally these courses and credits can be applied towards the student's degree. Students who are interested should contact either their advisor or foreign language faculty members for assistance and should plan to study abroad prior to their senior year.

Transfer Credit
A student pursuing a degree at Davis & Elkins College must secure permission in advance from their advisor and from the Registrar to take courses for credit at another regionally accredited institution. Transfer credits are recorded only after receipt of an official transcript and for courses in which a D or better grade is earned. Courses that a student has previously taken at D&E or elsewhere may be retaken (D/F rule) at another institution with prior approval of the Registrar. The College reserves the right to reexamine students over any transfer in work.

Endowed Faculty Chairs
The James S. McDonnell Foundation Chair in Business and Economics in honor of Dr. Gloria M. Payne
The James S. McDonnell Foundation Chair in Business and Economics was established in 1986 with a gift from the James S. McDonnell Foundation in honor of Dr. Gloria Payne.

The Thomas Richard Ross Chair in History and the Humanities
The Ross Fund was established in 1985 on the occasion of the retirement of history professor and former dean Dr. Thomas Richard Ross. The chair was dedicated in October 1999.

Examination and Conditions for Reexamination
Comprehensive final examinations are given, unless inappropriate to the course, in each course during final exam week at the end of the fall and spring semesters. No examinations may be scheduled for the last two regular class days of the academic semester. Students who have final examination conflicts or more than two exams on one day should try to resolve the problem by talking with the professors involved. If a solution cannot be reached, students should contact the Provost and Dean of Faculty. A student absent from a final examination because of illness is entitled to a special examination upon presentation of a physician’s certificate of physical inability to take the examination at the scheduled time.

Reexamination of a student who receives an F in a course because of failing a final examination is
permitted, provided: (1) the student was doing satisfactory work in the course up to the time of the final examination, (2) the instructor is satisfied that the reexamination of the student is justified, and (3) the Dean of the Faculty approves the giving of the reexamination. Reexamination for a final examination must be completed within a two-week period following the first examination. The original examination grade and the reexamination grade shall be weighted equally in determining the final examination grade in the course. The student's final grade for the course in which such reexamination is given can be no higher than C, in graded courses.

Reexamination of a student who receives an F for one course during the senior year is permitted, provided: (1) the instructor is satisfied that the reexamination of the student is justified, and (2) the Dean of the Faculty approves the giving of the reexamination. Such reexamination must be completed within a two-week period following the end of the semester in which the student received a grade of F for a course. The original final examination and the reexamination grades will be weighed equally in determining the final examination grade in the course. The student's final grade in the course in which such reexamination is given can be no higher than C, in grades courses.

Family Educational Rights and Privacy Act

Davis & Elkins College complies with the provisions of the Family Educational Rights and Privacy Act of 1974. This Act protects the privacy of educational records, establishes the right of students to inspect and review their educational records, and provides guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Copies of the policy established by the College in compliance with the Act are available in the Office of the Registrar and on the College's website (www.davisandelkinds.edu).

Foundation Requirements

Foundation Courses provide instruction in basic skills. Students entering Davis & Elkins College with fewer than 20 semester hours will be considered for placement in or exemption from FND 100 (Arithmetic), FND 103 (Academic Skills), FND 104 (Foundations of Reading and Writing), and FND 150 (Elementary Algebra). The college follows a review procedure based on ACT/SAT scores, writing placement test, and mathematics placement test for this placement. Students who are found to need Foundation Courses must plan their schedules so that these courses are taken within the first two semesters of enrollment. The Foundation Courses must be successfully completed before advancing to the corresponding regular college course in English or Mathematics. Hours of credit earned in Foundations Courses will be added to the total number of semester hours required for graduation. FND 103 (Academic Skills) is open to all students admitted and may be required for some students as a condition of admission.

Grading System

The grading system is A through F except for those courses designated as Credit-No Credit. Grades of A, B, C, and D can have pluses (+) and minuses (-) assigned to indicate relative levels of student performance within the letter grade designation. Pluses and minuses will be reported on grade reports and transcripts but do not influence the grade point average.

Mid-Term and Final grades are reported on all courses. Mid-Term grades are available on-line through WebAdvisor; Final Grades are available on WebAdvisor and are mailed to the student.

An 'In progress' grade will be reported for the student who has arranged for additional time to complete an experience or project. The 'In progress' grade will be converted to a permanent grade at the end of the scheduled time for the extended course.

An 'Incomplete' grade will be reported for students who fail to complete the requirements of a course within the scheduled time because of circumstances beyond their control. All 'Incomplete' recordings must be accompanied by a student-faculty contract for completion of the course work. The 'Incomplete' grade must be removed and a permanent grade reported to the Registrar within one year from the end of the semester or term in which the course was scheduled. Failure to meet this deadline will result in the
‘Incomplete’ being changed to an F.

In cases where a faculty member leaves the College, the Dean of the Faculty, in consultation with the appropriate department chair, will assist students to work through the process of completing requirements for ‘in progress’ or ‘incomplete’ grades.

A grade of W will be recorded in the case of a student who officially withdraws from a course within the time period for withdrawals. Students may withdraw from a course up to the deadline date listed on the College calendar, provided they (1) have permission from their academic advisor, and (2) file the appropriate form in the Office of the Registrar. Veterans must notify the Registrar when withdrawing from any courses so that their certification can be corrected accordingly. At mid-term, faculty members report a W to the Registrar’s Office if a student did not begin the class or has not attended class for a significant period of time. The Registrar’s Office shall notify the student of the action, and unless the student protests the action, a W shall be recorded by the Registrar.

The letter grades are defined as follows:

A Excellent: Work showing marked superiority in such qualities as organization, accuracy, originality, understanding, and insight
B Good: Work indicating appreciation and grasp of the subject that is distinctly above the average
C Average: Work fulfilling essential requirements in quality and quantity and meeting the acceptable standard for graduation
D Below average work, yet acceptable credit for graduation
P Pass: Work in certain courses meeting or exceeding the standard required for credit in that course
F No Credit: work not meriting academic credit
W Withdrawal
I Incomplete
IP In Progress
AU Audit

Grading Scale:

Grades used at the College carry the following grade points in the computation of grade point averages
(Note: plus (+) and minus (-) grades do not influence grade points on grade point averages):

A 4.0 grade points for each semester hour
B 3.0 grade points for each semester hour
C 2.0 grade points for each semester hour
D 1.0 grade points for each semester hour
F 0 quality points for each semester hour
I Incomplete–none generated
W Withdrawn–none generated
P Credit only–0 for each hour
IP Course in progress–none generated
AU Audit–none generated

To compute the GPA the total points earned are divided by the total GPA credits.

Graduation Honors

To be eligible for consideration for any graduation honors at Davis & Elkins College, a student must have completed a minimum of 62 semester hours for the baccalaureate degree and 32 hours for associate degree at Davis & Elkins College. For purposes of determining Graduation Honors eligibility, these semester hours are defined as course credits earned at the College in which a letter grade (A, B, C, D and F) and quality points were awarded.

At the time of graduation, the distinction of ‘Highest Honors’ will be awarded to associate degree
graduates who have a cumulative grade point average of 3.95-4.00, ‘High Honors’ to those who have a cumulative grade point average of 3.80-3.94, and ‘Honors’ to those who have a cumulative grade point average of 3.60-3.79. At the time of graduation, eligible seniors receiving a baccalaureate degree and who have a cumulative grade point average of 3.95-4.00, will graduate summa cum laude. Those who have earned a cumulative grade point average of 3.80 to 3.94, will graduate magna cum laude, and those who have earned a cumulative grade point average of 3.60 to 3.79, will graduate cum laude. Students who have not satisfied all graduation requirements are ineligible for graduation honors.

The graduating senior receiving a baccalaureate degree and who has the highest cumulative grade point average in class standing and who is eligible for graduation honors is named class Valedictorian and will give the Valedictory Address. The next highest-ranking senior who is eligible for graduation honors is named the Salutatorian and will give the Salutatory address. In the case of a tie for either honor, preference will be given to the student who completed the most hours at D&E. If a tie still exists co-honors may be given.

The highest ranking eligible candidates for the Bachelor of Arts, Bachelor of Science, and Associate Degree participating in the graduation ceremonies are recognized during the Commencement service and receive a symbolic scroll in recognition of their academic achievements.

Honors Program students who have achieved a minimum 3.6 cumulative grade point average, have completed a minimum of 18 semester hours of Honors credits and have completed Honors 397, Senior Honors Project, graduate with the ‘Distinguished’ citation. Students who complete all of the requirements except the grade point average requirement will be awarded an ‘Honors Program Completion’ cord to wear at graduation.

**Leave of Absence**

Special permission for a Leave of Absence from the College may be granted by the Dean of the Faculty if a student becomes ill or has other extenuating circumstance, which leaves the student unable to complete all course work. The student obtains the form for Leave of Absence from the Office of the Registrar and returns the form to the same office after completing all required steps. The student will normally receive a W for all enrolled courses unless other arrangements have been made. Students who have taken a leave under such circumstances are entitled to return to the College at the end of the leave time, which must be at least the next complete semester, without applying for readmission. The Office of Admission will contact the student regarding procedures for returning to D&E. Students in the Nursing program must also apply by letter and receive consent from the Chair, Department of Nursing, to take a leave of absence from that program.

**Phipps Lectureship**

Students and friends of Dr. W. E. Phipps, Professor of Religion and Philosophy, upon his retirement after 39 years at the College, established and endowed the William E. Phipps Interdisciplinary Lectureship. In accordance with his wishes, an interdisciplinary faculty committee selects a lecturer who combines religious or philosophical thought with that of other disciplines. The lecturer spends some days on campus, appearing in classroom settings and seminars, as well as often making a public presentation.

**Registration**

Registration is the formal process of enrolling in courses. Students are registered for classes by their academic advisor using WebAdvisor. The Office of the Registrar is responsible for the official recording of courses and grades. In carrying out this responsibility, the Office makes available to the faculty the lists of students officially enrolled in each course; it verifies mid-term and final grades that have been recorded by faculty; it prepares an audit report showing the status of each student in meeting degree requirements; and certifies candidacy of each student for graduation. Forms and materials used in enrolling in courses need to
be prepared carefully. Students need to check transcripts, grades, schedules, and so forth on WebAdvisor to ensure accuracy. The Registrar's Office staff encourages students to come in should a concern or a question arise about registration or grade reports or other matters managed through the Office of the Registrar. Students should consult the Academic Calendar for important dates associated with enrollment.

**Residence Requirements**

Students seeking an Associate Degree must complete at least 28 semester hours as a matriculated student at Davis & Elkins College to meet residence requirements. Students seeking the Baccalaureate Degree must complete at least 36 semester hours as a matriculated student at Davis & Elkins College to meet residence requirements. For both degrees the last 26 semester hours must be earned in residence at the College or in College-sponsored programs (internships, study abroad, cooperative programs, mentor-assisted program, and other approved plans).

**Second Associate Degree**

A student may earn a second Associate degree with a concentration distinct from that of the first Associate degree provided the student completes at least 28 semester hours in residence beyond the requirements of the first degree and satisfies all the requirements of the second degree. In addition the student must successfully complete any Assessment requirements for the new concentration.

**Second Baccalaureate Degree**

Students who wish to earn a second baccalaureate degree must satisfactorily complete at least 36 semester hours in residence at Davis & Elkins College beyond the requirements of the first degree, and must satisfy all the requirements of the second degree. In addition the student must successfully complete any Assessment requirements for the second degree. The forms for degree requests are available in the Office of the Registrar.

**Semester Hours and Course Loads**

Academic advancement by the student is measured in terms of semester hours. Normally, one semester hour of credit is granted for each weekly 50-minute class session that meets throughout an entire semester. Two to four clock hour weekly laboratory sessions typically grant one semester hour of credit. Course descriptions in the catalog show the number of semester hours for the course.

A normal course load consists of 31 semester hours per year taken in the fall and spring semesters and winter term. Students should plan to take 14 to 15 semester hours each in the fall and spring semesters and a course in winter term in order to graduate in eight semesters. The minimum requirement for classification as a full time student is 12 semester hours in the fall and spring semester. Higher minimums may, however, be required by outside agencies such as the Veterans Administration. Persons subject to such regulations should seek clarification in the Registrar's Office. Enrollment for more than 18.0 semester hours during the fall or spring semester is subject to an overload charge. However, the overload charge is waived for students at the sophomore level and above with a cumulative grade point average of 3.8 or above on a 4.0 scale for a 19th semester hour of credit. The overload charge is also waived for students when it is created by participating in music performance groups (MUSC 102, 103, 105, or 137). Academic approval of the overload by the Dean of Faculty is required, and in no circumstances will an overload of more than 24 semester hours be approved. See the section on Winter Term for attendance policies and charges.
Special Programs

Augusta Heritage Center

The Augusta Heritage Center of Davis & Elkins College is a unique, nationally-acclaimed program for the promotion of traditional music, arts, and crafts arts. Year-round activities include workshops, concerts and dances open to the public, Elderhostel programs, a statewide Folk Arts Apprenticeship Program, maintenance of an archive of folk music, audio and video documentation of West Virginia folk life, and a recording company, Augusta Heritage Records, featuring outstanding West Virginia musicians. Non-academic evening classes during the Fall and Spring semesters offer students an opportunity to learn traditional music, arts and crafts.

A major activity of the Center is a series of five one-week summer sessions, the Augusta Heritage Arts Workshops. Approximately 2,000 students come from all over the world each year to participate in one or more of 200 different classes in traditional folk music, dance, crafts and folklore. In addition to intensive daily classes, evening activities feature traditional music concerts, square dances, films, lectures, and jam sessions. The annual Augusta Festival offers a professional juried craft fair, folk life displays and demonstrations, special workshops on traditional music and dance, and concert performances by nationally-renowned artists. Augusta classes are open to anyone over eight years of age; on-campus housing is offered in the summer, and Davis & Elkins College offers optional undergraduate college credit for Augusta classes.

U.S. Department of Education TRiO Programs

The two Upward Bound programs are funded by the U.S. Department of Education and designed to prepare eligible students for college and/or other post-secondary education. These programs offer a broad range in mathematics through pre-calculus, laboratory science, foreign language, composition, and literature. Tutoring, academic counseling, and career mentoring are but a few of the supportive components of the programs. These services help students develop the competencies and skills needed to enter and complete post-secondary education.

1. High School Upward Bound

These two programs serve 10-12th graders in Barbour, Pendleton, Pocahontas, Randolph, and Tucker County high schools. To qualify applicants must meet the following criteria:

- satisfy federal admission requirements,
- be a first generation college student (parents did not obtain a Bachelor's degree) and/or low income,
- demonstrate genuine interest in pursuing education beyond high school,
- be referred by principals, guidance counselors, and/or teachers in the designated high school, and
- be available to participate in the program year round.

For further information contact:

Director of Upward Bound Programs
Davis & Elkins College/TRiO Programs
100 Campus Drive
Elkins, West Virginia 26241-3996
1-800-624-3157 or 304-637-1389

2. Veterans Upward Bound

Veterans Upward Bound is an educational program for eligible military veterans. It is designed to assist veterans residing in West Virginia to prepare for success in college and other post-secondary training. The program offers a wide variety of services and activities to meet individual educational needs and aspirations.

To qualify, applicants must meet the following federal admission requirements:

- be a veteran of the U.S. military for a period of more than 180 days, any part of which occurred after January 31, 1955, and who was discharged or released from active duty under conditions other than dishonorable; or after January 31, 1955, and was discharged or released from active duty because of a service connected disability.
- be a first generation college student (parents did not obtain a Bachelor's degree) and/or low
income, and
• demonstrate genuine interest in pursuing education beyond high school.

For further information contact:

**Director of Veterans Upward Bound**
Davis & Elkins College/TRiO Programs
100 Campus Drive
Elkins, West Virginia 26241-3996.
1-800-624-3157 or 304-637-1389

**West Virginia Highlanders Bagpipe Band**

The West Virginia Highlanders of Davis & Elkins College is an authentic Scottish highland pipe band. Composed of a color guard, bagpipers and drum corps, the Highlanders serve as an official College band. Founded in 1947 and affiliated with the College since 1990, the Band is composed of professional and amateur musicians from the region and is open to Davis & Elkins College students.

**Withdrawal**

Students who find it necessary to withdraw from College during the course of a semester or summer term must follow the official withdrawal procedure. The required form may be obtained from the Office of the Registrar. The completed form is to be returned to the Registrar's Office. The last day of class attendance will be the official date of withdrawal. The grade of ‘W’ will be assigned to courses on the student's schedule unless other specific arrangements have been made. The final day for withdrawing from College is the last day of classes as listed in the academic calendar. The withdrawal is official when the signed form is submitted to the Registrar's Office.

Students who leave College without officially withdrawing might have the grade of ‘F’ assigned to courses on their schedules. The act of withdrawing from College terminates all relationships with the institution after financial accounts have been cleared. Students who are required to withdraw from a course or from the College for disciplinary reasons before the deadline date indicated on the Calendar for any given semester or term will receive a ‘W’ in each currently enrolled course. Students withdrawing for disciplinary reasons after the given deadline date and before the official end of the semester or term can receive a grade of ‘F’ in all currently enrolled courses.
Student Life

Campus Life

Many people think of the college experience taking place in the classroom and laboratory. While this is true, there is a great deal of learning that takes place beyond the traditional classroom experience. In the residence halls, on the athletic fields and courts, while participating in student organizations or planning student-centered events. The Office of Student Life coordinates many activities and opportunities for students to use the knowledge they gain in the classroom and to explore their personal limits in many areas.

College years, no matter if during the traditional period of life or in later years, are set aside for learning, trying and experiencing new ideas. The best way to do this is to be very involved while at Davis & Elkins. No one should attend D&E without some level of involvement beyond the classroom. That involvement can take many forms. If you are uncertain about how to be involved or what opportunities are available, you can contact the Office of Student Life in Jennings Randolph Hall.

In addition to the offices for Student Life, you can many times find staff members in the Madden Student Center in Benedum Hall. The Madden Center offers a wide variety of activities including game room, wireless Internet connections, lounge/TV areas and the Cadillac Daddy Cafe. Many other campus activities are centered in Hermanson Center, with its swimming pool, 1,300 seat auditorium, and the Robbins-Madden Fitness Center.

Activities

Through involvement in extracurricular activities, students have opportunities to develop leadership skills to supplement and enrich their academic experiences. In fact the College has many opportunities for students to become involved in significant activities that determine its direction. The student voice can be strong if students choose to exercise it.

Students who are interested in journalism may become staff members on one of four campus media outlets: 

The Senator, a student newspaper; the Senatus, the College yearbook, the award-winning literary magazine, the Aurora or the College radio station, WCDE (FM 90.3), which is maintained and operated by students as it broadcasts news, sports, and music.

Students are also active in the community by becoming involved with local festivals, activities and service projects. Working through local churches, civic groups or campus organizations, they have served as tutors, been involved in ecology programs and sponsored fund-raising campaigns for worthy causes.

Fine and Performing Arts

At Davis & Elkins College, the fine arts complement the liberal arts. Through this department, the College offers students the opportunity both to exercise creativity and to appreciate it. The College's art program encourages students to exhibit their work on and off campus and the music program schedules recitals by faculty and students. The College Choir tours locally and regionally, performing a broad range of music for small ensemble in various styles and genres ranging from madrigals to jazz. The department sponsors such instrumental groups as the concert band. All students have the opportunity to participate in one of the three or four plays produced each year in the Boiler House Theater. Besides this facility, rustic in design yet equipped with a fully flexible stage, theatre uses its studio theater for several small or experimental productions every year.

In addition, professional performers on tour make Davis & Elkins a frequent stop. Both the Wheeling and the West Virginia symphony orchestras perform annually in Harper-McNeely auditorium. Chamber groups and soloists visit the school as well. The College's Student Life Office, in conjunction with the
student led Campus Activities Board (CAB) arranges concerts and band dates for campus activities.

The Augusta Heritage Center of Davis & Elkins College maintains a vibrant schedule of workshops, concerts and classes in Appalachian crafts and culture. Its annual festivals draw traditional performers from all over the world. The larger community of Elkins affords further cultural resources. In town, a community playhouse stages several productions a year, and the city hosts regular events, in particular the Forest Festival, which every fall transforms Elkins into a capital of crafts and music.

**Athletics**

Davis & Elkins College realizes that intercollegiate and intramural athletic programs provide an opportunity for students to develop both as individuals, and as members of society.

**Intercollegiate Athletics**

Student-athlete is more than a moniker for students participating in intercollegiate programs at D&E. In addition to having above-average athletic skills they must also maintain a strong grade point average in order to participate. Students may win positions on one of the following intercollegiate sports programs – for men: baseball, basketball, cross country, golf, and soccer; women field teams in basketball, cross country, softball, soccer, and volleyball. The College holds membership for both men's and women's programs in the West Virginia Intercollegiate Athletic Conference (WVIAC), and the National Collegiate Athletic Association (NCAA) Division II.

Davis & Elkins athletic teams have a tradition of excellence. The teams play schedules that enable them to compete on a regular basis for regional and national honors. Athletic grants are awarded in all sports and are based on both need and athletic ability.

Additionally, Davis & Elkins has a competitive, intercollegiate ski team. This club is primarily a competition unit through participation with the United States Collegiate Snowsport Association (USCSA) with schools such as WVU, Bucknell, Penn State and Navy.

**Intramural Sports**

A well-rounded intramural program for both men and women provides exercise, recreation and an opportunity to develop skills with life-long value. Activities such as swimming, soccer, softball, volleyball, flag football, floor hockey, basketball, and badminton are offered for all students. Tournaments are held for various table sports including table tennis, billiards and Foosball.

**Robbins-Madden Fitness Center**

All full time students may use the Fitness Center without charge. The Center offers a variety of cardiovascular equipment, CYBEX strength equipment, and a complete free weight area with all new Olympic benches and racks.

**International Student Program**

Davis & Elkins College is committed to the enhancement of international understanding. Full time students from more than 25 countries enrich social and cultural life on the campus. All international students must be English proficient prior to attending Davis & Elkins College. Throughout the year, international students are invited to participate in community activities and serve as informal resource people to local schools, churches and other social and civic organizations in international affairs. Each year, the College and community join together to celebrate International Week highlighted by music, films and unique entertainment. Davis & Elkins College is authorized under Federal Law to enroll nonimmigrant alien students.

**Campus Organizations**

The following list identifies selected recognized campus organizations.

**Academic Emphasis**

Accounting Club
Alpha Psi Omega
Beta Alpha Beta
Chi Beta Phi  
Honors Association  
Hospitality and Management Club  
Music Society  
Phi Beta Lambda - National Business Fraternity  
Psi Chi - Psychology Club  
Student Education Association (SEA)  
Student Nurses' Association (DESNA)  
Students in Free Enterprise (SIFE)

**Student Government**  
Student Assembly  
Campus Activities Board  
Madden Student Center

**Social Fraternities & Sororities**  
Greek Council - Leaders from each social Greek organization that develops plans and policies.  
Interfraternity Council - Council of men's social fraternities  
Panhellenic Council - Council of women's social fraternities  
Theta Phi Alpha - women  
Sigma Phi Epsilon - men  
Tau Kappa Epsilon - men

**Service**  
Alpha Phi Omega - National Service Fraternity

**Special Interest Groups**  
International Student Organization  
Outdoor Adventure Club  
Student Athlete Advisory Committee (SAAC)

**Communication**  
*Aurora* - campus literary magazine  
*Senator* - College newspaper  
*Senatus* - the yearbook  
WCDE - FM (90.3) broadcasting station

**Honorary Fraternities**  
**Alpha Chi - Academic Honor Society for Juniors and Seniors**  
Alpha Chi is a national honor society for undergraduate juniors and seniors in all academic disciplines. It was founded in 1922, and since World War II has expanded to more than 300 campus chapters, with more than 200,000 alumni members. The West Virginia Alpha Chapter of Alpha Chi at Davis & Elkins College annually elects its membership from students who have completed at least one year of study at the College and are in the top ten percent of their classes.  
**Alpha Psi Omega - National Dramatic Fraternity**  
Alpha Psi Omega is a National College Dramatic Fraternity. Davis & Elkins College has had a chapter since 1975. Students earn membership by participating in theatre productions in a variety of experiences including Acting, Design, and a variety of Technical Theatre endeavors.  
**Beta Alpha Beta - Business Fraternity**  
Beta Alpha Beta was organized in 1932 and is one of the oldest honoraries at Davis & Elkins College. The purpose of the fraternity is to recognize those students in Economics and Business who have
distinguished themselves in scholarship.

The aims of the organization are to acquaint its members with the current trends of the business world, to promote and stimulate their interest in business, and to organize the economics and business students into one academic and social group.

**Chi Beta Phi - National Science Honorary**

Chi Beta Phi is a National Science Honorary whose goals are to encourage interest in mathematics and science and to recognize scholarly achievement. The Zeta Chapter at Davis & Elkins College was founded in 1925. To be eligible for regular membership a student must have completed a minimum of 20 hours in mathematics and the natural sciences with a 3.0 or higher GPA overall and in mathematics and natural science courses.

**Chi Beta Phi - National Science Honorary**

Phi Alpha Theta is the History Honor Society. To be a member the student has to have at least a 3.0 cumulative grade point average and be ranked in the top 35 percent of the class and exhibit an outstanding record of accomplishment in History. This is open to all undergraduate students.

**Sigma Beta Delta, International Honor Society in Business, Management and Administration**

The purposes of Sigma Beta Delta are to encourage and recognize scholarship and promote aspirations toward personal and professional improvement. To be eligible for membership, a student must rank in the upper 20 percent of the Junior or Senior class and be invited to membership by the faculty officers.

**Sigma Tau Delta - English Fraternity**

Open to any student, who maintains a 3.0 average in both English and general courses, Sigma Tau Delta is Davis & Elkins College's honorary literary society. Founded in 1947, the Lambda Epsilon chapter meets more or less formally and frequently for lectures, readings or lunches.

**College Governance**

The governance system of Davis & Elkins College promotes student participation in determining the academic and social policies of the College. As they weigh issues of student life and institutional direction, students prepare themselves to act responsibly as leaders in a democratic society. Students elect representatives to the Student Assembly, which has jurisdiction over student activities and organizations and manages an activities budget. Representatives of the Student Assembly sit as voting members of the College Senate, a governing body of students, staff, faculty and administrators. Students also meet twice yearly with the Board of Trustees to express opinions, ask questions and discuss common concerns.

**Student Conduct and the Community**

The College believes that students should have attained a level of maturity that will enable them to conduct themselves as responsible members of the community. They are expected to familiarize themselves with the Student Handbook which is issued in the fall and which includes information relative to personal conduct and regulations for individuals and campus organizations. Davis & Elkins College requires new and transfer students in the fall and spring terms to participate in an orientation covering various aspects of the College community and to become knowledgeable of its policies and practices.

To insure a harmonious college community, a student's scholarship and conduct are expected to meet the standards and ideals of the College. Exclusion for reasons of misconduct does occur, but only after thorough investigation and action by duly constituted authority in accordance with institutional disciplinary processes.

**Residence Life**

The College is a residential institution that believes in the educational value of the residence life experience. For this reason we require all students to live on campus except those students living at home with their parents, married students, students with children, and handicap students with a need for facilities which the College is unable to provide and independent students over 23 years of age. Application is made,
in writing, through the Student Life Office.

The Office of Student Life assigns entering students to rooms. Students may mutually select their roommates and designate a preference for a particular residence hall. The Residence Life Coordinator and undergraduate Resident Assistants provide administrative, advising, and programming services in the residence halls. While these staff members have an important impact on the group living environment, the most significant influence comes from the residents themselves.

Students are encouraged to assume an active role in their hall governance. Hall Councils, floor units, and the Student Assembly discuss for example, policies regarding visitation, quiet hours, security, and disciplinary issues. This approach is designed to promote the development of an active learning community in the halls and encourage individual students to make responsible decisions about themselves and others. Student initiative is also the stimulus for most residence hall programming. Educational, recreational, and social activities are as varied as residents' interests and backgrounds. These events both planned and impromptu provide breadth and quality to the total learning experience.

Full-time students living off campus without proper approval are billed for board and the cost of double occupancy in the residence hall system.

See the Student Handbook for additional residence life information and policies.
Other Campus Resources

The Naylor Learning Center

The Mission of the Learning Center is three-fold: to transform the learning experience of students with learning disabilities, support the heightened performance of students, faculty and staff within the Center and across campus, and to create access to education by providing scholarships to students whose disabilities might be a barrier to their qualifying for other scholarship assistance.

The Learning Center offers three distinct programs: The Supported Learning Program, The Academic Support Program, and Disability Services (504 Accommodations).

The Academic Support Program

- **Tutoring:** All peer-based tutoring on campus is coordinated through the Learning Center. We currently have standing tutors in Math, but tutors in any subject can be provided when possible and requested.

- **Probation:** Currently all students on Academic Probation are required to spend two hours a week in the Learning Center. This time is to be used for studying – independently or in groups. Instructors do assist when requested.

- **Retention:** Students can be referred to the Learning Center by Professors who are concerned about a student’s performance in class. Students can use the Learning Center to form study groups, study hall, meet with a tutor, or receive strategies from an Instructor.

The Supported Learning Program

Since 1987, Davis & Elkins College has offered a program to provide individual support to College students with specific learning disabilities. This comprehensive program includes regular sessions with one of the learning disabilities instructors and specialized assistance and technology not available elsewhere on campus.

To participate in the Supported Learning Program, a student must meet the admission requirements of the College and complete a separate application to the program. The program is fee based and accepts a limited number of students.

- Fee based program that provides comprehensive support to students with documented Specific Learning Disabilities and ADHD.
- Mandatory weekly meetings with an SLP Instructor.
- Monitor student’s progress throughout the semester.
- Offer testing accommodations; provide services such as outlines and proofreading.
- Help students identify preferred learning styles.
- Provide peer note takers when appropriate.
- Help students plan for effective time management. Encourage self-advocacy skills.
- Provide strategies for effective test taking, note taking, studying etc…
- Help students balance social/academic life of college.
- Provide assistive technology as needed (Books on CD, Dragon Naturally Speaking, Kurzweil)
Disability Services (504 Accommodations)

- Provides accommodations for students with disabilities that are not members of the SLP as required by federal law.
- Disability must be documented.
- It is the student’s responsibility to inform the college of their disability and request accommodations in accordance with their documentation.
- **Students are not required to apply or join the fee-based Supported Learning Program, but it is important to note that the SLP provides comprehensive support instead of merely providing accommodations as required by the ADA.**

Career Services

Career counseling is considered to be an important part of total life adjustment. Therefore, the Career Management Center is equipped to offer the entire range of career and vocational counseling services leading up to and including possible career placement.

Career services include the providing of workshops or individual assistance in preparing a resume, in preparing for the interview, in developing an effective and organized job search, and in creating a credential file for use by prospective employers or graduate school admissions offices. (This service requires no additional fee and includes the duplication and mailing of the file to prospective employers or graduate schools.)

Students are encouraged to begin career planning as freshmen so that by their senior year they are well on their way toward a meaningful life goal. This should mean that the transition between college and employment or graduate school will be made with a minimum amount of difficulty.

Personal Counseling Services

Confidential personal counseling focuses on the growth and development of students attending Davis & Elkins College. Both traditional age as well as adult learners may come to the Counseling & Wellness Center to receive personal counseling services designed to address the unique developmental needs of these populations. They may also participate in small growth groups, which occasionally form at the request of students. Brief workshops dealing with specific topics of interest are offered as well.

The Booth Library

The Booth Library, opened in 1992, is the centerpiece of the campus. Spanning the College glen to connect the northern and southern areas of the campus, the library combines an award winning design with the services and resources needed to meet the information needs of the College community. The collection numbers over 130,000 items and is accessed through a web based catalog. The library currently subscribes to over 200 periodicals and has access to numerous electronic resources. Many of these electronic resources are provided through the College's membership in the Appalachian College Association including hundreds of full text journals, thousands of electronic books, and many reference databases from the Appalachian College Association's William G. Bowen Central Library of Appalachia. The library also houses a large collection of media materials such as CDs, DVDs, and video tapes. In addition, the Booth Library is a Federal Depository with a U.S. government documents collection. Reference service and library instruction are available during most open hours.

The facility is an inviting place to work, with seating for 210, including carrels and seminar rooms for group study. The library also features a community room that is available for group meetings, a student lounge, a media center, a media previewing room, and a computer lab. Microform readers and copy facilities are available as well. The Scholars Room houses the special collections including the College archives.

Computer Service Center

The Computer Service Center is the administrative hub for all College computing, and serves the
needs of both academic and administrative users. Campus Information Technology laboratories for general student use include facilities in the Booth Library, three labs in the Science Center, and in Albert Hall. These facilities run a core of word processing, database management, and spreadsheet programs, as well as departmental specific software in support of the academic program. The Albert Hall lab serves as the campus Writing Center and is managed by the English Department. Other departmental labs support several other programs. Most classrooms have computer projection capability either through built-in systems or readily available portable systems. Campus administration requirements are met with a multitasking server running Datatel integrated software. A majority of computers are connected to the campus fiber-optic network giving access to a variety of campus resources.

Office of the Chaplain

The Chaplain strives to assist students in their individual and corporate spiritual, religious and moral growth. The Office of the Chaplain sponsors a variety of activities in which students, faculty and staff are encouraged to participate. There is a voluntary worship service each week in the College Chapel. The service is interdenominational, and all members of the College community are welcome. The Chaplain’s office is located on the third floor of the Jennings Randolph Hall Student Center. The Chaplain welcomes visits from all members of the College community.

Student Health Center

The College maintains a Student Health Center that houses the services of a nurse and physician who are available during scheduled hours. The services are offered on a limited basis while the student is in attendance at Davis & Elkins College during the regular academic year (exclusive of summer school). The Health Service is not open, nor is the nurse on call, during official College holidays.

Hours of the Health Service are varied to meet student needs and are posted throughout campus. During the hours the Service is not open and on weekends, students who need medical attention may use the Emergency Department of nearby Davis Memorial Hospital or one of two extended hour urgent care centers. Twenty-Four hour ambulance service is available within the community.

Campus Safety

Davis & Elkins College is fortunate to be located in a community that has very low crime rates; however, our Campus Safety department is available to respond to criminal activity and emergencies. Working in conjunction with our Residence Life staff, the campus has 24 hour coverage to respond to emergencies and issues.

Additional information, including annual Campus Crime Statistics can be found in the Student Handbook or in the Student Life Office.

Orientation

Orientation at Davis & Elkins College begins in its own unique way. Orientation gives students a chance to meet other new students, upperclass students, faculty and staff, enjoy outdoor activities, face and overcome challenges, solve problems, and develop leadership skills. Orientation to the College continues after experiencing one of the options as students will learn about the campus, computer resources and accounts, Student Center, library and Outdoor Resource Center. Students will participate in music, social, recreational, and traditional events including several picnics as well as begin their academic life at D&E by meeting many faculty members in informal settings. New Student Orientation is required of all newly matriculated students. Students will receive information in their admission materials on the time and place of Orientation activities. Any questions about Orientation should be directed to the Student Life Office.
General Information

Heritage

Davis & Elkins College is a private liberal arts institution affiliated with the Presbyterian Church U.S.A. and committed to excellence of education in liberal arts and sciences.

The College and the City of Elkins share a common heritage. Both were established through the influence and efforts of Henry G. Davis and Stephen B. Elkins, two United States Senators who were responsible for building the first railroad in the area. Davis, a Senator from 1871 to 1883, was the Democratic nominee for Vice President in 1904. Elkins, his son-in-law, was Secretary of War in the Cabinet of President Benjamin Harrison and was a Republican Senator from 1895 to 1911.

A few years after the railroad reached Elkins, the Senators donated land and money to establish a College and academy under the control of the Presbyterian Church. The first classes were held on September 21, 1904.

The original campus was located in South Elkins on a plot donated by Senator Elkins. Later, a gift of her home, Halliehurst, and a tract of land from Mrs. Elkins prompted the move of the College to the present location in 1926.

In the years since its founding, Davis & Elkins has steadily improved and expanded its physical plant. Currently, there are 22 major buildings on a 170-acre campus.

Christian Commitment

The Christian commitment of Presbyterian-related Davis & Elkins College is reflected in the total life of the institution. Many opportunities exist for voluntary participation in a wide range of religious activities, such as worship in the College Chapel, student led discussions at College Christian Fellowship meetings, and a variety of service projects. The College Chaplain, who occupies the Benfield-Vick Endowed Chair of Christian Ministries and Services, provides leadership. Permanent endowment support for this program has been provided by the First Presbyterian Church of Charleston in honor of two former pastors, Dr. Benny Benfield and Dr. George Vick.

Accreditations and Affiliations

The Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools accredits Davis & Elkins College. The headquarters of the NCA is located at 30 North LaSalle Street, Chicago, IL 60602-2504. The toll free number is 800-621-7440.

The College is affiliated with the Association of American Colleges, the American Council on Education, the Association of Presbyterian Colleges and Universities, American Association of Colleges for Teacher Education, the Council of Independent Colleges, the College Entrance Examination Board, Association Governing Boards, and Appalachian College Association.

Teacher Education Programs at Davis & Elkins College are nationally accredited by the Teacher Education Accreditation Council (TEAC) and approved by the West Virginia Board of Education. Graduates of Davis & Elkins College teacher education programs may submit a West Virginia teaching certificate in any of several states with which West Virginia has reciprocity and receive a teaching certificate in that state. The Business Education program has also been accredited by the National Association for Business Teacher Education.

The Associate Degree Nursing Program is a member of the National League for Nursing and is accredited by the National League for Nursing Accrediting Commission (NLNAC). The headquarters for the NLNAC is located at 61 Broadway, New York, NY 10006. The toll free number is 800-669-1656, ext. 153. The program is also accredited by the West Virginia Board of Examiners for Registered Nurses.

Davis & Elkins College is an accredited institutional member of the National Association of Schools of Theatre (NAST) and the International Assembly for Collegiate Business Education (IACBE).
Location
Davis & Elkins College is located in Elkins, West Virginia - a vibrant community of nearly 10,000. The setting is rural, the pace is relaxed and the atmosphere is friendly.

Students and residents are served by a modern hospital, churches representing most of the major denominations, motels, restaurants, several small shopping centers, a cinema, and an active downtown business district. The local airport serves private commuters.

The College is located in the center of a rapidly developing outdoor recreation area, which offers numerous diversions for students during their leisure hours. The sprawling Monongahela National Forest lies just beyond the city limits and abounds with trails and clear mountain streams for hiking, hunting, and fishing. Students will find an abundance of scenic and historic sites within a 60-mile radius of the College campus. These include the National Radio Observatory at Greenbank, the Cass Scenic Railroad, Kumbrabow State Forest, Canaan Valley Resort State Park, Blackwater Falls State Park, Audra State Park, Snowshoe, Timberline and other ski resorts and the quaint Swiss-German village of Helvetia which still observes many old world customs.

Each fall Elkins is host to the Mountain State Forest Festival, a weeklong celebration that annually attracts thousands of visitors. The events include woodchopping and sawing contests, archery tournaments, a jousting contest, state championship fiddling and banjo playing contests, parades and dances. One of the most colorful events is the coronation ceremony held at the College amphitheatre.

Most of the metropolitan areas of the East, South and Midwest are within a day’s driving distance of the College. Pittsburgh, Pennsylvania, is 150 miles to the north and Washington, D.C., is 200 miles to the east. U.S. 219, 250, and 33 and State Route 55 pass through the city. Flights are available at nearby Clarksburg, WV.

The Campus and Facilities
Views of the Appalachian Mountains and of Elkins grace the campus. Flowering shrubs and trees grow in profusion around the halls and along the walks and roads. Most of the buildings are clustered together on the front campus on a ridge overlooking the city. Farther back on the north section of the campus are the Eshleman Science Center, the Chapel, the Hermanson Center, and the athletic fields. Most of the buildings are named for benefactors of the College.

Leisure-time activities are held in the Ice House, outdoor pavilion, the Student Center, and the Memorial Gymnasium, while Liberal Arts Hall, the Charles E. Albert Hall, Hermanson Center and the Eshleman Science Center are used primarily for classes.

The Davis & Elkins Historic District was established in 1996 by the U.S. Department of the Interior. It includes the following four buildings.

Graceland Inn and Robert C. Byrd Conference Center, comprised of Graceland mansion and Allen Hall, opened in July 1996. Graceland is a stone mansion, which was completed in 1893 as the summer home of Senator Henry G. Davis. From 1940 to 1971 it was used for student housing. It has been completely restored and is now operated as a country inn with restaurant, which is open to the public. Graceland contains the Erickson Alumni Center and is a National Historic Landmark. Students majoring in the Hospitality & Tourism Management program have educational experiences in this beautiful example of the Victorian Queen Anne style.

Halliehurst, built in 1890 by Senator Stephen B. Elkins, was donated to the College in the 1920’s by Mrs. Elkins and has long been a center of social activity for both the College and the city of Elkins. Halliehurst was completely restored in the 1990s and is now a National Historic Landmark. Offices of the President, the Vice President of College Advancement, and the Admissions staff are located in this magnificent example of Victorian architecture.

The Ice House is a cylindrical structure of stone that was originally built in the late 1800’s by Senator Stephen B. Elkins as a place to store ice in the summer. In 1969 it was refurnished and is now used as a campus pub.

The Gatehouse, perhaps the most familiar of all campus buildings because of its welcoming location at the main College entrance, was also built in the late 1800’s. It has become the campus guesthouse for visiting
scholars and artists.

Other Campus Facilities

Liberal Arts Hall, a four-story brick building of modified Georgian design, was built in 1924-25 and extensively remodeled in 1960. In addition to administrative offices, Liberal Arts Hall includes faculty offices, classrooms, and the Pearl Buck Conference Room where part of the Comstock Collection is displayed.

The Charles E. Albert Hall, connected by a graceful series of stone arches to Liberal Arts Hall, is a three-story brick building housing faculty offices, classrooms, Naylor Learning Center and computer lab. In 1958, the building was named in honor of Charles E. Albert, who served on the Davis & Elkins faculty from 1911 to 1959.

The Eshleman Science Center, completed in 1972, is named in memory of the late Charles I. and Betty E. Eshleman, generous benefactors of the College. In addition to the natural sciences with their specialized facilities, classes in several other disciplines are conducted in the building. A multi-purpose, 120-seat lecture hall, seminar rooms, planetarium, darkroom, greenhouse, classrooms, offices, and computer center and laboratories add to the versatility of Eshleman Science Center.

Hermanson Center – Harper-McNeeley Auditorium, completed in 1976, is a recreational and educational facility containing a swimming pool, Robbins-Madden Fitness Center, and the Outdoor Resource Center (ORC). The auditorium has a seating capacity of 1,300 and is large enough for College assembly and meetings involving the entire student body. The Fine Arts - Music, Art, and Theatre - have facilities in the building and the Paull Gallery allows space for viewing special works. The Center is named in honor of President Emeritus Gordon E. Hermanson, while the Auditorium is named in memory of John O. McNeeley, a 1932 graduate of the College, and Nell Harper McNeeley, generous benefactors of the College.

The Booth Library, opened in October of 1992, is the physical and intellectual center of the College. It is a state-of-the-art building designed to support the information needs of the College community. It has a capacity to house 300,000 volumes, 450,000 microforms, and 8,500 pieces of nonprint material. The facility includes archives, a media center, a community room, and a student lounge. The collection is accessible through an online catalog and includes over 500 periodical subscriptions, a collection of media materials, U.S. government documents and the College archives. The most spectacular feature of the building is its setting and the bridge which connects the north and south edges of the College glen. The building was named for the family of its major donor.

In 1975, the old boiler house was renovated into a Boiler House Theatre. The smokestack, slate roof, cupola and colonial trim have been retained so that the Theatre emits an intimate rustic feeling. The interior production area, 60 x 40 feet, is an ideal space for end, thrust, three-fourths round, full round or environmental staging. In 1997, further renovations were completed, adding a scenery construction shop, and expanding the lobby space. The Boiler House is equipped with a computer memory lighting system allowing complete flexibility for lighting any type of theatrical production.

Jennings Randolph Hall originally built in 1959 as the College Library, was named after West Virginia's Senator Jennings Randolph. Randolph was also a former faculty member at Davis & Elkins College. Randolph hall houses several Student Life functions including the Student Life office, the Senator, Senatus, and Aurora - the student newspaper, yearbook, and literary magazine respectively. The second floor houses the Student Life Office, and a large multipurpose room. The top floor houses The Student Assembly, Campus Activities Board, and Chaplain's office, in addition to general meeting space.

Benedum Hall, constructed with funds provided by the Claude Worthington Benedum Foundation, was opened in 1963. Located on the crest of the hill, it affords a scenic view of Elkins, the valley and mountains beyond. Because of this view and the value of Benedum Hall to the campus community it is being renovated. The first phase of renovation was completed in 2004 with the creation of the Madden Student Center.

The Madden Student Center contains the Cadillac Daddy Cafè, The Timms Lounge, a game room, radio station, mailroom and bookstore. The building also features a wonderful outdoor area (the Davis Trust Patio) and the main dining hall.
The new **McDonnell Center for Health, Physical Education, and Athletics** opened for intercollegiate athletics and physical education activity use in October 2007. A future phase will provide class and administrative space to support physical education and athletics.

The **Memorial Gymnasium**, erected in 1951, contains offices and classrooms for physical education, the Human Performance Lab and space and facilities for a well-rounded support center for athletics, physical education, intramurals, and community use.

The **Charles B. Gates, Jr. Memorial Tower** opened in the fall of 1997. The facility was partially funded by a bequest from the estate of the late Charles B. Gates, Jr., matched by his wife. The Gates Tower provides locker rooms, restrooms, concession stand and meeting rooms for teams that compete on the athletic fields of the back campus off Harpertown Road.

**Allen Hall** was built as a residence hall in 1955 and named for James E. Allen, the fourth president of the College. Extensive remodeling was completed in 1996 when the building opened as a conference center with meeting space, five apartments, and 26 guest rooms. It is adjacent to Graceland and contains the Robert C. Byrd Center for Hospitality & Tourism.

The **Walter S. Robbins and Elisabeth Shonk Robbins Memorial Chapel**, constructed in 1972, has been refurbished thanks to the generosity of Trustee, Mr. William S. Robbins. Seating for 120 people is in the round in three descending tiers. The beautiful, abstract stained glass windows echo the Chapel's spire-shaped structure, which reaches 80 feet above the ground. Worship services are held in the Chapel once a week.

**Gribble Hall**, built in 1958, was fully renovated in the summer of 1997 and is named for the Senator and Mrs. Wallace Gribble, benefactors of the College. The building furnishes living quarters for 104 students and space for the Student Health Service.

**Darby Hall** was completed in 1962 and was named for H. M. and Susan Darby, generous friends of the College. The Hall houses the Augusta Heritage Center Programs and is utilized for numerous other purposes. Renovation work was completed in May of 1997.

**Roxanna Booth Hall**, completed in 1966, provides a comfortable and attractive campus home for 166 students. It houses one Sorority and was renovated in 1998.

**Presidential Center** was completed in 1969 and newly renovated in 1995. The building houses 128 students. It is a three story, three-section suite style residence hall.

**International Center**, a three-story, three section residential facility was completed in 1970 and houses 172 students. This building was fully renovated in 1996 and houses two fraternities.

The **Observatory** was completed in 2000. It houses three telescopes, one made by Mathew J. Kelly of Elkins in 1928, formerly housed in the old observatory.

The **Katherine S. Thomas Tennis Center**, on the front lawn of the campus, provides court space for intercollegiate competition as well as outdoor recreation. It is named for Mrs. Thomas, a generous friend of the College. The Vernon-Harris Pavilion adjoins the tennis courts.

The **Robert E. Urban Nature Study Area**, a 30 acre tract set aside in 1990, is preserved as an outdoor teaching resource. In addition it includes the S. Benton Talbot Nature Trail, as well as trails used for hiking, cross-country running and skiing.
Admission Policies

Davis & Elkins College seeks to enroll students with academic and personal qualities that indicate potential for intellectual, social and spiritual growth. A basic premise of the admission policy is that all applicants will be reviewed individually to determine if they are capable of successfully meeting their responsibilities as a Davis & Elkins student and benefiting from the personalized educational experience the College provides. The Admission and Academic Standing Committee establishes guidelines for admission that reflect the College’s desire to identify academically capable students who demonstrate potential for further achievement, who are active at school and in the community, with a record of service, and who represent diverse cultures and backgrounds.

The Office of Admission operates on a rolling admission basis. Applications for admission are reviewed as they become complete and students are notified of the Admissions and Academic Standing Committee’s decisions as soon as they are made. Although there are no specific deadlines for applications (with the exception of International Students) students are encouraged to apply as early as possible to ensure maximum financial aid consideration and course selection.

Freshman Student Admission

Students interested in first year admission are required to:

1) Complete the application and return it to:
   Office of Admission
   Davis & Elkins College
   100 Campus Drive
   Elkins, WV 26241-3996
   Or apply on line at www.davisandelkins.edu

2) Request that an official transcript of the current high school record be forwarded to the College.

3) Submit either SAT or ACT results. Nursing program applicants may submit the results of the Evolve Reach Admission Assessment Exam.

4) Applicants who have been graduated from high school more than two years prior to the date of entrance are required to send a complete statement of activities since graduation as an addition to the application form.

5) An interview with a member of the Admissions staff is strongly encouraged prior to the admission decision.

6) Complete 15 academic or college prep units, including the following courses at the high school level:
   a) Four units of English;
   b) Three units of Mathematics. At least two of the following three courses must be completed: Algebra I, Algebra II, or Geometry.
   c) Three units of Science. One course must have a laboratory;
   d) Three units of Social Science;
   e) One unit of a Foreign Language.

Exceptions may be made to high school unit requirements, with the provision that the student complete specific college level course work. High school students must achieve a minimum 2.3 cumulative GPA (ninth through twelfth grade) to be admitted to Davis & Elkins College. Students who submit a transcript with a cumulative GPA between 2.0 and 2.3 will be considered for conditional admission to the college. High school and transfer students with a cumulative GPA below 2.0 are not admitted except under unusual circumstances and then will only be admitted under an academic contract.

For some students Test of English as a Foreign Language (TOEFL) may be required.

Favorable consideration will be given to applicants who have qualities of leadership; who have artistic, musical, or other talents; and who have a record of participation in extra-curricular activities.

The Committee reserves the right to deny any applicant consistent with law. But it also reserves the right to consider applicants who do not meet the usual criteria for admissions when those applicants show promise of benefiting from an education at Davis & Elkins College. The Committee may set conditions, which such applicants must meet in order to be
considered in good academic standing.

**Acceptance of the Admission Decision**

Davis & Elkins College subscribes to the Candidate’s Common Reply Date. Students accepted for the fall term should indicate their intention to enroll by submitting the $150 advance payment, preferably by May 1st. This advance payment is not refundable, but it will be applied to the total charges in effect for the semester a student enrolls.

**Transfer Admission**

Students applying for transfer admission should have a minimum Grade Point Average (GPA) of 2.0 on a 4.0 scale from a regionally accredited institution. Transfer credits will be evaluated to determine their equivalency to Davis & Elkins College courses. All transfer credit is awarded with the grades earned at the institution(s) previously attended. The College reserves the right to reexamine students over any transfer in work. The College will not evaluate transfer work until a final, official copy of the transcript has been submitted. A maximum of 62 semester hours credit from regionally accredited community college programs may be transferred. Transfer students need to work carefully with their advisors to become fully familiar with academic policies and practices. Special conditions for Graduation Honors and other programs are carefully outlined in the catalog and need to be read in order to avoid misunderstandings. Students are responsible for knowing requirements for their majors, minors, assessment, core courses, and other essential information.

Subject to approval by the academic department, courses completed at another college may be used to satisfy requirements in a major; however, at least 15 semester hours in the major must be completed at Davis & Elkins College.

A student who has completed fewer than 24 semester hours of college credit in transfer will be considered for placement in or exemption from the foundation courses.

A transfer student must be in good social standing at the previous college. Transfer students are required to submit the following items:

1) A completed application form
2) Official copies of all college transcripts
3) An official high school transcript or equivalent
4) A Financial Aid transcript from each prior college attended.

**Homeschooled Student Admission**

Homeschooled students are expected to adhere to the entrance requirements for freshman student admission.

We realize that the transcripts of homeschooled students may be different than those of traditional high school students. Regardless of format, your transcript should include:

1) All courses taken, including those in progress, and the academic year and semester in which each was taken
2) Assessment of performance (letter grades, percentages, portfolio commentary, etc.) and an explanation of any applicable grading scales

In some cases, you may be asked to submit additional information describing your curriculum, such as detailed course descriptions and texts used. You may be asked to take the GED (General Education Diploma) and provide the certification of a passing score. If you have completed course work concurrently at a high school or college, please have an official transcript(s) from the institution(s) sent for completion of your file.

**Credit for Military Experience**

All veterans must submit a copy of their DD 214. Veterans who have served at least six months in the active U.S. military service and have successfully completed their basic recruit training will be awarded four semester hours credits. The following credits will be awarded: 1 semester hour of Physical Education (PHED-101, Fitness for Life, and one PHED-104, Physical Activity), and three credits of general electives. ALSO, the veteran’s military record will be reviewed and additional credits may be awarded based on the veteran’s military training, schooling, and job experience (military occupation specialty) and level of experience attained in that specialty. The exact credits to be awarded will be based on the recommendations contained in the American Council on Education’s Guide to the Evaluation of Educational Experiences in the Armed Services.

**Readmission**

Students who withdraw on their own initiative or have been suspended for academic deficiencies or disciplinary action from Davis & Elkins College must apply for readmission. Applicants for readmission:

1) Must not be academically deficient and/or have met the requirements determined by the Admission and Academic Standing Committee.
2) Must have approval of the Vice President for Enrollment Management.
3) Must be under no prior financial obligation to the College.

The following items are required for reconsideration:

1) A completed application and readmission form
2) A statement of activities since last attending Davis & Elkins College
3) Official transcript(s) from any college attended other than Davis & Elkins.

**International Student Admission**

Davis & Elkins College is interested in receiving applications from qualified international students. Davis & Elkins College offers a limited number of scholarships and grants to international students. All international applicants, especially those who would like maximum consideration for financial assistance, should consider submitting the results of the Scholastic Assessment Test (SAT I).

All international students whose native language is not English are required to submit the results of TOEFL exams (Test of English as Foreign Language) score in addition to all other requirements for acceptance to Davis & Elkins College. Davis & Elkins College must receive the official score report of a TOEFL examination. Information regarding the Test of English as a Foreign Language can be secured from the TOEFL/TSE, Registration Office, P.O. Box 6152, Princeton, NJ 08541-6152, USA.

Although Davis & Elkins College has “rolling admission,” the priority date for a fall applicant is May 30th, and September 30th for spring.

International Students seeking admission to Davis & Elkins College must submit:

1) A completed application
2) Official transcripts of all high school and college work (sent by and attested to by an authorized school official and translated into English)
3) Official ACT, SAT, or TOEFL scores (unless the student is transferring from an English speaking institution)
4) Certification of Finances form

**Mentor-Assisted Program Admission**

The Mentor Assisted Program (MAP) provides an opportunity for a degree at the Associate or Baccalaureate level in selected academic programs. MAP students may earn credit by (1) transferring credit, (2) earning life learning experience credit, (3) testing out and credit by examination and (4) completing course work on and off campus.

Applications for admission to the Mentor Assisted Program are reviewed on an individual basis. Further information and application forms are available from the Office of Admissions. Also, see the information in the Academic Program section of this catalog.

**Foundations (FND) 103 Academic Skills**

This course is a two-semester special motivational process that provides goal orientation, confidence building, and resource management training for first-year students. Although open to all students, for some it may be a requirement as a condition of admission as determined by the Admission and Academic Standing Committee. As such, participation in all scheduled activities as well as the attainment of a specified grade point average is required. Program activities include weekly study skills groups, workshops, tutorial sessions and academic counseling. Students who satisfactorily complete all scheduled activities and earn a cumulative grade point average of at least 2.25 on a 4.0 scale at the end of the first semester will have met their requirement for admission to the College.

Those who show unsatisfactory progress (less than a 2.25 GPA and/or unsatisfactory progress in program activities) will be required to participate in the program another semester. Thereafter, those who have achieved less than a 2.0 cumulative grade point average will be permitted to continue in the College only if approved by the Admission and Academic Standing Committee. This course and its resources, as previously stated, are available to all D&E students upon request.

**Non-Degree Seeking Student Admission**

A student who does not desire to pursue a course of study leading to a degree and who qualifies for admittance with a minimum of a high school diploma or a GED may enroll as a non-degree seeking student. The student must maintain a C average in order to be enrolled at the College for the subsequent semester.

Visiting students who seek temporary admission to Davis & Elkins College in order to accumulate credits for transfer
toward completion of degree requirements at another institution are welcome. Written permission to register for specific courses must be obtained from the degree granting institution and submitted along with application materials to the Office of Admission.

**Further Concerns and Questions about Admission**

The professional members of the admission staff will be happy to address any concerns or questions about the College selection process. They can also help you plan a campus visit and interview.

**Office of Admissions Hours:**
Monday-Friday 8:00 a.m.- 5:00 p.m.
Saturday 9:00 a.m.- 1:00 p.m., except Holiday weekends
Please contact: Joey VanDevender

**Office of Admissions**
Davis & Elkins College
100 Campus Drive
Elkins, West Virginia 26241-3996
(304) 637-1230 or call toll-free 1-800-624-3157 extension 1230
FAX 304-637-1800
Email: admis@davisandelkins.edu
Web site: [www.davisandelkins.edu](http://www.davisandelkins.edu)

**Expenses**

Charges paid by students only partially cover the costs involved in their education. Gifts made by individuals, foundations, business establishments, and government agencies, as well as appropriations from the supporting Presbyterian churches make up the substantial difference.

The cost of attendance for a full-time residential student is found in the following schedule: (for specific costs, see Semester Cost below);

**Annual Cost**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$19,800.00</td>
</tr>
<tr>
<td>Room and Board</td>
<td>$7,450.00</td>
</tr>
<tr>
<td>Student Association Fee</td>
<td>$320.00</td>
</tr>
<tr>
<td>Total</td>
<td>$27,570.00</td>
</tr>
</tbody>
</table>

Room and board charges include a furnished two-student room and a meal plan (options to be selected by the student). A limited number of single rooms may be available at an annual rate, including board, of $9,500.00. Information about housing assignments, including single room applications, may be obtained from the Office of Student Life.

An unmarried student whose home is not in Elkins or within commuting distance is required to reside in College residence halls and have meals in the College dining hall. Living off campus without proper approval will result in billing for room and board at the cost of a double occupancy room.

The Student Association Fee covers most of the cost for the student newspaper and yearbook, admission to athletic events and many of the social and cultural activities. Students taking from 6.0 to 9.0 credits will be assessed one-half of the full Student Association Fee; while students taking 9.5 credits and above are assessed the full fee.

Tuition costs at Davis & Elkins are based on credit load enrollment each semester. These costs and the costs for room and board, Student Association fee for the fall and spring terms are outlined below. Students who enroll for more than 18 credit hours in any semester will be billed at a rate of $500.00 per credit hour in addition to the semester charge of $9,900.00. Students at the sophomore level and above with a cumulative grade point average of 3.8 or above on a 4.0 scale may take 19 credit hours per semester without the overload charge (see section on credit hours for further details). Winter Term is included in tuition room and board charges for students who attend full-time both Fall and Spring semesters. Part-time students or students who only attend one semester are subject to additional charges for Winter Term. See the section on Winter Term – Room and Board for further details.
Semester Cost, Fall and Spring 2009-2010

Credit Hours
Up to 11.5 $700.00 per credit hour (applied to total hours)
12.0 - 18 $9,900.00 (base rate)
Above 18 $9,900.00 (base rate) plus $500.00 per credit hour above 18 (see Semester Hours and Course Loads policy)

Room and Board (per semester)
Room (Double Occupancy) and Board $3,725.00
Room (Single Occupancy) and Board $4,750.00

Student Association Fee (per semester)
9.5 credits & above $160.00
6.0 to 9.0 credits $80.00

There are additional fees and expenses encountered by students enrolled in the program in nursing. An approximation of these expenses is listed below.

Books $2,000.00 (for two years)
Travel 1,200.00
Malpractice Insurance 60.00 ($30.00 per year)
Laboratory/Testing fees 700.00* ($350.00 per year)
Uniforms 200.00
Nursing Name Badge 8.00
Watch (with second hand) 30.00
Shoes 50.00
Hose 10.00
Stethoscope 40.00
Bandage Scissors 7.00
Nursing Pin 54.00
Immunizations (MMR, PPD, Hepatitis B and Varicella) 300.00

Estimated Total $4,909.00

* Includes standardized exams and end of program NCLEX-RN review course conducted by Educational Resources, Inc.

Summer Term
During the summer months, Davis & Elkins College offers a select number of courses for credit as well as programs in traditional arts from its Augusta Heritage Program. Costs for these offerings and on-campus housing are available through the Business Office.

Deposits and Special Fees
Circumstances may necessitate and the College reserves the right to change the tuition, fees or other charges without notice.

Application Fee
Davis & Elkins College does not require an application fee.

Audit Fee Per Credit Hour $100
Full time students may audit (AU) a lecture course without extra charge if they receive permission from instructor.

Advance Registration Payment $150
Every new student must pay an advance payment to guarantee enrollment in the fall. This non-refundable advance payment will be applied to the new student's charges in the fall.

Course Test Out Examination Fee $100
Students selecting the option to test out of a course pay this fee before the test will be administered.

Credit By Examination Fees $100 per semester hour
Students selecting the option to earn credit by examination will be assessed a fee of $100 per credit hour, payable to the Business Office in advance of the examination.

Credit for Life Learning Experience $100 per semester hour

A student may elect to apply to receive college credit for experiential learning. A fee of $100 per credit hour will be charged for each experiential credit hour granted. Additionally, the student will be required to compile a portfolio of such experience to be submitted for review. This formalized review process will incorporate the one-credit-hour course of (General Studies 101) Portfolio Review at an additional cost of $500.00. See section on Credit for Life Learning Experience.

Graduation Fee $75

Every person graduating with an associate or bachelor degree is required to pay a $75 graduation fee for each degree received.

Health Insurance Varies

Every student is required to be enrolled in a health insurance program at his or her own cost. Proof of insurance waivers must be confirmed prior to each Fall semester or the student will be enrolled and charged for participation in a health insurance plan of the College's choosing.

Orientation Fee $35

Every new full-time student will be required to pay an orientation fee.

Parking $100 per year (see regulations)

Private Music Instruction Fee $300 per semester for one credit course

Billed to students taking private music lessons.

$500 per semester for two credit course

Security Deposit $150

All new full-time students and/or resident students are required to pay a Security Deposit of $150.00. The deposit less offsetting charges is refunded upon graduation or an official withdrawal from the College.

Special Course Fees

Some courses may charge special arrangement fees over and above the tuition. Examples include off-campus class trips.

Supported Learning Program Fee

$3,000.00 per year.

Transcripts

Transcripts of a student's academic record are available upon request by the student for a fee of $4.00. Additional transcripts requested at the same time are $1.00 per copy. There is no fee for the first three transcripts requested by a graduate. Requests are to be made in writing and payment must accompany the request. All transcript requests are approved by the Business Office prior to processing by the Office of the Registrar. Transcripts will not be issued unless financial obligations to Davis & Elkins College are cleared or current.

Payment of Charges

Tuition and fees are due and payable on August 26, 2009 for the Fall semester, January 5, 2010 for the Winter Term, and January 28, 2010 for the Spring semester. Students are responsible for payment or other satisfactory financial arrangements before they will be admitted to classes, dormitories or the dining hall.

The College offers a time payment option through Tuition Pay. This plan provides for the monthly payment of tuition and fees and is interest-free. Information is available upon request from the Office of Admissions or the Business Office.

If timely payment of charges is financially impossible, the College offers an extended payment option. This plan applies only to a full academic year program. Please contact the Supervisor of Student Accounts for further information.

All past-due accounts and College sponsored payment options are subject to a finance charge of 1-1/2 percent per month, or eighteen percent (18%) per annum.

Students who are delinquent in the settlement of their accounts with the College shall forfeit their College privileges, including the right to preregister, to attend classes and to room and board at the College.

The College reserves the right of Administrative Withdrawal of any student for non-payment of financial obligations. Diplomas will not be issued to students owing any debt to the institution which is past due at the time of graduation.

Semester grade reports will not be issued to those who have outstanding financial obligations.
Refunds

The College must arrange well in advance for its year's academic services to students. When a student withdraws, the cost to the College is not reduced. Therefore, when a student withdraws from attendance of all classes, Davis & Elkins College refunds only a portion of its tuition thereby sharing with students the losses caused by their withdrawal. In order to withdraw from the College and officially from attendance of all classes, a student must report to the Office of the Registrar and complete the proper withdrawal forms. The forms are obtained from the Office of the Registrar. The pro-rated refund, based on the time of withdrawal, is as follows:

<table>
<thead>
<tr>
<th>Class Days*</th>
<th>Tuition Refunded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 through 5</td>
<td>60%</td>
</tr>
<tr>
<td>6 through 15</td>
<td>40%</td>
</tr>
<tr>
<td>16 through 25</td>
<td>20%</td>
</tr>
<tr>
<td>26 and after</td>
<td>0%</td>
</tr>
</tbody>
</table>

*This refers to all days that classes are actually scheduled during the billing period, not individual class times.

Board refunds will be computed on a pro-rata basis using the number of semester weeks as the basis. There is no refund on room charges.

If a student is the recipient of a federally funded grant or loan, the refund policy above will be applied in accordance with appropriate Title IV refund regulations. Additionally, Davis & Elkins College grants-in-aid will be adjusted in step with the appropriate reduction of charges.

Students who fail to observe regulations for withdrawal, students who withdraw without permission, students who are advised to withdraw for disciplinary reasons, and students who are suspended, expelled or administratively withdrawn by the College are not entitled to any refunds.

Financial Planning and Financial Aid Programs

Davis & Elkins offers a complete range of financial planning services and financial assistance programs. Approximately 95% of our students receive scholarships and/or some type of financial assistance. The average financial aid package is well over $10,000 from all sources. The purpose of the College's financial planning program is to help students and their parents identify all the sources of assistance and funding for which they are eligible. Types of financial assistance vary according to the source of funding, whether it is federal, state, institutional, or private agency.

Eligibility is determined by a review of the student's application materials and other information, including test scores, grade point average, class rank, evidence of service and leadership potential, performance auditions, and athletic promise. Scholarships awarded by the College are competitive. They are designed to recognize and reward student success. Thus not all students should expect to receive scholarship awards. Generally, the types of financial aid available include:

Scholarships Awarded by the College

Scholarships awarded by the College may range from several hundred dollars to as much as $15,000 per year and are renewable for up to four years and as much as $60,000.

Davis & Elkins Merit Scholarships are available to freshmen, non-traditional, transfer, and readmitted full-time students. The award amount is determined by your grades, scores, and other distinguished characteristics. You must have at least a 2.0 high school or transfer grade point average in order to be eligible for the scholarship.

West Virginia Highlands Scholarships are available to full-time students graduating the year prior to enrollment from a high school in the following counties of West Virginia:  Barbour, Pendleton, Pocahontas, Randolph, Tucker, Upshur, and Webster.  You must have at least a 2.5 final high school grade point average to qualify for this scholarship.  The award offers significant tuition discount to allow local students to attend our private institution at a public-level price.

Davis & Elkins International Scholarships are available to students that are not U.S. citizens that are studying at Davis & Elkins as a full-time student.

Athletic Scholarships are awarded based on the recommendation of the Department of Athletics and require participation in inter-collegiate athletics.
Performing Arts Scholarships are awarded to students who demonstrate talent in the performing arts and who agree to an appropriate level of participation in the programs of the College.

Endowed Scholarships are awarded as part of the financial planning review for each applicant. These scholarships may be based on specific criteria. Unless otherwise stated, recipients are selected during the admission process or through a review of current student records. Funds for endowed scholarships come from the generosity of many individuals, families, and organizations. The application process is to fill out the FAFSA form each year. Endowed scholarships include:

Knut Aarsand Memorial Scholarship
Madelyn Agneil Memorial Scholarship
David K. Allen – Arthur Stroud Scholarship
James E. Allen, Sr., and Florence and James E. Allen, Jr. Memorial Scholarship
Alpha Sigma Phi Scholarship Fund
Dr. & Mrs. J. Howard Anderson Scholarship
Myron S. & Ethel M. Anderson Scholarship
William E. Baker Memorial Scholarship
Burlin Barnes Memorial Scholarship
R. Gordon & Winifred “Betty” Barrick Scholarship Fund
Pamela K. Berry Memorial Scholarship
Duddy Bertolini Scholarship Fund
Matilda A. Bohme Scholarship
The Boles, Smith-Phillips Endowed Athletic Scholarships
Frank A. Bolton Memorial Scholarship Fund
William H. Burky Memorial Scholarship
The James S. & Sylvia Butofski, Jr. Scholarship
Mr. & Mrs. Wilson S. Campbell Memorial Scholarship
Carnahan-Jackson Scholarship
Walter M. Cathie Memorial Scholarship
Jan P. Chadwick Scholarship Award
David Frederick Christy Scholarship
Helenjane “Rusty” Cougan C.E.P. Scholarship
Wendell & Judy Cramer Scholarship Fund
Claude King Davis Memorial Scholarship
Daywood Foundation Scholarship
Robert Paul Doria Scholarship Fund
Ralph Douds Memorial Fund
Kenneth R. “Bill” Dye Scholarship
R.D. Earle Family Scholarship
Enslow Park Presbyterian Church Nursing Scholarship
Keith E. Evans Endowed Scholarship Fund
Sue B. Everett Endowed Scholarship
William M. Ferry Scholarship
Oda Ella Fink Scholarship for Religious Studies
Bernard L. and Kathryn L. Flynn Scholarship Fund
Fox Chapel Presbyterian Church Endowed Scholarship
Laury Gauvreau Memorial Scholarship
Mary Margaret Woodford Goddin Scholarship
Alex Goldberg Scholarship
James Weston & Adah Harshbarger Green Memorial Scholarship
Grady F. Guye Memorial Scholarship
Eleanor S. Hall Scholarship
Halperin Family Scholarship for the Performing Arts
Bryan & Irene Hamilton Scholarship Fund
Frances Rogers Hansford Memorial Scholarship
Rowland C. Hansford Memorial Scholarship
Sally Ray Harold Memorial Scholarship
W.O. Harrington Scholarship
James P. & Lena Heltzel Scholarship
Gordon E. & Mary A. Hermanson Scholarship
Ralph C. Hess Memorial Scholarship
Hinkle-Phipps Scholarship Fund
Edward N. Hinzman, II Memorial Scholarship
J. Keith Hinzman Memorial Scholarship
Sam R. Hoover Scholarship
The Jellica Howard-Sudbrink Scholarship for Nursing Excellence
Dorrie K. Hubbard Scholarship
Samuel H. and Frances W. Hubbard Scholarship
Richard J. & Helen S. Hunt Memorial Scholarship Fund
Lacy C. and Nita P. Irons Scholarship
Tatiana Jardetzky Scholarship for Foreign Languages and Cultures
Albert S. T. Kim Scholarship
George A. Kinley Memorial Scholarship
Nelson S. Kraggs Scholarship
Frank B. and Ruth B. Konhaus Scholarship
Catherine E. Krapp Scholarship
Arthur Landacre Memorial Scholarship
Arthur Lee Memorial Scholarship
Dorothy I. MacConkey Memorial Scholarship
G. Thomas & Carolyn Mann Academic Scholarship Fund
Dr. Thomas J. “Jack” and Helen Louise Martin Scholarship
Erin McAvoy Memorial Scholarship
Ruth Ann McLaughlin Scholarship for the Creative and Performing Arts
William T. McLaughlin, II Scholarship in Business
John O. McNeely Memorial Scholarship
L.E. & Beatrice F. McWhorter Scholarship
Frank Mele Scholarship Fund
Olive Shannon Miller Scholarship Fund
Mary V. Moore Endowed Scholarship
Joseph William & Suzanne Smith Moran Endowed Scholarship
Eugene Morrissey Memorial Scholarship
Christine S. Moyer Scholarship
John S. Moyer Scholarship Myles Family Scholarship
National Alumni Council Scholarship
National Capital Union Presbytery Scholarship
Sara Virginia Neale Scholarship/West Virginia Emulation Award
Charlotte W. Newcombe Scholarship
John H. & Margaret S. Nichols Science Scholarship
Eleanor B. Norton Scholarship
John Carlton Nydegger Memorial Scholarship
William H. Peifer Memorial Scholarship
Robert A. Pfrangle Scholarship
Luella Phares Memorial Scholarship
The Betty Y. Morris Phillips Scholarship Fund
Daniel J. Phillips Memorial Scholarship
The Milton L. Phillips, Jr. Scholarship Fund
Phillips-Timms Scholarship
Pitzer-Lambie Scholarship
Elmer S. and Teresa Sloan Powers Memorial Scholarship
Dr. R. B. Purdum Memorial Scholarship
Florence C. Quinby Scholarship
Reader's Digest Scholarship
Robert C. Respess Memorial Scholarship
George C. Rodgers Memorial Scholarship
James Rodish Scholarship
The Rosenberger Family Scholarship
The Senator Mike Ross Scholarship
Henry A. Rutherford Scholarship Fund
Worth Gordon/Mary Leona Hoff Bennett and Marjorie Leona Bennett Rutherford Scholarship
The Sabel Family Scholarship
Coach Will Shaw Cross Country Scholarship
Mrs. W. Roy Shaw Memorial Scholarship
Mary Frances and Ralph Shepler Scholarship
Algernon Sydney Sullivan Foundation Endowed Scholarship
Ernest Edmund Tabscott Scholarship
Louisa D. Taylor Scholarship
Sidney Tedford Scholarship
Katherine S. Thomas Memorial Scholarship
L. Newton Thomas, Sr. Memorial Scholarship
J. Ferguson Thompson Memorial Scholarships
Margaret A. and Odin S. Thulander Memorial Scholarship
Timms Family Performing Arts Scholarship
TKE Scholarship
W. Ferree Trout Memorial Scholarship
Sam & Agnes Veitch Endowed Scholarship
Vienna Presbyterian Church Scholarship
The Charles R. “Chappie” Wagner Memorial Scholarship Fund
Ward Family Scholarship
Michael Scott Webb Memorial Nursing Scholarship
James R. Welshonc Endowed Scholarship
West Virginia Society of Washington, D.C. Book Scholarship
Wheeling United Presbyterian Church Memorial Scholarship
The First Presbyterian Church of White Sulphur Springs Memorial Scholarship
Wilfong-Minear Scholarship
James W. Witherspoon Scholarship
Don M. Wolfe Scholarship
Katharine W. & William H. Wolfe Memorial Scholarship
Mary Agnes & R. Bates Wooters Educational Assistance Fund
Maud Yoak Scholarship
Michael A. Zebuhr Scholarship

Gift Supported and Annual Fund Scholarships

Awarded from funds donated each year for the purpose of providing assistance to students. Recipients are selected through the financial aid review process. The application process is to fill out the FAFSA form each year. A current list of annual and gift-supported scholarships includes:

Knut Aarsand Business Scholarship
Nettie Blubaugh Memorial Scholarship
Daywood Foundation Scholarship
Fern Keim Memorial Scholarship
Alexander B. Osborn Memorial Scholarship
Charles H. Potter, II Scholarship
The Presbyterian Scholarship Prichard School Scholarship
William S. Robbins & Deborah Madden Scholarship Fund
Sigma Phi Epsilon Balanced Man Scholarship
Algernon Sydney Sullivan Foundation Scholarship
Synod of the Trinity, Presbyterian Church (USA) A.A. Talbott Memorial Scholarship
Harry & Marguerite Freeman Whetsell Memorial Scholarship
West Virginia Independent Colleges & Universities Circle of Vision Scholarships

Student Loans
Davis & Elkins also has several loan programs that are available through the financial aid process.

General Employment
Many students are offered opportunities for on-campus employment in a variety of positions.

Federal and State Programs
The College participates in the following Federal programs.

Academic Competitiveness Grant (ACG) Pell Grants
Supplemental Educational Opportunity Grants
Veteran Administration Grants
Perkins Loans
Smart Grant
Stafford Student Loans
Federal Work-Study Program

Additionally, the College participates in the following state programs:

West Virginia Higher Education Grant Program
West Virginia Promise Scholarship
All reciprocal state grant programs

To be considered for any Federal aid, a student must file a Free Application for Federal Student Aid (FAFSA). To be considered for any State aid, the students must file the FAFSA by March 1st.

Application Procedure
To apply for scholarships students simply indicate their interest on the admissions application.

To apply for need-based financial aid students submit a completed Free Application for Federal Student Aid (FAFSA) to the appropriate processing centers after January 1. The determination of eligibility for financial assistance is accomplished through a process referred to as need analysis. The information provided on the FAFSA is evaluated in accordance with federal and institutional guidelines and formulas. Since eligibility is determined by a variety of factors, there are no fixed income cutoffs for most aid programs. A determination of ineligibility for federal aid does not necessarily exclude the student from other forms of assistance. Several types of institutional aid and other non-need based programs may be available. Within about four weeks of submitting the FAFSA online, the Student Aid Report (SAR) will be emailed to the student. The student should review the report carefully for errors; if any are found, the student must make corrections to the FAFSA and then immediately notify the Davis & Elkins Financial Planning Office.

Early application may increase chances of receiving assistance. However, the FAFSA cannot be submitted prior to January 1.

West Virginia residents must submit the FAFSA prior to April 15 to apply for the West Virginia State Grant.

The Financial Aid Package
Upon receipt of the SAR and the need analysis report the Financial Planning Office will determine which aid programs and what amounts of assistance are available for the student. The aid received will be based on eligibility, level of demonstrated need, program restrictions and availability of funds. The financial aid awarded becomes the student's
financial aid package and may include several types of aid in varying amounts.

A complete aid package is not directly renewable from one year to the next. Reapplication and re-evaluation of a student's need is required each year. Students receiving scholarship awards will be required to meet specific academic standards.

Contact the Office of Financial Planning for complete details on all forms of financial assistance and scholarship awards.

The amount of assistance in most categories is limited; therefore, it is advisable for an entering student to complete applications for admission and financial assistance by March 1. In determining a student's eligibility for assistance the following factors are taken into account: financial need, academic record and school or college citizenship record.

In addition to the college-related programs, many states have state-sponsored scholarship and loan programs for qualified students. Students applying for assistance should familiarize themselves with these programs prior to making application for assistance from Davis & Elkins.

**Renewal of Financial Aid and Scholarships**

To be eligible for renewal of need based financial aid awards, the student must demonstrate satisfactory academic progress as outlined in the College catalog. Students must also file a FAFSA each year no later than May 1st. To be eligible for renewal of scholarship funds the student must meet stated academic requirements and pre-register for the next academic year during the pre-registration period.

**Cancellation of Awards**

The College reserves the right to review the record of a student receiving financial assistance at the close of any semester or term and to cancel the unused portion of the award if the student's academic or citizenship record fails to meet the required standards.

**Appeals Process for Financial Exceptions**

Appeals of the application of institutional financial policies by parents or students who feel that individual circumstances may warrant exceptions from the published policy must be addressed in writing to:

Director of Financial Planning
Davis & Elkins College
100 Campus Drive
Elkins, WV 26241-3996