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The Lindenwood Colleges 1981-1983

The Lindenwood Colleges



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Lindenwood
Colleges

1981-1983

The Lindenwood Colleges is accredited by the North Central Association of Colleges and Secondary Schools and by the National Council for the Accreditation of Teacher Education. The colleges are affiliated with the Association of American Colleges and The American Council on Education.

Lindenwood Today . . .

Lindenwood has been in St. Charles for 153 years, changing as the needs of students have changed. The founders, Mary Easton and George C. Sibley, began a school for young women. It serves as the core of the cluster of programs that comprise today's Lindenwood Colleges.

The original college for women was joined by a program for men (often called Lindenwood II) in 1969. Today, Lindenwood I and Lindenwood II function as a fully co-educational program, serving a full and part-time student population with a liberal-arts program. Lindenwood III, the Evening Program, offers a wide range of courses for those people, primarily working adults, who cannot attend day classes.

Lindenwood IV, the College for Individualized Education, is open to men and women who wish an individually designed program of study leading to a bachelor's or master's degree. Students in this full-time program participate in schedule cluster groups, workshops, colloquia, and supervised internships.

All of these varied programs form the cluster known as The Lindenwood Colleges.

Student Life

College life is a total experience and much learning goes on outside the classroom. The opportunity to grow in social and cultural, as well as academic, areas is available to all students who attend Lindenwood. The Office of the Dean of Students provides activities, programs, services, and guidance on how to use these — so that everyone enrolled may take advantage of the growth opportunities.

Student Government

All full time students at Lindenwood are encouraged to take an active role in the Student Organizational Association (SOA). This governing body works to provide direction for the students in campus matters ranging from activities to setting standards for campus life. Representatives play an active role in academic and administrative decision-making through membership in various committees.

Residence Halls

Each residence hall at Lindenwood enjoys its own distinctive atmosphere. One, Sibley Hall, a residence for women, has recently been named to the National Registry of Historic Places. Each has well equipped spacious rooms, laundry and kitchenette facilities and lounges with televisions and recreational facilities. Two are air conditioned.

The community spirit in each is created by the residents who, with the assistance of their elected leaders, hall staff, and the Dean of Students, make and maintain residence hall policy. Head Residents provide counseling services and student Resident Assistants help new students with day to day problems. (For more detailed information on each residence hall, see the Facilities section of this catalog.)

Counseling

From the time a student enrolls at Lindenwood, there is access to academic, personal and career counseling. Members of the Dean of Students staff in the residence halls, the Counseling Center, and the Career Planning and Placement Center are available to all students to discuss various concerns and to provide opportunity for exploration of values and goals.

Career Planning and Placement Center

Lindenwood maintains a Career Planning and Placement Center for students and alumni of all four colleges who are seeking vocational information, employment after graduation, or entrance to professional schools and graduate schools. Membership is held in the Midwest College Placement Association and the College Placement Council.

A variety of services are offered to serve this purpose:

- Vocational information is provided, including brochures, booklets, directories, and reference books prepared by publishers, professional organizations, companies and governmental agencies.
- Scheduled interviews on campus and referrals to offices and plants provide students with an opportunity to talk with employers.
- Part-time and summer employment information and help are provided.
- Graduate catalogs, testing information, and information on scholarships and financial aid are available.
- Credential files are established for seniors to help in the job search or application for advanced study.

Athletics and Recreation

Sports for fun and for competition are a major part of students' activities at Lindenwood. Spontaneous activities such as jogging, frisbee tossing, sledding, and bicycling are enjoyed by students on an impromptu basis throughout the year. A full schedule of physical education activity courses adds dance, gymnastics, swimming, conditioning, archery, scuba diving, roller-skating, and snow skiing which are open to full-or part-time students of all ages.

Intramural sports such as volleyball, hoc-soc, tennis, bowling, and flag football offer exercise and competition to all students in the Lindenwood community.

Intercollegiate competition is offered for full-time men and women students at Lindenwood. Such sports as soccer, basketball, softball, baseball and tennis bring students into contact with area colleges.

Lindenwood is a member of the National Association of Intercollegiate Athletics (NAIA), Men's and Women's Divisions. Some athletic grants are available for men and women in some intercollegiate sports.

Honor Societies

National—Alpha Lambda Delta, freshman honorary; the Music Educators National Conference; Phi Sigma Tau, philosophy; Pi Delta Phi, French; Sigma Delta Pi, Spanish; Alpha Psi Omega, dramatics; Eta Sigma Phi, classics; and Alpha Epsilon Rho, radio and television.

General—Mu Phi Epsilon, music; and Pi Mu Epsilon, mathematics.

Local—Alpha Sigma Tau, senior scholastic; Linden Scroll, senior service; Student Artist Guild, art; and Triangle, science and mathematics.

Religious Life

The Lindenwood Colleges, created in the last century by Presbyterian educators, have today no legal religious affiliation or requirements. However, an informal rela-

tionship is maintained with the Presbyterian Church. Houses of worship representing all major faiths are accessible to Lindenwood students. Presbyterian, Episcopal, Methodist, Baptist, Lutheran and Catholic churches are all within walking distance of the campus. Student groups on campus offer opportunities for informal religious expression.

Health Services

Medical services are provided to students. A registered nurse is on duty during the school week and full patient-care is provided by a consulting physician. Facilities and services of St. Joseph's Hospital in St. Charles, only a few blocks from the campus, are available at all times to Lindenwood students under a special agreement between the hospital and the colleges.

Publications

Students publish a newspaper, and a literary magazine, using the college press, and coordinate the Lindenwood yearbook.

Radio Station KCLC-FM

Any interested student may participate in the programs of the campus radio station which broadcasts educational and cultural programs and music to the campus and community. A 1500-watt facility, KCLC-FM, is the principal local radio station in St. Charles County, and as such performs a major role in community affairs.

Music

Several recitals and concerts are presented each year by the music faculty, by Lindenwood student music majors, and the Lindenwood Madrigal Singers.

Tickets frequently are available for concerts of the St. Louis Symphony Orchestra.

THEATRE

Lindenwood's theatre program also serves as a campus and community resource. Auditions for all productions are open to the entire Lindenwood community, and opportunities exist for student participation in technical as well as performing aspects of theatre.

OFF-CAMPUS OPPORTUNITIES

Many opportunities exist for enjoying the cultural and recreational resources of the Greater St. Louis Metropolitan area. The Lectures and Concerts Committee regularly subsidizes tickets to the symphony and dance programs from its activity funds. Within a half-hour's drive from the St. Charles Campus, students can enjoy concerts by the St. Louis Symphony Orchestra, rated as one of the top symphony orchestras in America, choreography by leading national dance companies, Broadway plays presented by the American Theatre and the Loretto-Hilton Repertory Company. Others may prefer to visit the famous St. Louis Zoo or hear light opera at the Municipal Opera in Forest Park. There are organized group trips to other parts of the United States for events of special interest.

ST. CHARLES

St. Charles, first capitol of Missouri, attracts visitors from all over the country to its restored historical area. The history of this district dates back to the founding of St. Charles in 1769 by Louis Blanchette, a French-Canadian trapper, and his Pawnee wife, Angelique. It was first under Spanish and then French rule for three decades before the Missouri Territory became part of the United States in 1824. Today the French architectural legacy in particular is evident in the old section of St. Charles, an eight-block area which has been designated as one of America's Historic Districts and is listed on the National Registry of Historic Places in Washington, D.C. Many restored French homes, some of which have the characteristic galerie surrounding the second story, are now open to the public as museums, restaurants, and crafts and antique shops.



UNDERGRADUATE ADMISSIONS

Lindenwood offers admission to qualified students regardless of race, creed, sex, or national origin. Applicants qualify for admission by presenting evidence of academic achievement, aptitude and personal motivation which suggests they are ready for Lindenwood's academic programs.

Applicants should present secondary school records, transcripts from other colleges or universities, if attended, recommendations from counselors or employers, and a completed application. Lindenwood accepts scores from The College Board Scholastic Aptitude Test or The American College Testing Program. Scores from these tests included on high school transcripts are acceptable. Lindenwood welcomes campus visits at any time.

Early applications are encouraged for prompt replies and students applying for financial aid are particularly urged to apply early. Admitted students must submit a \$100 deposit which will be applied to their first-term room and board fees.

Students are accepted as freshman or as transfers and may enroll as full-time or part-time students. Students may apply to live in a Lindenwood residence hall or commute from their homes.

It is the intention of the Lindenwood Colleges to provide a comprehensive learning experience which includes active participation in the college community. This is best achieved through residential living on campus.

Full-time freshman and sophomore students under the age of 21 whose permanent domicile is more than 35 miles from the St. Charles campus are required to live in the Lindenwood residence halls.

Any questions regarding this requirement must be addressed to the Office of the Dean of Students.

Full information about admissions and applications can be obtained by writing or calling the Admissions Office, 104 Butler Hall, Telephone (314) 723-7152, Ext. 216.

Lindenwood College 4 - The College of Individualized Education Admission Procedure for Undergraduate and Graduate Applicants

- (1) Contact the Lindenwood College 4 Center on the St. Charles campus, 302 Roemer Hall, (314) 946-6912, ext. 225 for information, applications, and to schedule an orientation appointment.
- (2) See The College of Individualized Education Section in this catalog for detailed admission and application information.

GRADUATE PROGRAMS ADMISSION PROCEDURE

Master of Business Administration

Students may enter the M.B.A. program in the fall, spring or summer session. Admissions are approved by the Lindenwood Graduate Admissions Committee, and applications for admission should be made through the M.B.A. Office. Admission will be made on the basis of predictions 1) that students will benefit from the program, and 2) that the program will benefit from the contributions of the candidates.

Applicants for admission to the program are required to submit:

- (1) A graduate application and a \$25 application fee.
- (2) Their undergraduate record.
- (3) Their results of the Graduate Management Admission Test (GMAT).
- (4) Letters of recommendation from two or more academic or business acquaintances.

An interview is also required.

Application forms may be obtained from The Lindenwood Colleges M.B.A. Office, Room 205, Roemer, or from the Admissions Office. All materials should be forwarded directly to the M.B.A. Office, The Lindenwood Colleges, St. Charles, Missouri 63301.

Master of Arts and Master of Science in Education

To qualify for admission applicants must possess a baccalaureate degree from an accredited college with a minimum grade point average of 2.5 out of a maximum 4.0. Admission of probation may be offered to some students with a grade point average of less than 2.5. In such cases probationary status is removed upon completion of three courses at a grade level of B or better.

To be considered for admission one must:

- (1) Submit a graduate application, \$25 application fee, college transcripts and a recommendation from their immediate supervisor on forms provided by the college.
- (2) Complete the Self-Analysis Needs Assessment.
- (3) Schedule an interview with the Director of Graduate Programs in Education.

Applications are reviewed by the Director of Graduate Programs in Education and Graduate Admissions Committee. Applicants are notified promptly of the decisions on their applications. At the time admission is offered students are also assigned a faculty advisor or tutor in the Education Department, and instructed to make arrangements to meet their advisor or tutor for program planning and scheduling.

Master of Science in Administration

Available at Lindenwood Downtown Center only. See MSA section in this catalog for detailed information.

FINANCIAL AID

Any student who needs financial assistance to attend The Lindenwood Colleges may apply for Financial Aid.

It is the policy of The Lindenwood Colleges not to discriminate on the basis of race, national origin, disabilities, age, or sex in its educational programs, activities, or employment policies, as required by Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act of 1973, and Title IX of the 1972 Education Amendments. Inquiries regarding compliance may be directed to The Academic Dean (723-7152, ext. 206).

New students should apply for institutional, federal and state aid when they apply for admission. Returning students should complete an A.C.T. Family Financial Statement and return it to the office of Financial Aids no later than March 1 of each year.

Federal and state aid must be applied for annually. Aid from these programs does not automatically continue from one year to the next. Application is made by obtaining and completing the American College Testing Program Family Financial Statement and requesting analysis results be sent to The Lindenwood Colleges (code 2324). Missouri residents should also request aid by completing section H of the A.C.T. Family Financial Statement.

When a student applies for financial aid, the Family Financial Statement is analyzed by the American College Testing service and forwarded to the Financial Aid Office. This information about the family income and personal resources is used to determine financial "need". If eligible, the student will then be offered a combination, or "package" of grants, loans, scholarships, and work study employment to meet the need.

BUDGET

The allowable expenses (tuition and fees, room and board, books, transportation, miscellaneous) are determined from College budgets calculated to permit students to participate fully in the normal life of Lindenwood. The budgets are reviewed annually to reflect changes in education-related costs in the entire area.

RESOURCES

Parents, spouse and student are expected to contribute to the cost of education. In addition to the parents' contribution, as determined from the Family Financial Statement for dependent students, a student's self-help contribution is expected from his or her own earnings. Savings and other resources are also taken into consideration.

NEED

The amount remaining after resources are subtracted from the budget is called "need". This is the amount of financial aid a student will be offered in a financial aid package, if enough funds are available.

Applicants for financial assistance may be eligible for aid from the following sources at The Lindenwood Colleges:

FEDERAL

PELL Grant (formerly Basic Educational Opportunity Grants) are available from the federal government for students meeting certain financial need qualifications. Such grants are made to a maximum of \$1,800 per year and are non repayable. The amount of the grant is determined by a federal formula and is based upon the parent's ability to

assist with the student's educational cost. The amount of the grant is not controlled by the individual or the college.

SEOG-Supplemental Educational Opportunity Grants are available from the federal government and are administered by The Lindenwood Colleges. They are awarded to those students who meet certain financial qualifications. These grants are non-repayable and may range from \$200 to \$1,500.

BIA-Bureau of Indian Affairs Grants. If a student is at least one-fourth American Indians, Eskimo or Aleut as recognized by the tribal group served by the Bureau of Indian Affairs, they may apply for a BIA grant. The amount is based on financial need and availability of funds from their area agency. Students must first submit an application for financial aid and supportive documents by the deadline. An appointment must then be made with the Financial Aids director to complete the BIA application.

NDSL-National Direct Student Loans. NSDL loans can be granted by the College in amounts up to \$1,250 per year based on validated financial need. Repayment need not begin until six months after the borrower ceases to carry a minimum of six hours and must be completed within ten years thereafter. For teachers who teach in designated poverty areas, up to 100 percent of repayment can be canceled.

Payment. Beginning with a payment on the first day of the seventh month after graduation or withdrawal, a monthly payment of \$30 shall be paid on the loan, unless the total amount of the loan is higher than can be paid in ten years. In that case the payment will be proportionately higher. There is no penalty for early repayment. The interest rate of four percent is figured on the unpaid balance.

CWS-College Work Study. Work Study is a federal program available to those students demonstrating financial need. Work Study students may be employed as clerical assistants to professors, library and audiovisual assistants or any of numerous available positions.

GSL-Guaranteed Student Loans. Even if you are not eligible for other kinds of financial aid, you may apply for a Guaranteed Student Loan through a bank, credit union or savings and loan association. The federal government will pay the annual interest while you are in school. Repayment begins six months after graduation or withdrawal from school. Applications are available in the Financial Aid Office. When a student withdraws, any refund resulting from a Guaranteed Student Loan will be returned to the original lender and *not* to the student.

STATE

MSG-Missouri Student Grant. State grants are available for qualified Missouri students. These grants which range up to \$1,500 per academic year, are determined by family size, financial resources and educational cost. To be eligible, the student must demonstrate financial need through the American College Testing Program Family Financial Statement or the College Scholarship Service Financial Aid Form.

Students must also:

be a Missouri resident and an undergraduate, having never received a baccalaureate degree.

be a full time student, attending a fully accredited college.

contribute a minimum of \$450 from his or her own resources toward the cost of a college education.

All of these programs set limits on the total amount of aid you can receive or number of years you can receive it. It is important to know these limits so that you can make other plans for financing that part of your education which exceeds the limits.

SCHOLARSHIPS

PRESIDENT'S HONOR SCHOLARSHIP. Each year Lindenwood awards, on a competitive basis to a limited number of outstanding high school seniors, a President's Honor Scholarship of up to \$1,000. Students should rank in the upper 10% of their graduating class and score above average on either the Scholastic Aptitude Test (SAT) or the American College Test (ACT).

Recipients of these awards are also expected to be active and contributing members of the student body.

GENERAL COLLEGE SCHOLARSHIPS. Lindenwood General College Scholarships are designated for worthy students who may not meet all qualifications for the President's Honor Scholarship but nevertheless have high academic achievement and have been active in high school activities. These awards are generally stipends of \$500.

Student stipends are generally awarded in the Spring months. It is recommended that students applying for Lindenwood Scholarships have their applications in prior to April 15, 1981. Students are permitted to apply after this date but must realize funds are limited.

ATHLETIC SCHOLARSHIPS. Athletic Scholarships of up to \$500 are available to students who have demonstrated abilities in athletics and upon favorable recommendations.

PRESBYTERIAN SCHOLARSHIPS. Depending on the amount of scholarship money given by the Presbyterian synod each year, Lindenwood is able to award Presbyterian Scholarships.

All scholarship applications are to be made in writing to the Financial Aid Office.

STUDENT EXPENSES

1981-82 Student Expenses

Tuition and Fees (see Calendar for payment schedule)

LINDENWOOD I AND II Undergraduate Academic year September through May \$4,100

Tuition for Fall semester in the amount of \$2,050 for 12-16 credit hours.

Tuition for Spring semester in the amount of \$2,050 for 12-16 credit hours.

Students enrolled in either or both of the above semesters may take four credit hours in the January term between these semesters without additional tuition charges. New students beginning in the January term are required to pay the per hour charge and receive a credit for the amount on the Spring semester tuition up to four semester hours. If a student elects off-campus study during the January term, travel and living expenses are to be borne by the student.

LINDENWOOD I AND II Graduate

Tuition for graduate students is charged at the rate of \$150 per semester hour.

LINDENWOOD III Evening Division

Tuition for Undergraduate students is charged at the rate of \$100 per semester hour.

Tuition for Graduate students is charged at the rate of \$150 per semester hour.

LINDENWOOD IV Individualized Education

Tuition for Undergraduate students is charged at the rate of \$133 per semester hour. Normal load is 10 hours per trimester.

Tuition for Graduate students is charged at the rate of \$148 per semester hour. Normal load is 9 hours per trimester.

LINDENWOOD I, II AND III Part-Time Students

Part-time students are those enrolled for fewer than 12 semester hours during Fall or Spring semesters. Part-time students may enroll for January term courses.

The charges for Part-time students are as follows:

Day (Undergraduate)	\$125 per semester hour
Evening (Undergraduate)	\$100 per semester hour
Day (Graduate)	\$150 per semester hour
Evening (Graduate)	\$150 per semester hour

ROOM AND BOARD (Per Year)

\$2,700 - \$3,200

Lindenwood offers several types of accommodations for on-campus resident students. Room and Board charges will vary from \$2,700 per year to \$3,200 per year depending upon the accommodations. The \$2,700 charge is for occupancy of one bed in a double room not air-conditioned and Board. The \$3,200 charge is for a single room air-conditioned and Board. Options exist for both single and double rooms, air-conditioned or not air-conditioned subject to availability.

A reservation deposit of \$100 is required to reserve a room and a contract for the entire year including the January term must be signed before occupancy. The deposit is non-refundable but will apply to the first semesters charge. Room and Board contracts are payable one half each semester on the same dates as the tuition charges.

The Lindenwood Colleges reserve the right to change fees or tuition at the beginning

of any term. No student may register for a subsequent term nor occupy a room in a residence hall until all past due bills are paid. All bills must be paid before a diploma, certificate, or transcript is issued or a degree conferred.

APPLICATION FEE

New students will pay an application fee of \$25. This fee is for evaluating and processing the application for admission, the transcript of academic record, and such other data as required in support of the application. The application fee is not subject to refund whether the applicant is accepted or rejected and is not applied on the account.

ADDITIONAL CHARGES (when applicable)

Laboratory Fees	\$30
Studio Fees	\$60
Student Teaching Fee (paid at beginning of Senior year)	\$135
Evaluation of Practicum Credit (per semester hour)	\$50
Critical Life Experience Credit (per semester hour)	\$50
Applied Music (individual lessons in piano, voice, orchestral instruments and organ per semester hour)	\$100
Applied Music (Group lessons as above per semester hour)	\$50
Applied Music (Additional charge for applied Music if the instructor is a member of the St. Louis Symphony)	\$20
Overload Fee (Charge to full-time students who take more than 16 hours during the fall or terms or more than 4 hours in January per semester hour)	\$110

OTHER FEES

AUDIT FEES—Courses may be audited for a fee of 80% of the regular tuition charge. There is no transcript entry for credit or grade earned for auditing a course. When additional charges for materials or other fees apply they are assessed in addition to the audit fee.

PARKING PERMITS—Resident Students (Dormitory) with automobiles on campus are issued parking stickers at no charge for on-campus parking. A fee of \$25 is assessed all others for use of campus parking lots annually. Automobiles without permits or illegally parked will be ticketed or towed away.

COURSE CHANGE—A fee of \$15 will be charged for each course change. A course change is defined as: (1) drop one course and add another, (2) drop a course, or (3) add a course. There are no exceptions to this charge.

LATE PAYMENT—All charges are due and payable according to a published payment schedule. Accounts not paid when due are subject to a late payment penalty of \$100.

DEFERRED PAYMENT PLANS

Realizing that many parents prefer to pay for educational expenses on a monthly basis, we participate in the National College Payment Plan. This is a new program which combines an insured monthly savings plan with government-subsidized Guaranteed Student Loans.

The NATIONAL COLLEGE PAYMENT PLAN provides the student with a direct source of Government-Subsidized Guaranteed Student Loans. The parent's monthly payments to the plan provide the funds to meet term charges in excess of those paid by the student loans and accumulate funds which may be used to repay the student loans

in full when they are due. The student's education is protected with life and disability insurance on the parent.

For information about the plan, write to:

NATIONAL COLLEGE PAYMENT PLAN, 53 BEACON STREET, BOSTON,
MASSACHUSETTS 02108

STUDENT INSURANCE

All full-time students are entitled to use the Lindenwood Colleges campus Health Service. Certain services for testing, x-rays, medications and referrals are billable charges. Students not otherwise covered by health insurance should enroll in the student health insurance program.

The plan provides scheduled benefits with a maximum of \$7,500 per sickness or accident. The premium is \$60.00 per year (subject to change according to premium charged by the underwriter). Brochures and information are obtained from the Dean of Students Office.

Withdrawal Terms

Each student is entered for the college year and is accepted with the understanding that he or she will remain for the final examinations at the end of the college year.

A student classified as full-time, taking 12 semester hours or more, at registration will not be reclassified during the term as part-time even though, through the drop-add process, he or she is enrolled for fewer than 12 semester hours.

Refund Policy

Full-time students withdrawing from The Lindenwood Colleges and part-time students withdrawing from a course may receive a refund of tuition. The amount of the refund is determined by the date upon which written notification or intent to withdraw or to change the student's schedule is received in the Registrar's Office, and *not* on the date of the last class attended, unless the two dates coincide.

If a course is cancelled by the College, the student is entitled to a full refund of tuition and fees for that course.

The following policy is in effect for Day, Evening, Graduate, and Lindenwood IV students. Refunds will be made as follows:

- a. Prior to the student's first day of scheduled instruction following enrollment in any class: 100%
- b. During the student's first week of scheduled instruction following enrollment: 75%
- c. During the student's second week of scheduled instruction following enrollment: 50%
- d. During the student's third week of scheduled instruction following enrollment: 25%
- e. After the student's third week of scheduled instruction following enrollment: no refund

No refund is made for the January Term if a full-time student chooses not to enroll. Part-time students who withdraw from a day or evening course during the January Term may receive a refund of tuition paid according to the following schedule:

- a. Before the first day of class or if the course is cancelled: 100%
- b. By the end of the first week of classes of the January Term: 50%
- c. After the end of the first week of classes: no refund

Summer school withdrawal policy is based upon the January Term criteria.

No refund for room charges can be made for a term after a student has occupied a room. Board charges will be refunded for a student who totally withdraws on a pro rata basis. Any request for a cancellation of board charges for health reasons must be made through the College Health Service.

General Business

All remittances should be mailed to The Lindenwood Colleges, c/o Business Office, St. Charles, Missouri, 63301.

When students have been accepted for admission, parents and guardians accept all the conditions of payment and regulations of the college.

Diplomas and transcripts will not be issued and registration for additional courses is not permitted until all college accounts are paid in full or satisfactory arrangements for payment are made.

The college is not responsible for loss due to fire, theft, or any other cause. Students who wish to insure against these risks should do so individually.

ACADEMIC PROCEDURES— Lindenwood Colleges I, II, and III

Calendar

The Lindenwood Colleges I, II and III use the 4-1-4 calendar. The fall term begins in September and ends before Christmas. The spring term begins in February and ends in May.

During the one-month January term, no more than 4 credits can be taken, providing an unusual opportunity for independent study and research both on and off campus. Courses offered in the January term are those that are particularly adaptable to the intensive approach the term provides.

Lindenwood IV uses a trimester calendar. The fall term begins in October and ends in January. The winter trimester begins in February and ends in May, and the summer trimester begins in June and ends in September.

Transfer Credits from Another College

Students transferring from an accredited college or university of higher education should consult with the Registrar's Office for an assessment of credits. No credit will be given for subjects with a grade lower than "C" or a grade of "Pass."

Credit transferred to Lindenwood from a two year College cannot exceed 66 hours of satisfactory course work or the appropriate number of credits required for the associate degree at that college.

Credits earned at other institutions will be evaluated after all official documents have been received. If courses contain similar or like content and credit, they will transfer as the equivalents of this institution's courses and credits. If the content is unlike any course offered at Lindenwood but within our program of studies, elective credit may be granted. The appropriate department will determine if and how the evaluated transfer credit may be used to meet program requirements.

A student at Lindenwood who plans to take courses at another college or university while pursuing a degree at Lindenwood must first obtain permission for the transfer of these courses to Lindenwood from the Dean of Faculty and in consultation with the student's academic advisor.

Residency

Any student not previously enrolled in one of The Lindenwood Colleges who enters with 90 credits or more must complete a minimum of 30 semester hours at Lindenwood, six hours of which must be in his/her major as approved by the appropriate department.

Returning to the Lindenwood Colleges

Students who have initially enrolled at The Lindenwood Colleges but have not re-enrolled for classes during the previous year will be admitted as returning students. Returning students will be required to follow the catalog in effect at the time of re-enrollment.

Student Course Load

Students carrying less than 12 credit hours of course work are considered part-time students. Students carrying 12 or more credit hours are considered full-time students.

Those students who wish to enroll for more than 16 credit hours must have the approval of their Academic Advisor and the Dean of Faculty.

One-Half Tuition for Persons 65 Years of Age or Older

Persons 65 years of age or older are assessed tuition at a rate of 50 percent of regularly established tuition for credit courses or non-credit courses. All other applicable fees are assessed at the full rate.

Transcripts

All information in each student's personal College record folder is considered confidential information and is issued only to authorized individuals. Requests for transcripts from any individual or agency will not be filled until authorization has been received in writing from the individual student.

A fee of \$2.00 is charged for each transcript requested. LC IV students pay \$3.50 per transcript.

A transcript will not be issued when the student is delinquent in payment of tuition, has not returned library books, or when there are other unfulfilled obligations to the College.

A request for a transcript should be made either on a transcript request form or by letter to the Registrar's Office.

Delinquent Accounts

Students must meet all financial obligations to the College in order to qualify for continued enrollment.

This means that each student must, each semester, pay all money due to the College, including tuition, fees, traffic fines, library fines and any other financial obligations.

Students with delinquent accounts can expect the following:

1. Registration for a succeeding semester will not be allowed.
2. A transcript will not be issued.
3. The student will not be permitted to graduate.

Correspondence Work

A maximum of 6 semester hours of academic work taken through correspondence may be credited toward a degree. This work may satisfy subject requirements with prior approval by the respective departmental chairperson and the Dean of Faculty.

Advanced Standing

The Lindenwood Colleges subscribe to the philosophy that the academic placement function of the college includes helping students to identify their stage of educational development and to move on toward their goals at the most efficient rate possible. Advanced standing is the administrative placement of students beyond introductory course(s) in a curriculum, allowing college credit for subject matter and/or other appropriate training. Students must submit transcripts of previous academic study, results of examinations or proof of occupational experience to be granted advanced standing.

Advanced standing may be granted to students who successfully complete examinations in any of the following standardized tests:

1. CLEP credits are accepted for students of all ages in each of the general examinations (except English) and may be allowed for specific subject-area tests with the approval of the appropriate departments. Students are awarded the equivalent of three hours of credit for each general examination successfully completed at the 50th percentile or above. CLEP examinations are conducted regularly at various locations in the St. Charles/St. Louis area. Information on these tests may be obtained from the Admissions Office or the Registrar's Office.
2. USAFI Credits for Advanced Standing. The Lindenwood Colleges will award specific course credit for acceptable scores on USAFI (United States Armed Forces Institute) college-level examinations as reported on the USAFI form "Official Report of Educational Achievement through the United States Armed Forces Institute," Madison, Wisconsin, 53713. Students must have the official USAFI form sent to the Registrar's Office for evaluation.
3. Advanced Placement Program for Advanced Standing. Specific college course credits will be granted for scores of 3, 4 or 5 on the Advanced Placement Examinations of the College Entrance Examination Board. Students must have official AP scores forwarded from the Educational Testing Service to The Lindenwood Colleges for inclusion in the permanent record in the Registrar's Office.

Credit by examination based on standardized test procedures and awarded by The Lindenwood Colleges may be applied to all appropriate general and specific requirements for any Bachelor's Degree.

Course Grade Appeal Procedures

Students who wish to appeal a grade should first contact the course instructor. If the matter cannot be resolved at that level, the student may appeal in writing to the appropriate department chairperson, and, if necessary, to the Dean of Faculty.

Enrollment Procedures

Students are admitted to class only when they are properly registered and have paid all tuition and fees. Students registered for 12 or more credits are full-time students, while students taking more than 16 hours are charged an extra amount per credit hour in addition to the full-time tuition rate. Part-time students are assessed tuition and fees on a per credit hour basis. Registration procedures and class schedules are published prior to the beginning of each semester. A schedule of classes can be obtained at the Registrar's Office, Roemer Hall, Room 113.

Student Responsibility

Registration at The Lindenwood Colleges means a commitment to seriousness of purpose, academic integrity, and a high standard of personal and social behavior. Students are expected to be cooperative and responsible members of the College community, to comply willingly with College regulations, and to abide by local, state and federal laws.

Change in Registration/Drop and Add

Changes in registration include dropping a course, adding a course, or transferring to a different course section. All students must complete the appropriate forms when making changes to their schedule of classes after registration. Changes and refunds are effective at the time requested and approved. Students are responsible for notifying the Registrar's Office of any changes in their schedule in order to maintain an accurate record at the College.

Withdrawal Procedure

Students who have been properly registered in courses but desire to withdraw from any or all courses must:

1. Complete a withdrawal form in person through the Registrar's Office; requests are not accepted by telephone.
2. Secure the instructor's and advisor's signature.
3. Complete an exit interview with a member of the Dean of Student's Office, if withdrawing from all courses.
4. Obtain all the necessary signatures.

A student will have to the end of the ninth week of the regular semester, second week during the January and short Summer Terms, and end of the fourth week during the long Summer Term, to withdraw from an individual class or classes with a letter grade of W.

The official last date to withdraw will be announced by the Registrar each term.

Failure to withdraw by the indicated deadline of a given term will result in receipt of the grade earned in a course. When a student withdraws, any refund resulting from a Guaranteed Student Loan will be returned to the original lender and *not* to the student.

Course Proficiency

Students who wish to demonstrate prior proficiency in a course subject must be in good standing with the College and cannot have previously enrolled in the course they plan to challenge. Students must have completed courses or be enrolled at the time they challenge courses by proficiency examination. Only credit courses may be challenged. It is usually not recommended that students complete less advanced courses through proficiency exams if more advanced courses have already been completed.

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Credit hours earned by proficiency are not considered part of the student's academic load for reports to Selective Service, Social Security, Veteran's Administration, and similar agencies. Credits earned through proficiency are not applicable toward fulfillment of The Lindenwood Colleges' residency requirements for graduation (30 semester hours) and are not computed into the grade point averages.

Application for Graduation

Students who expect to graduate must complete an Application for Graduation by the end of the eighth week of their final semester. Applications for Graduation are available in the Registrar's Office. Applications received after the deadline may not be honored until the next semester.

Credit

The unit of credit of The Lindenwood Colleges is based on the 4-1-4 semester system with the academic year divided into two fourteen-week semesters and one four-week January Term. All credits have been established under recognized collegiate guidelines with contact hours corresponding to regulation credit hours awarded within the framework of performance criteria.

General Grading System

Students may earn grades of A, B, C, D, F, W, INC., P, and Audit. A mark of A represents work outstanding in quality; it indicates that the student has shown initiative, skill and thoroughness and has displayed originality in his thinking. The B grade is awarded for work of high quality, well above average. The grade of C indicates average work and satisfactory completion of course requirements. The D grade represents work below the average in quality. Although this grade indicates minimal capability in a subject, credit is given. An F grade indicates that one's course work has been unsatisfactory. No credit is given. W indicates an official withdrawal. P indicates satisfactory completion of a course taken on a Pass/Fail basis.

A grade of INC (incomplete) is given at the end of a term only for failure to complete course work because of exceptional circumstances acceptable to the instructor. An INC grade must be resolved within the first six weeks of the next 14-week term or it automatically becomes an F.

Any request for an extension of time to complete an INC grade must be submitted to the Registrar no later than two weeks before the date the grade is due. Such requests then will be sent to the Educational Policies Committee to be considered for approval.

Grades are issued to all students at the end of each term. D and F warning notices are sent to the student, his advisor and the Academic Dean after midterm examinations, during the eighth week of the 14-week term. Cumulative records are maintained for each student on individual transcripts.

Prerequisites

A prerequisite is a course requirement - or its equivalent - that must be met before a student is admitted into a course. A prerequisite may be a specific high school course, another Lindenwood College course, or demonstrated proficiency. Prerequisites may be waived on the basis of proficiency testing and/or the recommendation of an appropriate faculty member or department chairperson.

Courses must be taken in sequence according to prerequisites; courses taken out of sequence must be approved by the appropriate department chairperson.

Special Opportunities for High School Students

High school students, through special agreement with The Lindenwood Colleges, are eligible to enroll in college credit classes on campus while still in attendance at their high schools. Students are assessed only a transcript fee. The credits and grades are held until the student wishes to utilize them in a college setting, at which time the student pays the appropriate tuition and fees currently in effect. An official transcript then will be prepared and maintained permanently in the Registrar's Office.

High School Course Offerings

The Lindenwood Colleges offer courses for high school students at specific off-campus locations. Students pay the required tuition and fees and receive the appropriate credit upon satisfactory completion of courses. Additional information is available in the Evening College Office.

Classification of Students

Academic progress is calculated in semester hours. To be classified as a sophomore, a student must have successfully completed at least 30 hours; to be classified as a junior, at least 60 hours; to be classified as a senior, at least 90 hours. The classification of a student is changed only at the end of the fall and spring terms.

Academic Load

A full-time student is one taking 12 hours or more per 14-week term. A part-time student is one enrolled in fewer than 12 hours per 14-week term.

120 semester hours, including required Physical Education, are necessary to complete the Bachelor's degree. Missouri students expecting to qualify for Missouri State Grant funds are required by the state to be enrolled in a minimum of 12 hours per 14-week session.

A full-time student may carry a maximum of 16 hours per 14-week session during the normal academic year without additional charge, with the exception of fees as stated for specific courses and science laboratory courses.

Hours in excess of 16 during the 14-week term are subject to an overload fee and must be approved by the Dean of Faculty. Four hours are considered a full load in the January term. Any work beyond four hours must be approved by the Dean of Faculty and is subject to an overload charge.

The student is expected to register on the official registration day for each term or at designated preregistration times.

Students can register or make program changes in their schedule no later than the first week of any given semester; after that time, individual instructors have the final prerogative to determine if a student can enter a class at this late date.

Arrangement of Course Schedule

The course of study is planned in consultation with the student's faculty advisor, usually during the pre-registration periods. The faculty advisor should be consulted during each term to review the student's program, progress and subsequent plans. The opportunity which the student is given in planning an individualized academic program makes regular consultation with a faculty advisor essential. Regular consultation will help ensure that the student takes full advantage of the resources of the Colleges. It is the student's responsibility to be aware of the academic requirements appropriate for his/her degree.

Independent Term

Any junior or senior student in good academic standing may select two faculty members and, with their approval and assistance, write a proposal that will define an independent program of study for a regular term. This program will be individually designed to meet a particular goal or need of the student. It can involve participation in classes, tutorials, and field work, on or off campus, or a combination of these. The student will be entitled to attend any class on campus during that term with the instructor's approval.

Approval of an independent term proposal can be granted only by vote of The Lindenwood Colleges Educational Policies Committee after an examination of the documents and an oral discussion with the student and the sponsoring faculty.

Attendance

The faculty has adopted the following statement of policy regarding the student's class attendance:

1. It is desirable that the student attend each meeting of each course.
2. The responsibility for a student's educational program rests with the individual. Every student must adapt to the attendance requirements of each course. Except for absences before and after holidays and officially excused absences for field trips or because of illness, attendance requirements in each course are set by the instructor.
3. All students are expected to attend the last meeting of a course before a vacation period and the first meeting of a course following a vacation period. Only in rare instances involving clear emergency will such absence be excused.
4. In case of unsatisfactory work due to excessive absences from class, the instructor may give ample warning to the student that his work is unsatisfactory and may report a final grade of F to the Registrar.
5. Persons receiving benefits from the Veterans Administration are governed by special regulations concerning class attendance. (See VETERANS BENEFITS.)

Final Examinations

When a final examination is included as part of a course requirement, the faculty member will adhere to the final examination schedule that is established by the Registrar. If a final examination is not given, the class still must meet for a session during that period. Only in rare instances involving clear emergency will the student be allowed to take final examination(s) at an earlier date, and approval must be granted by the Dean of Faculty.

During the final term prior to graduation, graduating seniors may be exempt from final examinations in those courses in which they have a grade of B or better. Arrangements for the exemption must be initiated by the student and are subject to the instructor's approval.

The Pass/Fail Option

The Pass/Fail option is designed to encourage the student who wishes to venture into a field of knowledge relatively unknown or difficult without the fear that unsatisfactory performance will impair one's academic standing.

Except for the freshman student in his/her first term, any student who has at least a 2.0 grade point average and is carrying a normal load, including the Pass/Fail course, is

eligible. Only four requirements limit the student's freedom to elect the Pass/Fail option:

1. Students have seven days into a term to make a change in registration to take a class on a Pass/Fail basis or take it for credit.
2. Only one Pass/Fail course may be taken in any one term.
3. No more than five Pass/Fail courses will be recorded on the student's scholastic record and counted among the courses required for graduation.
4. The Pass/Fail option may not be utilized in distributive or required general education courses or for courses in the student's major.

Scholarship Standards

The following standards of scholarship have been established:

1. To qualify for graduation, a student must attain a cumulative grade point average no lower than C (2.0). Failure to maintain established standards of scholarship will result in probation, suspension, or dismissal from the College. The January Term grade will apply only to the cumulative point ratio.
2. A student will be placed on probation at the end of any term in which he/she falls below the established standard. If that standard is not attained by the end of the following 14-week term, the student may be suspended or dismissed from the College.

Regulations concerning probation are as follows:

1. A student who received an F in one-half or more of the courses taken in either a fall or spring term will be put on probation and must have the permission of the Dean of Faculty to continue in the next term.
2. A student on academic probation may not receive a grade of incomplete.
3. All students whose grade point averages fall below the standards of 2.0 and 3.0 set for undergraduate and graduate students respectively will be placed on cumulative probation as well as term probation.

Dean's List

Immediately following the close of the fall and spring terms, the Dean of Faculty announces the names of the full-time students who have achieved a grade point average of at least 3.5.

Dismissal

The Colleges reserve the right to request at any time the withdrawal of a student who is unable to meet academic standards, or whose continuance in college is felt to endanger the student's own health or that of others, or who does not observe the social regulations or standards of conduct of the Colleges.

Withdrawal from the Colleges

Any student who decides voluntarily to discontinue studies at The Lindenwood Colleges at any time after the term has begun must immediately notify the Dean of Students. This also applies to students who are not graduating, but do not plan to return to Lindenwood following the end of any term.

Readmission

In all cases of readmission, students who have discontinued study at Lindenwood

voluntarily or who have been suspended for academic or other reasons must make application to the Dean of Faculty. Readmission may be granted if the applicant presents clear evidence of ability as well as both social and academic motivation for successful college work.

Veterans' Benefits

Because of requirements imposed by the Veterans' Administration, and as a condition of being certified to receive benefits from the VA, the student receiving such benefits acknowledges the following policies which may differ from those required of other students at Lindenwood:

- (1) The college will notify the VA of all terminations, interruptions, or any change in clock-hour load within thirty days. This may change the benefits available to the student.
- (2) The student accepts the responsibility of notifying the Registrar and his/her advisor immediately in case of withdrawal from any course.
- (3) The student accepts the responsibility of notifying his/her instructors of any expected absence from class. A student may be withdrawn by the colleges for any excessive absences.
- (4) The Veterans' Administration will be informed that progress is no longer satisfactory with an accumulation of 12 or more hours of "F" grades.
- (5) L.C. IV students receiving benefits through the Veterans' Administration must comply with the school's general policies regarding withdrawal, attendance, and satisfactory progress.

Auditing Courses

Unless restricted in the course description, a student may register for any lecture course as an auditor. Students are not permitted to audit skill courses involving extensive supervision by the instructor. The student will be expected to attend all regularly scheduled classes. No credit can be earned or later claimed by the student who audits a course. A student has seven days into a term to make a change in registration to audit a class or to take it for credit.

Honors Day

In the spring of each year, The Lindenwood Colleges hold a general convocation at which students who have served as campus leaders, have achieved departmental honors, have been named to honor societies, or whose academic achievement has been particularly outstanding during the year are given special recognition.

Graduation Counseling

While faculty advisors and the Registrar are ready at any time to counsel seniors on requirements for the student's major as well as general degree requirements, it is the responsibility of the student to verify eligibility for graduation with both advisor and Registrar before the term in which the degree is to be completed.

Graduating Seniors - Transfer Credit

A student who lacks no more than 9 semester hours to complete the 120 semester hours required for the degree may obtain the necessary credits at another accredited institution and return credit to Lindenwood. Completion of course requirements under this arrangement must be achieved within one calendar year.

Graduation with General Honors

The Lindenwood faculty awards general honors for distinguished academic achievement to those students who have completed all degree requirements. Honors are based upon the cumulative grade point average. Students whose cumulative grade point averages fall within the following ranges are eligible:

The student who achieves a cumulative grade point average between 3.70 and 3.85 receives the degree *cum laude*.

The student whose cumulative grade point average is between 3.86 and 3.93 receives the degree *magna cum laude*.

The student who achieves a cumulative grade point average of 3.94 or above receives the degree *summa cum laude*.

Departmental Honors

Seniors with a high record of achievement may elect to do individual work of an advanced quality in their major fields. A course designated 499 may be, upon petition to the Educational Policies Committee, expanded to a two or three term course which may lead to graduation with Departmental Honors. The project may be a research problem or a creative undertaking, such as a composition in music or in art, or an inter-disciplinary project.

To qualify for the Departmental Honors Program, the student is expected to have a grade point average of 3.00 or higher. An application in writing must be made to the chairman of the Educational Policies Committee. The project must be two or three terms in duration and will carry three semester hours credit each term. The project must be completed and a final report submitted by April 1 preceding the student's graduation date.

An oral examination will be given by the committee covering the material contained in the report. Depending upon the quality of the report and the results of the oral examination, the committee may award the student's work with a grade and Honors, High Honors, or Highest Honors in the department in which the work was undertaken. The award of Honors, High Honors or Highest Honors will be listed on the commencement program and made a part of the student's permanent academic record.

Course Numbering

100-199	An introductory course open to all students without prerequisites
200-299	A more specialized course open to all students without prerequisites
300-390	Courses having prerequisites
391, 392, 393	Undergraduate Independent Study courses
400-499	Senior level courses, including 400-Field Study (3 hours credit), 450-Internships (6 or more hours credit), and 499-Honors project (6 credit hours).
500-599	Graduate courses

The letter T following a course number indicates a tutorial.

The letter L following a course number indicates a lab.

The letter J following a course number indicates the course is offered only in January.

Grade-Point Average

The Lindenwood Colleges operate under a 4.0 grading system. An A carries 4

quality points; a B, 3 quality points; a C, 2 quality points and a D, one quality point. A grade of F carries no quality points and no credit. A course worth 3 semester hours in which a student has earned an A will merit 12 quality points, etc. The grade point average is computed by dividing the total number of quality points earned by the total number of semester hours taken. Total cumulative grade point averages include the number of hours accepted in transfer.

In the Pass/Fail courses only the Pass grade is recorded; it is not used in calculating the grade point average.

ACADEMIC PROGRAMS

Major Fields and Divisions

The Lindenwood Colleges I, II and III offer academic majors leading to the Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Music Education, and Bachelor of Science degrees at the undergraduate level and the Master of Arts and Master of Science degrees in Education, the Master of Business Administration degree, the Master of Science degree in Administration, and the Master of Fine Arts degree in Theatre at the graduate level. Specific degree requirements are listed in the sections of the catalog which describe particular academic programs. Major requirements are listed along with the courses of instruction in the sections following descriptions. In addition to the standard majors, a contract degree program is available to enable students to design their own majors.

Arts and Humanities

The Division of Arts and Humanities offers program majors in Art History, Studio Art, English, French, Spanish, Mass Communications, Music, and Theatre Arts leading to the Bachelor of Arts degree. This degree requires the completion of two years of a foreign language.

A major in Studio Art, Mass Communications, Music, and Theatre arts also can lead to the Bachelor of Science degree.

A major in Studio Art can lead to the Bachelor of Fine Arts degree and a major in Music can lead to the Bachelor of Music or Bachelor of Music Education degree.

Courses are also offered regularly in Classics, Philosophy, and Religion, but no program major is available in these subjects.

Natural and Social Sciences

The Divisions of Natural and Social Sciences offer program majors in Biology, Business Administration, Chemistry, Elementary Education, Education (with major in subject area), History, Mathematics, Medical Technology, Nursing, Physical Education, Political Science, Psychology, Sociology, and Special Education (L.D. and E.M.R.). These majors may be pursued for either the Bachelor of Arts or Bachelor of Science degree.

Associate in Science degrees in Business Administration and Applied Psychology are available in the Evening College (Lindenwood III). The Associate in Science degree in Fashion Merchandising is offered for day students (Lindenwood I, II).

Courses are offered regularly in Anthropology, Economics, and Physics, but no program major is available in these subjects.

Interdisciplinary

An interdisciplinary Bachelor of Arts degree program is offered in the field of International Studies.

BACHELOR'S DEGREE REQUIREMENTS FOR LINDENWOOD I, II, AND III

1. A minimum of 120 semester hours for graduation
2. Six semester hours of English Composition (ENG 101, 102)
3. Demonstrated proficiency in Algebra (by examination or successful completion of MTH 100)
4. History 100
5. Humanities 110
6. The Lindenwood Colloquium (LLC 300)
7. Distributive Electives
8. Twelve semester hours of a foreign language (B.A. degree only)
9. Two Physical Education courses (Lindenwood I and II only)

Note: Veterans of military service and students with physical handicaps may apply for exemption from the Physical Education requirement.

DISTRIBUTIVE REQUIREMENTS

Bachelor of Science, Fine Arts, Music or Music Education

Humanities Subjects: 9 semester hours, 3 of which must be HUM 110.

Social Science Subjects: 9 semester hours. Any three Social Science offerings other than HIS 100 may be used provided that no two are in the same department.

Natural Science and Mathematics Subjects:

Natural Science: 6 semester hours, 3 of which must be chosen from:

BIO 101, 102 General Biology

CHM 151, 152 General Chemistry

PHY 151, 152 Introductory Physics

and an additional 3 semester hours chosen from the above or from:

BIO 110 Field Biology

BIO 162 Environmental Biology

SCI 101, 102 Introduction to Science I and II

SCI 150 Energy and Society

CHM 140 Introductory Chemistry

Mathematics: completion of one of the following courses:

MTH 101 Concepts of Mathematics

MTH 104 Algebra and Trigonometry

MTH 105 Basic Geometry

MTH 106 Basic Statistics

MTH 171 Calculus I

Or for students whose major programs do not require proficiency in Mathematics (beyond the all-college Algebra requirement) Philosophy 202, Logic, may be taken instead of one of these courses in Mathematics.

Note: Beginning students will be given a placement test to determine their knowledge of Algebra; those who pass the test are not required to take MTH 100; transfer students will be evaluated individually to determine their standing with regard to the Algebra requirement.

Bachelor of Arts Degree

Humanities Subjects: 6 semester hours, 3 of which must be HUM 110.

Social Science Subjects: 6 semester hours; any two Social Science offerings other than HIS 100 may be used, provided they are not in the same department.

Natural Science and Mathematics Subjects: completion of one course from the primary group of Natural Science courses listed above and one course from the Mathematics list above or Philosophy 202, Logic.

Knowledge in depth of a foreign language, to be acquired by completion of four courses in one foreign language. Students for whom English is a second language may use English language courses to satisfy the foreign language requirement for the Bachelor of Arts degree.

Associate in Science Degree

The graduation requirements for the Associate in Science degree in Business Administration, Applied Psychology, and Fashion Merchandising include a minimum of 66 semester hours, including two courses in English Composition (ENG 101, 102), demonstrated proficiency in Algebra (by examination or successful completion of MTH 100), History 100, Humanities 110, and distributive requirements as described in each of the particular degree programs.

Contract Degree

The Contract Degree Program is designed to serve students whose educational or personal objectives cannot be met through one of the standard Lindenwood programs, but for which the Colleges have adequate faculty and other resources. Supervision of the program is provided by a Review Committee comprised of the Academic Dean and members of the faculty.

The basic degree requirements for all bachelors degrees are maintained. These include two courses in English Composition (ENG 101, 102), demonstrated proficiency in Algebra (by examination or successful completion of MTH 100), History 100, Humanities 110, The Lindenwood Colloquium (LCC 300), the appropriate distributive requirements for the degree sought, 120 semester hours for graduation, and standard grading practices.

Policies and Procedures for the Contract Degree

1. Ordinarily, a contract may be formulated no sooner than the end of the Freshman year and no later than the end of the first half of the Junior year.
2. A student interested in the Contract Degree will choose an advisor from the faculty who, with the student, will develop a committee of faculty members from disciplines covered by the contract.
3. The student, the faculty advisor, and the faculty committee then will draw up the desired contract and submit it to the Review Committee, which will evaluate the contract and make recommendations concerning its adoption. Each year, prior to pre-registration, contract students, their advisors, and their faculty committees should issue reports to the Review Committee on the progress of the contracts.
4. Upon completion of the requirements of the contract, the student's advisor and faculty committee, with the approval of the Review Committee, will indicate satisfactory completion of the contract to the Registrar, who is thereby authorized to recommend awarding of the degree at the appropriate time.
5. Dissolution of the contract and arrangements to return to a standard degree

program may be initiated at any time by the student or his/her faculty committee for approval by the Review Committee.

6. Formal notice of dissolution of a contract must be sent to the Registrar by the advisor, who then is responsible for directing the student into a standard degree program.

Note: The contract will contain a statement to the effect that the student recognizes that he/she is being certified for graduation only and that he/she has chosen to shape his/her program within the limits of the resources that can be provided by the Colleges.

Independent Study

For the advanced student with specialized educational or research interests, independent study opportunities are available in all disciplines. A student wishing to pursue independent study for academic credit should consult with his/her advisor and the faculty member(s) who will be responsible for supervising the work to be done. A maximum of 12 semester hours of independent study credit may be applied to any bachelor degree program. Associate in Science and graduate degree programs may utilize independent study credit on a selective basis according to the judgment of faculty advisors in consultation with the Dean of Faculty.

Practicum Credit

All degree programs of The Lindenwood Colleges are designed to permit the students to develop extramural opportunities of a practical nature for credit within a field of study. Practicum credit may be granted, for example, for work and study in nursing schools, in social service agencies, for laboratory experience, and for job experience in a variety of fields. A maximum of 27 semester hours of practicum credit may be applied to any bachelor degree program. Associate in Science and graduate degree programs may utilize practicum credit on a selective basis according to the judgement of faculty advisors in consultation with the Dean of Faculty.

Consortium Programs

The Lindenwood Colleges belong to a consortium of colleges of Greater St. Louis. The consortium includes Fontbonne College, Maryville College, and Webster College. Lindenwood students may enroll in courses offered by the colleges of the consortium and count those courses as part of their degree program. No additional tuition cost is involved.

Lindenwood/Washington University Three-Two Plan Leading to an Engineering Degree

The Three-Two Plan is a program designed to enable Lindenwood students to complete three years of study in the liberal arts and then to take a two-year intensive course at the Sever Institute of Technology of the School of Engineering and Applied Science of Washington University. At the end of the full course of study the student will receive a B.A. or B.S. degree from Lindenwood and a B.S. in Engineering from Washington University.

During the three-year liberal arts phase of the program, the student may select an area of concentration in any discipline as long as the following minimum requirements are met for entry into the engineering program: (1) a minimum average grade of B minus (courses with grades below C will not transfer); (2) calculus through differential equations; (3) one year of calculus-based physics; (4) one year of chemistry with laboratory; (5) one course in computer programming (waived for electrical engineer-

ing); (6) at least six courses in humanities and social sciences, with three of those courses being in a single field. For entry into Chemical Engineering, a one-year course in organic chemistry would have to be included.

Options for the student during the two-year engineering phase include concentrations in: (1) Applied Mathematics and Computer Science, (2) Chemical Engineering, (3) Civil Engineering, (4) Electrical Engineering, (5) Mechanical Engineering.

Lindenwood/George Warren Brown School of Social Work Three-Two Plan

The Lindenwood Colleges and the George Warren Brown School of Social Work at Washington University have a three-two arrangement by which qualified candidates may complete the baccalaureate degree at Lindenwood and the Master of Social Work degree at George Warren Brown in five years, rather than the normal six years. In order to accomplish this:

1. The student must complete all general education and departmental requirements for the Lindenwood degree in the first three years. Only electives may remain in the program at the time of entering the Masters of Social Work program.
2. The student must have an outstanding academic record and must apply to George Warren Brown School of Social Work for admission following the junior year.
3. Lindenwood will certify to George Warren Brown that the student has fulfilled all specific degree requirements and that the student will be eligible to graduate from Lindenwood on successful completion of the first year's work at the George Warren Brown School.
4. George Warren Brown will certify the successful completion of that year's work to Lindenwood, and the student will be eligible to graduate from Lindenwood while continuing as a student of Social Work for an additional year.

Junior Year Abroad

The Lindenwood Colleges require that all foreign study for which degree credit is given must contribute to the student's academic program. The student has two options: (1) an established program supervised by an American college or university with credits transferred to the Lindenwood transcript, or (2) independent study, either under the direction of a member of the Lindenwood faculty or under foreign instruction recognized by the sponsoring member of the Lindenwood faculty, for which papers, examinations, or other acceptable indications of achievement are submitted to establish credits. Either option must be approved by the department of study at Lindenwood which will recommend credit.

To be eligible for a foreign study program, the student must (1) have junior standing, except in unusual cases; (2) have a grade point average of 3.0; (3) have facility in the spoken language of the country to which he or she is going; (4) satisfy the committee approving the program that he or she has the self-reliance and maturity needed; and (5) have a definite educational objective acceptable to the chairman of the department which will recommend the credit.

Applications for study abroad must be filed with the appropriate department chairman and with the designated committee by February 1 of the year preceding the proposed program. Final approval of the program and of the credit to be granted after completion of the study rest with the Dean of Faculty who acts upon the recommenda-

tions of the department chairperson and the committee.

All responsibility for travel, finances, application for admission to a foreign institution when applicable, and other necessary arrangements rest with the student.

Washington Semester Program

Lindenwood is one of a limited group of liberal arts colleges invited by the American University in Washington D.C. to take part in its Washington Semester Program, in which students spend a term in the capital studying and observing the national government in action and meeting with major policy-makers and other persons prominent in national and international affairs.

The appointment is restricted to students in their junior year. Selection is based upon demonstrated abilities in scholarship and leadership. Instructional costs are covered by tuition paid to American University. Charges for room, board, travel, and incidental expenses must be met by the appointee. Students wishing to be considered for appointment should apply to the Washington Semester Advisor in their sophomore year.

Off-Campus Studies

Field Study and Internship

Field Study and internships are available in most areas of study and provide the opportunity to obtain academic credit by applying classroom knowledge to a career or other life-experience situation.

When two or more course credits are awarded, the experience is called an internship; less than two units of credit constitutes a field study.

Some students elect to enroll in field study and internship courses at the same time they enroll in regular on-campus courses. Other students elect to devote an entire term to an internship experience.

Application forms for field study and internships are available in the Registrar's Office. There is no extra charge for enrolling in a field study or internship.

The January Term

Since 1968, Lindenwood has offered a special four-week academic term in January which features courses of unusual interest and a variety of travel/study opportunities. Art, English, Foreign Language, History, Music, Physical Education, Biology, Sociology, and Communications Arts courses have been held in England, Italy, Greece, France, Sweden, Austria, Mexico, the Bahamas, and Washington D.C.

Most courses are conducted by Lindenwood faculty and are included in divisional or major-subject course listings. Students may also spend the January Term in field study, internship or self-designed independent study projects to be completed off-campus, either in this country or abroad.

Lindenwood Evening College

The Evening College is designed to meet the educational needs of adults employed during regular working hours. Anyone who has earned a high school diploma or an equivalency diploma may register for courses. Students should consult with a counselor to discuss the opportunities available so that suitable courses can be selected. Such consultations and application forms may be obtained by telephone or by personal visit to the campus.

The Lindenwood Evening College offers programs leading to an Associate in Science Degree, an Associate of Arts Degree, a Bachelor of Science Degree, and Masters Degrees in Administration, Business Administration, and Education. Course

work leading to these degrees can be completed entirely in the evening.

All students who wish to enroll in the Evening College and earn college credit towards a degree must be formally admitted. The admissions process requires:

- (1) An application for admission.
- (2) A one-time application/registration fee of \$25.
- (3) Receipt of official high school or college transcripts (or high school equivalency documentation).

These materials should be submitted directly to the Evening College Office, The Lindenwood Colleges, St. Charles, Missouri 63301.

Students may be permitted to register for and attend classes without being fully admitted. However, any credit earned will not be applied to a Lindenwood degree until admission to a program has been granted. In any event the \$25 application/registration fee must be paid not later than the time of registration.

Requirements for Degrees

Associate in Science Degree in Business Administration

Courses taken as a part of the Associate in Science degree may be applied to the bachelor's degree programs. The Associate degree requirements are as follows:

- (1) General: ENG 101 and 102
- (2) Distributional:
 - Six semester hours in Humanities including HUM 110
 - Six semester hours in Natural Science and Mathematics
 - Six semester hours in Social Science
- (3) Business Administration:
 - BA 102, 103, 200, 204, 205, 220, 303, and 307.
- (4) Related courses:
 - ECC 101, SS 310.
- (5) Electives in Business Administration:
 - Six semester hours.
- (6) Free electives:
 - Six semester hours.
- (7) Total requirement: 66 semester hours.

Associate of Arts Degree in Applied Psychology

Evening College students may pursue an Associate of Arts degree in Applied Psychology by completing a minimum of 66 semester hours in the appropriate areas of study. This degree is designed specifically for persons interested in serving as volunteers, lay counselors, or psychiatric assistants in social service agencies. The program is not intended to qualify individuals as professional counselors, but as support personnel who can render paraprofessional services under the supervision of licensed practitioners or agency directors.

- (1) General Requirements: ENG 101, 102
- (2) Distributive Requirements:
 - Six semester hours in Humanities, including HUM 110
 - Six semester hours in Social Sciences including HIS 100 and one other exclusive of psychology
 - MTH 106 and 3 semester hours in the Natural Sciences.
- (3) Psychology Course Requirements:
 - PSY 100, 101, 103, 201, 31, 32.
 - Six semester hours of PSY 194 (spread across two terms).

Three electives from the following: PSY 102, 202, 302, 310, 324, 341.

(4) Related Courses:

SOC 102, SS 310.

(5) Electives:

Six semester hours of elective courses.

Bachelor of Science Degree in Business Administration

The standard undergraduate degree in Business Administration is the Bachelor of Science in Business Administration. The basic requisites for this degree include the requirements for any Bachelor of Science degree (either day or evening). In addition to the all-college general education requirements, the degree in Business Administration requires:

Business Administration courses:

BA 101, 103, 200, 204, 205, 220, 303, 307.

Related courses:

ECC 101, 102, SS 310.

Electives in Business Administration:

Twelve upper division semester hours.

Free electives:

Thirty-nine semester hours, no more than fifteen of which may be in the Business Administration Department.

Total requirement: 120 semester hours.

For certain professional and governmental requirements, modifications in the basic B.S. degree requirements are made for students wishing to qualify. Specifically designated areas of emphasis are as follows:

(1) For Office Management emphasis within a major in Business Administration, eight of the twelve elective semester hours in Business Administration are changed to the following required courses:

BA 61 Intermediate Typewriting

BA 62 Production Typewriting

BA 301 Managerial Accounting

BA 370 Office Management

(Since BA 61 and 62 are each two semester hours, two semester hours remain as an elective.)

(2) For Professional Secretarial emphasis within a Business Administration major, the twelve elective semester hours plus five free elective semester hours must be replaced by the following required courses.

BA 61 Intermediate Typewriting

BA 62 Production Typewriting

BA 261 Elementary Shorthand

BA 362 Intermediate Shorthand

BA 363 Advanced Shorthand

BA 377 Secretarial Procedures

BA 301 Managerial Accounting

(3) For students interested in preparing for the Certified Public Accountant examination, a heavy concentration of courses in accounting, selected with approval of a faculty advisor, is recommended.

Students wishing to qualify for the B.A. in Business Administration degree, instead of the standard B.S. degree described above, must meet The Lindenwood Colleges' standard requirements for the B.A. degree.

Majors in Psychology

A major in psychology is available entirely in the evening. Individualized planning permits a wide variety of educational experiences in psychology to be worked into the typically tight schedules of evening students. Both the B.A. and B.S. degrees are available. See listing under Psychology for requirements.

Students who do not plan graduate study in psychology are encouraged to combine their interest in human behavior with studies in business, communications arts, sociology, biology, or other areas. Individually planned programs can prepare Lindenwood graduates for careers in business, including personnel, market research, and sales; in the helping agencies, including youth services, alcoholism treatment and drug abuse centers, social casework, and health education; and for creative roles in day care centers, nursing homes, and health care agencies.

A student concentrating in psychology also may elect to pursue the Human Resources Administration program by including PSY 324, Psychological Testing, in the psychology concentration and by developing a ten course emphasis in Business Administration: BA 102, 103, 200, 204, 205, 220, 240, 303, 307 and 348.

The Human Resources Administration program is designed to prepare students for the growing and increasingly complex field of personnel administration. It offers the psychology student vocational preparation within a liberal arts framework.

Degrees in Studio Art

The B.A. and B.S. degrees in Studio Art are available in the Evening College. The principal areas of study include: ceramics, design, drawing, painting, printmaking and sculpture.

The major in Studio Art for the B.A. and B.S. degrees requires a minimum of twenty-one semester hours in studio art courses and six semester hours in art history courses. No more than thirty-six semester hours in studio art and twelve semester hours in art history may be counted toward the graduation requirements of 120 semester hours. Requirements for the major include:

- (1) Introductory core: ART 106, 236, 208.
- (2) Drawing:
Three semester hours.
- (3) Three-dimensional area (ceramics, sculpture, other):
Three semester hours.
- (4) Studio Art Electives:
Three to fifteen semester hours in which an area of emphasis should be developed.
- (5) Art History:
Six to twelve semester hours.

In addition to the standard offerings in studio art listed in the catalog, the student may include independent study, field study, and an internship as part of the major program of study. Art studio courses numbered above 200 may be repeated one or more times. Studio art courses are not open for audit.

The Studio Art Faculty reserves the right to retain a copy of prints done under its instruction. Works of student art in other media may be reserved by the faculty for a period of up to two years following a student's graduation.

Continuing Education Program

The Lindenwood Colleges seek to be responsive to the needs of individuals older than the traditional college student to begin or complete college work for personal enrichment or occupational competence. These students enter the traditional day, evening or personalized education programs by normal enrollment procedures described in the catalog. Credit is granted to those who have successfully fulfilled the academic requirements.

Lindenwood also recognizes the need for a program for adults who are seeking to enrich their lives, experiment in a new field, pursue an intellectual interest and satisfy a curiosity about new ideas. Leisure Studies fulfill this need by offering programs in a relaxed and informal manner without the usually accompanying stress of grades, papers and examinations.

It is possible to earn 1 hour of credit, with written permission of the instructor, in those courses with at least 40 hours of instruction. A student must be enrolled or be planning to enroll to work toward a degree at Lindenwood. Certificates of completion are given to those who need verification of completion of a course for an employer or for personal use.

Courses whose titles are followed by the letters CEU offer Continuing Education Units, intended for use where employers, re-licensure agencies, and other authorities require a specified number of hours of study on a regular basis for career advancement purposes, and where non-credit study is acceptable. One CEU is awarded for each 10 hours of attendance.

Continuing Education Units are not given automatically. If you wish to have CEU's recorded and kept on permanent file, you must complete a form, which is given to you during the course, and mail it to the college. For detailed information about the various Continuing Education options, contact the Office of Continuing Education.

Preparation for the Study of Law

In advising those students who plan to enter law school, Lindenwood is guided by the Statement of Prelegal Education of the Association of American Law Schools. The Association recommends no specific major or courses but stresses the importance of basic skills and insights considered essential for the successful lawyer. Such skills include the sensitive use of the English language, a critical understanding of human institutions and the values with which the law deals, and the development of the powers of thinking, reasoning, and analysis.

The development of these capacities is not peculiar to any one subject matter area. Students planning to enter law school may major in any of several different fields, but the development of these fundamental skills should be borne in mind. Students indicating an interest in a pre-law curriculum will plan a program with a faculty advisor in the light of individual goals and needs.

THE COLLEGE OF INDIVIDUALIZED EDUCATION

Lindenwood College 4: A Community for Learning

Lindenwood College 4 is a new kind of college which recognizes the importance of individual differences. It attracts a new kind of student. Who is this student?

A nurse who wants to earn a graduate degree in Health Administration.

A paraprofessional counselor who wants specialized training in the field of mental health.

A teacher who wants to study innovative curriculum design.

A businessman who is advancing his career through studying marketing.

A professional actor who wants an advanced degree in Theatre.

All of these people are working adults who come to Lindenwood 4 to combine their work and their field of college study.

Typically, Lindenwood College 4 students are working or raising families full-time and they are over 25 years old. They are mature and purposeful people who seek higher education as an opportunity to enhance their professional and personal growth.

For various reasons these people have found conventional classroom education unsuitable to their needs. Some are unable to attend regular classes because of their work schedules. Others are seeking instruction in a field which is not represented in traditional college curricula. Still others no longer find the conventional classroom lecture a completely satisfying learning experience.

For whatever reason, our students come to us because they are seeking a different method of college study, a method which recognizes their maturity and incorporates their individual interests. Lindenwood College 4 offers innovative education in a collegial atmosphere of regular instructional meetings and faculty assistance. For the convenience of students, most Lindenwood 4 meetings are held on evenings and weekends.

The College Community

The first citizens of the learning community are the students themselves. Their competence and imagination are the most vital resources of Lindenwood 4.

Other members of the community include Faculty Administrators, Faculty Sponsors, Resource Persons, the Program Coordinator, and the Director.

Faculty Administrators are advisors, mentors, and academic counselors for groups of 30-35 students in the college.

Faculty Sponsors are adjunct faculty with expertise in a particular field. Sponsors have excellent academic qualifications as well as substantial practical experience in their fields.

RESOURCE PERSONS provide the student with specialized expertise and direct community contact in the student's locality. The college maintains long-term relations with individuals and groups at various institutions such as mental health facilities, hospitals, business and government agencies, and other colleges and universities.

THE PROGRAM COORDINATOR coordinates and assesses all Lindenwood 4 recordkeeping processes, academic procedures, and policies in order to maintain a high quality academic program.

THE DIRECTOR of Lindenwood College 4 is the primary administrator for the entire program and the direct liaison with the faculty and administration of the Lindenwood Colleges. In addition to the regular academic and administrative responsibilities of the Director's job, he interacts directly with students and faculty, offering academic expertise and personal assistance.

Students, faculty, and the representatives of the Director's office work for mutual reinforcement, critique and development. All are teachers; all are learners.

Interaction

The basic learning group in Lindenwood College 4 is called a Cluster Group to differentiate it from a class or course setting. A cluster group differs from a class because the central process is *dialogue*: mutual interaction among students and faculty. The course of study in a cluster group is composed of three related subjects. Each cluster is made up of approximately 8 students and a Faculty Sponsor. Weekly meetings of 3-5 hours provide a collegial environment in which students share their learning, present their work, and discuss and participate in group activities.

Tutorials

Some Lindenwood College 4 students, especially graduate students, carry out their learning experiences in a tutorial arrangement in which they meet individually with a Faculty Sponsor for 2-3 hours weekly. The student carries a two/three course unit in a closely supervised independent study. Weekly meetings provide instruction, critique and substantive interchange between student and Sponsor. In addition to the tutorial meetings, the student meets regularly with the Faculty Administrator to review the student's progress in meeting learning goals.

Other Forms of Interaction

Once a month the entire regional community of Lindenwood 4 meets for an all-program colloquium on a topical theme. Presentations are given by students, faculty and resource people.

Regional Centers

Lindenwood College 4 is the fourth college of The Lindenwood Colleges in St. Charles, Missouri. It is an integrated member of this cluster of colleges, and operates within overall institutional standards and policies. The two centers of the College provide a meeting place, collegial environment, and liaison for the students located in the surrounding area.

ST. CHARLES CENTER

Lindenwood College 4

The Lindenwood Colleges

St. Charles, Missouri 63301

Tel: 314/723-7152

Toll-free from St. Louis 946-6912

CLAYTON CENTER

Lindenwood College 4

100 S. Hanley

St. Louis, Missouri 63105

Tel: 314/725-3441

Undergraduate Study

The entire Lindenwood College 4 program promotes an atmosphere of excellence and challenge in undergraduate study. Students are guided through a logical plan for individualized study in their specialized fields. Within the framework of traditional liberal arts education, Lindenwood 4 provides the opportunity for students to design

their own learning projects and emphasize areas of study unique to their individual needs.

Students pursue the Bachelor of Arts, Bachelor of Science, or Bachelor of Fine Arts, in any of a wide variety of standard liberal arts areas. Among the most popular undergraduate majors in Lindenwood 4 are psychology, business administration, studio arts, communications, human services, administration of non-profit organizations, and valuation sciences.

In addition to standard college study, Lindenwood College 4 offers incoming students the opportunity to design a *completely individualized* program of study toward a degree in a highly specialized area. Some Lindenwood 4 students are employed in highly specialized fields in which college study is typically unavailable. Such a student is welcome, and is assisted in locating Faculty Sponsors with special expertise in the appropriate field.

The Faculty Administrator guides the undergraduate student in the design of an overall plan of study which is consonant with the educational goals and standards of The Lindenwood Colleges. All students receive ample assistance in designing their academic programs. Students contribute their expertise, interest, and professional concerns to the plan as it evolves from trimester to trimester.

Application and Admission

The academic year at Lindenwood College 4 consists of three trimesters of 14 weeks each. Incoming students can enter at the beginning of any new trimester by completing the following admissions process.

The application process for Lindenwood 4 is a mutual exploration between the applicant and The Lindenwood Colleges to determine if the learning experience at Lindenwood College 4 is well suited to the applicant's educational needs, abilities, and interests.

ORIENTATION SESSION: Contact the Lindenwood 4 center closest to you for information and to schedule an orientation appointment. Group orientation sessions are periodically scheduled for the core programs (i.e. business and valuation science). All applicants are expected to have an orientation session in which they will be acquainted with the procedures of Lindenwood 4 and collect the necessary information for completing the admissions process.

APPLICATION: The materials listed below make up a complete application file. They should be sent directly to:

Lindenwood College 4
The L-4 Director of Admissions
The Lindenwood Colleges
St. Charles, Missouri 63301

Application Form

The \$25.00 non-refundable application fee

Official transcripts forwarded directly from the Registrar's office of each college or university you have attended

A one to two page auto-biographical statement which describes your previous academic/work experience and states your degree objectives.

Application forms and other materials may be obtained through the L-4 Admissions Office, The Lindenwood Colleges, St. Charles, Missouri 63301.

Admissions Interview:

A personal interview with a Program Co-Ordinator is required of each applicant.

Arrangements for an interview are usually made at the orientation session or at the time the completed application is received.

After an applicant has completed the entire admissions process, been recommended for acceptance by the Program Coordinator, and been accepted by the Director, the applicant will receive a letter of acceptance from the LC 4 Admissions Office.

Prerequisites:

Students enrolling for undergraduate study must have earned a high school diploma or certificate of equivalency, or have been admitted as a regular full-time student to an accredited college or university.

Advanced Standing:

Lindenwood College 4 recognizes the value of past learning experience whether it has occurred on the job, as a part of a professional organization, or in a college classroom. Undergraduates can receive as much as three years' advanced standing, computed from previous college work, nationally recognized tests, and college-equivalent learning experiences.

To receive advanced standing for academic work completed at other institutions, applicants should request that official transcripts from each institution be sent to the L-4 Director of Admissions. Credit is granted only for courses taken at accredited colleges and universities in which the grade of C or better was earned.

College Level Examination Program (C.L.E.P.) scores are accepted for the general examinations (except English) and may be allowed in specific subject area tests with the approval of the Program Coordinator and the Registrar of The Lindenwood Colleges.

Applicants may also gain advanced standing through the satisfactory documentation of Critical Life Experience. Critical Life Experience is *college-equivalent learning* acquired outside the college classroom and not recorded on a college transcript. Such learning might include professional or research training, on-the-job development, or personally acquired conceptual learning in a subject area. These experiences must contribute in a logical fashion to the student's overall undergraduate education—in the area of general education requirements or electives. Students may *not* satisfy requisite study in the major through Critical Life Experience. Students apply for consideration of Critical Life Experience crediting during the first trimester in Lindenwood 4. If the application is approved, the student completes the verification and documentation, to be evaluated for award of credit. In order to receive any advanced standing credit for Critical Life Experience, **ALL DOCUMENTATION AND VERIFICATION MUST BE TURNED IN TO THE APPROPRIATE FACULTY ADMINISTRATOR BEFORE THE BEGINNING OF THE FINAL TRIMESTER IN LINDENWOOD COLLEGE 4.**

A *maximum* number of 60 semester hours, equivalent to six trimesters' participations, may be obtained for a combination of C.L.E.P. scores and documented Critical Life Experience. An *overall maximum* of 90 semester hours, equivalent to nine trimesters' participation, can be obtained through a combination of college transfer credit, Critical Life Experience, and C.L.E.P.

The Program Overview

After an undergraduate student has enrolled in the College, the student meets with the Faculty Administrator to design an overall program of study for the completion of the baccalaureate degree. The plan of study is called a Program Overview. The Overview is an outline of the subject matter, some of the concepts, papers, and projects

that will be completed during a student's trimesters of study in Lindenwood 4. It includes references to bibliography, methods of evaluating the students' work, and may list the names of Faculty Sponsors with whom the student is likely to work throughout the Lindenwood 4 program.

The Overview is usually designed during the first meeting with the Faculty Administrator (after matriculation) and finalized at the second meeting. A typed copy of the Overview is submitted to the Undergraduate Review Committee in St. Charles at the end of the first trimester.

The Trimester Study Plan

At the beginning of each trimester in the Opening Weekend Workshop, the student is assisted by the Faculty Sponsor in formulating a detailed plan of study to cover the proposed learning objectives for the 14-week term. The Trimester Study Plan includes the following:

1. substantive learning objectives
2. adequate bibliography
3. description of the actual work to be completed and evaluated—e.g. papers, presentations, case studies, etc.
4. criteria for evaluating the student's work
5. methods of evaluation
6. clear indication of how the trimester study fits into the Program Overview

The Trimester Plan is initiated at the Opening Weekend Workshop, further discussed at the first regular meeting with the Faculty Sponsor, and turned in to the Faculty Sponsor at the second meeting. The Faculty Sponsor approves the plan and forwards it to the Faculty Administrator for approval. The Administrator forwards a copy to the Registrar at The Lindenwood Colleges to become a part of the student's file.

Trimester Evaluation

Close consultation with the Faculty Sponsor, Faculty Administrator, and other members of Lindenwood College 4 keeps the student well informed about the progress of his/her work. If work is not satisfactory, the student will know well in advance of the end of the trimester.

At the end of the trimester, after all work has been completed, the student submits a Trimester Summary to the Faculty Administrator. The Summary is forwarded to the Registrar of The Lindenwood Colleges and becomes the basis of the student's permanent academic record from the trimester. The Summary is an *actual component of trimester study* and must be received by the Registrar in satisfactory form in order for the student to receive credit.

The student's work is formally evaluated in the *Narrative Evaluation* written by the Faculty Sponsor at the end of the trimester. The Faculty Administrator reviews this evaluation and writes an additional evaluation of the student's work at least once a year. The Faculty Sponsor and Faculty Administrator recommend, or do not recommend, credit based on their evaluation of the student's mastery of the subject matter studied, completion of the trimester's objectives, and work in evidence (papers, notebooks, logs, etc.) from the trimester. The narrative evaluation is incorporated in the student's transcript and remains as part of the academic record. In order to receive credit for work completed through trimester study, the credit must be recommended in a narrative evaluation received in the Registrar's Office.

The Academic Year

The academic year at Lindenwood College 4 consists of three trimesters of 14 weeks each. The trimesters are separated by a break of about three weeks. Each completed trimester yields 10 semester hours credit. Trimesters may be completed individually. Therefore, it is possible to schedule a one-year program over a period of two years by skipping every other trimester.

Study at the College is interdisciplinary, based on a trimester plan. Therefore, the *smallest number of credits* a student can attempt at any time is *one full-time trimester* of 10 semester hours.

Graduation Requirements

There is no uniform schedule for completing degrees other than the structure of the student's Program Overview. When all the objectives of the Program Overview, as specified in the Trimester Study Plans, have been satisfactorily met and credited, the student is recommended for graduation. **ALL STUDENTS ARE RESPONSIBLE FOR MEETING LINDENWOOD'S GRADUATION REQUIREMENTS AND REQUISITE STUDY IN THE PROGRAM OVERVIEW.**

The following are the **requirements for graduation** from Lindenwood 4 with a baccalaureate degree:

- A. Satisfactory completion of the learning objectives set forth in the finalized Program Overview.
- B. Completion of at least 120 semester hours toward the Baccalaureate Degree, including the final recording of all trimester study completed in Lindenwood 4. In order for the trimester study to be recorded, the student must have submitted a satisfactory Trimester Summary to the Registrar of The Lindenwood Colleges, and must have been satisfactorily evaluated in writing by the Faculty Sponsor and/or Faculty Administrator
- C. Fulfillment of the *requisite areas of study* for the Bachelor of Science, Bachelor of Arts, or Bachelor of Fine Arts as specified below
- D. Satisfactory demonstration of a working knowledge of English in oral and written forms, as evaluated by the Faculty Administrator and Faculty Sponsor each trimester
- E. Full crediting of the Culminating Project (see below)
- F. Completion of at least 30 semester hours (three trimesters) of enrolled study at The Lindenwood Colleges
- G. Recommendation for the degree and approval by the faculty of The Lindenwood Colleges

Undergraduate Requisite Study

In order to satisfy minimal requirements for liberal arts or sciences study at The Lindenwood Colleges, each student must complete the following requisite areas of study through actual work in Lindenwood 4, transfer credit, C.L.E.P., or Critical Life Experience. (NOTE: Critical Life Experience credit may not be claimed to satisfy requisite study in the major areas of concentration.)

For the Bachelor of Arts Degree

1. Nine semester hours or one trimester of English language study, including English Composition, Oral Communication or their equivalent.
2. Six semester hours from each of the following three divisions of study: Human-

- ties, Natural Science/Mathematics, and Social Sciences
3. Twenty-four to forty-eight semester hours in the student's *major* area of concentration (In some standard areas, such as Administration and Psychology, Lindenwood 4 asks for *specific* requisite areas to be covered within the discipline. In other more individualized fields, there may be no specification. Your Faculty Administrator has information on hand regarding your major.)
 4. Seven to fourteen semester hours in areas of study related to the major but outside its specific area
 5. A knowledge in depth of a foreign culture, to be acquired in one of the following ways:
 - a. Fourteen semester hours in a specific foreign language;
 - b. Fourteen semester hours in a specific cultural study but completed in English;
 - c. Ten semester hours in two areas of cultural studies, or a combination of cultural and language studies in two areas.

For the Bachelor of Science, Fine Arts, or Music:

1. Nine semester hours or one trimester of English language study, including English Composition, Oral Communication, or their equivalent
2. Nine semester hours or one trimester from each of the following three divisions of study: Humanities, Natural Science/Mathematics, and Social Sciences—with at least three semester hours in Mathematics
3. Twenty-four to forty-eight semester hours in the student's major area of concentration (In some standard areas, such as Business Administration and Psychology Lindenwood 4 asks for *specific* requisite areas to be covered within the discipline. In other more individualized fields, there may be no specification. Your Faculty Administrator has information on hand regarding your major.)
4. Seven to fourteen semester hours in areas of study related to the major but outside its specific area.

The Culminating Project

The successful completion of a Culminating Project is required of all students in Lindenwood 4 to graduate with a baccalaureate degree. The Project, typically completed in the last trimester of study, brings together some of the major aspects of overall study and demonstrates mastery of some of the skills and concepts acquired throughout the program. Such a project may be a paper, a case study, or almost any variety of demonstration, including film or dramatics. Each project must include a written, analytical component.

Degrees in the Liberal Arts

Psychology, Valuation Science, Health Administration, Communications, Business Administration, Gerontology and Fine Arts are among the liberal arts degrees offered by Lindenwood-4. Each degree is set up to meet Department requirements. The coursework is grouped in the Cluster format of Lindenwood-4 to allow the student to study deeply in a focused manner. Each Liberal Arts degree is carefully constructed to maintain academic integrity while allowing the student to individualize.

All undergraduate students pursuing a Bachelor of Science degree at Lindenwood-4 are required to take general education credits in four areas: Humanities, Social Sciences, Natural Science/Math, and English Communications. English Communications is required prior to entry into the student's field of concentration. In addition,

each student is required to pursue studies in a field related to but outside the area of degree concentration. There is no foreign language requirement.

Business Administration

The Bachelor of Science in Administration includes a minimum of four trimesters of core studies in Administration. Most students will take at least some of the core studies at an advanced level due to prior academic study in administration or prior professional knowledge and experience. This means that a graduate of the program will have (1) a basic knowledge of an essential core of administrative studies, and (2) specialized or advanced knowledge of one or more areas as determined individually by the student.

In addition, students are expected to graduate with effective communication skills, psychology and sociology for personnel, marketing and public relations work, and knowledge of critical value issues through liberal, interdisciplinary, humanistic and personal growth studies.

The four trimesters of core studies in administration include the following:

- Trimester One: Management Studies, Personnel Management & Motivation
- Trimester Two: Managerial Accounting, Micro-and Macro-economics
- Trimester Three: Computation Skills, Marketing and Planning
- Trimester Four: Managerial Finance, Business Law

Communications

The Communications major in Lindenwood-4 pursues an individualized degree in the area(s) of concentration of his or her choice. Concentrations may be selected from the following:

- Creative Writing
- TV Communications
- Radio Communications
- Print Journalism
- Editing and Publishing
- Photography

A typical program outline for the Communications major who is ready to move into the degree concentration would include the following:

- Trimester One: Writing and Editing Workshop
- Trimester Two: Specialization
- Trimester Three: Studies in a related communications area
- Trimester Four: Advanced work in the area of specialization

Design and Arts

Individualized Study for Design Specialists

This degree will be constructed with the assistance of the Faculty Administrator. The minimal number of courses conforms broadly to the B.S. or B.F.A. degree formats with two special emphasis:

1. Core Studies (Theory):
 - Design (Principles, theory, psychology)
 - Communication (History of Art, Communications in Society and Media)
 - Light, Color, and Materials (Physics and Logic of Artistic Production)
 - Ecology of Design (Integration with environment; responsibilities and economics of art)
2. Studio Work

Studio work is pursued in drawing, painting, photography, printmaking, displays, environmental art, sculpture, industrial design, media design, packaging, supergraphics, typography

Fine Arts

For the B.A. or B.S. degrees, students are required to complete 27 to 48 semester hours in their major, included in the following areas:

Studio Basics

Art History (six to twelve semester hours)

Studio Electives (three to fifteen semester hours)

For the B.F.A. degree, students are required to complete 60 to 72 hours in their major, including:

Studio Basics (Basic Design, Design Workshop Color Theory and Design, three credits in drawing, photography)

Art History (twelve semester hours)

Painting and Printmaking (twelve semester hours)

Three Dimensional Design (twelve semester hours; Ceramics, Sculpture, etc.)

Studio Electives (three to fifteen semester hours)

Gerontology

Designed for the working practitioner, the Gerontology degree is offered as an individualized degree on the bachelor's level. It is viewed as an interdisciplinary degree, drawing from the fields of Health Administration, Psychology, Sociology, Law and Physiology. The suggested sequence of study in the major is as follows:

Trimester One: A global approach to aging including the social, psychological, and physical dimension and how they interrelate.

Trimester Two: The organization of community and governmental resources for provision of services to the elderly.

Trimesters Three and Four: Specializations:

- A. Long-term health care planning and administration
- B. Holistic health
- C. Comparative counseling techniques and psychotherapeutic skills
- D. Research methods and statistics
- E. Legal issues and advocacy in aging

Health Administration

The undergraduate Health Administration program provides a theoretical orientation to the health care delivery system in the U.S. and emphasizes administration and intraorganizational functions. It is not considered a "terminal" degree for the profession, however, and the student should consider going into the Master's program. The undergraduate and graduate degrees at Lindenwood-4 are designed to complement each other.

Four trimesters must be spent concentrating on major areas of study. Competencies A, B, and C are required of all students. One or more additional core areas may be selected after consultation with the Faculty Administrator.

Trimester One: The Social, Political and Economic foundations of the Medical Care System/Organization and Management of Medical Care Facilities and Agencies

Trimester Two:	Health Care Research/Introduction to Inferential Statistics, Research Methodology and Systems Analysis
Trimester Three:	Organization of Health Care Systems and Facilities/Consideration of Economic and Ideological Factors in the Formulation of Health Services
Elective Trimester:	Holistic Health Studies/Alternative Care Systems/Self Help Movement
Elective Trimester:	Multi-Institutional Health Care Systems/Case Research in Social Gerontology
Elective Trimester:	Legal and Ethical Issues in Health Care/Consumer Rights vs. Provider Responsibilities

Valuation Sciences

The program for a baccalaureate degree in Valuation Sciences is designed to meet the recommendations of the American Society of Appraisers as to the basic educational needs of the profession.

In the program, a four-trimester sequence of core studies which are needed by all appraisers is followed by a one-trimester sequence in which the candidate focusses on his or her special appraisal field. Once the core studies are completed, the student would choose to concentrate on studies for appraisal in industry, government and management, or in real estate, personal property and fine arts.

Core Area Competencies

Trimester One:	Interdisciplinary Value Core: Interdisciplinary Thought and Process: The Uses and Synthesis of Valuation Disciplines Advanced Value Theory: What are values: What are valuation processes? Kinds of value. Contemporary Value Issues and Social Imperatives: Rights and Responsibilities; Ethical, Social, Political, Legal Issues
Trimesters Two and Three:	Business Core/Finance and Law Core
Two:	Finance and Financial Analysis; Business and Administrative Law; Insurance and Taxation
Three:	Economics and Computation Core Economics: Macro and Micro; Statistics; Introduction to Data Processing
Trimester Four:	Appraisal Process Core Varieties of Use and Economic Values; Analytical Reasoning; Observation, Testing, and Assessment; Documentation; Information Systems and Research; Professionalism in Appraisal: The Role of the Appraiser
Trimester Five:	Appraisal Specializations Industry; Business; Government; Real Estate; Personal Property; Fine Arts

Internships

Candidates without sufficient experience in the field of appraisal will complete one or more course equivalents in an internship in the chosen specialization.

Voluntary Association Administration Program (VAAP)

Lindenwood-4 offers an academic program providing a synthesis of theory, research, and practice in voluntary and non-profit organizations. It is designed for people interested in serving non-profit organizations as administrators, leaders, and consultants. Its students include experienced administrators of such organizations as well as those considering work in the field as a new career.

In the first and second trimesters of the VAAP major, students take core studies in administration in the following areas of concentration:

- Organizational Theory and Management Studies
- Human Resources Management
- Computational Skills
- Managerial Accounting
- Marketing

In their third and fourth trimesters in the major, students follow these VAAP areas of concentration:

- The Voluntary Organization: Dynamics of Membership and Management
- Financial Management of Non-profit Enterprises
- Program Development, Communication and Organizational Administration
- Political Process: Voluntary and Non-profit Organizations as Change Agents
- The Role of Voluntary Action in a Democracy
- Issues in Voluntarism

A practicum experience is included in the course of studies.

GRADUATE STUDY

There are two principal types of graduate study in Lindenwood 4: core professional programs of innovative study, and the entirely individualized study for a graduate degree. In both formats, Lindenwood 4 offers an unusual opportunity to pursue a Master's Degree in an innovative collegial environment especially designed for adult learning. Most graduate students are fully employed in the fields they are studying and bring to the learning setting an active, involved participation. Teachers, therapists, counselors, managers, artists, voluntary leaders, and politicians are among the graduate population of Lindenwood 4.

Lindenwood 4 encourages the use of primary source material, direct involvement with speculative thinking, and the development of beneficial research in the area of the student's interest. Because our orientation is toward individualized learning and practical application, graduate students are assisted whenever possible in developing job-related projects, giving public presentations of their work, and preparing papers for publication.

Lindenwood 4 is seeking a special kind of graduate student: a self-initiating adult who has a rich background of life and career experience. Ideally, the Lindenwood 4 student is employed in the field she/he is studying or in a related field. In prospective students we especially value motivation, self-direction, creativity and maturity. Our college offers a thorough academic and professional preparation which has been designed to fit the unique strength and interests of the adult learner.

Application and Admission

Applicants for graduate study should have earned a baccalaureate degree from an accredited college or university.

Several of the special graduate programs at Lindenwood 4 have subject area prerequisites which are specified under the descriptions that follow. All applications are reviewed by the Graduate Admissions Committee, made up of faculty members from The Lindenwood Colleges. When the applicant has been recommended for admission by a Faculty Administrator and the Director of Lindenwood College 4, and approved by the committee, the applicant will receive a formal letter of acceptance from Lindenwood College 4 Admissions.

Entering Graduate students can receive one trimester's advanced standing (per year of actual study in Lindenwood 4) or the transfer of 9 or more semester hours credit of B or better from an accredited college or university. Transfer credit must be directly relevant to the student's degree program at Lindenwood 4 in order for the student to receive advanced standing.

The application process for Lindenwood 4 is a mutual exploration between the applicant and the Lindenwood Colleges to determine if the Lindenwood 4 learning experience is well suited to the applicant's educational needs, abilities, and interests. This exploration involves the collection of information and impressions through an orientation session, a written application package, a program development session, and admissions interview.

Orientation Session:

Contact the Lindenwood College 4 center for information and to schedule an orientation appointment. All applicants are expected to have an orientation session with an admissions counselor in Lindenwood College 4.

Application:

The materials listed below make up a complete application file. They should be sent directly to:

- Lindenwood College 4
- The L-4 Director of Admissions
- The Lindenwood Colleges
- St. Charles, Missouri 63301
- Application form
- The \$25.00 non-refundable application fee.

Official transcripts forwarded directly from the Registrar's office of the student's degree granting institutions and from those institutions where relevant graduate coursework has been completed.

A one to two page autobiographical statement which describes your previous academic/work experience and states your educational objectives.

The Program Overview

The applicant is assisted by a member of the Lindenwood 4 faculty in proposing a program overview as the basis of admission into the College. This document should be a thoughtful, logical proposal that includes a trimester by trimester description of subject areas to be studied, papers and project to be developed, methods for evaluating performance, and bibliography. The applicant is guided in formulating this material in the Program Development Session. After the session, the applicant develops a finalized, typed proposal which accompanies the application to be reviewed by the Admissions Committee.

Program Development Session:

Upon receipt of application, the college indicates by letter, the Faculty Administrator assigned to the student. The graduate applicant should then contact the college and set up an appointment for a program development session. Working with a faculty member in this session, the applicant outlines the groundwork for her/his study. This admissions interview also serves as a basis for the faculty administrator's recommendation that the graduate student be admitted to the program.

THE TRIMESTER STUDY PLAN

See the Undergraduate section.

For some students, the entire Study Plan can simply be lifted from the Program Overview for the trimester. In other cases in which the Overview is less detailed, the student will develop the Study Plan at the Opening Workshop, discuss it further at the first meeting with the Faculty Sponsor and hand it in to the Faculty Sponsor at the second meeting of the trimester.

Trimester Evaluation:

See the Undergraduate section.

The Academic Year:

See the Undergraduate section.

Completing the Program

Because graduate study at Lindenwood 4 is interdisciplinary, the *smallest unit* for which a student can enroll is a *trimester of full-time study* (9 semester hours). There is no uniform schedule for completing the degree program other than the structure of the Program Overview itself. When all the objectives of the Program Overview, as specified in the Trimester Study Plans, have been satisfactorily met and credited by the faculty, the student is recommended for graduation. Students are responsible for meeting the College's graduation requirements and completing requisite areas of study in the Program Overview. Requisite areas of study are specified for some graduate programs, as described later. For the entirely individualized degree, there may be no requisite areas of study.

The following *graduate requirements* must be fulfilled by any student graduating with a Master's degree:

1. Satisfactory completion of the learning objectives set forth in the finalized Program Overview.
2. Completion of the *required number* of semester hours for the graduate program in which the student is enrolled (see below), or completion of the number of semester hours approved by the Graduate Admissions Committee for graduating with an entirely individualized degree.
3. Satisfactory completion of all practicum, apprenticeship, and residency requirements connected with the student's degree program.
4. Final recording of all trimester study in Lindenwood 4 through submitting a satisfactory Trimester Summary for each trimester in the College; in order for trimester study to be recorded, the Summary must have been received in the Registrar's office and the work must have been satisfactorily evaluated by the Faculty Sponsor and/or the Faculty Administrator.
5. Satisfactory demonstration of graduate level writing and speaking skills as evaluated by the Faculty Administrator and Faculty Sponsor each trimester

6. Full crediting of the Culminating Project (see below)
7. Completion of *at least* 18 semester hours (two trimesters) as an *enrolled* student at The Lindenwood Colleges
8. Recommendation for the degree and approval by the faculty of The Lindenwood Colleges

THE CULMINATING PROJECT

For graduate students, the Culminating Project is a major undertaking, typically completed in the final trimester in Lindenwood 4. The project may take the form of a thesis, a demonstration, a paper, or a creative product, including the use of a wide variety of media as they are appropriate. This project must demonstrate the mastery of concepts and skills that the student set out to gain in the Program Overview. If the project is not primarily in the written form it must contain a substantial written analytical component.

The Culminating Project is reviewed by a committee made up of the Faculty Administrator, a Faculty Sponsor, and an outside resource in the student's field. The committee may recommend that the project be accepted, revised, or rejected as credit toward the Master's Degree.

GRADUATE PROGRAMS OF INNOVATIVE STUDY

The formats described in the following section are partly structured academic programs in fields which are under-represented in conventional university curricula. This type of graduate study pre-structures some of the Program Overview through requisite study and other requirements like practica or apprenticeships. Still, in every case, there is much room for the students' own ingenuity and interests to shape the final character of the learning experience. Trimester study, whether in the cluster group or the tutorial, is slanted toward the individualized application of theoretical learning for each student.

These programs were designed to meet professional needs that are too often left behind in traditional higher education. The study formats and plans were themselves developed by professionals in each of the fields represented. They were developed especially for the adult learner.

INDIVIDUALIZED DEGREE PROGRAMS

The Master of Arts in Business

Using the Lindenwood College 4 academic model, graduate students may pursue a Master of Arts in:

ACCOUNTING
FINANCE
MANAGEMENT
MARKETING

These specialized degree programs are designed for business professionals. The curriculum provides in-depth, advanced study in particular areas of specialization. Course work focuses on both theoretical and practical application of material and promotes an awareness of the social responsibility of business.

Students are required to complete a minimum of four trimesters of graduate study (36 semester hours). The program generally includes course work in the area of specialization, with courses in related areas as necessary. All students are required to produce a Culminating Project in the last trimester of graduate study.

CURRICULAR PROGRAMS

ACCOUNTING

- 1st Trimester: Financial Accounting Concepts, Managerial Accounting Concepts, Accounting Theory of Income Determination / Accounting Concepts of Income
- 2nd Trimester: Economics of the Firm (microeconomics); National Income, Employment and the Price Level (Macroeconomics); Accounting and Society
- 3rd Trimester: Problems in Industrial Accounting, Accounting Systems for Management Control
- 4th Trimester: Federal Income Taxation: Concepts and Business Applications; Federal Income Tax: Corporations; Tax Problems
- 5th Trimester: Accounting Research & Reports, Statistics, Auditing, Culminating Project
- Optional Areas of Emphasis: Managerial Accounting, Governmental Accounting, Tax Accounting, Auditing, Financial Report Analysis, Quantitative Analysis

FINANCE

- 1st Trimester: Managerial Accounting, Macroeconomic Theory, Quantitative Methods in Finance
- 2nd Trimester: Concepts in Finance (working capital management, capital budgeting, cost of capital, financial statement analysis, securing valuation, long term financing, and capital markets institutions)
Managerial Finance
Emphasis in Area(s) of Specialty:

- 3rd Trimester: Investment Management; Financial Institutions & Markets; International Finance; Acquisitions, Divestments and Recapitalizations; Governmental Finance; Financial Management in the Not for Profit Organization; Security Analysis, Financial Theory; Selected Topics in Money and Banking
- 4th Trimester: Culminating Project

MANAGEMENT

- 1st Trimester: Management Concepts (Organizational Concepts), Economic Theory, Statistics
- 2nd Trimester: Personnel Management (Human Resource Management), Behavioral Management, Labor Relations, Advanced Management Concepts
- 3rd Trimester: Operations Research (6), Quantitative Methods
- 4th Trimester: Culminating Project
- Optional Areas of Emphasis: Conflict Management, Legal Environment of Business, Management Information Systems, Current Issues in Management, Small Group Behavior

MARKETING

- 1st Trimester: Statistics, Principles of Marketing, Marketing Management
- 2nd Trimester: Promotion & Advertising, Public Relations & Publicity, Sales Management
- 3rd Trimester: Product Planning and Development, Marketing Research, Marketing Strategy
- 4th Trimester: Distribution Systems, Pricing and Consumer Behavior, Culminating Project

The Master of Arts in Counseling Psychology

Using the Lindenwood College 4 academic model, graduate students pursue a Master of Arts Degree in Counseling Psychology, with emphasis on one of four areas of *Specialization*:

- A: INDUSTRIAL-MANAGERIAL PSYCHOLOGY
- B: CLINICAL COUNSELING
- C: EDUCATIONAL PSYCHOLOGY
- D: PSYCHOMETRICS and RESEARCH METHODOLOGY

Students are required to complete a minimum of six trimesters of graduate study. The program generally includes five trimesters of course study and one trimester of work in the production of a major culminating project. The program may also include one trimester of field practicum for a minimum of 15 hours per week which shall be directly related to an area of specialization.

CORE AREA COMPETENCIES

All entering students are required to take the Graduate Study *Proseminar* cluster during the first trimester of the graduate program.

A minimum of four trimesters must be sent concentrating on core areas of study. Competencies A, B and C are required in each area of specialization. Two or more electives may be selected after consultation with the Faculty Administrator.

CURRICULAR PROGRAMS: Core Areas of Study

1st Trimester: (All Programs): Proseminar - *Advanced Overview* of major areas of study in the field of psychology.

I. Industrial Managerial Psychology

2nd Trimester: Industrial Psychology/Social Psychology/Sociology

3rd Trimester: Psychology of Management

4th Trimester: Personnel Appraisal/Vocational Testing

Optional Trimesters: Organizational Behavior/Industrial and Labor Relations
Behavioral Science Systems/Management as a Behavioral Science
Principles of Personnel Guidance/Career Development/Principles of Training
Human Engineering/Principles of Systems Analysis

II. Clinical Counseling

2nd Trimester: Psychopathology and Mental Health

3rd Trimester: Advanced Personality and Developmental Theory

4th Trimester: Treatment Modalities/Brief Therapies/Principles of Group Theory

Optional Trimesters: Comparative Counseling and Psychotherapeutic Skills
Clinical Assessment/Projective Test of Personality
Crisis Intervention Techniques and Principles
Advanced Personality Assessment and Research

III. Educational Psychology

2nd Trimester: Developmental Psychology/Child Psychology/Adolescent Psychology

3rd Trimester: Behavioral Analysis of Human Learning/Behavior Management

4th Trimester: Interpretation of Educational Test and Measurements/Psychometrics/Individual Intelligence Testing

Optional Trimesters: Counseling Methodology in the Schools/ Counseling Theory
Psychology of Exceptional Children
Learning Disabilities/ Behavior Disorders/ Introduction To Mental Retardation

IV. Psychometrics and Research Methodology

2nd Trimester: Elementary Psychological Statistics

3rd Trimester: Psychological Test and Measurements

4th Trimester: Basic Research Methodology and Design/ Psychological Scaling

Optional Trimesters: Advanced Statistics and Experimental Design/
Quantitative Methods
Basic Computer Programming for the Behavioral Sciences
Multivariate Analysis and Research

Post-Graduate Education for Psychologists

In the Fall of 1981, Lindenwood College 4 will begin to offer licensure preparation seminars for psychologists. These seminars will be available to Lindenwood students (and graduate students from other institutions) as well as the professional community.

Graduate Studies in Gerontology

Designed for the working practitioner and those who have already completed a Bachelor degree, the Lindenwood-4 M.A. curricula in Gerontology will offer the following areas of concentration:

- 1st Trimester: A global approach to aging including the social, psychological and physical dimensions and how they interrelate.
- 2nd Trimester: The organization of community and governmental resources for provision of services to the elderly; advocacy.
- 3rd Trimester: Specialization:
- A. Long term health care planning and administration
 - B. Holistic health
 - C. Comparative counseling techniques and psychotherapeutic skills
 - D. Research methods and statistics
 - E. Legal issues and Advocacy in aging
- 4th Trimester: Culminating Project and practicum placement.

The Graduate Program in Health Administration

Graduate students may pursue a Master of Science Degree in Health Administration. The graduate program is focused upon inter-organizational functions concerning health care facilities and health-related organizations.

Study at the graduate level is intended to supplement rather than duplicate previous educational and life experiences. Therefore, students who demonstrate competency in any of the required core areas (A through D below), will be directed to select alternate areas of concentration from among the list of electives (E through I).

Students will be required to complete a minimum of five trimesters of graduate study and must, in addition, complete an administrative residency of 400 hours.

Core Area Competencies: Competency must be validated in A through D by all candidates for the graduate Health Administration degree. In addition each student must select one or more elective core areas (E through I) to complete his/her program. The elective areas are constructed to enable the student to obtain a major concentration in health administration areas of specialty.

- 1st Trimester: A. The Social, Political, and Economic Foundations of the Medical Care System/Citizen Advocacy Processes/Organization and Management of Medical Care Facilities and Agencies.
- 2nd Trimester: B. Medical Care Financing: Budgeting and Accounting Principles; Use of Budgeting and Accounting as a Management Tool/-Community Health Planning.
- 3rd Trimester: C. Management Psychology for Health Service Personnel/Labor Relations and Contract Management.
- 4th Trimester: D. Legal and Ethical Aspects of Medical Care.
- Optional Trimesters:
- E. Multi-institutional Health Care Systems/Social Gerontology as a Case Study.
 - F. Alternative Health Care Systems/Holistic Health/Self-help and Self-care.
 - G. Advanced Systems Analysis/Research Methodology/Data Retrieval Systems.
 - H. Long term Care: planning, organization, administration.
 - I. Mental Health Care: planning, organization, relationship to the

- community and other resources.
- J. Health Care Marketing/Demographic Techniques/Consumer Analysis/Community Planning/Insurance.

Residency in Health care: (3 credit hours)

The emphasis of the graduate degree is on educating effective managers. To this end all graduate students must fulfill an administrative residency of 400 hours in a health organization. All residencies must be formally approved by the faculty via a contractual delineation of student and faculty expectations of the placement. During the residency, students will be asked to examine a particular management problem and discuss its resolution in a written assessment of the placement.

CULMINATING PROJECT: See page 48.

Course Work Option:

Students who wish to pursue a major area of concentration as, for instance, in Long Term Care of Mental Health Care planning and administration, may choose to take an additional 2 trimesters of course work in major area electives.

Alternatives in Teacher Education

Offering the Master of Arts Degree in . . .

Education

Specialized Field or Focus

Traditionally, educators have returned to college for graduate studies to enhance their professional status and accumulate graduate credits that would result in pay increases. Graduate programs for teachers have often met these practical objectives without imagination or personal concern for the students. With the recent innovations in primary and secondary education, a growing number of teachers are demanding more relevant and enriching experiences for themselves in graduate study.

At Lindenwood 4, full-time teachers combine their graduate study with classroom experience. In a format of cluster groups, tutorials, independent study and applied learning, students pursue an academic program which looks to the future of education, emphasizing innovative methods and the changing character of education in the American culture.

Core Area Competencies

- 1st Trimester: Philosophy/Psychology/Educational Theory/Social-political Theory
- 2nd Trimester: Educational Environment and Teaching Methods or Curriculum Development
- 3rd Trimester: Study in the substantive area with an area of concentration Research Methods/Research Design
- 4th Trimester: Culminating Project

Certification: Because of the highly individualized nature of study in Lindenwood 4, we do not prepare students to meet state certification requirements for entry into the profession, or to become certified in an additional discipline or area after initial certification. Students seeking initial teaching certification should contact the Education Department of The Lindenwood Colleges in St. Charles, Missouri for information.

Theatre Arts in Professional Theatre

Offering the Master of Arts or Master of Fine Arts Degree in . . .

Theatre

We believe that theatre cannot be taught but is learned through experience. Linden-

wood 4 offers graduate study which combines the experience of apprenticeships in professional theatre and individualized study with a distinguished faculty.

The *Master of Fine Arts in Theatre* is a professional degree which takes a minimum of six trimesters (equivalent to 63 graduate semester hours) or two years to complete. It requires a thorough knowledge of the entire range of theatre arts in addition to mastery of a particular specialty. The *Master of Arts Degree in Theatre* is a three-trimester program in which a student is assisted by the faculty in developing an individualized study of some aspects of theatre arts. In some cases, it is possible to transfer from the M.A. program to the M.F.A. program.

Prerequisites

Students entering the *Master of Fine Arts* program are expected to have extensive knowledge of the theatre, a wide and varied background of theatre experience, and a commitment to a career in theatre as well as a B.A. or B.F.A. in Theatre or a related subject.

Modular Study

The first three trimesters in the M.F.A. program are designed to provide an advanced general survey of all major branches of theatre as they are relevant to the student's area of specialization. Six modules make up the survey:

Theatre History and Criticism	Production
Acting	Playwriting
Directing	One unit of self-design

Thus it is expected that the student will continue to work in the area of his/her special study while gaining familiarity with other essential areas of theatre.

Specialized Study and Apprenticeship

The remaining three trimesters consist of intensive study in the area of the student's specialization. This study is integrated with a supervised apprenticeship in a professional theatre. Students work closely with the faculty to achieve conceptual mastery and practical skill in their specialization. Specialized study and apprenticeship may be pursued with one or two Faculty Sponsors, depending on the student's needs and the location of the apprenticeship.

Areas of Specialization in Master of Fine Arts Program

1) Theatre Administration, 2) Acting, 3) Directing, 4) Theatre Production, 5) Playwriting, and 6) Children's Theatre.

Culminating Project

Each student produces a major project which demonstrates master of theory and practice in his/her area of specialization.

GRADUATES STUDY IN VALUATION SCIENCES

Graduate students normally pursue a Master of Arts Degree in Valuation Sciences. The graduate program is focussed on full mastery of interdisciplinary knowledge and skills essential to complete performance in appraisal and valuation.

Degree Study

The study program for the Master of Arts Degree in Valuation Sciences requires at

least four trimester of graduate study. The first three trimesters are devoted to Core Area studies. Individual variations within these Core studies are possible, when relevant and approved by the faculty. The final trimester is given to the preparation of the Culminating Project.

Core Area Competencies

- 1st Trimester: **INTERDISCIPLINARY VALUE THEORY: MOTIVATION AND VALUE BEHAVIOR**
Theory of Value/Applied Value Theory and Contemporary Issues/Foundations of Interdisciplinary Knowledge/Motivation and Economic Behavior/Values in the Profession of Appraisal
- 2nd Trimester: **ORGANIZATIONAL AND ECONOMIC BEHAVIOR**
The Psychology, Behavior and Management of Organizations-/Comparative Economic Systems/Finance and Financial Analysis
- 3rd Trimester: **THE APPRAISAL PROCESS**
Business and Administrative Law/Information Systems and Their Uses/Appraisal Skills and Process/Appraisal Specialization
- 4th Trimester: **THE CULMINATING PROJECT**

In addition to the Culminating Project, graduate students fulfill the general objectives for trimester study (as presented in the Lindenwood 4 Handbook) including papers, projects, presentations, and the trimester narrative summary.

Voluntary Association Administration Program (V.A.A.P.)

Offering the Master of Arts Degree in . . .

The Administration of Non-Profit and Voluntary Organizations

Lindenwood 4 offers a truly innovative academic program, designed for people serving or interested in serving non-profit and voluntary organizations in leadership capacities.

V.A.A.P. is designed to enable students to develop administrative/managerial competence in non-profit enterprises, while deepening their knowledge of the political and social dimensions of voluntary action and issues. The type of comprehensive and systematic education available to graduate students through V.A.A.P. is unique in this field.

Sequence of Study

Students complete a *four trimester graduate program* in order to graduate with a Master of Arts Degree in The Administration of Non-Profit and Voluntary Organizations. The first three trimesters constitute a common sequence of studies within which students are able to select subjects and competencies of individual interest and importance. The fourth trimester is comprised of individualized study and the Culminating Project.

- 1st Trimester: **Organizational Theory and Management Studies/Human Resources Management/The Voluntary Organization: Membership and Management/**
- 2nd Trimester: **Financial Aspects of Non-Profit Management/Program Development/Communication and Organizational Administration/**
- 3rd Trimester: **Political Process/Voluntary and Non-Profit Organizations as**

Change Agents/The Role of Voluntary Action in a Democracy/Issues in Volunteerism

4th Trimester: Individualized topics of interest and Culminating Project

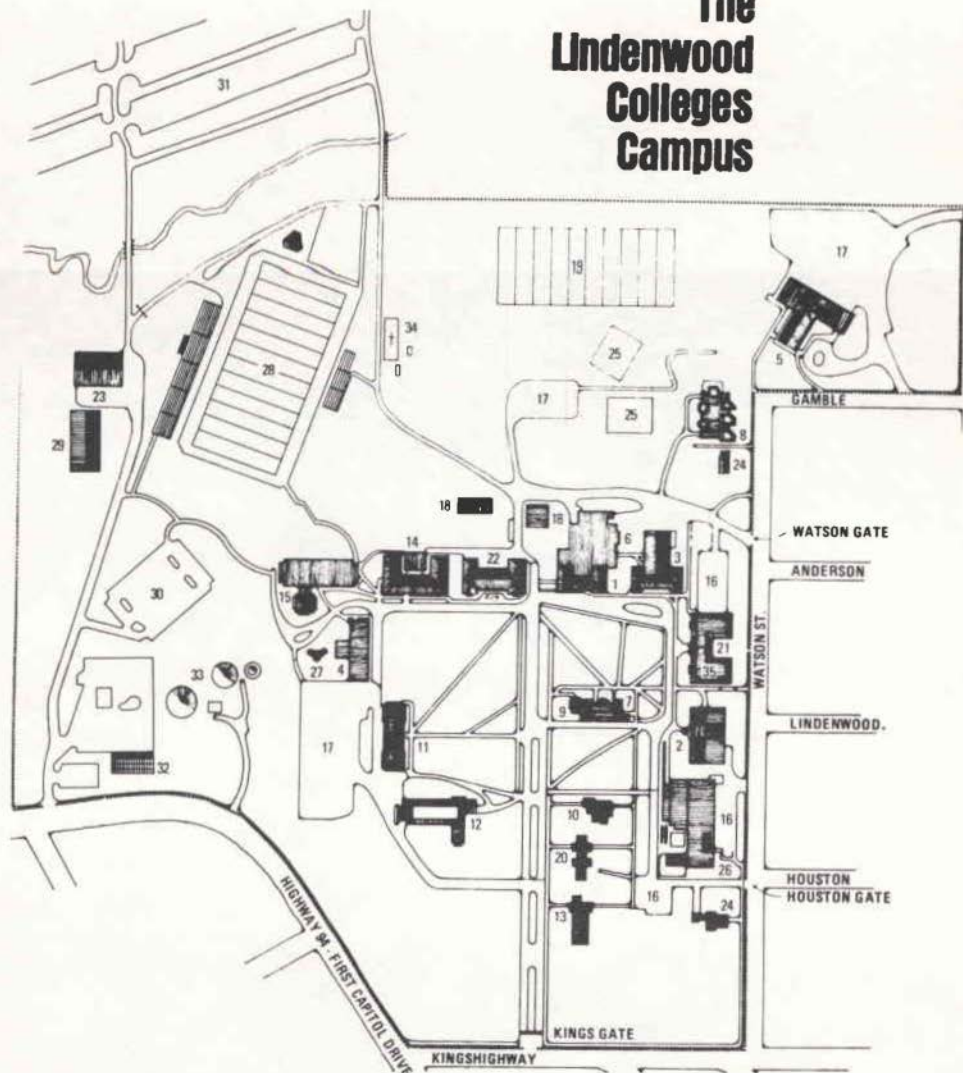
Individualized Programs in Other Areas

Offering the Master of Arts Degrees

Students in Lindenwood 4 devise specialized degree programs in their particular areas of interest. Programs are typically three trimesters in length. Some examples of such programs are in the following areas: 1) Holistic Health, 2) Cybernetics, 3) Romantic Poetry in English, 4) Nineteenth Century American History, 5) American History, 6) Jungian Psychology, and 7) Environmental Studies.

In addition to program offerings at the graduate level, Lindenwood 4 specializes in entirely individualized graduate study. The completely individualized Master of Arts Degree program is devised by the students, with the assistance of the faculty, to prepare the students in a very specialized area of the student's choice.

The Lindenwood Colleges Campus



- | | | | |
|--|---------------------------------|---|--|
| 1. Ayres Residence Hall | 9. Student Center | 19. Playing Fields | 26. Athletic Field/Amphitheater |
| 2. Butler Library | 10. Faculty-Staff Club | 20. President's House | 29. Riding Arena |
| 3. Butler Hall, Faculty, Admissions & Administrative Offices | 11. Irwin Residence Hall | 21. Roemer Hall, Administrative Offices | 30. Parking Lot |
| 4. Cobbs Conference Center | 12. McCluer Residence Hall | 22. Sibley Hall | 31. Parking Lot |
| 5. College Chapel | 13. Memorial Arts Building | 23. Stables | 32. Bank |
| 6. Dining Room | 14. Campus School | 24. Staff Residence | 33. City Water Tanks |
| 7. Student Center | 15. Parker Residence Hall | 25. Tennis Courts | 34. College Founders Cemetery |
| 8. Fine Arts Building | 16. Parking, Staff, Visitors | 26. Young Hall of Science | 35. Jekyl Center for the Performing Arts |
| | 17. Parking, Students, Visitors | 27. Outdoor Swimming Pool | |
| | 18. Plant Services | | |

COURSE DESCRIPTIONS

ART HISTORY

Faculty: Eckert, Kanak, Wehmer

Requirements for the Major in Art History

The major in art history is offered within the Bachelor of Arts degree program. Twenty-seven credit hours in art history and nine credit hours in studio art are minimum requirements for the major. No more than forty-two credit hours in art history and twelve credit hours in studio art may count toward the graduation requirement of 120 credit hours. Two years of a foreign language are required for the art history major.

Facilities and Activities

Seminar and lecture rooms for art history studies are located in the Fine Arts Building. An extensive collection of slides provides illustrations for art history lectures. Resources for studying historical and contemporary examples of art in the metropolitan area are the St. Louis Art Museum, Steinberg Gallery at Washington University, commercial art galleries and galleries of other educational institutions. Monthly exhibitions are held in the Harry D. Hendren and Lounge Galleries of the Fine Arts Building.

Career Opportunities

The student with a major in art history may follow a career in teaching, museum work (curatorship, education and administration), commercial art gallery management, preservation and conservation, art journalism and criticism, art consultant and governmental agencies relating to the arts.

Courses of Study

All courses in the history of art are available as distributional electives. Courses are offered on an alternate-year basis. In addition to the standard course offerings in art history listed below, the student may include independent study, field study and an internship as part of the major program of study. The January term frequently provides travel opportunities for the study of works of art in Europe and Mexico or elsewhere in the United States.

ART 225 History of Photography. (3) A history of the technological and esthetic developments in photography from 1839 to the present day. Photography will be considered in the context of major movements in the visual arts during the 19th and 20th centuries.

ART 245 Art and Culture of Egypt. A study of the art and architecture of the Old, Middle and New Kingdoms in relationship to Egyptian culture.

ART 254 Nineteenth Century Art. (3) Neoclassicism, Romanticism, Realism, Impressionism and Post-Impressionism in 19th century European art.

ART 255 Pre-Columbian Art. (3) The study of the arts and artifacts remaining from Indian cultures of the United States Southwest, Mexico, Central and South America.

ART 256 Baroque Art. (3) A study of the national and international aspects of baroque and rococo styles in European art.

ART 257 Greek and Roman Art. (3) A study of Aegean, Greek and Roman Art.

ART 259 American Art I. (3) A study of American art from Colonial times to 1820 with emphasis on European influences and the development of indigenous styles.

ART 260 American Art II. (3) A study of American art from 1820 to the Armory Show.

ART 261 Twentieth Century Art. (3) A study of the 'isms' which define the styles of European and American art in the early 20th century.

ART 262 Twentieth Century Art II. (3) A study of the reaction and interaction of the dominant styles of the 20th century from 1930 to the present with particular reference to the role of art in American culture and society.

ART 264 Art & Culture of Japan. (3) A study of the arts and literature of Japan in relation to the broad aspects of the esthetic traditions which have enriched Japanese culture.

ART 268 Christian Art. (3) A study of the arts of the Christian world from 300 to 1300 in relation to the cultures in which they have flourished. Early Christian, Byzantine, Carolingian, Ottonian, Romanesque and Gothic styles are studied.

ART 271 History of Drawing and the Graphic Arts. (3) A study of the visual concepts, techniques and processes which have brought about the development of varied esthetic traditions in drawing and the graphic arts.

ART 280 Renaissance Art I. (3) The art of Italy and Northern Europe from 1300 to 1460 in relation to late Medieval and Renaissance culture.

ART 281 Renaissance Art II. (3) The art of Italy and Northern Europe from 1460 to 1600 with consideration of the emergence of High Renaissance and Mannerist styles.



STUDIO ART

Art Studio Requirements for the Major

The student who wishes to major in studio art may elect a program leading to the Bachelor of Arts, Bachelor of Science or Bachelor of Fine Arts degree. The areas of study are: ceramics, design, drawing, painting, photography, printmaking, sculpture, and dance. The student in consultation with an adviser plans a major program which will fulfill the area requirements in art and which will develop an emphasis of study in one or more of the studio areas.

Requirements for the B.A. and B.S. Degrees

The major in Studio Art for these degrees requires a minimum of twenty-seven credit hours in studio art and nine credit hours in art history. No more than forty-two credit hours in studio and fifteen credit hours in art history may be counted toward the graduation requirements of 120 credit hours.

Introductory core—nine credit hours: 106, 236, 208

Drawing—Three credit hours

Painting/Printmaking—Three credit hours

Three-dimensional Area (Ceramics, Sculpture, Fibers, Dance, Stained Glass, other) - Three credit hours

Studio Art Electives—nine to twenty-four credit hours in which an area of emphasis should be developed.

Art History—Nine to fifteen credit hours

Requirements for the B.F.A. Degree

The B.F.A. degree, the professional degree in studio art, requires a minimum of fifty-four credit hours and permits a maximum of sixty-six credit hours in studio courses. Fifteen credit hours in art history are required for the degree.

Introductory core—Three courses: 106, 236, 208

Photography—Three credit hours at a level appropriate to the students experience

Drawing core—Nine credit hours

Painting/Printmaking Core—Twelve credit hours: Three credit hours in painting, three credit hours in printmaking, six additional credit hours in either area.

Three-dimensional core (Ceramics, Sculpture, Fibers, Stained Glass, Dance, other)
- Twelve credit hours

Studio Art Electives—Nine to Twenty-one credit hours

Art History—Fifteen credit hours

General requirements for the B.A., B.S. and B.F.A. degrees are outlined under descriptions of these degrees elsewhere in this bulletin.

Art 106 (Introduction to Basic Design and Movement) and Art 236 (Design Workshop) are foundation courses which are prerequisites for study in any of the studio art areas.

The Studio Art faculty reserves the right to retain a copy of prints done under its instruction. Works of student art in other media may be reserved by the Faculty for a period of up to two years following a student's graduation.

Art Education

A program in Art Education is offered for the student preparing to teach art in primary and secondary schools. This program may lead to the B.A., B.S., or B.F.A. degree. The completion of art requirements for the appropriate degree and the fulfillment of required courses in Education, including Student Teaching, leads to certification to teach art from the Kindergarten level through grade 12.

Courses of Study

In addition to the standard offerings in studio art listed below, the student may include independent study, field study and an internship as part of the major program of study. The January term provides opportunities for unusual and specialized courses in studio art and for studio art experiences and the study of works of art in Europe, Mexico or elsewhere in the U.S.

Art studio courses numbered above 200 may be repeated one or more times. Studio art courses are not open for audit.

ART 106 Introduction to Basic Design and Movement. (3) An elementary course in art and movement involving a study of the elements of composition, including design in movement, in relationship to two dimensional problems. Lab fee.

ART 181 Beginning Still Photography. (3) An Introduction to the basic principles of still photography, camera, and darkroom techniques. Studio fee.

ART 208 Color Theory and Design. (3) A study of the properties of color and the optical effects in perception. The application of color theory through design problems using pigments, colored papers and other media.

ART 236 Design Workshop. (3) An exploration of three-dimensional space and design. Problems in the additive and subtractive processes will be concerned with open and closed space, mass and volume. Basic fabrication skills are taught. Lab fee.

ART 234 Fibers: Structural. (3) Form and color will be explored by means of basic fiber techniques such as weaving, knotting, and basketry. The emphasis will be on gaining skill in designing and making low relief and three-dimensional objects with various types of fiber. Products of exploration may be belts, bags, baskets, tapestries, and fiber sculptures. Lab fee.

ART 235 Fibers: Textile Surface Design. (3) Surface, color and design will be explored using such techniques as embroidery, printing, quilting, and dyeing on woven and non-woven surfaces. Emphasis will be placed on gaining basic skills and designing for specific uses such as wearables and window coverings. Lab fee.

ART 240 Introduction to Ceramics. (3) An introductory investigation of clay as a medium for creating functional and sculptural forms. Techniques are taught in wheel throwing, hand building, glazing and kiln-firing. The student becomes familiar with historical and contemporary ceramics through lectures, exhibits and visual aids. Studio fee.

ART 300 Painting. (3) Painting in varied media with instruction and criticism appropriate to the need and level of the individual student. Prerequisites: ART 106, 208 and 236 or consent of instructor. Lab fee.

ART 302T Selected Design Problems: Studio Art. (3) Problems in various media for the studio art student as an extension of study in a particular area beyond the normal course limitation. Work done in fulfillment of this course can be done within existing class structures combined with individual study. Prerequisite: 300-level courses in appropriate areas of study and permission of instructor.

ART 311 Printmaking—Intaglio. (3) Printing with metal plates using the techniques of etching and engraving. Prerequisites: ART 330. Lab fee.

ART 312 Printmaking—Collagraphy. (3) A form of printing, from a built-up collage surface, and printed by the intaglio technique. Prerequisites: ART 330. Lab fee.

ART 313 Printmaking—Relief. (3) Basic techniques in woodblock and linoleum block printing in black and white or color employing oil-based inks on a variety of papers and surfaces. Some experimentation with found-object printing, embossing and batik will also be included. Prerequisites: ART 330. Lab fee.

ART 314 Printmaking—Silk Screen. (3) This course will concentrate on the technique of silk screen printing as related to commercial art as well as to the fine arts. All of the materials and techniques used in silk screen printing will be explored including photographic silk screen. The esthetic properties of the silk screen print either as a painting or as a commercial design will be the focus of the course. Prerequisites: 330. Lab fee.

ART 320 Sculpture. (3) Sculpture in varied media with instruction and criticism appropriate to the need and level of the individual student. Prerequisites: ART 330 and ART 236 or consent of the instructor. Studio fee.

ART 323J Studio Art and Art History—Mexico. (3) A course in studio art and the history of art for students qualified in either area. San Miguel de Allende with its numerous art schools, galleries, and private studios will be the center for the study of drawing, painting, and related studio practice. Additional time will be spent in Mexico City and environs, studying the art of ancient cultures on location or the relics in the Museum of Anthropology. Side trips to Teotihuacan, Tula, Cuernavaca, and other areas of archeological interest will be conducted during the week. The course concludes in Merida, Yucatan, seeing the Toltec-Mayan sites of Chichen-Itzen and Uxmal. Prerequisites: Pre-Columbian art history and any studio art course or demonstrated proficiency in drawing or painting.

ART 330 Drawing. (3) Drawing in all media with instruction and criticism appropriate to the need and level of the individual student. Prerequisites: ART 106 and 236. Lab fee.

ART 333 Stained Glass: Techniques and Tradition. (3) A course stressing the techniques of making stained glass pieces: windows, lampshades and decorative articles. The history of colored glass and its application will be briefly considered as well as field trips to studios and public buildings for first hand study of techniques and effects. Costs of materials will be the responsibility of the students. Prerequisite: any studio art course.

ART 340 Ceramics. (3) Studio experiences of creating with clay as a three-dimensional medium. Class projects will be both functional and sculptural in nature allowing the student to perfect skills in wheel throwing, hand building, glazing and kiln-firing. The student broadens an understanding of ceramics through guest workshops, lectures, field trips, and visual aids. Prerequisites: ART 106 and 236. Studio fee.

ART 381 Intermediate Still Photography. (3) A concentrated study of the works of selected photographers for criticism and analysis. Students will complete assignments in photography and submit a portfolio of prints. Prerequisite: Art 181. Studio fee.

ART 385 Topics in Photography. (3) Experimental photography for the advanced student. Experimentation and manipulation of the photographic image. Students will design and submit a major portfolio of mounted prints. Prerequisite: Art 281. May be repeated as topics vary. Studio fee.

Graduate Courses.

ART 505 Painting. (3) Advanced painting in acrylic, oil, watercolor or mixed media. Assigned problems in composition and color. Research problems directed to the needs and interest of the students.

ART 510 Printmaking. (3) Advanced work in intaglio and relief processes. Designing for the graphic media and the technology of printmaking are emphasized. Research problems directed to the needs and interests of the student. Studio fee.

ART 520 Sculpture. (3) Advanced work in three-dimensional media. Problems are assigned to explore new media and modes of expression as well as traditional ones. Research problems directed to the needs and interest of students. Studio fee.

ART 530 Drawing. (3) Advanced drawing in which a variety of media are explored. Problems with figurative imagery are emphasized. Research problems directed to the needs and interests of students.

ART 540 Ceramics. (3) Advanced study of ceramics. Problems in clay design using varied methods of forming. The study of different clays and their properties, glaze calculations and varying firing procedures are included. Production of sculptural as well as functional works. Research problems directed to the needs and interests of students. Studio fee.

ART 550 Design. (3) Advanced study in one or more areas of design employing media appropriate to the area of study. Problems in alternate design solutions. Research study directed to the needs and interest of students.

ART 591-2-3 Independent Study in Art. (3) Independent study in studio art, and art history. A program of study is formulated with an adviser outlining the research tools and procedures to be followed and stipulating the methods of evaluation. Presentation of the final project in terms of a research paper and/or preparation of works for exhibition.

DANCE

Dance with majors in Studio Art and Theatre, in consultation with their advisors, may elect to develop an emphasis in Dance within the degree programs offered by the two departments.

DAN 119 Beginning Dance Workshop. (3) An introductory course in the theory and practice of modern dance and jazz. Exercises for the development of dance skills, movement awareness, and control.

DAN 120 Intermediate Dance Workshop. (3) Intermediate level dance exercises: modern, jazz, form and ballet. A comprehensive and eclectic workshop. Prerequisite: permission of the instructor.

DAN 281 Dance Technique and Composition. (3) A study of the basic elements and techniques of form and their application to dance compositions. Projects in formal and free style compositions.

DAN 286 Dance History. (3) An historical study of dance as a performing art from ancient times to the present.

DAN 302 Projects in Dance Production. (3) Dance, choreography, and the techniques of production related to performance. Individual and group projects will culminate in a dance concert.

With the exception of Dance History, Dance classes may be repeated for credit.

BIOLOGY

Faculty: Anderson (chairman), Brescia, Doell, Grundhauser

Requirements for the Biology Major

The major in biology requires the completion of a minimum of 35 credit hours in biology of which 8 credit hours must be in laboratory courses. A maximum of 42 credit hours in Biology courses can be counted toward graduation. Eighteen credit hours outside the Department of Biology but within the Division of Natural Sciences and Mathematics are required. These courses may meet the distributional elective requirements for the Natural Sciences.

Biology students are required to take a two-term General Biology course (advanced placement is available), one course from each of the four main areas of Biology, General Chemistry I and II and two semesters of General Chemistry Laboratory.

Both the B.A. and B.S. degree programs are available. Student research and independent study are encouraged. Opportunities to penetrate some one area of particular interest to the student are provided. Students planning to enter graduate school are advised to enroll in the B.A. degree program and should take four courses in Chemistry, including Organic Chemistry, Mathematics through Calculus and two semesters in Physics.

Facilities and Activities

Lindenwood has access to a 1,000 acre natural preserve located about 50 miles from the Colleges in the Cuivre River area. Ecological and systematic studies of terrestrial and fresh water habitats are made possible at this outdoor laboratory.

Career Opportunities

The Biology Department prepares students for graduate study, careers in teaching, *hospital, industrial and governmental laboratories*, and scientific sales administration. *Students also may be trained as naturalists and in some aspects of horticulture.* Pre-professional medical, dental and veterinary programs are also offered.

Courses of Study

(Courses lettered with an "L" are the laboratory experiences which accompany various courses. They receive one semester hour of credit and must be taken along with the Biology course with which they are associated unless excused by the instructor.)

BIO 101 (4), BIO 102 (4) **General Biology.** An introduction to the Biology of plants and animals with emphasis on unifying principles including molecular, cellular and organismic, organization, metabolism, reproduction and classical and modern genetics, responsiveness and coordination, evolution and ecology.

BIO 101L **General Biology Laboratory.** (1) Lab fee.

BIO 102L **General Biology Laboratory.** (1) Lab fee.

BIO 380 **Introduction to Medical Technology.** (3) A course designed to introduce students to the laboratory procedures and nature of the medical technology program. Taught at St. John's Mercy and Missouri Baptist Hospitals. Prerequisite: BIO 101 or BIO 102.

BIO 390 **Seminar Topics in Biology.** (3) Special topics selected from various areas of biological investigation either of recent or historical origin. Topics differ from year to year. Prerequisite: BIO 101, BIO 102.

BIO 400 **Field Study.** (1-5)

BIO 450 **Internship.** (6 or more)

AREA I: Molecular and Cellular Biology

BIO 304 **Cell Biology.** (3) Concepts of cellular and subcellular organization and function are examined, stressing the relationship between cell structure and the dynamics of the cell. Prerequisites: BIO 101, 102, CHM 151, 152 or permission of instructor. Doell

BIO 304L **Cell Biology Laboratory.** (1) Lab fee.

BIO 308* **Genetics.** (3) A study of classical and modern genetics, including principles of Mendelian inheritance, mutagenesis, the genetic code, gene interactions, and population genetics. The laboratory, BIO 308L will consist of experiments with *Drosophila*, *Neurospora*, *E. coli*, and bacterial viruses as well as some plant material. This course is recommended for medical technology students. Prerequisite: BIO 101, 102 or consent of instructor.

BIO 308L* **Genetics Laboratory.** (1) Optional for non-biology majors. Lab fee.

BIO 312 **Immunology-Parasitology.** (3) A course which introduces studies in the fields of immunology and parasitology. This course is recommended for all medical technology students. Prerequisite: BIO 353.

BIO 312L **Immunology-Parasitology Laboratory.** (1) Must be taken with BIO 312. Lab fee.

BIO 316 **Biochemistry.** (3) A study of the structure and functions of the various

chemical constituents of living matter. Prerequisite: CHM 361 or consent of the instructor.

BIO 316L Biochemistry Laboratory. (3) Must be taken with BIO 316. Lab fee.

AREA II: Organismic Biology

BIO 327 (3), 328 (3) Vertebrate Anatomy and Physiology. A study of the structure and functions of vertebrate organisms on the organ system level. This course is recommended for Medical Technology Majors. Prerequisite: BIO 101, 102 or consent of the instructor.

BIO 327L Vertebrate Anatomy and Physiology Laboratory I. (1) Must be taken with BIO 327. Lab fee.

BIO 328L Vertebrate Anatomy and Physiology Laboratory II. (1) Must be taken with BIO 328. Lab fee.

BIO 329 Advanced Physiology. (3) Physiological principles of normal body function are examined. Special emphasis on homeostatic mechanisms operating at all levels, from chemical events to organ system function. Prerequisites: BIO 327, BIO 328, CHM 151, 152 or permission of instructor.

BIO 334* Plant Growth and Development. (3) Studies of growth and development in lower and higher plants will be conducted. Topics such as differential growth, apical dominance, tissue differentiation, induction of dormancy, flowering and senescence will be studied. Must be taken with 334L. Prerequisite: BIO 101, 102 or consent of instructor.

BIO 334L* Plant Growth and Development Laboratory. (1) Must be taken with BIO 334. Lab fee.

AREA III: Comparative Biology

BIO 245* Identification, Taxonomy and Systematics of the Local Flora. (2) A survey of the flora of St. Charles and surrounding counties with an emphasis on Angiosperm taxonomy. Course will include field trips, lecture and laboratory experiences. Must be taken in conjunction with BIO 245L.

BIO 245L* Identification, Taxonomy and Systematics of the Local Flora Laboratory. (1) Must be taken with BIO 245. Lab fee.

BIO 247 Greenhouse Horticulture. (3) A course in selection, propagation, and cultivation of plants in the controlled environment of the Greenhouse. Course will include lecture and laboratory activities. One credit may be used for lab requirement for Biology majors. Lab fee.

BIO 342* Comparative Physiology. (3) Adaptive physiological strategies of animals are compared. Diversity of approaches to O_2 transport, acquisition and utilization of food, iron and water balance, excretion of waste production, reproduction, and temperature regulation are examined. Prerequisite: BIO 327, 328, CHM 151, 152 or permission of instructor.

BIO 342L* Comparative Physiology Laboratory. (1) Lab fee.

BIO 351 Field Studies in Taxonomy. (3-5) Studies on taxon of student's choice will be conducted on Cuivre River property. Work will include collection, identification and preservation techniques. Prerequisite: BIO 101, 102. Lab fee.

BIO 353 Microbiology. (3) A course relating the major principles in biology to the microbial world. Primary emphasis is on the bacteria, with consideration of the algae.

fungi, protozoa, viruses and other microorganisms. Prerequisite: BIO 101, 102 or permission of instructor.

BIO 353L Microbiology Laboratory. (1) Must be taken with BIO 353. Lab fee.

BIO 355* Survey of Plants. (4) A survey of the plant kingdom emphasizing gross structure and reproduction and evolutionary relationships of representative forms. Must be taken with 355L. Prerequisite: BIO 101, 102.

BIO 355L* Survey of Plants Laboratory. (1) Must be taken with BIO 355. Lab fee.

BIO 357* Aquatic Algae of the Region. (2) A study of the collection, identification, and classification of local algae with special emphasis on field and laboratory studies. Must be taken with 357L. Prerequisite: BIO 101, 102 or consent of instructor.

BIO 357L* Aquatic Algae of the Region Laboratory. (1) Must be taken with BIO 357. Lab fee.

AREA IV: Environmental Biology

BIO 160 Field Biology. (3) A course which introduces students to local flora and fauna, emphasizing the interrelations of organism and niche. Lab fee.

BIO 162* Environmental Biology. (3) A course designed to study current environmental problems. Basic ecological principles are studied as the background for examining problems as they relate to man in the ecosphere.

BIO 260* Marine Biology in the Subtropics. (3) A general study of marine plants and animals with emphasis on the ecology of coral reefs. Studies of protected and exposed reefs as well as visits to lagoons and salt ponds are included. Lab fee.

BIO 362* Ecology. (3) A study of the interrelationships of animals, plants and their environment. Field trips are taken to local ponds, marshes, streams, woods and reserves to observe living communities. BIO 362L must be taken concurrently. Prerequisite: BIO 101, 102 or consent of instructor.

BIO 362L* Ecology Laboratory. (1) Must be taken with BIO 362. Lab fee.

BIO 364* Evolution. (3) A course of readings and discussion of the major evolutionary theories from Lamarck to Darwin and the Modern Synthesis. Current research in evolution will be considered.

BIO 372* Introduction to Woodland Ecology. (3) An analysis of the history, practice and trends in forestry in the United States as they relate to ecosystem management. Forest ecology, silviculture methods, and tree identification are introduced. Prerequisite: BIO 101, 102 or consent of instructor.

BIO 386 Nutrition. (2) A study of the principles of nutrition and relationships between nutrition and health. Prerequisite: BIO 101, 102.

MEDICAL TECHNOLOGY

Requirements for the Major

A bachelor's degree in Medical Technology may be awarded to students completing a 3 year liberal arts program and one year of internship training in a NAACLS accredited School of Medical Technology. Entrance into the internship program is competitive. A degree in Medical Technology qualifies the student to take the registry examination to become a certified Medical Technologist.

In addition to the internship year, Medical Technology students are required to take General Biology 101 and 102, two terms of Anatomy and Physiology, Microbiology, Genetics, and Immunology-Parasitology. In addition, General Chemistry I and II,

Organic Chemistry I, Organic Chemistry II and/or Biochemistry, and College Algebra. Other supportive courses are strongly recommended and will be selected in advisement during the student's career. Frequently Medical Technology students often pursue a double major in Biology in the context of either a B.S. or B.A. liberal arts program.

Facilities and Activities

The Lindenwood Biology Department has facilities and activities which have prepared students well for internship competition. Qualified students, although not guaranteed placement, can be assured that they can compete successfully with students from other programs.

Career Opportunities

Certified Medical Technologists enter a field currently experiencing scarcity of job applicants. Jobs are available in hospitals, clinics, private industry, blood banks, as well as in medical equipment sales.

Courses of Study for Medical Technology Major

(These courses are taken during the fourth year of the Medical Technology Degree program and must be taken at a NAACLS accredited program. Variations in credit hours indicated after each entry are due to specific program variations at the internship institutions.)

MTC 301 Clinical Chemistry (8-12) Aspects of the Clinical biochemistry of body fluid constituents are examined using analytical and theoretical approaches. Techniques learned are manual and instrumental.

MTC 302 Coagulation. (1-2) Principles of and techniques used in the study of coagulation are examined in lecture and laboratory activities.

MTC 303 Clinical Education. (1-4) Topics such as inservice education and educator techniques in the instructional process are discussed. Objectives, learning activities and evaluative measures are examined.

MTC 304 Hematology. (3-6) Study of normal cellular elements of blood and bone marrow including cell life histories and morphologies; abnormalities in life histories and morphologies are analyzed quantitatively and qualitatively; hemostasis and hemorrhagic disorders.

MTC 305 Immunochematology. (3-5) Blood Group systems and immune response are studied with an emphasis on genetics, incidence, serologic reactions and rare types as well as blood-bank methodology, administrative and legal aspects of blood banking.

MTC 306 Immunology-Serology. (2-3) Antibody production, antigen-antibody interactions and techniques in serological testing of various disease states are studied.

MTC 307 Clinical Laboratory Management. (1) Principles and philosophy of effective management including function, organization, staffing and direction are investigated.

MTC 308 Clinical Microbiology (7-10) A comprehensive study of micro-organisms and their relationship to disease. The isolation and identification of pathogens, agglutination reactions, and microbial susceptibility testing are included.

MTC 309 Urinalysis. (1-3) A study of renal structure and function, the physical and chemical properties of urine and correlation of these with clinical disease. Gastric and fecal analysis is also included.

BUSINESS ADMINISTRATION

Requirements for the major

In addition to general college requirements, the Business Administration requirements include:

'Core' or basic Business Administration courses: BA 102, Principles of Accounting I, BA 103 Principles of Accounting II, BA 200 Principles of Management, BA 204 Business Law, BA 205 Principles of Marketing, BA 220 Introduction to Data Processing, BA 303 Business Communication, BA 307 Principles of Finance.

Courses not in the Business Administration department: ECC 101 Economics I, ECC 102 Economics II, SS 310 Social Science Statistics.

Electives in Business Administration (12 credit hours).

Completely free electives, no more than 24 credit hours of which may be in the Business Administration curriculum (39 credit hours).

Total course requirement: (120 credit hours).

Students wishing to qualify for the B.A. degree in Business Administration must meet the Lindenwood requirements for that degree. These requirements would modify the above requirements for the major as follows:

1. In addition to the general requirements for day and evening students, students are required to develop a knowledge in depth of a foreign culture.
2. In place of the distribution requirement for the B.S. degree, students must take two courses in Humanities, two in Social Sciences and three in Natural Sciences and Mathematics.

In addition to the B.S. and B.A. degrees in Business Administration described above, an Associate in Science in Business Administration, consisting of 66 credit hours, is offered in the Evening College. Courses taken for the degrees may be applied toward the bachelor's degree programs.

Career Opportunities

Within the above format, students may develop sufficient training in Business Administration to secure entry level positions in business careers. Alternatively, they may secure a background for admission to graduate study in business, law, or in other professional fields. Particularly for evening students, programs of study can be implemented to enhance careers which are already begun.

The specific major outlined here is "Business Administration". Students may but are not required to develop areas of concentration comprised of advanced courses in Business Administration (e.g. in Marketing or Accounting) to suit a specific career objective. If students have interests outside the scope of Business Administration, they may work out majors in other fields which may satisfy personal interests in liberal arts, or may provide an opportunity whereby basic training in Business Administration can well be supplemented with an additional major in such fields as Management of Human Resources, Mathematics, Music or Art. Such majors may be very useful to students in targeting well thought out career objectives. No specific Business Administration requirements for these majors are established, but careful early planning can make possible uniquely suitable vocational and/or graduate school preparation.

Accounting

BA 102, 103 Principles of Accounting I, II. (3, 3) An introduction to 'the language of business' used in financial and managerial decision-making. Accounting principles applied to corporations, partnerships, and sole proprietorships will be studied. Topics include: the accounting cycle, working papers, financial statements, accounts, ledgers, and an introduction to the managerial uses of accounting.

BA 301 Managerial Accounting. (3) Course is designed to provide students not concentrating in accounting with an understanding of utilization of internal accounting data for management planning and decision making. Prerequisite: BA 103.

BA 302 Federal Income Tax. (3) Income tax regulations and laws affecting individuals. A beginning course designed for all persons who wish to learn about federal income taxes. Practical problems will be used extensively. Prerequisite: BA 103.

BA 305 Cost Accounting. (3) Concepts of cost determination, reporting and control applied to manufacturing operations. Emphasis will be placed upon job order and process cost accounting systems. Prerequisite: BA 103.

BA 310, 311 Intermediate Accounting I, II. (3, 3) The development, application and importance of accounting standards, principles and conventions, including current FASB opinions. Problems of balance-sheet valuations and their impact upon income statements; effects of judgement and opinion upon the 'fairness' of statement presentations. Prerequisite: BA 103.

BA 312* Advanced Cost Accounting. (3) Emphasis is placed upon period costs in addition to product costs. Standard costing and analysis of overhead variances are investigated. Problems of joint costs, mix and yield variances, and relevant operations research methods. Prerequisite: BA 305.

BA 313* Advanced Accounting. (3) Specialized topics in advanced financial accounting: consolidations, mergers, partnership liquidations, consignments, installment sales, estates and trusts. Prerequisite: BA 311.

BA 314* Governmental Accounting. (3) Problems, systems methods and procedures in the specialized accounting and reporting functions of nonprofit organizations and governmental units. Prerequisite: BA 103.

BA 315* Advanced Tax Problems. (3) A problems approach to the study of specialized tax matters: partnerships, estates and trusts, corporation, tax-exempt organizations, collections and refunds. Use of the Revenue Code will be introduced as well as research methodology. Prerequisites: BA 302

BA 316* Auditing. (3) Theory and application of generally accepted auditing standards and procedures used by independent certified public accountants. Responsibilities and ethics of the CPA as well as practical problems will be examined. Prerequisite: BA 311.

BA 345 Budgeting. (3) Objectives and methods of preparing coordinated and flexible budgets for business planning and control purposes. Prerequisites: BA 103 or consent of instructor.

Data Processing

BA 220 Introduction to Data Processing. (3) The first course of the data processing series. Students are introduced to the types of digital computers, their use in business, and what they can and cannot do. Two common languages (COBOL and Fortran) are considered together with a survey of computer concepts and data processing systems.

BA 320 Programming Concepts-COBOL. (3) COBOL computer programming for

business applications. Topics include: features of COBOL: file processing techniques; sorting and library features; modular programming. Prerequisite: BA 220. Lab fee.

BA 323 Systems Theory and Analysis. (3) An introduction to basic systems concepts, the problematic approach to systems, the analytical tools used in systems analysis and design, and a survey of information and control system. Prerequisite: BA 220 or consent of instructor.

BA 342* Systems Design: A Project Course. (3) Each student will select a project and, with the approval of the instructor, develop a system to produce the desired output or results. Consultations will be held with the instructor as required, but the course will primarily consist of independent student effort, individually or in teams. BA 323 or equivalent is required as a prerequisite; concurrent enrollment in BA 323 is permitted.

The following programming courses are available to students through the Mathematics Department:

MTH 180 Introduction to Computer Programming: Fortran. (3) An introduction to the functions and uses of the digital computer. Fortran programming is studied and programming exercises are tested and run on the computer. Lab fee.

MTH 360 Fortran Programming II. (3) This course is the sequel to an introductory Fortran programming course. The use of arrays, subprograms and auxiliary storage techniques will be fully developed. In addition the student will write programs utilizing certain IBM 1130 subroutine packages such as the Commercial Subroutine Package, the Scientific Subroutine Package or the Statistics Package. Prerequisite: MTH 180 or the equivalent. Lab fee.

MTH 370 Assembly Language Programming. (3) The course will cover the GA/1830 Assembly Language and assembly language techniques. Among the topics covered will be input/output operations, binary and hexadecimal arithmetic, data structures, storage of data, central processor operations, direct and indirect addressing, macro coding, and internal architecture of the central processor. Prerequisite: consent of the instructor. Lab fee.

Finance

BA 307 Principles of Finance. (3) A study of the environment of financial management, with emphasis upon financial planning and control, working capital management, cost of capital, capital budgeting techniques and long-term financing. Prerequisite: BA 103, ECC 101, ECC 102.

BA 330* Investments. (3) Concentration upon investment principles, risk and security analysis. Types or securities are related to investment policies and goals. Prerequisite: BA 307 or consent of instructor.

BA 331* Financial Management. (3) A case study approach to the problems of finance including special topics such as international finance, small business finance, the timing of financial policy. Prerequisite: BA 307.

BA 332* Insurance. (3) A survey of the financial aspects of insurance. Coverage will include types of insurance, risk, loss prevention, insurance administration, and the functions performed by and assistance available from insurance carriers. Prerequisite: BA 307.

BA 333* Real Estate. (3) Concepts of real estate practices and finance. Areas covered include markets, appraisal methods, financing, development and investment, and contemporary problems and issues. Prerequisite: BA 307.

BA 337* Analysis of Financial Statements. (3) Statement analysis from various viewpoints (creditors, owners, investors) and for various purposes (liquidity, risk, profitability, responsibility accounting). Prerequisite: BA 307.

Management

BA 200 Principles of Management (3) A study of the history, principles and philosophy of effective management. The functions of planning, organizing, staffing, directing and controlling are investigated. Case studies are used to relate theories and practices.

BA 240 Management of Human Resources. (3) A study of the manager's relationships with people. Major topics include: organization, personnel selection, motivation, morale and discipline, and problems of communication, benefits and change.

BA 245 Production Management. (3) The concepts and skills underlying leadership in first-line production management, including the study of individual and group behavior, motivation of subordinates, communication, techniques of preventing and solving problems, handling complaints and grievances, skills in personal planning and appropriate leadership styles. Conceptual materials will be supplemented with case studies and experiential leadership styles.

BA 343* Quantitative Management. (3) The techniques, research methodology and tools used in assisting quantitative decision-making. Basic concepts in management science and operations research. Optimization problems, transportation problems, inventory production problems and linear programming will be discussed. Prerequisite: BA 200.

BA 344 Business Management Decision Stimulation. (3) Through the use of a sophisticated computerized business model, students are provided the experience of competing with each other by running a simulated business enterprise. Students are required to interact with their management team in making decisions regarding marketing, finance, management strategies and accounting. Prerequisites: BA 307, BA 205, BA 200.

BA 346 Problems in Management. (3) By extensive analysis of business cases, students will be exposed to corporate situations requiring the use of knowledge and theories from a wide range of business disciplines. Prerequisite: BA 200.

BA 348 Management of Personnel Systems. (3) The systems approach applied to personnel administration and current problems and topics relating to the management of human resources. Each student will research and report on a topic of interest. Prerequisites: BA 200, 240.

BA 349* Business Policy. (3) Approaches from the chief executive level: basic objectives and general policies; plans, strategies, and tactics to achieve the goals; organize, staff, implement and monitor programs; assess results and initiate changes necessary in light of internal and external expectations. Prerequisites: BA 346 and senior standing.

BA 352 Retail Management (3) Organization and management of retail stores. Decisions concerning policies, systems, personnel, inventory control, consumer and market analysis, image, promotion and expense control. Prerequisite: BA 205.

Marketing

BA 155 Salesmanship. (3) The function of the salesman. Topics include: selling abilities and requirements, human relations, product knowledge, suggestion selling, customer service and satisfaction.

BA 205 Principles of Marketing. (3) A study of the fundamental principles and the total

system of activities designed to plan, price, promote and distribute goods and services to the consumer.

BA 250* Distribution and Transportation (3) Study of the cost of moving commodities (which may exceed those of production). Objective analysis such as the transportation method will be illustrated whenever possible.

BA 350 Principles of Advertising (3) Advertising as a function of marketing. For business and non-business students. Prerequisite: BA 205.

BA 351 Advertising Policy and Management (3) The managerial aspects of advertising from the marketing and business executive's viewpoint. Students will develop, implement, control and report on their projects. Prerequisites: BA 205, 350.

BA 353* Marketing Management. (3) The decision areas of product policy, pricing, distribution and promotion. The competitive, social and legal factors involved in these decisions. The case method approach is used in conjunction with lectures. Prerequisite: BA 205.

BA 354* Marketing Problems. (3) A seminar approach to analysis and investigation of current marketing problems. Students will research, prepare and present oral and written reports. Prerequisite: BA 205.

BA 355 Creative Marketing Strategy. (3) The establishment of marketing goals and the development of strategies and long-range plans for their implementation. Specific attention is given to the analysis of market opportunities, product mix strategy, market segmentation, design of distribution and procurement channels, price and promotion strategy and sales force decisions. Prerequisite: BA 205.

BA 356* Consumer Behavior (3) The human variable which must be considered in effective marketing management. Concepts from sociology, psychology, anthropology and other behavioral disciplines will be related to the 'marketing concept' of consumer orientation to learn more about why people buy. Prerequisite: BA 205.

BA 357 Marketing Technology. (3) Application of techniques of marketing research and marketing information systems to problems in advertising, sales management, product strategy, and management and distribution. Survey of the problems, data and the methods of marketing research. Prerequisites: BA 205, SS 310.

Business Education

BA 160 Beginning Typewriting. (2) Emphasis is placed upon correct typing techniques, appropriate speed and accuracy. Open to beginners and those in need of a review of fundamentals. Not available for audit.

BA 161 Intermediate Typewriting. (2) Course stresses improvement of basic techniques, further skill in personal and business material, and organization of work. Prerequisite: BA 160 or proficiency test. Not available for audit.

BA 162 Production Typewriting. (2) Emphasis are: special communication forms, statistical reports, minutes of meetings, legal reports, employment tests, and concentrated speed work. Prerequisite: BA 161 or proficiency test. Not available for audit.

BA 261 Elementary Shorthand. (3) An introduction to shorthand with emphasis on rapid reading, fluent writing and accurate transcribing. Open to beginners and those in need of a review of fundamentals. Typewriting must be taken concurrently unless the student has the equivalent of BA 160. Not available for audit.

BA 362 Intermediate Shorthand. (3) Continued emphasis on building speed and accuracy in shorthand and transcription. Typewriting must be taken concurrently

unless the student has the equivalent of BA 161. Prerequisite: BA 261 or proficiency test. Not available for audit.

BA 363 Advanced Shorthand. (3) An intensive study of shorthand principles with vocabulary enlargement and greater speed and accuracy in taking and transcribing dictation. Prerequisites: BA 161 and BA 361 or proficiency tests. Not available for audit.

Special Business Courses

BA 100 Introduction to Business. (3) A survey of business in our society and its environment, organization, function, management, control and future. May not be *taken by those with junior or senior standing for departmental credit.*

BA 185 Business and the Consumer. (3) A survey of federal and state consumer protection laws. Emphasis will be to analyze the legal rights and obligations imposed upon sellers of consumer goods and services.

BA 204 Business Law I. (3) An introduction to the sources of law and the judicial function, contracts, agency, and employment, partnerships and corporations.

BA 280 Introduction to Health Care Facilities (3) A survey of various institutions and agencies which constitute the present health care delivery system, such as: Home Health Care, Public and Visiting Nurses, Chiropractic Services, Neighborhood Health Centers, Nursing Homes, Acute Hospitals, Paramedics, Mental Health, etc. Lectures, guest speakers and tours (at times convenient to evening students) will be used.

BA 282* Ethics in Health Care. (3) A review of present-day moral principles and standards governing the conduct of persons in the health care field. As a foundation, broad and controversial topics such as euthanasia, artificial insemination, and the right to die will be discussed. The second part of the course will be devoted to relationships of the health care team to the patient, his family and society at large.

BA 303 Business Communications. (3) A study of the principles used in writing effective business letters and reports, and in writing simply, directly and clearly. Techniques of oral presentation are also covered. Prerequisite: English Composition or consent of instructor.

BA 335* Business Forecasting (3) The essentials of projecting future business conditions using a macro to micro approach: the national economy, the industry/area /market, and the firm. The emphasis is placed upon management outlook rather than quantitative techniques. Prerequisites: BA 307, SS 310, and senior standing.

BA 340 Business and Society. (3) An indepth study of an apparent dilemma: business and economic growth without sacrificing ecological, moral and ethical imperatives. Lectures, discussions and cases will be used to develop the background of contemporary problems and the insight into both sides of the problems themselves, progress made to date, and a framework for reasonable approach to solutions in the future. Prerequisite: BA 200. (SOC 331, Social Conflict, may be substituted if preceded by BA 200). ECC 101.

BA 341 Business Law II. (3) Federal regulation of business, insurance, sales, commercial papers, real and personal property, secured transactions, debtors' and creditors' rights. Prerequisite: BA 204.

BA 347 International Business. (3) Students will examine the different management concepts existing in selected areas of America, Asia and Europe. Cultures and social structures of the countries will be used as backgrounds. Each student will be responsible for presentation of a specific country or area. Prerequisites: BA 200 and consent of instructor.

BA 381* Hospital and Health Care Administration. (3) This course focuses on the managerial processes in the health care setting as seen from the administrative, financial, medical and legal viewpoints. Assigned readings, discussions and case studies will be utilized to give a basic understanding of health care administration. Guest lecturers will highlight specific areas of study. Prerequisites: BA 200, 204, 280, 307.

BA 383 Small Business Management. (3) An examination of principles and methods in the operation of a small business. Emphasis is placed on planning, control, financing and management. Prerequisite: BA 103.

BA 389* Public Relations. (3) A study of the theoretical and practical concepts of the purposes and functions of public relations. Primary emphasis will be placed on evaluation of public opinion, selection of media and message and the organizational and environmental aspects of public relations. Prerequisites: BA 100 or consent of instructor.

*Indicates courses offered every other year.

Office Management/Professional Secretarial

BA 078, 079 Certified Professional Secretarial Review. (Evening). (2, 2) Designed for secretaries or senior professional secretarial students interested in qualifying as a Certified Professional Secretary (CPS). The content will cover the six parts of the CPS examination. Behavior Science in Business, Business Law, Accounting, Economics and Management, Secretarial Skills, Decisions Making, and Office Procedures.

Although there is no major in Economics, the following courses provide support for students majoring in business, history, political science and sociology.

Courses of Study

ECC 101 Introduction to Economics I. (3) Macroeconomics. Topics studied include business organization, national income, business fluctuations, monetary policy and fiscal policy.

ECC 102 Introduction to Economics II. (3) Microeconomics. The determination of price under conditions of pure and imperfect competition, and the functional distribution of income in the form of wages, interest, rent, and profits.

ECC 206* American Economic History. (3) See course description under History.

ECC 301* Labor Problems and Industrial Relations. (3) A study of the labor force, employment, wages, hours, and industrial conflict. Unions, collective bargaining, and the labor laws are given important consideration.

ECC 302* Money and Banking. (3) The nature and functions of money and banks. The development of the American banking system, the organization and functions of the Federal Reserve system, and monetary theory and policy. Prerequisite: ECC 101 and 102.

ECC 305* Comparative Economic Systems. (3) An analysis and evaluation of capitalism, socialism, and communism, both historically and functionally. The economics of the United States, England, Russia, China, Sweden, and others are examined. Prerequisite: ECC 101 and 102.

ECC 306* Public Finance. (3) Principles of public expenditures, financial administration, taxation, and public debt as applied to federal, state and local governments. Prerequisite: ECC 101 and 102.

MASTER OF BUSINESS ADMINISTRATION

Requirements of the M.B.A. Degree

Graduate level courses are offered in five subject areas and one elective area: Accounting and Information Systems, Finance, Management, Marketing, Business Environment, Electives.

Forty eight semester hours are required for the M.B.A. degree, however:

- (1) up to 18 hours may be waived for applied undergraduate credit,
- (2) and at least 30 hours must be taken at Lindenwood.

Any two of the courses in each area are required. If courses are waived for undergraduate credit, however, then at least one course per area is required and must be taken at Lindenwood.

A thesis may be counted for up to two Lindenwood courses with the approval of the Department of Business Administration.

General Provisions

Courses in the M.B.A. program meet once a week during the fall and spring terms from 7 to 10 p.m. During the eight-week summer session each course meets for two sessions per week.

Most students may take one or two courses in each fall or spring term. Thus, a 10-course program could be completed in two calendar years. The faculty views two years as a minimum time for the effective integration of the academic resources with the professional responsibilities of the students.

To remain in good standing an average grade of B is required. Students who fall below the B average are on probation and need to consult with their adviser and the director. Failure to remove probation is cause for suspension and dismissal from the program.

The Lindenwood M.B.A. program is accredited as part of The Lindenwood Colleges graduate accreditation by the North Central Association of Colleges.

Accounting and Information Systems

MBA 502 Data Processing. (3) An introduction to the field of automated data processing as it applies to business and other operations. History of and need for data processing, electronic data processing equipment and the function of each machine in a typical installation; information flow and data generation, and general applications. Laboratory introduction to elementary programming techniques.

MBA 510 Financial Accounting Concepts. (3) Generally accepted accounting concepts and their influence upon the preparation, analysis, and use of financial statements and reports.

MBA 511 Managerial Accounting. (3) (Admission requires a basic understanding of general accounting concepts.) The internal use of accounting data by managers for planning and control purposes.

MBA 512 Management Information Systems. (3) Examination of the approaches governing the analysis, design, and implementation of accounting systems for management information, planning, and control.

MBA 513 Quantitative Methods. (3) Managerial application of such topics as probability theory, statistical inference, decision theory, inventory models, linear programming, time series analysis, regression and correlation, and variance analysis.

MBA 515 Production Management. (3) Business management principles relating to a manufacturing enterprise. Organization, control, details of job and process systems, budgeting, cost analysis, cost control and reduction, economic analysis of facilities, and location as they depend on transportation, access to markets and raw materials, utilities' costs, and topics related to employee morale and motivation.

MBA 518 Corporate Tax Planning (3) A study of the practical application of federal and state tax regulations dealing with the corporate business organization. An emphasis is placed on the tax consequences of business decisions and effective tax planning.

Finance

MBA 530 Financial Concepts. (3) (Admission requires an understanding of general accounting concepts) Managerial functions of finance with emphasis on financial analysis, working capital management, capital budgeting, long-term financing.

MBA 531 Financial Policy. (3) Statement analysis, mergers, acquisitions, management/shareholder relations, dividend policy. Long term financing, money and capital market institutions.

MBA 532 Managerial Finance. (3) The evaluation of major financial decisions. The traditional financial problems normally reserved for executive decision making.

MBA 533 Investment Management. (3) Principles of portfolio management, risk and security analysis. Types of securities are related to investment policies and goals.

Management

MBA 540 Organization Concepts. (3) The theory, research, and applications that provide the cornerstones for the study of managing within organizations. The functions of management, human behavioral studies, leadership styles.

MBA 541 Organization Behavior. (3) An analysis of primary factors affecting behavior and relationships in organizations. Particular emphasis is directed at examining the structure, processes and behavior within organizations in order to better understand the management process.

MBA 543 Personnel Management and Labor Relations. (3) The scope of business and industrial personnel services. Analytical appraisal of policies in labor relations and personnel administration.

MBA 545 Business Policies and Strategies. (3) Utilizing top management perspective, this course analyzes the practices and problems confronting the modern business organization. Through an analysis of cases, students are required to integrate a knowledge of the functional areas of business in forming solutions to complex business problems.

Marketing

MBA 550 Marketing Concepts. (3) A study of the system of activities designed to plan, price, promote, and distribute goods and services to the consumer and the industrial market.

MBA 551 Marketing Policies. (3) Major decision areas in marketing. Selection of channels of distribution and promotion programs, evaluation of marketing research information, and determination of pricing and product policy.

MBA 552 Consumer Behavior. (3) Psychological, sociological and economic variables, including motivation, learning, attitude, personality, small groups, social class, demographic factors, and culture; and their effects on purchasing behavior.

MBA 553 Marketing Management. (3) An application of management theory and decision making techniques in the areas of promotion, product planning and development, distribution and pricing.

Business Environment

MBA 580 Legal Environment of Business. (3) Law, legal processes, and legal institutions. The derivation of business laws, present attitudes toward those laws, and future trends in business law. Taxation, commerce regulations, contract law, antitrust legislations, and labor-related legislation.

MBA 581 Managerial Economics. (3) Analysis of economic problems primarily micro, as they impact upon managerial decisions and policies.

MBA 582 International Trade (3) Trade between and among nations: balance of payments, exchange rates, tariffs, quotas, and their interrelationships.

MBA 586 Analysis of Business Conditions. (3) The course is designed to develop the ability to interpret economic trends and analyze forecasts of business conditions. The course will emphasize macroeconomic and monetary policy, and the institutional environment of the U.S. economy.

MBA 587 Institutional Ethics and Corporate Social Responsibility. (3) Deals with the ethical and social responsibilities of institutions and business enterprise, looking at both the conceptual and operational aspects. Implications of the individual institution and the entire social system will be emphasized.

MBA 588 Negotiation Theory and Practice. (3) A study of the theory and practice of effective negotiating. Major topics include: the psychology of negotiations, goal setting, persuasion, influence and power. Also covered is negotiation planning, principles, tactics, techniques and countermeasures.

Electives

MBA 593 Independent Study.

MBA 599 Thesis.

MASTER OF SCIENCE IN ADMINISTRATION

This program was established to recognize the desire of established professionals from industry, government, educational institutions, health care facilities, and related fields to pursue graduate training which builds upon skills and knowledge gained through their career experiences. Coursework, although attuned to theory and methodology, emphasizes the practical aspects of administration, and much of the information gained from the classroom experience has immediate application to the student's professional role.

Admission to the Program

Students seeking admission to Lindenwood's Master of Science in Administration degree program must possess a Bachelor's degree from an accredited college or university. Applicants are not required to have any particular undergraduate major, although those with little or no background in the degree area are advised to do as much general background reading as possible during their first courses.

Curriculum

Accounting Analysis for Administrators
Financial Analysis for Administrators
Administrative Utilization of Computer Systems
Management of Promotional and Marketing Activities
Administrative Policy Formation and Decision Making
Behavioral Science for Administrators
Organizational Development
Systems Management
Personnel Management and Labor Relations
Institutional Ethics and Corporate Social Responsibility
Specialized Study in the Area of Administration

Graduation Requirements

In order to satisfy the Masters Degree requirements, a student must complete a minimum of 36 semester hours of credit at the graduate level with at least a "B" average. Specific requirements are as follows:

1. A minimum of 27 semester hours must be completed in Lindenwood College courses.
2. Students must complete all 10 required courses, unless credits are approved for transfer against or substituted for specific courses.
3. The remaining coursework must be taken from approved electives in the areas of Organization and Management and Human Behavior. The course entitled "Specialized Study in the Area of Administration" may be applied for completion of degree requirements which will give the student an area of concentration in the field.

Transfer Credit

Up to nine semester hours of graduate level credit may be transferred into the program, provided a grade of "B" or better was received and the credit is related to the student's area of study.

The MSA is currently offered at the Lindenwood Downtown St. Louis Center. For Further Information Contact:

Lindenwood Downtown St. Louis Center
330 Mansion House Center
Suite 316
St. Louis, MO 63102
(314) 621-4855



COURSE OF STUDY

MSA 511 Accounting Analysis for Administrators. (3) The development of an understanding of how accounting information can be interpreted and used by management to aid the planning and controlling functions of business.

MSA 530 Financial Analysis for Administrators. (3) The development of an understanding of financial theory that will assist management's evaluation of financial management policies to include working capital management, capital budgeting, investments, financing, and dividend policies. The course will familiarize the student with analytical tools that assist in financial decision making.

MSA 502 Administrative Utilization of Computer Systems. (3) The computing function is a company-wide service which supports the management information system and functional operations. The objective of this course will be to present the many facets of computer utilizations to which the administrator will be exposed. Areas to be covered include: data processing organization, hardware concepts, software "programming" concepts, systems design concepts, telecommunications, data base, word processing, and selected common business and institutional applications.

MSA 550 Management of Promotional and Marketing Activities. (3) Introduction to the approaches and problems of marketing decision making. Promotional programs and evaluation of marketing research information as well as public relations techniques will be discussed.

MSA 545 Administrative Policy Formation and Decision Making. (3) A study of the problems of policy formation and administration. An analysis of the problems encountered in implementing policies and strategies and formation of these problems into a decision making framework.

MSA 546 Behavioral Science for Administrators. (3) Current behavioral science concepts as applied to the administration of human relations in the organization. Employee needs and job characteristics, concepts of motivation, methods for job enlargement and job enrichment, goal-oriented management, the concept of the achiever, effect of systems approach to management on the employee and the organizational structure are discussed.

MSA 541 Organizational Development. (3) A course emphasizing the implementation and maintenance of organization development through the use of applied behavioral science theory. Study will focus on establishing systems-level criteria for organizational health, and on ways to increase organizational effectiveness through planned intervention.

MSA 515 Systems Management. (3) An essentially non-mathematical coverage of project management and systems management programs, including project evaluation, goal determination, PERT/criteria path methods, matrix management, and the appropriate uses of evaluation techniques and reporting systems.

MSA 587 Institutional Ethics and Corporate Social Responsibility. (3) Deals with the ethical and social responsibilities of institutions and business enterprise, looking at both the conceptual and operational aspects. Implications of the individual institution and the entire social system will be emphasized.

MSA 543 Personnel Management and Labor Relations. (3) The scope of business and institutional personnel services as well as appraisal of policies in labor relations and personnel administration and current legal issues affecting both will be covered.

MSA 593 Specialized Study in the Area of Administration. (3-6) Intensive study for advanced students in a subject area relative to the student's primary area of concentration. The course is designed to relate and synthesize isolated knowledge into a wholistic conceptual framework and to provide comprehensive integration of all aspects of the program. The student will be required to prepare a professional paper in an area of administration which the student feels will facilitate his or her professional development in the field. This course will give the student a concentration in an administrative area.

CHEMISTRY

Requirements for the Major

A major in chemistry requires the completion of at least 24 credit hours in chemistry including at least one course of organic, inorganic, analytical and physical, at least four credit hours of chemistry laboratory courses with L number, and two courses in mathematics. The student considering the possibility of graduate school should include Chemistry 472. It is recommended that the student satisfy the language requirement with German or French, in that order of preference.

Qualified students are urged to compete for Honors Research Participation Programs at Argonne, Brookhaven, and Oak Ridge National Laboratories and at Barnes Hospital during the January and Summer terms.

CHM 140 Introductory Chemistry. (3) An introductory course which surveys in one term the basic concepts of chemistry. Topics covered include atomic structure, bonding, reactions, solution chemistry, equilibria, and organic compounds. Prerequisite: MTH 100 or proficiency or permission of instructor.

CHM 140L Introductory Chemistry Laboratory (1) Laboratory experiences which illustrate the topics covered in CHM 140. Co- or prerequisite: CHM 140. Lab fee.

CHM 151 General Chemistry I. (3) A systematic treatment of the principles of science which are applied to chemistry. The topics include atomic structure, chemical bonding, classification of the elements, and solutions. Students are advised to simultaneously enroll in CHM 151L. Prerequisite: high school chemistry or CHM 140, MTH 100 or proficiency, or permission of the instructor.

CHM 151L General Chemistry Laboratory I. (1) Laboratory experiences which illustrate the topics covered in CHM 151. Co- or prerequisite: CHM 151. Lab fee.

CHM 152 General Chemistry II. (3) A continuation of CHM 151. The topics include energy, kinetics, equilibria, and basic organic chemistry. Students are advised to simultaneously enroll in CHM 152L. Prerequisite: CHM 151.

CHM 152L General Chemistry Laboratory II. (1) Laboratory experiences which illustrate the topics covered in CHM 152. Co- or prerequisite: CHM 152. Lab fee.

CHM 341* Inorganic Chemistry. (3) The chemistry of non-traditional elements including nonmetals and noble gases, emphasizing the periodic character of properties of these elements and the relationship between various physical and structural properties with the type of chemical bonding employed by the various elemental groups. Prerequisite: CHM 152. (No lab)

CHM 342* Inorganic Chemistry of Transition Elements. (3) The chemistry of transition metals, emphasizing the unusual bonding properties, stereo-chemistry, and isomerization and their relationships to reactivity, and including compounds which are biologically important. Prerequisite: CHM 152.

CHM 351 Analytical Chemistry. (3) A laboratory course designed to teach experimental and research techniques. Procedures will include gravimetric, volumetric and chromatographic methods of analysis. Prerequisite: CHM 152. Lab fee.

CHM 352 Instrumental Analysis. (5) A laboratory course covering instrumental methods of chemical analysis including gas chromatographic, spectrophotometric, radiochemical, potentiometric and thermal analysis. Emphasis is upon principles of the techniques rather than black box approaches. Prerequisite: CHM 152. Lab fee.

CHM 361 Organic Chemistry I. (3) A systematic study of the nomenclature, structures, properties, and reactions of organic compounds, with an emphasis upon the principles by which chemists predict the properties and reactions of organic compounds. Students are advised to simultaneously enroll in CHM 361L. Prerequisite: CHM 152 and 152L.

CHM 361L Organic Chemistry Laboratory I. (1) An introduction to the laboratory methods in organic chemistry and their applications to the determination of the identity and properties of aliphatic and aromatic compounds. Co- or prerequisite: CHM 361. Lab fee.

CHM 362 Organic Chemistry II. (3) A continuation of Chemistry 361. The principles of chemical behavior are applied to many types of organic compounds, including those of biological significance. Students are advised to simultaneously enroll in CHM 362L. Prerequisite: CHM 361.

CHM 362L Organic Chemistry Laboratory II. (1) A continuation of CHM 361L with emphasis upon reaction kinetics and mechanism of organic and biochemical compounds. Co- or prerequisite: CHM 362 and CHM 361L. Lab fee.

CHM 363 Biochemistry. (3) A study of the structure and function of the various chemical constituents of living matter. Prerequisites: CHM 362.

CHM 363L Biochemistry Laboratory. (1) Lab fee.

CHM 381T Thermodynamics. (3) A study of thermodynamics which emphasizes the concept of equilibrium, energy, and entropy and includes the first, second and third laws with an introduction to the statistical approach to chemical energetics. Prerequisites: CHM 152, MTH 172. (No lab).

CHM 382T Chemical Equilibria. (3) A study of chemical systems in equilibrium and the use of equilibrium constants of several types in calculating the extent to which reactions occur. Prerequisite: CHM 152 and consent of the instructor. (No lab).

CHM 383T Spectroscopy and Molecular Structure. (3) An examination of physical and chemical principles involved in the various types of spectroscopy and the use of spectroscopy to determine the structure of molecules. Emphasis will be placed on nuclear magnetic resonance and infrared absorption spectroscopy but ultraviolet absorption and fluorescence will also be considered. Prerequisite: CHM 362. (No lab).

CHM 385T Chemical Dynamics. (3) A study of both the empirical and the theoretical treatments of chemical reaction rates and the mechanisms that can be devised from them, plus specific treatment of gaseous and atomic reactions, reactions in solution, and very rapid reactions. Prerequisites: CHM 152, MTH 172. (No lab).

Note: The letter T following the course number indicates a tutorial course.

CHM 471 Physical Chemistry I. (3) A theoretical and mathematical study of chemical properties and the methods of predicting physical and chemical changes. The principles of thermodynamics are emphasized. Prerequisites: CHM 361, 352 and PHY 304 (or PHY 152 plus MTH 172).

CHM 471L Physical Chemistry Laboratory I (1) An introduction to the laboratory methods of determining the physical and thermodynamic properties of chemical substances. Co- or prerequisite: CHM 471. Lab fee.

CHM 472 Physical Chemistry II. (3) A continuation of CHM 471 with emphasis upon chemical kinetics and quantum chemistry as means of explaining and predicting chemical behavior. Prerequisite: CHM 471.

CHM 472L Physical Chemistry Laboratory II. (1) A continuation of CHM 471L with emphasis upon the topics covered in CHM 472. Co- or prerequisite: CHM 472 and CHM 471L. Lab fee.

COMMUNICATIONS

The Department of Communications offers courses in broadcasting, journalism, film, photography, public relations and speech communication. A major is offered in mass communication.

Students with a mass communication major should understand that career training for this discipline mandates a strong background in excess of vocational training. In addition to the courses required for the major, the student is urged to select courses which will lead to a strong foundation in the liberal arts. The student will work closely with an advisor to plan course selection and program development. An examination measuring general knowledge will be administered to the student upon entering the major. The results of this examination will help to identify strengths and weaknesses of the student so that a well-rounded educational program may be developed.

Mass Communication

Requirements for the Major

In addition to the general college requirements, the mass communication major will be required to take the following "core" courses:

- MC 100 Introduction to Mass Communication (3 credits)
- MC 401 Mass Communication Law (3 credits)
- MC 405 Mass Media and Society (3 credits)
- SC 123 Interpersonal Communication (3 credits)
- SC 240 Interviewing (1 credit)
- ENG 311 Writer's Workshop (3 credits)

Beyond the basic core courses, the student will be required to complete an additional 24 - 30 hours of mass communication coursework. The student may create a general mass communication program or elect to specialize in a particular emphasis within the communications field. The program are as follows:

General Mass Communication

Core coursework

- 2 credits in MC 301 Applied Mass Communications
- 22-28 credits in other mass communication courses

Broadcast Production and Performance

Core coursework

- MC 351 Radio Production (3 credits)
- MC 354 Television Production (3 credits)
- MC 344 Broadcast Newswriting (3 credits)
- MC 270 History of Film *or* MC 372 Film and Broadcast Documentaries (3 credits)
- MC 352 Advanced Radio Production *or* MC 356 Advanced TV Production (2 credits)
- MC 303 Audience Research *or* MC 403 Radio-TV Organization and Management (3 credits) *or* MC 308 Broadcast Programming Strategies (2 credits)
- 2 credits in MC 301 Applied Mass Communications

Broadcast News and Public Affairs

Core coursework

- MC 344 Broadcast Newswriting (3 credits)
- MC 345 Advanced Broadcast Newswriting (3 credits)
- MC 351 Radio Production (3 credits)
- MC 354 Television Production (3 credits)
- MC 372 Film and Broadcast Documentaries (3 credits)
- MC 352 Advanced Radio Production *or* MC 355 Television Studio Operations (2 credits)
- 2 credits in MC 301 Applied Mass Communication

Broadcast Sales and Management

Core coursework

- MC 303 Audience Research (3 credits)
- MC 304 Broadcast Advertising Sales (3 credits)

- MC 308 Broadcast Programming Strategies (2 credits)
- MC 344 Broadcast Newswriting (3 credits)
- MC 351 Radio Production (3 credits)
- MC 354 Television Production (3 credits)
- MC 403 Radio-Television Organization and Management (3 credits)
- 2 credits in MC 301 Applied Mass Communication

Journalism

Core coursework

- MC 181 Beginning Still Photography (3 credits)
- MC 242 Production and Layout (3 credits)
- MC 341 Newsgathering, Writing and Editing (3 credits)
- MC 342 Advanced Newsgathering, Writing and Editing (3 credits)
- MC 343 Publishing and Editing (3 credits)
- MC 344 Broadcast Newswriting (3 credits)
- MC 372 Film and Broadcast Documentaries (3 credits)
- 2 credits in MC 301 Applied Mass Communication

Public Relations

Core coursework

- MC 181 Beginning Still Photography (3 credits)
- MC 242 Production and Layout (3 credits)
- MC 341 Newsgathering, Writing and Editing (3 credits)
- MC 344 Broadcast Newswriting (3 credits)
- MC 347 Organizational Newsletters (3 credits)
- ART 237 Visual Communications for Business (3 credits)
- BA 389 Public Relations (3 credits)
- 2 credits in MC 301 Applied Mass Communication

Photography

Core coursework

- MC 181 Beginning Still Photography (3 credits)
- MC 281 History of Photography (3 credits)
- MC 381 Intermediate Photography (3 credits)
- MC 385 Advanced Photographic Studies (3 credits)
- in addition, the student should select 9 hours from the following art courses:
- ART 106 Basic Design and Movement (3 credits)
- ART 236 Design Workshop (3 credits)
- ART 238 Visual Communication (3 credits)
- ART 261 Twentieth Century Art (3 credits)
- ART 271 History of Drawing and Graphic Art (3 credits)
- ART 302 Selected Design Problems (3 credits)
- ART 314 Printmaking - Silkscreen (3 credits)

Career Opportunities

A mass communication major is intended to provide a solid background in communications, so that the student may enter one of the fields in the communications industry or continue on to graduate level study. The student is encouraged to enter an internship program during the senior year in order to acquire on-the-job experience with a professional communications organization.

Some of the specific career opportunities available include: news reporter, disc jockey, staff announcer, continuity writer, broadcast traffic manager, newspaper reporter and editor, public relations director, advertising copywriter, photographer, in-house and institutional publisher, free-lance writer, advertising sales representative, television production assistant, and broadcast engineer.

Mass Communications Courses

MC 100 Introduction to Mass Communications. (3) A Survey of the mass communications field. A general description of the mass media, their role in society, how they work together and their effect on society. Emphasis on newspapers, magazines, photography, film, radio, television, public relations and advertising.

MC 181 Beginning Still Photography. (3) An introduction to the basic principles of still photography, camera and darkroom techniques. Lab fee.

MC 242 Production and Layout. (3) Production, illustration, design, layout and photocomposition of newspapers, magazines, brochures, etc. Emphasis in newspaper make-up and magazine format. Use of the IBM Electronic composer, platemakers and offset press. Lab fee.

MC 248 School Publications. (3) A course designed to train students to become advisors of school publications. Includes a study of publications, emphasizing their role and function. Discussion of problems connected with such publications. (Not intended for Mass Communications majors.) Lab fee.

MC 270 History of Film: 1894-1980. (3) Concentrated study of film from the pioneering efforts of Edison, Griffith and Eisenstein through Charlie Chaplin and Buster Keaton to the contemporary films of Hitchcock, Bergman and Fellini. Emphasis is placed on the art and graphic history of film as well as its place in mass media. Lab fee.

MC 271 Contemporary Film. (3) Viewing and discussion of selected films with emphasis on Western, Eastern European and Third World films and filmmakers. Lab fee.

MC 273 Fiction into Film. (3) A study of the problems of adapting fiction to the visual medium of film and television through writing short scripts based on stories and plays. Students will also study films made from short stories and novels. Lab fee.

MC 281 History of Photography. (3) Concentrated study of the technological and aesthetic developments in photography from 1839 to present.

MC 300 Mass Communications Workshop. (1-3) A focused examination of the specialized skills required in a field of mass communications. Prerequisite: Consent of instructor. Lab fees will vary.

MC 301 Applied Mass Communications. (1) Staff assignments of campus related media. Assignments may include: The college newspaper, KCLC-FM (radio), KCLC-TV (cable television), and departmental newsletters. Prerequisite: Consent of instructor.

MC 302 Mass Communications History. (3) A study of the development of the media and their interrelationships with society. Emphasis will be placed on mass communication in America. Prerequisite: MC 100

MC 303 Audience Research. (3) An examination of various survey methods which will lead to an understanding of media marketing strategies. Students will participate in an audience research project. Prerequisite: MC 100 and MTH 100 or MTH 106.

MC 304 Broadcast Advertising Sales. (3) An examination of the economic structure of the broadcasting industry and its relationships to other industries. Discussion of the function of the broadcast salesman, techniques of selling broadcast time, commercial copy writing and servicing the customer. Directed experiences in actual sale of commercial time. Prerequisite: MC 303.

MC 305 Popular Culture and Mass Media. (3) A methodology for analysis of the content of television, radio, film and print media in relation to the popular tastes and value systems of the mass audience. Examination of popular formulas, stereotypes and conventions to determine the origin of their appeal. Prerequisite: MC 100. Lab fee.

MC 308 Broadcast Programming Strategies. (2) An examination of program types, rating systems, program selection and audience appeals. Design and discussion of specific programs intended to reach specific target audiences. Prerequisite: MC 351 and MC 354.

MC 341 Newsgathering, Writing and Editing. (3) An introduction to newspaper reporting. A study of newsgathering methods, newspaper policies and writing news stories. Development of organizational and writing skills for newspapers. Typing skills are required Prerequisite: ENG 101, MC 100 or concurrent registration. MC 341 cannot be taken concurrently with MC 344. Lab fee.

MC 342 Advanced Newsgathering, Writing and Editing. (3) Advanced study and practice in reporting news. Study of the purpose and methods of preparing copy for publication. Problems in judgement and handling of news. Prerequisite: MC 341. Lab fee.

MC 343 Publishing and Editing. (3) Selecting, editing and publishing of the editorial content of newspapers, magazines, brochures, etc. Emphasis in newspaper make-up and magazine format. Prerequisite: MC 341. Lab fee.

MC 344 Broadcast Newswriting. (3) A laboratory course in the preparation and presentation of newscasts and special news programs. Consideration of reporting, interviews, documentaries and special events. Prerequisite: ENG 101, MC 100 or concurrent registration. MC 344 cannot be taken concurrently with MC 341. Lab fee.

MC 345 Advanced Broadcast Newswriting. (3) Advanced assignments in the preparation and presentation of broadcast news. Specialized reporting assignments and techniques in news coverage. Emphasis on public affairs reporting. Prerequisite: MC 344. Lab fee.

MC 347 Organizational Newsletters. (3) An examination of formalized communications within business organizations. Study of house organs and external publications. Students will participate in the development and publication of newsletter. Prerequisite: Consent of instructor. Lab fee.

MC 351 Radio Production. (3) An introduction to basic radio station operations. An analysis of programs and audiences in American radio broadcasting. Directed experiences in organization, writing, production, direction and performance of basic radio programs. Prerequisite: MC 100 or concurrent registration. Lab fee.

MC 352 Advanced Radio Production. (2) Students carry out advanced assignments in radio production and direction. Preparation, production and evaluation of various radio programs which may include news, discussion, interview, music, documentaries, entertainment, commercial and special events. Prerequisite: MC 351 and MC 344. Lab fee.

MC 354 Television Production. (3) Theory and practice of television production

techniques. An examination of basic program types, equipment, staff organization, studio procedures and production problems. Prerequisite: MC 351. Lab fee.

MC 355 Television Field Operations. (2) Practical application of television production techniques used in remote broadcasts. Skills development in sophisticated camera operation and video-tape editing. Prerequisite: MC 354, Lab fee.

MC 356 Advanced Television Production. (2) Students carry out advanced creative problems in television production and direction. Preparation, production and evaluation of various programs which may include news, discussion, educational, interview, entertainment, documentary, commercial and special events. Prerequisite: MC 354 and MC 344. Lab fee.

MC 370 Topics in Film. (3) Concentrated study in one aspect of film such as genre studies or the films of specific directors. Prerequisite: MC 100, MC 270 or permission of the instructor. May be repeated as topics vary. Lab fee.

MC 372 Film and Broadcast Documentaries. (3) Historical, political and social origin of film and television documentaries. Approach will be theoretical and practical with emphasis on the controversial nature of contemporary television commentaries. Prerequisite: MC 100. Lab fee.

MC 375 Motion Picture Workshop. (3) Writing, filming and editing of a 16mm film. Student crews will produce a short film based on an original script. Prerequisite: MC 100 and MC 270 or MC 271. Lab fee.

MC 381 Intermediate Still Photography. (3) A concentrated study of the works of selected photographers for criticism and analysis. Students will complete assignments in photography and submit a portfolio of prints. Prerequisite: MC 181. Lab fee.

MC 385 Advanced Photographic Studies. (3) Experimental photography for the advanced student. Experimentation and manipulation of the photographic image. Students will design and submit a major portfolio of mounted prints. Prerequisite: MC 381. May be repeated as topics vary. Lab fee.

MC 400 Field Study in Applied Mass Communications. (1-5) Supervised work experience for the advanced student which requires the application of mass communication principles, skills and strategies in a professional communications organization. Prerequisite: senior standing and consent of department chairman.

MC 401 Mass Communications Law. (3) The study of laws which affect the mass media. Includes a study of constitutional, statutory and administrative laws. Prerequisite: MC 100 and senior standing.

MC 403 Radio-TV Organization and Management. (3) A study of the operation and management functions of radio and television stations. Special emphasis on the various departments common to all size stations. An examination of basic personnel management techniques. Prerequisite: MC 344, MC 351, MC 354 and consent of the instructor.

MC 405 Mass Media and Society. (3) An examination of the mass media as a dynamic institution in our society. Consideration of the historic, economic, cultural, political, technological and philosophical settings within which the media operate. Prerequisite: Completion of 12 credits in mass communication and senior standing.

MC 450 Internship in Mass Communications. (6) Supervised work experience for the advanced student which requires the application of mass communication principles, skills and strategies in a professional communications organization. Prerequisite: senior standing and consent of department chairman.

SPEECH COMMUNICATION

Speech courses are offered within the Department of Communications to serve the needs and interests of students of the Lindenwood Colleges. No separate major is offered.

Speech Communication Courses

SC 121 Voice and Diction. (3) Study and application of the principles and techniques of proper diction, vocal support, voice placement and word usage.

SC 123 Interpersonal Communication. (3) An introductory study of the dimensions of speech communication. The course will examine the oral communication process in intrapersonal contexts, one-to-one relationships and small group interaction.

SC 222 Business and Professional Speaking (3) The principles of public speaking are applied to specific types of oral reports, manuscript preparation and reading, and the techniques of speaking before business and professional groups.

SC 223 Group Dynamics. (3) This course will examine the ways one communicates in the small group setting. It will provide an investigation into theories of group discussion, problem solving-decision making techniques, leadership styles, and the functional, maintenance and dysfunctional roles of a group member. The purpose of the course is to improve the individual capacity to be an effective group participant. The course will consist of lectures, exercises, research, performance evaluation, and analysis. The student will be asked to work within a small group to solve a problem(s) and implement a decision(s).

SC 226 Argumentation and Debate. (3) The study of the argumentation process and its usage in daily communications, advertising, politics, and speech writing. Debate includes selection and development of material for presentation in the formal debate. Formal debate techniques are examined as well as procedures for organizing and coaching debate teams.

SC 227 Oral Interpretation. (3) A study of the history, purpose and theories of oral interpretation of prose, poetry and drama. Laboratory work in selecting, cutting, arranging and presenting oral interpretation project.

SC 228 Nonverbal Communication. (3) An examination of human communication through gesture, physical movement, vocal inflection, physical appearance, space relationships and kinesic analysis.

SC 229 Intercultural Communication. (3) This course will examine the significant problems that are caused by different cultures' assigning different meanings to time, space, and social levels. An understanding of these cultural differences is a prerequisite for cooperation among nations, now so essential. Emphasis will be placed on improving interpersonal effectiveness.

SC 240 Interviewing. (1) Practice in the organization and execution of an interview. Topic includes an examination of the parts of an interview: creating rapport, exchanging information and closing the interview. Various types of interviews will be discussed.

SC 320 Organizational Communication. (3) An examination of the dynamic communication process within a business organization. Application of the basic principles of communication within the flow of the organizational structure. Emphasis on detecting communication breakdowns within the organization which lead to inefficient communication and ineffective management technique. Prerequisite: SC 123 or consent of the instructor.

SC 322 Advanced Public Speaking. (3) This course will strengthen the public speaking skills gained in other courses. The student will present various speeches aimed at sharpening his or her organization and delivery style. The accent will be placed on giving longer speeches and more diversified ones: policy speeches, keynote address, speech to entertain, emotional arousal and eulogy. Theories of rhetorical analysis and speech criticism will also be discussed. Prerequisite: SC 222 or another Public Speaking course.

SC 323 Advanced Interpersonal Communication. (3) An in-depth continuation of the topics discussed in Interpersonal Communication. Modern communication theories will be traced through current literature and research. Topics include language, communication apprehension, transactional analysis and intimate communication. Prerequisite: SC 123.

SC 324 Storytelling and Creative Dramatics. (3) Study of the history of the art. Its techniques are applied in participation situations with adult audiences and child groups. Attention is also given to the technique of developing stories into creative drama activities for child classroom and recreational participation. Prerequisite: Consent of the instructor.

SC 326 Persuasion. (3) This course will explore the ways in which people try to influence the behavior of others. It is specifically concerned with persuasion through communication - with the deliberate attempts people make to change the attitudes, beliefs, values and actions of those around us. Theories of persuasion and the Toulmin Method will be discussed. The student will learn to structure persuasive messages and appeals. The class will examine the role of persuasion in interpersonal, small group, organizational, and mass media settings. Prerequisite: SC 123 or SC 222.

EDUCATION

Faculty: Henderson (chairman), Donovan, Polette, Rocchio

The Undergraduate Program

The Lindenwood Colleges are accredited by the National Council for Accreditation of Teacher Education (NCATE). Successful completion of The Lindenwood Colleges approved teacher education program qualifies the student for the recommendation that a Life Certificate be issued by the Missouri State Department of Education.

A student planning to teach elementary and/or Special Education is encouraged to signify his or her intention with an adviser and to begin work in the teacher education curriculum during the first term of the freshman year. The student planning to teach at the secondary level is encouraged to show interest in teaching in the freshman year and to signify intention to enter the teacher education curriculum by at least the sophomore year.

The student is expected to demonstrate a professional attitude and competency in education and subject matter field courses and requirements. Information concerning specific course work requirements for an area of certification may be obtained from the Certification Specialist in the Education Department or by consulting the Guide to Undergraduate Teacher Education. Each student is responsible for following the general procedures concerning application and admission to the Teacher Education Program as outlined in the Guide.

The Council on Teacher Education consists of the staff of the Department of Education, the Dean of Faculty, the Registrar, two students each elected from and by those students who have been admitted to the Teacher Certification Program and one faculty representative elected from each of the following areas of concentration in teacher certification: Art, Biology, Chemistry, Business Education, English, Library Science, Mathematics, Modern Languages, Music, Physical Education, Social Studies, Theatre Arts.

The college degree or diploma will not serve as a license to teach. Each state issues its own teaching certificates, based on its own requirements. Upon successful completion of a planned degree program, each student fills out an application form to obtain certification to teach in Missouri. The student who wishes certification in other states, (especially non-NCATE states) should, as early as possible, seek advice from the Certification Specialist in the Education Department concerning requirements in respective states in order that proper guidance may be given.

Elementary and Secondary Offerings

Students may prepare themselves for early childhood, elementary, special education, secondary or K-12 teacher certification in programs supervised by the Education Department. The student interested in elementary or early childhood education may pursue the Bachelor of Arts degree with a major in a specific department, or pursue a Bachelor of Science degree with a major in elementary education. Students in elementary, early childhood and/or special education programs must student teach to complete their major requirements in elementary education. The special education student will complete work to enable him/her to be certified in special education, (K-12) and elementary education 1-8. Students interested in teaching their major subject at the secondary level or under the K-12 program (Art, Music, Health and Physical Education, Modern Languages) should plan a major in their subject field, completing the requirements for the Bachelor of Arts, the Bachelor of Science, the Bachelor of Music Education, or the Bachelor of Fine Arts degree, including the specific course requirements for secondary teacher certification.

Students interested in special education will note that the program leads to certification in elementary education (1-8 grades) and an area of special education K-12. The areas of specialization in special education are: (1) Learning Disabilities, and (2) Educable Mentally Retarded. Because the program is demanding, one must carefully plan and sequence the courses in order to graduate in four years. This means working with an adviser in the Education Department as soon as the decision to teach special learners is made.

Evening College Teacher Preparation Program

Through the Evening College, a student can obtain a Bachelor of Arts or Bachelor of Science degree which includes a program in teacher certification in Missouri. Certification is available in elementary education (1-8 grades) early childhood (preK-3), special education (L.D. and E.M.R.) and several areas of secondary education (Biology, Chemistry, Business, English, Mathematics, Social Studies, Speech and Theatre). Certification for K-12 grades is available in Art, Music, Physical Education, Modern Languages, and School Librarianship.

All professional courses, except student teaching, needed for initial certification in the areas mentioned above will be offered in the evening on a rotating basis. This program is specifically designed to meet the needs of the working adult. In particular, it will meet the needs of individuals with previous experience in an educational setting.

such as teacher aides, substitute teaching, teachers with temporary certification, and teachers in private schools. Careful planning is required to assure that students are aware of evening college offerings.

Special Certification Programs in Library Supervision, K-12; Supplementary to the Standard Life Certification Areas

Sufficient coursework, usually on a rotating basis, is available to permit students to obtain credit in required areas (cataloging, selection and acquisition, reference, administration, internship, and adolescent or children's literature) and some optional areas (AV materials) to earn K-12 certification in Library Supervision. A minimum of 18 credit hours are needed, though more are recommended. Missouri Life Certification in Elementary or a secondary standard area of certification is required.

Transfer Education Students

All transfer students who intend to be candidates for certification must contact the Education Department for appropriate counseling no later than the first week of the term in which they enroll. An education faculty member will be assigned to help them register for the appropriate education courses.

ED/SED/PSY 102 Human Development. (3) Study of the factors influencing the child's perceptual, motor, intellectual, language, social and personality development from birth to maturity. Students will have the opportunity to study the behavior of children in Lindenwood's Preschool or in other community child programs.

ED/SED/PSY 103 Abnormal Psychology. (3) A survey of the major classes of behavior disorders. Emphasis is focused on understanding symptoms, the complex interaction of factors related to disordered behavior and various approaches to correction of behavior problems.

EDU 110 Orientation to Educational Experiences. (2) A general introduction to the area of education and schooling. All students planning to teach are required to take this course before or in conjunction with their first education course(s). Classroom observation is required.

EDU 200 History and Philosophy of Education. (3) A comprehensive study of the historical structure and philosophy of American education, its roots in the past, its relationship to other present educational systems, and its possible future direction.

ED/SED/PSY 201 Psychology of Adolescence. (3) A study of physical, intellectual, emotional and social development during the period of the development of a sense of personal identity; changing roles in family, school, and community; and problems of adjustments, delinquency and drug abuse. A prior course in psychology is desirable.

EDU 218 Principles of Early Childhood Education. (3) A study of principles basic to the preschool environment designed to meet the needs of the developing child. Cognitive, physical, social, emotional and creative development will be investigated and observed in the preschool setting. Curriculum and materials appropriate for early education will be emphasized, as will planning and executing activities for the preschool child.

EDU 239 Library Administration. (3) General administrative procedures used in administration of school library organization, staffing, budget, physical plant, etc.

EDU 240 Integration of Audio Visual Materials in Instruction. (3) For elementary and secondary teachers and for library/media personnel, covering the fundamentals of teaching with audiovisual technology.

EDU 242 Cataloging and Classification. (3) Simple cataloging problems following standard practices. Classification according to the Dewey Decimal Classification System.

EDU 243 Reference and Bibliography. (3) Study of the books useful in school reference section: encyclopedia, dictionaries, general reference books and simple bibliographies.

EDU 244 Selection and Acquisition of Library Materials. (3) Principles of selecting books, etc., for the school library. Use of guides, bibliographies, etc., purchasing methods, sources of supplies, purchasing records., etc.

EDU 246 History and Development of Children's Literature. (3) History and development of literature suitable for the grade school and high school students. Evaluation of current materials.

EDU 247 Adolescent Literature. (2) History and development of literature suitable for the secondary school: junior and senior high. Evaluation of current materials.

EDU/PE 274 Physical Education in Elementary Schools. (3) Study of the characteristics of the various age groups and the developmental processes as related to physical education in elementary schools.

EDU 296 Metric Measurement for Teachers. (2) A course designed to involve the participants in activities related to the concept of measurement, particularly metric measurement. The emphasis will be on using and developing suitable activities for elementary classroom use.

EDU 299 Developing Learning Packages. (2) A course to help teachers develop their ideas and put them into usable form as a Learning Package. Each participant will develop a learning package to teach a specific skill or concept that can be used by students in an independent study situation.

EDU 300 (5) 301 (4) Strategies and Tactics for Secondary Teaching. (9) A study of theories of learning and human development and their influence on current classroom practices. Opportunities are given to practice a variety of teaching techniques. Classroom observations and practica are an integral part of the course. Prerequisite: Junior standing and ED 110 or concurrent registration.

ED/SED/PSY 302 Behavior Modification. (3) Study of the application of learning principles to practical problems of behavior with emphasis on behavior management and behavior therapy. The course includes evaluation of research findings on behavior modification in home, school and clinical settings, laboratory study in acquisition of new behaviors, and visits to local programs using behavior modification with normal and exceptional persons. Prerequisite: PSY 100.

EDU 303 (5) 304 (4) Strategies and Tactics for Elementary Teaching. (9) A course designed to provide an integrated view of teaching, learning and social behavior in the elementary school setting. The study of child psychology and educational psychology contributes to a more comprehensive understanding of learning as a process for developing desirable behavior change in children within the school community. Classroom observations are an integral part of the course. Prerequisite: Sophomore standing and EDU 110 or concurrent registration.

EDU 305 Elementary Reading Methods. (3) A comprehensive study of the skills required for reading development; such as word attack and perception, vocabulary, comprehension, etc. A variety of reading methodologies, materials and evaluation items will be presented and used with readers in the school setting. Prerequisite: EDU 303 or EDU 322 or consent of the instructor.

EDU 306 Language Arts. (3) A comprehensive study of listening, grammar, speaking and writing skills as they are integrated into the modern language-reading program. Various methods and appropriate materials will be explored. Prerequisite: EDU 303 or consent of the instructor.

EDU 307 Reading in the Secondary School. (3) The course is designed to provide teachers in all content areas with techniques for assessing and improving reading and study skills in the classroom. The various organizational structures and the processes needed to improve existing reading programs within the secondary school are also emphasized. The application of concepts, theories, and techniques, through the completion of various competency levels using content material, is required. Prerequisite: The student must have completed or currently be enrolled in EDU 300 or EDU 322 or consent of the instructor.

EDU 308 Organization and Administration of the Preschool. (3) A course designed to provide students with various organizational patterns for establishing educational programs for young children. The issues and concerns of administering these programs will be equally emphasized. Observations will be required in several local area programs. Prerequisite: EDU 303, EDU 322 or consent of instructor.

EDU/309 Analysis and Correction of Reading Disabilities. (3) This course is designed to teach students the diagnostic/prescriptive process necessary to deal with readers at various levels in the classroom. Students learn to use and analyze a variety of informal and standardized diagnostic reading tests appropriate for individual and group diagnosis. Students will also learn to use commercial and teacher-made materials in conjunction with basal readers to provide appropriate instruction. Students will be expected to work with a problem reader during the course. Prerequisite: EDU 305 or EDU 307/507.

EDU 309A Practicum: Analysis and Correction of Reading Disabilities. (2) Student in elementary education will enroll concurrently in this course and EDU 309. Student will apply and use the testing and remediation techniques taught in EDU 309 in a school setting. Students will be assigned to work with a regular classroom teacher and remedial reading teacher in a particular school. They will be responsible for observing and working with students throughout the semester. An initial diagnostic report, lesson plans and progress reports will be required for each student tutored. Prerequisite: EDU 305 or 307/507.

EDU 310 Music in Elementary Schools. (2) A general preparation for the teacher in elementary classroom. A study of the principles, procedures and objectives of school music. Prerequisite: Must have EDU 303 or EDU 322 or consent of the instructor.

EDU 311 Art in Elementary Schools. (2) Designed for either the classroom teacher who may be responsible for her own art program or for the art teacher in the elementary school. Studio work and lecture on creative expression and techniques. Prerequisite: EDU 303 or EDU 322 or consent of the instructor.

EDU 312 Teaching Mathematics in Elementary Schools. (3) A modern approach to the teaching of mathematics is offered for the student preparing to teach in elementary schools. Prerequisite: Fulfillment of college Math requirements; EDU 303 or EDU 322 or consent of the instructor.

EDU 313 Social Studies Methods. (3) A course designed to explore both the theoretical and practical aspects of the elementary social studies curriculum. Methodology, techniques, strategies and materials appropriate to the area will be investigated. Prerequisite: EDU 303 or EDU 322 or consent of the instructor.

EDU 314 Utilizing Parent and Community Resources. (3) A course designed to explore

the resources of the community and methods of incorporating these resources into the pre-school program. Parent resources and parent-school relationships will be studied and materials and methods for developing such relationships will be a focus of efforts. Practicum experiences will be a major part of this course.

EDU/PE 315 Techniques of Teaching Sports. (3) Class organization, objectives, methods, analysis of skills, test development, logical progressions and effective yearly, unit, weekly and daily planning. Prerequisite: consent of instructor.

EDU 316 Language Acquisition and Development for Young Children. (3) A study of the nature of language, the normal sequence of language development, and an introduction to the theories of language acquisition. The course will include a concern for: understanding the influence of environment and culture in language development; the development of techniques and materials for stimulating language growth; identification of speech and articulation problems and appropriate referral methods; familiarity with instruments and techniques for assessing language development. Prerequisite: Junior standing.

EDU 317 Materials and Methods of Teaching Dance. (3) A creative approach to the teaching of dance is offered for the student preparing to teach creative, modern, folk and square dance in elementary schools. Emphasis is on dance as a creative art activity and its relationship to other art forms. Activity and lectures. Prerequisite: 3 semester hours in modern dance, 1 semester hour in folk or square dance, or consent of instructor.

EDU 318 Educational Psychology (3) A study of learning theories and their application to classroom learning. Emphasis is also placed on knowledge of testing instruments, procedures and interpretation; techniques for evaluating student progress; and diagnosing and prescribing for individual need. Prerequisite: Prior Psychology course or consent of the instructor.

EDU 319 Elementary Science Methods. (3) A course designed to explore various methods, materials, strategies and processes used in elementary science programs. Students will be expected to develop and teach several science lessons in school settings. Prerequisite: EDU 300 or consent of the instructor.

EDU/PE 321 Teaching of Health. (3) Course includes the study of classroom material, methods, effective health and safety instruction, curriculum and resources to provide an integrated and creative approach to teaching health. Prerequisite: PE 273 or consent of instructor.

EDU 322 Classroom Teaching and Management. (3) Techniques and procedures applicable to effective teaching including: planning for instruction; practicing specific micro-teaching skills; techniques of classroom management and discipline. Some modules will be done in separate elementary and secondary sections. Prerequisite: EDU 102 Human Development or consent of the instructor.

EDU 322A Practicum in Classroom Teaching (1) This practicum requires that the student spend at least 30 hours in an elementary or secondary school classroom. Students who have direct work experience in a school setting may have this requirement waived upon submitting the necessary documentation.

EDU 323 Methods of Teaching Elementary School Music. (3) A study of the various approaches to music education in the elementary schools. For music education majors. Prerequisite: EDU 303 or EDU 322 or consent of instructor.

ED/SED/PSY 324A Psychological Testing. (4) A study of the theory of mental measurement and the principles of reliability, validity and standardization as they are

applied to the construction, interpretation, and use of educational and psychological tests. Tests of achievement, aptitude, intelligence, interest and personality will be studied also as illustrations of the problems of measurement and the variety of solutions to those problems. Ethics of test use will be given special consideration. Each student will complete a term project in constructing, validating and norming a test. Prerequisite: prior course in psychology.

ED/SED/PSY 324B Psychological Testing. (4) The same course as PSY 324A; however, the term project will involve learning to administer, score and interpret one of the most frequently used tests of individual abilities; WISC or Stanford Binet. Prerequisites: prior course in psychology.

EDU 325 Perceptual Motor Development. (3) This course will be concerned with the complex relationship between sensory perception and the development of gross and fine motor skills. The student will examine and evaluate the research in this field; the methods and tools of assessment; materials and activities used to enhance and/or remediate the development of perceptual-motor skill. Prerequisite: EDU 303 or its equivalent.

EDU 330 Methods of Teaching a Major Subject (4[2 general/2 specific]) Problems of teaching the major subject in secondary schools. New materials and methods are examined, implemented and evaluated. Prerequisite: at least one semester of Secondary Strategies or its equivalent is required. This course is offered in the second term of each academic year.

Section A. Science

Section B. Mathematics

Section C. Modern Languages

Section D. Art

Section E. English

Section F. Social Studies

Section G. Business Education

Section H. Speech & Theater

Section I. Music

Section J. Dance

(All of the above are full-credit courses)

ED/SED 331 Methods of Teaching Behaviorally Disordered Child (3) In this course methods and materials needed in teaching the behaviorally disordered learner will be studied. Both commercial and teacher developed materials are examined. Practicum work is an expected part of this course. Prerequisite: EDU 341, EDU/PSY 302.

EDU 338 Reading Methods For Early Childhood Education (2-3 hours) This will be an advanced course in reading methods with an emphasis on early childhood education. The course will emphasize the language experience approach, individualized instruction, divergent and elaborative thinking, and integrating reading into the entire curriculum. Activities will include a review of theory and practice, the development of a curriculum plan for reading in early childhood education, and follow-up activities for trying out model lessons in a classroom situation.

EDU 341 Education of the Exceptional Child. (3) In this course the student will (1) develop an understanding of the abilities and disabilities of the groups of children who are commonly classified as exceptional; (2) develop an understanding of the needs of exceptional children and the instructional planning employed to meet these needs; (3) gain an appreciation of the impact of educational, psychological, physical and emotional handicaps upon an individual; (4) gain an interest in the welfare of the handicapped individual and recognize society's responsibility to help their individuals realize their full potential; (5) gain actual experience with exceptional children and with those professionals who work directly with such individuals. Prerequisite: EDU 300 or EDU 303, it equivalent, or consent of instructor.

EDU/PE 345 Health, Nutrition, & Safety of the Young Child (3 hours) This course focuses upon personal hygiene, eating habits, nutritional requirements, physical fitness, safety precautions, and first aid techniques and emergency procedures.

EDU 351 Screening Diagnosing and Prescribing Instruction. (3) This course focuses upon methods and materials utilized in screening and diagnosing learning problems in early childhood education. Methods and materials for prescribing instruction will be utilized. Field experience are part of the course. Prerequisite: EDU 303 or its equivalent.

EDU 361 Multicultural Education. (3) This course is designed to provide a beginning understanding of the life styles of minority groups as they affect teaching behavior. Whenever possible, outside speakers and classroom observations will be used. Readings will center on works by members of different ethnic groups.

EDU 369 Affective Values Education. (3) A study of personal and social behaviors related to feelings and emotions as they enhance or hinder the educational processes. Valuing as a learned process will be investigated, as will areas of value conflict and clarification processes. Materials and methods of resolving values issues will be presented. Prerequisite: EDU 300 or EDU 303 or consent of instructor.

EDU 380 Pre-Student Teaching Practicum. (3) This course is designed to offer the education student experience in elementary and secondary schools or other educational environments. Evaluations will be made by the college consultant and the cooperating teacher. Prerequisite: EDU 300 or EDU 303 or consent of instructor.

EDU 384 Creating Curriculum and Materials for Early Childhood Programs. (3) A course designed to familiarize students with innovative curricula and materials currently in use in art, drama, play, music, etc. Techniques for promoting cognitive, motor, social and emotional development through these materials and programs will be emphasized. Students will also prepare and test their own materials with preschool children. Prerequisite: EDU 300 or consent of instructor.

EDU 389 The Junior High/ Middle School. (3) In this course the student will study the learner involved in the junior high/middle school, the curricular, various scheduling practices and selected building designs planned for this age group. Prerequisite: EDU 300 or EDU 303 or consent of the instructor.

EDU 410/411 Student Teaching. (8-10) A course consisting of observation, individual conferences, supervised teaching in an elementary and/or secondary school and a weekly student teaching seminar. This practicum is designed to be the terminating experience in one's teacher preparation program and therefore students should have completed all or most of the courses necessary for the degree and certification prior to this course. The student is responsible for arranging and paying the expense of transportation to and from the assigned school. Course registration must be approved by the Council on Teacher Education. The student teacher's total academic load is limited to *one* course besides student teaching. Students seeking K-12 certification must teach at both the elementary and secondary levels.

Special Education

ED/SED/PSY 102 Human Development. (3) Study of the factors influencing the child's perceptual, motor, intellectual, language, social and personality development from birth to maturity. Students will have the opportunity to study the behavior of children in Lindenwood's Preschool or in other community child programs.

ED/SED/PSY 103 Abnormal Psychology. (3) A survey of the major classes of

behavior disorders. Emphasis is focused on understanding symptoms, the complex interaction of factors related to disordered behavior and various approaches to correction of behavior problems.

ED/SED/PSY 201 Psychology of Adolescence. (3) A study of physical, intellectual, emotional and social development during the period of adolescence. Research studies given special attention include the study of the development of a sense of personal identity; changing roles in family, school, and community; and problems of adjustments, delinquency and drug abuse. A prior course in psychology is desirable.

ED/SED/PSY 302 Behavior Modification. (3) Study of the application of learning principles to practical problems of behavior with emphasis on behavior management and behavior therapy. The course includes evaluation of research findings on behavior modification in home, school and clinical settings, laboratory study in acquisition of new behaviors, and visits to local programs using behavior modification with normal and exceptional persons. Prerequisite: PSY 100.

ED/SED 309 Analysis and Correction of Reading Disabilities. (3) This course is designed to teach students the diagnostic/prescriptive process necessary to deal with readers at various levels in the classroom. Students learn to use and analyze a variety of informal and standardized diagnostic reading tests appropriate for individual and group diagnosis. Students will also learn to use commercial and teacher-made materials in conjunction with basal readers to provide appropriate instruction. Students will be expected to work with a problem reader during the course. Prerequisite: EDU 305 or EDU 307/507.

ED/SED/PSY 324A Psychological Testing. (4) A study of theory of mental measurement and the principles of reliability, validity and standardization as they are applied to the construction, interpretation, and use of educational and psychological tests. Tests of achievement, aptitude, intelligence, interest and personality will be studied also as illustrations of the problems of measurement and the variety of solutions to those problems. Ethics of test use will be given special consideration. Each student will complete a term project in constructing, validating and norming a test. Prerequisite: prior courses in psychology.

ED/SED/PSY 324B Psychological Testing. (4) The same course as PSY 324A; however, the term project will involve learning to administer, score and interpret one of the most frequently used tests of individual abilities; WISC or Stanford Binet. Prerequisites: prior course in psychology.

ED/SED 327 Mainstreaming. (3) A study of the developmental characteristics of the exceptional child as they relate to learning and socialization in the regular classroom. Techniques, strategies and materials for assisting the exceptional child will be explored. Human relationship skills and behavior will also be discussed as paramount to fostering the transition into the regular school setting. Prerequisite: EDU 341.

ED/SED 328 Methods of Teaching Children with Learning Disabilities. (3) In this course methods and materials needed in teaching learners with learning disabilities in special education programs will be studied. Both commercial and teacher developed materials are examined. Practical work is an expected part of this course. Prerequisite: EDU 341 and ED/SED 335.

ED/SED 329 Methods of Teaching Mentally Retarded Children. (3) In this course methods and materials needed in teaching learners who are mentally retarded and in special education programs will be studied. Both commercial and teacher developed

materials are examined. Practical work is an expected part of this course. Prerequisite: EDU 341 and ED/SED 335.

ED/SED 331 Methods of Teaching Behaviorally Disordered Child (3) In this course methods and materials needed in teaching the behaviorally disordered learner will be studied. Both commercial and teacher developed materials are examined. Practicum work is an expected part of this course. Prerequisite: EDU 341, EDU/PSY 302.

ED/SED 333 Speech and Language Development for the Exceptional Learner. (3) This course is designed to increase the student's knowledge about the characteristics of human language and how such knowledge facilitates a clearer understanding of the young special education learner. Study of theoretical schemes of language acquisition, the child's stages in acquisition of morphology and syntax, sound and semantics will be an integral part of the course. Prerequisite: EDU 341.

ED/SED 335 Principles of EMR/LD. (3) In this course the student will examine the theories, classification systems, assessment techniques and remediation programs related to the education of the Educable Mentally Retarded and the Learning Disabled. The course will also enable the student to consider the commonalities and differences in principles in these two fields of special education. Prerequisite: EDU 341.

ED/SED/PSY 336 Perception: Development and Learning. (3) A study of the nature and development of sensory and perceptual processes most closely related to vision and audition. Both research reviews and field experience will be used to consider the changes in understanding complex stimuli which occur with maturity and experience. Specific consideration will be given to the causes and effects of abnormal perceptual development. Each student will work individually with a child experiencing perceptual disfunction. Prerequisite: EDU 341.

ED/SED/PSY 337 Special Education Counseling. (3) A course which attempts to combine the traditional psychology of counseling in all its variety with special consideration of the problems experienced by exceptional children, their families, and their teachers. Prerequisite: Education of the Exceptional Child plus one other Special Education course and Abnormal Psychology.

Graduate Education

Because of the recent stress by educators on improving inservice and graduate teacher education, Lindenwood has developed several alternatives by which the practicing educator may complete the master's degree. The models are developed to span a continuum from one emphasizing the distributed requirements to one emphasizing a learner-developed program. These alternative models are listed below with a brief explanation.

- (a) **Model I:** One can complete a Master of Science degree in elementary or secondary education. This program is traditional in nature. Upon satisfactory completion of certain required courses in education and a particular number of elective courses one receives the M.S. in Education degree.
- (b) **Model II:** Participants in this master's program must have had teaching experience or be presently teaching. The program includes a portion of required "Core Courses." The remainder of the program is built upon a needs assessment of the participant as an educator. This work leads to a Master of Arts in Education.
- (c) **Model III:** This master's degree program is for students with highly specialized needs who desire studies in a specific area. This teacher, should he or she be a part-time student, would take part in the Core Courses described in Model II, but would spend a substantial portion of the program in one-to-one tutorial with an

expert in the specialized field of study. A student who studies full-time in this kind of program could complete the M.A. in Education degree in a full calendar year. Part-time study would, of course, take longer.

- (d) Model IV: This model takes a minimum of 4 trimesters (14 weeks each) and leads to the M.A. in Education. The format is learner-developed and consists of small dialogue groups, tutorials, independent study and applied learning. All students in this program are full-time educators in a setting which can be used as a laboratory for observations and implementation.

Models I, II, and III may be pursued on a part-time or full-time basis.

Model IV is only for full-time employed persons working full-time on their degree. Only in Models I, II and III can certification work be taken. For details of the graduate education curriculum, consult the Guide to Graduate Programs in Education.

Admissions

For admissions information to Models I, II, and III graduate programs in education see the Guide to Graduate Programs in Education, Admissions Section.

General Provisions

Courses offering three hours credit in Models I, II, and III will typically meet once a week for a three hour time block. Length of sessions is based on credit hours offered in the course. The independent study or tutorial courses are arranged at the convenience of the student and the tutor. Summer session courses will run during the months of June and July and will vary in time length based on credit hours of the course.

Graduate students may take one or two courses each fall, spring or summer term. Should one desire to take more, special permission must be granted by the Director of Graduate Programs in Education. Thus a 10 course program may be completed in two calendar years.

Information about Financial Aid in the form of loans and grants may be secured from the Financial Aid Office of The Lindenwood Colleges.

EDU/PSY/SED 502 Behavior Modification. (3) Study of the application of learning principles to practical problems of behavior with emphasis on behavior management and behavior modification in home, school and clinical settings, laboratory study in acquisition of new behaviors, and visits to local programs using behavior modification with normal and exceptional persons.

EDU 503 The Junior High/ Middle School. (3) In this course the student will study the learner involved in the junior high/middle school, the curriculum, various scheduling practices, and selected building designs planned for this age group.

EDU 504 Children's Books and Authors. (2) A course for teachers and librarians and all those interested in children's authors, illustrators, and editors. Course includes talks, demonstrations, and rap sessions with authors and illustrators as well as 'how-to-do-it' sessions for bringing fine books in to the hands and hearts of children.

EDU 505 Analysis of Teaching and Learning Behavior. (3) This course is designed to enable the educator to analyze/diagnose, prescribe and evaluate ways to improve teacher and learner behavior. Various methods of analyzing teacher behavior will be studied and applied. Stress will also be placed on developing the ability to analyze and prescribe programs for individual learners.

EDU 506 Graduate Seminar on Teaching Strategies (2-3) A one week summer seminar which explores the best that is known about teaching learning today. The major

purpose of this Seminar is to update practicing teachers in educational research, theory, strategies and techniques which will give added dimension to the schools. This seminar is led by a group of nationally known consultants. It may be taken more than once for credit as the content differs each year.

EDU 507 Reading in the Secondary School. (3) The course is designed to provide teachers in all content areas with techniques for assessing and improving reading and study skills in the classroom. The various organizational structures and the processes needed to improve existing reading programs within the secondary school are also emphasized. The application of concepts, theories, and techniques, through the completion of various competency activities using content material is required. Students will extend several of the regular competency activities to cover a chapter in a textbook and will review theories and research on a specific topic of interest related to secondary school reading.

EDU 508 Organization and Administration of the Preschool. (3) A course designed to provide students with various organizational patterns for establishing educational programs for young children. The issues and concerns of administering these programs will be equally emphasized. Observations will be required in several local area programs. Graduate students will be expected to develop an organizational design for implementing a preschool program, with reference to current research findings in addition to other class assignments.

EDU 509 Analysis and Correction of Reading Disabilities. (3) This course is designed to teach students the diagnostic/prescriptive process necessary to deal with readers at various levels in the classroom. Students learn to use and analyze a variety of informal and standardized diagnostic reading tests appropriate for individual and group diagnosis. Students will also learn to use commercial and teacher-made materials in conjunction with basal readers to provide appropriate instruction. Students will be expected to work with a problem reader during the course. Students will review theories and research on a specific topic on interest, related to the course content. Prerequisite: Prior reading course.

EDU 510 Conceptualization of Education. (3) In this course the student learns how to examine contemporary educational problems by studying them from the perspective of history, philosophy, sociology and psychology.

EDU 511 Advanced Educational Psychology. (3) In this course the student will examine current areas of interest in the study of learning theories and their application to education; concepts, methods and problems of human development and their application to education; with an emphasis on recent research in educational psychology.

EDU 512 Developing Learning Packages. (2) A course to help teachers develop their ideas and put them into usable form as a Learning Package. During the course each participant will develop a learning package to teach a specific skill or concept that can be used by students in an independent study situation.

EDU 513 Survey of International Education. (3) In this course the student will study the educational system of selected countries of the world and do comparative studies of these systems with the United States' system of education.

EDU 514 Utilizing Parent & Community Resources. (3) A course designed to explore the resources of the community and methods of incorporating these resources into the preschool program. Parent resources and parent-school relationship will be studied and materials and methods for developing such relationships will be a focus of efforts.

Graduate students will develop a program of use in their class or school. Practicum experiences are a major part of this course.

EDU 515 Metric Measurement for Teachers. (2) A course designed to involve the participants in activities related to the concept of measurement, particularly metric measurement. The emphasis will be on using and developing suitable activities for elementary classroom use.

EDU 516 Language Acquisition and Development for Young Children. (3) A study of the nature of language development, and an introduction to the theories of language acquisition. The course will include a concern for: understanding the influence of environment and culture in language development; the development of techniques and materials for stimulating language growth; identification of speech and articulation problems and appropriate referral methods; familiarity with instruments and techniques for assessing language development. Graduate students will be expected to report on research methods and particular studies done in the area of language acquisition.

EDU 518 Principles of Early Childhood Growth & Development. (3) A study of principles basic to the preschool environment designed to meet the needs of the developing child. Cognitive, physical, social, emotional and creative development will be investigated and observed in the preschool setting. Curriculum and materials appropriate for early education will be emphasized, as will planning and executing activities for the preschool child. Graduate students will be expected to produce a curriculum design for at least one of the five areas of development, based on readings from current research literature, in addition to other assignments expected from all participants.

EDU 520 Curriculum Analysis and Design. (3) This course will have a dual emphasis. First, it will include in-depth study of past and current curricula with attention to the research and theory on which they were based. Second, this knowledge will be utilized by the participants in preparing curricula programs which will enable them to function more effectively in their particular educational setting.

EDU 522 Practicum: Diagnosis of Reading Difficulties. (3) The student will participate in related clinical experiences in the use of various diagnostic instruments and procedures for identifying kinds of types of reading difficulties. The student will be expected to administer, score and interpret basic tests and write case study reports for several children. Prerequisite: EDU 305 or 307/507 and 309/509 and EDU/PSY/524. Lab fee.

EDU/PSY 524 Assessment of Intellectual Skills. (3) Non-projective educationally relevant tests will be considered with respect to theories of measurement, test construction, tests administration and ethical use. Students will attain competence in administration of one of the more commonly used methods of assessment, either Binet or Wechsler.

EDU 525 Perceptual Motor Development (3) This course will be concerned with the complex relationship between sensory perception and the development of gross and fine motor skills. The student will examine and evaluate the research in this field; the methods and tools of assessment; material and activities used to enhance and/or remediate the development of perceptual-motor skills. Prerequisite: ED 303 or its equivalent.

EDU 526 Practicum: Remediation of Reading Difficulties. (3) Student will apply appropriate remedial techniques using commercial and teacher-made materials in

teaching students, previously diagnosed with reading disabilities. Lesson plans, preliminary remediation reports, progress reports and a final evaluation of the remediation program are required. Prerequisite: EDU 522 or equivalent. Lab fee.

EDU/SED 527 Mainstreaming (3) A study of the developmental characteristics of the exceptional child as they relate to learning and socialization in the regular classroom. *Techniques, strategies and materials for assisting the exceptional child* will be explored. Human relationship skills and behavior will also be discussed as paramount to fostering the transition into the regular school setting.

ED/SED 528 Methods of Teaching Children with Learning Disabilities. (3) In this course methods and materials needed in teaching learners with learning disabilities in special education programs will be studied. Both commercial and teacher developed materials are examined. Practical work is an expected part of this course and the graduate student will be expected to do a project or paper. Prerequisite: EDU 341 or 541.

ED/SED 529 Methods of Teaching Mentally Retarded Children. (3) In this course methods and materials needed in teaching learners who are mentally retarded and in special education programs will be studied. Both commercial and teacher developed materials are examined. Practical work is an expected part of this course and the graduate student will be expected to do a project or paper. Prerequisite: EDU 341 or 541.

EDU 530 Organization and Administration of Contemporary Schooling. (3) (Required of a Model I student, elective for other students.) This course is designed to study the school system in the United States, how it is administered and organized from a local school board through the role of parents in schools. Some work with an administrator in a school setting will be required.

ED/SED 531 Methods of Teaching the Behaviorally Disordered Child. (3) In this course methods and materials needed in teaching the behaviorally disordered learner will be studied. Both commercial and teacher developed materials are examined. Practicum work is an expected part of this course and the graduate student will be expected to do a project or paper. Prerequisite: EDU 341 or 541.

ED/SED 533 Speech and Language Development for the Exceptional Child. (3) This course is designed to increase the student's knowledge about the characteristics of human language and how such knowledge facilitates a clearer understanding of the young learner and the exceptional child. Study of theoretical schemes of language acquisition, the child's stages in acquisition of morphology and syntax, sound and semantics will be an integral part of the course and rate of language development, children's body language, voice and proxemics in communication and distinctions between the structure of language and its function.

ED/SED 535 Principles of EMR/LD. (3) In this course the student will examine the theories, classification systems, assessment techniques and remediation programs related to the education of the Educable Mentally Retarded and the Learning Disabled. The course will also enable the student to consider the commonalities and differences in principles in these two fields of special education.

ED/SED/PSY 537 Special Education Counseling. (3) A course which attempts to combine the traditional psychology of counseling in all its variety with special consideration of the problem experienced by exceptional children, their families and their teachers. Prerequisite: Education of the Exceptional Child plus one other Special Education course and Abnormal Psychology.

EDU 538 Reading Methods for Early Childhood Education (2-3 hours) This will be an advanced course in reading methods with an emphasis on early childhood education. The course will emphasize the language experience approach, individualized instruction, divergent and elaborative thinking, and integrating reading into the entire curriculum. Activities will include a review of theory and practice, the development of a curriculum plan for reading in early childhood education, and follow-up activities for trying out model lessons in a classroom situation. Graduate students will be expected to engage in specific research and underlying theories related to early childhood reading not covered in class lectures and discussions.

EDU 539 Library Administration. (3) General administrative procedures used in administration of school library organization, staffing, budget, physical plant, etc.

EDU 540 Basic Audiovisual Methods. (3) For elementary and secondary teachers and for library/media personnel, covering the fundamentals of teaching with audiovisual technology.

EDU 541 Education of the Exceptional Child. (3) In this course the student will (1) develop an understanding of the abilities and disabilities of the groups of children who are commonly classified as exceptional; (2) develop an understanding of the needs of exceptional children and the instructional planning employed to meet these needs; (3) gain an appreciation of the impact of educational, psychological, physical and emotional handicaps upon an individual; (4) gain an interest in the welfare of the handicapped individual and recognize society's responsibility to help these individuals realize their full potentials; (5) gain actual experience with exceptional children and those professionals who work directly with such individuals.

EDU 542 Cataloging and Classification. Simple cataloging problems following standard practices. Classification according to the Dewey Decimal Classification System.

EDU 543 Reference and Bibliography. (3) Study of the books useful in school reference section: encyclopedias, dictionaries, general reference books and simple bibliographies.

EDU 544 Selection and Acquisition of Library Materials. (3) Principles of selecting books, etc., for the school library. Use of guides, bibliographies, etc., purchasing methods; sources of supplies; purchasing records, etc.

EDU/PE 545 Health, Nutrition, & Safety of the Young Child (3 hours) This course focuses upon personal hygiene, eating habits, nutritional requirements, physical fitness, safety precautions, and first aid techniques and emergency procedures. Graduate students will be expected to engage in specific research and underlying theories related to the health, nutrition, and safety of the young child not covered in class lectures and discussions.

EDU 547 History and Development of Adolescent Literature. (2) History and development of literature suitable for the secondary school: junior and senior high. Evaluation of current material. This course and EDU 581 Critical Issues in Children's Literature complement each other and each course will meet every other week (with all students meeting together the first and last weeks). Students would also have the option of attending all meetings of both courses if they wished. Both courses required considerable outside reading and research with Adolescent Literature requiring more than the Critical Issues course.

EDU 550 Graduate Internship. The internship is an elective graduate course with credit from three to six hours. The work to be done will be based on the number of credit hours selected. In all cases the study will involve work in an educational setting, generally a school system where the student is employed or where full cooperation is extended to the student.

EDU 551 Screening, Diagnosing & Prescribing Instruction. (3) This course focuses upon methods and materials utilized in screening and diagnosing learning problems in early childhood education. Methods and materials utilized for prescribing instruction will be utilized. Field experiences are a part of the course.

EDU/SED 552 Braille - Reading and Writing (2) Transcribing and sight reading standard English braille. An introduction to braille mathematical notation and other formats.

ED/SED 553 Anatomy and Physiology of the Eye (2) The structure, function and *possible pathologies of the eye*. Social, vocational and education implications of visual problems. Skills in communication with medical and rehabilitation specialist regarding implications of individual visual problems.

ED/SED 554 Orientation and Mobility for Visually Impaired Children (2) This course is designed to provide practical information to those persons involved in the growth and development of visually handicapped individuals. Emphasis on 1) the historical development of formalized orientation and mobility, 2) physical and mental factors of orientation and mobility, and 3) practical experience learning basic pre-cane skills (i.e., Sighted Guide, Self-Protection, and Familiarization).

ED/SED 555 Methods and Materials for Teaching the Visually Impaired (2) Introduction to the literature, history, principles, programs, practices, and problems in the field. Administrative, curricular, and methodological adaptations for various educational programs. The education of children with visual impairments and other accompanying disabilities is studied.

EDU 560 School Supervision: Elementary, Secondary. (3) This course is designed for team leaders, department chairmen, cooperating teachers, supervisors, and administrators who want to develop their skills in working with teachers in a classroom setting. Using simulation and video taping, participation will develop skills in setting mutually acceptable objectives, in devising creative means to reach these goals, and in setting up some effective but non-threatening evaluative techniques. Recent work in supervision and management techniques will be consulted.

EDU 569 Affective-Values Education. (3) A study of personal and social behaviors related to feelings and emotions as they enhance or hinder the educational processes. Valuing as a learned process will be investigated, as will areas of value conflict and clarification processes. Materials and methods for resolving value issues will be presented. Students will gain experience in choosing, adapting, and implementing projects in the affective-values domain.

EDU 570 Educational Research: A Practical Approach. (3) The course is designed in such a way that practitioners will be able to evaluate the results of educational research for use in a variety of educational settings and will be aware of the impact of recent major research studies on educational practices. The participant will investigate the basic nature of educational research, along with pertinent methods of data collection and analysis. Emphasis will be placed on research problems, designs and findings in the participant's selected area of concentration.

EDU 572 Developing Materials for Gifted Programs K-12 (2-3 hours) This course will explore the basic premises of gifted education K-12 including an examination of the following theories in the development of curriculum materials for gifted programs: Guilford's Structure of the Intellect, Renzulli's Triad, Dr. Calvin Taylor's Multiple Talents, William's Teaching Strategies, Land's Transformation Theory, Parnes Creative Problem Solving, Torrance's Factors of Creative Thinking, Gowan's Theory of

Creativity, and Khatena's Imagery Strategies. Students will apply theories in the development of specific curriculum areas for gifted students and in the production of materials to be used in programs for the gifted and talented. The optional third hour of credit is available to those who wish to extend the development of a curriculum area after approval by the instructor. The third hour of credit will require an extended of the curriculum project.

EDU 580 Master's Seminar. (3) (Required of all Model I students.) This course is designed for the participants to present to fellow professionals a paper dealing with a current issue or problem confronting them in their professional setting or experience. Prerequisite: EDU 570 and a proposal approved by the advisor.

EDU 581 Critical Issues in Children's Literature. (2) The purpose of this course is to examine in detail those issues in current children's literature which are a reflection of society in the United States today, the challenges and choices implicit in writing for today's children; the evaluation and critical discussion of controversial literature including the areas of sexism, racism, ethnic literature, politics, children's book awards and realism including such topics as sex, obscenity, profanity, drugs, the occult, death and violence. This course and Adolescent Literature complement each other and each course will meet every other week (with all students meeting together the first and last weeks.) Students would also have the option of attending all meetings of both course if they wished. Both courses require considerable outside reading and research with Adolescent Literature requiring more than the Critical Issues course.

EDU 584 Creating Curriculum and Materials for Early Childhood Programs. (3) A course designed to familiarize students with innovative curricula and materials currently in use in art, drama, play, music, etc. Techniques for promoting cognitive, motor, social and emotional development through these materials and programs will be emphasized. Students will also prepare and test their own materials with preschool children. In addition, graduate students will develop a curriculum which would be applicable to their own teaching situation.

EDU 589 The Junior High/Middle School. (3) In this course the student will study the learner involved in the junior high/middle school, the curriculum, various scheduling practices, and selected building designs planned for this age group.

EDU 591-593 Self-Prescribed Courses. (3) It is basic to the philosophy of this program that the educator, in order to devise learning experiences for others, should have the opportunity to devise such experiences for himself. The design of such experiences should not be entirely limited to a choice between already formalized learning experiences but should allow the educator the choice of either selecting courses already offered or conceptualizing and proposing experiences to meet his individual needs as a practicing educator. These learning experiences will become the Self-Prescribed Courses for the participant and will, along with a written rationale for the learning experience, be approved by the tutor(s) who will be responsible for aiding implementation of this part of the program. The participant can propose his Self-Prescribed Courses whenever he had identified his own goals and objectives and has determined the direction for meeting them. This portion of the program could consist of the equivalency of six courses. Models I, II, III.

EDU 600 Master's Project. (3) (Required of Model II and III students.) Each participant in the course will be responsible for the preparation of a final project as required for the course and graduation. The project must be a specific application of the techniques of problem conceptualization, strategy planning, implementation, data gathering, analysis, evaluation and reconceptualization which have been stressed

throughout the program. The topic of the project would focus on a particular problem *which the participants face on their individual situations as an educator*. The Master's Project may take the form of curriculum development, whereby the candidate will design, test out in practice and evaluate a curriculum plan within an educational environment. It could be a through analysis of a teaching project whereby the candidate will observe, record and analyze various patterns of teaching behavior, or it could be a research project where a particular research technique is applied to an educational problem. Prerequisite: EDU 570 and a proposal approved by the advisor.

ED/TESL 501, 502 Methods of Teaching ESL I and II. (3, 3) Second language pedagogy - objectives, theoretical approaches to and methods of teaching English as a second language; language teaching techniques and procedures; curricula, teaching materials and aids; adaption of instructional materials to specific research reports and professional organizations; design, implementation and evaluation or innovative materials and techniques.

ED/TESL 503 Applied Linguistics. (3) Theoretical and applied linguistics - the nature of language, its systematic organization, variation and change; major models of linguistic description, phonological/graphemic and lexical/semantic; its historical development and dialectical variation; the comparison of English and a "linguistic minority" language; applications to the teaching of English as a second language.

ED/TESL 504 Psycholinguistics. (3) A survey of psycholinguistic theory with special emphasis upon second language acquisition and bilingualism. Topics considered include a comparative examination of empiricist versus rationalist language acquisition theory, the concept of linguistic relativity and the relation of linguistic processes to perception and cognition, the psychological reality of underlying structure, verbal context and recall, as well as the structural and process approaches to meaning. Prerequisite: ED/TESL 503 or ENG 372 or permission of instructor.

NOTE: For graduate courses in specific content areas, see catalog copy in those areas.

ENGLISH

Faculty: Barnett (chairman), Feely, Fields, Zumbrunner

Requirements for the Major

Twenty-four to 36 credit hours in English exclusive of ENG 101 and 102 are required for a major in English. Credit hours beyond the maximum of 36 are accepted if the student takes more than the 120 hours required for graduation. Students considering graduate study should select courses at least of sufficient diversity to provide knowledge of English literature from the 14th through the 20th centuries.

Combinations on English with other disciplines such as English-Journalism, English-Education, English-Art, Comparative Literature and others are available and may be developed under the direction of appropriate faculty members.

Facilities and Activities

The college library is the principal resource facility for English and contains an extensive collection of classic to contemporary works; cultural; critical and biographical studies; and periodicals. Individual faculty members also have collections of journals and informational resources to aid the student in career-choices.

Field study and internship opportunities exist in journalism, editing and publishing through departmental programs. Lindenwood publications such as *The Griffin* and part-time work in Lindenwood's publications office, all provide opportunities for experience in writing and editing.

Student activities for English students (and others) include *The Griffin* magazine a publication of student writing and art work. Weekly readings provide outlets for student interests in creative writing. English Department faculty members are available for tutorials and for sponsorship of interest groups.

Career Opportunities

English-Education prepares the student for certification in public school teaching. English-Journalism prepares the student for careers in newspaper work, advertising, book and magazine publishing, public relations, house and institutional publishing, broadcast journalism. When combined with other studies, English is also an appropriate preparation for law school and seminary. The English major extended in graduate school through the Master of Arts and Doctor of Philosophy degrees prepares the student for college and university teaching, or for research and archivist positions with privately and governmentally supported foundations and bureaus.

Courses of Study

ENG 101 English Composition I. (3) an intensive review of the English language and its use in college level writing, including the mechanics of written discourse, sentence structure, paragraph development, and essay organization. Selections from expository and imaginative literature will be discussed as models for the effective use of language and as sources for composition topics.

ENG 102 English Composition II. (3) Analysis of and practice in various forms of writing with special attention to the development of a mature style. An integral part of the course will be a research paper.

ENG 102-A: In addition to the general content indicated above, students will receive an introduction to classical rhetoric as that subject relates to written discourse. This option is especially recommended for students going into teacher training since it will include a formal study of the English language and its classical heritage, as well as examples of the way in which composition has been studied through history. It is also recommended for students who are considering professional study such as law or the ministry, or who are planning to enter any graduate program.

ENG 102-B: In addition to the general content indicated above, students may follow their creative interests in writing fiction, drama, or poetry for a major part of their writing requirement in the course. The research paper would be an inquiry into some aspect of imaginative literature. Permission of the instructor is required for admission.

ENG 102-C: In addition to the general content indicated above, there will be special attention to developing clear, direct style in expository writing.

ENG 204 History of the English Language. (required for the major). (3) Introduction to the study of the English language. The phonology, history and grammar of English, investigated chiefly in terms of current linguistic theory but with attention to the influence of cultural, social and political history.

ENG 205* English Literature to 1800. (3) A study of English poetry and prose from the Anglo-Saxon period through Johnson and his circle. Selected representative reading are studied in terms of the cultural conventions of their respective historical periods.

ENG 206* English Literature 1800 to Present. (3) A study of English prose and poetry from Blake to our own time. Works of major writers are studied in terms of each writer's own critical statements or in terms of the particular school or movement to which he belonged.

ENG 225* The 18th Century Novel (3) The beginning of the novel in England and its development to the end of the 18th century. Representative works of Defoe, Richardson, Fielding, Smollett, Sterne and Austen are studied.

ENG 226* The 19th Century Novel. (3) The English novel in the 19th century, from Dickens to Hardy, with attention to the development of the novel as an art form and to its reflection of the cultural setting.

ENG 228* Literature and the Art of Love. (3) A study of the idea of love as creativity, in literature from Ovid to the present. The course includes writings in translation from Medieval French and Arabic, as well as works by Chaucer, Spenser, Donne, Pope, Tennyson, Joyce and others.

ENG/HUM 229J Classicism and Its English Romantic Tradition. (3) A study of ancient Greek art, architecture and literature in terms of the idea of the classical, and of the adaptation of that idea in the form and content of selected works by such English writers as Chaucer, Milton, Pope, Arnold, and Joyce. Involves travel in Greece with stays of some length at Heraklion, Nauplion, Olympis, Delphi, and Athens.

ENG 231* American Literature I. (3) A study of the rise of American literature from early colonial times to the end of the 19th century. Readings from Franklin, Cooper, Hawthorne, Twain and Melville.

ENG 232* American Literature II. (3) A study of 20th century American novels, principally Fitzgerald, Hemingway, Faulkner, Ellison and Heller.

ENG 233 Shakespeare and English Drama to 1600. (3) A study of English drama before 1600, with emphasis on the principal comedies and historical plays of Shakespeare.

ENG 234 Shakespeare and English Drama 1600-1642. (3) A thorough study of the major tragedies and tragi-comedies of Shakespeare, together with selected plays by other Tudor and Stuart dramatists.

ENG 236* World Fiction. (3) Readings and discussion of selected contemporary authors including Western and Eastern European and Third World writers. Emphasis will be given to writing by women and to the literature of emerging nations.

ENG/HUM 238* Renaissance Studies. (3) Selected works of art, literature and music are studied in terms of the whole intellectual milieu of the Renaissance. Emphasis is placed on English poetry of the 16th and 17th centuries.

ENG 239* Milton. (3) A study of Milton's poetry and prose as art, but in relation to the religious, philosophical, scientific and critical tendencies of his times, with emphasis on *Paradise Lost*, *Paradise Regained*, *Samson Agonistes*, *Of Education* and *Areopagitica*.

ENG 245* 18th Century Studies. (3) The literature of the 18th century studied in two parts with emphasis on the satire of Dryden, Swift and Pope in the first and on Johnson and his circle in the second.

ENG 248* Anti-Theatre in 20th Century Drama. (3) A study of the AvantGarde, Dada, Surrealist, Epic and absurd theatre movement in terms of their plays, their various manifestos, and their esthetic relationships to the culture of Western Europe and America in the 20th century.

ENG 250* *Classical Mythology*. (also listed as *Classics*). (3) A course designed to provide general mythological background for the interested student, and to acquaint him or her with various possibilities of approaching myth, from the allegorical to some of the current methods (psychological, structural, etc.)

ENG 251 *20th Century Poetry*. (3) Poetry from 1900 to present, principally English and American but with selections in translation from other cultures. A reading of the major modern poets will be followed by extensive readings among poets representing the growing importance of women and other writers who have not previously been in the mainstream of poetic tradition.

ENG 256* *Greek Drama*. (also listed as *Classic*). (3) Reading of representative works of Aeschylus, Sophocles and Euripides, with attention to the cultural background. Through discussion and additional readings the class will attempt to develop a concept of tragedy, using Aristotle's *Poetics* as a starting point. Selected plays of Aristophanes will round out the picture of Greek drama and provide further insight into the times.

ENG 263* *The Romantic Period in English Literature*. Selected writings from the poets and prose writers of the Romantic Era with stress on the work of Wordsworth, Coleridge, Byron, Shelley and Keats. (3 hours).

ENG 264* *The Victorian Period in English Literature*. Selected writings from the Victorian Era, principally the poetry of Tennyson, Browning and Arnold and the prose of Carlyle, Newman, Arnold, Ruskin and Pater. (3 hours).

ENG 270* *Comparative Drama*. (3) A study of selected plays representing the evolution of drama in Greek, Roman, Medieval and Restoration periods. Styles of production and the development of modern stage will also be considered.

ENG/HUM 290J* *The Discarded Universe*. (3) A study of Medieval and Renaissance art, architecture, and literature as they reflect and synthesize the pre-Copernican views common to all knowledge in those periods. The principal objective of the course is to obtain a sensibly accurate historical perspective for the understanding and appreciation of Medieval and Renaissance art, literature and music. The class will travel together, with stays of some length in Paris, Venice, Ravenna, Florence, and Rome. Students may study independently or with the instructor, but participation in regularly scheduled seminar meetings is required.

ENG 311 *Writer's Workshop*. (3) A studio course in writing. Students who wish to pursue individual creative interests or who wish to work toward some kind of professional writing career will meet with an instructor who will serve as critic and as moderator for general discussion on the effectiveness of student work. Directly related to the course activity will be the publication of a magazine which will incorporate the writing of students in the course, but will also include submissions from the college community at large. The class will serve as an editorial board and publisher for the magazine. Students may repeat the workshop, but the repetitions must be under different instructors. Prerequisite: ENG 101, 102.

ENG 312 *Writing for Film and Broadcasting*. (3) A studio course in the techniques and forms of script writing for film and broadcasting. Prerequisite: ENG 101, 102.

ENG 337* *Chaucer*. (3) A study of Chaucer's major poems, in the context of medieval philosophy, art and literature, with emphasis on *The Canterbury Tales*. Prerequisite: Six hours in literature.

ENG 354* *Criticism* (3) The major texts in criticism from the Greeks through the Moderns. Students will have an opportunity to individualize their study through projects applying critical theory to different art forms: literature, music, film, photog-

raphy, painting, sculpture, and theatre. Prerequisite: Six hours of literature or permission.

ENG 372 Linguistics Workshop. (3) An intensive study of linguistic theories and the analysis of English sentence structure. The course includes phonemic theory, transformation grammar, and linguistic criticism. (also see TESL 503). Prerequisite: Six hours of literature or permission.

ENG 375 Seminar in Selected Literature. (3) A concentrated study of one or two authors or genres. Student papers will be the basis for most class discussion, the instructor acting as director of research and moderator of the seminar. Prerequisite: Six hours of literature or permission.

Graduate Courses in English

(For the Masters Program in Education)

ENG 503 Written Composition: A Seminar. (3) A study of selected texts in classical, medieval and modern rhetoric with the objectives of developing a working theory of composition and a program for practical application. Readings will include Greek, Latin, and English (both medieval and modern) treatises on composition; selected texts on teaching composition; and selected contemporary studies of stylistics. Students will individualize their studies by developing workbooks which could be used in teaching.

ENG 520 Seminar in Classical Children's Literature. (3) A study of the classics of children's literature with emphasis on the analysis of content and form. Readings will include American English, European and Asian children's classics as well as a survey of the critical theories applied to such literature through the ages. Students will do research on specific topics drawn from their readings.

ENG 525 The English Language: A Seminar. (3) An intensive study of the evolution of English as an Indo-European language and of the various descriptive systems that have developed. Subjects include traditional and linguistic grammars, vocabulary development, dialects, semantics, language and learning theory, and linguistic analysis. Students will individualize their studies through research on selections from those subject areas.

ENG 535 Shakespearean Tragedy: A Seminar. (3) A seminar study of the different concepts of tragedy employed by Shakespeare and of their influences on his plays, especially Hamlet, Othello, and King Lear.

ENG 575 Seminar in Selected American Authors. (3) A study of classic American authors from James Fenimore Cooper to Joseph Heller. The class will concentrate on selected authors: their major works, the criticism of their work, and their influence and importance in American culture. Students will do research in depth on specific topics growing out of the course study.

ENGLISH AS A SECOND LANGUAGE

Faculty: Chance (Director), Hanselman, Jennings, Sueoka

Intensive English Program

The Intensive English Program serves the needs of students from all over the world. Although the program is primarily geared toward preparing academically oriented students for eventual college/university studies, students whose goals are not necessarily academic, but who seek English language proficiency for personal and/or professional reasons are also encouraged to apply.

Academic Courses Option

One unique feature of the program is the policy of permitting intermediate and advanced level students to take regular academic courses concurrently with their intensive English courses. This option not only provides IEP students with added insight into their eventual language needs as full-time undergraduate students, and resultantly a better perspective on their current intensive English studies, but provides them with valuable academic credits which are potentially transferable to undergraduate degree programs at Lindenwood and other institutions. The academic courses option is offered on a selective basis, and only with IEP faculty approval.

Course Scheduling and Placement

ESL 100, 200, 300 and 301 are offered during the fall, spring and summer sessions.

All incoming new students undergo extensive testing and evaluation in order to assure appropriate placement within the program.

Admission to the Program

In order to be considered for possible program entry, you must submit the following at your earliest convenience:

1. a completed program application form as well as a non-refundable U.S. \$25 application fee; drafts or international money orders should be made payable to THE LINDENWOOD COLLEGES
2. an authorized copy of your high school or secondary school record (if you previously attended or graduated from a college or university, you must also submit a copy of your official transcript)
3. a letter of financial responsibility attesting to your or your sponsor's ability to meet the financial requirements of this institution for at least your first year of study; a certified bank letter should be sufficient for this purpose.

Upon receipt of the above, your application will be processed and you will be informed of the decision of the admissions committee. If you are accepted for entry into the program, an I-20 will be issued to you at that time. Please send all application materials via *air mail* to:

The Director of Admissions
The Lindenwood Colleges
St. Charles, MO 63301
U.S.A.

Applications should be submitted well in advance of the term for which you are applying for entry.

Course Offerings

ESL 100 Beginning English for Foreign Students (3) An intensive course in which each of the primary language skills - speaking, listening, reading and writing - is considered. Special emphasis is given to the rapid development of oral/aural skills.

ESL 200 Intermediate English for Foreign Students (3) A comprehensive course designed to help the foreign student function more efficiently in the undergraduate classroom. In addition to a thorough review of English grammar, analytical reading and basic composition are considered. Special emphasis is given to the development of basic study skills including listening comprehension strategies, note-taking techniques, and outlining. Video-taped oral presentations are carefully evaluated and presented to the class for discussion.

ESL 300 Advanced English for Foreign Students (3) In addition to the analysis of reading selections with reference to content, style, and theme development, special emphasis is given to practice in various forms of exposition. English syntax is continually reviewed through group analysis of student papers. The problems of individual students, particularly those of idiomatic usage, are given special consideration.

ESL 301 Research Workshop (3) Skills necessary for researching, documenting, organizing, and writing an academic research paper are developed. Course concludes with the submittal of a completed research paper. Special consideration is given to language problems unique to the foreign student.

ESL 298 Orientation U.S.A. (3) An orientation course for newly-arrived foreign students designed to give practice in idiomatic English conversation by focusing upon everyday situations which students might encounter as they adjust to life in this country. American culture, customs, and institutions are considered. Classroom lectures are supplemented by on-campus activities and field trips.

ESL 299 Writing Workshop for Foreign Students (3) An introduction to the elementary principles of description, narration, and exposition. Paragraph structure and organization are emphasized. Students progress from semi-free to free writing. Various types of grammatical and organizational foci are considered. Special attention is given to the needs of individual students.

FASHION MARKETING

The Fashion Marketing Program offers qualified students the opportunity to prepare for careers with retail and wholesale organizations in buying, merchandising, fashion coordination, advertising, publicity, sales or marketing. A key part of the preparation includes an industry work/study program during the third semester of study or Junior year. Job placement assistance will be offered (although placement is not guaranteed) upon satisfactory completion of the program.

A student may choose one of three ways to complete the Fashion Marketing program:

1. as a candidate for a two-year Associate in Science Degree as outlined below
2. as a candidate for a Bachelor of Science Degree in Business Administration
3. as a candidate for a certificate in Fashion Marketing.

The program will be most rewarding for the student who can make a commitment to the two-year program on a full-time basis to attain the Associate Degree. All courses completed for the Associate in Science Degree may be applied to the Bachelor's Degree in Business Administration. An advisor will assist students in arranging the four-year curriculum.

Students who already have received an undergraduate degree are encouraged to complete the Fashion Marketing curriculum and earn a certificate.

Selection of Students:

Applicants for this program should be able to demonstrate serious interest in

retailing and the fashion field at a personal interview with the program coordinator and other faculty members.

An above average secondary school transcript in a college preparatory curriculum is required. Ranking in class, admission test scores, as well as prior work experience and extra curricular activities will be taken into consideration.

Personal Development

In addition to the course requirements the following workshops will be required of all Fashion Marketing majors:

FIRST YEAR

CONVEYING A PROFESSIONAL BUSINESS IMAGE

WORKSHOP 2 - FITNESS

WORKSHOP 2 - APPEARANCE

WORKSHOP 3 - WARDROBE PLANNING AND BUSINESS ETIQUETTE

SECOND YEAR

MARKETING YOURSELF

WORKSHOP 1 - INITIATING THE JOB SEARCH

WORKSHOP 2 - RESUME WRITING

WORKSHOP 3 - INTERVIEWING TECHNIQUES AND PRACTICE

PRIORITY ENROLLMENT IN THE WORKSHOPS WILL BE FOR FASHION MARKETING MAJORS: OPEN TO OTHERS AS SPACE IS AVAILABLE.

BUSINESS COMMITMENT TO THE PROGRAM: CO-OP WORK/STUDY

The program coordinator obtains a commitment from various St. Louis retail and wholesale businesses to set aside a certain number of co-op internships every Fall, prior to the start of the Fall semester. The number of students admitted to the program will be limited to the number of internships available.

Executives from the retail community will give special lectures and conduct seminars, a certain number of which will be mandatory for the students.

INDUSTRY EXPERIENCE PROGRAM Required of all FM majors who wish preferred job placement.

The Program Director assists students in obtaining part-time employment in positions relating to their major areas of interest. Although employment is not guaranteed, jobs generally are available in the St. Louis metropolitan retail community. Provisional and probationary students are *not eligible* for this program.

GRADING AND WORK STUDY:

A student who fails to receive at least a "B" from his/her co-op employer and maintain a 3.0 cumulative average will *NOT* be eligible for preferred job placement upon completion of the program.

ACADEMIC STANDARDS

A student must maintain a C average to continue in the program. A student who receives a grade lower than C in any course in the Fashion Marketing core must repeat that course and receive a passing grade.

FASHION MARKETING CURRICULUM

The required number of credits for an A.S. degree is 66 semester hours. The faculty advisor will assist in planning a program which will include the required Fashion Marketing courses along with courses from other areas of study necessary to complete the degree. The following program describes the two-year study plan:

MAJOR AREA FIRST YEAR

Credits

- 3 **BFM/101 - INTRODUCTION TO FASHION MARKETING**
Studies the types of enterprises, operations, and interrelationships, that are involved in the fashion business. The course focuses on the development and trends of the major sectors of the marketing of fashion.
- 3 **BFM/102 - CONSUMER MOTIVATION IN FASHION**
Explores consumer behavior and how it relates to the marketing of fashion, covering the application of motivating influences, as well as consumer branding and fashion adoption.
- 3 **BFM/104 - MERCHANDISING PLANNING AND CONTROL (Pre-requisite BFM 101)**
Covers the concepts, calculations, and strategies necessary to successful merchandising, including retail method of inventory, operating statements, techniques of planning seasonal purchases, figuring markups, turnover, open-to-buy, markdowns, as well as terms of sale.
- 3 **BFM/105 - FASHION MERCHANDISING: PRINCIPLES AND TECHNIQUES (Pre-requisite BFM 101)**
Analyzes the buying function and the differences in buyers' responsibilities in various types of merchandising organizations; studies the methods used by merchandisers of fashion goods in determining what assortments to buy and which resources to select.

MAJOR AREA SECOND YEAR

- 3 **BA/240 - PRINCIPLES OF SUPERVISION/MANAGEMENT OF HUMAN RESOURCES**
A study of the basic leadership skills needed to effectively supervise people; Analyzes the manager's role within an organization. Major topics include: organization, personnel selection, motivation, and training role and discipline as well as problems of communication, benefits and change.
- 6 **BFM/207 - WORK/STUDY INTERNSHIPS**
(Pre-requisite - All first year courses required of FM Majors.)
An opportunity to apply first-hand the skills that the student has developed in the classroom. The student will be exposed to all

phases of merchandising during his/her work study experience. Internships will be a minimum of six (6) weeks long, scheduled from mid-November until late December in almost all cases. For four (4) year students, internships will be scheduled Junior year — with some assignments available for longer periods of time during the summer months.

One of the following first four to be chosen the first semester; one from 5-9 the second semester:

- 3 **BFM/208 - IMPORT BUYING**
 Analyzes structure and function of import business operations at all levels of distribution.
- 3 **BFM/209 - A SURVEY OF RETAIL OPERATIONS**
 Explores the operational functions as related to running of retail firms, including store management, construction, personnel; explores career opportunities in these areas.
- 3 **BFM/210 - SMALL STORE FASHION RETAILING**
 Reviews the procedures in organizing a small fashion retail enterprise and the decision making involved in successful small store merchandising.
- 3 **BFM/211 - FASHION PLANNING AND COORDINATION**
 Students prepare and present fashion information through clinics, shows, and written communiques. They learn how to reseach, analyze, and forecast fashion trends.
- 3 **BA/204 - INTRODUCTION TO BUSINESS LAW**
 An introduction to basic legal principles in labor-management relations, state and federal regulation, and basic business law.
- 3 **BA/55 - PRINCIPLES OF SALESMANSHIP**
 Includes the fundamentals of salesmanship: selling abilities and techniques, product knowledge, customer service; human relationships with peers, supervisors, and consumers.
- 3 **BFM/212 - NON-APPAREL FASHION MARKETING**
 An interdisciplinary course to familiarize students with aspects of product knowledge important to the merchandising of non-textile apparel, fashion accessories, and home fashions.
- 3 **BFM/213 - ADVERTISING MANAGEMENT**
 Principles and methods of advertising and promoting fashion

merchandise. Students analyze advertisements, displays, publicity, and other promotional practices of leading retail and wholesale firms.

3 **BFM/214 - SURVEY OF NATIONAL AND FOREIGN MARKETS**

After the first year of study, students will have an opportunity to enroll in a class which will meet in one of the major fashion centers of the United States. This trip will include visits to manufacturers, retail stores, and buying offices.

The trip also will give the student insight into the cultural and social institutions that influence fashion by visiting museums and attending the theatre.

International trips will be planned as the program develops.
(LIMITED ENROLLMENT)

TOTAL CREDITS

27

CREDITS RELATED AREAS - (REQUIRED)

3	BFM/103 - TEXTILES
3	BFM/106 - HISTORY OF FASHION
6	ECC/101 - INTRODUCTION TO ECONOMICS, MACRO
	ECC/102 - INTRODUCTION TO ECONOMICS, MICRO
3	BA/220 - INTRODUCTION TO DATA PROCESSING
3	BA/303 - BUSINESS COMMUNICATION

TOTAL CREDITS

18

CREDITS LIBERAL ARTS AND SCIENCES (ALL REQUIRED)

6	(6) ENG/101-102 - ENGLISH COMPOSITION
6	(3) HIS/100 - HISTORY OF THE HUMAN COMMUNITY
	(3) HUM/110 - INTRODUCTION TO HUMANITIES
6	(3) PSY/101 - INTERACTIVE PSYCHOLOGY
	(3) SOC/102 - INTRODUCTION TO SOCIOLOGY
3	(3) ONE SCIENCE ELECTIVE

TOTAL CREDITS

21

FACULTY:

Katy Kadar-Hill:

Director, Fashion Marketing Institute. Assistant professor of Business.
B.A. - University of Colorado at Denver.

Industry Experience:

Director of Management and Staff Training, Bloomingdale's N.Y., N.Y.; Buyer, J.W. Robinson, The Broadway, Los Angeles, California; Market Representative, Associated Dry Goods, Associated Merchandising Corporation, New York, N.Y.

Regional Director, St. Louis - The Fashion Group, Inc.

Member - American Society For Training And Development

Marjorie Schafer:

B.A. - Ohio State.

Industry Experience:

Buyer, Famous Barr, St. Louis, Mo.; Rike's, Dayton, Ohio; Shillito's Cincinnati, Ohio.

Past Regional Director, St. Louis: The Fashion Group Inc.

Zoe Annis:

M.S. - Kansas State University

B.S. - Southwest Missouri State, Springfield, MO.

Industry Experience:

Conservator, Textiles

St. Louis Art Museum

Recipient: Professional Internship: Abeg Foundation, Bern, Switzerland -Summer -1981

Laura Reck:

B.A. - Valparaiso University

Additional Hours For Teaching Certification - University of Missouri St. Louis

Industry Experience:

Manager, Sales and Sales Support Training, Personnel Manager, Manager, Executive Development, Famous Barr, St. Louis, Missouri

Member, St. Louis Agency for Training and Employment Advisory Council

Member, American Society for Training and Development

FOREIGN LANGUAGES

Faculty: Perrone (chairman), Perry

Requirements for a major in French or Spanish are as follows:

- (1) A minimum of 24 credit hours beyond the intermediate level, or equivalent.
- (2) At least 3 credit hours in conversation and composition.
- (3) At least 3 credit hours in the culture and civilization of the country or countries where the language is spoken.
- (4) At least 18 credit hours in literature given in the foreign language.
- (5) A modern language major who intends to engage in graduate work or to teach a foreign language may take up to 12 credit hours in another foreign language in addition to the above courses.
- (6) The department strongly recommends some formal study in a country where the foreign language is spoken, preferably for a year, but at least for one term.

Facilities and Activities

The department has at its disposal a language laboratory, supplementary audiovisual equipment for instructional aid, and adequate library holdings to sustain a major. Extracurricular activities include a Spanish and French Club, cultural excursions in the St. Louis area, academic January Term in France and Spain, chapters of Pi Delta Phi and Sigma Delta Pi, national honorary societies in French and Spanish, respectively and language tables.

Career Opportunities

Students planning to teach the foreign language or to serve as translator or interpreter are advised to pursue graduate work in the language.

Opportunities for a variety of careers exist for the undergraduate student who combines a foreign language major with a major in another field. Some of these careers or occupations include: positions in international business or commerce; technical and engineering positions overseas; banking and financial positions abroad and at home; secretarial and clerical positions overseas and in the United States; civil service positions (the federal government is the largest employer of individuals with foreign language skills, both in the United States and abroad); film; publishing; science; health service; social work; social sciences; religious occupations; travel and tourism; hotels and motels; transportation industries; art; music; and the legal profession.

French

FLF 101 Elementary French I (Fall Term Only) (3). Oral inductive approach but with concurrent development of all four language skills: listening comprehension, speaking, reading and writing.

FLF 102 Elementary French II (Spring Term Only) (3). Oral inductive approach, but with concurrent development of all four language skills: listening comprehension, speaking, reading and writing. Prerequisite: FLF 101.

FLF 201 Intermediate French I (Fall Term Only) (3). Reading of modern French prose, review, of syntax, and continued practice in oral expression. Further development of all four language skills. Prerequisite: FLF 102.

FLF 202 Intermediate French II (Spring Term Only) (3). Reading of modern French prose, review of syntax, and continued practice in oral expression. Further development of all four language skills. Prerequisite: FLF 201.

FLF 311, 312 French Conversation and Composition. (3) Systematic grammar review and vocabulary building with readings, oral reports and written composition on topics of current interest. Prerequisite: FLF 202.

FLF 337 History of French Civilization. (3) A survey of the social, cultural and political history of France from the Middle Ages to the present with emphasis on the major intellectual and artistic contributions of France to the Western World, Prerequisite: FLF 311.

FLF 351 Masterpieces of French Literature I. (3) Reading of selected works of prose, poetry and drama from the nineteenth century to the present. Prerequisite: FLF 202.

FLF 352 Masterpieces of French Literature II. (3) Reading of selected works of prose, poetry and drama from the Middle Ages through the eighteenth century. Prerequisite: FLF 202.

FLF 341 French Theatre of the 17th Century. (3) Reading of representative works of the great dramatists of the classical period: Corneille, Moliere and Racine. Prerequisite: FLF 311.

FLF 365 19th Century French Literature I. (3) A study of French prose and poetry during the first half of the nineteenth century, the period of romanticism and early realism. Prerequisite: FLF 311.

FLF 366 19th Century French Literature II. (3) A study of French prose and poetry during the second half of the nineteenth century, the period of realism, naturalism and symbolism. Prerequisite: FLF 311.

Alternate course offerings:

FLF 260 The French Woman. (3)

FLF 350 French Literature of the 18th Century. (3)

FLF 351 The Age of Enlightenment. (3)

FLF 373 20th Century French Prose and Poetry. (3)

FLF 372 20th Century French Theatre. (3)

FLF 370 Seminar of Selected Authors. (3)

FLF 151 French for Businessmen. (3) A basic conversational course for the businessman involved in every day life, as well as business situations in France. (Evening)

FLF 240J Contemporary France. (January Term in Paris). Students will study French language and civilization in the morning at the Ecole pratique de l'Alliance Francaise. Field trips to places of historical, artistic and cultural interest in the afternoon and on weekends. Prerequisite: FLF 101.

German

FLG 101 Elementary German I (Fall Term Only). (3) An introduction to the fundamentals of the language and a mastery of the basic principles with emphasis on speaking and reading comprehension.

FLG 102 Elementary German II (Spring Term Only). (3) An introduction to the fundamentals of the language and a mastery of the basic principles with emphasis on speaking and reading comprehension. Prerequisite: FLG 101.

FLG 201 Intermediate German I (Fall Term Only). (3) A review of grammar and a study of linguistic, phonetic and syntactical problems through reading and discussion of modern German prose. Prerequisite: FLG 102.

FLG 202 Intermediate German II. (Spring Term Only) (3) A review of grammar and a study of linguistic, phonetic and syntactical problems through reading and discussion of modern German prose. Prerequisite: FLG 201.

Italian

FLI 101 Elementary Italian I (Fall Term Only). (3) A beginning course taught by the audio-lingual method, while developing simultaneously the four language skills: listening, speaking, reading and writing. (Offered in the Evening College Only).

FLI 102 Elementary Italian II (Spring Term Only). (3) A beginning course taught by the audio-lingual method, while developing simultaneously the four language skills: listening, speaking, reading and writing. (Offered in the Evening College Only). Prerequisite: FLI 101.

FLI 201 Intermediate Italian I (Fall Term Only). (3) An intensive review course, designed to give the student a command of basic grammatical structures, to increase vocabulary and fluency, through reading and through oral and written analysis of short literary works and cultural selections. (Offered in the Evening College Only). Prerequisite: FLI 102.

FLI 202 Intermediate Italian II (Spring Term Only). (3) An intensive review course, designed to give the student a command of basic grammatical structures, to increase vocabulary and fluency, through reading and through oral and written analysis of short literary works and cultural selections. (Offered in the Evening College Only). Prerequisite: FLI 201.

Spanish

FLS 101 Elementary Spanish I (Fall Term Only). (3) A beginning course in Spanish taught by audio-lingual methods, but with concurrent development of all four language skills: listening comprehension, speaking, reading and writing. Integrated laboratory experience.

FLS 102 Elementary Spanish II (Spring Term Only). (3) A beginning course in Spanish taught by audio-lingual methods, but with concurrent development of all four language skills: listening comprehension, speaking, reading and writing. Integrated laboratory experience. Prerequisite: FLS 101.

FLS 201 Intermediate Spanish I. (Fall Term Only). (3) This course is designed to give the student a mastery of the basic grammatical structures and to increase vocabulary and fluency through the reading and analysis of short literary works and cultural selections. Prerequisite: FLS 102.

FLS 202 Intermediate Spanish II (Spring Term Only). (3) This course is designed to give the student a mastery of the basic grammatical structures and to increase vocabulary and fluency through the reading and analysis of short literary works and cultural selections. Prerequisite: FLS 201.

FLS 211, 212 Spanish Conversation and Composition. (3) Further development in aural comprehension and oral expression through reading and analysis of cultural and literary materials. Exercise in syntax and elements of style. Techniques of group discussion, formal and informal oral and written presentations. Prerequisite: FLS 202.

FLS 235 Spanish Culture and Civilization. (3) A study of historical, folkloric and cultural sources of the life and customs of the Spanish people. Emphasis on the social, economic and intellectual life of Spain today. Prerequisite: FLS 202.

FLS 236 Latin American Culture and Civilization. (3) A study of historical culture and folkloric sources of the life and customs of the Latin American peoples. Emphasis on the social, economic and intellectual life of Latin America today. Prerequisite: FLS 202.

FLS 342 Spanish Lyrics of the Golden Age. (3) Study of the representative poets of the age and analysis of their literary works: Boscan, Garcilaso de la Vega, Fr. Luis de Leon, San Juan de la Cruz, Fernando de Herrera, Ercilla, Lope de Vega, Gongora and Quevedo. Prerequisite: FLS 211.

FLS 345 The Quijote. (3) Reading and analysis of both parts of the masterwork of Miguel de Cervantes, *El ingenioso hidalgo, Don Quijote de la Mancha*, in the context of the novel of the Golden Age of Spanish Literature. Prerequisite: FLS 211.

FLS 352 Spanish-American Theatre of the 20th Century. (3) A study of existing major trends in Spanish-American drama in our times. Study and analysis of representative playwrights and their works of various Spanish-American countries. Prerequisite: FLS 201.

FLS 346 Spanish Novel of the 20th Century. (3) Study and analysis of the main works of fiction of the following novelists of the 20th century: Valle-Inclan, Unamuno, Camilo Jose Cela, Carmen Laforet, Martin-Santos. Prerequisite: FLS 211.

FLS 367 Introduction to Spanish-American Literature I. (3) An introduction study of selections of the most important literary works of Spanish-American literature from the pre-Columbian period to the nationalist movement. Prerequisite: FLS 211.

FLS 368 Introduction to Spanish-American Literature II. (3) An introductory study of selections of the most important literary works of representative authors of Spanish-

American Literature from Romanticism to the pre-Modernist period. Prerequisite: FLS 211.

FLS 370J Seminar on Selected Authors and Genres of Hispanic Literature. (January Term on Campus in English). (3) A concentrated study and analysis of a genre and its representative authors, their major works and influence. Prerequisite: FLS 211.

FLS 141J Intensive Spanish Language and Culture. (January Term in Spain) (3) A total immersion in the study of Spanish and various aspects of Spanish life, literature, history and culture through classroom experience and independent study. Daily visits to Madrid; week-end excursions to Toledo, Segovia, Avila, Salamanca, Escorial; end of term visits to Granada, Cordoba, Sevilla and Malaga. (For Spanish and non-Spanish students).

FLS 239 World Cultures: Spain. (Evening College Only in English) (3) A cultural study of Spain today, designed to provide an insight into history, political, social and economic institutions, literature and the arts. (Other countries studied in this series in different semesters are: Argentina, Mexico, Brazil).

Alternate Course Offerings:

FLS 341 Medieval Spanish Literature (3)

FLS 343 Spanish Novel of the Golden Age (3)

FLS 347 19th Century Spanish Literature (3)

FLS 350 Modernism in Spanish-American Literature (3)

FLS 354 Spanish Theatre of the 20th Century (3)

FLS 361 20th Century Spanish Poetry (3)

FLS 369 20th Century Spanish-American Poetry (3)

GEOGRAPHY

The course in Geography is administered by the History Department.

GEO 201 World Regional Geography. (3) A survey of the major areas of the world divided along political boundaries, with emphasis on the impact of the physical environment on man. In particular, the course stresses the problems of population, food supply, resources and economic disparities among nations.

HISTORY

Faculty: Balog, Fitzpatrick, Hood (chairman)

Requirements for the Major

The requirements for a major in history are 30 to 42 credit hours in the Department of History including a minimum of 9 credit hours in American history and 9 hours in European history, History 100, and History 105 or 106. Requirements also include 6 to 12 hours in the Social Science Division. Students who are contemplating graduate work in history are urged to take Social Science Statistics.

The history major may be used toward either a B.S. or B.A. degree. The department urges students who intended to do graduate work in history to take the B.A. option. The B.S. in history will be useful to those who wish to enter careers in teaching, though here, too, the B.A. option is appropriate.

HIS 100 A History of the Human Community. (3) A study of the growth of traditional societies around the world and their recent transformation by the urban, industrial revolution. The first half-term will focus on the evolution of the major world civilizations and their differences and similarities. The second half-term will deal with the impact of the urban and industrial revolutions on these civilizations and their reactions in the modern world.

HIS 105, 106 United States History. (3) (3) A two-term survey of American history. The first term will begin its examination with the colonial origins of the United States and conclude with the Civil War. The second term will trace the development of the United States from reunification to its present status as a world power. Both terms will stress political, economic and social foundations of American development.

HIS 109* The Nazi State. (3) An examination of Hitler and his Reich- the origins of National Socialism, the Nazi Revolution, and the social, cultural, and political changes that followed.

HIS 110* The Second World War. (3) An analysis of the origins and course of the Second World War. We will examine the period of appeasement, the coming of the war in Europe, the problems of the wartime Allied alliance, and the attack on Europe. Some attention also will be given to the war in Asia.

HIS 111, 112* History of Russia. (3) (3) Two-term survey of Russian history from the 9th century to the present. The first term will examine early attempts to consolidate culminating in the absolutism of Peter the Great and the development of Imperial Russia through Catherine the Great. The second term will begin with the reign of Alexander I and concentrate on the major political, economic, and diplomatic developments of the 19th century, the Revolution of 1917, and the growth of the Soviet State.

HIS 201, 202* History of England. (3) (3) Development of the English state of society. Selected topics illustrate the growth of major institutions, such as the Crown, the Church, Parliament, and Cabinet government.

HIS 204* The Westward Movement. (3) A one-term survey of the significance of the West in American national development. The course will begin with the study of the colonial frontiers and conclude with the closing of the national frontier in the 1980's.

HIS 205, 206 (3) (3) History of The Far East A two-term survey course of the Far East, focusing on China and Japan. The first semester will explore the ancient foundations of these civilizations, and the social and political institutions established by each. Cultural

diffusion between China and Japan, as well as their respective dealings with Indian and Southeast Asia will be studied. The second semester will begin at 1600 with the establishment of the Tokugawa Shogunate in Japan and the Manchu Dynasty in China and will focus on the Far East's response to Western European and American impact over the next two centuries. Both nation's response to the modern, technological age, the changes in the traditional societies required by events of the Twentieth century will also be explored.

HIS 223* The Ancient World. (3) The growth of the early civilizations in the Near East and the Mediterranean, and the Celtic and Germanic cultures in Europe, down to the 4th century.

HIS 227* Modern European Social History. (3) The development of urban industry and civilization in Europe since the late 18th century. The course deals with the onset of industrialism and its effect on society and social class in the 19th and 20th centuries.

HIS 251 America as a World Power. (3) Study of the emergence of the United States as a major power in the world from the Spanish American War to the present. The course will examine the motives behind America's entrance on the diplomatic scene, participation in world wide conflict, and eventual assumption of world leadership.

HIS 255* The South in American History. (3) Study of the colonial beginnings and the expansion of southern life. Major themes will be the growth of slavery, establishment of a staple agriculture, the "Southern way of life", agrarian politics, relations with other sections, and industrial growth.

HIS 310* The Era of the Civil War and Reconstruction. (3) An examination of the sectional conflict from the end of the Mexican War in 1848 to the end of Reconstruction in 1877. Political, military, and social developments will be emphasized including the long-range impact of the disruption of the Union. Prerequisite: HIS 105

HIS 315, 316* American Thought and Culture. (3) A two-term survey of the intellectual development of the United States from colony to present. The first term will consider the major themes of early America, their origins and how they were shaped by the new American environment. The second term will begin with the Civil War and analyze the major religious, scientific and literary development and their impact on American ideas and institutions. Prerequisite: HIS 105 or 106 or consent of instructor.

HIS 320* Recent United States. (3) The development of the United States from The Great Depression of the 1930's to the present. The course will examine the problems of world leadership, changing political alignments, shifting social patterns, emerging minorities, and the concept of the welfare state. Prerequisite: HIS 106

HIS 325 The Renaissance. Spanning the years 1300-1530, this course will examine the roots and the final flowering of the Renaissance in both Italy and Northern Europe. It will explore not only political events, but also the art, literature, and culture of the period, the everyday lives of the people, and the impact of the era on the mainstream of world history. Prerequisite: HIS 100

HIS 326 Reformation Europe 1450-1648. Europe in the era of religious upheaval. The course will consider the growth of national states, the economic and social developments of the period, and the Protestant and Catholic Reformations. Prerequisite: HIS 100

HIS 331* Classic Europe: The Old Regime. (3) Europe in the 17th and 18th centuries. The course stresses the development of classic social, economic, and religious institutions, the development of national monarchies, mercantilism, and the Enlightenment. Prerequisite: HIS 100

HIS 332* French Revolution and Napoleon. (3) Europe in the Age of the French revolution and Napoleon, 1750-1815. The focus will be on the causes and course of the French Revolution and the Napoleonic period, but the history of Europe outside France will also be considered. Prerequisite: HIS 100

HIS 333* 19th Century Europe. (3) Europe under the impact of social, industrial, urban and political change from 1815 to World War I. Prerequisite: HIS 100

HIS 334* Twentieth Century Europe. (3) Contemporary Europe under the impact of the World Wars and the changes in Europe's economic and political position in the world. Prerequisite: HIS 100

HIS 348* Tudor-Stuart England 1485-1714-. (3) The course will explore aspects of English history in the 16th and 17th centuries, the growth of national consciousness and the Tudor monarchs, the English reformation, the reign of Elizabeth, and the Civil War of the 17th century. Prerequisite: HIS 201

HIS 350 Victorian England. (3) Reading, writing and discussion of aspects of English life in the middle and later 19th century, parliamentary reform, Utopian socialism, the Oxford Movement, the Evangelical Revival, Darwinism, imperialism, and popular taste. Prerequisite: HIS 202.

HIS 362 Economic History of Modern Europe. (3) The economic development of Europe from the industrial revolution to the present. The course will cover the mechanization of industry and agriculture, the growth of large-scale business and labor organizations, trade patterns, and the economic impact of the world wars and the depression. The course will end with a consideration of the current economic opportunities and problems of Europe. (Offered occasionally.) Prerequisite: HIS 100 or GEO 201

HIS 368 American Economic History. (3) Economic life and institutions in the United States from colonial days. Economic growth, state and private authority in relation to economic activity, monetary and banking history, trade and commerce, industrial development, labor problems, transportation, land and agricultural policy. Prerequisite: One course in U.S. History of Economics.

HIS 381* Europe in the Middle Ages. (3) Europe from the decline of Rome to the Renaissance. The course will examine the interweaving of classical, Christian and Germanic elements to form Western Civilization with its characteristic cultural, economic and social forms. Prerequisite: HIS 100

Graduate courses

This course is available to support the master's program in Education.

HIS 520 The United States Since the Depression. (3) An examination of the major interpretations of the significant events in United States history since the Great Depression in the 1930's. There are four segments. (1) Franklin Roosevelt and the New Deal; (2) Neutrality and War, 1932-45; (3) The Cold War, 1945-76, (4) Domestic issues since 1945.

HUMANITIES

Though there is no Humanities major, these courses are offered as part of the Humanities Division.

HUM 110 (3) Introduction to the Humanities. A chronological survey of the creative and intellectual expressions of world cultures from ancient to modern times. The course includes readings from literature, lectures and discussions on the visual arts and music, viewing and listening periods, and lectures and discussions on the ideas of the various cultures being studied. Art, English and Music Faculty.

HUM 111, 112 Introduction to the Humanities. A chronological survey of the creative and intellectual expressions of world cultures from ancient times to modern times.

HUM/ENG 238* Renaissance Studies. (3) Selected works of art, literature and music are studied in terms of the whole intellectual milieu of the Renaissance. Emphasis is placed on English poetry of the 16th and early 17th centuries.

HUM/ENG 240J* Arts and Ideas: East and West. (3) A comparative study of selected works of art, literature and music from major intellectual traditions: East and West. The course is an introduction to basic cultural modes of thought. The literature is in translation, with some of the art and architecture in books and on film. The analysis of primary sources is important and travel to museums and libraries in the St. Louis area is required. Several trips outside the immediate area are optional.

HUM/ENG 290J* The Discarded Universe. (3) A study of Medieval and Renaissance art and architecture as they reflect and synthesize the pre-Copernican views common to all knowledge in those periods. The principal objective of the course is to obtain a sensibly accurate historical perspective for the understanding and appreciation of Medieval and Renaissance art, literature and music. The class will travel together, with stays of some length in London, Paris, Venice, Ravenna, Florence, and Rome. Students may study independently or with the instructor, but participation in regularly scheduled seminar meetings is required.

INTERNATIONAL STUDIES

Program Coordinator: Miller

Faculty: Bartholomew, Chance, Eckert, Hood, King, Perrone, Perry, Rickert, Wier

The purpose of this baccalaureate degree program is to provide students who have a strong interest in international affairs with a coherent program of study that will prepare them for advanced study and career opportunities in the field.

The student taking the major in International Studies is obligated to complete all general education and graduation requirements. Some of these requirements may be met with courses which make up the major. In addition, the student must successfully complete a minimum of *12 semester hours in a foreign language and the following core courses:*

ECC 101 - Macroeconomics	3 sh
ECC 305 - Comparative Economic Systems	3 sh
GEO 201 - World Regional Geography	3 sh
PSC 250 - International Relations	3 sh
PSC 275 - International Organizations	3 sh
REL 200 - World Religions	3 sh
SOC 112 - Cultural Anthropology	3 sh
INT 400 - Senior Tutorial	3 sh

The Senior Tutorial will involve specialized research by each student in a chosen subject of interest in international affairs. The student will be required to write a major paper for review and evaluation by selected members of the program faculty. Regular consultation between the student and his/her principal advisor is to take place throughout the tutorial.

In addition to the foreign language requirement and the 24 semester hours of core courses, the student taking the major in International Studies is required to complete a minimum of *12 semester hours of elective coursework* within the subject-area from a broad list of approved courses.

Students taking the major in International Studies are encouraged to consider spending a portion of their junior year of study in a foreign country related to their respective interests. A large variety of program opportunities is available through other institutions of higher education, and Lindenwood traditionally offers several courses abroad each January Term. Student internships with public and private organizations that have an international operations component also may be available.

MATH

Faculty: Soda (chairman), Huesemann, Nichols

Requirements for the Major

The requirements for a major in Mathematics include the following courses: Calculus I, II, III, (MTH 171, 172, 303); Introductory Computer Programming (MTH 160 or 180); Linear Algebra I, II (MTH 315, 316); and three Mathematics electives numbered above 300.

Facilities and Activities

The College operates a computer center which is used for academic and administrative purposes. The center has several computers; a General Automation 18/30 mini-computer with card reader, line printer, disk drive and magnetic tape drive, a Cromemco Z80 microcomputer with two mini floppy disk drives, printer and several terminals, four APPLE II microcomputers with disk drives, and printer.

The minicomputer is used by students in Fortran courses. The microcomputers are dedicated to interactive student use, mainly in introductory programming and mathematics.

MTH 100 Algebra. (3) An introduction to the algebra of real numbers including sets, linear equations and inequalities, graphs, polynomial operations, quadratic equations, quadratic functions.

MTH 101 Concepts of Mathematics (3). An introduction to mathematical ideas, including sets, logic, numeration systems, rational numbers, real numbers, mathematical systems, and geometry. This course assumes a prior knowledge of algebra.

MTH 104 Algebra and Trigonometry. (5) The study of college algebra and elementary trigonometric functions. Topics include the real and complex number system, basic algebraic operations, equations and inequalities, relations and functions, polynomial functions and the theory of equations, exponential, logarithmic and trigonometric functions, and trigonometric. Prerequisite: Math 100.

MTH 105 Basic Geometry. (3) An introduction to the Euclidean geometry of the plane including logic, basic incidence geometry, the concept of congruence, transformations, the properties of lines and circles. This course assumes a prior knowledge of algebra.

MTH 106 Basic Statistics. (3) An introduction to the theory and application of statistics, including probability, descriptive statistics, random variables, and expected values. This course assumes a prior knowledge of algebra.

MTH 160 Introduction to Computer Programming (BASIC). (3) An introduction to computer programming in the language BASIC including: variables, arrays, loops, subprograms, program organization. Programs will be written and tested on interactive terminals. Lab fee \$15.

MTH 171 (5), 172 (5) Calculus I, II. A first study of functions on the real number system. Differentiation and integration are developed and used to study rational, trigonometric and exponential functions.

MTH 180 Fortran I. (3) An introduction to computer programming in the language FORTRAN including: variables, arrays, loops, subprograms, program organization. Programming exercises will be run and tested on the computer. Lab fee \$15.

MTH 206 Intermediate Statistics (3) A second course in statistics including applications of chi-square, analysis of variance, linear regression, polynomial regression, multilinear regression, time series analysis and non-parametric statistics. This course is intended for non-mathematics majors. Recommended Math 106 or the equivalent.

MTH 256 Introduction to Numbers Theory (3) the basic number theory of the rational integers will be discussed including unique factorization, diophantine equations, linear congruences, divisibility, perfect numbers, quadratic congruences and reciprocity. Recommended: MTH 100.

MTH 301 Differential Equations. (3) A course in ordinary differential equations including first order equations, linear differential equations, the Laplace Transform, and series solutions. Prerequisite: MTH 172 or the equivalent.

MTH 303 Calculus III. (5) The study of functions of several variables carried out mainly in 2 and 3 dimensional space. Topics in the differential and integral calculus of these functions is studied including partial derivatives, potential functions, line integrals, multiple integration and Taylor's Formula. Prerequisite: Math 172 or the equivalent.

MTH 305 (3), 306* (3) Analysis I, II. An intensive study of functions of one and several variables including the following: Normed vector spaces and their topology, series, one variable integration and its applications, calculus in vector spaces, ordinary differential equations, multiple integration. Prerequisite: MTH 303, 315 or equivalent.

MTH 315 (3), 316 (3) Linear Algebra I, II. A study of the basic aspects of finite dimensional real vector spaces and linear mappings between them. This includes the following: vector spaces, linear maps, matrices, determinants, bilinear mappings and forms, diagonalisation of certain classes of matrices, relations to geometry. Prerequisite: MTH 172 or equivalent.

MTH 321 (3), 322* (3) Algebraic Structures I, II. A first course in modern algebra including the integers, groups, rings and fields, the classical groups, galois theory. Prerequisite: MTH 315 or equivalent.

MTH 330 Geometry. (3) Euclidean and Non-Euclidean geometry. Prerequisite: MTH 315 or permission of the instructor.

MTH 332 Topology. (3) Topological spaces, metric spaces, connected and compact spaces, continuous functions, product spaces, separation axioms, complete metric spaces, fundamental groups and covering spaces. Prerequisite: MTH 303 or equivalent.

MTH 341 Probability. (3) A first course in the theory of probability including combinatorial analysis, probability spaces, conditional probability, stochastic independence, Bayes' theorem, random variables, distribution, the law of large numbers, and the central limit theorem. Prerequisite: MTH 172 or equivalent.

MTH 342 Mathematical Statistics. (3) An introduction to the theory and applications of mathematical statistics including the following subjects: Sampling, discrete and continuous distributions, hypotheses testing and regression analysis. Prerequisite: MTH 172 or equivalent.

MTH 351 (3), 352* (3) Numerical Analysis. This course will treat the solution of linear and non-linear equations. Numerical integration, numerical differentiation, the theory of approximation, and the numerical solution of differential equations. Prerequisite: MTH 303, 315 or equivalent.

MTH 360 Fortran II. (3) This course is sequel to an introductory Fortran programming course. The use of arrays, subprograms and auxiliary storage techniques will be fully developed. Prerequisite: MTH 180, BA 321 or the equivalent.

MTH 370 Computer Programming Workshop. (1, 2, 3) This is a project oriented computer programming experience. Students will design, write, test and document a set of programs to achieve individually planned objectives. Prerequisite: Fortran I, Basic, or Assembly Language (Z80, 1830) or consent of instructor.

MUSIC

Faculty: Greenlaw (chairman), Bittner, Swingen. (Adjunct staff: L. Greenlaw - organ;

Requirements for the Major

The student who wishes to major in music may elect one of the following four degree programs: The B.M. (performance specialization), the B.M.E. (music education spe-

cialization with teacher certification), and the B.A. and B.S. degrees with majors in music (designed for specializations outside of performance or music education, such as music history and literature). Admission to the B.M. or B.M.E. programs is by jury audition. All music majors must pass a piano proficiency examination before graduation and are required to enroll and participate in at least one ensemble each long term. B.M. and B.M.E. candidates are required to perform in a solo capacity in a student recital or the equivalent each long term.

Bachelor of Music

70 hours in Music as follows:

Theory—Music 330*, 331, 332 (9 hours)

History of Music—Music 355, 356, 357 (9 hours)

Literature of Music—6 hours, chosen to suit the major instrument of the student

Applied Music

Major instrument—16 hours

Minor instrument—4 hours

(the minor instrument must be piano if the major instrument is not piano or organ)

Junior Recital—1 hour

Senior Recital—1 hour

Ensembles—8 hours**

Music Criticism—8 hours

Electives—8 hours

Bachelor of Music Education

64 hours in Music as follows:

Theory—Music 330*, 331, 332 (9 hours)

History of Music—Music 355, 356, 357 (9 hours)

Conducting—Music 383, 384 (4 hours)

Instrumental Techniques—Music 10, 12, 13, 14 (4 hours)

Applied Music

Major instrument—12 hours

Minor instrument—6 hours

(the minor instrument must be piano if the major instrument is not piano or organ)

Ensembles—8 hours**

Music Criticism—8 hours

Electives—4 hours

Bachelor of Arts or Science

46 to 56 hours in Music as follows:

Theory—Music 330*, 331, 332 (9 hours)

History of Music—Music 355, 356, 357 (9 hours)

Applied Music

Major instrument—6 hours

Minor instrument—3 hours

(the minor instrument must be piano if the major instrument is not piano or organ)

Ensembles—8 hours**

Music Criticism—8 hours

Electives—3 to 13 hours

*Successful completion of Music 130 or proficiency exam required for admittance to Music 330.

**All music majors are required to enroll and participate in at least one ensemble each term.

Career Opportunities

PERFORMANCE: B.M. degree.

MUSIC EDUCATION: B.M.E. degree program (provides certification to teach music in the public schools, grades K-12). For college, university or conservatory teaching, either the B.M., B.M.E., B.A., or B.S. degree might be pursued, depending upon the area of specialization. Graduate work would be essential. Electives and requirements are worked out on an individual basis.

CHURCH MUSIC: B.A. or B.S. degree with music major and religion minor, as outlined in catalog. Internship in a church music program in junior and/or senior year may be arranged.

MUSIC LIBRARIANSHIP: B.A. or B.S. degree with music major plus EDU 239, Library Administration; EDU 243, Reference and Bibliography; EDU 244, Selection and Acquisition of Library Materials. Internship in a library with a strong music collection in senior years may be arranged.

MUSIC BROADCASTING: M.A. or B.S. degree with a double major in Music and Broadcasting courses to be chosen with consent of the department. Music courses as outlined in catalog.

MUSIC JOURNALISM: B.A. or B.S. degree with a double major in Music and Journalism. Internship in a newspaper may be arranged.

MUSIC BUSINESS: Sales.

MUSIC ARTS MANAGEMENT: For careers in music sales, concert and arts management, the B.A. or B.S. degree with a music major should be pursued with additional courses in Business Administration chosen on an individual basis through the advice of the Business Department. Internships may be arranged.

MUSIC THERAPY: B.A. or B.S. degree with a double major in Music and Psychology. Graduate work essential.

Courses of Study

In addition to the standard course offerings in music listed below, the student may include independent study, field study and an internship as part of the major program of study. The January Term provides opportunities for specialized courses in music and for study abroad by enrollment in the European Music Seminar.

MUS 101, 201, 301, 401 Piano. (1 or 2) (private lessons).

MUS 102, 202, 302, 402 Organ. (1 or 2) (private lessons).

MUS 103, 203, 303, 403 Voice. (1 or 2) (private lessons).

MUS 104, 204, 304, 404 Orchestral Instruments. (1 or 2) (private lessons).

By special arrangement. Students must provide their own transportation to teacher's studio off-campus.

MUS 305 Junior Recital. (1)

MUS 405 Senior Recital. (1)

MUS 105 Instrumental Techniques: Strings. (1) The teaching of violin, viola, cello, and bass in the classroom.

MUS 106 Instrumental Techniques: Woodwinds. (1) The teachings of the clarinet, flute, oboe, saxophone, and bassoon in the classroom.

MUS 107 Instrumental Techniques: Brass. (1) The teaching of the trumpet, trombone, and horn in the classroom.

MUS 108 Instrumental Techniques: Percussion. (1) The teaching of percussion instruments in the classroom.

MUS 110 Choir. (1) Open to all students.

MUS 111 Lindenwood Madrigal Singers. (2) Open to all students by audition.

MUS 112 Instrumental Chamber Music Ensembles. (1) Open to all students by audition.

MUS 114 Fundamentals of Music and Techniques of Piano Performance (3) A course for the student without any previous background in music to study the basic principles and concepts of reading music, rhythm, scales and chord structure as well as the necessary techniques for performing.

MUS 115 Fundamentals of Music and Techniques of Piano Performance (3). A course designed to follow Music 114 or for the student who has had some previous background in music to study the basic principles and concepts of music at a more advanced level as well as the form, style and performance of easier compositions by well-known composers. Prerequisite: Music 114 or consent of the instructor.

MUS 120 Acoustics and the Sound of Music. (3) An examination of the science of acoustics as applied to musical sound, i.e., the physiological reception of sound, the acoustical properties of environment and the acoustical behavior of musical instruments. No prior knowledge of physics will be required; however some background in music will be helpful.

MUS 125 Introduction to Music. (3) A course designed for the student not concentrating in music but who wishes to increase his enjoyment and understanding of music.

MUS 130 Introduction to Music Theory. (3) Fundamentals of harmony, sight-singing and dictation.

MUS 140, 141 Introduction to Voice. (3) Basic principles and techniques of voice production including breathing, phonation, resonance, and diction. Members of the class will perform vocal exercises, solo song repertoire, and small ensemble pieces (duets, trios, quartets, etc.) and will study fundamentals of music notation in a manner designed to improve and develop their sight reading skills and musicianship.

MUS 150 Music Criticism. (1) Concert attendance: the study of current music criticism and the writing of reviews of programs attended.

MUS 200 Piano Pedagogy. (3) A course designed for the student interested in maintaining his own private studio. A study of pedagogical techniques, graded literature and materials and other problems related to the teaching of private lessons in piano.

MUS 210J European Music Seminar: Vienna and Other European Cities. (3) Visits to historic concert halls, opera houses, cathedrals, palaces and homes where great composers lived and worked. Preparatory readings, attendance at concerts, recitals, operas, and ballets with discussions following.

MUS 211J Lindenwood Madrigal Singers Workshop. (3) Intensive rehearsal, analysis, and performance of vocal chamber music for members of Madrigal Singers.

MUS 250 Introduction to the Opera. (3) Designed for the serious listener rather than the performer, this introductory course assumes no previous musical training, but will proceed, in non-technical language, through lectures, readings, and guided listening to

introduce the student to representative operatic masterpieces from the Baroque, Classical, Romantic, and Modern style periods. Limit to 30 students.

MUS 260 The History of Jazz (3) A study of jazz from its early folk song origins in the 19th century, through the forties, to the free jazz of Ornette Coleman, John Coltrane, and Miles Davis. Recordings will be used in an effort to help the student hear stylistic differences and the musical developments which grew out of this fluid art form. No previous music experience is required.

MUS 300 Piano Pedagogy Workshop. (1) Practical application of techniques learned in MUS 200 (Piano Pedagogy) under supervision of the Chairman of the Preparatory Division of the Music Department. Prerequisite: MUS 200 and concurrent enrollment in MUS 301/or 401.

MUS 320T (3), 321T (3) Piano Literature. A study of the complete solo piano compositions of major composers from the Baroque period to the present. Standard works chosen from the concert repertoire will receive an analytical and stylistic study. Use of the keyboard and extensive listening assignments will be an integral part of the course. Prerequisite: Consent of the instructor.

MUS 330 Theoretical Foundations of Music. (3) Further development of skills in harmony, sight singing and ear training. Prerequisite: MUS 130 or equivalent proficiency.

MUS 331, (3), 332 (3) Theoretical Foundations of Music. A continuation of MUS 330 in which principles of musical composition are approached from the bases of both theoretical and historical development. Further work in harmony, sight singing and ear training. Studies in counterpoint and form and analysis. Prerequisite: MUS 330.

MUS 340T Vocal Pedagogy. (3)

MUS 355 History of Music I. (3) Medieval through Classical periods.

MUS 356 History of Music II. (3) Romantic period.

MUS 357 History of Music III. (3) Contemporary period.

(MUS 355, 356, 357 provide a history of music from its origins in the Near East and Ancient Greece to the present day and includes the evolution of musical style. As a prerequisite for all of the courses in music history, some previous academic work in music is required, or the consent of the instructor.)

MUS 383 Conducting I. (2)

MUS 384 Conducting II. (2)

MUS 385T Conducting III. (2)

MUS 386T Conducting IV. (2)

(Score reading, conducting techniques, rehearsal procedures, organizational problems selection of repertoire, and arranging. Prerequisite: MUS 330 or consent of instructor.)

Graduate Study

(available either as classes or tutorials to support the Masters program in Education)

MUS 502 Piano. (3)

MUS 503 Organ. (3)

MUS 504 Voice. (3)

MUS 505 Orchestral Instruments. (3)

MUS 521 Literature for the Piano. (3)

MUS 522 Literature for the Piano. (3)

MUS 585 Choral Conducting I. (3)

MUS 586 Choral Conducting II. (3)

The content of courses in applied music is listed below for the guidance of the student. It is a flexible rather than rigid description of the course requirement. All students enrolled in applied music for credit will perform before a faculty jury at the end of each long term.

Recitals, concerts and other programs sponsored by the Music Department are an integral part of the applied music program for the music major. Credit in applied music may therefore be withheld or reduced if an adequate attendance record at these events is not maintained by the student majoring in music.

Applied Music Requirements for B.M.

B.M. candidates must pass one level each year in the major instrument and present full recitals in the junior and senior years. Recitals shall be presented only with the consent of the faculty of the Music Department.

Applied Music Requirements for B.M.E.

B.M.E. candidates must pass the second level in the major instrument before graduation and may, at the discretion of the instructor and the Music Department faculty, present a recital in the senior year.

Applied Music Requirements for B.A. or B.S. with a major in music and for non-music majors

Work for these students will be outlined by the instructor to meet individual needs and aims; thus, they will not be required nor expected to follow the specific descriptions of the levels listed in the catalog.

Voice

Level One—Easy classic songs in English and Italian.

Level Two—Italian, German, French and English songs and easier arias from opera and oratorio literature.

Level Three—Classic, romantic and modern song literature and more advanced arias from opera and oratorio.

Level Four—An accumulated repertoire sufficient to present a full recital, with works in at least three languages.

Piano

Level One—Representative works from the classic and romantic periods.

Level Two—A Bach Invention; Mozart, Haydn, or Clementi sonatas.

Level Three—Prelude and Fugue by Bach, continuation of classical literature. Sonata by Beethoven.

Level Four—A larger work by Bach. A solo work by a 19th century composer. A solo work by a 20th century composer.

Other Instruments

To be determined by the individual instructor along the lines noted above for Voice and Piano.

NOTE: Only the following courses are available for distributional requirement:

- MUS 125 Introduction to Music
- MUS 130 Introduction to Music Theory
- MUS 210J European Music Seminar
- MUS 250 Introduction to the Opera
- MUS 260 The History of Jazz

NATURAL SCIENCES

Natural Science courses are offered as interdisciplinary courses in the Natural Science and Mathematics Division; no major is offered.

SCI 101 (3), SCI 102 (3) Introduction to Science. An interdisciplinary course which looks at everyday situations and develops from them some of the principles of biology, chemistry, mathematics, physical education and physics. Some of the topics include respiration, gases, motion and heredity. Staffed by the faculty of the Division of Natural Sciences and Mathematics.

SCI 150 Introduction to the Study of Energy. (3) This course introduces the student to the field of energy technology. Such concepts and methods as net energy analyses, energy flow charting, thermodynamics, energy conversions, and benefit/cost analysis will be learned by the student. This will provide the knowledge by which the student will evaluate the role of energy resources will be studied and analyzed as to their effectiveness and impacts. A better appreciation of energy technology and its implications will be understood by the student as the end result.

SCI 201 (3), SCI 202 (3) Physical Science Concepts. A treatment of the concepts of the physical world, encompassing astronomy, physics, chemistry and geology with attention to how these concepts are related and dependent upon each other. Labs for SCI 201 and 202 are available as requested. For elementary teacher trainees. Lab fee.

SCI 205 Theories of the Universe (3) A survey of mans view of the universe from early Greek, to Ptolemaic, Copernicon, Keplerian, Newtonian, and Einsteinian.

Pre-Medical, Dental, Veterinary Medicine, Optometry, Osteopathy

Although a student planning a career in a medicine, dentistry, veterinary medicine, optmetry, or osteopathy may select a major in the sciences, it is not necessary to do so. A student should select a major in which he or she is sincerely interested. The adviser will indicate the courses in science and mathematics which are required for entrance into the professional schools.

Most professional schools recommend the following science and mathematics courses: one year of general chemistry, one year of organic chemistry, one year of physics, one year of biology and/or zoology, and mathematics through calculus. Some medical schools suggest in addition that students complete a course in anatomy, embryology or genetics.

By working closely with the adviser the student can be assured of completing the necessary prerequisites for admission to the professional schools. The adviser assists the students with the application process for admission to professional school.

Medical Technology

The Lindenwood Colleges award a bachelor's degree in Medical Technology to students completing a three-year liberal arts program and one year of training in laboratory procedures and courses at any hospital having a School of Medical Technology accredited by the American Society of Clinical Pathologists. Upon completion of this program the student is eligible to become a Certified Medical Technologist by passing the examination administered by the Registry of Medical Technologists of the American Society of Clinical Pathologists. Some students decide to complete an area of concentration in the sciences before their one-year hospital internship.

NURSING

PreNursing Major

Students interested in nursing may take courses at The Lindenwood Colleges prior to entering an associate degree, diploma or baccalaureate nursing program. Courses in Anatomy and Physiology, Chemistry, Microbiology, Psychology, Sociology, Mathematics, English and the Humanities are available. The most appropriate courses to take at the Lindenwood Colleges should be determined by consulting the catalog of the nursing school to which they plan to apply. The student is responsible for making application to the nursing school. This application should be completed during the fall semester for admission the following year. The Nursing Department does not offer basic nursing courses to prepare students for the Registered Nurse licensure examination.

Nursing Major

BACHELOR OF SCIENCE IN NURSING (BSN) — R.N. Program

Purpose

The purpose of the Bachelor of Science in Nursing program is to provide the diploma and associate degree graduate the opportunity to continue their education in nursing. The program builds on the registered nurse's previous education and experience to further develop leadership responsibility and research aimed at improving nursing care. The curriculum is designed to combine liberal arts education with the scientific and professional knowledge needed for the increasingly complex practice of nursing. With this broadened educational base evidence is manifested in improvement of nursing practice; preparation for meeting future health care needs of society; preparation for graduate education in nursing; and the opportunity for continuous personal growth and professional development.

Admissions and Progression

Candidates for admission to the upper division major in nursing must have graduated from an NLN accredited school and have obtained an associate degree in nursing or a diploma from a hospital school of nursing and must hold a current license in Missouri. Applicants must successfully complete written proficiency examinations in medical, surgical, maternity, pediatrics and psychiatric nursing to validate prior knowledge and obtain 30 semester credit hours of Lindenwood College credit. Students must attain junior standing (60 semester credit hours) for progression into upper division nursing courses and have achieved a 2.5 (4.0 scale) cumulative grade point average on all previous college level coursework. Courses taken from an accredited college or university will be accepted as transfer credit provided grades are C or higher.

Requirements for the Major

The BSN major must meet all general college requirements for graduation from Lindenwood. There are 32 credit hours of upper division nursing and 28 credit hours in general education. The general education requirements may be taken concurrently or prior to progression to the nursing major. A minimum of 120 credit hours are needed to graduate. Thirty of these must be taken at Lindenwood College.

Prerequisites to Nursing Major

General Studies - 30

English Composition I & II	(6)
General Psychology	(3)
Intro to Sociology <i>or</i>	(3)
Anthropology	
Child Psychology <i>or</i>	(3)
Human Development	
History <i>or</i> Government	(3)
Anatomy & Physiology	(6)
Chemistry	(3)
Microbiology	(4)

Lower Division Nursing - 30

(Credit by Examination)

Basics in Nursing	(5)
Medical-Surgical Nursing	(10)
Psychiatric Nursing	(5)
Parent-Child Nursing	(10)

Nursing Major

General Studies - 28

Human Community	(3)
Basic Statistics	(3)
Advanced Physiology	(3)
Intro to Humanities	(3)
Logic	(3)
Lindenwood Colloquium	(3)
Group Dynamics	(3)
Special Interest Electives	(6)

Upper Division Nursing - 32

Concepts in Holistic Nursing	(3)
Family Focused Nursing	(3)
Teaching/Learning Methodology	(3)
Holistic Assessment	(4)
Nursing Research	(3)
Community Health	(3)
Community Health Practicum	(4)
Management in Nursing	(2)
Professional Nursing Practicum	(4)
Professional Issues	(3)

NUR 300 Concepts in Holistic Nursing. (3) Provides the transition to the holistic approach using Systems as the basic framework for the practice of professional nursing. The philosophy, concepts and theories which are specific to Lindenwood's baccalaureate program will be introduced. Concepts of adaption, communication, teaching-learning, leadership and research are explored as they relate to man, society, health and nursing. A clinical practicum provides opportunity for initial application of content. Pre or co-requisite to all other nursing courses.

NUR 320 Family-Focused Nursing. (3) Investigation of contributing theories related to family assessment, planning, intervention, and evaluation as ways to examine and understand family systems. Various stressors and adaptive responses with the family system are explored with attention given to crisis intervention as a nursing approach with families. Pre or co-requisite: NUR 300.

NUR 340 Teaching/Learning Methodology. (3) Theories and principles of education and discussion of strategies for effective teaching are stressed. Planning and implementing innovative approaches to health teaching and counseling and various other aspects of nursing will be included. Pre or co-requisite: NUR 300.

NUR 380 Holistic Assessment. (4) Designed to expand interviewing theory, history taking and physical examination techniques. The assessment of levels of wellness as they relate to biological, sociological and psychological processes with emphasis on different age groups are examined. The focus of learning will be the application of a holistic data base to provide a meaningful plan of care. Pre or co-requisites: NUR 300, 320 and BIO 321.

NUR 400 Nursing Research. (3) Introduction to methods of research with emphasis on its utilization in nursing practice. The student will be assisted to design a research study, analyze data meaningfully and present their proposal to others. Ability to read, understand and apply nursing research is sought. Pre or co-requisites: Senior standing in nursing and MTH 106.

NUR 420 Community Health. (3) Concepts of community health nursing and public health. The focus of learning is on primary health care, health maintenance, and prevention of illness in dealing with individuals, families and populations at risk to enhance the state of wellness in a community. Principles of public health sciences are investigated. Prerequisite: Senior standing in nursing.

NUR 440 Community Health Practicum. (4) The practicum is comprised of application of concepts and theories of community health nursing and public health in a variety of health care settings. The clinical focus is the integration of this information into developing the role of the professional nurse in the community. Pre or co-requisites: Senior standing in nursing and NUR 420.

NUR 460 Professional Issues in Nursing. (3) Provides critical analysis of political, social and educational forces affecting nursing and their impact on health care. Philosophical, legal, ethical issues and concerns are studied in relation to nursing practice. The focus will be on broadening concepts of professional responsibility in present and future health care delivery systems. Prerequisite: Senior standing in nursing.

NUR 480 Management in Nursing. (2) Relates organizational theory, management concepts, decision making processes and leadership theory to various health care situations and settings. Problem-solving, using the group approach to accomplish planned change, will be utilized. Prerequisite: Senior standing in nursing.

NUR 490 Professional Nursing Practicum. (4) Comprised of application of acquired skills, theories and concepts for nursing practice in two areas: patient care and management. The clinical focus is the synthesis of knowledge into developing the leadership role of the professional nurse in the health care delivery system. Prerequisite: Completion of all other nursing courses. NUR 460 and 480 may be taken concurrently.

NUR 310 Gerontologic Nursing (2) (Elective) A study of the health status and nursing needs of aged individuals. Includes physiological, pathological, psychological, economic and sociological problems of the elderly. The course will emphasize nursing

measures related to each of these problem areas.

NUR 330 Drug Therapy: Physiologic Basis and Nursing Implications (2) (Elective)

The course will present various drug groups, including some of the newer therapies. Emphasis will be on the physiological actions of the drug groups and appropriate nursing implications.

NUR 450 Elective Study in Nursing. (1-3) An independent study project investigating an area of interest under guidance of faculty. May encompass library study or patient care utilizing aspects of scientific approach. Prerequisite: Approval of instructor.

PHILOSOPHY

Faculty: Gibson, Scott

Philosophy courses are offered in the Arts and Humanities Division; no major, however, is offered in Philosophy.

PHL 100 Introduction to Philosophy. (3) This course is designed to introduce the student to the activity of philosophy by studying the ways in which a number of important philosophical schools have attempted to answer such major questions as proofs of the existence of God, the challenges of science and materialism to free-will, the nature of being, the basis for human knowledge.

PHL 200 Aesthetics. (3) A survey of the philosophies behind various approaches to such expressive media as music, painting, sculpture, film, poetry and prose is combined with study of some special problems in classical and current determinants of aesthetic values.

PHL 202 Logic. (3) This course offers study of the principles and techniques of analytical and logical thought and expression. The methods of inductive and deductive reasoning are examined as a foundation for exactness in thinking and precision in the use of terms and propositions. The investigation is pursued along both theoretical and practical lines with emphasis on development of problem-solving skills.

PHL 204 Contemporary Ethical Issues. (3) The nature of ethical argumentation as it pertains to a number of critical social and philosophical issues informs this course. Such issues as capital punishment, abortion, eugenics, and euthanasia are examined, not for the purpose of "taking a stance," but for the purpose of acquainting students with the various bases for argumentation over the issues and developing student capacities for philosophical analysis and discourse.

PHYSICAL EDUCATION

Faculty: Ebest (chairperson)

Requirements for the Major

Physical Education classes are open to both men and women unless otherwise designated. A Physical Education major is offered with two different emphases, or any combination thereof: teacher certification (physical education and health), community and outdoor education. The Physical Education major program requires the completion of the general college requirements, plus BIO. 327, 328 (Vertebrate, Anatomy and Physiology) PE 305 (Kinesiology), PE 319 (Care & Prevention of Athletic Injuries), PE 136, 137, 138, 139 Activity labs, & the completion of requirements for appropriate field of specialization.

Teacher Certification

Fulfilling education requirements for certification, completion of requirements for physical education major BIO 327, BIO 328, PE 305, 319, 136, 137, 138, and 139, plus the following courses:

- PE102 Gymnastics (1 credit hour)
- PE142 Sr. Lifesaving (1 credit hour)
- PE117 Basic Conditioning (2 credit hours)
- PE250 Psychology of the Athlete (3 credit hours)
- PE251 History and Principles of Physical Education (3 credit hours)
- PE252 Tests and Measurements in Physical Education (4 credit hours)
- PE273 Personal Health (3 credit hours)
- PE/EDUC 274 Physical Education in Elementary Schools (3 credit hours)
- PE304 Organization and Administration of Physical Education (3 credit hours)
- PE/EDUC 315 Techniques of Teaching Sports (3 credit hours)
- PE316 Techniques of Teaching Sports (3 credit hours)
- PE350 Adaptive Physical Education (3 credit hours)
- PSY200 Human Development (3 credit hours)

Plus three additional physical education activity courses, one being dance (3 to 4 credit hours), Teacher Certification in Health is offered in conjunction with teacher certification in Physical Education. The following are additional courses needed: BIO 386 Nutrition; PE 321 Teaching of Health; PSY 203 Abnormal Psychology.

Community and Outdoor Education Emphasis

Completion of requirements for the physical education major BIO 327, BIO 328, PE 305, 319, 136, 137, 138, 139, plus the following courses:

- PE 141 Swimming; Swimmers (Intermediate Level) (1 credit hour)
- PE 200 School and Community Recreation (3 credit hours)
- PE 204 Camp Counseling and Outdoor Recreation (3 credit hours)
- PE 251 History and Principles of Physical Education and Recreation (3 credit hours)
- PE 304 Organization and Administration of Physical Education (3 credit hours)
- PE/EDUC 315 Techniques of Teaching Sports (3 credit hours)

PE 316 Techniques of Teaching Sports (3 credit hours)

PE 350 Adaptive Physical Education (3 credit hours)

EDUC 310 Music in Elementary Schools (3 credit hours)

EDUC 311 Art in Elementary Schools (3 credit hours)

PE/EDUC 274 Physical Education in Elementary Schools (3 credit hours)

PE 450 Internship in Recreation (6 to 12 credit hours)

Completion of eight additional activity courses. PE 142 Senior Life Saving highly recommended.

PE 117 Scientific Basis of Conditioning. (2) A theory and exercise class designed to provide knowledge and understanding of the human body and its adaption to physiological conditioning.

PE 200 School and Community Recreation. (3) The philosophy of recreation as well PS 100 Introduction to the Study of Politics. (3) Overview of the discipline of political science in terms of perennial political problems and some major approaches to them.

PE 204 Camp Counseling and Outdoor Education. (3) Study of the aims, objectives, and philosophy of camping and outdoor education. Discussion of family, school and organized camping, effective leadership and the role of the cabin counselor with practical experience in all aspects of camping and outdoor education.

PE 250 Psychology of the Athlete. (3) A theory course which examines the athlete's psychomotor mechanisms, motivations, stress, anxiety, frustrations and their effects on performance.

PE 251 History and Principles of Physical Education. (3) Discussion of the history, basic concepts and contemporary problems in physical education and their philosophical implications. Identification and understanding of significant persons, institutions and events which contribute to the evolution of present day games, dance and sport.

PE 252 Tests and Measurements in Physical Education. (4) Survey of the development, evaluation and application of tests in Health and Physical Education. Use and interpretation of statistical techniques in terms of their statistical strengths and weaknesses.

PE 253 Outdoor Recreation Workshop (2 credit hours) (3) The course is designed to primarily train teachers in the areas of camping, canoeing, orienteering, backpacking, rock climbing/rappelling, and pioneering (ropes course). Speakers and films will be incorporated from Missouri Conservation Agency, Project Stream, Outward Bound, etc. Fee

PE 273 Personal Health. (3) Foundation course in health.

PE/EDU 274 Physical Education in Elementary Schools. (2) Curriculum planning, organization and teaching of a sequential physical education program for grades K-8. Lecture and activity.

PE 277, 278 Officiating Techniques I and II. (2, 2) Rules, officiating techniques, practice, and procedures to receive ratings in sports.

PE 304 Organization and Administration of Physical Education. (3) Administration of physical education in schools and colleges. Includes and relates to the general education program, the organization of the basic instructional, athletic and intramural programs. Prerequisite: PE 51 or consent of instructor.

PE 305 Kinesiology. (4) A study of the scientific principles of human motion with regard to the action of the muscles and physics. An anatomical and mechanical analysis

of activities designed to promote improvement of performance. Prerequisite: BIO 309 and 310 or consent of the instructor.

PE/EDU 315, PE 316 Techniques of Teaching Sports. (3, 3) Class organization, objectives, methods, analysis of skills, test development, logical progressions and effective yearly, unit, weekly and daily planning. Prerequisite: consent of instructor.

PE 319 Care and Prevention of Athletic Injuries. (3) A theory and laboratory course dealing with the prevention, first aid and care of athletic injuries.

PE/EDU 321 Teaching of Health. (3) Course includes the study of classroom material, methods, effective health and safety instruction, curriculum and resources to provide an integrated and creative approach to teaching health. Prerequisite: PE/EDU 273 or consent of instructor.

PE 350 Adaptive Physical Education. (3) Organization, teaching methods and practical experience for the rehabilitation of conditions caused by trauma, disease or congenital malformations. Prerequisite: BIO 309 and 310 or consent of instructor.

PE 450 Internship in Recreation. (6-12) Apprenticeship or field experience in recreation.

Physical Education Activities Program

In conjunction with the required activity program, an extra-mural program in individual, dual, and team sports is conducted. Opportunity is given for students to engage in some form of competitive or recreational activity. A large variety of activities is offered throughout the year to meet the needs and interest of the students.

Two hours of credit in a physical education activity is required for graduation. It is recommended that this requirement be met during the freshman year. Independent study projects in physical activity can also be arranged.

Every student has an opportunity to become a participating member of one or more clubs and organizations, according to special interest. The Athletic Department sponsors such extra-curricular activities as Beta Chi for riding, soccer, volleyball, basketball, softball, baseball, and tennis teams.

The following activity courses are offered two hours a week for one credit hour unless otherwise noted:

- 102. Gymnastics
- 104. Softball
- 105. Archery and Badminton
- 106. Beginning Tennis
- 107. Intermediate Tennis
- 108. Golf
- 109. Cycling
- 110. Hunting and Shooting (fee)
- 111. Bowling (fee)
- 112. Women's Basketball
- 113. Coed Volleyball
- 114. Roller Skating
- 116. Snow Skiing
- 118. Karate (fee)
- 119. Beginning Modern Dance (2 credit hours)
- 120. Intermediate Modern Dance (2 credit hours)
- 121. Advanced Modern Dance (2 credit hours)
- 128. Ballroom Dance (2 credit hours)

- 129. Team Handball, Kurfball, and New Games
- 130. Handball/Racquetball
- 131. Scuba Diving
- 136. Activity Lab 1: Soccer, Field Hockey, Paddleball, Volleyball
- 137. Activity Lab 2: Basketball, Bowling, Track and Field
- 138. Activity Lab 3: Archery, Tennis, Badminton, Square Dance
- 139. Activity Lab 4: Table Tennis, Shuffleboard, Gymnastics, Softball
- 140. Swimming: Non Swimmers (Red Cross training Beginner and Advanced Beginner)
- 141. Swimming: Swimmers (Red Cross Training; intermediate and advanced)
- 142. Senior Life Saving
- 143. Water Safety Instructor Training

PHYSICS

Courses in Physics are offered in the Natural Sciences and Mathematics Division; however no Physics major is offered.

PHY 120 Acoustics and the Sound of Music (3) An examination of the science of acoustics as applied to musical sound, i.e. the physiological reception of sound, the acoustical properties of environment, and the acoustical behavior of musical instruments. No prior knowledge of physics will be required; however, some background in music will be helpful.

PHY 151, 152* Introductory Physics I, II. (3, 3) An examination of the fundamental principles of mechanics, heat, sound, light, electricity and magnetism using algebra and the application of these principles to the world about us.

PHY 151L Physics Laboratory. (1) Physics experiments to demonstrate the principles presented in PHY 151. Lab fee. Prerequisite or concurrent registration: PHY 151.

PHY 152L Physics Laboratory II (1) Physics experiments to demonstrate the principles presented in PHY 152. Prerequisite or concurrent registration: PHY 152. Lab fee.

PHY 311 General Physics I - Mechanics (3) A Calculus based treatment of mechanics, including vectors, displacement, velocity, acceleration, inertial mass, momentum, force, gravitation, work, energy, and angular motion. Prerequisite: MTH 172; a prior course in high school physics would be helpful.

PHY 311L General Physics Laboratory I (1) A laboratory course designed to demonstrate the principles covered in PHY 311. Prerequisite: PHY 311 or concurrent registration.

PHY 312 General Physics II - Heat, Electricity and Magnetism (3). A calculus based treatment of heat, thermodynamics, electrostatics, electric currents, electric-magnetic interactions, magnetism, and alternating currents. Prerequisite: PHY 301 and MTH 303.

PHY 312L General Physics Laboratory II (1) A laboratory designed to demonstrate the principles covered in PHY 312. Prerequisite: PHY 311L, PHY 312 or concurrent registration.

PHY 313 General Physics III - Waves (Sound, Light, Matter) (3) A calculus based treatment of sound, light, geometrical optics, interference, diffraction, and the wave mechanical treatment of matter. Prerequisite: PHY 311 and MTH 303.

PHY 313L General Physics Laboratory III (1) A laboratory designed to demonstrate the principles covered in PHY 313. Prerequisite: PHY 311, PHY 313, or concurrent registration.

Graduate Courses to Support the Graduate Program in Education

PHY/MTH 510T, 511T Mathematical Physics I, II (3, 3) This is a course for persons with no, or minimal, training in calculus and physics. The course integrates calculus and physics using the physics to demonstrate the applications of calculus and vector concepts and the calculus to facilitate the understanding of physics. During each term at least one of the following physics topics will be covered: mechanics, thermodynamics, light, sound, electricity and magnetism. Prerequisite: permission of instructors.

POLITICAL SCIENCE

Faculty: Williams (chairperson), Wier.

Requirements for the Major

The requirements for both the B.A. and B.S. degrees with an area of concentration in Political Science include 30 to 42 credit hours in the Department of Political Science and 6 to 8 credit hours in other departments of Social Sciences. Requirements for the degree in Political Science also include American National Government, PS 155, two courses in Comparative Politics, and two courses from the history of Political Theory. For the B.S. degree, Social Science Statistics, SS 310, is required.

PS 100 Introduction to the Study of Politics. (3) Overview of the discipline of political science in terms of perennial political problems and some major approaches to them.

PS 155 American National Government. (3) Principles, structures and processes of the American political system on the national level, and evaluation of their current applications through selected policies.

PS 200 The American Presidency. (3) Analysis of the functions and powers of the office and role of the Presidency in the political process.

PS 206 Community Political Systems. (3) An examination of the sources, structures and expressions of political power at the subnational level in the United States: the effectiveness of state and city governments as policy making units; major problems posed by urban and suburban development; various approaches to studies of community political leadership.

PS 210 Democracy and Elitism. (3) Introduction to the basic principles of democratic government and of rule by elites. This will be followed by case studies of leadership and decision making, especially in American politics, to assess the various roles and degrees of influence of select minorities in democratic politics.

PS 211, 212 Comparative Politics. (3, 3) Comparative analysis of selected political systems. PS 211 will ordinarily examine the structural policies and political processes of Great Britain, France and West Germany. PS 212 will study the Soviet Union and selected East Europeans political systems.

PS 220 Public Policy. (3) The field of Policy Studies investigates causes and consequences of policy decisions directly linking political science to practical problems of human welfare.

PS 221 History of Political Ideas I. (3) Classical political philosophy, especially Plato's *Republic* and Aristotle's *Politics*.

PS 222 History of Political Ideas II. (3) The Modern Age, Machiavelli to the 20th Century.

PS 225 Legislative Processes. (3) Organization, procedures and structures of decision making in the United States Congress, including extra-Congressional influences on policy making; examination of the various techniques of legislative analysis.

PS 230 Marxism. (3) An introduction to the essentials of Marxism, primarily through readings of Marx, Engels and Lenin.

PS 235 Political Parties. (3) Organization, functions and development of American political parties; activities and influence of interest groups on party structure and policies; analysis of major concepts of voter motivation and behavior.

PS 240 Public Opinion. (3) The theory and methodology of assessing public opinion and political behavior. The bases of opinion formation and the linkage of public opinion to political belief and institutions are analyzed.

PS 241 The American System of Justice. (3) The foundations of justice in the American Constitution; comparisons with other systems and structures; the place of criminal justice in the context of the total scope of government.

PS 244 American Political Ideologies. (3) Major current political ideologies in the United States with a survey of the values and ideas that historically have been influential in American political life.

PS 250 International Relations. (3) Examination of major topics in contemporary international affairs.

PS 260 Politics of Developing Areas. (3) A survey of national states of Africa and Latin America: the roles played by traditional and emerging elites, the military, and mass party movements in modernizing the political systems.

PS 275 International Organizations. (3) A study of historical and contemporary international organizations as an alternative to the state system; organization and development of League of Nations, United Nations, EEC, and Organization of American States as well as major military international organizations, such as NATO and SEATO.

PS 282 Ideologies of the 20th Century. (3) Ideologies which have had major political impact on the 20th century, such as Communism, Fascism, Nazism, and Democracy.

PS 285 Mass Society and Politics: Jose Ortega Y Gasset. (3) The political effects of contemporary mass society seen within Ortega's philosophical system.

PS 295 Political Socialization. (3) Study of the process governing the origin and development of political beliefs and ideas in children and adolescents.

PS 296 Seminar Topics in Political Science. (3) Content to be specified in each offering. Generally for current affairs or special problems.

PS 305 The American Constitution I: Constitutional Law. (3) The development of the Constitution through analysis of major Supreme Court cases. Preequisiite: American National Government, P.S. 155 or consent of instructor.

PS 306 The American Constitution II: The Supreme Court. (3) The Supreme Court as a judicial system. Study of justices and their roles in decision-making with emphasis on civil liberties and civil rights of Warren and Burger courts. Prerequisite: PS 305 or consent of instructor.

PS 308 Contemporary Approaches to the Study of Politics. (3) Examination of several of the major themes and ways of thinking about politics today. For majors and minors in Political Science.

PSYCHOLOGY

Faculty: Evans (chairman), Chirchirillo

Requirements for the Major

The B.A. and B.S. Degree are available in Psychology for both day and evening students. The requirements for a major include 30 to 40 credit hours in Psychology and 6 to 12 credit hours in other departments of the Social Sciences Division. These courses are required for psychology majors: SS 310, PSY 100, PSY 300, and PSY 432. It is strongly recommended that at least one psychology elective be chosen from the following: PSY 330, PSY 234, PSY 332, PSY 335, PSY 336. It is also recommended that students who plan to pursue graduate study in psychology take at least two electives from this list.

Curriculum for an Emphasis in Human Resources Administration

In addition to completing Lindenwood's all-college requirements, the student with a concentration in Human Resources Administration is required to take: SS 310, ECC 101, ECC 102, PSY 100 or 101, PSY 300, PSY 302, PSY 209 or 210, PSY 324, PSY 432, and a minimum of 11 credit hours in psychology electives. Business requirements include: BA 102, BA 103, BA 200, BA 204, BA 205, BA 220, BA 303, BA 307, BA 240, BA 348.

PSY 100 Principles of Psychology. (3) An introduction to behavioral science, focusing on the study of perceptual, learning and motivational processes. The student will explore basic psychological concepts, methods and findings leading to an understanding of courses of behavioral psychology.

PSY 101 Interactive Psychology. (3) An introductory study of the reciprocal relationships between personality and society. The emphasis is on understanding the dynamics of the interaction among personality dispositions, social behavior and social-cultural influences. Group activities and demonstrations provide student-generated data to test and expand the student's understanding of text materials.

PSY 200* Human Development. (3) Study of the factors influencing the child's perceptual, motor, intellectual, language, social, and personality development from birth to maturity. Students may have the opportunity to study the behavior of children in Lindenwood's Preschool or in other community child programs.

PSY 201 Psychology of Adolescence. (3) (Day and Evening Sections) A study of *physical, intellectual, emotional and social development during the period of adolescence*. Research studies given special attention in studying the development of a sense of *personal identity changing roles in family, school and community and problems of adjustment, delinquency and drug abuse*.

PSY 202 Psychology of Aging. (3) This course focuses on the aging person. Developmental processes involving sensory, perceptual, intellectual and personality changes from young adulthood through old age will provide the framework for understanding the process of aging. The area of study will include the role of the older person in the family and society as well as issues related to economics, leisure, retirement, death and survival.

PSY 203 Abnormal Psychology. (3) (Day and Evening Sections) A survey of the major classes of behavior disorders. Emphasis is focused on understanding symptoms, the complex interaction of factors related to disordered behavior and various approaches to correction of behavior problems.

PSY 209 Conflict Management. (2) (Evenings only). An experiential approach to skill development in the following areas: managing conflict in the work situation, group problem-solving strategies, overcoming resistance to change, force-field analysis of conflict, open communication techniques and participant management. This course is particularly appropriate for students interested in careers in business and personnel management.

PSY 210 Managerial Psychology. (3) Survey of the principles of psychology as related to management and supervision of people in an industrial environment. Includes small group dynamics, leadership, motivation, counseling and assessment. Some relevant case studies are discussed and games and stimulations are used to explore principles.

PSY 231 Creative Problem Solving (2) (Day and Evening Sections) An intensive experience designed to develop an understanding of the processes of problem solving and creativity. Students will be directly involved in activities through which they can explore and expand their own creativity in solving everyday problems encountered in management, decision making, working and living. (A previous course in psychology is recommended).

PSY 232 Interviewing (1) (Day and Evening Sections) Basic concepts of interviewing including planning, questioning, listening, reflecting, selling, rating, hypothesis testing and decision making. Students will participate in interviewing simulations and read selected background material on research findings. (A previous course in psychology is recommended).

PSY 234 Explorations in Social Psychology. (3) (Day and Evening Sections). Study of present-day theories and conceptual approaches of social psychology in contemporary context with emphasis on the methods and procedures used for testing theory and deriving new concepts.

PSY 262 Death and Dying (3) An exploration of the physical, emotional, psychological, and social ramifications of the process of dying. Included are considerations of socially prescribed attitudes and rituals, existential crises, and case studies of the death experience. The students will review and discuss current psychological theories and

research on dying, and will prepare a paper of project on a specific aspect of the topic.

PSY 300 Research Methods in Psychology and the Social Sciences. (4) (Day and Evening Sections). A course in the techniques of behavior observation and analysis in which students learn to design and conduct research in the social sciences, to analyze the data meaningfully, and to present their findings to others. Equal emphasis is given to survey, correlational and experimental methods. Prerequisite: SS 310.

PSY 301 *Theories of Personality*. (3) *The major theories of personality are studied along with the research on which the theories are based. Students will undertake independent projects exploring aspects of personality theories.* Prerequisites: PSY 100 or 101.

PSY 302 Behavior Modification. (3) (Day and Evening Sections). Study of the application of learning principles to practical problems of behavior with an emphasis on behavior management and behavior modification in home, school, and clinical settings, laboratory study in acquisition of new behaviors, and visits to local programs using behavior modification with normal and exceptional persons. Prerequisite: PSY 100 or permission of the instructor.

PSY 324 Psychological Testing. (4) (Day and Evening Sections). A study of theory of mental measurement and the principles of reliability, validity and standardization as they are applied to the construction, interpretation and use of educational and psychological tests. Tests of achievement, aptitude, intelligence, interest and personality will be studied as illustrations of the problems of measurement and the variety of solutions to those problems. Ethics of test use will be given special consideration. Each student will complete a term project in constructing, validating and norming a test. Prerequisites: Two prior courses in psychology.

PSY 324B Psychological Testing. (4) (Day and evening Sections). The same course as PSY 324; however, the term project will involve learning to administer, score and interpret one of the most frequently used tests of individual abilities: WISC, or Stanford Binet. Prerequisites: Two prior courses in education and psychology.

PSY 330 Psychology of Learning. (3) Study of how old behaviors are changed and new behaviors are acquired as a result of experience. Attention is also given to theories and empirical findings in the field of human memory. Students will carry out an experiment in learning or memory. Prerequisite: PSY 100.

PSY 332 The Psychology of Motivation. (3) An analysis of the major theories of motivation, the data on which they are based and the methods used to generate the data. Experiments in motivation will be carried out. Prerequisites: PSY 100 or 101.

PSY 335 Topics in Biopsychology. (2) Study of biological aspects of behavior, including neurophysiology, motivation and memory. Prerequisite: PSY 100 or BIO 101 or 102.

PSY 336 Perception and Perceptual Development. (3) A study of how living beings sense and interpret the stimuli in their environment and how the developing organism acquires its sensory/perceptual capacities. Both research reviews and field experience will be used to consider the changes that occur in the understanding of complex stimuli with maturity and experience. Special consideration is given to abnormal perceptual development. Prerequisite: PSY 100.

PSY 337 Special Education Counseling. (3) Combines the psychology of counseling in all its variety with special consideration of the problems experienced by exceptional children, their families and their teachers. Students will spend half their time working with a special education teacher to test the practicality and effectiveness of counseling

approaches presented in class. Prerequisite: PSY 100 or 103 or permission of the instructor.

PSY 340 Research Seminars in Psychology. (4) Advanced courses for students interested in behavioral research projects on topics of current interest in psychology. One such course will be offered each January term. Prerequisite: PSY 100, although additional courses in psychology are recommended.

PSY 340A *Human Cognitive Behavior*. (4) Research will be done in the area of human memory, altered states of consciousness, or cognitive development. The student will work in small groups to complete both a review of current literature and an empirical study. A discussion/seminar format will be employed to evaluate the literature, and students will prepare research reports. Prerequisites: PSY 100 and one other course in Psychology.

PSY 341 Counseling and Psychotherapy. (3) An introduction to the theories, principles and techniques of counseling and psychotherapy. Prerequisite: PSY 203 or 301.

PSY 432. Advanced General Psychology. (3) Students will survey the history of psychology and analyze recent developments in various fields of psychology in historical perspective. Each student will conduct a thorough literature review of a general topic and write the equivalent of one chapter of an introductory psychology textbook. Also, professional issues and ethics will be covered. Prerequisite: PSY 100 and Junior standing.

Field Studies

Advanced students are given an opportunity to explore applications of psychology in field study experiences. Field studies require prior mastery of psychological concepts related to the designated situation, and thus must be approved by the department chairperson before registration.

PSY 400 Field Study in Applied Psychology. (Credit Variable) Supervised work experience for the advanced student which requires the application of psychological principles, research skills and problem solving strategies to real world areas of business and community agencies. Recommended for students with Human Resources Management focus. Prerequisites: PSY 300, Senior standing and approval of the chairperson. Lab fee.

PSY 401 Field Study in Experimental Psychology. (credit variable) Opportunity for the advanced student to work in a professional laboratory situation and to take responsibility for development and execution of a substantial behavioral research project. Prerequisites: PSY 300, Senior standing and approval of chairperson. Lab fee.

PSY 402 Field Study in Child Development. (Credit Variable) Opportunity for the advanced student to actively participate under qualified supervision in a psychological program for normal or exceptional children. Prerequisite: PSY 300, Senior standing and approval of chairperson. Lab fee.

PSY 403 Field Study in Interpersonal Behavior. (Credit Variable) Supervised work experience for the advanced student in the psychology department of a mental health agency, emphasizing the objectives and procedures required in establishing a helping relationship with persons who have behavior problems. Prerequisites: PSY 300, Senior standing and approval of chairperson. Lab fee.

Graduate Studies

PSY 502 Behavior Management. (3) Application of principles of learning and behavior

change technology to practical problems in the home, school and clinical settings. Included are the study of contingency-management and behavior-therapy techniques, evaluation of existing research, laboratory investigation, and individual behavioral projects. Prerequisite: graduate students only.

PSY 524 Assessment of Intellectual Skills. (3) Nonprojective educationally relevant tests will be considered with respect to theories of measurement, test construction, test administration and ethical use. Students will attain competence in administration of one of the more commonly used methods of assessment, either Binet or Wechsler.

RELIGION

Faculty: Johnson (chairperson).

Religion courses are offered as enrichment courses for any student majoring in Humanities, Social Sciences and Natural Sciences. These courses may be taken in the Individual Contract Degree Program. Independent study projects, field studies, and tutorials are also available. No major is given in religion.

Requirements for Combining Religion with a Major

A strong minor can be taken in religion by the completion of 27 credit hours. Among these courses, 18 credit hours are required in Religion 100, 101, 110, 111, 200, and 201. The religion Minor can be taken in both the B.A. and B.S. degree programs.

Subject area combinations include: music, psychology, education, sociology, physical education, radio and television, film journalism, theatre, business administration, special education of handicapped, secretarial work.

Career Opportunities

Degrees from theological seminaries: M. Div., M.A., M.R.E., St. M., Th. D., Ph.D., Ed. D., M. H. L.

Pastoral ministry, counseling, sacred music, social work, urban ministry, ecumenical ministry, religious education, college, university and seminary teaching, world missions, theological librarianship, chaplaincy, archaeology, business administration, radio and TV broadcasting, journalism, special ministries, research.

REL 100 Religions in America I. (3) A study of the beliefs, traditions, and programs of the Protestant denominations, the Roman Catholic Church and Judaism. Worship, government and developments in the ecumenical movement are explored.

REL 101 Religions in America II. (3) A study of the beliefs, traditions and programs of the major sects in America religion, such as the Quakers, Unitarian-Universalists, Mormons, Christian Scientists, Adventists, Pentecostals, and others. A study of the branches of the Eastern Orthodox Church in America will be included. Worship, government, and developments in the ecumenical movement are explored. Three cults will be studied.

(Note: Religions in America I and II may be taken separately or consecutively.)

REL 110 The Literature and Religion of the Old Testament. (3) A study of selected Old Testament writings illustrating the development of Israelite faith and its later re-interpretations. Attention is given to the role of myth, legend, history, cult, prophecy and law.

REL 111 The Literature and Religion of the New Testament. (3) An introduction to the development of the traditions about Jesus in the Gospels, the development of the early church as reflected in The Acts and the Letters of Paul, and a study of the remaining books of the New Testament. History, literature, and theology are explored.

REL 200 World Religions. (3) A study of the religions of India, the Far East and the Near East: Primitive religion, Hinduism, Jainism, Buddhism, Sikhism, Taoism, Confucianism, Islam, Judaism, and Christianity. History, myth, ritual, scripture, theology, mysticism, prayer and worship will be explored. Major differences in the categories of Eastern and Western religions will be studied.

REL 201 Modern Theology. (3) A survey of major movements in modern theology-Liberalism, Neo-Orthodoxy, Existentialism, and the Theology of Liberation. The course will focus on intensive study of Soren Kierkegaard, Karl Barth, Paul Tillich, and Reinhold Niebuhr.

REL 203 Women in Religion. (3) A study of human liberation from a feminist perspective, using today's new and growing literature by leading women theologians of today. At least five visiting speakers will address the class on important contemporary issues regarding women in religion.

REL 204 The Meaning of Jesus for Today. (3) A study of the life, work and teachings of Jesus as interpreted by the Gospel writers: Matthew, Mark, Luke and John. The significance and meaning for today of the historical Jesus and the Christ of faith will be explored.

REL 205 The Meaning of Paul for Today. (3) A study of the life, work, and writings of the Apostle Paul, the influence of his thought on the developing church, and its significance for Christian faith and life today.

REL 301T and 302T The History of Christian Thought. (tutorials) (3) Christian thought from the church fathers through the Reformation. An examination of the thought of selected 19th century theologians. Prerequisite: Junior standing or consent of instructor. Not available for the distributional requirement.

Note: Divisional Electives: Religion 100, 101, 110, 111, 200, 201, 203, 204, 205.

SOCIAL SCIENCES

Students in a wide variety of disciplines are required or encouraged to take an interdisciplinary course in Social Science Statistics.

SS 310 Social Science Statistics. (3) This course presumes a knowledge of basic mathematical operations. Emphasis is placed on the application of descriptive and inferential statistics to research problems and data sets characteristically encountered in the social sciences. Topics included are point and interval estimation of population parameters, correlational techniques for all scales of measurement, and parametric and nonparametric hypothesis-testing techniques. Prerequisite: Completion of the distributional mathematics requirement or permission of the instructor.

SOCIOLOGY

Faculty: Bartholomew (chairman), Scupin.

Requirements for the Major

Both the B.A. and the B.S. degrees are offered in Sociology. A student shall take a minimum of 27 credit hours and a maximum of 42 credit hours within the department, including 102, 320 and 325. SS 310 is required for all students taking the B.S. degree and is strongly recommended for all Sociology students. Students should also include at least six hours of independent study within their work in Sociology, and should select several courses from Economics, History, Political Science and Psychology.

Career Opportunities

There is a career-oriented program in urban planning and design within the department for students transferring to Lindenwood with an associate degree in architectural drafting. The program enables students to increase their range of responsibility and opportunity within the planning field. The components of this program offered at Lindenwood are open to all students, but design skills are not part of the Lindenwood curriculum. Further information on the program is available from the department chairperson.

SOC 102 Basic Concepts in Sociology. (3) A consideration of the basic sociological concepts and propositions with attention to the contributions of sociology in understanding social relationships and the process of society.

SOC 112 Cultural Anthropology. (3) Analytical concepts appropriate to the understanding of human cultures will be developed and will be applied in depth to select societies.

SOC 122 The Origin of Man. (3) A study of human evolution, primates, fossil man, and race. Emphasis will be on the development of the ability to interpret biological variability in its cultural setting.

SOC 208 The City. (3) An examination of the growth of cities, their functions and problems. The impact of the urban environment upon social patterns and individuals.

SOC 213 Individual in Society. (3) Analysis of relationship between social structure and personality; language and the development of symbols; socialization and the development of the social self: social roles, motivation and the effects of society upon the individual's social functioning.

SOC 214 The Family. (3) The interpersonal dynamics of family life, the variation in family structure and function in different social classes and cultures.

SOC 215 Major Institutions in American Society. (3) An examination of the current situation in our social institutions-education, economy, government, religion, and social services (including medicine and welfare), emphasizing their interaction with each other, their common bureaucratic problems, and the balance between professionalism and voluntary efforts. Class work will cover the range of institutions, but students may elect to study a single institution in depth.

SOC 221 North American Archaeology. (3) A survey of the principal prehistoric American Indian cultural areas as interpreted by archaeological research, beginning with man's entry into the New World.

SOC 311T Complex Organizations. (3) Their functions, goals, structures. Problems of survival, adaptation, and change in various organizations including governmental, religious, educational, business and occupational groups. Prerequisite: SOC 102.

SOC 317 Social and Cultural Change. (3) The processes of social and cultural change; examination of theoretical positions and empirical social and cultural studies of various change processes. Prerequisite: SOC 102 or 112.

SOC 318 Social Inequality: Class, Race and Ethnicity. (3) An examination of the fundamental causes of inequality and stratification. Selected issues in contemporary American society, including class, race and ethnicity. The evaluation of various strategies to altering patterns of inequality. Prerequisite: SOC 102.

SOC 320 Social Thought and Theory. (3) Review of the development of a formal body of sociological theory emphasizing writers still significant for current theory. Prerequisites: SOC 102 and one other course.

SOC 322 Deviant Behavior. (3) Recurring forms of deviance, social controls. Social implications of defining behavior as deviant. Prerequisite: SOC 102.

SOC 324T The Sociology of Religion. (3) Religious behavior, beliefs and organization on historical and comparative perspectives. The interaction of religion with other institutions. Theories of religious meaning and functions. Prerequisite: SOC 102.

SOC 325 Introduction to Social Research Methods. (3) A basic course introducing current research techniques, methodological approaches and the analysis of data. Students participate in designing and conducting research. Prerequisite: SOC 102 and MTH 106.

SOC 326 The Handling of Data. (3) A laboratory course using survey data, the U.S. Census, and routine bureaucratic sources. Students will examine the utility and limitations of such sources, will develop projects bearing on practical and theoretical questions, will process the data and analyze the results. Prerequisite: some prior coursework in behavioral science, SS 310 or consent of the instructor.

SOC 370 Comparative Urban Structure. (3) City growth, planned and unplanned, in various geographic, historical and social settings. Effect of structure on social patterns. Development of city planning. Prerequisite: SOC 102 or 208 and consent of instructor.

SOC 400 Field Study. Practical experience working with a social service agency and may be arranged on an individual basis.

THEATRE

Faculty: Goodson, Young, Hills

Department Requirements of the Degree

The B.A. or B.S. degree in Theatre Arts is earned by completing 120 credit hours, 42 of which are in Theatre Arts. Also required are two or more classes in dance, speech, art or broadcasting. Numerous opportunities for related study in music and other areas are open to the student.

Theatre Arts majors elect a concentration in (A) acting and directing, or (B) technical theatre and design. Educational requirements for secondary teaching certification may be completed within each emphasis.

Specific requirements for the Theatre Arts major include: TA 201, 202, 227, 231, 235 or 236, 237, or 238, 330, seven electives in theatre, and English 233 or 234 (Shakespeare). Other course requirements include two to four classes from the section of Studio and Performing Arts or Communications Arts. In addition to the scheduled courses, internships and field studies may be arranged with professional or community theatre companies.

Facilities and Activities

The Lindenwood Colleges maintain a recently renovated 400-seat theatre in the Jelkyl Center for the Performing Arts. Separate from the Jelkyl Theatre are the studio theatre, a small experimental space for student productions, and the Fine Arts Building auditorium which provides additional stage areas for dance and theatre.

Technical facilities include a Strand Century Multi-Q memory lighting system, a design studio, and a fully equipped scenery shop and costume shop. A large air-conditioned dance studio is located in the Fine Arts Building.

Theatre studies at Lindenwood are supported by practical work in three production programs. The Department of Theatre Arts offers a main stage series of six-productions annually. Selections include musicals, dramas, classics, and plays for children. A series of student productions is offered each season. Included are directing class projects, original student written plays, and independent projects designed by theatre or dance students.

TA 10 Theatre Practicum (1) Practical work on stage productions. Open to all students. May be repeated.

TA 100 Summer Theatre Apprenticeship. (3) Full-time participation as an apprentice to the Summer Theatre company. May be repeated. Prerequisite: acceptance into the company. Permission of the instructor required.

TA 130, 131 Appreciation of Theatre I and II. (3) Understanding forms of drama, basic acting techniques, the relationship of performer to audience, technical theatre, and how to view a play. Primarily an observation and discussion course for persons interested in learning about theatre, rather than participating in it.

TA 132, 133 Stage Makeup I and II. (3) Study and practice in the art of theatrical makeup. Progression from straight to character makeup techniques. In Part II, detailed character makeups are created and makeup for television and film is studied.

TA 201 (3), 202* (3) History of the Theatre I & II. Part I traces the beginning and growth of theatre art to the end of the 19th century. In part II, the events of the world theatre from the time of Ibsen to the modern day are studied. Major plays and social conditions of each period are emphasized.

TA 210 Theatre for Children. (3) Study of the theory and techniques of producing and writing plays specifically for a child audience.

TA 212 Movement for the Actor I. Basic non-verbal and physical explorations related to the development of the actor's body as a psychologically and physically responsive instrument. Areas to be covered include: 1. Body Awareness Skills, 2. Relaxation Techniques, 3. Impulse Work, 4. Spontaneous Movement Improvisation Games to clarify finding objectives and playing actions and 5. The Introduction of weight, time and space elements in beginning characterization. Classwork will be occasionally videotaped to enhance student growth. Prerequisite: TA 227.

TA 214 Movement for the Actor II. A continuation of Movement for the Actor (I). In addition to developing areas covered in Part I, the course explores the following: characterization through movement, period movement and styles, and development of a personal physical conditioning program. Prerequisite: TA 212 and consent of the instructor.

TA 227 (3), 228 (3), 229 (3), 230 (3) Acting Workshop I, II, III, IV. The study of acting in classical and modern plays, through application of Stanislavski techniques and modern acting theory.

TA 231 (4), 232 (4) Directing Workshop I & II. A study of the theory of directing and practical application by staging a short piece, followed by (in Part II) the staging of a complete work of at least thirty minutes.

TA 235 (3), 236 (3) Technical Theatre Production I & II. Study and practice of the basic skills for the drawing and construction of stage settings and properties. Basic introduction to lighting, stage management, and technical production.

TA 237 (3), 238 (3) Stage Costuming I & II. Study and practice of the basic skills for the construction and fitting of stage costumes. Introduction to purchasing, drafting, cutting, basic design concepts and pattern making.

TA 239 Stage Lighting. (3) Study of the principles of lighting the stage, followed by assistance in the lighting of a major stage production.

TA 240 Playwriting. (3) Study of the techniques of writing dramatic scripts, followed by writing a one-act play. Plays may be selected for studio theatre production by directors in the director's workshop.

TA 305 Problem in Design. (3) Individual work in a special project in set, lighting, or costume design. May be repeated. Prerequisite: Permission of the instructor.

TA 310 Playwright's Workshop. (3) A course for directors, designers and playwrights working together in the production of an original one-act play. Prerequisite: permission of the instructor.

TA 312 (3), 313 (3) Set Design I & II. Principles and application of the concepts for designing stage settings and properties. Development of a personal portfolio. In Part II, the student is assigned the design of a major college production. Prerequisite: TA 235, 236, 237, 239, ART 236, or permission of the instructor.

TA 315 (3), 316 (3) Costume Design I & II. Principles and application of the concepts of designing costumes for the stage. Development of a personal portfolio. In Part II, the student is assigned the costume design for a major college production. Prerequisite: TA 235, 237, 238, ART 236, or permission of the instructor.

TA 330 Seminar in Theatre. (3) A study of selected playwrights and dramatic theories. Course changes each term. Prerequisite: Permission of instructor. May be repeated.

TA 400J Field Studies in Theatre. (4) The study of theatre in New York, London, and other world centers. Appropriate reading and writing projects will be assigned. May be repeated.

TA 450 Summer Theatre Internship. (3) Full-time participation in the summer theatre after the apprenticeship has been served or the requirements met by other experiences. May be repeated. Prerequisite: acceptance into the company.

THEATRE ARTS—MFA

I. Master of Fine Arts in Theatre

The degree offered is the Master of Fine Arts. Emphasis may be in acting, directing, children's theatre, or theatre administration.

Admission

Applicants for admission to the degree program must:

1. Complete the procedures for admission to The Lindenwood Colleges.
2. Hold a bachelor's degree with background training and/or professional experience roughly comparable to that of an undergraduate theatre major at The Lindenwood Colleges.
3. Submit a dossier of biographical information and theatrical experience.
4. Audition or interview with members of the Lindenwood Colleges Department of Theatre Arts.

General Degree Requirements

1. The residency period is normally two years at The Lindenwood Colleges in St. Charles, Missouri.
2. Successful performance in an oral examination taken at the beginning of the second year of studies. Emphasis is on history of the theatre and dramatic literature. An assigned list of books and plays forms the basic syllabus for this examination.
3. Completion of a final thesis project. Normally this consists of directing, designing, playing a principal role in a major production, or offering a one-person show, and collecting evidence of research analysis, and judgments which formed a part of the production process, and which will remain on record with the Department of Theatre Arts. The Master's project may count for two courses, a total of six semester hours.
4. Active participation in the general production program of the Department of Theatre Arts.
5. Completion of 60 semester hours of graduate course work with a cumulative GPA of 3.00 or higher. A maximum of 12 hours graduate credit or practicum experience may be transferred.
6. At least one season of active participation in a professional summer theatre or the equivalent experience.

II. *Lindenwood 4 Program for the M.F.A. in Theatre*

The MFA and MA in Theatre are also offered through Lindenwood 4, the College for Individualized Study. Programs are designed on an individualized full-time basis. Candidates may hold full-time positions in other theatres or other type of work while pursuing studies. Degree emphasis may be in acting, directing, theatre administration, theatre production and design, children's theatre, theatre history and criticism, playwriting, and puppet theatre. Admission requirements are similar to those of the resident programs. Please see the separate Lindenwood 4 program brochure for details.

III. *The M.A. in Education with Theatre Emphasis*

The Department of Theatre Arts and The Department of Education offer jointly the Master of Arts in Education with a theatre emphasis. Primarily for preparation in teaching, this program combines a professional approach to theatre teaching with the study of educational theory and resources. The program of study consists of successful completion of 30 graduate semester hours. The prescribed courses include three in Education (Analysis of Teaching and Learning Behavior, Conceptualization of Education, and Educational Research, for a total of 9 semester hours), 6 courses in Theatre (Theatre arts 511, 515, 520, 540, 542 and one elective for a total of 18 semester hours), and a Master's project in Theatre Education (3 semester hours). Candidates on a two year course of study for the Master of Arts in Education may work up to 20 hours per week for the Department of Theatre Arts as a graduate assistant in one of the many programs directly related to the production program at Lindenwood. Applicants shall have completed undergraduate teaching certification requirements and student teaching.

Graduate Courses of Study

TA 500 Field Studies in Theatre (3) Study and practice in theatre at locations away from The Lindenwood Colleges theatre. May be repeated for a maximum of nine semester hours of credit.

TA 511 Storytelling and Creative Dramatics. (3) A thorough investigation of the history of storytelling is followed by study and practice in the technique of this art. Through the techniques of improvisational theatre and creative dramatics some stories are developed into classroom activities. Appropriate research and writing is assigned.

TA 515 Theatre Production in the Secondary Schools. (3) Methods of teaching theatre skills to junior and senior high school students are explained. Also discussed are problems faced by teachers who stage plays in junior and senior high schools. All elements of play production are considered and sample curricula are developed for different types of school programs. A workshop course for teachers. Meets in the summer.

TA 520 (3), 521 (3) Advanced Technical Production I & II. Application of theatre production skills to main stage productions. Students are assigned responsible positions in stage design, technical direction, crew heads, scene painting, stage management, lighting design, costume design, and wardrobe.

TA 525 Research in Theatre. (3) Research methods in theatre. Application of procedures by presentation of a series of short papers dealing with a variety of research problems.

TA 530 Seminar in Theatre History. (3) In-depth study of specific periods in theatre history. Playwrights, social conditions, and trends in theatre architecture for each

period will be discussed. Subject will vary from term to term. May be repeated for a maximum of 6 hours. Prerequisite: TA 525.

TA 540 (3), 541 (3) Graduate Acting Workshop I & II. Application of the acting techniques of Stanislavski, Grotowski and others to assigned scenes and oral voice production, stage combat, and other special areas.

TA 542 (3), 543 (3) Graduate Directing Workshop I & II. Application of theories and styles of directing for various kinds of plays. Presentation of short plays in the studio theatre. Evaluation of directing skills and methods of individual growth.

TA 545 Advanced Playwriting. (3) Study and practice in the techniques of writing the full-length play. May be repeated for a maximum of 6 hours.

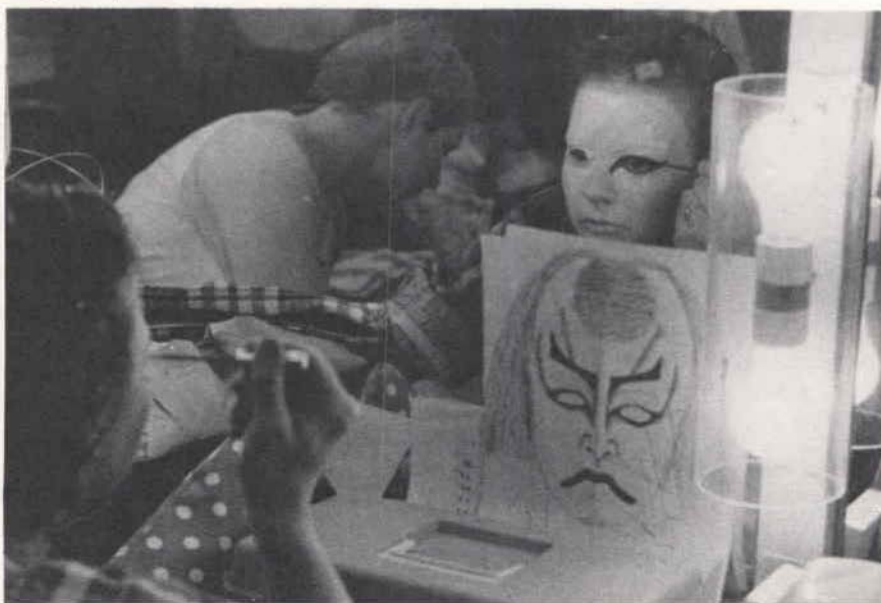
TA 546 Theatre Organization and Administration. (3) Budgets, contracts, box-office procedures, public relations, personnel and executive policies of the school, community, and professional theatre.

TA 555 Summer Theatre Graduate Internship. (3) Full-time participation in the summer theatre in a position of responsibility. Prerequisite: acceptance into the company and consent of the instructor. May be repeated for a maximum of 12 semester hours of credit.

TA 593 Independent Study. (3) Investigation of specific theories, artists, techniques, or literary periods in theatre history as related to the student's special interest area. Topic developed by the student. May be repeated for a maximum of 6 hours.

TA 600 Master's Project. (3-6) The student will present a final project which represents his or her level of accomplishment in the selected area of emphasis. Projects are presented to the theatre faculty for approval the term prior to enrollment in the course.

ALSO AVAILABLE: Practicum in Theatre. Practical theatre experience applied to the graduate program of study. Normally to include summer theatre assignments, touring or other full-time theatre work, or special studies fulfilled in related programs. May be repeated for a maximum of 12 semester hours of credit.



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- Anderson, Daryl Jacqueline, Chairman, Professor, Biology, 1970; B.S., Western Michigan University; Ph.D., Washington University; Post-doctoral fellow, Center for the Biology of Natural Systems, 1970.
- Balog, C. Edward, Chairman, Associate Professor, History, 1973; B.A., M.A., West Virginia University; Ph.D., University of Illinois.
- Barnett, Howard A., Chairman, Alice Parker Professor of English Literature, English, 1965; B.A., M.A., Indiana University; graduate study, University of Chicago; Ph.D., Indiana University.
- Bartholomew, John N., Chairman, Associate Professor, Sociology, 1969; B.A. Cornell University; B.D. Princeton Theological Seminary; Th.D., Princeton Theological Seminary.
- Bauer, John D., M.D., Adjunct Professor, Medical Technology, 1972; M.D., Marquette University.
- Bittner, Groff Stewart, Assistant Professor, Music, 1961; B.S., Indiana Central College; M.Mus., Indiana University; further study with Ozan Marsh, Patricia Benkman, Reah Sadowsky; Doctoral candidate at University of Missouri-Kansas City Conservatory of Music.
- Bornmann, John A., Chairman, Professor, Chemistry, 1965; B.S., Carnegie Institute of Technology; Ph.D., Indiana University; further study, Technische Hochschule, Stuttgart, Germany.
- Castro, Michael, Faculty Administrator, Lindenwood College 4, 1980; B.A., State University of New York at Buffalo; M.A., Washington University; graduate work, Washington University.
- Chance, Edward J., Director, English as a Second Language, 1980; B.A., Northern Illinois University; M.A., University of Hawaii; M.S., University of Vermont; Post-graduate Clinical Studies in Speech-Language Pathology at E.M. Luse Center for Communication Disorders and Medical Center Hospital of Vermont, University of Vermont.
- Chervitz, Solon, Assistant Professor, Catalogue Librarian, 1977; B.A., Washington University; M.A., Library Science, University of Missouri-Columbia.
- Chirchirillo, Andrew, Assistant Professor of Psychology, 1979; B.S. Illinois State University; Ph.D., University of Missouri-St. Louis.
- Dempster, Judith, Assistant Professor of Nursing and Director of Campus Health Services, 1981; B.S.N., M.S.N., Arizona State University.
- Donovan, Jeanne, Assistant Professor, Education, 1977; B.S., Fontbonne College M.A., Ph.D., George Peabody College for Teachers.
- Drake, William L., Jr., Adjunct Professor of Medical Technology, 1980; B.S., M.D., Marquette University.
- Ebest, Joy Holtzmann, Chairman, Assistant Professor, Physical Education, 1968; B.A., Fontbonne College; M.A., Washington University.
- Eckert, W. Dean, Chairman, Professor, Art, 1968; B.A., B.F.A., M.A., Ohio State University; Ph.D., University of Iowa.
- Evans, James D., Chairman, Associate Professor, Psychology, 1974; B.S., Geneva College; M.S., Ph.D., Iowa State University.
- Feely, James H., Associate Professor, English, 1958; A.B., Northwestern College; M.A., Northwestern University; graduate work, Washington University.
- Fields, N. Jean, Assistant Professor, English and Communication Arts, 1965; B.A., Morris Harvey College; M.A., Ohio State University; graduate work, U.C.L.A.
- Fitzpatrick, Susan, Assistant Professor, History, 1979; B.A., M.A.T., Webster College; Ph.D., St. Louis University.

- Frowine, Victoria, M., Assistant Professor, Head Librarian, 1980; B.S. Ohio State University; M.S., Library Science, Case Western Reserve University; M.A., English University of Pittsburgh.
- Gavin, Mary Lois, MT(ASCP), Adjunct Professor of Medical Technology, 1973; M.Ed., Central Michigan University.
- Gibson, Roger F., Assistant Professor, Philosophy, 1981; B.A., Northeast Missouri State University; M.A., Ph.D., University of Missouri.
- Goodson, Fred R., Associate Professor, Theatre, 1980; B.F.A., M.F.A., University of Texas at Austin.
- Greenlaw, Kenneth G., Chairman, Associate Professor, Music, 1968; A.B., M.A., Occidental College; graduate work, U.C.L.A.; D.M.A., University of Southern California.
- Greenlaw, Leona, Instructor, part-time, Music, 1970; A.B., Occidental College; student of Clarence Mader, Teacher of Organ.
- Grundhauser, J. Walter, Professor, Biology, 1946; B.S., B.A., Southeast Missouri State College; Metallurgical Laboratory of the University of Chicago, Manhattan Project; Ph.D., St. Louis University. On leave.
- Hanselman, Charlotte T., Instructor, English as a Second Language, 1979; B.A., Emory University; M.A., St. Louis University.
- Henderson, M. Gene, Chairman, Professor, Education, 1981; B.M.E., Central Methodist; M.Mus., Indiana University-Bloomington; Ed.D., University of Missouri.
- Hill, Katy Kadar, Assistant Professor, Fashion Marketing, 1980; B.A., University of Colorado; graduate study, Washington University.
- Hills, Nancy E., Instructor, Theatre, 1980; B.A., M.F.A., University of Oregon.
- Hood, James Frederick, Chairman, Professor, History, 1961; B.A., M.A., Ph.D., University of Illinois.
- Huesemann, Jeanne H., Associate Professor, Mathematics, 1957; A.B., Lindenwood; M.A., Mathematics, Utah State University; M.A. in Ed., Washington University; graduate work, St. Louis University.
- Hulett, Robert L. Adjunct Associate Professor, 1981; B.A., B.S., University of Missouri.
- Jennings, Alice K., Instructor, English as a Second Language, 1980; B.A., Ohio University, M.A., University of Texas.
- Johnson, Esther L., Chairman, Professor, Religion, 1963; B.A., Smith College; M.A., Ed.D., Union Theological Seminary and Columbia University; post-doctoral studies in religion at Pacific School of Religion, Rutgers University, and Princeton Theological Seminary.
- Kanak, Arthur L., Associate Professor, Art, 1953, B.A., M.F.A., State University of Iowa; post-graduate work in painting, drawing and prints, State University of Iowa.
- Kelly, Kathryn, Faculty Administrator, Lindenwood College 4; M.B.A., Canisius College, Business.
- King, Robert W., Associate Professor, Business Administration, 1976; B.A., Indiana University; M.A., Purdue University.
- Levi, Hans, Assistant Professor, Photography, 1980., B.S., B.A., Washington University; M.A., San Francisco State University.
- McCall, Kathleen S., Assistant Professor, Business Administration, 1978; B.S., Southeast Missouri State University; M.S. Southern Illinois University-Edwardsville.
- McLaughlin, Jane R., Instructor, Reference Librarian, 1980; B.A., University of Missouri-Columbia; M.A., Library Science, University of Missouri.
- Miller, Aaron, Professor, Humanities, and Dean of Faculty, 1980; B.A., Univeristy of Illinois; M.A., The Johns Hopkins University; Ph.D., University of Minnesota.
- Mitchell, Berri Holbert, Instructor, part-time, Department of Nursing.; G.P.A., St. Luke's

- Hospital School of Nursing; B.S.N., Texas Christian University; M.S.N., University of Missouri-Kansas City.
- Nichols, John, Assistant Professor, Mathematics, 1969; B.S. Hampden Sydney College; M.A., University of Virginia; graduate work, Washington University.
- O'Gorman David E., Chairman, Business Administration, Associate Professor of Marketing, 1981; B.S., St. Louis University; M.B.A., Bowling Green University; Ph.D., University of Pittsburgh.
- Palermo, Judith A., MT(ASCP), Adjunct Professor of Medical Technology, 1974; B.S., University of Minnesota; M.Ed., University of Florida.
- Perrone, Anthony, Chairman Foreign Languages, Assistant Professor, Spanish and Italian, 1969; B.A., Assumption College; M.A., University of Illinois.
- Perry, Anne C., Associate Professor, French and Spanish, 1974; A.B., Randolph-Macon Women's College; M.A., Duke University, Ph.D., Washington University.
- Polette, Nancy, Assistant Professor, Education, 1970; B.S., Washington University; M.S., Southern Illinois University.
- Rivers, Wendell, Faculty Administrator, Lindenwood College 4; Ph.D., St. Louis University, Clinical Psychology and Physiology.
- Rickert, Richard, Faculty Administrator, Lindenwood College 4; Ph.D., University of North Carolina, Philosophy.
- Rocchio Daniel J., Assistant Professor, Education 1977; B.A., M.A., Ed.D., University of Missouri-St. Louis.
- Ruyter, John, Associate Professor, Business Administration, 1980; M.B.A., University of Chicago.
- Scupin, Raymond, Assistant Professor, Anthropology, 1981; B.A., University of California, Los Angeles; M.A., Ph.D. University of California, Santa Barbara.
- Seif El-Nasr, Moheb, Assistant Professor, Chemistry, 1980; B.S., M.S., University of Cairo, Ph.D., University of Minnesota.
- Shiller, Alan, Assistant Professor, Speech, 1980; B.S., Emerson College; M.A., Purdue University.
- Soda Dominic C., Chairman, Professor, Mathematics, 1969; B.S., M.S., Queen's University (Canada); Ph.D., Yale University.
- Sueoka, Arlene, Instructor, English as a Second Language, 1978; B.S., Fontbonne College; M.S., St. Louis University.
- Swingen, Allegra, Associate Professor, Music 1946; B.Mus., M.Mus., Chicago Musical College; graduate work in music history, Washington University; study with Mollie Margolies, Rudolph Ganz, Max Pirani and Gustave Dunkelberger.
- Taich, Arlene, Faculty Administrator, Lindenwood College 4; Ph.D. St. Louis University, Sociology.
- Torrey, Joyce, MT(ASCP), Adjunct Professor of Medical Technology, 1972; A.B., Webster College, M.Ed., St. Louis University.
- Van Mierlo, David A., Instructor, Acquisitions Librarian, 1980; B.A., University of Missouri-Kansas City; M.A., Library Science, University of Missouri.
- Wehmer, John H. Chairman, Associate Professor, Art, 1959; B.F.A., Washington University; M.F.A., University of Illinois.
- Wier, Richard A., Assistant Professor, Political Science, 1968; B.A., Blackburn College; M.A., St. Louis University; Ph.D., Georgetown University; J.D., St. Louis University.
- Williams, Delores J., Chairman, Associate Professor, Political Science, 1965; B.A., Southern Illinois University; Institute d'etudes Politiques, Paris; M.S. University of Chicago; Ph.D., Georgetown University.
- Wilner, George D., Adjunct Professor of Medical Technology, 1981; B.S., M.D., Northwestern University.

- Wilson, James A., Chairman, Assistant Professor, Communications, 1979; B.S., University of Wisconsin; M.A., Oklahoma State University.
- Young, Stephanie, Instructor, Theatre, 1980; B.A., University of California, Santa Barbara; Community College Credential in Theatre Arts, University of California, Santa Barbara; M.A., San Francisco State University.
- Zumbrunnen, Wanita, A., Visiting Adjunct Assistant Professor, English, 1980; B.A., Coe College; M.A., Mills College; graduate work University of Iowa.

Evening College Adjunct Faculty

- Acuff, Charles, Instructor, Business Administration, B.A., M.A., Northeast Missouri State University.
- Ancona, Joe, Instructor, Business Administration, B.S., Washington University; M.B.A., St. Louis University.
- Anderson, Janice, Instructor, Business Administration, B.A. Bradley University.
- Bohnert, Larry, Instructor, Business Administration, B.S., Southeast Missouri State University; M.S.C., St. Louis University.
- Bowman, Earl E., Jr., Instructor, Business Administration, B.S. Southeast Missouri State University; M.S.C., St. Louis University.
- Briscoe, Joseph, Instructor, Business Administration, B.S., J.D., St. Louis University.
- Bronson, Judith, Instructor, Geography; B.S., St. Louis University; M.A., St. Louis University, Ph.D., St. Louis University.
- Burnett, Marvin, Instructor, Economics, B.S., M.A., University of Missouri; Doctoral candidate, St. Louis University.
- DeFrancesco, Joan, Instructor, Business Administration, B.S., Washington University; C.P.A.
- DeLaPorte, Charles E., Instructor, Business Administration, B.S. Math, Northeast Missouri State, M.S. Math, St. Louis University.
- Dent, Thomas, Instructor, Business Administration, B.S., M.B.A., University of Dayton; Doctoral candidate, St. Louis University.
- Doell, Gail B., Instructor, Biology, B.S., State University of New York, Stormy Brook; M.S., Washington State University.
- Edwards, Robert P., Instructor, Business Administration, B.S. Ed. Northeast Missouri State University, B.S. Business Administration Tarkio College, M.S. Ed., Southern Illinois University, Post Graduate, University of La Verne.
- Fenger, Thomas Nick, Instructor, Psychology, B.A. English Literature, Occidental College, M.A. Washington University, Ph.D. St. Louis University.
- Fine, Warren H. Instructor, Business Administration, B.S. Washington University; M.S., St. Louis University; C.P.A.
- Fleishmann, Alfred, Instructor, Business Administration and Communication Arts, President Emeritus, Fleishmann-Hilliard, Inc.
- Hinrichs, Louis E. III, Instructor, Business Administration; B.S., Washington University, M.S., St. Louis, University.
- Hobart, Michael, Instructor, Speech; B.S., M.A., Murray State University.
- Hoffmann, Margo E., Instructor, Math, B.S. Math and teacher certification Lindenwood Colleges, teaches St. Dominic High School.
- Hulett, Robert L., Instructor, Business Administration, B.S., B.A. University of Missouri, 200 hours Professional Education Credits, President New Venture Management, Inc.
- Kling, Dale, Instructor, Business Administration; B.S., St. Louis University; M.A., Central Michigan University.

- Kniffen, Jan, Instructor, Business Administration, B.S., Southern Illinois University; M.B.A., Lindenwood Colleges.
- Koprivica, Preston Daniel, Instructor, Biology, B.S. Education, Southeast Missouri State, M.S., University of Missouri.
- Kunze, Kathy S., Instructor, Business Administration, B.S. and teacher certification Lindenwood College.
- Langer, Henry J., Instructor, Business Administration, B.A., University of Pittsburg; M.S.C., St. Louis University.
- Loso, Donald R., Instructor, Business Administration, B.S., Bradley University; Director, U.S. Department of Commerce.
- Marschalk, John, Instructor, Business Administration, A.B., George Washington University.
- Martin, John H., Instructor, Business Administration; J. D., St. Louis University.
- Michaud, Norman G., Instructor, English, B.A. University of Massachusetts, M.A. University of Iowa, Ph.D. University of Iowa.
- Nesslage, Larry, Instructor, Business Administration, B.S., University of Missouri-Rolla; J.D., Southwestern University.
- Peters, George, Instructor, Business Administration, B.S., J.D., St. Louis University.
- Pressley, Joseph L. Instructor, Business Administration, B.A. University of Mississippi, M.S. Navy Post Graduate School.
- Robinson, Frederick, Instructor, Sciences, B.S., Murry State College; M.Ed., University of Missouri-Kansas City.
- Ruebling, Charlotte, Instructor, Business Administration, B.A., Colorado College; M.S., Ph.D., Iowa State University.
- Ruhlman, Edward, Instructor, Business Administration, B.S., M.B.A., Washington University.
- Shaw, Gary, Instructor, Business Administration; B.S., Iowa.
- Skjerseth, Paul, Instructor, Business Administration, B.S., M.S., Indiana State University; Ph.D., St. Louis University.
- Slingerland, Harold, Instructor, Business Administration, B.S., M.B.A.
- Sullentrup, Robert W., Instructor, Business Administration, B.A. Math, University of Chicago., M.B.A., University of Chicago.
- Voettiner, Otto, Instructor, Business Administration, B.S., Pennsylvania State University; M.B.A., Lindenwood Colleges.

Lindenwood 4 Faculty Sponsors

- Barnett, Howard, Faculty Sponsor, Literature; (Full-time faculty).
- Blagbrough, Elizabeth, Faculty Sponsor, Valuation Science; B.A., Washington University.
- Bogusky, Edith, Faculty Sponsor, Communication/Psychology; A.B., M.S.W., Washington University.
- Brown, Michael, Faculty Sponsor, T.V. Communications; B.A., Texas Southern University.
- Calisch, Abby, Faculty Sponsor, Art Therapy; B.A., University of Colorado; M.S., Hahemann Medical College. Registered Art Therapist.
- Carlos, Peter Vincent, Faculty Sponsor, Communications; B.A., University of Missouri, St. Louis; M.A., Breadloaf School of English.
- Cohen, Dorothy, Faculty Sponsor, Art Therapy; B.A., Antioch College; M.F.A., Southern Illinois University. Registered Art Therapist.
- Cortelyou, Garrie, Faculty Sponsor, Administration of Justice, B.A., University of Maryland; M.B.A., Central State University.

- Crockett, Jim, Faculty Sponsor, Education; A.B., Washington University; A.B.D., Washington University.
- Dodge, David, Faculty Sponsor, Education: B.A., Michigan State University; M.A., Oklahoma University; Ph.D., Washington University.
- Eckert, Dean, Faculty Sponsor, Art History; (Full-time faculty).
- Fedder, Edwin, Faculty Sponsor, Political Science; B.A., University of Maryland; M.A., Ph.D., American University.
- Glenn Rebecca, Faculty Sponsor, Education: A.B., Washington University; A.B.D., Washington University.
- Goodwin, Margaret, Faculty Sponsor, Art Therapy: B.A., M.A., The Lindenwood Colleges, Lindenwood College 4.
- Horwitz, Pamela, Faculty Sponsor, Marketing; B.A., M.B.A., Southern Illinois University; Ph.D. Candidate, St. Louis University.
- Hrushovsyk, Paul, Faculty Sponsor, Education; B.A., M.A., Ohio University.
- Kenny, Estell, Faculty Sponsor, Art Therapy; B.F.A., Art Institute of Chicago; M.F.A., Art Institute of Chicago.
- King, Robert, Faculty Sponsor, Economics; (Full-time faculty).
- Klages, Betteanne, Faculty Sponsor, Art Therapy; B.A. University of Iowa; M.S., George Williams College.
- Kniffen, Jan, Faculty Sponsor, Business Administration; B.S., Southern Illinois University; M.B.A., The Lindenwood Colleges.
- Kozman, Myron, Faculty Sponsor, Art: B.S., M.A., Illinois Institute of Technology.
- Land, Sam, Faculty Sponsor, Business Administration: B.S., Northeast Missouri State University; M.B.A., Southern Illinois University.
- Levi, Hans, Faculty Sponsor, Photography; (Full-time Faculty).
- Lipofsky, Joseph, Faculty Sponsor, Health Administration; B.S., Rider College; J.D., Seton Hall University.
- Ludwig, Jr., John, Faculty Sponsor, Natural Science/Mathematics; B.A., University of Missouri; D.D.S., University of Missouri Dental College.
- Marsh, Harriet, Faculty Sponsor, Education; (Full-time, Dean of Student).
- Martin, William, Faculty Sponsor, Management; B.A., D.P.M.A., Northwest University.
- McClusky, John, Faculty Sponsor, Voluntary Organizational Administration; B.A., Cornell University; M.A., Ph.D., University of California.
- McCrary, Lynn, Core Faculty, Valuation Sciences; M.S.C., St. Louis University.
- McNeil, Evadne, Faculty Sponsor, Art Therapy; B.A., Elmhurst College; M.S., George Williams College; Registered Art Therapist.
- Orme-Rogers, Charles, Faculty Sponsor, Psychology; B.A., Wabash College; M.A., Ph.D., University of Notre Dame.
- Perryman, Lois, Faculty Sponsor, Counseling Psychology; B.S., Webster College; M.S.W., Washington University.
- Phlaum, Stephen, Faculty Sponsor, Counseling Psychology; B.A., North Park College; M.S.W., Washington University.
- Price, Elisabeth, Faculty Sponsor, Foreign Languages; B.A., M.A., University of Oxford, England; A.M., Ph.D., Washington University.
- Ramsaroop, Roy, Faculty Sponsor, Health Finance & Law; B.S., St. Lawrence University; M.A., New School for Social Research; Ph.D., St. Louis Univ.
- Ridker, Claire, Faculty Sponsor, Art Therapy; B.A., McMaster University; M.A., Roosevelt University; Registered Art Therapist.

- Rosen, Dean, Faculty Sponsor, Psychology; B.S., University of Iowa; Ph.D., University of Illinois.
- Rosenthal, Glenda, Faculty Sponsor, Science & Technical Writing; B.A., Stephens College.
- Sala, James, Faculty Sponsor, Theatre; B.A., DePaul University, M.A., St. Louis University.
- Salmon, Harold, Faculty Sponsor, Counseling Psychology; B.S., M.S., Ph.D., Indiana State University.
- Schwartz, Jerrold, Faculty Sponsor, Health Administration; A.B., M.A., St. Louis University; M.B.A., Southern Illinois University.
- Scott, Carolyn, Faculty Sponsor, Humanities; B.A., University of Kansas; M.A., University of Wisconsin.
- Sebben, James, Faculty Sponsor, Gerontology; B.A., Creighton University; M.S.W., St. Louis School of Social Services; Ph.D. candidate, St. Louis University.
- Shah, Aarti, Faculty Sponsor, Natural Science/Mathematics;
- Skjerseth, Paul, Faculty Sponsor, Business Administration; B.S., M.S., Indiana State University; Ph.D., St. Louis University.
- Soule, Theodore, Faculty Sponsor, Social Sciences; B.A., M.A., Washington University.
- Stevens, Charles, Faculty Sponsor, Statistics; B.S., University of Illinois; M.S., University of Southern California; M.B.A., University of Missouri.
- Stinchcomb, Bruce, Faculty Sponsor, Field Biology; B.S., Missouri School of Mines & Metallurgy; M.A., Washington University.
- Strait, Peggy, Faculty Sponsor, Psychology, Holistic Health; B.A., University of Oklahoma; Ph.D., University of Missouri, St. Louis.
- Walbran, Bonnie, Faculty Sponsor, Psychology; A.B., Vassar College Ph.D., Washington University.
- Wayne, Jane, Faculty Sponsor, English; B.A., M.A., Washington University.
- Wayne, Sam, Faculty Sponsor, Humanities; B.S., Kent State University; M.A., Michigan State University.
- Wehmer, John, Faculty Sponsor, Art; (Full-time faculty).
- Zibit, Samuel, Core Faculty, Faculty Sponsor, Health Administration; B.S., City College, New York; M.P.H., Yale University.
- Zimmerman, Hal, Faculty Sponsor, Education; A.B., Brooklyn College; M.A., Southern Illinois University.

EMERITI

- Ambler, Mary E., Associate Professor, Librarian, 1964; Librarian Emeritus, 1974. B.A., Lindenwood College; B.S. in Library Science, Columbia University; M.S., University of Chicago.
- Amonas, Grazina, Associate Professor, Dance, 1954, Associate Professor, Emeritus, 1980; B.A., Physical Education College; M.A., University of Vytautas the Great, Kaunas, Lithuania.
- Beale, Lula Clayton, Registrar, 1952; Registrar Emeritus, 1974. A.B., Murray State College; M.A., George Peabody College for Teachers.
- Boyer, Martha May, Professor, Communication Arts, 1946. Professor Emeritus, 1972 B.A., Maryville College; M.A., University of Wisconsin; graduate work: Ohio State University, Washington University; Study, British Broadcasting Company, London.

- Conover, C. Eugene, Margaret Leggat Butler Professor of Philosophy and Religion, 1948; Professor Emeritus, 1970. A.B., College of Wooster; B.D., Union Theological Seminary; A.M., Ph.D., University of Cincinnati.
- Crozier, Doris, Associate Professor, Dean of Lindenwood College for Women, 1972; Dean Emeritus, 1979. B.A., Trinity College; M.A., New York University; L.H.D., St. Joseph's College.
- Daams, Gertrude Isidor, Professor, Music 1925; Professor Emeritus, 1965. Artist Diploma, Post Graduate Diploma with Distinction, Cincinnati Conservatory of Music; Pupil of Tirindelli, Albert Stoessel, Robert Perutz, George Leighton, Edgar Stillman-Kelly; Violin and Theory, American Conservatory of Music.
- Doherty, Thomas W., Professor, Modern Languages 1950; Professor Emeritus, 1977. B.A., Westminster College; M.A., Middlebury College; Certificat de Prononciation Francaise, Institut de Phonetique, Paris; Diplome de Literature Francaise Contemporaine, Sorbonne, Paris; D.M.L. Middlebury College.
- Lichtner, Mary F., Dean of Students, Professor, 1948; Dean of Continuing Education and Career Planning, 1968; Director of Alumnae Affairs and Placement, 1974, Dean Emeritus, 1976. A.B., Wellesley College; M.A., University of Chicago.
- Moore, John B., Chairman, Professor, Economics, 1950; Professor Emeritus, 1975. A.B., Westminster College; M.A. University of Missouri; graduate work, University of Michigan; Ph. D., University of Missouri.
- Purnell, Emma, Associate Professor and Director, Business Institute, 1955; Associate Professor Emeritus, 1972. B.A., M.A., Washington University.
- Rechtern, Marion Dawson, Professor, Biological Science, 1936; Professor Emeritus, 1970. A.B., University of Wisconsin; M.S., Northwestern University; Ph.D., Cornell University.
- Ross, Dorothy, Professor, Physical Education 1946; Professor Emeritus, 1970. B.S., Central Missouri State College; M.A., Colorado State College of Education; graduate work, Indiana University.
- Talbot, Mary, Professor, Biological Science, 1936; Professor Emeritus, 1968. B.S., Denison University; M.A., Ohio State University; Ph.D., University of Chicago; Stone Biological Laboratory; Michigan Biological Laboratory.
- Toliver, Hazel M., Chairman, Professor, Classics, 1957; Professor Emeritus, 1974. B.A., M.A., University of Arkansas; Ph.D., State University of Iowa.

Past Presidents

- 1827-1856—Mary Easton Sibley, founder-owner-administrator
- 1856-1862—A.V.C. Schenck, A.M.
- 1862-1865—Thomas P. Barbour, A.M.
- 1866-1870—French Strother
- 1870-1876—J.H. Nixon, D.D.
- 1876-1880—Miss Mary E. Jewell
- 1880-1893—Robert Irwin, D.D.
- 1893-1898—William Simms Knight, D.D.
- 1898-1903—Mathew Howell Reaser, Ph.D.
- 1903-1913—George Frederic Ayres, Ph.D.
- 1913-1914—John Fenton Hendy, D.D.
- 1914-1940—John L. Roemer, D.D., LL.D.
- 1941-1946—Harry Morehouse Gage, A.B., D.D., LL.D.
- 1946-1947—Administrative Committe (Guy C. Motley, A.B., Chariman)
- 1947-1966—Franc L. McCluer, Ph.D., LL.D.
- 1966-1973—John Anthony Brown, M.A., LL.D., L.H.D., Litt.D.
- 1973-1974—Franc L. McCluer, Ph.D., LL.D.
- 1974-1979—William C. Spencer, Ed.D.

FACILITIES

The 140-acre campus is widely known for its spacious tree-shaded grounds and handsome Tudor Gothic buildings. The College received its name from the large old Linden trees that were here when Lindenwood was founded in 1827.

The Margaret Leggat Butler Memorial Library — The Library is a Tudor Gothic building that combines traditional beauty and modern facilities. Its large, oak-beamed Cardy Reading Room with comfortable sofas and chairs offers students an inviting place to relax and read. All three levels of the Library contain carrels, seminar rooms, and study tables located throughout the open book stacks. The Audio-Visual Department and a late-night study lounge are located on the lower level of the Library.

The Library has a book collection of over 100,000 volumes and subscribes to more than 600 periodical titles annually. The Library has been designated a selective depository for U.S. government publications and has a collection of more than 10,000 items. Butler Library's memberships in the St. Louis Library Center, The Higher Education Council of St. Louis, and the St. Louis Regional Library Network facilitate the borrowing and sharing of materials for students from all types of libraries regionally and nationally. An active library instruction program and fulltime reference service provide individualized attention for all students at Lindenwood.

Roemer Hall, erected in 1921, is named in memory of John L. and Lillie P. Roemer. Dr. Roemer was President of Lindenwood from 1914 to 1940. The building contains the Ross A. Jelkyl Center for the Performing Arts, a 415-seat theatre, and provides space for administrative and faculty offices, classrooms, lecture halls, the college post office and student bank.

Fine Arts Building — Completed in 1969, the Fine Arts Building provides modern studios and classrooms for studio art, art history, and dance. The Harry D. Hendren Gallery and other gallery rooms in the building provide space for exhibiting student and faculty works and traveling exhibits by leading artists from throughout the world. Studios on the lower level are accessible to outdoor working courtyards.

The Howard I. Young Hall of Science, completed in 1966, was constructed in memory of Howard I. Young, who served as Chairman of the Board of Directors of Lindenwood and was President of American Zinc, Lead & Smelting Company. This modern, air-conditioned building provides laboratory and classroom facilities for the biological and physical sciences, mathematics, and nursing. It contains the Frederick Eno Woodruff Biology Laboratory and Lecture Room, a gift of his daughter, Mrs. Louise Woodruff Johnston; the Mary E. Lear Chemistry Laboratories; and the Ruth and Vernon Taylor Foundation Lecture Room. Lecture rooms, faculty offices, reading rooms, photography darkroom, and a spacious lounge are included in the building. An adjacent greenhouse is used by the department of biology for work in biology and floriculture. The Computer Center is located on the Third floor and offers day and evening access to students.

The Lillie P. Roemer Memorial Arts Building was erected in 1939 through a gift received from Mrs. Roemer's estate. The Memorial Arts Building houses the Music Department and the studios of radio station KCLC-FM.

Butler Hall—Erected in 1914, the hall was named for Colonel James Gay Butler, who served on the Board of Directors of the college and was one of its greatest benefactors. Originally a residence hall, it now provides space for administrative and faculty offices.

The Lindenwood Chapel, completed in 1957, is a modern, multi-purpose facility owned jointly by Lindenwood and the St. Charles Presbyterian Church, serving both the campus and the community.

B. Kurt Stumberg Hall was acquired in 1933 and named in memory of Dr. Stumberg, who served as college physician from 1903 until his death in 1943. He also served on the Board of Directors and was Professor of Hygiene and Physiology. It now houses the Campus School for gifted children.

Nicolls Hall—A gift of Colonel James Gay Butler in memory of his friend, Samuel Jack Nicolls, D.D., who served on the Board of Directors from 1869 to 1915, and was President of the Board for 25 years. Nicolls serves as the student center of the college.

The Dining Room, an annex to Ayres Hall.

The Gables, completed in 1978, situated in the center of the campus, houses the Health Center, the College Bookstore, and the International Student Center.

Athletic Facilities includes a gymnasium and indoor swimming pool adjacent to Butler Hall, an outdoor pool adjacent to Cobbs Hall, a softball field, an archery range, and four tennis courts. The athletic and recreational facilities are available to all students.

The Lindenwood Stadium is located in a natural amphitheatre behind Parker Hall. It has an artificial surface field large enough for either football or soccer, with seating for 5000 people. It serves as the summer home of the St. Louis Football Cardinals as well as Lindenwood's own soccer and field hockey teams.

Cynthia Ann Yost Memorial Walkway—Constructed in memory of Cynthia Ann Yost with gifts from students, friends, and relatives, this walkway joins the campus with Trinity Episcopal Church.

Residence Halls

Cobbs Hall Conference Center—Completed in 1949 and named in honor of Thomas Harper Cobbs, prominent St. Louis attorney and a member of Lindenwood's Board of Directors from 1917 until his death in 1959.

Irwin Hall—Constructed in 1924 and named in honor of the Reverend Mr. Robert Irwin, President of Lindenwood from 1880 to 1893. It is a residence hall for men. Residence capacity: 83 students.

McCluer Hall—Built in 1961, and named in honor of president Emeritus and Mrs. Franc L. McCluer, President of Lindenwood from 1947 to 1966. Residence capacity: 92 students. Air-conditioned.

Parker Hall—Named in memory of Dr. Alice Parker, who served as Professor of English Literature from 1928 to 1961. Residence capacity: 128 students. Air conditioned.

Sibley Hall—Named for Major George Sibley and Mary Easton Sibley, founders of Lindenwood College: the oldest building on campus and listed in the National Registry of Historic Buildings. Dedicated in 1860, it replaced the log cabin which was the beginning of the college. The south wing was added in 1881 and the north wing in 1886. The latter includes a chapel still used today for student recitals and classes. In Sibley parlor is a century old grand piano, which is said to be the first concert grand to be shipped to the Midwest. Residence capacity: 67 students.

The Lindenwood College 4 Center in Clayton. Lindenwood College 4 maintains an office and classroom facility for its metropolitan students in Clayton, Missouri. This center is used by the Director, Faculty Administrators, Faculty Sponsors, and students as a regional center for administrative activities and classes.

The Lindenwood College 4 Clayton Center

100 S. Hanley

Clayton, Missouri 63105

(314) 725-3441

The Lindenwood Downtown St. Louis facility is located at 330 Mansion House Center. This administrative and classroom facility is climate-controlled the year around and has ample covered parking. Special parking rates are provided for Lindenwood students.

The Lake Saint Louis facility is located at 1000 Lake Saint Louis Blvd. Both office and classrooms are maintained in the building which is part of a new lakeside community. Courses leading to degrees offered in the Evening College are available as well as non-credit courses.

CALENDAR 1981-82

AUGUST

Wednesday 19

Tuition and Fees due for Day Students who pre-registered
for the Fall 1981 semester

Wednesday 26

Tuition and Fees due for Evening Students who
pre-registered for the Fall 1981 semester

SEPTEMBER

Wednesday-Thursday 2, 3

General Registration-Returning Students
New Students Arrive

Monday 7

General Registration-New Students

Monday-Tuesday 7, 8

Orientation LC I, II, III

Tuesday-Wednesday 8, 9

Classes Begin LC I, II, III

Thursday 10

Summer Trimester Ends LC IV

Saturday 12

OCTOBER

Saturday 3

Fall Trimester Begins LC IV

Wednesday 21

Incomplete Grades due from the
Spring & Summer 1981 Term

NOVEMBER

Wednesday 11
Thursday-Sunday 26-29
Monday 30

Last Day to officially withdraw from Fall 1981 Semester
Thanksgiving Holiday
Classes Resume LC I, II, III

DECEMBER

Thursday 10
Friday 11
Monday-Saturday 14-19
Sunday 20

Last Day of Classes LC III
Last Day of Classes LC I, II
Final Examinations LC I, II, III
Beginning of Christmas Holiday LC I, II, III, IV

JANUARY

Monday 4
Friday 8

Friday 15

Saturday 16
Monday-Wednesday 25-27
Friday 29

Classes Begin for January Term LC I, II, III
Tuition & Fees due for Day students who pre-registered
for the Spring 1982 semester
Tuition & Fees Due to evening students who
pre-registered for the Spring 1982 semester
Fall Trimester Ends LC IV
General Registration Spring 1982 Term
Last Day of Classes LC I, II, III

FEBRUARY

Wednesday 3
Saturday 6

First Day of Classes for Spring Term LC I, II, III
Spring Trimester Begins LC IV

MARCH

Tuesday 16

Saturday-Sunday 20-28
Monday 29
Tuesday 30

Incomplete grades due from the Fall 1981
and the January 1982 Terms
Spring Vacation LC I, II, III
Classes Resume LC I, II, III
Deadline for applying for Graduation—Spring 1982

APRIL

Tuesday 6

Last day to officially withdraw from the
Spring 1982 semester

MAY

Monday 10
Tuesday 11
Wednesday-Tuesday 12-18
Saturday 15
Friday 21
Saturday 22

Last Day of Classes LC I, II
Reading Day LC I, II: Last Day of Classes LC III
Final Examinations LC I, II, III
Spring Trimester Ends LC IV
Baccalaureate
Commencement

JUNE

Wednesday-Thursday 2, 3
Saturday 5
Monday 7
Monday 28

General Registration—Summer 1982 Term I
Summer Trimester Begins LC IV
Summer Term I Begins, LC I, II, III
General Registration—Summer Term II

JULY

Friday 2
Tuesday 6
Friday 30

Summer Term I Ends
Summer Term II Begins
Summer Term II Ends

SEPTEMBER

Saturday 11

Summer Trimester Ends LC IV

CALENDAR 1982-83

AUGUST

Wednesday 18

Tuition and Fees due for Day Students who pre-registered
for the Fall 1982 semester

Wednesday 25

Tuition and Fees due for Evening Students for
pre-registered for the Fall 1982 semester

SEPTEMBER

Wednesday-Thursday 1, 2

General Registration-Returning Students

Monday 6

New Student Arrive

Monday-Tuesday 6, 7

General Registration-New Students

Tuesday-Wednesday 7, 8

Orientation I, II, III

Thursday 9

Classes Begin LC I, II, III

Saturday 11

L4 Registration Fall 1982/83 Trimester

OCTOBER

Saturday 2

Fall Trimester Begins LC IV

Wednesday 20

Incomplete Grades due from the
Spring & Summer 1982 Term

NOVEMBER

Wednesday 10
Thursday-Sunday 25-28
Monday 29

Last Day to officially withdraw from Fall 1982 Semester
Thanksgiving
Classes Resume, LC I, II, III

DECEMBER

Thursday 9
Friday 10
Monday-Saturday 13-18
Sunday 19

Last Day of Classes LC III
Last Day of Classes LC I, II
Final Examination LC I, II, III
Beginning of Christmas Holiday
LC I, II, III, IV

JANUARY

Monday 3
Friday 7

Friday 14

Saturday 15
Monday-Wednesday 24-26
Friday 28

January Term Begins LC I, II, III
Tuition & Fees due for Day students who pre-registered
for the Spring 1983 semester
Tuition & Fees Due for evening students who
pre-registered for the Spring 1983 semester
Fall Trimester Ends LC IV
General Registration Spring 1983 semester
Last Day of Classes LC I, II, III

FEBRUARY

Wednesday 2
Saturday 5

First Day of Classes for Spring Term LC I, II, III
Spring Trimester Begins LC IV

MARCH

Tuesday 15

Saturday-Sunday 19-27
Monday 28
Tuesday 29

Incomplete grades due from the Fall 1982 and
January 1983 Terms
Spring Vacation LC I, II, III
Classes Resume LC I, II, III
Deadline for applying for Graduation—Spring 1983

APRIL

Tuesday 5

Last day to officially withdraw from the
Spring 1983 semester

MAY

Monday 9
Tuesday 10
Wednesday-Tuesday 11-17
Saturday 14
Friday 20
Saturday 21

Last Day of Classes LC I, II
Reading Day LC I, II: Last Day of Classes LC III
Final Examination LC I, II, III
Spring Trimester Ends LC IV
Baccalaureate
Commencement

JUNE

Wednesday-Thursday 1-2
Saturday 4
Monday 6
Monday 27

General Registration—Summer 1983 Term I
Summer Trimester Begins LC IV
Summer Term I Begins, LC I, II, III
General Registration—Summer Term II

JULY

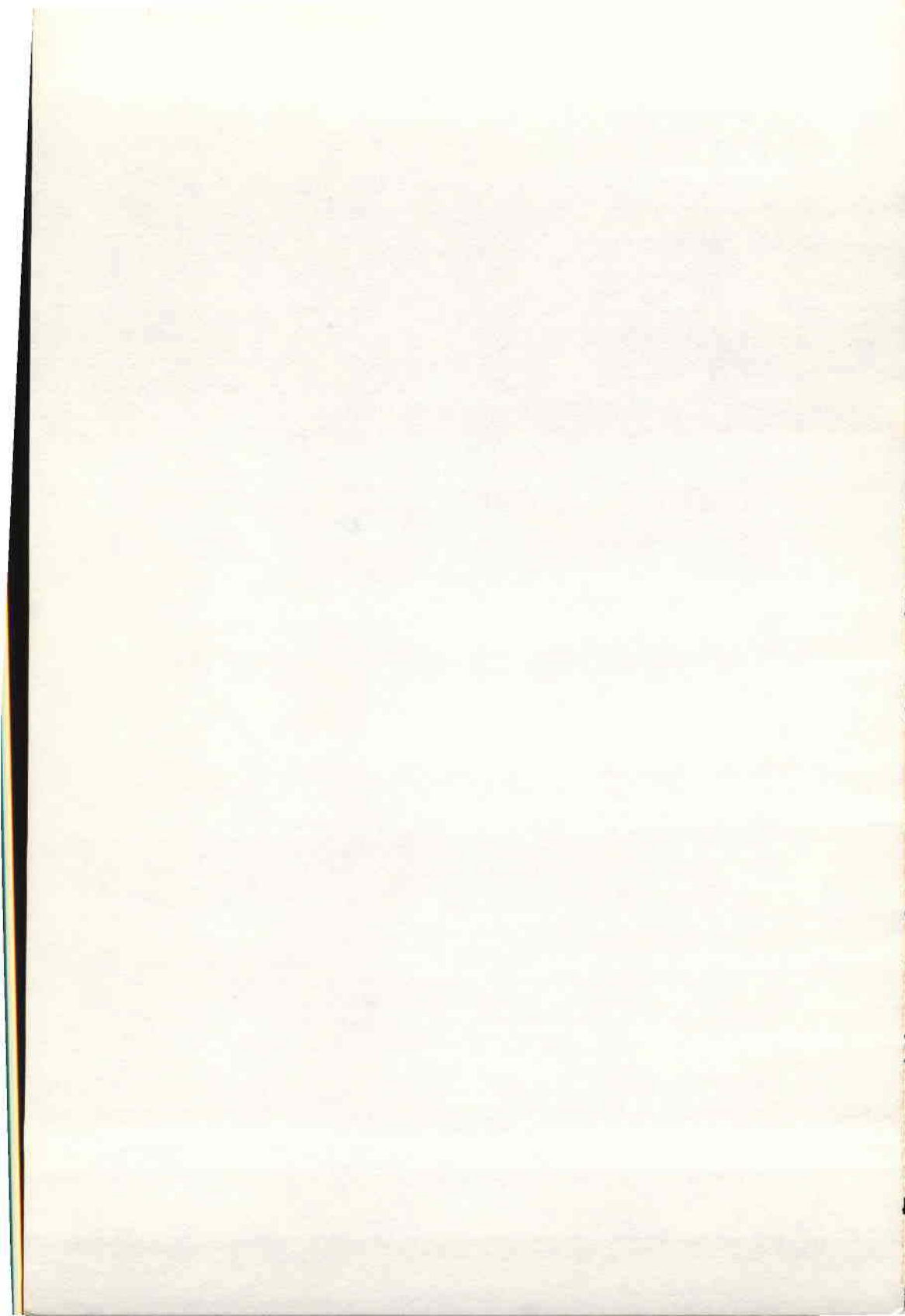
Friday 1
Tuesday 5
Friday 29

Summer Term I Ends
Summer Term II Begins
Summer Term II Ends

SEPTEMBER

Saturday 10

Summer Trimester Ends LC IV



	Page		Page
Academic Load	20	Education	94
Academic Requirements	26	English	112
Academic Standards	3	English as a Second Language	117
Administrative Staff	167	Enrollment Procedures	18
Admission-Graduate	8	Evening College	30
Admissions-Undergraduate	7	Facilities	177
Advanced Standing	17	Faculty	169
Advisory Council	3	Fashion Marketing	119
Art	59	Field Study	30
Associate Degree in Applied Psychology	31	Final Examinations	21
Associate Degree in Business		Financial Aid	9
Administration	31	Foreign Study	124
Athletics	4	French	125
Athletics and Recreation	4	Geography	128
Attendance	21	George Warren Brown School of Social Work	29
Auditing Courses	23	German	126
Bachelor of Arts Degree	40	Grade Appeal	17
Bachelor of Fine Arts	41	Grade Point Average	24
Bachelor of Music or Music Education	136	Grading	19
Bachelor of Science Degree	32	Graduation	19
Biology	66	Graduation with Honors	24
Board of Directors	165	Health Services	5
Board of Overseers	165	History	129
Buckley	184	Honors Day	23
Business Administration	71	Honor Societies	4
Calendar	180	Humanities	132
Catalog Policy	Inside Front Cover	Independent Term	21
Chemistry	85	International Studies	132
Classification of Students	20	Internships	30
CLEP	17	Italian	126
College of Individualized Education	35	Lake St. Louis	179
Concerts	5	Library	177
Consortium Programs	28	Lindenwood IV	179
Continuing Education Program	34	Map	58
Contract Degree	27	Mass Communications	90
Correspondence Work	17	Master of Arts/Science in Education	8
Counselling	3	Master of Business Administration	78
Course Load	83	Master of Science/Administration	81
Course Numbering	24	Math	133
Course Proficiency	18	Medical Technology	142
Credit	19	Music	135
Dance	65	Music Recitals	140
Dean's List	22	Non-Discrimination Policy	184
Delinquent Accounts	13	Nursing	142
Departmental Honors	24	Nursing Programs	142
Dismissal	22	Off Campus Opportunities	5
Drop/Add	18	Pass/Fail	21
Economics	27	Past Presidents	176
		Physical Education	146

	Page		Page
Physics	149	Social Science	158
Placement	4	Sociology	158
Political Science	150	Spanish	127
Practicum Credit	143	Speech Communications	93
Pre-Professional	141	Student Center	
Dentistry	141	Student Government	3
Medicine	141	Student Life	3
Optometry	141	Student Responsibility	18
Osteopathy	141	The January Term	30
Veterinary Medicine	141	Theatre	160
Prerequisites	19	Theatre Arts	162
Psychology	152	Transcripts	16
Publications	5	Transfer Credit	15
Radio Station	5	Tuition and Fees	12
Readmission	22	United States Armed Forces Institute	
Refund Policy	14	Veteran's Benefits	23
Religion	156	Washington Semester Program	30
Religious Life	4	Washington University Three-Two	
Residence Halls	3	Program	28
Residency	16	Withdrawal From College	22
Returning to Lindenwood	16	Withdrawal Procedure	18

-NOTES-

The Lindenwood Colleges comply with the provisions of the Family Educational Rights and Privacy Act of 1974. This Act assures students attending a post-secondary educational institution that they will have the right to inspect and review certain of their educational records, and, by following the guidelines provided by the College, to correct inaccurate or misleading data through formal or informal hearings. It protects rights and privacy by limiting transfer of these records without their consent, except in specific circumstances. Students also have the right to file complaints with the Family Educational Rights and Privacy Office, Department of Health, Education, and Welfare, 330 Independence Ave., S. W., Washington, D. C. 20201.

The campus of the Lindenwood Colleges is private property. The Lindenwood Colleges reserve the right to restrict or prohibit access to the campus or its buildings or other facilities to individuals or groups at its discretion.

The Lindenwood Colleges do not discriminate in education or employment on the basis of sex, race, color, age, religion, national origin, or handicap. This policy is consistent with relevant governmental statutes and regulations, including those pursuant to Title IX of the federal Education Amendments of 1972 and Section 504 of the federal Rehabilitation Act of 1973.

Students must meet the graduation requirements of the catalog under which they enter. Any student who leaves The College for one year or more and then resumes work will then need to meet the requirements currently in effect at the time of re-entry.

The Lindenwood Colleges 1981-1983