

2008-2009  
Stephens College  
Curriculum Catalog

## Accreditation

Stephens College is accredited by the Higher Learning Commission and a member of the North Central Association.



Stephens' business and business-related programs are accredited by the [International Assembly for Collegiate Business Education \(IACBE\)](#).



## Mission Statement

"Historically committed to meeting the changing needs of women, Stephens College engages students in an innovative educational experience focused on pre-professional fields and the performing arts and grounded in the liberal arts. Graduates of Stephens are career-ready women of distinction, connected through a supportive network of alumnae across the world, confident in themselves, and inspired by our tradition of the Ten Ideals as core values that enrich women's lives."

— Adopted February 2004

## Ten Ideals

Inherent in the culture at Stephens College is the tradition of the Ten Ideals, which originated in 1921. Each year, 10 students whose activities represent the overall ideals of Stephens College are selected as personifications of individual Ideals.

The Ten Ideals are as follows:

1. **Respect** for our own dignity and for the dignity of others, embodied in a sense of social justice
2. **Courage** and persistence
3. **Independence**, autonomy and self-sufficiency
4. **Support** for others through the willingness to take and give criticism, acceptance and love
5. **Sensitivity** to the uniqueness and fragility of the natural world of which we are part
6. **Responsibility** for the consequences of our choices
7. **Belief** in our changing selves and in our right to change
8. **Creativity** in the spiritual and aesthetic dimensions of life
9. **Intelligence** that is informed and cultivated, critical yet tolerant
10. **Leadership** which empowers others

## President's Message

Welcome to Stephens College! We are pleased that you have chosen Stephens as the institution at which you will continue your education. The college offers a variety of programs on campus for undergraduate women, as well as distance-learning and on-campus certification, undergraduate and graduate programs for both men and women.

Stephens College has a strong commitment to the performing arts, pre-professional programs and liberal arts, as evidenced by our mission statement. We uphold a values-driven living and learning environment that contributes to each student's success. Close interaction with faculty and student peers, hands-on experience in your major starting your first year, and resources found inside and outside the classroom will build your skills, knowledge and confidence. Our national alumnae network is there to help you locate internships and employment after graduation.

During your time at Stephens, I encourage you to take an active role in your education by participating in campus activities and engaging in discussions with your classmates and faculty. Again, we are glad to have you with us!

Warmly,

Wendy B. Libby, Ph.D.  
President, Stephens College

## Admission to the College

The College requires that all candidates for admission are graduates of accredited four-year high schools or have satisfied high school requirements through the GED or other officially specified arrangements. Home schooled students will be considered based on high school level course work completed. Students applying for transfer to Stephens College must submit all College transcripts for evaluation. Admission to Stephens College is based on academic ability and potential seriousness of purpose, character and certain other qualifications. Offers of admission are extended to students most likely to benefit from the educational opportunities at Stephens. The Office of Admissions staff will assist all applicants in applying for admission and in planning their future at Stephens College.

Stephens College does not discriminate on the basis of color, race, religion, national origin, sexual orientation, veteran status or disability or handicap in administration of its educational policies; admission policies; scholarship, loan, athletic and/or other College-administered programs; or in its employment practices. Stephens College is committed to meeting fully its obligations of nondiscrimination under Federal and State laws as they are currently written or as they may be amended from time to time, and is further committed to creating a community in which a diverse population can live and learn and work in an atmosphere of respect for the rights and sensibilities of each individual, without regard to economic status, ethnic background, political views, or other personal characteristics or beliefs. Inquiries concerning compliance with applicable law may be directed to the Office of Vice President of Student Services, Campus Box 2033, Stephens College, Columbia, MO 65215.

## Application Procedure

### Freshman Applicants

Please submit the following to the Stephens College Office of Admission in order for your application to be reviewed.

- Completed and signed application for admission
- Non-refundable application fee of \$25 or alumna referral card fee waiver. If you have visited campus prior to applying, Stephens will waive the application fee. The application fee may also be waived by applying online.
- Official high school transcript through the end of your junior year (reflecting six semesters of completed coursework. An official transcript must be sent directly to Stephens College by your high school. The General Equivalency Diploma (GED) is also accepted. Home schooled students may submit a transcript from an accredited home schooling program, or, if a transcript is unavailable, a detailed list of academic coursework at the secondary (high school) level may be presented.
- Official results of the ACT and/or SAT I
- High school guidance counselor/adviser recommendation form, or letters of recommendation.

Please mail materials to: Office of Admissions, Stephens College, Campus Box 2121, 1200 E. Broadway, Columbia, MO 65215

### Admission Options for Freshmen

**REGULAR ADMISSION:** Stephens College reviews applications on a rolling admission basis. Applicants are encouraged to submit their application and credentials as early as possible following completion of six semesters in high school in order to receive preferential consideration for merit scholarships.

**DUAL-CREDIT ADMISSION:** Qualified applicants currently attending an area high school may apply to enroll in coursework at Stephens College for college credit. Candidates must complete the Dual-Credit Program Student Admission Application.  
Transfer Applicants

Please submit the following to the Stephens College Office of Admissions in order for your application to be reviewed.

- Completed and signed application for admission
- Non-refundable application fee of \$25 or alumna or student referral card fee waiver. If you have visited campus prior to applying, Stephens will waive the application fee (see note above in Freshman section).
- Official high school and college transcripts. An official transcript must be sent directly to Stephens College by your high school and college. The General Equivalency Diploma (GED) is also accepted. (See Home schooled note above.)
- Official results of the ACT and/or SAT I

Please mail materials to: Office of Admissions, Stephens College, Campus Box 2121, 1200 E. Broadway, Columbia, MO 65215.

Transfer applicants are evaluated and notified of their admission status on a rolling basis. Transfer credit evaluations will be forwarded after acceptance. Unofficial evaluations can be arranged before the application is filed. Transfer credit, including dual credit taken while in high school, will count as elective credit if not approved to count in a major or minor or toward liberal arts requirements.

#### International Students

Stephens College invites students from other countries to apply for admission. The following materials must be received to process your application:

- Application for International Student Admission
- \$25 non-refundable application fee
- Certification of Finances. The U.S. Government requires applicants to show ability to finance their education and pay for living expenses before Stephens can issue paperwork for a visa.
- Essay
- Official Secondary School records (listing subjects and grades)\*
- Certified copy of diploma or other proof of graduation from secondary school\*
- Official copy of grades from maturity certificate examination (Abitur, Baccalaureat), if taken\*
- Official record of each year of secondary study and copy of final examination certificate, if secondary school taken under British or similar system\*
- TOEFL test scores. Paper-based score of 550 or computer-based score of 213 required. Stephens' TOEFL code is 6683. ESL Program records (if applicable)

*\*Documents in a foreign language must be submitted with official English translation.*

#### Readmission or Reinstatement of Former Students

Former Stephens College students who have been absent from the College at least one semester (not to include study abroad, leave or summer session), must reapply for admission. Those who wish to be considered for reinstatement following suspension must also have approval from the Academic Standing Committee. Official transcripts of any college or university coursework attempted or completed must be submitted for evaluation by the Registrar. No one will be permitted to register for classes until officially

readmitted or reinstated to the College. Students who have been absent from Stephens College one or more years will be subject to degree requirements in the catalog of the re-entry year.

Previously earned grades and credit are carried forward, except for those students who enter a continuing education degree program.

### Second Degree

A student applying to Stephens College to pursue a second bachelor's degree must apply through the Continuing Education Program if the major declared is offered through that program. When the declared major is not currently offered through the Continuing Education program, the student must apply through Admissions into the Residential Program regardless of the student's age.

### Acceptance of Offer of Admission

When a student has been accepted for admission, the student may enroll at the College by submitting her enrollment deposit. This deposit will be credited to the student's account during her first semester of enrollment.

### Campus Visits

Prospective students and their parents are encouraged to visit the Stephens College campus. The campus visit coordinator is pleased to arrange individual visits for students and their families and/or register students to attend one of our regularly scheduled Preview Days. Students are welcome to spend a night with a Student Ambassador in one of the residence halls during the academic year as guests of the College. Opportunities to meet with faculty, students and admissions and financial aid staff, and to participate in classes and become familiar with the living and learning atmosphere at Stephens College can be experienced firsthand during a campus visit. The Office of Admissions is open from 8 a.m. to 5 p.m. on weekdays, on scheduled Saturdays and by special arrangement. Appointments for campus visits should be made in advance of the desired date by calling the Office of Admissions.

Stephens College Office of Admissions  
Campus Box 2121  
Columbia, MO 65215  
Phone: (800) 876-7207 Fax: (573) 876-7237  
E-mail: [apply@stephens.edu](mailto:apply@stephens.edu)

## Tuition and Fees 2008-2009

In planning to attend Stephens College, a student should expect the following charges. These charges are subject to change at the discretion of the Stephens College Board of Trustees:

### **Tuition:**

Tuition for the 2008-2009 academic year is \$11,500 per semester.

Tuition includes all courses registered for the fall and spring semesters; however, fees for some supplies and services are not included (see below). The tuition fee also includes recreational privileges (use of private tennis courts, swimming pool), Student Government Association membership, residence hall dues, attendance at many on-campus cultural events, limited student health center services, all issues of the student newspaper (*Stephens Life*), and a student identification card.

### **Room:**

Room rates vary depending on the following building options:

Roblee:	\$2,705 per semester
Pillsbury:	\$2,705 per semester
Searcy:	\$2,504 per semester
Prunty:	\$2,504 per semester
Tower:	\$2,705 per semester
Hillcrest:	\$2,425 per semester

Students are billed for a single room. A \$500 reduction per semester is granted to students with a roommate.

### **Board:**

Board charges vary depending on the following meal plan options:

10-meal/\$100 flex cash/semester:	\$1,705
12-meal/\$100 flex cash/semester:	\$1,765
14-meal/\$200 flex cash/semester:	\$1,825
17-meal/\$0 flex cash/semester:	\$1,910

All changes in meal plans must be requested within the first two weeks of classes.

### **Other Fees for Supplies and Services:**

*Air conditioning:* \$500 per year per room

*Wireless Internet:* \$175 per year

*Applied music lessons:* \$140 per semester credit hour

*Equestrian Science:* Riding (\$500 per class each semester);  
boarding a horse (\$3,825 for 9 months). Contact Equestrian Department regarding criteria for acceptance and space availability.

Additional lab fees and supply fees are listed in the schedule of courses for each semester. Additional tuition, at the per-course fee in effect at the time, is charged for summer programs and for independent studies registered during intersession periods. A separate fee schedule is published each year for off-campus programs sponsored by Stephens College.

Personal expenses, such as laundry, linens, books and incidentals, transcript fees, and graduation fee, are the responsibility of the student.

*The College reserves the right to adjust fees subsequent to the publication of this catalog.*

#### Terms of Payment

Payment of charges for tuition, fees, room and board is the obligation of the student. Tuition, Room and Board fees must be paid with one of the options described below.

#### EFT Ten-Month Plan

Installment plan consisting of five monthly payments per semester, each consisting of one fifth of all charges incurred for the semester, after application of financial aid offered through Stephens College. This plan requires a payment of a one-time per year setup charge of \$25. Please return this payment with the Payment Plan Agreement Form, along with a voided check. By selecting this option, you are authorizing Stephens College to deduct this monthly amount from your checking or savings account on the last business day of each month from August through May. This process will be done by an electronic funds transfer (EFT). On your monthly billing statement, Stephens College will inform you at least 15 days before each EFT of the amount to be charged to your checking or savings account. No finance charge will accrue on this plan. Stephens College reserves the right to remove you from this plan and consider all fees due and payable for failure to pay two or more consecutive installments. If removed from this plan, the account will accrue a monthly finance charge of 1% on the unpaid balance. After May 31, all accounts will accrue a monthly finance charge of 1% on the unpaid balance.

#### Semester/Non-EFT Ten-Month Plan

Installment plan consisting of five monthly payments per semester, each consisting of one fifth of all charges incurred for the semester, after application of financial aid offered through Stephens College. The difference is that the payments are made to the college in the form of cash, check, or credit card. Payments will not be deducted directly from a checking or savings account. Each payment is due by the last working day of each month from August through May. The minimum amount due will be clearly printed on your billing statement. A monthly finance charge of 1% will accrue on any unpaid balance. Finance charges may be avoided only by payment in full of the account balance.

#### Application of Financial Aid

The Accounting Office applies financial aid funds to student accounts in the following order:

1. Pell Grant funds
2. FSEOG funds
3. Perkins loan funds
4. Stafford loan funds
5. PLUS loan funds
6. Institutional merit-based aid
7. Institutional performance-based aid, aid based on residency location, & tuition waivers
8. Institutional need-based aid
9. Outside Scholarship funds

## 10. Alternative Loan fund

If Federal Student Aid funds (items 1-5 above) cause the account to have a credit balance, the Accounting Office will issue a check to the student or parent (based on which aid caused the credit balance), within 14 days of the funds being credited to the student's account.

Additional Information about financial aid is available from the Financial Aid office and in the Financial Aid section of this catalog.

### Failure to Pay

After the initial bill for the fall and spring semesters, tuition and fees accounts will be billed a monthly finance charge of 1% of the outstanding balance. Prior to re-enrolling for the next semester, a student who has an outstanding balance must make satisfactory financial arrangements approved by the Office of Accounting.

A "hold" is placed on the transcripts and diplomas of students with outstanding balances. It is removed only when the obligation is paid in full. Stephens College will not release the transcript or diploma of anyone subject to such a financial "hold."

### Withdrawal and Refund Policy

Complete withdrawal prior to first day of class

Except for a \$100 administrative fee, Stephens will refund all of the student's tuition and fees if he or she cancels his or her enrollment before the first day of the semester.

Complete withdrawal after the first day of class, but prior to 60% completion of the semester:

In the event that a student completely withdraws, after the first day of classes, either voluntarily or at the request of the College prior to 60% of the completion of the semester, a pro-ration of tuition, room, and board is calculated based on the number of days attended compared to the total number of days in the semester. Calendar days (including weekends) are used, but breaks of at least 5 days are excluded. The student's tuition, room, and board charges are credited and financial aid is charged back to the student's account according to this pro-rata share of time spent at the institution. Federally funded aid will be charged back in accordance with Federal regulations in the following order: Unsubsidized Federal Stafford loans, Subsidized Federal Stafford loans, Federal Perkins loans, Federal PLUS (Parent) loans, Federal Pell Grants, Academic Competitiveness Grant, National SMART Grant, and Federal SEOG (Supplemental Educational Opportunity Grant). "Official" notification of withdrawal must be given to the Dean of Students in all cases of voluntary withdrawal. "Official" notification is a verbal or written notice provided to the Dean of Students. If no "official" notice is given, the documented last date of attendance will be used.

Complete withdrawal after 60% completion of the semester:

After the 60% point in the semester, a student will be charged 100% of all fees and will be deemed to have earned 100% of their financial aid.

### Refund of Fees

If a student changes her class schedule during the first three weeks of classes, fees will be added or deducted at 100% of the charge. Beginning with the first day of the fourth week of classes, no adjustment to the additional fees for a course will be made.

#### Partial Withdrawals

Refunds of tuition and financial aid will not be calculated for partial withdrawals.

#### Summer Session Withdrawal and Refund Policy:

The above policy also applies to the summer session.

#### Student IDs

With the Identification card, a student may cash checks , obtain a Stephens postal box and be given ticket discounts for most Stephens Macklanburg Playhouse productions. It may also be used as a debit card at the Bookshelf after funds are deposited into the debit account. Please contact the Bookshelf for details.

#### Returned Checks

Writing a check without sufficient funds is a violation of state law, and the violator is subject to prosecution. A check returned to the College due to insufficient funds will result in a \$10 charge plus the amount of the check.

## Financial Aid

Stephens College understands that a college education represents a major financial investment for a student and her family. This financial investment may be beyond the resources of the student who otherwise has the academic and personal qualifications needed to experience a successful college career at Stephens. The following information is to acquaint you, the student, and your parents with alternatives that can be provided to assist you in financing your higher education.

As an institutional commitment, Stephens College endeavors to provide assistance to its admitted students who demonstrate financial need. This assistance is made possible through the generosity of friends of the College, alumnae, state and federal government programs and the College itself. More than 80 percent of Stephens students receive financial assistance from the College.

There are two basic categories of financial assistance: (1) scholarships that are based on academic ability and special skills; and (2) financial aid that is awarded on the basis of need. The chart below is a summary listing of various types of scholarships and financial aid available at Stephens College through Federal, state and institutional sources.

## Student Cost of Education

In planning to attend Stephens College, a student should expect the following typical costs for an academic year based on the 2008-2009 residential fee structure.

Tuition and General Fees: \$ 23,000

Single room: \$ 5,080

Board: \$ 3,650

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**TOTAL DIRECT FEES:** \$ 31,730 (includes amount for 14-meal/\$200 flex cash)

**Additional Estimated Expenses:** (Books, supplies, etc.) \$ 3,215

These fees are subject to change at the discretion of the Stephens College Board of Trustees. In addition, allowances for transportation costs of at least two (2) round trips per academic year from your residence to campus should be anticipated. The Office of Financial Aid will consider the total cost of education, which consists of the above items, when awarding financial aid.

Educational costs of independent students and nonresidential students will vary from the above amounts. Please contact the Financial Aid office for the exact costs of attendance for these categories of students.

## Academic Standing Criteria for Financial Assistance

Students receiving financial aid must fulfill certain criteria to determine that they are in good standing and maintaining satisfactory progress in their course of study. For financial assistance purposes, a full-time student must maintain satisfactory academic progress defined as successful completion of at least 66.7% of their attempted classes with a cumulative 2.0 GPA. Students who carry a normal load of 15 semester hours per semester, who maintain a 2.0 cumulative GPA and who meet other degree requirements, can expect to receive a baccalaureate degree in four academic years. For purposes of financial aid, Stephens College sets a maximum time frame of six academic years for a full-time student to complete a baccalaureate degree. At the end of each semester, a determination of continued eligibility for financial assistance is made. Any student who fails to meet the established criteria will be placed on financial probation for one semester. Continued failure to meet the established criteria will result in financial assistance suspension and loss of all eligibility for financial assistance.

In the case of a student who made satisfactory progress after the semester on financial aid probation, but in a later semester fails to meet the established criteria again, that student may receive one more

semester on probation but will have her financial assistance suspended if any future semesters are below the established criteria. Students may not have two probationary semesters in a row, and students will not receive more than two probationary semesters total, except in the case of a special circumstance, which will be determined on a case by case basis.

In the event of loss of eligibility for financial assistance due to extenuating circumstances, the student may appeal to an Appeals Committee for reinstatement of financial assistance eligibility. The student must complete the Financial Assistance Appeal Statement, which is available from the Director of Financial Aid, prior to the add/drop deadline for the semester in which eligibility was lost. Examples of extenuating circumstances, which must be documented by the student and which would be considered by the Appeals Committee, include the death of a relative of the student or an injury or illness of the student. Where there are no extenuating circumstances, the student may petition for reinstatement of financial assistance eligibility when she subsequently obtains academic standing consistent with the established criteria as stated in the first paragraph of this section.

Successful course completion requirements for financial assistance eligibility will be pro-rated for transfer, three-quarter and half-time students. GPA requirements are the same for part-time students as for full-time students.

For transfer credits, only accepted transfer coursework will be considered in the calculation for successful completion toward the maximum time frame. We do not count the grades on these transfer credits toward the 2.0 cumulative GPA requirement.

For withdrawals, any grades of "W" are included in the number of hours attempted each semester. Since grades of "W" are taken into consideration when calculating the percentage of hours completed over hours attempted, they can cause a student to earn less than the required 66.7% successful completion of their coursework and thus fail to make satisfactory academic progress.

For incomplete grades, students have one semester to complete the necessary coursework. We do not count the courses as completed until a traditional grade has been assigned. We will assess the satisfactory academic progress requirements for those courses once the grade has been assigned.

Students are allowed to repeat certain courses to replace previously earned grades. There is no limit on the number of times the student can repeat a course to earn a new grade, however, students can only repeat each course up to three times while receiving financial aid. Only the new grade will be used to calculate a student's GPA but credits from all attempts will be used for calculating the percentage of successful completion for the maximum time frame.

### Eligibility for Financial Assistance

To establish eligibility for need-based institutional, federal and state financial assistance, students must complete a need analysis form. Stephens College requires the Free Application for Federal Student Aid (FAFSA). Completion of this form establishes what the student's family can reasonably be expected to contribute to the student's education.

The expected family contribution (parents' contribution plus student contribution) is subtracted from the cost of education (as discussed under "Student Cost of Education") to determine the amount of financial assistance for which the student is eligible.

Students who have been determined eligible for financial assistance are offered a financial aid "package" consisting of various types of assistance such as grants, scholarships, loans and student employment. Financial aid award notices will be sent to each student applying for financial assistance. The award letter

will list each amount of financial assistance offered. The student may accept or decline any portion of the award offered.

All students who complete the financial assistance process by the publicized priority deadline (March 15) will be given first consideration in awarding financial assistance. Applications received after the priority deadline will be considered only if funds are available.

#### How to Apply for Financial Aid

1. Apply for undergraduate admission to Stephens College. The student must be accepted for admission before financial aid can be awarded. Students may apply for admission as early as September 1 to be considered as candidates for merit-based institutional scholarships. Scholarships will be awarded from October through May. All students who are accepted for admission will be considered as a candidate for these scholarships if they meet the academic criteria.
2. Complete the Free Application for Federal Student Aid (FAFSA) as soon after January 1 as possible. The Stephens College priority deadline is March 15. For Missouri residents, the deadline for state aid is April 1. This form should be completed either via Internet at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or on the paper form which can be printed from the website, and submitted to the Department of Education. Be sure to designate Stephens College as a recipient of the results of this FAFSA form by including the Stephens College school code: 002512. Upon receipt of the required form from the processing service, the Stephens College Office of Financial Aid will analyze the report to determine eligibility for assistance. The basis for computing financial need is the difference between the cost of education and the expected family contribution (EFC) as established by the need analysis form.

\*We will process any enrolled students who have not completed a FAFSA prior to July 1 as "Scholarship Only" students, unless and until a FAFSA has been completed. Financial Aid notices will be sent prior to the August billing cycle if students are eligible for any non-need-based scholarships or awards.

3. Certain students (approximately 30 percent) will be selected for verification under federally mandated guidelines. The family will be asked to provide a signed photocopy of the student and parents' most recent U.S. income tax return and W-2 forms, and fill out an institutional verification form. Therefore, we recommend that you keep copies of tax returns.
4. You must reapply each year for financial assistance.

Applications for financial assistance should be received by the March 15 priority deadline. Financial aid decisions will be made after completing the steps listed above. Late applications will be considered only if funds are available.

#### Sources of Financial Aid

Stephens College provides financial assistance through Federal aid, state-administered aid, gifts from alumnae, parents, friends, faculty and staff, business firms, foundations, trusts, corporations and the Columbia community.

In addition to its own funds, Stephens College participates in the following federal programs: the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Academic Competitiveness Grant and SMART Grant, Federal Perkins Loan, Federal Work Study Program (FWS), Federal Subsidized Stafford Student Loan, Parent Loans for Undergraduate Students (PLUS) and Unsubsidized Stafford Student Loan for independent students as defined by the federal regulations.

#### Institutional Merit-Based Aid

### ***Freshman Scholarships:***

#### **High Honors Scholarship**

High school GPA of 3.60 to 4.00. ACT 27 +, SAT I 1300 +. \$8,000 to \$10,000 per year. Renewable. Must maintain a 3.0 cumulative GPA.

#### **Presidential Scholarship**

High school GPA of 3.00 to 3.50. ACT 25 +, SAT 1070 +. \$6,500 to \$8,000 per year. Renewable. Must maintain a 3.0 cumulative GPA.

#### **Stephens Award**

High school GPA of 2.5 to 2.9. ACT 20 +, SAT 1000. \$2,000 to \$6,000 per year. Renewable. Must maintain a 2.5 cumulative GPA.

#### **Leadership Award**

Freshmen with outstanding achievements. \$1,000 to \$3,000 per year. Renewable by earning Leadership points through participation in scheduled events and activities. Must maintain a 2.5 cumulative GPA.

#### **A+ Leadership Award**

Missouri resident, verified participation in the A+ program. \$1,000 per year. Renewable. Must maintain a 2.0 cumulative GPA.

### ***Transfer Students Scholarships:***

#### **Phi Theta Kappa Founders Scholarship**

AA degree and 3.0 + GPA. \$7,000 to \$10,000 per year. Renewable. Must maintain a 3.0 cumulative GPA.

#### **Transfer Scholarship**

12+ hours of transfer credit with 3.0 + college GPA. \$7,000 to \$10,000 per year. Renewable. Must maintain a 3.0 cumulative GPA.

#### **Transfer Award**

12+ hours of transfer credit with 2.5 + college GPA. \$5,000 to \$6,000 per year. Renewable. Must maintain a 2.5 cumulative GPA.

Institutional and Federal Need-Based Aid

#### **Stephens Grants**

Full-time students (non-apprentices only) with proven financial need. Value varies with established need.

#### **Missouri Grant**

Full-time student (non-apprentices only) from Missouri . Family must have resided there one full year prior to student's enrollment. Renewable as long as family continues to reside in Missouri . \$1,200 per year.

#### **Neighbor Grant**

Full-time student (non-apprentices only) residing in a state bordering Missouri ( Iowa , Illinois , Kansas , Tennessee , Arkansas , Oklahoma , Nebraska ). Family must have resided there one full year prior to student's enrollment. Renewable as long as family continues to live in state neighboring Missouri . \$1,500 per year.

#### **Midwest Student Exchange Program (MSEP)**

Freshmen (non-apprentices only) residing in Kansas , Michigan , Minnesota , Nebraska , Wisconsin or North Dakota ; Student must indicate "MSEP Applicant" on Application for Admission. Award equals 10% of tuition each year.

#### **Sister Grant**

Sisters concurrently enrolled full-time in Stephens College will receive award. \$500 per year.

#### **Alum Referral Grant**

Full-time students (non-apprentices only) referred to Stephens College by an alum completing a referral form. \$500 per year.

#### **UPHA Awards**

Full time students who are members of the United Professional Horsemen's Association. Renewable. Must continue membership in UPHA and maintain a 2.0 cumulative GPA to renew. \$1,000 per year.

#### **Tuition Remission Awards**

Awards such as the Faculty/Staff Grant, CIC Tuition Exchange and TE Tuition Exchange, students may receive up to the cost of tuition less all other federal, state and institutional aid as long as the student continues to qualify for each program.

#### **Stephens Study Abroad Scholarships**

Awarded by the Study Abroad Committee, only for the semester(s) the student is studying abroad. Amount varies.

#### **Federal Pell Grant**

Full- or half-time undergraduate students meeting program requirements. Up to \$5,350 for the 2008-2009 academic year.

#### **Federal Supplemental Education Opportunity Grant**

Undergraduate students with proven financial need, who also receive the **Pell Grant**. Value varies. Maximum cumulative to \$9,000 for undergraduate program; \$4,500 maximum for first two years of study.

#### **Academic Competitiveness Grant**

First- and second-year undergraduate students with proven financial need, who also receive the Pell Grant, and who have completed a "rigorous program of study" in high school, as defined by the Federal Government; \$750 for 1st year students; \$1,300 for 2nd year students.

#### **SMART Grant**

Third- and fourth-year undergraduate students with proven financial need, who also receive the Pell Grant, and who major in one of the five Federally approved majors (mathematics, science, technology, engineering, or critical foreign languages); \$4,000 per year.

#### **Federal Perkins Loan**

Undergraduate students with proven financial need. Value varies. Cannot exceed \$4,000 per year.

#### **Federal Work Study Program (FWS)**

Undergraduate students with proven financial need. Value varies according to need. Paid hourly rate (minimum wage) every two weeks. Students must earn these funds.

#### **Stephens Employment Program**

Full-time undergraduate students with preference to financial aid students. Value varies. Paid hourly rate (minimum wage) every two weeks.

#### **Federal Stafford Student Loan Program (subsidized and unsubsidized)**

Full- or half-time students meeting program requirements. Up to \$3,500 per year for freshmen; \$4,500 per year for sophomores; \$5,500 per year for juniors and seniors.

#### **Parent Loans for Undergraduate Students (PLUS)**

Full- or half-time students meeting program requirements. Cost of education less other financial aid.

**Federal Stafford Additional Unsubsidized Loan**

Full- or half-time students meeting program requirements who are independent or dependent students denied PLUS. Up to \$4,000 for freshmen and sophomores; up to \$5,000 for juniors and seniors. For the 2008-09 academic year, dependent students may receive up to \$2,000 with no parent PLUS loan denial needed. Independent students may also receive up to \$2,000 more for a total of up to \$6,000 for freshmen and sophomores and up to \$7,000 for juniors and seniors.

## State-Administered Programs

**Access Missouri Program**

Legal residents of Missouri with proven financial need. Full-time undergraduate students. Amount varies based on availability of state funds each year. Renewable by application with continued determined need. Free application for Federal Student Aid (FAFSA) must be processed by April 1.

**Missouri Bright Flight Scholarship Program**

Missouri resident with composite ACT or SAT I score in top 3% of all Missouri students. \$2,000 per year.

## Other Sources of Financial Aid

**Veterans Administration (G.I. Bill)**

Veterans, widows of veterans and children of disabled or deceased veterans. Value varies.

**Rehabilitation Commission**

Students with certain physical or emotional disabilities. Value varies.

**Local Awards**

Value varies.

**Reserve Officer Training (ROTC)—Army, Navy, Air Force**

Full-time undergraduate students who are physically qualified. Three-year and two-year scholarships available. Tuition, fees, books and monthly subsistence for duration of scholarship.

Degrees, Credit, Calendar

[The Bachelor of Arts Degree](#)

[The Bachelor of Fine Arts Degree](#)

[The Bachelor of Science Degree](#)

[Associate in Arts Degree](#)

[Double Majors/Dual-Degree Programs](#)

[Minors](#)

[Concentrations](#)

[Application for a Degree, Graduation](#)

[Academic Residency Requirement](#)

[Waivers of Degree Requirements or Other Academic Policies](#)

Stephens offers three baccalaureate degree programs: bachelor of arts, bachelor of fine arts, and bachelor of science. The associate in arts degree is also available.

At Stephens, course credit is counted in semester hours. Some courses are completed in a semester, some are completed in a session (half a semester); however, the same amount of instructional time is scheduled for courses receiving the same amount of credit, whether taught in the semester or session format. Credit transferred from other regionally accredited colleges or universities is converted into semester hours.

The Stephens academic calendar consists of first semester (fall term) and second semester (spring term). There are at least 70 instructional days in a semester, plus a final examination period. Each semester contains two sessions. Summer programs are offered in some residential and performing arts programs.

Semester I (Fall Term)

15 weeks

*Session 1: 7.5 weeks; Session 2: 7.5 weeks*

Semester II (Spring Term)

15 weeks

*Session 3: 7.5 weeks; Session 4: 7.5 weeks*

Students are held responsible for knowing the academic policies and procedures of the College, as published in the catalog, the course schedule and advising materials. Degree programs are planned in accordance with the catalog of the year the student entered Stephens. Faculty advisers, program chairs, support staff and student life and academic administrators of the College welcome the opportunity to assist students as they plan a degree program. Potential graduates are required to file a degree plan and an application for graduation with the registrar at least one semester prior to the semester in which they expect to receive a degree. A graduation fee of \$100.00 will be charged. The registrar and department chairs evaluate each senior's degree plan. Students and their advisers receive copies of the evaluations. When deficiencies are identified in a degree plan, it is the student's responsibility to make the necessary adjustments that will allow them to complete graduation requirements.

General Degree Requirements: Bachelor of Arts, Bachelor of Fine Arts and Bachelor of Science Degrees

The following general requirements apply to students in the residential program who earn the bachelor of arts degree, the bachelor of fine arts degree or the bachelor of science degree. A student in the residential program is one admitted through the Office of Admissions, regardless of where the student resides.

Academic Residency Requirement

Academic residency for the residential program is met by one of the following: full-time enrollment for at least seven semesters, full-time enrollment for at least six semesters with at least 12 hours of advance placement or college hours earned before initial enrollment, or full-time enrollment (12 semester hours) for at least three semesters for transfer students. Part-time students meet the academic residency requirement. The last 15 semester hours of credit in all degree programs must be earned through Stephens College or its programs. Under certain circumstances this requirement may be waived with permission from the student's academic adviser and the registrar.

#### Application for a Degree, Graduation

Potential degree candidates receive and must file degree-check materials and a degree application with the registrar at least one semester prior to the intended date of graduation. A graduation fee of \$100.00 will be charged. Associate and baccalaureate degrees are granted in December, May and August to students who qualify. Commencement is held only in May of each academic year. Students who graduated the previous December and those who file a plan with the registrar that enables them to graduate the following August may participate in May Commencement.

#### Waivers of Degree Requirements or Other Academic Policies

Under unusual or extraordinary circumstances, some students will have reason to petition for the waiver of an academic policy or procedure. Such students submit a written petition to the Academic Standing Committee for consideration. Supportive statements written on behalf of the student by the faculty adviser, other faculty or a student life staff member are usually requested by the committee. After thoughtful consideration of the petition, a decision is made by the committee and communicated to the student.

#### Degrees

A baccalaureate degree requires completion of at least one major. Students are expected to declare a major prior to attaining junior standing. General information about the types of degrees offered at Stephens is given below. Specific information about the requirements for each major is found in the academic sections of the catalog.

#### The Bachelor of Arts Degree

Bachelor of arts degrees may be in a single-discipline, interdisciplinary or student-initiated major.

A bachelor of arts degree includes at least 24 semester hours of specified credit, of which at least 15 semester hours must be at or above the 300 level. As many as 45 semester hours may be required in the major, including those specified in the prefix of the major and those specified in other prefixes. The last 15 semester hours in all degree programs must be earned through Stephens College or its programs.

A student-initiated bachelor of arts degree, including the liberal studies major, is subject to the above guidelines and is planned by the student in conjunction with her adviser and the department chairs or coordinators who represent the primary disciplines that will comprise the major. Declaration forms and guidelines are available in the Office of the Registrar.

#### The Bachelor of Science Degree

Bachelor of science degrees may be in a single discipline, interdisciplinary or student initiated major.

A bachelor of science degree includes at least 45 semester hours of specified credit, of which at least 15 semester hours must be at or above the 300 level. As many as 57 semester hours may be required in the

major, including those specified in the prefix of the major and in other prefixes. The last 15 semester hours of credit in all degree programs must be earned through Stephens College or its programs.

A student-initiated bachelor of science degree is subject to the above guidelines and is planned in conjunction with the faculty adviser and the department chairs who represent the primary disciplines that will comprise the major. Declaration forms and guidelines are available in the Office of the Registrar.

### The Bachelor of Fine Arts Degree

Bachelor of fine arts degrees may be in a single discipline, interdisciplinary or student-initiated major.

The bachelor of fine arts degree must include at least 60 semester hours of specified credit of which at least 15 semester hours must be at or above the 300 level. A bachelor of fine arts degree may specify up to 75 semester hours of required credit in the major, including those to be taken in the prefix of the major and those to be taken with other prefixes. The last 15 semester hours of credit in all degree programs must be earned through Stephens College or its programs.

A student-initiated bachelor of fine arts degree is subject to the above guidelines and is planned in conjunction with the faculty adviser and the department chairs who represent the primary disciplines that will comprise the major. Declaration forms and guidelines are available in the Office of the Registrar.

### Minors

Students completing a baccalaureate degree program may elect to include a minor, as offered by the academic areas of the college; there is no student-initiated minor. The requirements for minors are found in the academic sections of the catalog. A minor requires a minimum of 15 semester hours, of which 6 semester hours must be 300-level or above. Students may elect additional courses in the prefix of the minor, up to a maximum of 24 hours. Lower-level courses required for a major, but not in its prefix, may also count toward a minor (not applicable to interdisciplinary majors). Minors completed are recorded on the student's academic record but not on the diploma.

### Concentrations

A concentration consists of 15 to 24 semester hours organized exclusively for inclusion in the liberal studies major. The concentration may be disciplinary, interdisciplinary or interdepartmental. One advanced-level course (3 semester hours) is to be designated as the capstone (senior requirement) course.

### Double Majors or Minors and Dual-Degree Programs

Students may earn a double major by completing all general and specific requirements for two majors that are available in the same degree program, after which a single diploma is awarded. A double minor may be completed in any baccalaureate degree program. Students who complete the general and specific requirements that pertain to two degree programs, such as a bachelor of arts major and a bachelor of science major, and who complete a minimum of 150 semester hours, will receive a diploma for each degree program. A dual-degree may require additional semesters to complete. Double majors or dual degrees may not be earned within the same department or combination of departments, if the major is interdisciplinary.

### Associate in Arts Degree

The associate in arts degree signifies completion of a two-year academic program, primarily in the liberal arts. The associate in arts degree may be conferred in December, May or August. Applications for this

degree must be filed in the Office of the Registrar one semester in advance of the date on which the degree is to be awarded (the graduation fee will be charged). The requirements are as follows:

- **Residency:** Students who enter as freshmen must be a full-time student for at least four semesters; transfer students must enroll full-time for at least two semesters. Part-time students must earn 24 semester hours through Stephens to meet the residency requirement. The last 15 semester hours in the degree program must be earned through Stephens College.
- **Liberal Arts:** Completion of all lower division liberal arts courses including Composition I and II or its equivalent.
- **Number of Courses and GPA:** A minimum of 60 semester hours of college-level credit and a cumulative GPA no lower than 2.0 (C) are required.

## Majors and Minors

Stephens' educational environment draws its strength from a unique blend of career-professional, fine arts and liberal arts programs in three baccalaureate degree programs. The majors and minors available are listed below.

### **Majors**

#### **Biology**

#### **Creative Writing**

#### **School of Design and Fashion**

Fashion Communication  
Fashion Design and Product Development  
Fashion Marketing and Management  
Graphic Design  
Interior Design

#### **Education and Psychology**

Certification in Early Childhood Education  
Certification in Elementary Education  
Human Development and Child Study  
Psychology

#### **English**

#### **Business and Marketing**

Accounting  
Entrepreneurship & Business Management  
Marketing: Public Relations & Advertising

#### **Equine Studies**

Equine Business Management  
Equine Instruction and Training

#### **Legal Studies**

#### **Liberal Studies Concentrations**

Child Development  
Early Childhood Education  
English and Women's Studies  
Studio Art  
Writing and Language

#### **Mass Media**

Broadcast Media (TV and Radio)  
Journalism  
Public Relations

#### **School of Performing Arts**

Dance  
Digital Filmmaking  
Theatre Arts  
Theatre Management  
Theatrical Costume Design

### Student-Initiated Majors

### **Minors:**

#### **Animal Science (with Univ. MO-Columbia )**

#### **Art History**

#### **Biology**

#### **Business**

Finance  
Marketing  
Management

#### **Chemistry**

#### **Creative Writing**

#### **Dance**

#### **Digital Filmmaking**

#### **Education**

#### **English**

#### **Equine Science**

#### **Graphic Design**

#### **Interior Design**

#### **Language and Culture**

#### **Legal Studies**

#### **Mass Media:**

Broadcast Media  
Print Media  
Public Relations

#### **Mathematics**

#### **Music**

#### **Psychology**

#### **Special Events Planning**

#### **Theatre**

#### **Visual Arts**

#### **Women's Studies**

#### **Writing and Language**

The student-initiated major (SIM) is available for the student whose academic interests, abilities and career goals are not directed toward a traditional major. This nontraditional major is designed by the student with the assistance of a faculty planning committee. Student-initiated majors, such as fashion-art, biology-dance and mass communication-women's studies, are drawn primarily from and named by two or more disciplines offered in a major or minor at Stephens College. Transfer credit may be included in a student-initiated major only when the courses are approved by the appropriate department chair(s) to substitute for courses within the discipline that offers the major or minor. A student-initiated major may plan to incorporate study abroad, such as the Cambridge Program or the Institute for European Studies, as well as programs that are available through other accredited colleges or universities.

To explore the possibilities of a student-initiated major, a student discusses her interests with the faculty adviser. When plans progress, a planning committee is formed which includes the student, the adviser and department chairs from the primary disciplines or faculty members who represent particular academic or career interests. The student writes a rationale for the major and prepares a projected four-year academic plan that is inclusive of all degree requirements. The proposal must meet the general guidelines for a major in the bachelor of arts, the bachelor of science or the bachelor of fine arts degree programs. The original proposal is subject to discussion and revision until approved by the planning committee and reviewed by the registrar. Once approved, the plan for the major is forwarded to the Office of the Registrar where it becomes a permanent part of the student' academic record. The application and approval process is to be completed by the end of the students' sophomore year, usually the fourth semester of full-time enrollment. Transfer students entering with junior standing will be allowed one semester for the approval process to be completed.

The liberal studies major is another form of student-initiated major in which the student combines study in selected concentrations and minors.

Guidelines for the preparation of a proposal for a student-initiated major are available in department offices and the Office of the Registrar. A form for declaring a Liberal Studies major is also available in the Office of the Registrar.

## Preprofessional Study

### Law

Stephens College offers excellent preparation for students interested in a law career. The Association of American Law Schools (AALS) recommends that students who wish to enter law focus their preparation on advanced skills in reading, writing and speaking; logical and analytical reasoning; and creative thinking. An understanding of human institutions and values, especially those affected by law, is also important. "Taking demanding courses with the best teachers" can develop the mental capacity for exacting work and study.

To prepare students for law school, Stephens College offers both a major and a minor in Legal Studies along with a Three-Three J.D. Program, which provides high-caliber, highly motivated students the opportunity to earn a law degree (J.D.) in six years rather than the traditional seven years. The Three-Three J.D. Program permits qualified students to begin law school at the University of Missouri at Columbia after completion of three years of undergraduate courses at Stephens. After completing the first year of law school (full-time, 30 semester hours) in academic good standing (grade of 70 or above), the student earns a bachelor's from Stephens College.

### Medicine, Dentistry and Veterinary Medicine

The Stephens College Department of Natural Sciences specifically offers a dynamic pre-professional course of study for women. The professions of medicine, dentistry and veterinary medicine require advanced study at a professional school and require the following pre-professional course of study to be completed by the spring semester of the year in which admission is sought.

- a. English Composition/Research requirement (6 hrs.)
  - b. Mathematics up to, but not including calculus (however, many professional schools require one full year of calculus) (3-6 hrs.)
  - c. College Chemistry I and II with Laboratory (4 hrs., 4 hrs.)
  - d. Organic Chemistry I and II with Laboratory (4 hrs., 4 hrs.)
  - e. Physics I and II with Laboratory (Algebra based) (4 hrs., 4 hrs.)
  - f. Investigations in Biological Concepts I and II (4 hrs., 4 hrs.)
  - g. 9-15 semester hours in social science and/or humanistic studies

Some schools may require additional courses of study in biochemistry, nutrition, statistics or animal science. Students may wish to take these courses at Stephens College or at the University of Missouri–Columbia through the Mid-Missouri Associated Colleges & Universities (MMACU). Stephens College offers exciting and demanding courses to meet the pre-professional requirements taught by a talented, diversified and dynamic team of faculty who focus especially on women's education in the sciences.

## Special Programs

Academic Partnerships (*qualified students only*)

### **Accounting**

B.S. from Stephens College [Entrepreneurship and Business Management](#)

M.Acc. from the University of Missouri–Columbia

### **3:3 J.D. Law Program** [Law Partnership](#)

Bachelors degree from Stephens College

J.D. from the University of Missouri-Columbia School of Law

### **3:2 Occupational Therapy Program in Biology** [Natural Sciences](#)

B.A. from Stephens College

Master's in Occupational Therapy from Washington University (St. Louis)

### **3:2 Physicians Assistant Studies Program** [Natural Sciences](#)

B.A. from Stephens College

Master of Physician Assistant Studies from Chatham University (Pittsburgh)

### **Doctor of Physical Therapy Program** [Natural Sciences](#)

B.S. from Stephens College

Doctor of Physical Therapy from Chatham University (Pittsburgh)

### **3:2 Equestrian Science/Occupational Therapy** [Equestrian Science](#)

B.A. in Equestrian Science from Stephens College

Master's in Occupational Therapy from Washington University (St. Louis)

## Law Partnership

The Three-Three J.D. Program provides high-caliber, highly motivated students the opportunity to earn a law degree (J.D.) in six years rather than the traditional seven years. This program permits qualified students to begin law school at the University of Missouri at Columbia after completion of three years of undergraduate courses at Stephens. After completing the first year of law school (full-time, 30 semester hours) in academic good standing (grade of 70 or above), the student earns a bachelor's from Stephens College.

## The House Plan

The House Plan, a combined living-learning experience currently housed in Pillsbury Hall, began in the 1960s with Ford Foundation support; it has become a permanent feature of Stephens College. The House Plan offers a program for freshmen honor students interested in taking basic, related liberal arts courses under the leadership of a team of teachers. House Plan students quickly develop a feeling of community and rapport with their teachers and student staff who are former House Plan participants.

## Study Abroad

Stephens College expands the boundaries of the campus with a wide variety of overseas study opportunities. At a given moment Stephens women may be found studying in Cambridge; at London College of Fashion or elsewhere in the British Isles; in Australia, Israel, France, South Korea, Spain, Ecuador, Denmark, Austria, Switzerland or Norway; in Africa or the Far East; or doing internships in London or Paris. Stephens students may select from hundreds of academically sound, well-regarded programs offered by the approved, credit-granting institutions listed in the catalog of the Council on

International Educational Exchange. Students who plan to take advantage of these opportunities obtain advance approval for transfer credit and financial aid.

Students must have completed a minimum of one year in residence at Stephens and have a cumulative GPA of 3.0 or better to qualify for study abroad. They must re-enroll at Stephens College for a minimum of one semester after their study abroad experience to qualify for financial aid.

#### Cambridge Program

Stephens College began its Cambridge Program in 1973 to offer its students the opportunity to study—for Stephens credit—in Cambridge, England, for a full year.

The program is restricted to juniors and seniors who have at least a 3.4 cumulative GPA, an ACT score in Math and English of 29 and are well recommended by their Stephens professors and advisers.

#### Ewha Woman's University

Ewha Woman's University, situated in Seoul, Korea, is a university of 20,000 women where Stephens students have an opportunity to study for full academic credit. Students may attend this university for a semester, year or summer program. Beginning classes are taught in the Korean language, however all other classes offered to Stephens students are taught in English.

#### Pontificie Universidad Católica del Ecuador (P.U.C.E.)

Students whose interest is in Latin America may choose to attend P.U.C.E. in Quito, Ecuador. This program is geared toward students who have a fair knowledge of the Spanish language, as all classes are taught in Spanish.

#### Summer Sessions Abroad

Stephens College has recently developed a series of new summer seminar programs led by Stephens faculty. Destinations have included such places as Florence, Italy; Paris, France; Japan; and Costa Rica.

Additional information is available through the Study Abroad office.

## Liberal Arts Program

As Stephens' Mission Statement explains, the Liberal Arts curriculum grounds all the College's degree programs, striking an appropriate balance between preparing students for the careers they hope to pursue and educating them for the lives they'll lead in the 21st century. The College provides for all students, regardless of their majors, a women-centered, globally-oriented, ten-course, thirty-semester hour Liberal Arts Program. Within that program, students take four Core Courses, four Learning Community Courses, and two Choice Courses. All students take required Liberal Arts Program (LBA) courses unless they bring to the College advance placement, international baccalaureate or transfer credit that matches these requirements. All Liberal Arts courses, regardless of the topics they cover, provide opportunities for students to sharpen their critical thinking and communication skills.

In addition to the LBA courses they take to fulfill LBA program requirements, students may take other LBA courses for elective credit. Departments may approve various LBA courses as electives in their majors and minors. LBA courses may not count as required courses in any major or minor.

### Core Courses - 12 semester hours

Students take the composition sequence of courses during their first two semesters.

- Composition 1 - (3 hrs)
- Composition 2 - (3 hrs.)

### Sophomore Seminars - 3 hrs.

Students select one of the two Sophomore Seminars during their second year.

- Government and Economics- Fall Semester (3 hrs)
- Global Village- Spring Semester (3 hrs)

### LBA Global Ethics - 3 hrs.

- Global Ethics Offered Fall and Spring(3 hrs.)

### Learning Community Courses - 12 semester hours

Students take four area studies courses during their first and second years within a mixed-major Learning Community:

- Cultural Studies- (3 hrs.)
- Historical Studies- (3 hrs.)
- Literary Studies- (3 hrs.)
- Social Science- (3 hrs.)

### Choice Courses - 6 semester hours

To complete their Liberal Arts Program requirements, students choose one approved three hour course in Quantitative Literacy, and one approved 3 hour course in the Natural Sciences. Students may take these courses any time during their enrollment.

### Quantitative Literacy - 3 hrs.

Approved courses include:

- College Algebra

- Math for Elementary Teachers I
- Math for Elementary Teacher II
- Statistics
- Personal and Family Finance
- Calculus and Analytic Geometry I

If a student's major requires a specific Quantitative Literacy course, that required course will satisfy the LBA program's Quantitative Literacy requirement.

**Natural Science - 3 hrs.**

Approved courses include:

- Biological Concepts
- Introduction to Crime Scene Analysis
- The Art and Science of Growing Plants
- The Science of Beauty
- Investigations in Biological Concepts I
- Chemistry in Everyday Life
- Physical Science for Elementary Teachers
- Earth and Environmental Science

If a student's major requires a specific Natural Science course, that required course will satisfy the LBA program's Natural Science requirement.

The College will give students who transfer to Stephens every consideration in determining which transfer courses fulfill Liberal Arts Program requirements. Stephens Students who wish to complete part of the Liberal Arts Program requirements at another regionally accredited college or university may seek approval to do so by providing to the Registrar and the Dean of Liberal Arts, for their review, catalog descriptions of the courses they wish to take. Students should seek approval from the appropriate department chair for transfer courses in the major or minor. To ensure transferability, students need to secure approvals prior to enrolling in transfer courses. (Forms are available in the Office of the Registrar and online.)

## Academic Policies and Procedures

[Academic Appeals](#)

[Academic Integrity](#)

[Academic Standing Criteria for Financial Assistance](#)

[Access to Student Records](#)

[Adding & Dropping Courses](#)

[Advanced Placement, International Baccalaureate, Credit by Exam](#)

[Advising](#)

[Assessment](#)

[Attendance Policy](#)

[Classification of Students](#)

[Course Load, Repeated Courses & No Credit Grades](#)

[Course Prefixes and Numbers](#)

[Deans' Lists \(Honors and High Honors\)](#)

[Directory Information](#)

[FERPA](#)

[Final Examinations](#)

[Grade of Incomplete](#)

[Graduation with Honors](#)

[Grading Policies](#)

[Grades](#)

[Independent Study](#)

[Mid-Mo Assoc. Colleges & Univ. \(MMACU\)](#)

[Number of Courses and GPA](#)

[Obligation of the College in the Event of Curtailment of Programs](#)

[Pass/Fail Courses, Audits & Zero Credits](#)

[Required Advanced Courses](#)

[Retention Information and the Student Right to Know Act](#)

[Satisfactory Academic Progress, Probation and Suspension](#)

[Transcripts](#)

[Transfer Credit](#)

[Withdrawal from Stephens](#)

## Access to Students' Records

The Office of the Registrar maintains an official folder of academic information for all current students. A permanent academic record card that shows credit attempted and the resulting grade point average is also on file. Students may review their academic records by showing appropriate identification. Records open to students elsewhere on campus include those maintained in the Office of the Vice President for Student Services, Health Services, the Office of Financial Aid, Career Services, and by the faculty adviser. Students may not review financial information submitted by parents; confidential letters associated with admission, employment or job placement; or any material for which they waived the right to review. Any student who believes that inaccurate, misleading or otherwise inappropriate information may be in one of her record files may request a hearing with the Academic Standing Committee about academic matters or the Advising Committee about non-academic matters. Information about a student, other than directory information allowed by the Family Education Rights and Privacy Acts of 1974 (as amended), will not be released without the student's written consent. A copy of the FERPA-1974 is available for review in the Office of the Registrar. The following directory-type information may be released about a student: name, campus address and phone, home address, classification, major field of study, dates of attendance, degrees earned and honors received. A student who wishes to prevent the release of directory-type information must make the request in writing to the Vice President for Student Affairs by September 15 each year. Only College personnel who have a direct educational interest in the

student, the parents who provide financial support, or identified representatives of local, state and national governmental law agencies have access to non-directory information. Should information be requested to comply with a judicial order or pursuant to any lawful subpoena, efforts will be made to notify the student. Upon written request and payment of necessary fees, the Office of the Registrar will issue statements of academic standing and official transcripts for students in good financial standing; the vice president for student services will complete recommendations, employment forms and statements of good standing; and Career Services will provide placement papers. If a fee is required, the student will bear the cost (see Transcripts, below).

#### Notification of Rights under FERPA For Postsecondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's educational records within 45 days of the day the College receives a request for access.  
Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The College officials will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right of a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.  
A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Stephens College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-4605

#### Directory Information Notice

Colleges may disclose, without consent, "directory" information. Directory information is information not generally considered harmful or an invasion of privacy if disclosed. This includes, but is not limited to, a student's name, address, telephone number, date and place of birth, honors and awards, field of study,

enrollment status and dates of attendance. However, the College must give eligible students a reasonable amount of time to request that the school not disclose directory information about them.

### Advising

At Stephens, each student plans an individual program of studies and activities with the assistance of an academic advisor. Students have the freedom to explore many areas of subject matter and to major and minor in one or more areas that suit their particular career or graduate study plans. Students make educational decisions with the help of academic advisors and other college support staff.

The academic advisor is available to students for advice, encouragement, information and support. Specified days are scheduled for students to meet with their advisors. Students may meet frequently with their advisor throughout each semester. Many of these meetings are on an informal basis.

Academic advisors work to establish a positive, personal relationship with students based on confidence and respect. Students frequently discuss academic, career and personal concerns with their advisors. When appropriate, referrals are made for professional counseling. Faculty members treat student-advisor conferences confidentially.

### Assessment

Stephens College has a strong traditional commitment to curricular innovation as part of its pursuit of academic excellence. In recent years, a nationwide effort to assess the outcomes of students' educational experiences has focused attention on the need to demonstrate that academic programs achieve their stated goals and that students have developed skills and acquired knowledge consistent with the academic or programmatic goals of the institution. Stephens College, which is accredited by the Higher Learning Commission of the North Central Association, has developed and is initiating assessment processes for all academic majors and for its liberal arts requirements. All students will participate in the assessment process. For the student, the benefits will be twofold: she will have a concrete record of her achievements, and she will have confidence that her degree, as assessed by the College and the accrediting association, is demonstrably excellent.

### Advanced Placement, International Baccalaureate Credit and Credit by Examination

Students who participate in the Advanced Placement Program (APP) while in high school or the College Level Examination Program (CLEP), conducted by the College Board, may have score reports sent to the registrar for evaluation. Credit will be awarded for APP scores of 3, 4 and 5 and for CLEP scores at or above the 50th percentile. Credit gained through APP or CLEP will advance the degree program, and when appropriate, will meet liberal arts requirements or count toward a major or minor. However, because only satisfactory grades are awarded, the credit will not affect the grade point average.

Students who participate in the International Baccalaureate (IB) program and score 4 or better on higher-level IB examinations will be granted credit that advances their degree program at Stephens College.

Transfer students who have served in the military may also receive credit based on recommendations from the American Council of Education (ACE) and the DSST exam. Have all score reports forwarded to the Registrar's Office for review and credit approval.

Students who have not participated in the APP or CLEP examination programs, but who believe themselves to be advanced in a particular area of study, may ask to be examined by appropriate department faculty for possible awards of Credit by Examination or placement in an advanced class. When credit is awarded it will serve as elective credit or to meet a specific degree requirement, as recommended by the faculty. Advanced placement carries no credit award, but may serve as a

prerequisite for another course. Credit by Examination does not affect the grade point average. The College charges a minimal fee per course credit awarded through Credit by Examination.

#### Course Prefixes and Numbers

The prefix of a course represents the academic discipline. The 100 and 200 series are lower-division courses, the 300 series are upper-division and the 400 series are upper or graduate division.

#### Course Load, Overloads, Repeated Courses and No Credit Grades

The normal course load for students in a bachelor of arts or a bachelor of science program is 15 semester hours per semester, plus up to 2 semester hours in an activity, such as applied music or physical activity. Students in these degree programs, who maintain at least a 2.33 cumulative GPA, may petition the registrar for an overload up to the maximum credit allowed per semester (18 semester hours, plus 2 hours of activity credit.) Students in a three-year bachelor of fine arts program have automatic permission to enroll in the maximum credit allowed per semester (20 semester hours).

Additional credit, up to 12 semester hours, may be earned in summer school, or during summer/winter/spring inter-sessions, providing courses are available or independent study plans can be worked out with a faculty sponsor. Additional tuition is charged for credit earned in this manner, based on the fee schedule in effect at the time.

A student may be required to repeat a course in order to meet a grade requirement or may elect to repeat in order to improve her GPA. When a student repeats a course, the credit and grade earned when last enrolled nullifies the previous record, including F grades. Students may not receive credit more than once for an equivalent course, whether taken at Stephens College or transferred to Stephens, unless the catalog states that the course may be repeated for credit a specific number of times.

#### Pass/Fail Courses, Audits and Zero Credits

Courses offered on a pass/fail basis are so identified in the catalog course description and in the course schedule. Students may seek permission from instructors to take other courses on a pass/fail basis, prior to enrollment. If the course in question is not in the student's major or minor, or taken to meet a general degree requirement, and if the instructor signs the add petition for pass/fail grading, the registration is entered as such. Grades for pass/fail courses are recorded as S (Satisfactory) or U (Unsatisfactory). An S grade grants credit but no grade points. An S grade does not affect the GPA; a U grade counts as an F in the grade average.

Courses may be audited but only with signed permission from the instructor. The instructor determines what is required of the student to have the audit (AU) recorded on the academic record. Audits do not count toward course load; neither do they produce credit or grade points. Audits must be enrolled at the beginning of a course and they may not be changed to credit later. If the student does not meet the instructor's requirements for the audit, it will not become part of the student's permanent academic record.

Credit courses may be registered for zero credit, if approved by the instructor prior to enrollment. Zero-credit enrollments do not count against the semester course load. Students who enroll for zero credit are required to do the same coursework as those enrolled for credit, and grades are assigned accordingly. Grades for zero-credit enrollments are recorded on the academic record but, because no credit is received, the grade does not generate grade points or affect the GPA.

#### Adding and Dropping Courses

Petition forms for changes in registration are available in the Registrar's office and online. To drop or add a course, the student must obtain the signatures of the instructor and the adviser and bring the completed form, in person, to the Registrar's office. The drop or add will not be registered until the student personally brings the form to the Registrar's office.

Each student receives periodic printouts of her class schedule. Students are responsible for checking the accuracy of their registration with the Registrar's office. One week is allowed at the beginning of a semester to add, and up to seven weeks to drop, semester classes. [A "W" will be recorded as a final grade with no penalty to the student for all courses dropped after the third week of classes.] For session courses one week is allowed to add, and four weeks are allowed to drop. Students enrolled in LBA107/108 may not drop without permission from the Dean of Liberal Arts.

If a student stops attending a class and does not drop it within the deadline, an F grade will result. Under unusual circumstances, a student who misses the drop deadline may seek to withdraw (W) from a class. If the instructor and the registrar agree that the "W" is warranted, it will be recorded as the final grade without penalty to the student. The registrar will not approve a request to withdraw from class after grade report forms have been distributed.

Drop-add and withdraw deadlines are published and distributed to all students and advisors in each semester's Schedule of Courses. It is each student's responsibility to meet these deadlines. Because ample notice is sent to students, lack of compliance will result in failing grades.

#### Attendance Policy

Stephens College emphasizes the importance of active participation in courses. A student must attend the first class meeting to confirm enrollment in each course. If the student does not attend the first meeting, the instructor has the right to require the student to drop the course.

Students are expected to attend class. Absence from class for any reason counts as an absence and does not exempt a student from completion of all work required for a course. All off-campus, College-sponsored activities are voluntary; they do not allow students unexcused absences from classes. Students who know of a pending absence are responsible for notifying the instructor so arrangements can be made to complete the work. It is the instructor's prerogative to decide whether or not work may be made up.

Instructors determine the attendance policy for their classes, in accordance with the College drop-add policy. It is permissible to use attendance as a factor in determining a student's grade or to lower the amount of credit awarded for a course. Each instructor is expected to announce an attendance policy at the beginning of a course and to state the policy in the syllabus or course outline given to students. Instructors may drop a student for excessive absences.

#### Final Examinations

The Schedule of Courses published each semester gives advance notice of the final examination schedule; examination times are also printed on students' class schedules and on the class rolls provided for instructors. Examinations are held according to the published schedule and students are responsible for meeting the schedule. Should a student find that she has three finals scheduled consecutively on the same day or that she has more than three scheduled in one day, she may see if one examination can be re-scheduled. A student who believes she has an appropriate reason to take an examination outside the scheduled time may do so only if the department faculty approves her written request.

## Academic Integrity

As a community of scholars committed to truth, Stephens College espouses the belief that any type of academic dishonesty violates an important code of ethics. Therefore, Stephens has adopted an academic honesty policy that imposes penalties for students who fail to declare enrollment at another college or university; who are dishonest in examinations, assignments, or any other academic activity; who plagiarize; who falsify College forms or records; or who willfully aid other students in an act of academic dishonesty. The severity of a penalty will depend upon the nature, extent and frequency of the violation and may range from failing an assignment to revocation of a degree. A full policy statement may be found in *Within the Ivy*, the student handbook.

## Grading Policies

Grades and grade points are assigned on the following basis: A = 4.0, A- = 3.67, B+ = 3.33, B = 3.0, B- = 2.67, C+ = 2.33, C = 2.0, C- = 1.67, D+ = 1.33, D = 1.0, D- = .67, F = 0.0.; S = credit but no grade points, U = F; RE = no credit, no penalty, must re-enroll in course. Grades in the A range denote excellent achievement, the B range denotes above average achievement, the C range denotes average achievement, the D range denotes below average achievement (D- is the lowest passing mark), and U/F denotes unacceptable (failing) work. An I (Incomplete) mark may be assigned at the discretion of an instructor if extenuating circumstances indicate the student deserves additional time to complete the coursework. An Incomplete becomes an automatic F if a grade cannot be reported by the end of the following semester or by an earlier deadline set by the instructor. A "W" (Withdraw) mark indicates a late drop with permission. The "W" carries no penalty.

The number of grade points earned for a class is computed by multiplying the semester hours by the point value of the letter grade. Semester and cumulative averages are computed by dividing the number of grade points earned by the amount of semester hours carried (not semester hours earned), excluding courses in which RE or S grades are assigned. When a course is repeated to improve a grade, the grade and points earned the second time nullify the previous record.

An instructor may lower a grade or reduce the credit in a course for excessive absences. Faculty who exercise these options are expected to discuss their grading system at the beginning of each course and include their policy in the course outline or syllabus each student receives. Students should not hesitate to ask an instructor to explain the grading system employed in that class.

## Grade Reports

Grade reports are issued at mid-term and at the end of each semester and summer terms. Grades are available to students online through a password protected portal. Parents are encouraged to view student's grades with their student.

## Transcripts

A transcript is an official copy of the student's permanent academic record; it bears the College seal and the signature of the registrar. Official transcripts are available to students in good financial standing upon written request in the Office of the Registrar. The charge is \$10, paid in advance. Transcripts are normally sent directly from the Office of the Registrar to the receiving institution. If a student requests an official transcript for herself, the words "Issued to Student" will appear on it. A currently enrolled student may obtain an information copy (unofficial) of her academic record by providing appropriate identification in the Registrar's office and paying a nominal copy fee.

## Academic Appeals

In all academic appeals except a grade appeal, the student consults the registrar and submits a written petition to the Academic Standing Committee. The written petition shall set forth all reasons and documentation as to why the student considers the academic suspension, expulsion or involuntary

withdrawal to be arbitrary, capricious or contrary to College policy, or as to why it would be appropriate to waive a degree requirement. The committee will carefully review the petition and all other pertinent information and records of the College. It will determine whether or not the academic suspension, expulsion or involuntary withdrawal was arbitrary, capricious or contrary to College policy, or whether it would be appropriate to waive a degree requirement. The appropriate College officials and the student will be notified in writing of the committee's decision.

In the case of a grade appeal, (1) the student shall speak with the instructor. The student may ask to see the instructor in the department chair's office or she may ask her adviser or the student advocate to accompany her to the appointment. The student must take all her graded work to the interview and inquire how the final grade was determined. The instructor may agree that a grade change is appropriate. If so, the instructor shall complete a Change of Grade form in the Office of the Registrar. An instructor may change a grade without review by the Academic Standing Committee if the change is processed within one semester after the grade is assigned. Grades that have been on record for more than one semester may not be changed unless approved after an examination of the circumstances by the Academic Standing Committee. (2) If the discussion with the instructor and the department chair does not resolve the issue, the student may petition in writing the Academic Standing Committee, giving the committee complete information, including the syllabus and all the graded work she did for the class, and why she believes the final grade was arbitrary, capricious or contrary to College policy. (3) The committee will ask the instructor how grades were assigned for all students in the class and why the petitioner received her grade. (4) The committee will carefully review all grade work and other pertinent information and will decide whether to uphold the grade or change it. In exceptional cases where a grade change is called for, the committee, after consulting with the instructor, will direct the registrar to change the grade. All parties will be notified in writing of the committee's decision.

#### Independent Study

Students are encouraged to consider independent study to help realize special academic interests and goals. Three types of independent study are available at Stephens. Special Studies recognize learning that is achieved through work-related experiences. Readings are available in subjects not offered in the regular curriculum; at least one major research paper will be required. In a Project the study culminates in a project that is supported by readings and short papers. Independent study allows the student to explore subjects not available in the regular curriculum. The credit is elective unless the study is approved by the registrar to meet a liberal arts requirement or by a department chair to count toward a major or minor.

#### Mid-Missouri Associated Colleges and Universities (MMACU)

Through the Mid-Missouri Associated Colleges and Universities (MMACU) consortium arrangement among mid-Missouri higher education institutions, undergraduate students may enroll at member colleges and universities in courses not available at Stephens. Stephens students do not pay additional tuition for enrollment through the MMACU program; however, special course fees may be required. All MMACU enrollments are on a space-available basis. To participate, students must have completed at least one semester at Stephens College, be in good standing and have met appropriate prerequisites. Students must follow the drop-add, attendance and other academic policies of the institution they visit. MMACU institutions include Lincoln University (Jefferson City), William Woods University (Fulton), Westminster College (Fulton) and the University of Missouri (Columbia). A similar arrangement is also available through Columbia College (excluding evening program). Course schedules for MMACU institutions and Columbia College are available on their web sites. Information about enrolling is available in the Registrar's office.

Stephens College accepts for transfer college-level courses enrolled through the University of Missouri Center for Independent Study. The Center catalog is available in the Registrar's office. UMC tuition is charged at the lower- or upper-division rate for UMC independent study and is to be paid by the student upon enrollment. Credit earned through this program counts toward degree requirements at Stephens as

elective credit, as general education credit if approved by the registrar or for the major or minor if approved by the department chair.

#### Required Advanced Courses

All baccalaureate degrees require completion of at least 36 semester hours of advanced-level courses (300 level or above). The 36 required advanced-level semester hours include all 300 level and above courses taken in the major, minor, as electives or toward the upper level liberal arts requirement.

#### Number of Courses and GPA

A baccalaureate degree requires completion of all specific major requirements and Liberal Arts requirements, a minimum of 120 semester hours of college-level credit and a cumulative GPA no lower than 2.0.

#### Transfer Credit

Students are required to submit an official transcript for all work passed or failed at any other college or university, prior to or after enrolling at Stephens. *It is considered a form of academic dishonesty not to declare these enrollments.* The student who applies for admission, re-admission or reinstatement to Stephens is responsible for having each institution send an official transcript directly to the Office of Admissions. After entry to the college, transcripts are sent directly to the Office of the Registrar. All college-level coursework completed with a C- or better at an accredited institution of higher education and oriented toward a baccalaureate degree, *including dual credit earned while in high school*, will be accepted for credit at Stephens College. Credit from examination programs such as the Advanced Placement Program (APP), College Level Examination Program and International Baccalaureate (IB) program. Transfer students who have served in the military may also receive credit based on recommendations from the American Council of Education (ACE) and the DSST exam. Please send all score reports for review and credit approval. Credit will be granted only once for equivalent courses.

The registrar determines which transfer credit will count toward liberal arts requirements. The registrar and the appropriate department chair will evaluate credit that may apply toward a major or minor upon submission of appropriate descriptive information. Courses accepted will be included in the cumulative hours earned but neither grades nor grade points earned at other institutions will be used in the computation of the Stephens College grade point average. Credit earned at institutions that have non-regional accreditation and *all credit over 20 years old*, will be considered for transfer, but only on a course-by-course basis, as approved by the registrar or department chair. Transfer credit counts toward graduation and is incorporated into the academic record either as elective credit or to count toward specific degree requirements.

#### Grade of Incomplete

A student who completes most of the work in a course at a passing level, but is unable to complete the work on time due to extenuating circumstances, may speak with the instructor to see if receiving an Incomplete (I) mark is warranted. When an instructor grants an incomplete, one semester is allowed to complete the coursework, unless the instructor sets an earlier deadline. If the work is not submitted by the deadline, the grade automatically becomes an F. If unusual circumstances indicate the need, the instructor may grant one additional semester to complete the course. An incomplete does not affect the GPA in the semester it is assigned. Students who receive incompletes are ineligible for a deans' list that semester.

#### Classification of Students

Students are classified according to the amount of semester hours earned. Freshman: 0.0 to 26.99 hours; sophomore: 27.0 to 53.99 hours; junior: 54.0 to 89.99 hours; senior: 90 or more semester hours.

#### Deans' Lists (Honors and High Honors)

Full-time students who are enrolled in at least 12 semester hours of graded (A-F) credit who have no incompletes and who earn semester GPAs that meet the standards described below will be named by the vice president for academic affairs and the vice president for student services to a deans' list at the end of each semester. Part-time students who complete at least 12 semester hours over two semesters and meet these grade standards will be named to a deans' list at the end of the second semester.

Grade requirements for deans' lists are based upon a minimum GPA determined by the vice president for academic affairs and the vice president of student services. Students are named to the lists at the end of the fall and spring semesters. The current GPA requirements are 3.80 or better for the high honors list and 3.60 to 3.79 for the honors list. Credit and grades earned through Stephens in an off-campus program or through the Mid-Missouri Associated Colleges and Universities consortium (MMACU) will count toward eligibility for a deans' list.

#### Graduation with Honors

Eligibility to graduate with honors is based upon criteria adopted by the faculty of Stephens College. On April 15, 1987, the faculty set the following cumulative GPA ranges for graduation honors with Latin designations: cum laude: 3.70 to 3.79; magna cum laude: 3.80 to 3.89; summa cum laude: 3.90 to 4.00. Since the fall of 1988, students who receive cum laude, magna cum laude or summa cum laude honors must be eligible to graduate and meet the following additional criteria, adopted by the faculty on April 13, 1988.

Students in the residential program must have at least eight sessions (four semesters) of full-time enrollment at Stephens and achieve the requisite final cumulative GPA to graduate with Latin honors.

Students in a continuing education degree program must have at least 102 semester hours of graded credit, earn at least 30 semester hours from Stephens College after admission to the program and achieve the requisite final cumulative GPA.

As an alternative to Latin honors designations, graduation "with honors" is available to continuing education students who complete degree requirements and meet the following criteria: achievement of 3.8 or better GPA in all college credit attempted after admission to the program and completion of at least 24 semester hours of advanced-level courses enrolled through Stephens College.

May degree candidates who have the requisite GPAs at the end of the fall semester will be nominated for graduation honors. Actual honors are determined after second semester final grades are recorded, and it is ascertained that requirements are met. Graduation honors are noted on diplomas and official transcripts.

#### Satisfactory Academic Progress, Probation and Suspension

The goal of satisfactory academic progress is to achieve no less than the 2.0 cumulative (overall) GPA required to receive a degree from Stephens College. Students who carry a standard load of 15 semester hours per semester, who maintain at least a 2.0 cumulative GPA and who meet all other degree requirements, can expect to receive a baccalaureate degree in four academic years. Students who carry fewer courses or who repeat courses in order to improve their GPA should plan to attend summer school or enroll more than four years.

All actions described will reference the student's grade point average at the time grades are recorded. Good standing is attained when at least a 2.0 (C) semester average is earned over 12 semester hours or more and at least a 2.0 cumulative GPA is maintained. Students who enter the College on conditional status or who are placed on probation must carry 12 semester hours and earn a semester GPA of 2.0 or better by the end of the second semester on conditional/probation or academic suspension will result. Suspended students are not eligible to enroll at the College. Probationary students who meet the 2.0 semester grade requirement, but whose cumulative average remains below 2.0 may enroll, but they remain on probation until a 2.0 cumulative average is achieved. A student whose semester GPA is less than 1.0 in any semester, but whose cumulative average remains 2.0 or better, will be placed on academic probation with the warning that a semester average of 2.0 or better in at least 12 semester hours must be earned the next semester or suspension will result. A student who earns less than a 1.0 average in any semester, whose cumulative average falls below 2.0 as a result, will be placed on academic suspension.

If suspended and wishing for reinstatement at Stephens College, a student is normally expected to enroll for one semester for 12 semester hours at another regionally accredited institution and earn a 2.0 average, in support of her petition to be reinstated. If there are extenuating circumstances that resulted in the suspension, as determined by an interview with the vice president for student services, a suspended student may petition the Academic Standing Committee for immediate reinstatement. When a student petitions the Academic Standing Committee for reinstatement, the committee reviews the student's record of achievement and makes a decision that fully considers the student while upholding the academic standards of the College. Reinstated students who do not meet the conditions set by the committee during their first semester back at Stephens will be suspended again, without immediate appeal. Applications for immediate reinstatement are processed through the registrar. All other applications for reinstatement are processed through the Office of Admissions. When reinstated, a student's eligibility for financial assistance will be reviewed under the criteria explained in the next section.

#### Academic Standing Criteria for Financial Assistance

Students receiving financial aid must fulfill certain criteria to determine that they are in good standing and maintaining satisfactory progress in their course of study. For financial assistance purposes, a full-time student must maintain satisfactory academic progress defined as successful completion of at least 66.7% of their attempted classes with a cumulative 2.0 GPA. Students who carry a normal load of 15 semester hours per semester, who maintain a 2.0 cumulative GPA and who meet other degree requirements, can expect to receive a baccalaureate degree in four academic years. For purposes of financial aid, Stephens College sets a maximum time frame of six academic years for a full-time student to complete a baccalaureate degree. At the end of each semester, a determination of continued eligibility for financial assistance is made. Any student who fails to meet the established criteria will be placed on financial probation for one semester. Continued failure to meet the established criteria will result in financial assistance suspension and loss of all eligibility for financial assistance.

In the case of a student who made satisfactory progress after the semester on financial aid probation, but in a later semester fails to meet the established criteria again, that student may receive one more semester on probation but will have her financial assistance suspended if any future semesters are below the established criteria. Students may not have two probationary semesters in a row, and students will not receive more than two probationary semesters total, except in the case of a special circumstance, which will be determined on a case by case basis.

In the event of loss of eligibility of financial assistance due to extenuating circumstances, the student may appeal to an Appeals Committee for reinstatement of financial assistance eligibility. The student must complete the Financial Assistance Appeal Statement, which is available from the director of financial aid. Examples of extenuating circumstances, which must be documented by the student and which would be considered by the Appeals Committee include the death of a relative of the student or an injury or illness of the student.

Where there are no extenuating circumstances, the student may petition for reinstatement of financial assistance eligibility when she subsequently obtains academic standing consistent with the established criteria as stated in the first paragraph of this section.

Successful course completion requirements for financial assistance eligibility will be pro-rated for transfer, three-quarter and half-time students. GPA requirements are the same for part-time students as for full-time students.

#### Withdrawal from Stephens

When it is necessary for a student to voluntarily withdraw from the College, she or her parents will provide written notification to the vice president for student services. The date of withdrawal is the date of notification, unless a later date is requested. Students are expected to leave within 48 hours of the date of withdrawal. If any refund is due upon withdrawal, it will be made on the basis of the policy in effect that year.

#### Retention Information and the Student Right to Know Act

In compliance with the Student Right to Know Act, Stephens publishes the current applicable data in the College catalog. Detailed information about the retention rate of students at Stephens College is available on request from the vice president for student services.

#### Obligation of the College in the Event of Curtailment of Programs

Stephens College will not be obligated to refund any fees for room, board, tuition or other charges, nor will it assume liability for any kind of curtailment of operations resulting from weather, accident, fire, war, or riot; nor from lack of faculty or other personnel, lack of materials, supplies, or equipment, or any cause not involving gross negligence on the part of the College.

## Campus Life

[Student Life](#)

[Rights and Responsibilities](#)

[On Campus Living and Food Service](#)

[Academic Resource Center](#)

[Broadcast Services](#)

[Career Services](#)

[Counseling Services](#)

[Cultural Events](#)

[Disabled Students Services](#)

[Health Services](#)

[Office Student Leadership & Campus Programming](#)

[Residence Life](#)

[Student Government Association, Hall Councils](#)

[Student Organizations](#)

[Student Publications](#)

[The Campus](#)

[Department Instructional Resources](#)

## Location

Columbia, Mo., the home of Stephens College, well deserves the designation Collegetown, U.S.A. Twenty-six thousand students are enrolled in the three higher education institutions in this small city, which is devoted to meeting the needs of students. Columbia is only 126 miles west of St. Louis and 125 miles east of Kansas City on Interstate 70. There is regular bus service from both metropolitan areas and airline service through Columbia Regional Airport, with connecting flights available in international airports located in St. Louis and Kansas City.

### Student Life

Stephens has a long history of commitment to the total development of the student, and a planned, residential education is an essential component of that development. By living, dining and studying together, students discover how to develop cooperative relationships with peers and build community. With the help of professional staff and faculty advisers, students learn how to function independently, to develop their own set of values, to manage emotions and to gain a sense of identity. Research also shows that students living in residence halls generally achieve better academically than commuters.

Stephens provides students with many opportunities, in and out of the classroom, to make responsible choices and to become involved in policy-making areas which directly affect their lives. In return, Stephens expects students to take their responsibilities seriously and to uphold the standards and regulations set forth by the appropriate governing boards of the College.

### Rights and Responsibilities

In addition to taking full advantage of the educational opportunities available to her, each student has the responsibility to conduct herself in a manner that is best for her own welfare and that of the entire College community. Students are responsible for the policies stated in the catalog and *Within the Ivy* (student handbook). Both may be accessed through the Stephens College Web site [www.stephens.edu](http://www.stephens.edu).

### On-Campus Living and Food Service Requirements

Students enrolled in the residential program at Stephens are required to live in on-campus housing throughout their enrollment and participate in the College's food service plan. Day students are students who reside with their spouse, parent or legal guardian, or are Columbia-area residents not legally dependent on another person, who have lived in the community for one full year or more. All students living off campus are required to pay fees which include the charge for a specific number of meals on campus per semester in the college dining service.

### Academic Resource Center

The ARC is an individualized tutoring center that provides free assistance to all Stephens College students who want to improve their academic skills. The goal of the center is to assist those students who desire additional help beyond that provided by course instructors.

#### Broadcasting Activities

Stephens students receive hands-on experience in the production of programming for KWWC-FM, the 1,250-watt radio station owned and operated by the College, and in Studio A, a full-size television studio.

#### Counseling Services

Students' academic, career and personal counseling needs are met by a variety of services and programs at Stephens College. These programs are designed to assist students as they move toward self-reliance and self-confidence, and student life members are available to help identify a student's talents and potential.

Psychological services provided by Stephens College include conducting intake interviews and assessments, making referrals to appropriate psychological resources, providing psychotherapy for students, and providing consultation with college personnel regarding student concerns. Additional services may be negotiated for a fee.

#### Career Services

Stephens Career Services assists students with all phases of career planning from choosing majors and identifying career possibilities to gaining career-related experiences and securing employment or entrance to graduate school. The Career Services staff work extensively with students one-on-one to address individual needs, as well as in groups through special programs and presentations on such topics as interviewing, résumé writing and job-search strategies. Career Services also works cooperatively with academic programs to help students plan and prepare for internship opportunities.

Career Services maintains an extensive library of resources including employer directories, company literature, graduate school information, résumé sample books, a computerized career information system and much more. The office also maintains a database consisting of more than 500 alumnae career consultants from whom students may gain valuable career and employment information.

Employment opportunities can be found in Career Services for permanent, part-time and summer positions. Career Services also assists students with on-campus work study positions.

#### Cultural Events

The vast array of cultural experience available to students on campus includes theatre productions, chamber music concerts, exhibits in the Davis Art Gallery, jazz, ballet, comedy and musical productions, numerous lectures, discussions and presentations by on-campus and outside experts.

#### Disabled Student Services

Mobility-impaired students may contact the vice president for student services to receive an accessibility map of the campus and other information concerning access to campus buildings and grounds. Individual orientation to the campus is available through the vice president for student services.

Mobility-impaired students should contact the vice president for academic affairs concerning accessibility of scheduled classrooms. Once officially notified, the vice president for academic affairs will make every effort to schedule classes in locations that accommodate limited mobility.

Residents who have a physical disability that requires special accommodations should contact the director of residence life for room assignments that best meet their needs.

#### Health Services

The Stephens Health Services program is designed to help students gain the knowledge they need to make responsible decisions about optimal health. The director of health services, who is also a certified

nurse practitioner, coordinates the delivery of health education and medical services. She sees students by appointment at the health clinic for lifestyle changes, illnesses and injuries and may refer students to a consulting physician. There is an extra fee for using a consulting physician.

For emergency and/or specialized medical care, students are referred to Columbia physicians or hospitals where all medical and surgical sub-specialties are available. All costs are the responsibility of the student and her family. In Missouri, anyone 18 or older may contract for their own health care. Students should be aware of medical insurance coverage under their family's policy. Specific information on student health insurance is available in the Office of the Vice President for Student Services.

When a student is admitted to Stephens, she receives a health information form which must be completed and returned to Health Services prior to her arrival on campus. A student must furnish the report of her medical history, present health status and evidence of recent immunizations prior to confirming fall preregistration.

#### Office of Student Leadership and Campus Programming

The Campus Programming office promotes and sponsors student activities and events, and provides advice and support for student organizations and campus-wide activities.

The director and staff are committed to developing student leadership and involvement through innovative and developmental programs. The office encourages service, volunteerism and active participation throughout the student body.

#### Residence Life

The director of residence life and graduate residents, all of whom are professionals in the student life area, work closely with student staff members, assist in the development of hall programs and provide opportunities for individual and group development that contribute to the quality of life for students living in the residence halls.

Resident assistants (RAs) and resident directors (RDs) living in the halls are students who serve as peer support persons, providing resource information and referrals. They assist students in adjusting to college life and its demands. RAs and RDs are responsible for creating and maintaining a sense of community in the residence halls.

Residential hall living complements students' academic endeavors through the connections they make with their roommate, hallmates and staff. The staff encourages students to take advantage of the many opportunities for involvement. These opportunities are designed to challenge a student as she learns and grows throughout her college years.

Students invited to be a part of the Honors House Plan, which is a specialized living and learning environment, will be living in a designated area in Pillsbury Hall. Tower Hall is reserved for upper-class students only.

#### Student Government Association, Hall Councils

Students' responsibilities in campus and hall government are twofold: to become involved in policy-making by making suggestions and problems known to elected representatives; and to uphold the rules and regulations made by the same representatives.

Every student is automatically a member of the Student Government Association (SGA). SGA has executive and legislative powers to govern student activities and to develop and maintain group living standards. Students who are elected to SGA committees gain experience in planning, administering and communicating cultural, social and recreational activities and in dealing with academic, residential and community problems. Students are also elected to serve as class officers for each of the four classes. These officers work within the SGA guidelines as well as serve as leaders for their classmates.

Each residence hall has its own elected council that provides ideas and support for campus-wide concerns through SGA. Hall councils also coordinate recreational, social and cultural activities within the hall.

#### Student Organizations

Many growth and leadership opportunities are available to students through the following organizations. Honoraries include Alpha Lambda Delta, national freshman honorary; Alpha Epsilon Rho, television, radio; Beta Beta Beta, science; Pi Phi Rho, retailing, fashion, business; Phi Alpha Delta, pre-law; Sigma Beta Delta, business, management, administration; Sigma Tau Delta, English; Dimensions Company, dance; Psi Chi, psychology; and Mortar Board, national senior honor society. Other organizations include Martin Luther King Jr. Student Union; Sigma Sigma Sigma and Kappa Delta social sororities; Panhellenic Council; Prince of Wales Club, equestrian riding; Catholic Student Association; Stephens Christian Fellowship; Mikreh "Happening", Model United Nations; Public Relations Student Society of America; Habitat for Humanity; Psychology Club; Ambassador Association; Students Looking at Teaching and Education; Stephens College Republicans; Stephens Feminist Organization; Student Government Association; Students in Free Enterprise; The French Society; Young Democrats Club; Warehouse Theatre Company; Mudshark Club; Ten Ideals; and Human United Educated Sistahs.

#### Student Publications

Students may become involved in the production of the student newspaper, *Stephens Life*, by enrolling in a mass communication practicum course for credit. *Harbinger*, a magazine of original literary, photographic and graphic works, is also produced by students.

#### The Campus

The buildings on the Stephens campus bridge the modern and historic eras.

**Historic Senior Hall**, the oldest building on campus (1841) and one of the oldest structures in Columbia, is included in the National Register of Historic Places and houses the music and dance programs.

**The James Madison Wood Quadrangle** is the Stephens learning center. Included are the Hugh Stephens Resources Library, classrooms, multipurpose areas, office-seminar space, a teaching auditorium, a lecture theater, listening rooms, television and radio studios, FM broadcast facilities, newsroom, computer labs, laboratories, galleries, art studios—bringing together traditional learning aids and modern technology.

**The Hugh Stephens Resources Library** is the central building of the Quadrangle. It is an open, informal space housing a variety of resources and offering students and staff comfortable study areas and computer access to enhance a pleasant, independent learning and research experience. The Library also offers other spaces to facilitate academic and business meetings, such as the Penthouse and other meeting rooms. The Albert Schweitzer Collection area is a quiet nook tucked away in a corner of the Library—perfect as a quiet place for individual study or reflection.

The library collection includes more than 120,000 volumes with new materials added at the rate of approximately 1,000 each year. There is also a very good reference collection with professional staff who work with students and faculty to provide individual or group instruction concerning the various library resources as needed. The Library subscribes to several large databases with access to approximately 10,000 full-text and abstract versions of numerous journals. Other media include audio and videotapes, DVDs and journals on microform. The Education/Children's Resource Collection is also housed in the Library.

The library is home to the College's Academic Resource Center, two computer labs (Mac and PC) and a G5 Mac lab for digital film editing -- all creating a "one-stop shop" meeting students' learning, tutoring and technology needs.

Access to the Library's collection is through the on-line public catalog, Arthur. Stephens College is a member of the Arthur cluster of the MOBIUS consortium and so has access to the collections of the other 58 member academic libraries in Missouri. Students can view the online catalogs of other member libraries, borrow books directly online or review their own list of checked out materials and renew items themselves if so desired. Arthur is available at <http://arthur.missouri.edu/>.

**Helis Communication Center**, KWWC-FM and the Patricia Barry Television Studio serve as laboratories for students in television and radio production, broadcast and print journalism, and public relations courses.

**Lewis James and Nellie Stratton Davis Art Gallery** exhibits works of selected artists, with a special emphasis on women artists. The Catherine Webb Art Studios provide class and studio space for drawing, painting, computer and digital design, ceramics and printmaking. These studios also support fashion design classes.

Special facilities of the visual arts area include a large, gas-fired reduction kiln; two electric kilns; Macintosh computers; printers; and scanners. Each computer is equipped with CD-ROM drive and a Zip disk external backup system.

**E.S. Pillsbury Science Center** houses science and mathematics faculty offices. Classrooms and laboratories are set up for individual projects and class experiments.

**Ellis Learning**, the foreign language lab/student center, provides audio tape players for drill in foreign languages and a dubbing service for individual tapes.

**Louise Dudley Hall** contains classrooms with audiovisual equipment for courses in English, art history, social studies, business, psychology, and computer technology. Special facilities in Louise Dudley Hall include a large art history collection of 35,000 slides, records, CDs and videos. This specialized library is used as a teaching aid in art, art history classes.

**Windsor Auditorium**, a teaching auditorium seating 300, is also used for recitals and guest lectures.

**Charters Lecture Theatre**, with seating for 128, is used for lectures and films. The adjacent Arena Classroom is used for teaching, lecturing, conferences, exhibitions, audiovisual presentations and special theatre arts productions.

**Firestone Baars Chapel**, designed by Eero Saarinen, is acknowledged to be one of the most beautiful buildings of its kind in the United States. It is used for a variety of worship services and campus activities as well as for individual worship, meditation and weddings.

**Stamper Commons** features self-service dining facilities for all students, faculty and staff and separate lounge areas on four levels. There is also the College post office, the bookstore (known as the Bookshelf), the Office of Student Leadership and Campus Programming, Health Services, Office of Vice President of Student Services, Office of Residence Life and the spacious Windsor Lounge.

**The John and Mary Silverthorne Arena** is equipped for NAIA basketball and volleyball.

Other recreational facilities include tennis courts, an indoor pool and billiard tables located at several locations across campus.

**Macklanburg Playhouse** adjoins the Performing Arts Department production shop and the student-run Warehouse Theatre. The playhouse seats 350 and includes a state-of-the-art computerized lighting control system, sound system and modern rigging equipment. Some unique features are a fully trapped stage floor; 8-foot-by-32-foot flexible apron deck; dimmer per circuit lighting distribution; and an independent intercom system. The building houses faculty offices, a rehearsal hall, an art gallery and a box office.

Built in 1938, **Lela Raney Wood Hall** and its famed ballroom reopened in April 2006. In addition to the restored Kimball Ballroom, it also houses an area for Fashion and the Costume Research Library. LRW is also the main administrative building on campus, housing the offices of the president, admissions, alumnae, financial aid, accounting, registrar and marketing.

**The Visitors Center**, a four-story building, houses the Office of Continuing and Graduate Education and Conferencing and provides rooms for guests of the College. The building also contains the **Macklanburg Gallery**, which exhibits the Berman Collection and works of art by Albert and Arland Christ-Janer.

#### Other Buildings

Classrooms, studios for fashion design, dance, music and drama, and student publication offices are located in several traditional and modern buildings; administrative offices are centered principally in Hickman Hall.

Also on campus are the experimental arena-type **Warehouse Theatre** with seating for about 300; the **Johnson Plant Laboratory** (greenhouse); and the **Audrey Webb Child Study Center**, with the **Stephens College Children's School**. **Stephens Stables**, including indoor and outdoor arenas, paddocks and rings, and two stable blocks, are close to the main campus. The indoor arena, renovated in 1999, furnishes all-weather accommodations for riding instruction and horse shows.

#### Department Instructional Resources

Department collections—materials that are the working tools of a department—are housed in the various academic departments and supplement the collections of the Hugh Stephens Resources Library. They include the Department of Art's collection of more than 5,000 color and black-and-white slides and 1,000 mounted prints; and the Art History Program's collection of more than 35,000 art history color slides and special collection of art reproductions.

Studio and practice instruments available to music students include grand pianos, studio spinets, a two-manual neoclassic Aeolian-Skinner pipe organ and a Rutkowski and Robinette two-manual harpsichord.

Special facilities of the Department of Mass Communication in the Helis Communication Center include KWWC-FM, a 1,250-watt radio station; a fully equipped television studio; and a newsroom with desktop-publishing equipment.

The Department of Fashion boasts the **Historical Costume Collection** of more than 12,000 garments and accessories of European and American origin. The collection spans the years from 1750 to the present. Fully equipped drawing and design studios are available for student use.

## Connection with Stephens Alumnae

Stephens students may get in touch with Stephens alumnae wishing to offer career assistance by visiting the [Career Connection web site](#).

Following graduation, the Stephens College Office of Alumnae Relations helps Stephens alumnae stay connected with the College and fellow alumnae across the country. Alumnae are invited to sign up for an [Alumnae Account](#) that provides access to alumnae-only portions of the [Alumnae Web site](#).

Stephens alumnae have a variety of opportunities to stay involved with the College through alumnae chapters and their graduating class. Volunteer activities are also available in association with the [Alumnae Association Board](#), and of course alumnae are invited to come back every year for [Alumnae Reunion](#) in April!

For more information contact [Kathryn Adams](#), Director of Alumnae Relation

## Administrative Personnel

**President**, Wendy B. Libby, B.S., 1972, M.B.A., 1977, Cornell University; Ph.D., 1994, University of Connecticut. Stephens 2003.

**Vice President for Academic Affairs**, Mary Hassinger, B.S., 1975, University of Minnesota-Duluth; M.S., 1979, Ph.D., 1983, Purdue University. Stephens 2008.

**Interim Director of Library and Information Services**, Corrie Hutchison, B.S., 2001, Truman State University; M.A., 2003, University of Missouri-Columbia. Stephens 2006.

**Registrar**, Linda Sharp, B.A., 2002, Stephens College. Stephens 1997.

**Dean of Division of Graduate and Continuing Studies**, Suzanne Sharp, B.S., 1990, St. Cloud State University; M.S., 2000, Central Missouri State University. Stephens 2004.

**Director of Health Information Administration Program**, Darla Branda, RHIA, B.S., 1989, Park College; B.S., 1991, M.A., 1997, St. Louis University. Stephens 2006.

**Director of Master of Business Administration Program**, Susan Bartel, B.S., 1980, M.Ed., 1981, University of Missouri-Columbia. Stephens 2006.

**Director of Master of Education in Counseling Program**, Linda Taylor, B.A., 1982, Northeast Missouri State University; M.A., 1986, University of Missouri-Columbia; Ph.D., 1998, St. Louis University. Stephens 2005.

**Director of Master of Education in Curriculum and Instruction Program**, Leslie Willey, B.A., 1983, Stephens College; M.Ed., 1987, Ph.D., 2002, University of Missouri-Columbia. Stephens 1997.

**Dean of Liberal Arts**, Mimi Hedges, A.S., 1988 Iowa Lakes Community College; B.A., 1980, The College of Wooster; M.F.A., 1983, Case Western Reserve University. Stephens 1983-91, 2002.

**Dean of the School of Performing Arts**, Beth Leonard, B.S., 1972, University of Kansas; M.A., 1973, Central Missouri State University; M.F.A., 1984, University of Missouri-Kansas City. Stephens 1991.

**Dean of the School of Design and Fashion**, Monica McMurry, B.F.A., 1982, Stephens College; M.S., 1993, University of Missouri-Columbia. Stephens 1999.

**Director of Assessment**, James Terry, B.A., 1981, Wesleyan University; M.A., 1992, Ph.D., 1998, University of Missouri-Columbia. Stephens 1988.

**Vice President for Finance; Controller**, Timothy Klocko, B.S., 1983, M.B.A., 1984, Northwest Missouri State University. C.P.A. Stephens 2001.

**Director of Human Resources**, Lisa Lange, B.S., 1990, Methodist College; M.B.A., 2008, Stephens College. Stephens 2004.

**Vice President for Operations and Facilities**, Doug Lange, B.S., 1977, Texas A&M University; M.B.A., 1994, Angelo State University. Stephens 2004.

**Director of Campus Computing and Telecommunications Services**, Jack Reaves, B.S., 1988, Southwest Missouri State University. Stephens 1992.

**Director of Conferencing and Events**, Kelly McCarville, B.A., 2003, M.B.A., 2006, Columbia College. Stephens 2008.

**Director of Facilities**, Lee Curtis. Stephens 2005.

**Director of Purchasing**, David Fox, B.S., 1976, University of California–Berkeley, M.S., 1989, Central Missouri State University. Stephens 1998.

**Dean of Enrollment Management**, David Adams, B.S., 1979 Central Missouri State University. Stephens 2005.

**Director of Financial Aid**, Rachel Touchatt, B.A., 2002, Stephens College, Stephens 1998.

**Vice President for Student Services, Director of Athletics**, Deb Duren, B.S., 1973, Southwest Missouri State University; M.Ed., 1990, University of Missouri–Columbia. Stephens 1984.

**Director of Residence Life**, Lory Arnold

**Director of Health Services**, Brenda McSherry, M.S., RN–C, 1977, Northeast Missouri State University; M.S., 1981, University of Missouri–Columbia. Stephens 2000.

**Director of Career Services**, Heather Miles-Mange, B.E.S., 1991, M.Ed., 1994, University of Missouri-Columbia. Stephens 2001.

**Director of Internship Programs**, Karen Shelton, B.A., 1971, Stephens College. Stephens 2006.

**Director of Leadership and Programming**, Rebecca Stith, B.S., 2004, M.S., 2006, University of Central Missouri. Stephens 2006.

**Director of Career Services**, Heather Miles-Mange, B.S., 1991, University of Missouri-Columbia, M.Ed., 1994, University of Missouri-Columbia.

**Vice President for Marketing and Public Relations**, Amy Gipson, B.J., 1994, University of Missouri–Columbia. Stephens 1995.

**Vice President for Development and Alumnae Relations**, Carol Julian, B.A., 1971, Marshall University; M.P.A., 1980, Murray State University. Stephens College 2002.

**Associate Vice President for Development and Alumnae Relations and Campaign Director**, Shannon Blankenship Walls, B.F.A., 1993, Stephens College. Stephens 1995-2004, 2006 to present.

**Director of Alumnae Relations**, Kathryn Adams, B.F.A., 1995, William Woods University. Stephens 2005.

**Director of Annual Giving**, Shannon Watkins, B.A., 2000, M.A., 2002, University of Missouri-Columbia. Stephens 2003.

**Director of Corporate and Foundation Gifts**, Chari Severns, AB, 2002, M.P.A., 2005, University of Missouri-Columbia. Stephens 2006.

**Director of Development and Community Relations**, Kimberly Ritten, B.A., 1983, Stephens College. Stephens 2004.

**Director of Major Gifts**, Alan Lynes, B.A., 1989, New York State University; M.Ed., 1998, Bank Street College. Stephens 2007.

**Director of Prospect Research**, Ann Rogers, A.B., 1989, University of Kentucky, Lexington. Stephens 2006.

**Director of Planned Giving and Scholarships**, Marissa Todd, J.D., 2005, B.A., 2002, University of Missouri-Columbia; Stephens 2005.

**President Emerita**, Marcia Kierscht, B.A., 1960, M.A., 1962, University of Iowa; Ph.D., 1975, Vanderbilt University. Stephens 1995.

**President Emerita**, Patsy Hallock Sampson, B.A., 1961, University of Oklahoma; Ph.D., 1966, Cornell University. Stephens 1983.

**Dean of Faculty Emeritus**, Eugene F. Schmidlein, A.B., 1950, Conception College; M.A., 1956, Notre Dame University; Ph.D., 1962, University of Missouri. Stephens 1959.

## Faculty

### **Andes, Tom**

Music

B.S., 1981, University of Missouri; 2-year certificate Piano Performance, 1985, Berklee College of Music. Stephens 2006.

### **Bartel, Susan**

Business and Marketing – Director of Master of Business Administration Program

B.S., 1980, M.Ed., 1981, University of Missouri-Columbia. Stephens 2006.

### **Beard, Ellen**

Equestrian Studies

B.A., 1984, Business Administration, Stephens College. Stephens 2006.

### **Bichler, Lois A.**

Natural Sciences

B.A., 1984, St. John's University, Ph.D., 1993, University of Minnesota. Stephens 1993.

### **Bowling, Michael**

Mathematics

B.A., 1968, Florida State University; M.A., 1970, University of Tennessee; Ph.D., 1976, Ohio State University. Stephens 1978.

### **Branda, Darla**

Health Information Administration

Park College, BS, 1989; Saint Louis University, BS, 1991; Saint Louis University, MA, 1997. Stephens College 2006.

### **Buchanan, Kirsteen**

Fashion

B.F.A., 1983, Stephens College; M.A., 2000, University of Missouri–Columbia. Stephens 1996.

### **Campbell, Margaret A.**

Women's Studies

B.S., 1972, Missouri Southern State College; M.Ed., 1974, University of Arkansas. Stephens 1974.

**Carr, Deborah**

Dance

B.F.A., 1973, Stephens College. Stephens 2003.

**Clark, Judith Petterson**

English

B.A., 1963, Lindenwood College; M.A., 1967, Kansas State Teachers College; Ph.D., 1989, Miami University. Rotary Fellow, University College, Dublin, Ireland, 1963–64. Center for Conceptual Studies Faculty Fellow, 1983–84. Stephens 1968.

**Clervi, Becky**

Equestrian

Stephens 2000.

**Climer, Beth**

Health Information Administration

B.S., 1977, College of St. Mary; M.P.H., 2006, Missouri State University. Stephens 1998.

**Clouse, Sean**

Education

B.A., 1997, M.A., 2001, M.A., 2003, Ph.D., 2005, University of Missouri-Columbia.. Stephens 2002.

**Cothren, Courtney**

Fashion

B.S., 2000, Stephens College. Stephens 2006.

**Doyen, Robert**

Theatre

B.F.A., 1969, Stephens College; M.A., 1974, Illinois State University. Stephens 1982.

**Doyle, Mary Alice**

Theatre

Ph.B., 1960, University of Detroit; M.A., 1965, Northwestern University. Stephens 1968–74, 1979.

**Elder, Rusty**

Music

B.S., 1997, University of Missouri–Columbia. Stephens 1999.

**Ellsworth-Smith, Pamela**

Vocal Music

B.S.E., 1978, Arkansas State University; M.Mus., 1984, Loyola University. Stephens 1993.

**Estey, Carol**

Performing Arts – Dance Department Chair

B.A., 1995, State University of New York, Empire State College; M.A., 1998, Tisch School of the Arts, New York University. Stephens 2008.

**Fields, Lee Ann**

Interior Design

B.S., 1978, Univeristy of Missouri-Columbia; M.S., 1997, Southern Illinois University. Stephens 2005.

**Freidrichs, Chad**

Digital Film

B.A., 2001, University of Missouri-Columbia. Stephens 2007.

**Friedman, Robert**

Art

B.F.A., 1980, M.F.A., 1989, University of Missouri-Columbia. Stephens 1991.

**Giblin, Tara**

Natural Sciences

B.S., 1991, University of Illinois-Urbana; Ph.D., 1997, University of Missouri-Columbia. Stephens 2001.

**Gray, Kate**

Graphic Design

B.F.A., 1985, University of North Texas. Stephens 2007.

**Hartwell, Elizabeth**

Performing Arts - Dance

School for the Creative and Performing Arts High School. Stephens College 2008.

**Hedge, Lamby**

Theatre

B.A., State University of New York, Fredonia; M.A., University of Kansas, Lawrence; M.F.A., University of Pittsburgh. Stephens 1998.

**Hedges, Mimi**

Theatre

A.S., 1988 Iowa Lakes Community College; B.A., 1980, The College of Wooster; M.F.A., 1983, Case Western Reserve University. Stephens 1983-91, 2002.

**Hillhouse-Deans, Heather**

Theatre

M.F.A., 2000, University of Missouri-Kansas City; B.A., 1997, Nebraska Wesleyan University. Stephens 2007.

**Hutchinson, Corrie**

Director of Library

BS in Mathematics from Truman State University, 2001; MA in Library Science, University of Missouri-Columbia, 2003. Stephens 2006.

**Keene, Wayne**

Business Administration

B.A., 2001, M.B.A., 2002, Fontbonne University. Stephens 2005.

**Kogut, Kate**

English & Creative Writing

B.A., 1998, M.A., 2002, Ph.D., 2007, University of Missouri. Stephens College, 2003.

**Lawrence, Christine**

Psychology

B.A., 1986, Washburn University, M.A., 1990, University of Missouri-Columbia; Ph.D., 1997, University of Missouri-Columbia. Stephens 2004.

**Leonard, Beth**

Dean, School of Performing Arts

B.S., 1972, University of Kansas; M.A., 1973, Central Missouri State University; M.F.A., 1984, University of Missouri–Kansas City. Stephens 1991.

**Linde, Sara**

Equestrian

B.S., 2002, Stephens College. Stephens 2006.

**Lowary, Maureen**

Fashion

B.F.A., 1980, Rhode Island School of Design. Stephens 2004.

**Lykken, Elizabeth**

Fashion

A.A.S., 1998, Olympic College; B.A., 2000, Seattle Pacific University; M.S., 2004, University of Rhode Island. Stephens 2005.

**Malikin, Polina**

Digital Film/Media

B.A., 2002, Brown University; M.F.A., 2008, University of Wisconsin-Milwaukee. Stephens 2008.

**Marks, Christina (Tina)**

Design and Fashion

B.A., 1985, University of Missouri. Stephens 2008.

**Matranga, Mary Jane**

Fashion

M.S., 1986, Drexel University, Art Education Certification, 1978, Indiana University; B.F.A., 1971, University of Cincinnati. Stephens 2007.

**McMurry, Monica**

Dean, School of Design and Fashion

B.F.A., 1982, Stephens College, M.S., 1993, University of Missouri–Columbia. Stephens 1999.

**Nichols, Cheryl**

Music

B.S., 1987, University of Missouri-Columbia. Stephens 2001-01, 2005 to present.

**Parke-Sutherland, Tina**

English

B.A., 1970, M.A., 1972, Northern Michigan University; M.F.A., 1986, University of Alaska; Ph.D., 1991, University of Michigan. Stephens 1991.

**Phillips, Jeffrey M.**

Natural Sciences

B.S., 1981, University of Central Florida; M.S., 1986, North Carolina State University; Ph.D., 1994, North Carolina State University. Stephens 2001.

**Pledge, Deanna S.**

Psychology

B.S., 1983, University of Missouri–Columbia; M.A., 1990, University of Missouri–Columbia. Stephens 1998.

**Rankin, Dianna**

Equestrian

B.A., 1966, Sweet Briar College; M.Ed., 1967, Goucher College. Stephens 2008.

**Schneeberger, Sharon**

Education

B.S., 1965, M.S., 1967, Oklahoma State University; Ph.D., 1977, George Peabody College for Teachers of Vanderbilt. Stephens 1985; 2005.

**Schultz, Daniel**

B.F.A., 2000, Stephens College. Stephens 2008.

**Shackelford, Pam**

Business Administration

B.S., 1990, Columbia College; M.B.A., 1993, Maryville University. Stephens 2004.

**Smith, Orlando**

Business, American Humanics

M.A., 1998, Webster University; B.A., 1991, Missouri Southern State College. Stephens 2007.

**Somerville, Kris**

English & Creative Writing

B.A., 1987, College of the Ozarks; M.A., 2000, University of Missouri. Stephens 2000.

**Storrie, Anastacia (Stacie)**

Theatre

B.A., 2002, Ashland University; M.F.A., 2006, University of Missouri-Kansas City. Stephens 2007.

**Taylor, Linda**

Psychology –Director of Master of Education in Counseling Program,

B.A., 1982, Northeast Missouri State University; M.A., 1986, University of Missouri-Columbia; Ph.D., 1998, St. Louis University. Stephens 2005.

**Terry, James H.**

Art History

B.A., 1981, Wesleyan University; M.A., 1992, Ph.D., 1998, University of Missouri–Columbia. Stephens 1988.

**Thompson, Chase**

Digital Film

B.S., Columbia College, 2005. Stephens 2007.

**Thompson, Mark**

Liberal Arts

B.A., 1995, Dalhousie University; M.A., 1996, University of Toronto; Ph.D., 2007, University of Toronto. Stephens 2008.

**Willey, Leslie**

Education

B.A., 1983, Stephens College; M.Ed., 1987, Ph.D., 2002, University of Missouri–Columbia. Stephens 1997.

**Wiseman, Jonna**

Mass Media

B.A., 1991, Stephens College. Stephens 2005.

**Withrow, Catherine**

Liberal Arts, Spanish

M.S., 2007, Georgetown University and Universidad Nacional de San Martin; B.A., 2005, Stephens College. Stephens 2007.

**Yost, Kerri**

Mass Media

B.A., 1994, University of Missouri-Columbia; M.A.T., 2001, Central Missouri State University. Stephens 2005.

**Zylstra, Alexandria**

Law, Philosophy and Rhetoric

B.J., 1994, J.D., 1997, LL.M., 2001, University of Missouri-Columbia. Stephens 2002.

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**Craig Van Matre**

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Los Angeles, Calif.  
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Columbia, Mo.  
*Trustee Emeritus*

**Gretchen Bush Kimball '57**

Belvedere, Calif.  
*Trustee Emerita*

**Robert C. Smith**

Columbia, Mo.  
*Trustee Emeritus*

**Ann Wrobleski '73**

Washington, D.C.  
*Trustee Emerita*

# Art and Graphic Design

**School of Design and Fashion, Dean: Monica McMurry, M.S.**

## **Art Faculty:**

Sara Fletcher, M.F.A.

Robert Friedman, M.F.A.

Kate Gray, B.F.A.

William Helvey, M.A.

Therese Pfeifer, M.F.A.

Daniel Scott, M.F.A., M.Ed.

Visiting instructors and artists

- [Requirements BFA Graphic Design](#)
- [Minor in Graphic Design](#)
- [Minor in Visual Arts](#)
- [Internship](#)
- [Course Descriptions](#)

As part of the School of Design and Fashion, the Art and Graphic Design curriculum introduces students to the practice of visual art. Students learn the language of the visual arts through projects and critiques. Art classes are generally small, allowing for individual attention in a hands-on working environment. Art students are treated as individuals and are encouraged to work independently, in order to find their own creative paths.

The Bachelor of Fine Arts in Graphic Design offers students intensive preparation for a professional career. Skilled graphic designers with dynamic portfolios are in demand worldwide, and opportunities exist in many industries including: advertising, consumer and trade publishing, corporate communications, entertainment, broadcast, cinema arts, internet publishing, and fashion, to name just a few.

Graphic Design students gain real-world experience through real-world class projects, internships, exhibitions, design competitions, workshops and freelance assignments. The design curriculum culminates with GDE 494 Senior Portfolio, where graduating students prepare a comprehensive portfolio of professional-quality work, their professional resumé, and other materials they may use to market themselves.

Art and Graphic Design classes are supported by well-equipped facilities, including the Catherine Webb Art Studios, the Lewis James and Nellie Stratton Davis Art Gallery, and the Graphic Design Computer Lab in the Hugh Stephens Library. Labs and studios offer a creative learning environment with purposely designed classrooms and work spaces surrounding the Davis Art Gallery. The Davis Art Gallery enriches the Stephens campus and the Columbia community by exhibiting the work of artists of all genders, ages, cultures, and styles. The Graphic Design Computer Lab features state-of-the-art Apple workstations, scanners, printers, digital cameras and a high-resolution video projector. Software and hardware are updated on a continuing basis. Art and Graphic Design students may use these facilities outside of class time, including evenings and weekends.

Requirements for the B.F.A. Degree in Graphic Design

This interdisciplinary degree is designed to prepare students for careers in the field of graphic design and digital media. The Bachelor of Fine Arts degree in Graphic Design requires completion of the liberal arts degree requirements and 61 semester hours in the major as specified below.

#### Required Courses

##### **Core courses (22 hrs.)**

GDE 110: Principles of Design (3 hrs.)  
GDE 120: Digital Typography (3 hrs.)  
GDE 210: Digital Imaging (3 hrs.)  
GDE 310: Publication Design (3 hrs.)  
GDE 320: Advertising Design (3 hrs.)  
INT 210: Internship Development (1 hr.)  
GDE 396: Internship (3 hrs.)  
GDE 494: Senior Portfolio (3 hrs.)

##### **Visual Art (12 hrs.)**

ART 105: Beginning Drawing (3 hrs.)  
ART 201: Life Drawing (3 hrs.)  
ART 203: Painting/Color (3 hrs.)  
ART 301: Advanced Drawing (3 hrs.) **or**  
ART 303: Advanced Painting (3 hrs.)

##### **Art History (9 hrs.)**

*Any three ARH courses.*

##### **Business and Mass Media (18 hrs.)**

MME 101: Media and Culture (3 hrs.)  
MME 208: Digital Photography (3 hrs.)  
MME 290: Creating Online Media (3 hrs.)  
BUS 171: Introduction to Entrepreneurship (3 hrs.)  
BUS 250: Principles of Marketing (3 hrs.)  
BUS 331: Integrated Marketing Communications (3 hrs.) **or**  
BUS 345: e-Commerce (3 hrs.)

##### **Requirements for the Minor in Graphic Design or Visual Arts**

The School of Design and Fashion offers a minor in Graphic Design and in Visual Arts. These minors may be particularly useful for students in Fashion Design, Theatre Arts, Mass Media, and Education, as well as for students preparing for art-related careers. These minors may also be used as part of a student-initiated major or a Liberal Studies major.

A minor in Visual Arts or Graphic Design requires completion of at least 15 semester hours, including at least 6 hours at the 300 level.

#### Suggested Models for Visual Arts Minors

##### **Drawing and Painting:**

ART 105: Beginning Drawing (3 hrs.)  
ART 201: Life Drawing (3 hrs.)  
ART 203: Painting/Color (3 hrs.)  
ART 301: Advanced Drawing (3 hrs.)  
ART 303: Advanced Painting (3 hrs.)

## **Printmaking:**

GDE 110: Principles of Design (3 hrs.)  
ART 105: Beginning Drawing (3 hrs.)  
ART 203: Painting/Color (3 hrs.)  
ART 205: Printmaking (3 hrs.)  
ART 305: Advanced Printmaking (3 hrs.)(repeat twice)

## Requirements for the Minor in Graphic Design

GDE 110: Principles of Design (3 hrs.)  
GDE 120: Digital Typography (3 hrs.)  
GDE 210: Digital Imaging (3 hrs.)  
GDE 310: Publication Design (3 hrs.)  
GDE 320: Advertising Design (3 hrs.)

## Other Ways to Include Art as Part of a Major

- Create a student-initiated major during the sophomore year of study that combines Art or Graphic Design with at least one other discipline such as Fashion Design, Theatre Arts or Digital Filmmaking. The faculty of the combined disciplines work with students to create student-initiated majors.
- Create a [Liberal Studies](#) major by combining study in two concentrations or two minors, or one concentration and one minor. A student must follow the prescribed departmental minor or concentration requirements.

*Forms for declaring a Liberal Studies major or student-initiated major are available from the registrar or in department offices.*

## Internships

Internships are encouraged after the junior year. Graphic Design majors are required to complete INT 210: Internship Development and at least one 3-hr. internship. Internships provide the student real world experience and a platform for future employment.

All internship and workshop participants must:

- be in good standing with the College, having an overall GPA of C or better, **and**
- have a minimum B- average in their major or minor.

The course number of the internship is based on the student's class, academic standing and prerequisite courses completed. After completion of an internship the student will complete assessment documents together with her employer or instructor and a grade of S/U (Satisfactory/Unsatisfactory) will be awarded.

## Capstone Course

Student-initiated and Liberal Studies majors complete a capstone course comprising a written statement and a senior project usually culminating in an exhibition in the Davis Art Gallery. *December graduates must have completed ART 494: Senior Portfolio during the previous spring semester.*

## Art Courses

**ART 105: Beginning Drawing**  
(3 hrs.)

(Open to all students; model and lab fee charged)

Introduction to basic methods and media of drawing through exercises in contour, gesture, value, volume and space, perspective and composition. Still-life, landscape and life-model subjects as well as experimental studies.

**ART 201: Life Drawing**

(3 hrs.)

(Prerequisite: ART 105; model and lab fee charged)

Problems in drawing the figure: human anatomy and proportion, figure composition. Continuation of practice in drawing fundamentals such as contour, gesture, volume, and value.

**ART 203: Painting/Color**

(3 hrs.)

(Prerequisite: ART 105 or permission of instructor; lab fee charged)

The study of color relationships and systems of color composition, using the basic methods, materials and media of painting. Problems using still life, landscape and the human figure as a point of departure for development of creative expression. Discussion of contemporary directions in painting.

**ART 205: Printmaking**

(3 hrs.)

(Prerequisites: ART 105 or permission of instructor; lab fee charged; may be repeated three times)

Introduction to processes such as printing on fabric, linocut, woodcut, etching, lithography, screen printing and photo printmaking. Process emphasized may change from semester to semester or year to year. Development will be encouraged in the areas of technical control, graphic quality and effective personal expression.

**ART 280: Topics in Art**

(1-3 hrs.)

(Prerequisite: depends on topic offered; lab fee charged)

Introduction to various topics in fine and applied art.

**ART 294: Workshop**

(1-3 hrs.)

(Prerequisites: ART 105 and approval of faculty)

A workshop experience completed off campus.

**ART 301: Advanced Drawing**

(3 hrs.)

(Prerequisite: ART 201; may be taken four times for credit; lab fee charged)

Emphasis on individual development of drawing skills with a variety of subjects. Development of the drawing as a finished work.

**ART 303: Advanced Painting**

(3 hrs.)

(Prerequisite: ART 203; ART 201 recommended; may be taken four times for credit; lab fee charged)

Emphasis on individual development and personal style. Exploration of media, imagery and discussion of contemporary critical issues.

**ART 305: Advanced Printmaking**

(3 hrs.)

(Prerequisite: ART 205; ART 203 recommended; may be taken four times for credit; lab fee charged)

Continued development of technical skills and personal style in various printmaking media. Printmaking process emphasized may change from semester or year to year. Development of a complete edition or series. Discussion of the aesthetics of the print.

**ART 380: Topics in Art and Design**

(1-3 hrs.)

(Prerequisite: depends on topic offered; lab fee charged)

Various topics in fine and applied art.

**ART 394: Art Workshop**

(1-3 hrs.)

(Prerequisites: ART 105 and approval of faculty).

A workshop experience completed off campus.

**ART 494: Senior Project**

(3 hrs.)

(Prerequisite: approval of faculty; lab fee when appropriate.)

A major body of independently conceived and produced work in the student's primary studio area. Offered spring semester only.

Graphic Design Courses

**GDE 110: Principles of Design**

(3 hrs.)

(Open to all students; lab fee charged)

Introduction to basic design theory, composition, symmetry and asymmetry, information and communication, type and image, two-dimensional and three-dimensional problem solving. Media used in assignments will include hand illustration and collage. Lectures will present an overview of the history of visual communication, graphic design, and advertising graphics.

**GDE 120: Digital Typography**

(3 hrs.)

(Prerequisite: GDE 110 or permission of instructor; lab fee charged)

Lectures cover the evolution of typography underlying today's digital standards. Introduction to contemporary typography, illustration and design. Survey of the MacIntosh computer platform, major design and type programs, printing basics, use of software (OSX, Indesign, Photoshop, Illustrator).

**GDE 210: Digital Imaging**

(3 hrs.)

(Prerequisite: GDE 120 or permission of instructor; lab fee charged)

Introduction to acquiring and editing images in digital format. Course subjects will include: Photoshop program features, acquiring images with digital cameras, scanners, on-line sources or illustration software, image resolution and color depth, montage, color correction, art direction, professional standards, copyright issues, and more. The course will emphasize developing design skills and technical expertise in producing high-quality images for publication.

**GDE 280: Topics in Design**

(1-3 hrs.)

(Prerequisite: depends on topic offered; lab fee charged)

Introduction to various topics in fine and applied art.

**GDE 294: Design Workshop**

(1-3 hrs.)

(Prerequisites: GDE 120 and approval of faculty)

A workshop experience completed off campus.

**GDE 296: Internship**

(1-3 hrs.)

(Prerequisite: INT 201 and approval of faculty)

An internship experience completed off campus.

**GDE 310: Publication Design**

(3 hrs.)

(Prerequisites: GDE 210 or permission of instructor, lab fee charged)

Design and production for integrated marketing campaigns. Students will concept, design and produce a variety of print publications such as brochures, magazines, posters, direct mail and others. Students will develop a deeper understanding of design, layout and pre-press standard practices and the organization of information from initial concepts to final production. Lectures will cover history of marketing publications, information systems, modern publication design and integrated marketing strategies and executions, production standards and designer/art director role in publication concept, design and production.

**GDE 320: Advertising Design**

(3 hrs.)

(Prerequisite: GDE 310 or permission of instructor; lab fee charged)

Students explore the role of the design and art director in developing and producing advertising campaigns. Students will concept, write, develop and present campaigns based on real-world strategies and standards. Lectures will cover history of advertising and marketing, modern ad design, strategies and executions, production standards and the designer/art director role in publication concept, design and production. Guests from the advertising industry.

**GDE 394: Design Workshop**

(1-3 hrs.)

(Prerequisites: GDE 120 and approval of faculty)

A workshop experience completed off campus.

**GDE 396: Internship**

(1-3 hrs.)

(Prerequisites: INT 210, GDE 310 and 320 and approval of faculty)

An internship experience completed off campus.

**GDE 494: Senior Portfolio**

(3 hrs.)

(Prerequisites: GDE 310 and 320 and approval of faculty; lab fee when appropriate)

Graduating students will develop and refine a comprehensive portfolio as well as create a capstone project, a professional resumé and other materials they may use to market themselves. Offered spring semester only.

**GDE 496: Internship**

(1-3 hrs.)

(Prerequisites: GDE 396 and approval of faculty)

An internship experience completed off campus.

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in department offices or in the Office of the Registrar. All independent studies are subject to the approval of design faculty.

## Art History

Coordinator: James H. Terry, Ph.D.

### **Art History Faculty:** James H. Terry, Ph.D.

Courses in Art History offer students opportunities to explore the painting, sculpture, architecture and decorative arts of periods from the Stone Age through contemporary art. Students should begin their study of Art History with the introductory course, ARH101, followed by intermediate and advanced courses that concentrate on specific art-historical periods. Courses in Art History enhance majors in Theater, Dance, Graphic Design, Interior Design and Fashion Design by broadening students' understanding of the contexts in which these arts developed.

### Requirements for a Minor in Art History

Students must complete 15 semester hours in the ARH prefix, including 6 hours at the 300 level. The Art History minor may become part of the Liberal Studies major and student-initiated majors.

## Art History Courses

### **ARH 101: Introduction to the History of Art**

(3 hrs.)

(Open to all students)

Introduces students to the history of the visual arts and architecture. Students will become familiar with a wide range of artistic techniques and media and will acquire analytical tools for understanding and criticizing the arts. Students will learn to recognize the distinctive features of key periods in the history of western art from prehistory to the present day. The primary focus will be the art of the Mediterranean, Europe and post-colonial America, but the traditions of Asia, the Islamic world, Africa and ancient Mesoamerica will also be discussed. This course is intended to provide a foundation for more advanced study and to contribute to a life-long appreciation of art.

### **ARH 201: Greek and Roman Art**

(3 hrs.)

(Prerequisite: sophomore standing or permission of instructor)

Introduces students to the material remains of the ancient Greeks and Romans, the founders of western art and culture. Painting, sculpture, architecture and the decorative arts will be analyzed in the context of political, social and cultural institutions. Students will learn to recognize major period styles and understand how buildings and art objects functioned in Greek and Roman society.

### **ARH 203: Medieval and Byzantine Art**

(3 hrs.)

(Prerequisite: sophomore standing or permission of instructor)

Introduces students to the art and architecture of the Medieval and Byzantine world, from the Christianization of the Roman Empire in the 4th century to the brink of the Renaissance in the 14th century. We will explore sculpture, wall painting, the arts of the book, secular and religious architecture and the decorative arts (ceramics, metalwork, glass, textiles and mosaics) in the context of political, social and cultural institutions.

### **ARH 205: Renaissance and Baroque Art**

(3 hrs.)

(Prerequisite: sophomore standing or permission of instructor)

Focuses on painting, sculpture and architecture from the 14th to the 17th centuries in Italy and Northern Europe—one of the most brilliant periods in the history of art. Students will analyze works of art in terms of technique, iconography, function and style, and (most importantly) in terms of their meanings in the contexts of their own times and for us today. Field trips to local museums.

**ARH 207: Nineteenth-century Art**

(3 hrs.)

(Prerequisite: sophomore standing or permission of instructor)

Concentrates on European and American architecture, painting, sculpture and decorative arts in the nineteenth century. The major periods studied are Neoclassicism, Romanticism, Realism, Impressionism, Post-Impressionism. Artists include David, Goya, Turner, Courbet, Manet, Monet, Cassatt, Degas, Van Gogh, Gauguin and Cézanne.

**ARH 280: Topics in Art History**

(3 hrs.)

Topics courses are devoted to subjects that are not covered in depth in other ARH courses, especially non-Western art.

**ARH 309: Modernism and Post-Modernism in the Arts**

(3 hrs.)

(Prerequisites: one ARH course and junior or senior standing, or permission of instructor)

This course explores the arts in Europe and America from the beginning of the 20th century to the present. We focus on important styles and movements, examining both the artistic products of each and the public statements of the participants. We pay particular attention to the interconnectedness of the arts in various media. Artists featured include painters, sculptors, architects, composers, playwrights, performance artists, filmmakers and choreographers.

**ARH 317: Islamic Art and Culture**

(3 hrs.)

(Prerequisites: one ARH course and junior or senior standing, or permission of instructor)

This course introduces the art and architecture of Islam, a cultural heritage shared by one fifth of the world's population. We will investigate this subject from the perspective of the faith and traditions of Islam and the history of the Muslim world from the time of Mohammed to the present day. Topics will include secular and religious architecture, book painting and calligraphy, and the decorative arts. Our investigation will proceed through illustrated lectures and discussion, supplemented by films and field trips.

**ARH 355: Seminar: Women in Art**

(3 hrs.)

(Prerequisite: one ARH course and junior or senior standing, or permission of instructor; cross-listed as WST 355)

This course explores the contributions women have made to painting, sculpture and architecture from the Renaissance to the present in Europe and America.

**ARH 380: Topics in Art History**

(3 hrs.)

Topics courses are devoted to subjects that are not covered in depth in other ARH courses, especially non-Western art.

# Department of Business and Marketing

Department Chair: Pamela Shackelford, M.B.A.

## **Business Faculty:**

Susan Bartel, M.ED; APR

Wayne Keene, M.B.A

Orlando Smith, M.A.

- [B.S. Entrepreneurship and Business Management](#)
- [B.S. Accounting](#)
- [B.S. Marketing, Public Relations and Advertising](#)
- [Master of Business Administration](#)
- [Business and Marketing Minors](#)
- [Special Events Planning and Management Minor](#)
- [ACC/BUS/CIS/ECO Course Descriptions](#)
- [Marketing, Public Relations and Advertising Course Descriptions](#)
- [Business Internship Program](#)

The Department of Business and Marketing offers three majors: Bachelor of Science in Entrepreneurship and Management; Bachelor of Science in Marketing, Public Relations and Advertising; and the Bachelor of Science in Accounting. In addition, the program cooperatively offers the following interdisciplinary majors: Bachelor of Science in Fashion Marketing and Management; Equestrian Business Management and also the Bachelor of Fine Arts in Theatre Management. In addition, two minors are available: a business minor, which may emphasize one of three areas (finance, marketing or management) and an events planning and management minor.

The Business and Marketing curriculum prepares students for entrepreneurial pursuits, managerial, marketing, public relations and advertising positions in any organization and provides opportunities to acquire distinctive competence in specialized areas. These goals are accomplished through a core of required courses, enhanced by electives, independent studies, internships and off-campus study. In addition, students may learn from hands-on experiences, including local consulting internships or by helping to manage the department's stock portfolio.

The Business and Marketing faculty has a strong interdisciplinary orientation and believes that preparation for any career must be grounded in a liberal arts education. Students are encouraged to assume a broad perspective and take coursework beyond the introductory level in liberal arts, to think critically and creatively, and to grow in confidence. Issues and opportunities for women in organizations are emphasized throughout the program. This includes women entrepreneurs and women executives.

Combining Business and Marketing with other disciplines, in a double major, a major and a minor, or a student-initiated major is highly encouraged. Providing depth within a strong business curriculum and breadth in other areas of interest, these combinations will enhance the education and marketability of participating students.

## Requirements for the B.S. Major in Entrepreneurship and Business Management

The bachelor of science degree in entrepreneurship and business management requires completion of liberal arts degree requirements and 54 hours in the major. An internship experience is required before enrollment in BUS 496. Business majors must earn at least fifteen hours of business courses from Stephens College. BUS 490: Advanced Entrepreneurship must be taken at Stephens. A grade of C- or better is required in each of the courses in the major. A GPA of at least 2.0 over all courses in the major is

required for graduation. Students planning graduate study in business should take at least one semester of calculus.

#### **Required Courses**

CIS 206: Introduction to Information Systems (3 hrs.)  
BUS 171: Introduction to Entrepreneurship (3 hrs.)  
ACC 210: Accounting I (3 hrs.)  
ACC 220: Accounting II (3 hrs.)  
BUS 225: Principles of Management (3 hrs.)  
BUS 250: Principles of Marketing (3 hrs.)  
BUS 305: Human Resource Management (3 hrs.)  
BUS 318: Social and Ethical Issues in Business (3 hrs.)  
BUS 331: Integrated Marketing Communications (3 hrs.)  
BUS 345: E-commerce (3 hrs.)  
BUS 350: Principles of Finance (3 hrs.)  
BUS 386: International Business (3 hrs.)  
BUS 490: Advanced Entrepreneurship (3 hrs.)  
BUS 496: Internship Seminar (2 hrs.)  
ECO 202: Microeconomics (3 hrs.)  
ECO 203: Macroeconomics (3 hrs.)  
INT 210: Internship Development (1 hr.)  
MAT 207: Introduction to Statistics (3 hrs.)

#### **Business Electives**

BUS205: Personal and Family Finance (3 hrs.)  
BUS280: Topics in Business (1-3 hrs.)  
BUS320: Sales Management (3 hrs.)  
BUS352: Business Law (3 hrs.)  
BUS354: Consumer Behavior (3 hrs.)  
BUS364: Organizational Behavior (3 hrs.)  
BUS380: Topics in Business (1-3 hrs.)  
BUS480: Topics in Business (1-3 hrs.)

#### Requirements for the B.S. Major in Accounting

A bachelor of science degree with a major in accounting requires completion of the liberal arts requirements and 78 hours in the major. Accounting majors must take at least 24 hours of these requirements from Stephens College. BUS 490: Advanced Entrepreneurship must be taken at Stephens. Additional courses are taken at the University of Missouri-Columbia. An Internship experience is required before enrollment in BUS 496. A grade of C- or better must be earned in all required courses and a cumulative 2.0 GPA or better in all courses in the major for graduation.

**NOTE:** The Missouri Board of Accountancy requires 60 hours in accounting and other related courses in order to be eligible to sit for the C.P.A. exam.

#### **Required Courses**

##### ***Core Requirements***

ACC210: Accounting I (3 hrs.)  
ACC220: Accounting II (3 hrs.)  
BUS171: Introduction to Entrepreneurship (3 hrs.)  
BUS225: Principles of Management (3 hrs.)  
BUS250: Principles of Marketing (3 hrs.)  
BUS 318: Social and Ethical Issues in Business (3 hrs.)  
BUS 350: Principles of Finance (3 hrs.)  
BUS 352: Business Law (3 hrs.)

BUS 490: Advanced Entrepreneurship (3 hrs.)  
BUS 496: Internship Seminar (2 hrs.)  
CIS 206: Introduction to Information Systems (3 hrs.)  
ECO 202: Microeconomics (3 hrs.)  
ECO 203: Macroeconomics (3 hrs.)  
INT 210: Internship Development (1 hr.)  
MAT 207: Introduction to Statistics (3 hrs.)  
MAT 211: Calculus and Analytic Geometry I (3 hrs.)  
MAT 326: Linear Algebra (3 hrs.)

### ***University of Missouri Requirements***

ACC 3326: Financial Accounting Theory and Practice I  
ACC 3328: Accounting Information Systems  
ACC 3346: Financial Accounting Theory and Practice II  
ACC 3347: Cost and Managerial Accounting  
ACC 4353: Introduction to Taxation  
ACC 4365: Governmental Accounting and Budgeting  
ECO 3229: Money, Banking and the Financial Market  
ECO 4351: Intermediate Microeconomics  
*Three (3) additional hours in accounting electives*

Requirements for a BS Major in Marketing: Public Relations and Advertising Major

This bachelor of science degree with a marketing, public relations and advertising major requires completion of liberal arts requirements and the required core courses listed below. In addition, students will choose an emphasis area in consultation with the program coordinator and will take an additional 24 semester hours in that area. A grade of C- or better must be earned in required BUS/ACC and MPA courses and an overall GPA of 2.0 must be maintained to graduate.

The required internship experience includes the successful completion of the pre-internship course INT 210: Internship Development, of the performance of an industry internship, and of the post-internship debriefing course BUS 496: Internship Seminar.

Students are strongly urged to take BUS 171 and MME 101 in the fall of their freshman year or first semester of their sophomore year. A checklist for this major, which will help keep the student on track, may be obtained in the Business and Marketing office.

***NOTE:*** Descriptions for GDE, BUS, MME, MPA and INT courses will be found under those programs' headings.

### **Required Courses**

#### **Accounting:**

ACC 210: Accounting I (3 hrs.)

#### **Business:**

BUS 171: Introduction to Entrepreneurship (3 hrs.)  
BUS 225: Principles of Management (3 hrs.)  
BUS 250: Principles of Marketing (3 hrs.)  
BUS 331: Integrated Marketing Communications (3 hrs.)  
BUS 354: Consumer Behavior (3 hrs.)

**Internship:**

INT 210: Internship Development (1 hr.)  
BUS 496: Internship Seminar(2 hrs.)

**Marketing: Public Relations and Advertising:**

MPA 205: Public Relations Principles and Practices (3 hrs.)  
MPA 240: Nuts and Bolts of Meeting and Convention Planning (3 hrs.)  
MPA 335: Case Studies in Marketing and Public Relations (3 hrs.)  
MPA 403: Public Relations Writing (3 hrs.)  
MPA 493: Senior Project or Thesis (3 hrs.)

**Mass Media:**

MME 101: Media and Culture (3 hrs.)

**Guided Electives (24 semester hours required)**

ACC 220: Accounting II (3 hrs.)  
GDE 110: Principles of Design (3 hrs.)  
GDE 120: Digital Typography (3 hrs.)  
GDE 208: Digital Photography (3 hrs.)  
GDE 210: Digital Imaging (3 hrs.)  
GDE 310: Publication Design (3 hrs.)  
BUS 305: Human Resource Management (3 hrs.)  
BUS 320: Sales Management (3 hrs.)  
BUS 352: Business Law (3 hrs.)  
BUS 380: Topics in Business (1-3 hrs.)  
BUS 386: International Business (3 hrs.)  
MME 103: Writing for Mass Media (3 hrs.)  
MME 207: Print Writing and Reporting (3 hrs.)  
MPA 212: Practicum in Mass Media (1-3 hrs.)  
MME 231: Print Production (3 hrs.)  
MME 290: Creating On-line Media (3 hrs.)  
MME 307: Advanced Print Writing and Reporting (3 hrs.)  
MPA 330: Advanced Events Planning and Management (3 hrs.)  
MME 362: Media Law (3 hrs.)  
MPA 380: Topics in marketing/public relations  
MPA 401: Advanced Event Marketing (3 hrs.)  
MPA 412: Advanced Practicum (1-3 hrs.)  
MPA 431: Advertising Copywriting (3 hrs.)  
MME 464: Women and Media (3 hrs.)  
PSY 340: Organizational Psychology (3 hrs.)

Requirements for Minors in Business and Marketing

**Finance emphasis:**

BUS 171: Introduction to Entrepreneurship (3 hrs.)  
BUS 350: Principles of Finance (3 hrs.)  
ACC 210: Accounting I (3 hrs.)  
ACC 220: Accounting II (3 hrs.)  
*Three (3) additional hours in Finance at the 300 level or above.*

**Marketing emphasis:**

BUS 171: Introduction to Entrepreneurship (3 hrs.)  
BUS 250: Principles of Marketing (3 hrs.)  
BUS 331: Integrated Marketing Communications (3 hrs.)  
BUS 345: E-commerce (3 hrs.)

*Plus Three (3.0) additional hours in marketing at any level.*

**Management emphasis:**

BUS 171: Introduction to Entrepreneurship (3 hrs.)

BUS 225: Principles of Management (3 hrs.)

BUS 305: Human Resource Management (3 hrs.)

BUS 318: Social and Ethical Issues in Business (3 hrs.)

*Plus Three (3.0) additional hours in management at any level.*

Special Events Planning and Management Minor

The minor in Special Events Planning and Management requires completion of a minimum of five courses, including at least two at or above the 300 level. An overall GPA of at least a 2.0 in all courses listed in the minor is required.

**Required Courses (15 hrs.)**

MPA 240: The Nuts & Bolts of Event Planning (3 hrs.)

MPA 330: Advanced Events Planning and Management (3 hrs.)

MPA 390: Marketing and Promoting Your Event (3 hrs.)

**AND**

Six (6) hours of Business, Marketing, Mass Media or Design courses at the 300 level or above and approved by the program coordinator.

A list of the specific courses approved for inclusion in the finance, marketing, management and event planning emphasis areas may be obtained from the business and marketing department office.

Business and Marketing and the Liberal Studies Major

In the residential program, students may choose one of the four business minor options (finance, marketing, management or event planning) to include in the liberal studies major. See the [liberal studies](#) section of the catalog for complete information about the major.

Requirements for the Master of Business Administration Program

Through Stephens College Graduate & Continuing Studies, students may earn a Master of Business Administration (MBA) degree. The Stephens' MBA program combines online coursework and an on-campus seminar. Core courses are available in either blended or online formats. After completion of the core curriculum, students enroll in BUS 695: Advanced Strategic Project. In this nine-hour course, students may design their own customized emphasis, focusing on a topic or industry of particular interest to them. This course requires an integrative project that involves online learning, professional practice and an on-campus seminar.

Accounting Courses

**ACC 210: Accounting I**

(3 hrs.)

(Prerequisites: two years of high school algebra with a grade of B or better, or C- or better in MAT 111; sophomore standing or permission of instructor)

An introduction to financial accounting. Study of accounting theory and techniques used in the accumulation and disclosure of accounting data resulting from business transactions in proprietorships, partnerships and corporations.

**ACC 220: Accounting II**

(3 hrs.)

(Prerequisites: ACC 210; for business, fashion merchandising and equestrian business management majors, and accounting/finance minors: MAT 207, or concurrent enrollment; permission of instructor)

An introduction to managerial accounting. The preparation, use and interpretation of internal accounting data in the managerial functions of planning, organizing, controlling and decision-making.

**Business Administration Courses****BUS 171: Introduction to Entrepreneurship**

(3 hrs.)

(Open to all students)

Overview of venture concepts. Introduces the concepts of: product/service planning and production; supply chains; proprietary and intellectual property issues; product placement; product features; and competitive strategies. Introduces the concepts of operating and control systems, legal structures, and management planning.

**BUS 205: Personal and Family Finance**

(3 hrs.)

(Open to all students)

Examination and application of basic economics and finance principles as they relate to the individual. Topics include: budgets, banking, housing, taxes, insurance and investments.

**BUS 225: Principles of Management**

(3 hrs.)

(Prerequisites: BUS 171 and sophomore standing; for business, fashion marketing and management, theatre management and equestrian business management majors: MAT 207 or concurrent enrollment; or permission of instructor)

A study of the organization, its individuals, technology, planning, and organizing and control policies and procedures. Special attention given to leadership, motivation, communication, group dynamics, decision-making and women in management.

**BUS 250: Principles of Marketing**

(3 hrs.)

(Prerequisites: English 101; BUS 171; sophomore standing; or permission of instructor. BUS 171 waived for EBM and FDP majors)

Beginning marketing course designed to provide the student with an understanding of basic marketing concepts, the role of marketing in society and the forms and various factors that influence marketing decision making.

**BUS 280: Topics in Business**

(Credit and prerequisites depend on topic offered.)

Topics courses explore current trends or special interests in business. Courses taught in the past under this topic designation include Women in Organizations and Entrepreneurship for Non-Business majors.

**BUS 305: Human Resource Management**

(3 hrs.)

(Prerequisites: BUS 225 and junior standing, or approval of instructor)

The principles and practices of personnel planning, recruitment, selection, training and development, career planning, performance evaluation, affirmative action, labor relations and salary administration.

**BUS 318: Social and Ethical Issues in Business**

(3 hrs.)

(Prerequisites: junior standing; 3 hours in a 100- or 200-level course in business, or permission of

instructor)

Applied ethics course designed to identify and explore some of the major ethical issues facing people in business. Course includes introduction of the techniques of ethical reasoning, and exploration of methods for improving corporate morality, exploration of the duties, obligations, and responsibilities of individuals and businesses in our society. Students learn through case method and extensive class discussions and involvement in an ethical decision-making process. Writing intensive.

**BUS 320: Sales Management**

(3 hrs.)

(Prerequisite: BUS 250 or approval of instructor)

A study of the process of planning, staffing, training, directing and controlling the efforts of sales personnel. Attention also given to the responsibilities of salespeople.

**BUS 331: Integrated Marketing Communications**

(3 hrs.)

(Prerequisites: BUS 250 and junior standing, or permission of instructor)

An in-depth study of promotional activities such as advertising, personal selling, sales promotions, public relations and direct marketing (including use of the Internet). Emphasis is on strategic planning of promotional activities to communicate with customers to achieve marketing objectives. The relationship of integrated marketing communications to other elements of promotional activities is also explored.

**BUS 335: Case Studies in Marketing and Public Relations**

(3 hrs.)

(Prerequisites: grade of C- or better in MCO 205 or BUS 250 and junior standing or permission of instructor; cross-listed as MCO 335)

A combination case study and hands-on course designed to increase research, writing and assessment skills in marketing and public relations. Cases will focus on research, planning, strategies, tactics and evaluation. Course culminates in researching and writing a marketing and public relations case history. Offered every other spring semester.

**BUS 345: e-Commerce**

(3 hrs.)

(Prerequisite: BUS 250, CIS 206)

This course provides students with an opportunity to learn how organizations are using the Internet as a viable marketing tool. The course will also examine the increasing role electronic commerce is playing in the global economy.

**BUS 350: Principles of Finance**

(3 hrs.)

(Prerequisite: ACC 220; for business, fashion merchandising and equestrian business management majors: ECO 202)

An introduction to finance from a corporate perspective. Topics include: financial markets, capital budgeting, working capital and financial statement analysis.

**BUS 352: Business Law**

(3 hrs.)

(Prerequisite: junior standing or permission of instructor; cross-listed as LGS 352.)

A study of the basic concepts of law as they relate to legal rights and remedies, with an emphasis on contracts and other facets of law relevant to business practice.

**BUS 354: Consumer Behavior**

(3 hrs.)

(Prerequisites: BUS 250 and junior standing, or permission of instructor)

Analysis of factors affecting purchase decisions in the marketplace. Theories and research findings from

behavioral and social sciences are examined from the point of view of marketing management and buyer behavior. Attention given to exploration and evaluation of buyer behavior, the consumer decision process, and research on the development of marketing programs.

### **BUS 356: Social Entrepreneurship**

(3 hrs.)

(Prerequisites: BUS 171 and junior standing, or permission of instructor)

The field of Social Entrepreneurship is an exciting facet of today's business world that engages visionary, creative individuals who seek to serve the greater good through the foundation of enterprises targeted at making a positive contribution to society. This course provides insight into the process and challenges related to the conception and realization of profit and not-for-profit ventures offering innovative solutions to pressing social issues.

### **BUS 358: Grant Development and Proposal Writing**

(3 hrs.)

(Prerequisites: BUS 356 or permission of instructor)

This course will provide an overview of the various stages of the grant-seeking and grant-writing process. Topics covered include grant development issues, types of grants and funders, the development and articulation of an idea proposed for funding, identification of possible funding sources, the design and evaluation of a proposed program and/or project, the creation of community partnerships, proposal writing, budget development and description and grant review process.

### **BUS 362: Professional Communications**

(3 hrs.)

(Prerequisites: Junior Standing or permission of instructor.)

This course teaches the theory and skills necessary for understanding and practicing effective professional communication. It emphasizes effective oral and written communication in professional settings and provides you with opportunities to practice skills that will allow you to communicate successfully in your professional careers.

### **BUS 364: Organizational Behavior**

(3 hrs.)

(Prerequisites: BUS 225 and junior standing, or permission of instructor)

The study and application of knowledge about how people "act" and "react" in goal-oriented groups. Emphasis is placed on using theories from the social and behavioral sciences to aid managers in understanding, predicting and influencing behavior. The course focuses on areas such as motivation, leadership, learning theory and organizational development.

### **INT 370: Business Seminar Abroad**

(1-3 hrs.)

(Credit will not count toward BUS major or minor; offered some summers)

A five-week summer travel-study seminar conducted by Stephens' Entrepreneurship and Business Management faculty in business centers abroad.

### **BUS 375: Investigations of Free Enterprise**

(1 hr.)

(Prerequisite: 3 hours of BUS courses.) (May be repeated for up to 3 hours credit.)

This course provides an opportunity to work on several community outreach programs that are assigned to promote a better understanding of how market economies and businesses operate. This experience will enable students to acquire stronger communication, team building and management skills. Writing intensive.

**BUS 380: Topics in Business**

(Credit and prerequisites depend on topic offered)

Topics courses explore current trends or special interests in business. Courses taught in the past under this topic designation include Business Negotiations, Computer Applications in Business, Direct Marketing, Women in Small Business, Mentoring and Project Management.

**BUS 386: International Business**

(3 hrs.)

(Prerequisites: BUS 225, BUS 250, ECO 202 and 203, and junior standing, or permission of instructor)

Provides insight into the contemporary foreign environment through a macro view of the world of the economic, political, social and cultural environments; studies the problems encountered in business operations abroad and possible solutions; applies economic and trade theories to the role of foreign operations; and places special emphasis on the marketing and management activities of multinational business. Taught through lectures, case studies and research projects.

**BUS 390: Intermediate Entrepreneurship**

(3 hrs.)

(Prerequisites: ACC 220, BUS 225, BUS 250, BUS 350, or permission of instructor)

This course presents lectures by successful entrepreneurs across a broad spectrum of business ventures that may be of interest to the students. These lectures will be open to the entire campus in order to encourage students to consider the challenges and opportunities available in a wide variety of fields. Through Entrepreneurship, students will gain insight into the issues dealt with by entrepreneurs from the community. This course will encourage students to incubate entrepreneurial skills and begin to develop a network of professional mentors. The course will also emphasize a wide array of experiential learning concepts such as: entrepreneurial traits experiential exercises, field seminars with local entrepreneurs, brief entrepreneurship internships, building personal selling skills and other practical topics selected by the students.

**BUS 480: Topics in Business**

See current course schedule for titles and credit.

**BUS 490: Advanced Entrepreneurship**

(3 hrs.)

(Prerequisites: ACC 220, BUS 225, BUS 250, BUS 350, or permission of instructor)

This course serves as the capstone course for entrepreneurial studies. It integrates the student's venture concept and feasibility study completed in BUS 171 into a fully researched business plan. The students complete management plans, product/service plans, marketing plans, financial plans, and develop operating and control systems for their comprehensive business plan. Students create their own advisory board to guide them through the planning process. This board will consist of an advisor in entrepreneurial accounting, entrepreneurial marketing, business planning, and a disciplinary expert from their major, or an external entrepreneur. The outcome is a student-driven business plan that is reviewed by a local panel of experts for strengths and weaknesses. \*The course will include breakout sessions to ensure the students understand the detailed financial information collected and analyzed.

**BUS 496: Internship Seminar**

(2 hrs.)

(Prerequisite: Completion of internship and approval of faculty)

Course brings together students who have completed industry internships. Students share information on internship experiences, positions and responsibilities and evaluate their internships. Offered fall semester only.

Computer Science Courses

**CIS 160: Introduction to Computers**

(3 hrs.)

(Open to all students)

Study of the impact and uses of computers with an emphasis on hardware and software. Topics will include how software interacts with the computer and peripherals, how it is used in the professions, and how it is changing the workplace. The Microsoft Office software, including word processing, spreadsheet/database, presentation packages, and Internet exploration, will be utilized.

**CIS 206: Introduction to Information Systems**

(3 hrs.)

(Prerequisite: one year of high school computer proficiency or consent of instructor)

A study of concepts of computer-based information systems. This is an introductory survey of computer science concepts such as algorithms, hardware and software design, computer organization, programming language models, network models, virtual machines, artificial intelligence and social and ethical concerns of computer science.

**Economics Courses****ECO 202: Microeconomics**

(3 hrs.)

(Prerequisite: sophomore standing or permission of instructor)

Introduction to microeconomics, beginning with the historical development of market theory and continuing with an examination of contemporary models of market behavior and dynamics.

**ECO 203: Macroeconomics**

(3 hrs.)

(Prerequisite: sophomore standing or permission of instructor)

Introduction to the economics of Keynes and post-Keynesian theory. Includes fiscal and monetary theory and policy.

**Marketing: Public Relations and Advertising Courses**

**Program Coordinator: Susan M. Bartel, M.ED, APR**

**MPA 205: Public Relations: Principles and Practices**

(3 hrs.)

(Prerequisites: MCO 103 and sophomore standing)

A survey course of public relations principles and theories practiced today in business, nonprofit organizations, associations, government and education. The historical, legal, organizational and social context of public relations. Offered fall semester only.

**MPA 240: The Nuts & Bolts of Event Planning**

(3 hrs.)

(Open to all students.)

An introduction to the special events, meeting and convention industry. Students will be exposed to functions such as planning, budgeting, negotiating, registering and the scheduling of an event.

**MME 283: Internship: Case Study & Report**

(1 hr., may be repeated once for credit)

(Prerequisites: INT 210, permission of instructor and completion of industry internship approved by instructor)

NOTE: All appropriate agreement and approval forms must be on file with the faculty supervisor prior to beginning the internship.

This course will serve as a preliminary experience for those students who wish to gain some familiarization with an industry internship prior to undertaking their required internship for the major. The

course brings together students who have completed summer industry internships in order to formally evaluate their internship experience and discuss relevant workplace issues. Students share information about their internships, including their interaction with supervisors, co-workers and clients; their position and responsibilities; and the relationship between their expectations and the realities of their internship. Students use the information they compiled during their internship to create a multimedia presentation of their internship case study.

### **MPA 330: Advanced Events Planning and Management**

(3 hrs.)

(Prerequisites: BUS 171, MCO 205)

The purpose of this course is to acquire an in-depth knowledge about the specialized field of event management and to become familiar with management techniques and strategies required for successful planning, promotion, implementation and evaluation for special events within any context.

### **MPA 335: Case Studies in Marketing and Public Relations**

(3 hrs.)

(Prerequisites: grade of C- or better in MCO 205 or BUS 250 and junior standing or permission of instructor; cross-listed as BUS 335)

A combination case study and hands-on course designed to increase research, writing and assessment skills in marketing and public relations. Cases will focus on research, planning, strategies, tactics and evaluation. Course culminates in researching and writing a marketing and public relations case history. Offered every other year.

### **MPA 401: Marketing and Promoting Your Event**

(3 hrs.)

(Prerequisites: MCO 240 and MCO 330 or permission of instructor.)

The primary focus of this course will be to plan and manage an event during the semester. Additionally, students will learn how to market and promote the event.

### **MPA 403: Public Relations Writing: Form and Style**

(3 hrs.)

(Prerequisites: grade of C- or better in MCO 205 and senior standing or permission of instructor)

An advanced-writing course concentrating on the forms and styles used by public relations practitioners when communicating with general and specialized audiences. Includes news releases for print and broadcast, advertising copy, speeches, film and slide presentation scripts, annual reports, newsletters, brochures, backgrounds and position papers. Offered every other year - fall semester only.

### **MPA 431: Advertising Copywriting**

(3 hrs.)

(Prerequisite: BUS 331 or permission of instructor)

This writing-intensive course covers the craft of writing copy and creating advertising for print, broadcast, outdoor, Internet and other media. Students learn how to capture their creative potential, how to use creative ideas strategically in order to solve advertising problems, how to execute those ideas in ads that have stopping power, and how to present their work in a professional manner. Students explore the different style of the great ad copywriters and learn to critically analyze the ads they see every day. The course culminates in the creation of a multimedia campaign. Offered spring semester only.

### **MPA 493: Senior Project: Public Relations**

(3 hrs.)

(Prerequisites: senior standing and permission of department faculty; lab fee charged)

This is the senior capstone experience of the major. This course requires the application of various media writing and production tasks to a specific project. All the skills from student's course of study are applied

to the creation and execution of a "real-life" broadcast production, news or public relations project. A grade of C- or better is required for graduation.

### Independent Study

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in department offices or in the Office of the Registrar.

### Stephens College Business Internship Program

The Department of Business and Marketing at Stephens College requires that all of its business students participate in the Business Internship Program. The program is designed to give business students the opportunity to see for themselves how the theories, concepts and principles they learned in the classroom are translated into action in the real business world. This is accomplished by assigning them to organizations where they are treated as regular employees. The primary benefits of the business internship are as follows:

- **Employment Advantage.** Experience, what employers want and expect, is gained while students are still in college.
- **Skill Acquisition.** Students apply classroom knowledge and skills, acquire new skills and experiences, and identify skill needs for the future. The internship is a learning experience; the employer does not expect students to have all the answers.
- **Career Decision.** Internships allow students to explore, confirm, modify or change career choices based on practical experience. By knowing the actual responsibilities of a job, students can decide early whether or not the right career has been chosen.
- **Professional Contacts.** The people met while on an internship are a good source for securing unpublicized jobs after graduation or helping students network to find a job. Work experience is the ticket to entering the professional arena where employable qualities are visible to influential persons.
- **Academic Relevancy.** Principles and theories presented in the classroom can be applied, thus enhancing academic understanding, learning, motivation and retention of information.
- **Reality Testing.** Students often have idealistic expectations when choosing a career. Actual work experiences provide the opportunity to test the reality of career choices, interests and abilities, thus bringing expectations in line with the real work world.
- **Confidence Building.** Job responsibility and varied experiences will help develop maturity, confidence and self-esteem.
- **Strengths and Weaknesses.** Through actual work experiences, feedback from supervisors and periodic evaluations, students can realistically identify your strong and weak points which can then be further developed.
- **Interpersonal Skills.** Through association with people in new and varied environments, effective interpersonal skills can be developed. These skills are seldom addressed directly in the classroom, however, such skills can be a crucial element in determining success or failure on the job.
- **Academic Credit.** Upon successful completion of internship requirements, academic credit can be received and recorded on transcripts.

Dance

Department Chair: Carol Estey

**Dance Faculty:**

Elizabeth Hartwell, Ballet Instructor

Deborah Carr, B.F.A., Modern Instructor

Visiting guest artists

- [BFA in Dance](#)
- [Dance Minor](#)
- [Dance Course Descriptions](#)

The Department of Dance offers a bachelor of fine arts - a performance degree that qualified students can earn in three years and two summers. Dance at Stephens College combines professional training, discipline and creative expression within a liberal arts environment. Steeped in tradition, the department is known for developing a well-rounded dancer prepared to explore many job possibilities in the professional world. The students are encouraged to achieve their greatest potential through high expectations, gentle guidance, and excellent training.

Our outstanding professional faculty provides training in modern dance, classical ballet, jazz dance, musical theatre dance, and tap dance. Guest artists broaden the dancer's technical foundation with study in world dance forms such as Flamenco, East Indian, African, and Russian Character. Pointe work and partnering are also offered to complement the dancer's training. Students develop self-expression as they explore improvisation and learn the process of choreography.

Students are also introduced to other aspects of dance as a performing art form through such courses as lighting for dance, music for dance, and dance history. Advanced choreography classes in which actual works are created culminate with studio showcases. The Student New Works Concert and the Senior Capstone Concert are fully produced in the Warehouse Theatre and offer the students a venue to present their choreographic expression to the public. As a dance major, the student becomes a member of Stephens College Dance Company. It is a faculty-directed company that performs works created by the faculty and guest artists. The company performs fully produced concerts in the Macklanburg Playhouse. Students may also audition for the Dimensions Repertory Dance Company, a select group of dancers that represent the department in several community performances and for special events at Stephens. Other performing opportunities for both companies include lecture demonstrations, children's concerts, community arts festivals, and the American College Dance Festival performances. Dance majors are also allowed to audition for two musicals a year produced by the Theatre department.

Stephens Summer Dance is an intensive six weeks of study divided into two parts: the Dance Performance Workshop and the Dance Techniques Workshop. During the Dance Performance Workshop, students explore the creative process in ballet, modern dance, jazz dance, and musical theatre with internationally renowned, innovative choreographers. The Dance Techniques Workshop is a conservatory approach offering three technique classes daily taught by our faculty and guest artists in ballet, modern and jazz dance. A fully staged concert of choreographic works created by all five guests teaching artists during this intensive study is performed at the close of Stephens Summer Dance.

Dance degree candidates are evaluated each semester to encourage their artistic and technical development. A career in the performing arts is a challenging choice and this is a very professional program that demands a strong work ethic, discipline, and high level of proficiency. Those students who fail to display these necessary attributes could be advised to choose another major, put on probation or asked to leave the program.

Stephens dance graduates have found careers performing in a variety of venues. Many dance with professional modern, ballet and jazz dance companies; in Broadway and touring musicals; and with the Radio City Music Hall Rockettes. They have become teachers, choreographers and directors. Some have had their own companies and many continue the study of dance in professional or graduate schools.

## Requirements for the B.F.A. Major in Dance

The bachelor of fine arts major in dance requires completion of liberal arts requirements and 74 hours in the major. This must include two summers of Stephens Summer Dance and 30 hours of technique credit, regardless of original placement, with a minimum of 10 hours at the Tech III level. Program responsibilities include ushering, backstage work and strikes for all dance concerts.

### Required Courses

DAN 112: Dance Techniques I (5 hrs.)  
DAN 113: Dance Techniques I (5 hrs.)  
DAN 170: Improvisation and Choreography Fundamentals (3 hrs.)  
DAN 220: Choreography I : Solo (3 hrs.)  
DAN 231: Dance Techniques II (5 hrs.)  
DAN 233: Dance Techniques II (5 hrs.)  
DAN 324: History of Dance (3 hrs.)  
DAN 351: Dance Techniques III (5 hrs.)  
DAN 353: Dance Techniques III (5 hrs.)  
DAN 360: Choreography II: Trio (2 hrs.)  
DAN 360: Choreography II: Group (2 hrs.)  
DAN 460: Senior Seminar (2 hrs.)  
DAN 465: Senior Project (3 hrs.)  
MUS 105: Fundamentals of Music (3 hrs.) **or**  
MUS 110: Music Theory I (3 hrs.)

### Recommended for all Dance Majors to fulfill the LBA Natural Science Requirement

BIO 301: Structural Kinesiology (3 hrs.)

### Electives

*Choose 7 hours from the following:*

DAN 242: Pointe (2 hrs.)  
DAN 247: Tap (1 hr.)  
DAN 250: Musical Theatre Dance (1 hr.)  
DAN 280: Topics: Partnering (1 hr.)  
Repertoire (1 hr.)  
Performance Techniques (1 hr.)  
DAN 355: Dimensions Repertory Dance Company (0-2 hrs.) (by audition only)  
DAN 365: Internship (0-3 hrs.)  
DAN 370: Practicum (0-3 hrs.)  
DAN 380: Topics: Choreography III (2 hrs.)  
Pedagogy (1 hr.)  
Advanced Pointe and Partnering (1 hr.)  
Advanced Repertoire (1 hr.)  
Acting for Dance (1 hr.)

### Required Summer Courses

(On-campus housing required) *First Year:* (8 hrs.)

DAN 225: Dance Techniques Workshop I (3 hrs.)  
DAN 238: Lighting and Production (2 hrs.)  
DAN 267: Dance Performance Workshop I (3 hrs.)

*Second Year:* (8 hrs.)

DAN 137: Music for Dance (2 hrs.)  
DAN 325: Dance Techniques Workshop II (3 hrs.)  
DAN 367: Dance Performance Workshop II (3 hrs.)

Requirements for a Minor in Dance

Required Courses (15 hrs)

DAN 112 and DAN 113: Dance Techniques I (4 hrs.)  
Minors must take one section of ballet one semester and one section of modern in the other. World dance is not required.

DAN 231 & DAN 233: Dance Techniques II (4 hrs.)  
Minors must take one section of ballet one semester and one section of modern the other. World dance is not required.

DAN 351 & DAN 353: Dance Techniques III (4 hrs.)  
Minors must take one section of ballet one semester and one section of modern the other. World dance is not required.

DAN 324: Dance History (3 hrs.)

Recommended electives:

DAN 170: Improvisation and Choreography Fundamentals (3 hrs.)  
DAN 220: Choreography I (3 hrs.)  
DAN 250: Musical Theatre Dance (1 hr.)  
DAN 247: Tap (1 hr.)

Minors must audition for placement into the major classes. If they are not of a level to participate in these dance major classes they will be advised to take dance for non-majors. This will protect the integrity of our BFA program and must be carefully monitored. Also, the minor may audition and participate in student choreographic works only. Since the focus of our BFA is performance based, the faculty and guest artists works are opportunities that must be limited to the students who will pursue a professional dance career or will be teaching on the professional level later in their careers.

Dance Courses

**DAN 101: Introduction to Modern Dance**  
(3 hrs.)

(Open to all students)

A modern techniques class for the non-major. Recommended for students who have some previous dance training. Especially beneficial for students majoring in other performing arts.

**DAN 103: Beginning Ballet Techniques**  
(2 hrs.)

(Open to all students, may be repeated for credit)

Introduction to ballet for the non-major. Recommended for other performing arts majors to become conversant with the fundamentals of dance and dance vocabulary.

**DAN 104: Beginning Modern Techniques**

(2 hr.)

(Open to all students, may be repeated for credit)

A class of modern dance techniques for the non-major student. Especially beneficial for students majoring in other performing arts.

**DAN 105: Beginning World Dance Techniques**

(1 hr.)

(Open to all students, may be repeated for credit)

World dance techniques for the student who is interested in multi-cultural understanding through dance. Techniques offered have included: African and Caribbean, Haitian, East Indian, Spanish/Flamenco, Russian and Irish.

**DAN 112: Dance Techniques I**

(5 hrs.)

(Freshman dance majors or permission of instructor.)

This course is designed to introduce the freshman dance major to the philosophies and expectations of the Department of Dance. The core technique course will provide instruction and training in Ballet, Modern and World dance.

**DAN 113: Dance Techniques I**

(5 hrs.)

(Prerequisite: DAN 112 or permission of instructor.)

Course emphasizes techniques as well as flexibility and strength, coordination and control. Includes classes in Ballet, Modern and World Dance.

**DAN 137: Music for Dance**

(2 hrs.)

(Summer only)

Study of the relationship of music to dance, basic rhythmic form and analysis of the elements of music and techniques of accompanying dance.

**DAN 170: Improvisation and Choreography Fundamentals**

(3 hrs.)

(Prerequisite: must be in DAN 112 or permission of instructor)

The study of movement expression through a variety of approaches experienced and performed spontaneously to broaden the range of movement vocabulary. This will be accomplished individually and in groups. Students also learn the role of improvisation leading to choreography and will learn the fundamental tools for creating dance phrases which prepares them for Choreography I.

**DAN 220: Choreography I: Solo**

(3 hrs.)

(Prerequisite: DAN 170.)

Study of the organization of movement and the relationship of different elements of dance composition which will culminate in the creation of a dance solo.

**DAN 225: Dance Techniques Workshop I**

(3 hrs.)

(Summer only)

(Prerequisite: DAN 112 and 113 or by audition)

Daily classes: modern, ballet and jazz.

**DAN 231: Dance Techniques II**

(5 hrs.)

(Prerequisite: DAN 113 or permission of instructor)

Continuation of DAN 113 involving the development of space-time coordination in more complex dance phrases with more advance technical demands.

**DAN 233: Dance Techniques II**

(5 hrs.)

(Prerequisite: DAN 231 or permission of instructor)

Continuation of DAN 231.

**DAN 238: Lighting and Production**

(2 hrs.)

(Summer only)

Introduction to the theory and practice of stage lighting. The course also introduces the student to all the aspects of a stage production from the backstage perspective.

**DAN 242: Pointe**

(2 hrs.)

(Prerequisites: DAN 112 or audition.)

Development of classical pointe technique including relevés, piqués, bourées, pirouettes, and petits sautés sur les pointes through barre and center work.

**DAN 247: Tap**

(1 hr.)

(Prerequisites: DAN 112 or audition.)

This class is designed to acquaint the dancer with tradition of musical theatre and rhythm tap dance. Warm-up and exercises in tap technique with attention to proper use of weight, balance, articulation of footwork and full upper body involvement will be taught in order to prepare the dancer for auditions and work in musical theatre and tap companies.

**DAN 250: Musical Theatre Dance**

(1 hr.)

(Prerequisites: DAN 112 or audition.)

The course is designed to introduce the students to the many styles of dance required for the Broadway Stage and American Musical Theatre. This is a technique class geared toward the demands of the art form. Attention is given to the awareness of the line, detail and the dynamics within the dance combinations and performance technique is stressed.

**DAN 267: Dance Performance Workshop I**

(3 hrs.)

(Summer only)

A studio course designed to give the major an understanding of the rehearsal and creative process leading to performance through learning historic works or new pieces created for them by visiting guest artists.

**DAN 280: Topics in Dance**

(1 hr.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses. They may include Repertoire, Performance Techniques, Partnering and Acting for Dance.

**DAN 310: Functional Anatomy for Dancers**

(3 hrs.)

(Prerequisite: DAN 231 or permission of instructor)

Study of the human structure, its form and its function; allows the student to arrive at a more expansive approach to total dance training.

**DAN 324: History of Dance**

(3 hrs.)

(Prerequisite: junior or senior standing)

Study of the development of dance, including dance forms, major choreographers and major dancers. Cultivation of cultural historical perspective. Writing Intensive.

**DAN 325: Dance Techniques Workshop II**

(3 hrs.)

(Summer only)

(Prerequisites: DAN 225 or audition.)

A continuation of DAN 225.

**DAN 351: Dance Techniques III**

(5 hrs.)

(Prerequisite: DAN 233 or permission of instructor)

Continuation of DAN 233, with emphasis on the development of individual style and artistry. Students are expected to be able to learn more complex phrases quickly and bring them to performance level in the class. This course is designed to be the final preparation for the professional world.

**DAN 353: Dance Techniques III**

(5 hrs.)

(Prerequisite: DAN 351 or permission of instructor)

A continuation of DAN 351.

**DAN 355: Dimensions Repertory Dance Company**

(0-2 hrs.)

(Prerequisite: audition and permission of department. May be repeated up to 6 hours of credit.)

Dimensions Repertory Dance Company serves as a training experience for the professional company. Dancers must audition and are cast as members or apprentices in the company. Several performances will take place throughout the year for community events, demonstrations in schools and for Stephens' functions and concerts.

**DAN 360: Choreography II**

(2 hrs.)

(To be taken two times)

(Prerequisite: DAN 170, DAN 220 or permission of instructor)

Students create two dances that are thematically developed, using prior knowledge of phrasing and the elements of design, rhythm, dynamics and motivation. Dances must include a trio and a group piece.

**DAN 365: Internship**

(0-3 hrs.)

(Prerequisite: permission of dance faculty)

A dance internship experience in various aspects of dance to be planned by the cooperating company/organization, dance faculty and student. Experiences such as assisting choreographers, production management, and outside performing opportunities are possible.

**DAN 367: Dance Performance Workshop II**

(3 hrs.)

(Summer only)

A continuation of DAN 267.

**DAN 370: Practicum**

(1-3 hrs.)

(Prerequisite: permission of faculty sponsor and program chair.)

Recommended for dance majors who are interested in teaching or other dance related applications.

**DAN 380: Topics in Dance**

(1 hr.)

(Prerequisite: permission of instructor)

These courses could include advanced Pointe and Partnering, Pedagogy, and Repertoire.

**DAN 460: Senior Seminar**

(2 hrs.)

(Prerequisite: DAN 360, senior standing or permission of instructor)

A synoptic course that synthesizes the senior's knowledge and experiences in dance, related arts and the liberal arts. Components include (1) a solo for professional auditions and/or audition techniques, (2) professional portfolio (resume, photo, video documentation of choreography and performances) and (3) practical applications and discussions regarding career options, ethical choices, personal finances, unions, contracts, auditions, and networking.

**DAN 465: Senior Project**

(3 hrs.)

(Prerequisite: senior standing or permission of instructor)

Students may culminate their choreographic and performance experience in the major to create their capstone choreographic work for performance in the Senior Showcase production in the Warehouse Theatre. In addition to the creative aspect, which is the main focus of the course, students will be required to plan and produce the concert which involves everything from advertising, ticket sales and hanging lights to working with lighting designers. Students may also decide to do a more individualized project involving teaching, arts administration or an internship experience.

**DAN 471: Dance Techniques IV**

(5 hrs.)

(Prerequisite: DAN 353 or permission of instructor)

Advanced studies in modern, ballet and world dance techniques.

**DAN 473: Dance Techniques IV**

(5 hrs.)

(Prerequisite: DAN 471 or permission of instructor)

Continuation of DAN 471.

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in the department office or in the Office of the Registrar.

Digital Filmmaking  
Kerri Yost, M.A., Chair

## **Digital Filmmaking Faculty:**

Chad Fredreichs  
Polina Malikin, M.F.A.  
Andrea Sporcic  
Chase Thompson  
Jonna Wiseman  
Kerri Yost, M.A.

[BS Requirements for Digital Filmmaking](#)  
[Digital Filmmaking Advisory Board](#)  
[DFM Course Descriptions](#)

The Bachelor of Science major in Digital Filmmaking offers intensive training in all aspects of filmmaking to prepare students for the rapidly growing employment opportunities for women in the filmmaking industry. The elements of the major combine hands-on video production courses with courses on film theory and current trends in the film industry. By the time a student has reached her junior year, she will choose a track to focus on either narrative filmmaking or documentary filmmaking. Many students take both documentary and narrative film courses.

The product of the senior year's study will be a completed digital film project that is screened to a public audience. The student is expected to pay for all expenses associated with her project. Along with the senior film project, each student will also graduate with a student reel that includes samples of her work.

Because of the rigorous nature of the major, students are expected to demonstrate a level of dedication, effort and ethical behavior consistent with that demanded within the profession. Any student who, in the collective judgment of the department faculty in consultation with the department chair, fails at any time to live up to these standards may be required to withdraw from the DFM major. Some of the courses will be taught in intensive workshops and master classes given by industry professionals.

### Requirements for Bachelor of Science in Digital Filmmaking

The bachelor of science major in Digital Filmmaking requires completion of liberal arts requirements, 61 semester hours in the major as specified below and 28 semester hours of electives. The final capstone project must be a completed film that the student directs and produces. An overall GPA of at least 2.0 in all DFM courses listed in the major is required. All students are required to take the Summer Film Institute between their freshman and sophomore year, and an internship between their junior and senior year. The internship can be taken with any company/organization/film production within the film industry. An internship might even be taken abroad. Upon entering the film program, students will be required to buy their own personal hard drive for storing and editing their movies. Please consult with a film faculty member before making any purchase.

Narrative Film Track  
Required Courses

MME 101: Media and Culture (3 hrs.)  
DFM/MME 104: Studio Production (3 hrs.)  
DFM 187: American Cinema and Culture (3 hrs.)  
DFM 188: Introduction to Film Analysis (3 hrs.)  
DFM 190: Intro to Documentary Studies (3 hrs.)  
DFM 192: Digital Video Editing (3 hrs.)  
DFM/ENG 200: Screenwriting I (3 hrs.)  
DFM 205: Summer Film Institute (4 hrs.)  
DFM 215: Narrative Film/Video Production  
DFM 219: Sound Design for Digital Film  
DFM 240: Cinematography and Lighting (3 hrs.)  
DFM 300: Directing For Film (3 hrs.)  
DFM 310: Advanced Digital Video Editing (3 hrs.)  
DFM 315: Advanced Narrative Film/Video Production  
DFM 360: Cinema and Social Change (3 hrs.)  
DFM 370: International Cinema  
DFM 400: The Business of Film (3 hrs.)  
DFM 410: Narrative Film Senior Project (6 hrs.)  
DFM 490: Senior Portfolio

INT 210: Internship Development (1 hr.)

#### Documentary Film Track Required Courses

MME 101: Media and Culture (3 hrs.)  
DFM/MME 104: Studio Production (3 hrs.)  
DFM 187: American Cinema and Culture (3 hrs.)  
DFM 188: Introduction to Film Analysis (3 hrs.)  
DFM 190: Introduction to Documentary Studies (3 hrs.)  
DFM 192: Digital Video Editing (3 hrs.)  
DFM 205: Summer Film Institute (4 hrs.)  
DFM 211: Documentary/News Production (3 hrs.)  
DFM 219: Sound Design for Digital Film (3 hrs.)  
DFM 240: Cinematography and Lighting (3 hrs.)  
DFM 260: The Reel World: Contemporary Documentary Film Studies (3 hrs.)  
DFM 310: Advanced Digital Video Editing (3 hrs.)  
DFM 311: Advanced Documentary/News Production (3 hrs.)  
DFM 321: Documentary Research and Storytelling (3 hrs.)  
DFM 360: Cinema and Social Change (3 hrs.)  
DFM 370: International Cinema (3 hrs.)  
DFM 400: The Business of Film (3 hrs.)  
DFM 420: Documentary Film Senior Project (6 hrs.)  
DFM 490: Senior Portfolio (3 hrs.)

INT 210: Internship Development (1 hr.)

#### Requirements for a Minor in Digital Filmmaking

The minor in Digital Filmmaking requires completion of a minimum of 15 semester hours, including at least 6 hours at or above the 300 level. All courses must be enrolled for graded credit to count in the minor.

#### Required Courses

DFM 188: Introduction to Film Analysis (3 hrs.)

*and two must be chosen from the following:*

DFM 187: American Cinema and Culture (3 hrs.)

DFM 190: Introduction to Documentary Studies (3 hrs.)

DFM 211: Documentary/News Production (3 hrs.)

DFM 215: Narrative Film/Video Production (3 hrs.)

*Plus:*

6 hours of DFM electives chose from digital filmmaking courses at or above the 300 level.

## Digital Filmmaking Advisory Board

Rob LaZebnik	TV screenwriter and producer, " <i>The Simpsons</i> ", " <i>Less Than Perfect</i> ", " <i>The Ellen Show</i> "
Ken LaZebnik	Screenwriter, " <i>The Prairie Home Companion Movie</i> ", " <i>Touched by an Angel</i> " and " <i>Providence</i> ".
Dawn Wells	CEO, Idaho Film Institute, Inc., actress, " <i>Gilligan's Island</i> " and many current stage plays around the US and Canada
Amy Lippman	Co-creator and Executive Producer, " <i>Party of Five</i> ", Fox Network
Jonathan Mostow	Director of the features: " <i>Terminator 3</i> ", " <i>U-571</i> ", and " <i>Breakdown</i> "
Alex Rockwell	Vice-President, Henson Productions, Executive Producer of the children's show " <i>Bear in the Big Blue House</i> ", Executive Producer of many Henson movies
Nell Scovell	Creator and Executive Producer of " <i>Sabrina the Teenage Witch</i> " and writer/producer of other sitcoms.
Greg Daniels	Co-Executive Producer, " <i>King of the Hill</i> " and Producer on " <i>The Simpsons</i> "
Martha Williamson	Creator of " <i>Touched By an Angel</i> "
Per Holst	Oscar-winning producer of " <i>Pelle the Conquerer</i> "
Suzanne Daniels	President, Lifetime Network

### Digital Filmmaking Courses

#### **DFM 104: Studio Production**

(3 hrs.)

(Prerequisite: MME 101 or MME 103 or permission of instructor and basic computer skills needed; lab fee charged. Cross-listed as MME 104.)

An introduction to basic equipment and techniques of television and video production through lectures, demonstrations and crew participation. Elements and skills covered include operation of audio consoles, microphones, audio tape editing, television cameras, switchers, lighting and studio procedures. Students are responsible for some materials required. Offered in the fall and spring.

**DFM 187: American Cinema/Culture**

(3 hrs.)

(Open to all students)

This course examines twentieth-century American culture and society through film. The primary text for this course will be American films. We will critically analyze how American cultural and social conflicts are portrayed and worked out in popular films. By watching, discussing, and writing about these films, we will examine how motion pictures create a window into modern American society. Students will learn how to read American films as cultural text that help us better understand our history and culture.

**DFM 188: Introduction to Film Analysis**

(3 hrs.)

(Open to all students.)

This course is an introduction to film analysis that is intended to help prepare students for upper level theory, film history and analysis courses. Through lectures, projects, discussions and screenings, students will examine various eras and movements within film from a technical and cultural perspective. We will investigate basic concepts within critical theories and how to discuss and write about film. Offered spring semester only.

**DFM 190: Introduction to Documentary Film**

(3 hrs.)

(Open to all students.)

This course examines the history of documentary films up to the present-day rise of the non-fiction film. We will discuss the cultural contexts of the films and the theoretical questions they raise, including the blurry line between fiction and nonfiction. Class activities will also include participating in the local True/False Documentary Film Festival. The primary text for this course will be films and visiting filmmakers. Offered spring semester only.

**DFM 192 Digital Video Editing**

(3 hrs.)

(Prerequisite: None; lab fee charged.)

This course guides students through digital post-production process from video capture to output of edited work. Course covers major steps from digitizing, editing audio, editing video, organizing digital media, outputting to different media formats and using editing software for media creation.

**DFM205 Summer Film Institute**

(4 hrs.)

Development of basic skills in technical filmmaking through class lectures and crew work on a film project. This course is a study of general principles and accepted practices in film production, examining every role in a film production. Summer only.

**DFM 211: Documentary/News Production**

(3 hrs.)

(Prerequisites: DFM104, DFM 192 with grade of C- or better or permission of instructor. Lab fee charged.)

Introduces the student to the planning, execution and editing of documentary and news programming involving field and studio production. Includes practical experience in operating a variety of audio and video field equipment, as well as additional experience in operating studio and post-production editing equipment. Offered fall semester only.

**DFM 212: Introduction to Writing for Performance**

(3 hrs.)

(Prerequisite: Open to all students; cross-listed with ENG 212)

This course is designed as an introduction to Writing for Performance in which students will explore a variety of ways to creatively express themselves in dramatic form. The emphasis of this course is on both

the creative craft of the writing process, culminating in written projects as well as learning the basic, traditional structure of story and character.

### **DFM 215: Narrative Film/Video Production**

(Prerequisites: DFM/MME 104 and DFM 192 with grade of C- or better or permission of instructor; lab fee charged.)

Introduces the student to the aesthetic and technical aspects of narrative filmmaking, non-linear editing, and production of video involving field and studio production. Includes practical experience in operating a variety of audio and field equipment, as well as additional experience in post-production editing equipment. Offered spring semester only.

### **DFM 219 Sound Design for Digital Film**

(3 hrs.)

(Prerequisite: DFM 188 and DFM 192; lab fee charged.)

This course is a hands-on "crash course" in the design and technology of sound for film. Students will explore the basics of sound design for film: music (underscoring and incidental), sound effects (atmospheric, Foley and specific), and dialogue (on set and post-production). Students will learn to use various microphones, recording techniques, playback devices, and non-linear editing to give their stories the full weight they deserve. The course will be primarily project driven with some lecture and film analysis.

### **DFM 230: Screenwriting I**

(3 hrs.)

(Prerequisites: DFM 187 or DFM 188 or permission of instructor. Cross-listed with ENG 230.)

This course is designed as an introduction to screenwriting, focusing on the foundations of linear, visual storytelling for the screen.

### **DFM240 Cinematography and Lighting**

(3 hrs.)

( Prerequisites: DFM/MME 104, and DFM 192 or permission from instructor; lab fee charged.)

This course explores elements that enhance storytelling, such as digital lighting, shading techniques and camera composition.

### **DFM 250: Screenwriting II**

(3 hrs.)

(Prerequisites: ENG 212, or DFM/ENG 230 or permission of instructor. Cross-listed with ENG 250.)

Screenwriting II is an intermediate-level course focusing on linear storytelling for the screen. Students will deepen their knowledge and experience of previously introduced screenwriting tools, including structure, character, conflict, action, dialogue, and visual storytelling. Adaptation and non-traditional story structures for film will be introduced.

### **DFM 260 The Reel World: Contemporary Documentary Film Studies**

(3 hrs.)

(Open to all students.)

This course examines current documentary trends and the industry, and looks at the experimental "edges" documentary artists are exploring today. We will examine films with a sociocultural context, exploring not only the films themselves, but how we interpret the films and our understanding of other cultures as well as our own. Along with exploring film topics and themes, we will also examine the changing new techniques, technology, and styles in documentary filmmaking. This class is offered during the spring semester alongside the True/False Documentary Film Festival. Students will participate in the festival by volunteering, attending screenings, and/or going to film workshops.

### **DFM 300: Directing for Film**

(3 hrs.)

(Prerequisite: DFM 311 or DFM 315, or permission of instructor.)

Students will gain hands-on experience by directing, shooting, and editing a series of exercises designed to transform scripted text into visual storytelling. Casting and working with actors in preparation and execution of scripted scenes will be the focus of the course. Offered spring semester only.

### **DFM 310: Advanced Digital Video Editing**

(3 hrs.)

(Prerequisites: DFM 192 or permission from instructor; lab fee charged.)

This class will build on the skills learned in DFM220. Students will use a variety of software to build post-production skills. Students will learn to more about color correction, sound mix, and graphics, and learn new skills in compositing.

### **DFM 311: Advanced Documentary/News Production**

(3 hrs.)

(Prerequisite: grade of C- or better in DFM/MME 211 or permission of instructor; lab fee charged.)

Continuing practical experience in documentary and news field and studio production. Focuses on the planning, pre-production, production and post-production of documentary and news programs with emphasis on the separate roles of the producer and director. Students are involved in producing programming to air on cable access. Offered spring semester only.

### **DFM 315 Advanced Narrative Film/Video Production**

(3 hrs.)

(Prerequisite: grade of C- or better in DFM 215 or permission of instructor; lab fee charged.)

Continuing practical experience in narrative filmmaking production. Focuses on the planning, pre-production, production and post-production of narrative filmmaking with emphasis on the separate roles of the director, producer, and cinematographer. Students are involved in producing programming to air on cable access. Offered fall semester only.

### **DFM 321 Documentary Research and Storytelling**

(3 hrs.)

(Prerequisites: DFM 260 and DFM 211 or permission from instructor.)

Advanced course in developing and writing documentaries and other news programs. Principles and practice in research, treatment, proposal, and pitch presentations. Along with learning research and interviewing skills, students will learn how to take a variety of media and primary sources and create a story. We will explore research methods for historical and current topics. Offered fall semester only.

### **DFM 360 Cinema and Social Change**

(3 hrs.)

(Prerequisites: DFM187 or 190 or permission from instructor.)

This course examines how documentary and narrative filmmaking can affect social change. We will examine the effects of cinema on social movements in the United States and worldwide. We will ask whether media can, in fact, change society at all, whether those changes are controllable by the artist/producer, the audience or the state. We will ask whether these changes can backfire or produce unexpected results.

### **DFM 370 International Cinema**

(3 hrs.)

(Prerequisites: DFM 187 or 188 or 190 or permission from instructor.)

This course will trace the major trends and movements that have emerged from various national cinemas and contributed to the historical development of film as an international art form. We will view selected films and consider how they reflect their own cultural and historical context and reflect global creative confluences. Along with studying international film in our class and our textbook, students will research a national cinema and industry, presenting their findings to the class and in a final research project. Offered in spring semester only.

**DFM 380: Topics in Filmmaking**

(3 hrs.)

Topics may include such areas as the art of film, experimental film, film genre studies, career studies of famous women directors, and pre-code women in film. Each topic will be women-centered.

**DFM 400 Business of Film**

(3 hrs.)

(Prerequisite: must be a DFM major with junior standing.)

A study of the business of film including film financing, business strategies, audience analysis, distribution strategies, preparing a business plan. Offered in fall semester only.

**DFM 406: Acting on Camera**

(3 hrs.)

(Prerequisite: 3rd year theater students and film students who have taken Directing; or permission of instructor.)

Acting on Camera will teach actors basic techniques and vocabulary of film acting and give them an opportunity to learn how to shape a performance on film. For film students, directors will learn how to effectively work with actors to create a vivid performance. By the course's end, the actors will have assembled a reel of material, directed by both faculty and film students.

**DFM410 Narrative Film Senior Project/ DFM420 Documentary Film Senior Project**

(6 hrs., 3 hrs. each semester)

(Prerequisite: finished all DFM required courses except for Business of Film and Senior Portfolio)

This extensive, full school-year production course constitutes the capstone courses in this major and requires completion of a short narrative or a documentary film. Students will write, produce, and direct their film in the fall and do post-production in the spring semester. Finished films will be exhibited at the end of the semester.

**DFM490 Senior Portfolio**

(3 hrs.)

(Prerequisite: Senior standing; lab fee charged.)

Emphasis on finished work of original films for the student's final portfolio, which includes a résumé, a DVD of student work, and a press kit for the senior film project. This class is not only about putting together final work, but will also discuss outreach plans, screenings, marketing, film festival research and submitting to film festivals. Students will learn how to author DVDs, create promotional materials, organize screenings, research career opportunities, and discuss film distribution strategies. Offered in spring semester only.

**DFM 491: Master Class**

(3 hrs.)

Visiting industry professionals will become an Artist in Residence for a semester and teach in different areas of filmmaking.

## Education

Department Chair: Leslie Willey, Ph.D.

### **Education Faculty:**

Sharon Schneeberger, Ph.D

Sean Travis Clouse, Ph.D.

- [Education Major-Certification in both Early Childhood and Elementary Education](#)
- [Education Major with Early Childhood Certification](#)
- [Education Major with Elementary Certification](#)
- [Admission to Teacher Education Program](#)
- [Education Minor](#)
- [Education & Liberal Studies Major](#)
- [Course Descriptions](#)

The Stephens College Teacher Education Program is founded upon an expanding experience-based knowledge of the developmental stages of child growth. The public schools and other community settings are integral parts of the program, as is coursework that includes observations and work with children at the preschool and elementary levels in the Audrey Webb Child Study Center which houses the Stephens College Children's School. Involvement with children begins in the freshman year and increases throughout the program.

Programs lead to a variety of careers including teaching at the preschool, kindergarten and elementary levels. Education courses are also elected by students who major in other areas and use education as an area of outside emphasis in their majors.

The Bachelor of Science in Education program includes a core of courses in child development, education, and psychology that provide the basis for specialization in early childhood education and elementary education. These certification programs in early childhood education (birth through third grade) and in elementary education (grades 1 through 6) lead to initial Missouri teacher certification. For those students who do not seek a teaching certificate, but who wish to work with young children and their parents in other settings, the Bachelor of Arts in Human Development/Child Study is available. Examples of careers open to graduates with this major include: day care teacher, private preschool teacher, preschool administrator, hospital child-life worker, parent educator, and recreation leader.

### Education Major with Certification in both Early Childhood Education and Elementary Education

The bachelor of science major with certification in early childhood and elementary education is a teacher preparation program for infancy through elementary grade 6. The early childhood/elementary certificate requires a subject matter concentration of at least 21 semester hours from one of the following areas: language arts, art, foreign languages, mathematics, music, natural sciences, social sciences, speech and theatre. Admission to and completion of the program and state exit assessment requirements, including a passing score on the C-BASE subject area tests and the early childhood specialty test of the PRAXIS II, a cumulative GPA no lower than 2.5, and grades of C or better in all professional education courses and a minimum grade of B- in each of the 300-level methods courses, qualifies a graduate to be recommended for the initial Missouri Early Childhood Education and Elementary Education Certificates.

### Required Education Courses

EDU 114: The Child: Lifespan and Cross-Cultural Perspective (3 hrs.)

EDU 115: Advanced Child Development: Cross-Cultural Perspective (6 hrs.)

EDU 225: Integrating Art, Music and Movement in the Classroom (4 hrs.)

EDU 265: Health, Nutrition and Safety (3hrs.)  
EDU 276: Foundations of the Teaching-Learning Process (4 hrs.)  
EDU 355: Literature for Children: Person, Place, Time (3 hrs.)\*  
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)  
EDU 371: Parameters of Early Learning (3 hrs.)  
EDU 381: Methods of Developing Concepts (6 hrs.) & Media Workshop with Methods (0 hrs.)  
EDU 382: Classroom Management (3 hrs.)  
EDU 385: Helping Children Develop Skills in Literacy I (3 hrs.)  
EDU 386: Helping Children Develop Skills in Literacy II (3 hrs.)  
EDU 387: Helping Children Think Mathematically (3 hrs.)  
EDU 413: Family and Community: Partners in Education (3 hrs.)  
EDU 415: The Individualizing Process: Assessment and Prescription I (3 hrs.)  
EDU 454: Emergent Language and Literacy (2 hrs.)  
EDU 421: Student Teaching in Early Childhood Education: The Younger Years (6 hrs.)  
EDU 441: Student Teaching in the Elementary School (12 hrs.)  
EDU 484: Senior Seminar (3 hrs.)

PSY 111: Introduction to Psychology (3 hrs.)  
PSY 211: Educational Psychology (3 hrs.)

MAT 105: Mathematics for Elementary Teachers I (3 hrs.)  
MAT 106: Mathematics for Elementary Teachers II (3 hrs.)

\*EDU 355 fulfills LBA Literary Studies requirement

Students must successfully complete the required 30 semester hour Liberal Arts program. Students must also meet all Missouri Department of Elementary and Secondary Education requirements for Early Childhood and Elementary Teacher Certification including, but not limited to courses in science, mathematics (at least two courses for a total of at least 5 semester hours), economics, geography, and art or music. In addition students must complete an area of academic concentration of at least 21 semester hours.

#### Education Major with Early Childhood Education Certification Requirements

The bachelor of science major in education with early childhood certification is a teacher preparation program for infancy through the primary grades. Admission to and completion of the program and state exit assessment requirements, including a passing score on C-BASE subject area tests and the early childhood specialty exam of the PRAXIS II, a cumulative GPA no lower than 2.5 and grades of C or better in all professional education courses and a minimum grade of B- in each of the 300-level methods courses, qualifies a graduate to be recommended for the initial Missouri Early Childhood Education Certificate.

#### Required Education Courses

EDU 114: The Child: Lifespan and Cross-Cultural Perspective (3 hrs.)  
EDU 115: Advanced Child Development: Cross-Cultural Perspective (6hrs.)  
EDU 225: Integrating Art, Music and Movement in the Classroom (4 hrs.)  
EDU 265: Health, Nutrition and Safety (3 hrs.)  
EDU 276: Foundations of the Teaching-Learning Process (4 hrs.)  
EDU 355: Literature for Children: Person, Place, Time (3 hrs.)\*  
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)  
EDU 371: Parameters of Early Learning (6 hrs.)  
EDU 381: Methods of Developing Concepts (6 hrs.) & Media Workshop with Methods (0 hrs.)  
EDU 382: Classroom Management (3 hrs.)

EDU 385: Helping Children Develop Skills in Literacy I (3 hrs.)  
EDU 386: Helping Children Develop Skills in Literacy II (3 hrs.)  
EDU 387: Helping Children Think Mathematically (3 hrs.)  
EDU 413: Family and Community: Partners in Education (3 hrs.)  
EDU 415: The Individualizing Process: Assessment and Prescription I (3 hrs.)  
EDU 454: Emergent Language and Literacy (2 hrs.)  
EDU 421: Student Teaching in Early Childhood Education: The Younger Years (6 hrs.)  
EDU 423: Student Teaching in Early Childhood Education: The Primary Years (12 hrs.)  
EDU 484: Senior Seminar (3 hrs.)

MAT 105: Mathematics for Elementary Teachers (3 hrs.)

PSY 111: Introduction to Psychology (3 hrs.)

PSY 211: Educational Psychology (3 hrs.)

\*EDU 355 fulfills LBA Literary Studies requirement

Students must successfully complete the required 30 semester hour Liberal Arts program. Students must also meet all Missouri Department of Elementary and Secondary Education requirements for Early Childhood Teacher Certification.

#### Education Major with Elementary Education Certification Requirements

The bachelor of science major in education with elementary certification is a teacher preparation program for the elementary grades (1-6). The elementary certificate requires a subject matter concentration of at least 21 semester hours from one of the following areas: language arts, art, foreign languages, mathematics, music, natural sciences, social sciences, speech and theatre. Admission to and completion of the program and state exit assessment requirements, including a passing score on the C-BASE subject area tests and the elementary specialty test of the PRAXIS II, a cumulative GPA no lower than 2.5, and grades of C or better in all professional education courses and a minimum grade of B- in each of the 300-level methods courses, qualifies a graduate to be recommended for the initial Missouri Elementary Education Certificate.

#### Required Education Courses

EDU 114: The Child: Lifespan and Cross-Cultural Perspective (3 hrs.)  
EDU 115: Advanced Child Development: Cross-Cultural Perspective (6 hrs.)  
EDU 225: Integrating Art, Music and Movement in the Classroom (4 hrs.)  
EDU 265: Health, Nutrition and Safety (3 hrs.)  
EDU 276: Foundations of the Teaching-Learning Process (4 hrs.)  
EDU 355: Literature for Children: Person, Place, Time (3 hrs.)\*  
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)  
EDU 381: Methods of Developing Concepts (6 hrs.) & Media Workshop with Methods (0 hrs.)  
EDU 382: Classroom Management (3 hrs.)  
EDU 385: Helping Children Develop Skills in Literacy I (3 hrs.)  
EDU 386: Helping Children Develop Skills in Literacy II (3 hrs.)  
EDU 387: Helping Children Think Mathematically (3 hrs.)  
EDU 413: Family and Community: Partners in Education (3 hrs.)  
EDU 415: The Individualizing Process: Assessment and Prescription I (3 hrs.)  
EDU 454: Emergent Language and Literacy (2 hrs.)  
EDU 441: Student Teaching in the Elementary School (12 hrs.)  
EDU 484: Senior Seminar (3 hrs.)

MAT 105 Mathematics for Elementary Teachers I (3 hrs.)

MAT 106 Mathematics for Elementary Teachers II (3 hrs.)

PSY 111: Introduction to Psychology (3 hrs.)

PSY 211: Educational Psychology (3 hrs.)

\*EDU 355 fulfills LBA Literary Studies requirement

Students must successfully complete the required 30 semester hour Liberal Arts program. Students must also meet all Missouri Department of Elementary and Secondary Education requirements for Elementary Teacher Certification including, but not limited to courses in mathematics (at least two courses for a total of at least 5 semester hours), science, economics, geography, and art or music. In addition, students must complete an area of academic concentration of at least 21 semester hours.

#### Admission to the Teacher Education Programs

A student applying for admission to either the early childhood or elementary education certification programs must submit a completed application form, which includes informational data and a statement about personal and professional goals.

Application procedures and materials are distributed and explained during the Foundations of the Teaching-Learning Process course and are available in the program office. After all application materials have been received in the program office, a professional interview will be conducted with the applicant by the program faculty. The program faculty will consider the applications and interviews, and notify each applicant of her acceptance or denial. Conditions for retention or reapplication, in the case of those denied, will be stated in writing to the student. When accepted for admission to the program, the student will be required to seek an adviser in the program.

Students seeking admission to the early childhood or the elementary teacher certification program should apply during their sophomore year. Admission to the program is necessary before enrollment in the junior-level methods courses.

To apply, the student must have:

1. completed 30 semester hours of college course work with a minimum 2.5 cumulative GPA;
2. successfully completed LBA 107: Composition I and LBA 108: Composition II or an equivalent;
3. completed EDU 276: Foundations of the Teaching-Learning Process with a minimum grade of B-;
4. received satisfactory recommendations from the program faculty; and
5. met the State of Missouri Department of Elementary and Secondary Education basic competency requirements as follows:
  - (a) attained the minimum required score on all parts of the College BASE Test. Students have two years to retake the subtests they did not pass before they are required to retake the entire test. Information about test administration dates and application procedures will be given during the Foundations of the Teaching-Learning Process course. The information is also available in the education program office.
  - (b) documented a score on the American College Test (ACT) or the Scholastic Aptitude Test (SAT) as an entering Stephens freshmen.

Retention in the program in good standing assumes that the student is maintaining an overall 2.5 GPA; earning a minimum grade of C in each professional education course completed; and achieving a minimum grade of B- in each of the 300 and 400-level methods courses.

In addition to successful completion of all requirements for the Bachelor of Science in education, students with a certification emphasis must meet the state exit assessment requirements, including a passing score on the appropriate specialty test of the PRAXIS II, to be recommended for the initial Missouri

teaching certificate. Upon successful completion of degree and exit requirements the student applies for this certificate through the education program office. Official transcripts of all college work must accompany the certificate application.

#### Requirements for a Minor in Education

The minor in education requires completion of at least 15 semester hours in education courses, including 7 semester hours of required course work (see below) and a minimum of 6 semester hours of EDU electives at or above the 300 level. Additional EDU courses to total 24 semester hours may be elected by the student. Students select their electives for this minor in consultation with Department of Education faculty.

#### Required Courses

EDU 114: The Child: Lifespan and Cross-Cultural Perspective (3 hrs.)

EDU 276: Foundations of the Teaching-Learning Process (4 hrs.)

#### Education and the Liberal Studies Major

In the residential program, the Department of Education offers concentrations in child development and in early childhood education that are available for the liberal studies major. See the [liberal studies](#) section of the catalog for complete information about these concentrations and the major.

Students wishing to prepare for careers working with children but do not wish to seek teacher certification may pursue the Human Development/Child Study major. See the Human Development/Child Study section of the catalog for complete information about this major.

#### Education Course Descriptions

***Note: Students enrolled in classes that entail interaction with children are required to obtain a background check and/or fingerprinting at least once per year.***

#### **EDU 114: The Child: Lifespan and Cross-Cultural Perspective**

(3 hrs.)

(Open to all students)

This course explores the developmental periods of conception, infancy, early childhood and adolescence with a focus on benchmarks in the areas of biological/physical, psychosocial and cognitive development. Through opportunities to observe and interact with children, students gain a general understanding of and will be able to identify critical moments of child and adolescent development. This course also explores the cross-cultural differences and similarities in development emphasizing the interactions of race, social class, gender and religion.

#### **EDU 115: Advanced Child Development: Cross-Cultural Perspective**

(6 hrs.)

(Prerequisite: EDU 114 or permission of instructor)

This course focuses on the development of children from birth to age eight with an emphasis on the physical, social, cognitive, language and emotional areas. Further synthesis and integration of previous observational experiences and coursework allows students to explore child development theories, concepts, research and the interactions of multiple cultural identities at an advanced level. Observations of infants in an outside child development center will be arranged.

#### **EDU 185: Early Seminar in Education**

(1 hr.)

(Open to all students.)

Students interested in pursuing a career in education or a related field observe and participate in a variety of classroom settings to familiarize them with the many roles of the educator. Observations of and interaction with pre-school and school-aged children are arranged. (graded on S - U basis)

**EDU 225: Integrating Art, Music and Movement in the Classroom**

(4 hrs)

(Prerequisite: EDU 114 or permission of instructor)

Future teachers gain an understanding of children's physical and cognitive development through activities designed in the areas of music, art and movement. Perceptual motor development is a component of each area. Students will design and carry out music, art and movement activities with children.

**EDU 265: Health, Nutrition and Safety Principles for Children**

(3 hrs.)

(Prerequisite: EDU 114)

This course will provide a knowledge base of basic health information, community resources and health, nutrition and safety regulations for the professional working with children. The course will help students develop skills and knowledge to both design and implement policies and curriculum in health, nutrition and safety.

**EDU 276: Foundations of the Teaching-Learning Process**

(4 hrs.)

(Prerequisites: EDU 114 and sophomore standing)

This course is required for those who major or minor in education and is recommended for those who value direct participation with children in learning environments. Guidance skills, understanding behavior, appropriate educational objectives and teaching methods are emphasized. The historical, philosophical, sociological and legal foundations of education are included in the course.

**EDU 280: Topics in Education**

(3 hrs.)

Topics courses are designed and offered to address areas of special interest to faculty and students.

**EDU 340/HDE 340: Practicum**

(1-3 hrs.)

(May be repeated for a total of 6 hrs. credit.)

(Prerequisites: EDU 276 and junior standing; or permission of instructor)

Provides the opportunity for guided work with children, youth or families in such settings as day care, preschool, elementary or secondary classrooms, youth service center or program for hospitalized children.

**EDU 355: Literature for Children: Person, Place, Time**

(3 hrs.)

(Prerequisite: EDU 114 or permission of instructor)

Literature chosen from diverse cultures is read, critiqued and shared with children. Connections between cultures drawn by noting similarities and differences in person, place and time. Evaluation directed at the authenticity of images projected and the literary quality of the various types of literature for children.

**EDU 363: Education and Psychology of the Exceptional Child**

(3 hrs.)

(Prerequisites: PSY 111 and completion of 15 hours from the liberal arts core courses)

Students will be introduced to the biological, psychological and educational characteristics of children identified by federal laws for special consideration in public education. The categories covered are : mental retardation, learning disabilities, behavior disorders/emotional disturbance, speech and language disorders, hearing impairment, visual impairment, physical disabilities and giftedness.

**EDU 371: Parameters of Early Learning**

(6 hrs.)

(Prerequisites: EDU 276, PSY 211; or permission of instructor)

Early childhood education students have the opportunity to develop skills and knowledge to teach young children effectively. Emphasis is given to planning and implementing an integrated curriculum in the areas of language arts, science and social studies. Students gain knowledge and classroom experience in managing classroom groups, designing a daily schedule and planning a year-long childhood education program.

### **EDU 380: Topics in Education**

(3 hrs.)

Topics courses are designed and offered to address areas of special interest to faculty and students.

### **EDU 381: Methods of Developing Concepts**

(6 hrs.)

(Prerequisites: Admission to the Teacher Education Program or permission of instructor.)

Students learn methodologies for teaching sciences, social studies and language arts; knowledge about how children learn and how teachers create learning environments in a human relations laboratory; and lesson and cluster planning. Campus course work is enhanced through extensive field experiences in local schools.

### **EDU 382: Classroom Management**

(3 hrs.)

(Prerequisite: Admission to the Teacher Education Program or permission of instructor.)

Students gain an understanding of individual and group motivation and behavior necessary to create a learning environment that encourages positive social interaction, active engagement in learning and self-motivation. Concurrent enrollment with EDU 381 is expected. Students will demonstrate their skills in effective classroom management during field experiences in the local schools.

### **EDU 385: Helping Children Develop Skills in Literacy I**

(3 hrs.)

(Prerequisite: Admission to the Teacher Education Program or permission of instructor.)

Students examine how teachers can facilitate literacy development in young learners. During the class and its accompanying field experiences, they conduct exploration and inquiry into such topics as: the development of reading and writing processes, facilitating growth in spelling, grammar, and punctuation, creating classrooms for readers and writers, assessing literate behaviors, and readers and writers with a difference.

### **EDU 386: Helping Children Develop Skills in Literacy II**

(3 hrs.)

(Prerequisite: Admission to the Teacher Education Program or permission of instructor.)

This course focuses on methods for integrating reading, writing, speaking, listening, and thinking through a meaning construction approach. This will be emphasized by providing rich environments for language, inquiry, problem solving, development of humane classroom models, reflection, and assessment through self, peer, and teacher perspectives. Throughout these activities, students will be encouraged to defend, refute, question, debate, and voice their concerns related to content, methods, materials, and approaches. Students apply the knowledge in a field experience.

### **EDU 387: Helping Children Think Mathematically**

(3 hrs.)

(Prerequisites: Admission to the Teacher Education Program and MAT 105 and/or MAT 106 or an equivalent college mathematics course or permission of instructor.)

Diagnostic, instructional and evaluative processes for assisting development of numerical and spatial concepts in children are examined and applied in classroom settings. During the field experience component of the course, students identify children's conceptual levels and design appropriate learning experiences for them.

### **EDU 413: Family and Community: Partners in Education**

(3 hrs.)

(Prerequisite: Admission to the Teacher Education Program, senior standing or permission of instructor.) Students examine the importance of the professional relationship between the school, family, and community. Course topics include interpersonal relationships, nature and the role of family relationships, methods of parent involvement, and identification and utilization of family and community resources.

### **EDU 415: The Individualizing Process: Assessment and Prescription I**

(3 hrs.)

(Prerequisites: Admission to the Teacher Education Program, senior standing or permission of instructor.) Skills and techniques for assessing of and planning for the dynamic, integrated process of a child's development and learning are developed. Background from which to identify and critique methods and instruments of screening and diagnosis in major developmental areas is developed. Students engage in the development and evaluation of individualized programs based on the assessment of the children's needs.

### **EDU 421: Student Teaching in Early Childhood Education: The Younger Years**

(6-12 hrs.)

(Prerequisites: Admission to the Teacher Education Program, senior standing or permission of instructor.) Student teachers involve themselves as participants in all aspects of the pre-school: planning and implementing the daily program, participating in the full range of parent activities, and guiding the individual child and the group. Emphasis is placed on building the student teacher's personal repertoire of teaching skills. (graded on S-U basis)

### **EDU 423: Student Teaching in Early Childhood Education: The Primary Years**

(6-12 hrs.)

(Prerequisites: Admission to the Teacher Education Program, senior standing or permission of instructor.) Student teachers participate in all aspects of the primary (grades K-3) curriculum. They develop a sharpened awareness of varied learning styles, refine personal teaching methods, and meet the challenges of group management while remaining sensitive to the needs of the individual child. (graded on S-U basis)

### **EDU 441: Student Teaching in the Elementary School**

(6-12 hrs.)

(Prerequisites: Admission to the Teacher Education Program, senior standing or permission of instructor.) Student teachers participate in all aspects of the elementary school (grades 1-6) curriculum. They develop a sharpened awareness of varied learning styles, refine personal teaching methods, and meet the challenges of group management while remaining sensitive to the needs of the individual child. (graded on S-U basis)

### **EDU 454: Emergent Language and Literacy**

(2 hrs.)

(Prerequisites: Admission to the Teacher Education Program, senior standing or permission of instructor.) Students review theories and practices related to speech and language development, and complex emerging literacy. Emphasis will be given to practical applications of language and literacy development from birth through age eight. Students design, facilitate and evaluate literacy experiences that support children in learning to read and write.

### **EDU 484: Senior Seminar**

(3 hrs.)

(Prerequisites: concurrent enrollment in student teaching.)

Students examine issues and research relevant to the new teacher, including the application of self-evaluative processes directly related to teaching and the continuation of professional growth.

### **EDU 493/HDE 493: Senior Project**

(3 hrs.)

(Prerequisites: senior standing and permission of the department)

The student plans and implements a course of independent research or a project in child study/human development.

#### Independent Study

Independent Studies (special studies, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information is available from the coordinators for each of the education majors.

## Equestrian Studies

Department Chair: Ellen Beard

Equestrian Faculty:

Becky Clervi

Karen Craighead

Rosy Erganian

Kim Kriekhaus

Sara Linde

Dianna Rankin

[Bachelor of Science in Equestrian Studies: Business Management](#)  
[Bachelor of Science in Equestrian Studies: Instruction and Training](#)  
[3:2 Therapeutic Instruction/Occupational Therapy Program with Washington University](#)  
[Equestrian Studies Minor](#)  
[EQS and Liberal Studies Major](#)  
[Animal Science Minor](#)  
[Riding Descriptions](#)  
[EQS Course Descriptions](#)

The Department of Equestrian Studies offers a Bachelor of Science in the Equestrian field in two concentrations: Management, and Instruction and Training. In addition, there are two minors available to current students at Stephens College and from the University of Missouri-Columbia. With the equestrian industry continually changing and evolving through the use of modern technology, the programs available at Stephens College will assist students for the rapidly growing employment opportunities in Equestrian Studies. Through a strong focus on experiential learning and an introduction to the theoretical and critical principles of the discipline including applied riding, biology, math, management skills, business practices and psychology of the horse and rider, the college produces career-ready individuals.

### Requirements for the B.S. Major in Equestrian Studies

The Bachelor of Science degree in Equestrian Studies requires completion of liberal arts degree requirements, 71-77 semester hours Equestrian Studies, three hours in Biology and three hours in Math. Classes will be taught on a rotational basis. The Reproduction class will be taught at the University of Missouri. The genetics class can be taken at Stephens College or at the University of Missouri. Due to the content of class taught in the equestrian department at Stephens College, the prerequisites of the courses at the University of Missouri have been waived for Equestrian Studies majors.

Equestrian Studies majors have first priority over non Equestrian Majors and shall take one riding class in each semester of enrollment. Horse availability may alter this requirement. There are four riding disciplines and driving offered: hunt seat, saddle seat, western and dressage. Each student in the major must fulfill the requirement of riding three of the four seats during their four years. Driving for two semesters equals one discipline of riding. A minimum grade of 120 semester hours, a grade of C- or better in each of the required courses and a cumulative GPA of at least 2.0 is required.

During the summer of their junior year students shall fulfill a required Equestrian Internship. The Equestrian faculty strongly recommends that Equine Studies students work in the industry during all summer breaks to gain professional experience and to establish a professional network.

Riders are responsible for their own medical insurance. All seats are required to wear ATM/SEI approved helmets while riding. Hoop body and facial piercings shall not be worn while at the stables. All equestrian students shall abide by the departmental dress code which reflects a traditional professional appearance.

Required Core Courses (49 hrs.)

Applied Riding classes (16 hrs.)

EQS 130: Equine Management I (3 hrs.)

EQS 135: Equine Management II (3 hrs.)

EQS 201: Methods of Teaching Horsemanship I (3 hrs.)

EQS 202: Methods of Teaching Horsemanship II (2 hrs.)

INT 210: Internship Development (1 hr.)

EQS 301: Equine Feeding and Nutrition (3 hrs.)

EQS 302: Methods of Teaching Horsemanship III (2 hrs.)

EQS 310: Stable Management (3 hrs.)

EQS 340: Equine Anatomy and Shoeing Mechanics of Motion ( 3 hrs.)

EQS 405: Stable Management II (3 hrs.)

EQS 410: Horse Keeper (4 hrs.)

EQS 494: Equestrian Industry Internship (3 hrs.) (Junior year summer)  
*Completion of Proficiency exam end of sophomore year.*

*Red Cross Certification completed before summer of Junior year*

Equestrian Studies: Business Management Required Courses (73 hrs)

BUS 171: Introduction to Entrepreneurship (3 hrs.)

ACC 210: Accounting I (3 hrs.)

ACC 220: Accounting II (3 hrs.)

BUS 225: Principles of Management (3 hrs.)

BUS 250: Principles of Marketing (3 hrs.)

BUS 305: Human Resource Management (3 hrs.)

MPA 205: Public Relations: Principles and Practices (3 hrs.)

EBM 496: Capstone: Equestrian Business Management (3 hrs.)

Equestrian Studies: Instruction and Training Required Courses (72 hrs)

BIO 111: Biological Concepts (3 hrs.)

EDU 114 : The Child: Life span and Cross Cultural Perspective (3 hrs )

AN SCI 4977: Horse Production (3 hrs.) ( University of Missouri )

MPA 205: Public Relations: Principles and Practices (3 hrs.)

EQS 401: Stewarding & Judging (3 hrs.)

EQS 402: Methods Of Teaching Horsemanship IV ( 2 hrs)

EQS 496: Capstone: Equestrian Teaching and Instruction (3 hrs.)

***and chose one of the following:***

BUS 352: Business Law (3 hrs.)

EQS 280: Topics in Equestrian Studies (3 hrs.)

EQS 330: Introduction to Therapeutic Riding and Instruction (3 hrs.)

EQS 335: Therapeutic Riding and Instruction (3 hrs.)

EQS 402: Methods of Teaching Horsemanship IV (2 hrs.)

MPA 240: The Nuts & Bolts of Event Planning (3 hrs.)

Additional Courses

It is recommended that the following be chosen for Liberal Arts approved Quantitative Analysis course.

MAT 207: Introduction to Statistics (3 hrs.)

*NOTE: Course descriptions for the above may be found under the program headings of Natural Science, Business and Marketing and Mathematics.*

3:2 Therapeutic Instruction/Occupational Therapy Program with Washington University

**Bachelor of Arts in Equestrian Studies from Stephens College  
Master's in Occupational Therapy from Washington University ( St. Louis )**

Stephens College is offering a 3:2 program with Washington University (St. Louis) in Occupational Therapy related to equine activities. Students attend Stephens College the first 3 years and then take 2 additional years at Washington University. In addition to required classes, classes in Therapeutic Instruction which lay the foundation for NARHA certification are available. Students must complete 30 semester hours per year at Stephens for three years including all liberal arts and degree requirements and complete 30 semester hours per year at Washington University . After the completion of the first year at Washington University the student earns a Bachelors of Arts in Equestrian Studies; after the second year the student will earn a Master's Degree in Occupational Therapy from Washington University .

To receive the Bachelor of Arts degree a minimum of 120 semester hours (combination of Stephens College and Washington University coursework), a grade of C- or better in each of the required courses and a cumulative GPA of at least 2.0 is required.

**Required Courses**

**Equestrian**

Applied Riding: 3 classes (6 hrs.)  
EQS 130: Equine Management I (3 hrs.)  
EQS 135: Equine Management II (3 hrs.)  
EQS 201: Methods of Teaching Horsemanship I (3 hrs.)  
EQS 202: Methods of Teaching Horsemanship II (2 hrs.)  
EQS 301: Equine Feeding and Nutrition (3 hrs.)  
EQS 330: Introduction to Therapeutic Riding and Instruction (3 hrs.)  
EQS 335: Therapeutic Riding and Instruction (3 hrs.)  
EQS 340: Equine Anatomy and Shoeing Mechanics of Motion (4 hrs.)  
EQS 410: Horse Keeper (4 hrs.)

**Additional requirements**

BIO 181: Biological Concepts I (4 hrs.)  
BIO 182: Biological Concepts II (4 hrs.)  
BIO 349: Human Physiology (3 hrs.)  
MAT 207: Introduction to Statistics (3 hrs.)  
PSY 111: Introduction to Psychology (3 hrs.)  
PSY 320: Abnormal Psychology (3 hrs.)  
EDU 114: The Child: Lifespan & Cross Cultural Perspective (3 hrs.)

Washington University also requires competency in Medical terminology and computer applications (course credit is not required). All graduate classes are taken at Washington University ; there will be an advisor from both schools. Graduate level courses are not listed.

**Requirements for the Equestrian Minor**

The minor in the equestrian program requires the completion of 20 semester hours of which 6 hours must be in applied riding. Students may elect additional EQS courses for a total of 24 hours in the minor. The Equestrian minor is also available to the University of Missouri students to expand their Animal Science major with a concentration in Equestrian Science.

**Required Courses**

Riding:3 classes (6 hrs.)  
EQS 130: Equine Management I (3 hrs.)  
EQS 135: Equine Management II (3 hrs.) or ANS 4977 Horse Production (MU)  
EQS 310: Stable Management I (3 hrs.)  
EQS 410: Horse Keeper (4 hrs.)

### Equestrian Minor and the Liberal Studies Major

The equestrian minor is available as an option to include in the liberal studies major. See the [liberal studies](#) section of the catalog for complete information about the major.

### Animal Science Minor and the Equestrian Studies Major

The Animal Science minor is available from the University of Missouri to Stephens College students who are pursuing an Equestrian Studies major. Students will complete a minimum of 15 semester hours with 9 hours of upper level credit.

#### **Courses to choose from:**

AN SCI 1011: Animal Science (3 hrs.)  
AN SCI 1065: Animal Science Laboratory Practicum (2 hrs.)  
AN SCI 2095: Equine Behavior and Training (3 hrs.)  
AN SCI 2135: Horse Selection and Evaluation (2 hrs.)  
AN SCI 2140: Companion Animals (3 hrs.)  
AN SCI 2175: Monogastic Production (3 hrs.)  
AN SCI 3213: Genetics of Agricultural Plants/Animals (3 hrs.)  
AN SCI 3222: Animal Feeds and Feeding (3 hrs.)  
AN SCI 3254: Physiology of Domestic Animals (5 hrs.)  
AN SCI 4387: Equine Breeding Management (3 hrs.)  
AN SCI 4977: Horse Production (3 hrs.)

### Equestrian Riding Courses

**Riding Classes:** The fee for riding is \$500 per class each semester. All riding courses require an approved safety helmet with neck harness and chin strap. All riding classes may be repeated three (3) times for credit.

#### **EQS 112: Riding: Dressage**

(2 hrs.)

(Prerequisite one semester of riding at Stephens and permission of instructor)

#### **EQS 212: Riding: Dressage**

(2 hrs.)

(Prerequisite EQS 112 and permission of instructor)

#### **EQS 218: Riding: Driving**

(2 hrs.)

(Prerequisites: EQS 130, 135, 201 or permission of instructor.)

This course is designed to allow the student to gain experience in various types of driving techniques for the horse. The student will have the opportunity to ground drive a horse as well as drive a horse to cart. Various harnessing techniques and their potential outcomes will be covered. Care of the harness and carts will be discussed. Each student will have the opportunity to fit a harness to a horse, hook the horse to a cart and drive the horse.

#### **Saddle Seat**

##### **EQS 117: Riding: Beginning Saddle Seat**

(2 hrs.)

(Open to all students)

##### **EQS 217: Riding: Intermediate Saddle Seat**

(2 hrs.)

(Open to intermediate students)

**EQS 317: Riding: Intermediate/Advanced Saddle Seat**

(2 hrs.)

(Prerequisite: permission of instructor)

**EQS 417: Riding: Advanced Saddle Seat**

(2 hrs.)

(Prerequisite: permission of instructor)

**Western**

**EQS 120: Riding: Beginning Western**

(2 hrs.)

(Open to all students)

**EQS 220: Riding: Intermediate Western**

(2 hrs.)

(Prerequisite: permission of instructor)

**EQS 320: Riding: Intermediate/Advanced Western**

(2 hrs.)

(Prerequisite: permission of instructor)

**EQS 420: Riding: Advanced Western**

(2 hrs.)

(Prerequisite: permission of instructor)

**Hunt Seat**

**EQS 125: Riding: Beginning Hunt Seat**

(2 hrs.)

(Open to all students)

**EQS 225: Riding: Intermediate Hunt Seat**

(2 hrs.)

(Open to all intermediate students)

**EQS 325: Riding: Intermediate/Advanced Hunt Seat**

(2 hrs.)

(Prerequisite: permission of instructor)

**EQS 425: Riding: Advanced Hunt Seat**

(2 hrs.)

(Prerequisite: permission of instructor)

**EQS 229: Riding: Combined Training**

(2 hrs.)

(Prerequisite: permission of instructor)

## Equestrian Course Descriptions

**EQS 130: Equine Management I**

(3 hrs.)

(Open to all students. Offered fall semester only.)

Designed to introduce students to the horse and its basic care. Subject matter includes breeds; conformation; diseases; parasites; lameness and treatment; daily care and management; general terminology; and first aid for the horse.

**EQS 131: Theory of Huntseat**

(2 hrs.)

(Open to all students; may only be taken one time for credit.)

Course in current events in the industry. Strongly suggested for each year to keep current.

**EQS 132: Theory of Western**

(2 hrs.)

(Open to all students; may only be taken one time for credit.)

Course in current events in the industry. Strongly suggested for each year to keep current.

**EQS 133: Theory of Saddleseat**

(2 hrs.)

(Open to all students; may only be taken one time for credit.)

Course in current events in the industry. Strongly suggested for each year to keep current.

**EQS 134: Theory of Combined Training**

(2 hrs.)

(Open to all students; may only be taken one time for credit.)

Course in current events in the industry. Strongly suggested for each year to keep current.

**EQS 135: Equine Management II**

(3 hrs.)

(Prerequisite: EQS 135. Offered spring semester only.)

Continuation of EQS 130. Subject matter includes advanced horse care and horse show preparation.

**EQS 136: Theory of Dressage**

(2 hrs.)

(Open to all students; may only be taken one time for credit.)

Course in current events in the industry. Strongly suggested for each year to keep current.

**EQS 180: Topics in Equestrian**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

**EQS 201: Methods of Teaching Horsemanship I**

(3 hrs.)

(Prerequisite: EQS 130: open to sophomore, junior and senior students)

Current methods of teaching will be presented for all riding styles and disciplines. Development of lesson plans, measurement and evaluation of motor skills, and riding hall etiquette will be discussed. Students will assist in teaching and observe a regularly scheduled riding class during the second half of the course.

**EQS 202: Methods of Teaching Horsemanship II**

(2 hrs.)

(Prerequisite: EQS 201)

This class is designed to provide the student with the opportunity of assisting an instructor, putting into practice the teaching techniques taught in EQS 201.

**EQS 250: Equine Judging Team**

(3 hrs.)

(Prerequisite: approval of department.)

This course will build on the basic techniques used in assessing conformation and form to function in the horse. All breeds will be discussed and evaluated. The student will learn basic anatomy of the horse and how it relates to athletic ability. The student will learn the basic functional requirements of judging a horse show, along with the rules and regulations of the major breed associations. Students will learn the requirements of achieving a steward's license and a judge's card. NAIA competition.

**EQS 280: Topics in Equestrian**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

**EQS 301: Equine Feeding and Nutrition**

(3 hrs.)

(Prerequisite: BIO 111. Offered fall semester only.)

Basic nutrients, their sources and how they are utilized by the horse will be covered. The anatomy and physiology of the digestive system will be discussed. Ration formulation, purchasing and storage will be stressed.

**EQS 302: Methods of Teaching Horsemanship III**

(2 hrs.)

(Prerequisite: EQS 202.)

This class is designed to continue the teaching process under an instructor with the added responsibility of preparation of horse and rider for shows and clinic.

**EQS 310: Stable Management**

(3 hrs.)

(Prerequisite: EQS 410 or permission of instructor. Offered spring semester only.)

This course will provide the hands-on experience in the everyday operation of a stable. Topics covered will be: horse facilities; equipment; tractors; truck and trailer; loading and hauling horses; ordering supplies; preparation for horse shows; fencing and pasture management; and managing the stalled horse.

**EQS 330: Introduction to Therapeutic Riding**

(3 hrs.)

(Prerequisite: EQS 135at least junior standing. Fall only.)

Focus is on learning and introducing students to the history of therapeutic horsemanship. Current aspects of therapeutic riding and instruction will also be covered. Students will get hands on experience volunteering at a local accredited center.

**EQS 335: Therapeutic Riding Instruction and Practicum**

(3 hrs.)

(Prerequisite: EQS 330 or permission of instructor; lab fee charged. Spring only.)

This class will allow students to fulfill one part of the NARHA certification process by completing 25 hours of student teaching at a local accredited center. Students will learn to assess and train horses used for therapeutic riding, and become familiar with adaptive equipment. Students will develop lesson plans, games and exercises appropriate for riders with a variety of special needs.

**EQS 340: Equine Anatomy and Mechanics in Motion**

(3 hrs.)

(Prerequisites: EQS 135 or permission of instructor.)

A course designed to teach the student the basic principles of farrier science. Includes anatomy, physiology and biomechanics of the leg and foot; evaluation of a properly and improperly shod hoof; principles of trimming; and cold, hot, corrective and pathological shoeing.

**EQS 350: Theory of Equine Behavior and Training**

(3 hrs.)

(Prerequisite: permission of instructor.)

An equine professional must have a thorough understanding of the manner in which the equine responds to stimuli in its environment. This directly influences the ability to train the equine and the results that can be obtained. Students will learn the basics involved in horse training. Students will be introduced to the importance in developing your horses and maintaining seasoned horses. Outside speakers will attend the class every two weeks if possible. Field trips to local training facilities will be possible during the semester.

**EQS 380: Topics in Equestrian**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

**EQS 401: Stewarding and Judging**

(3 hrs.)

(Prerequisites: EQS 130, or permission of instructor.)

This course is an overview of equestrian competitions and will develop potential horse show officials. It will acquaint the student with the mechanics of judging both in hand and under saddle/over fences, horses and riders in a competitive setting.

**EQS 402: Methods of Teaching Horsemanship IV**

(2 hrs.)

(Prerequisite: EQS 202.)

This is the capstone course of the teaching emphasis that will explore the logistics of teaching and managing a lesson program in the real world. Management of school horse usage will be discussed in great detail and completed by students; record keeping for payment, liability, insurance, and ethics will be addressed. Essentially these students will be student teaching such as in the education department during the semester the course is enrolled.

**EQS 405: Stable Management II**

(3 hrs.)

(Prerequisite: EQS 310.)

Continuation of EQS 310.

**EQS 410: Horse Keeper**

(3 hrs.)

(Prerequisite: EQS 310 and EQS 401.)

This course is designed to allow students to gain experience in the day to day care and maintenance of horses. Students will learn to manage their time and gain self confidence while managing a string of horses and utilizing previous coursework in the day to day care of each horse. The class meets one hour a week in the classroom and additionally expect to spend 2-3 hours per day six days a week in managing your horses.

**EBM 494: Post-Internship**

(2 hrs.)

(Prerequisite: INT 210, internship experience and approval of the Equestrian faculty. Offered every other fall.)

The seminar follows the summer internship experience. The course allows students who have completed their internships to share their experiences and responsibilities. The student will also evaluate their internships. Each student will make a presentation on their particular internship.

**EBM 496: Equestrian Business Management**

(3 hrs.)

(Prerequisites: EQS 130, EQS 240, EBM 310, BUS 225 and BUS 305)

This is the Equestrian Business Management capstone course. This class is designed to incorporate the student's previous business and equestrian classes into a coherent whole from which the student will

develop short and long term professional goals. This class will focus on developing skills necessary to start and maintain a business.

#### Independent Study

Independent studies (special studies, tutorials, readings, projects) may be proposed by a student who wishes to investigate a subject not otherwise available. Information about independent study may be obtained in department offices or in the Office of the Registrar.

Fashion Communication  
School of Design and Fashion, Dean: Monica McMurry, M.S.  
Coordinator: Courtney Cothren, B.S.

**Design and Fashion Faculty:**

Kirsteen Buchanan, M.A.  
Courtney Cothren, B.S.  
Elizabeth DeMaria, M.S.  
Robert Friedman, M.F.A.  
Kate Gray, B.F.A.  
William Helvey, M.A.  
Maureen Lowary, B.F.A.  
Mary Jane Matranga, M.S.  
Monica McMurry, M.S.  
Tina Marks, M.S.  
Daniel Scott, B.F.A., M.Ed.

**Mass Media Faculty:**

Chad Freidrichs, B.A.  
Polina Molikin  
Kerri Yost, M.A.

**Business and Marketing Faculty :**

Susan Bartel, M.E.B., APR, CFMP  
Wayne Keene, M.B.A.  
Pamela Shackelford, M.B.A.  
Orlando Smith, M.A.

- [B.S. Fashion Communication: Visual Track](#)
- [B.S. Fashion Communication: Journalism Track](#)
- [Fashion Courses](#)
- [Mass Media](#)
- [Business Courses](#)

The interdepartmental program in fashion communication is a unique opportunity for students wishing to prepare for a career within the fashion fields of journalism, promotion or special events. Planned cooperatively by the fashion and mass media departments, the fashion communication program allows students to master the skills necessary for professional success. Students apply critical decision making and practical experience learned through problem solving both within the classroom and internships.

The Fashion Communication program at Stephens College gives students many options. Depending upon career goals, students may choose either the journalism (print) track or the visual media track. A minor in one of the following areas may also be considered: marketing, management, entrepreneurship, special event planning, graphic design or interior design.

Fashion communication options include: fashion journalism, reporting and editing, fashion advertising, public relations, publicity, visual merchandising, store planning, special event coordination and fashion photography. Students who maintain a commitment to fashion communication will find themselves among the most well-prepared undergraduates in the nation.

## Requirements for Fashion Communication: Visual Track

The bachelor of science major in the fashion communication visual track requires the completion of 30 hours of liberal arts requirements, 26 semester hours in FAS, 18 semester hours in MME, 6 semester hours in DFM, 12 semester hours in GDE, and 4 hours of capstone coursework for a total of 67 hours in the major. Students must earn a C- or better in all required courses within the Bachelor of Science in the fashion communication visual track degree. Students may not continue to the next level class until the prerequisite class is passed with a C- or better. An overall g.p.a. of at least 2.0 in all major courses is required.

### **Required Fashion Courses:**

FAS 170: Survey of the Fashion Industry (3 hrs.)  
FAS 201: Product Analysis (3 hrs.)  
FAS 203: Textiles (3 hrs.)  
FAS 275: Fashion Communication (3 hrs.)  
FAS 310: Fashion Show Production and Coordination (3 hrs.)  
FAS 375: 20 th Century Costume (3 hrs.)  
FAS 385: Visual Merchandising and Display (3 hrs.)  
INT 210: Pre-Internship Seminar (1 hr.)  
FAS 493: Current Issues in the Global Fashion Industry (3 hrs.)  
FAS 496 or MCO 483: Post-Internship Seminar (2 hrs.)

In addition to the INT 210, Pre-Internship Seminar and the FAS 496, Post-Internship Seminar, students must complete a minimum of 140 hours of substantive work at an approved fashion-oriented firm.

### **Required Mass Media Courses:**

MME 101: Media and Culture (3 hrs.)  
MME 104: Studio Production (3 hrs.)  
MME 208: Digital Photography (3 hrs.)  
MME 211: Digital Film/Video Production (3 hrs.)  
MME 290: Creating Online Media (3 hrs.)  
MME ---: Fashion Show: Video (3hrs.)

### **Required Digital Film Making Courses:**

DFM 300: Directing for Film (3 hrs.)  
DFM 310: Advanced Digital Video Editing (3 hrs.)

### **Required Graphic Design Courses:**

GDE 110: Principles of Design (3 hrs.)  
GDE 210: Digital Imaging (3 hrs.)  
GDE 310: Publication Design (3 hrs.)  
GDE 494: Senior Portfolio (3 hrs.)

### **Required Senior Capstone Courses:**

FAS/MCO ---: Capstone Project: Research (1hr.)  
FAS/MCO ---: Senior Capstone Project (3 hrs.)

## Requirements for Fashion Communication: Journalism Track

The bachelor of science major in the fashion communication journalism track requires the completion of 30 hours of liberal arts requirements, 26 semester hours in FAS, 27 semester hours in MME, 6 semester hours in BUS, and 4 semester hours of senior capstone coursework for a total of 64 hours in the major. Students must earn a C- or better in all required courses within the Bachelor of Science in the fashion communication journalism track degree. Students may not continue to the next level class until the

prerequisite class is passed with a C- or better. An overall g.p.a. of at least 2.0 in all major courses is required.

**Required Fashion Courses:**

FAS 170: Survey of the Fashion Industry (3 hrs.)  
FAS 201: Product Analysis (3 hrs.)  
FAS 203: Textiles (3 hrs.)  
FAS 275: Fashion Communication (3 hrs.)  
FAS 310: Fashion Show Production and Coordination (3 hrs.)  
FAS 375: 20 th Century Costume (3 hrs.)  
FAS 385: Visual Merchandising and Display (3 hrs.)  
INT 210: Pre-Internship Seminar (1 hr.)  
FAS 493: Current Issues in the Global Fashion Industry (3 hrs.)  
FAS 496 or MME 483: Post-Internship Seminar (2 hrs.)

In addition to the INT 210, Pre-Internship Seminar and the FAS 496, Post-Internship Seminar, students must complete a minimum of 140 hours of substantive work at an approved fashion-oriented firm.

**Required Mass Media Courses:**

MME 101: Media and Culture (3 hrs.)  
MME 103: Writing for the Mass Media (3 hrs.)  
MME 205: Public Relations: Principles and Practices (3 hrs.)  
MME 207: Print Writing and Reporting (3 hrs.)  
MME 208: Digital Photography (3 hrs.)  
MME 231: Print Production (3 hrs.)  
MME ---: Magazine Editing and Publishing (3hrs)  
MME 307: Advanced Print Writing and Reporting (3 hrs.)  
MME 403: Public Relations Writing: Form & Style (3 hrs.)  
**or**  
MME 431: Advertising Copywriting (3 hrs.)

**Required Business and Marketing Courses:**

BUS 250: Principles of Marketing (3 hrs.)  
BUS 331: Integrated Marketing Communications (3 hrs.)

**Required Senior Capstone Courses:**

FAS/MME ---: Capstone Project: Research (1 hr.)  
FAS/MME ---: Senior Capstone Project (3 hrs.)

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by the student who wishes to investigate a subject not otherwise available. All independent studies are subject to approval of design and fashion faculty, at least one semester before the course is to be taken. Information about independent study may be obtained in department offices or in the Office of the Registrar.

Fashion Design and Product Development  
School of Design and Fashion, Dean: Monica McMurry, M.S.

**Design and Fashion Faculty:**

Kirsteen Buchanan, M.A.  
Courtney Cothren, B.S.  
Elizabeth DeMaria, M.S.  
Sara Fletcher, M.F.A.  
Robert Friedman, M.F.A.  
Kate Gray, B.F.A.  
William Helvey, M.A.  
Stephanie LaHue, B.S.  
Maureen Lowary, B.F.A.  
Mary Jane Matranga, M.S.  
Monica McMurry, M.S.  
Tina Marks, M.S.  
Therese Pfeiffer, M.F.A.  
Daniel Scott, B.F.A., M.Ed.

- [BFA in Fashion Design and Product Development](#)
- [Course Descriptions](#)

Fashion is one of America 's leading industries. Stephens College offers a Bachelor of Fine Arts degree that prepares students to become professionals in fashion design and product development. A major in fashion at Stephens is further distinguished and enriched by a liberal arts foundation. Through our program, Stephens women prepare themselves for a wide variety of positions in fashion design. Our alumnae can be found in all aspects of the global fashion industry.

The Fashion Design and Product Development program provides the technical and creative skills necessary for success in this exciting field. Computerization is incorporated into several design courses as an integral part of the fashion industry's future. The program at Stephens includes guest critics who are actively involved in the industry. Students are required to complete an internship and encouraged to participate in travel study abroad programs.

In addition students in FDP are encouraged to complete a minor in business, visual art, graphic design, interior design, communications or special event planning.

## Requirements for the B.F.A. Major in Fashion Design and Product Development

The bachelor of fine arts major in fashion design and product development requires the completion of liberal arts requirements and 73 semester hours in FAS, including a fashion-related internship. In addition, 9 semester hours in Art and 3 semester hours in BUS are required. Students must earn a C- or better in all required courses within the bachelor of fine arts in fashion design and product development program. Students may not continue to the next level class until the prerequisite class is passed with a C- or better.

## Required Courses

ART 105: Beginning Drawing (3 hrs.)  
ART 201: Life Drawing (3 hrs.)  
ART 203: Painting/Color (3 hrs.)  
BUS 250: Marketing (3 hrs.)

FAS 111: Clothing Construction I (3 hrs.)  
FAS 170: Survey of the Fashion Industry (3 hrs.)  
FAS 192: Introduction to Apparel Manufacturing (3 hrs.)  
FAS 201: Product Analysis (3 hrs.)  
FAS 203: Textiles (3 hrs.)  
FAS 214: Draping and Patternmaking I (5 hrs.)  
FAS 220: Computer-Aided Patternmaking (2 hrs.)  
FAS 246: Fashion Drawing (3 hrs.)  
FAS 248: Advanced Fashion Drawing and Illustration (3 hrs.)  
FAS 303: Product Development (3 hrs.)  
FAS 315: Pre-20th Century Costume (3 hrs.)  
FAS 316: Draping and Patternmaking II (5 hrs.)  
FAS 320: Computer-Aided Design (3 hrs.)  
FAS 325: Advanced Computer Aided Design (2 hrs.)  
FAS 330: Sportswear and Dresses (3 hrs.)  
FAS 340: Sportswear: Active, Swim and Casual (3 hrs.)  
FAS 375: 20th Century Costume (3 hrs.)  
INT 210: Pre-Internship Seminar (1 hr.)  
FAS 403: Tailored Design: Suits and Outerwear (2 hrs.)  
FAS 404: Tailored Design: Suits and Outerwear (2 hrs.)  
FAS 405: Senior Collection: Line Development (4 hrs.)  
FAS 420: Computer-Aided Manufacturing (2 hrs.)  
FAS 466: Senior Collection: Studio (3 hrs.)  
FAS 468: Portfolio Development (2 hrs.)  
FAS 493: Current Issues in the Global Fashion Industry (3 hrs.)  
FAS 496: Post-Internship Seminar (2 hrs.)

In addition to the INT 210, Pre-Internship Seminar and the FAS 496, Post-Internship Seminar, students must complete a minimum of 140 hours of substantive work at an approved fashion-oriented firm.

## Fashion Courses

### **FAS 105: Fashion Presentation: Modeling**

(1 hr.)

(Open to all students; required for first-time Modeling Group members)

A modeling course that benefits anyone interested in good carriage and an ability to move with assurance and poise. A "performance" class in which students learn runway modeling.

### **FAS 111: Clothing Construction**

(3 hrs.)

(Open to all students; lab fee charged)

A laboratory course in basic clothing construction techniques and skills. Students learn types of silhouettes and garment details by completing samples then constructing at least three garments. Emphasis is placed on developing analytical and critical-thinking skills.

### **FAS 170: Survey of the Fashion Industry**

(3 hrs.)

(Open to all students)

Survey course that explores careers in the apparel industry. Topics include: the fashion cycle, production, distribution, marketing and merchandising fashion to the consumer.

### **FAS 192: Introduction to Apparel Manufacturing**

(3 hrs.)

(Prerequisites: FAS 111, and FAS 170 with a C- or better; lab fee charged)

A laboratory course exploring advanced sewing techniques of clothing construction and mass production.

Emphases include sewing on a variety of fabrics, learning the function and operation of different sewing machines (including industrial models), costing and quality control. Students complete samples, then construct a fully lined jacket and garment of their choice that fulfill class requirements.

### **FAS 201: Product Analysis**

(3 hrs.)

(Prerequisite: FAS 170 with a C- or better.)

An introductory course to acquaint the fashion student with foundational skills needed for the product developer. Topics covered will include the principles and elements of design, color theory, trend and market research, garment styles and parts, flat and mechanical drawings, an overview of fabric types and uses, developing a line of garments, and industry sewing techniques.

### **FAS 203: Textiles**

(3 hrs.)

(Prerequisite: FAS 170 with a C- or better; lab fee charged)

A study of textiles with emphasis on the interrelationships of fibers, yarn structures, fabric construction and finishes. Application of this knowledge to an understanding of textile behavior and how the fabric determines the character, performance and care of a garment. Students research new fibers and government legislation related to textiles.

### **FAS 214: Draping & Patternmaking I**

(5 hrs.)

(Prerequisites: FAS 192 with a C- or better or permission of instructor; lab fee charged)

Basic principles of draping and flat pattern making: bodice, skirt and dress. A visual understanding of garments will be provided by draping muslins and making paper patterns. Original student design may be critiqued for eligibility to Jury of Selection.

### **FAS 220: Computer-Aided Patternmaking**

(2 hrs.)

(Prerequisite: FAS 214 with a C- or better; lab fee charged)

Basic principles of computer patternmaking explored through a series of exercises. The student will develop the problem-solving and technical skills necessary to develop patterns on the computer.

### **FAS 230: Pre-Studies Abroad in Fashion**

(3 hrs.)

(Prerequisites: completion of one or more courses of the following prefix(es) with a C- or better: FAS, HUM, ARH and ART and a 3.0 or higher g.p.a.)

A tour preparation course for the fashion study abroad programs. Designed to provide the student with a cultural, historical and practical background that supports an international educational experience.

### **FAS 246: Fashion Drawing**

(3 hrs.)

(Prerequisite: ART 201 and FAS 192 with a C- or better; lab fee charged)

Learn the fashion figure's proportions and the effect of different fabrics on the body by drawing from a live model. Croquis are developed, as are techniques of rendering floats and mechanical drawings to illustrate garment details. Fabrics are rendered with a variety of media. Exercises involve designing women's wear for different categories of dress including designer and better sportswear.

### **FAS 248: Advanced Fashion Drawing and Illustration**

(3 hrs.)

(Prerequisite: FAS 246 with a C- or better; lab fee charged)

Focuses on fashion illustration and may include study of proportions as well as fabrics and designs appropriate for men's and children's wear. Live models used extensively to gain better understanding of fashion figures. Exploration of graphic design principles, layout and different media for advertising, promotion and fashion presentation.

**FAS 270: Foundations of Fashion Marketing Management**

(3 hrs.)

(Prerequisite: FAS 170 with a C- or better)

An introductory course that provides a basic foundation for marketing today's fashion. Study includes the principles involved in the management of the functional areas of retail, such as procurement of merchandise, sales, promotions, merchandising and personnel. Includes an overview of the analysis and identification of quality garment construction fashion trends within the industry.

**FAS 275: Fashion Communication**

(3 hrs.)

(Prerequisite: FAS 170 and MCO 101 with a C- or better grade)

A study of the marketing and promotional strategies used within the fashion communication field. Students will study the purposes, procedures, methods and techniques used in various fashion promotional activities. Special attention will be given to the unique language of fashion advertising and its specific applications.

**FAS 280: Topics in Fashion**

(1 - 3 hrs.)

(Prerequisite: dependent on topic being offered; taught at irregular intervals; lab fee may be charged)

Courses developed to fit current trends in fashion design, product development, marketing and management.

**FAS 285: Concepts of Retail Control**

(3 hrs.)

(Prerequisites: FAS 270, BUS 250 or concurrent enrollment, and ACC 210 or concurrent enrollment with a C- or better grade or permission of instructor)

A study of the principles involved in the management of the functional areas of any retail organization: planning, management, merchandising, promotion, sales and personnel with special emphasis on merchandise operation and control functions including the six-month buying plan.

**FAS 290: Fashion Tours**

(1 hr.)

(Prerequisite: completion of one FAS course, an overall 3.0 g.p.a. or higher, or permission of tour instructors)

New York Tour (spring break). Study and research in the New York fashion market, theatres, museums and more. Other fashion tours announced throughout year. Fee charged.

**FAS 303: Product Development**

(3 hrs.)

(Prerequisites: BUS 250 and FAS 203 with a C- or better)

Focus on utilizing fashion skills to develop and market branded lifestyle products. A variety of fashion-related goods are analyzed from conception to distribution. Domestic and foreign markets are explored and global trade issues are discussed. Group projects involve role playing and problem solving.

**FAS 310: Fashion Show Production and Coordination**

(3 hrs.)

(Prerequisites: FAS 203, with a C- or better, BUS 250 and junior standing)

The examination of fashion promotion includes faculty lectures and student projects. A detailed study of the processes involved with staging a successful fashion show. Knowledge applied to production of several events and the annual spring fashion show.

**FAS 314: Fashion Industry Strategies and Decision Making**

(3 hrs.)

(Prerequisites: BUS 250, FAS 285 or FAS 303 with a C- or better grade and junior standing)

A course designed to interpret fashion marketing and management principles through the case analysis method. Students encouraged to analyze and develop alternative courses of action for a variety of

situations. Includes discussion of moral and ethical issues in the fashion industry.

**FAS 315 hrs.: Pre-20th Century Costume**

(3 hrs.)

(Prerequisite: LBA 108 or equivalent course, and FAS 170 and FAS 203 for fashion majors, with a C- or better)

A study of social history and the resulting costumes worn by men, women and children from primitive times through the 1800s. Emphasis on how politics, economics, and technology affect the changing silhouettes of each period. Writing intensive.

**FAS 316: Draping & Patternmaking II**

(5 hrs.)

(Prerequisites: FAS 214, FAS 203 and FAS 246 with a C- or better or concurrent enrollment; lab fee charged)

Students strengthen and broaden draping and patternmaking skills by applying acquired techniques to a wide variety of garment silhouettes. Tailored, loose-fitting and bias-cut garments will be studied. Original student design may be critiqued for eligibility to Jury of Design.

**FAS 320: Computer-Aided Design**

(3 hrs.)

(Prerequisite: FAS 248 with a C- or better and computer proficiency; lab fee charged)

Using various Macintosh and PC-based programs, students learn to create mechanicals, scan and manipulate fabrics and visuals, and design textiles.

**FAS 325: Advanced Computer Aided Design**

(2 hrs.)

(Prerequisite: FAS 320 with a C- or better; lab fee charged.)

Computer course in which students utilize Lectra Kaledo Style to create drawings and storyboards. Students will also be exposed to textile design functions in Weave and Print. Color modes, color matching and printing considerations will be discussed. Class time divided between instructor demonstrations, student exercises and laboratory time for independent work.

**FAS 330: Career Sportswear and Dresses**

(3 hrs.)

(Prerequisite: FAS 248 and FAS 340 with a C- or better; lab fee charged)

Better sportswear and dress class in which students develop a portfolio of original designs, which are critiqued by a professional designer. Two ensembles are constructed by the student, using a variety of fabrics. Manual pattern grading, markers, cutters musts, spec sheets, and costing follow the design work.

**FAS 340: Sportswear: Active, Swim and Casual**

(3 hrs.)

(Prerequisite: FAS 316 with a C- or better; lab fee charged)

Students develop a portfolio of original designs, including designs necessitating two- and four-way stretch fabrics. A professional designer critiques work, and the student constructs three ensembles.

**FAS 375: 20th Century Costume**

(3 hrs.)

(Prerequisite: LBA 108 or equivalent course, and FAS 170 and FAS 203 for fashion majors, with a C- or better)

An indepth study of the wide variety of styles, fashions, and clothing attitudes that occurred just prior and during the 20th century. Students will look at technological, sociological and ideological implications of dress on Western society and designers. Writing intensive.

**FAS 380: Topics in Fashion**

(1 - 3 hrs.)

(Prerequisite: dependent upon topic being offered; lab fee may be charged)

Taught at irregular intervals. Includes courses developed to fit current trends in fashion design, marketing and management. Topics may include: children's wear; men's wear; plus sizes; eveningwear; advanced illustration; knitwear design; visual merchandising; ethnic costume and wholesale distribution.

### **FAS 385: Visual Merchandising and Display**

(3 hrs.)

(Prerequisite: FAS 170 and FAS 275 with a C- or better.)

The study of display techniques and visual merchandising employed by the fashion industry. This course will examine the tools, techniques, principles and elements of display that sell merchandise. An important component of this course will be "hands-on" activities. Individual creativity will be strongly encouraged.

### **FAS 390: Fashion Study Abroad Summer Tour**

(0-2 hrs.)

(Prerequisite: FAS 170 and a 3.0 or higher g.p..a.)

Overseas study tour with emphasis on the international fashion industry. Previous tours have been to France and Italy .

### **FAS 401: Applied Fashion Marketing Management Project**

(3 hrs.)

(Prerequisites: FAS 285, FAS 314 and ACC 220 with a C- or better and senior standing)

This in-depth capstone course for the F.M.M. degree is designed to give students the opportunity to integrate the various functional areas of the industry into one retail organization. This could include resource and merchandise planning, financial and organizational development, marketing and promotion planning into a viable and cogent merchandising unit.

### **FAS 403/404: Tailored Design: Suits and Outerwear**

(4 hrs.)

(Prerequisite: FAS 330 with a C- or better; lab fee charged)

Students develop portfolio of original designs of suits and coats appropriate for the bridge/designer market. A professional designer selects designs for construction. Students will use a combination of couture and industrial tailoring techniques.

### **FAS 405: Senior Collection: Design Research and Line Development**

(4.0 course)

(Prerequisite: FAS 340 with a C- or better and Stephens College senior standing; lab fee charged)

Students choose a garment classification and target market, then conduct research through interviews with vendors, buyers and consumers. After designing a collection appropriate for the chosen market, a student creates production and merchandising plans to complete the product development process. A portfolio of the student's original designs is critiqued by a professional designer who selects a collection of three or more complete ensembles for the student to construct in FAS 466.

### **FAS 420: Computer-Aided Manufacturing**

( 2 hrs.)

(Prerequisites: FAS 220 and FAS 466 with a C- or better; lab fee charged)

Creation and manipulation of patterns using apparel industry-specific computer software. Includes digitizing, pattern grading and marker making. Technical design and production information is generated. Class time divided between instructor demonstrations, student exercises and arranged laboratory time for independent work.

### **FAS 466: Senior Collection Studio**

(3 hrs.)

(Prerequisite: FAS 405 with a C- or better; lab fee charged)

During an intense seven weeks, a student produces a senior collection as chosen in FAS 405. A

minimum of three complete ensembles must be constructed. In this capstone course, a student must evaluate her work and make a formal presentation before the Jury of Selection.

**FAS 468: Portfolio Development**

(2 hrs.)

(Prerequisite: FAS 466 with a C- or better; lab fee charged)

Emphasis on finished work of original designs for the final portfolio, which includes a résumé and letter of application. May be critiqued by a fashion industry professional at formal presentation.

**FAS 480: Topics in Fashion**

(1.0- 3.0 course)

(Prerequisite: dependent upon topic being offered)

Previous topic offered: retail entrepreneurship.

**FAS 493: Current Issues in the Global Fashion Industry**

(3 hrs.)

(Prerequisites: FAS 303 with C- or better and junior or senior standing)

Research and analysis of current issues in fashion design, product development, manufacturing and merchandising for both foreign and domestic markets. Final project involves study of fashion in another country.

**FAS 494: Internship**

(2 hrs.)

(Prerequisites: INT 210 with a C- or better, senior status and/or permission of the department)

Students must complete 240 hours of substantive work in an approved internship with a fashion-oriented firm and complete an internship portfolio.

**FAS 496: Post-Internship Seminar**

(2 hrs.)

(Prerequisites: FAS 394 with a C- or better, and student must have completed 140 hours of substantive work at an approved fashion-oriented firm.)

Examination of case studies on the internship experience. A seven-week course in which the student reflects on her personal internship experience and shares the internship experiences of fellow learners. Emphasis is placed on the student's assessment of her own work performance, the employment environment and the internship employer. Critical thinking through effective problem solving is encouraged through the analysis and development of case studies based on the internship experience. Additionally, moral and ethical issues confronted in the work environment are examined. The student will explore post-graduation opportunities for employment that build on her internship experience.

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed to the fashion faculty by a student who wishes to investigate a subject not otherwise available. Information about independent study may be obtained in department offices or in the Office of the Registrar. All independent studies must be presented for an approval vote by the entire faculty of the School of Design and Fashion at least one semester before the course is to be taken.

## Fashion Marketing and Management

School of Design and Fashion, Dean: Monica McMurry, M.S.  
Coordinator: Courtney Cothren, B.S.

### **Fashion Faculty:**

Kirsteen Buchanan, M.A.  
Courtney Cothren, B.S.  
Elizabeth DeMaria, M.S.  
Maureen Lowery, B.F.A.  
Mary Jane Matranga, M.S.  
Monica McMurry, M.S.  
Tina Marks, M.S.

### **Business and Marketing Faculty:**

Susan Bartel, M.E.B., APA, CFMP  
Pamela Shackelford, M.B.A.  
Wayne Keene, M.B.A.  
Orlando Smith, M.A.

- [B.S. in Fashion Marketing and Management](#)
- [Fashion Courses](#)
- [Business Courses](#)
- [Math Courses](#)

The interdepartmental program in fashion marketing and management provides a unique opportunity for students wishing to prepare for a career in that field. The program is significant in its emphasis on necessary specialized skills, within the larger context of the liberal arts offerings of the College. Planned cooperatively by the School of Design and Fashion and the Department of Business and Marketing, the fashion marketing and management program allows students to master the skills necessary for professional success through the application of those skills to instances of critical decision-making and hands-on, real industry projects in classroom and internship experiences.

Fashion marketing and management at Stephens College gives the student many options. Depending on individual career goals, students may wish to consider a minor in one of the following areas: Graphic Design, Public Relations, Special Event Planning, Journalism or Interior Design. These combinations increase the student's competitive edge when seeking employment at managerial levels. Career options for our graduates have included: manufacturer's representative, visual merchandiser, store manager, merchandise buyer, stylist, fashion editor/journalist, public relations director, product developer and planner, to name a few. Stephens encourages a student to consider entrepreneurial goals as well. The Fashion department also allows the student to change directions in her education if she finds newly examined options are better suited to her goals. Students who maintain a commitment to fashion marketing and management throughout their education at Stephens will be among the most well-prepared undergraduates in the country.

### Requirements for the Fashion Marketing and Management Major

The bachelor of science major in fashion marketing and management requires completion of liberal arts requirements, 32 semester hours in FAS, and 15 semester hours in BUS. In addition, students are required to take 3 hours in CIS, 3 hours in ECO, 3 hours in MAT and 6 hours in ACC. A grade of C- or

better must be earned in each required course. BUS 350: Principles of Finance is not a required course, but it is strongly recommended for the student considering graduate school.

#### Required Courses

ACC 210: Accounting I (3 hrs.)  
ACC 220: Accounting II (3 hrs.)  
BUS 171: Introduction to Entrepreneurship (3 hrs.)  
BUS 225: Principles of Management (3 hrs.)  
BUS 250: Marketing (3 hrs.)  
BUS 305: Human Resource Management (3 hrs.)  
BUS 331: Integrated Marketing Communications (3 hrs.)  
CIS 206: Introduction to Information Systems (3 hrs.)  
ECO 202: Microeconomics (3 hrs.)  
FAS 170: Survey of the Fashion Industry (3 hrs.)  
FAS 203: Textiles (3 hrs.)  
FAS 270: Foundations of Fashion Marketing Management (3 hrs.)  
FAS 285: Concepts of Retail Control (3 hrs.)  
FAS 303: Product Development (3 hrs.)  
FAS 310: Fashion Show Production and Coordination (3 hrs.)  
FAS 314: Fashion Industry Strategies and Decision Making (3 hrs.)  
FAS 315: Pre-20th Century Costume (3 hrs.) **or**  
FAS 375: 20th Century Costume (3 hrs.)  
INT 210: Pre-Internship Seminar (1 hr.)  
FAS 401: Applied Fashion Marketing Management Project (3 hrs.)  
FAS 493: Current Issues in the Global Fashion Industry (3 hrs.)  
FAS 496: Post Internship Seminar (2 hrs.)  
MAT 207: Introduction to Statistics (3 hrs.)

In addition to the INT 210, Pre-Internship Seminar and the FAS 496, Post-Internship Seminar, students must complete a minimum of 140 hours of substantive work at an approved fashion-oriented firm.

#### Independent Study

Independent studies (special studies, tutorials, readings, projects) may be proposed by the student who wishes to investigate a subject not otherwise available. All independent studies are subject to the approval of design and fashion faculty, and need to be submitted one semester before the proposed course is taken. Information about independent study may be obtained in department offices or in the Office of the Registrar.

## Human Development and Child Study

Coordinators: Linda Allen, Ph.D., LPC  
Leslie Willey, Ph.D.

### **Psychology Faculty:**

Deanna Pledge, Ph.D.  
Christine Lawrence, Ph.D.

### **Education Faculty:**

Sean Travis Clouse, Ph.D.  
Sharon Schneeberger, Ph.D.

- [B.A. Requirements Human Development/Child Study](#)
- [Education Courses](#)
- [Psychology Courses](#)

The bachelor of arts major in Human Development/Child Study is intended to prepare students for work in a wide range of settings: from working with infants to the elderly. Graduates may be employed at day care centers, nursing homes, hospice facilities, parks and recreation departments, hospitals, fine arts or equine-assisted therapy centers. The Human Development/Child Study major is offered jointly by the Psychology Department and the Education Department.

### Requirements for B.A. in Human Development/Child Study

Beyond completion of liberal arts requirements, the major requires 36 semester hours; 24 hours are required, 12 are elective. A grade of C- or better must be earned in each of the required courses.

### Required Courses

PSY 111: Introduction to Psychology (3 hrs.)  
EDU 114: The Child: Lifespan and Cross-Cultural Perspective (3 hrs.)  
EDU 115: Advanced Child Development: Cross-Cultural Perspective (6 hrs.)  
PSY 211: Educational Psychology (3 hrs.)  
EDU/HDE 340: Practicum (3 hrs.)  
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)  
EDU/HDE 493: Senior Project (3 hrs.)

Elective courses (at least 12 hours) may be drawn from any PSY, EDU or HDE courses. These should be selected by the student in consultation with her advisor from either the Psychology or Education Department to help prepare her for career goals. At least 6 hours of elective credit must be at or above the 300 level.

### Independent Study

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent studies may be obtained by contacting a faculty member to sponsor the study and in the Office of the Registrar.

## Interdisciplinary Studies

Interdisciplinary courses provide students with special opportunities to enhance their academic program. Faculty are drawn from sponsoring programs.

### Interdisciplinary Studies Courses

#### **INT 100: Stephens Success**

(2 hrs.)

This course is designed to assist students in their transition to Stephens and to aid a student in understanding where and how to solve any issues that might arise in their college career. This course is required of all students the first semester they enter Stephens.

#### **INT 101: Learning Strategies Seminar**

(1 hr.)

(Open to all students)

This course is designed for students who are interested in acquiring the study skills, self-management skills, and critical-thinking skills needed to be successful in college. Topics included are time management, academic goal setting, reading, memory, note-taking, test preparation and writing. Students will receive instruction in applying the skills acquired in this seminar to other classes they are taking at Stephens College.

#### **INT 210: Internship Development**

(1 hr.)

(Open to all students)

Prepares the student for locating, securing, completing and evaluating an internship experience. Topics covered include: clarifying goals and objectives, networking, locating and researching employment sites, writing résumés and business letters, and developing interview skills and appropriate business behavior.

#### **INT 250: Introduction to Japanese Culture and Language**

(0-2 hrs.)

(Prerequisite: permission of faculty sponsor.)

The course introduces Stephens students to Japanese culture and its language via an intensive immersion experience. The experience will include formal study of the language, art, literature, and lifestyle of the country. Includes hosting a visiting student in their dorm room for duration of the class. The Stephens student will live with and introduce their "sister" to American culture and life. There are planned events and activities.

#### **INT 370: Business Seminar Abroad**

(1-3 hrs.)

(Prerequisite: permission of faculty sponsor; see also FAS 290: European Fashion Tour; credit will not count toward BUS major or minor; offered occasionally in the summer)

A five-week summer travel-study seminar conducted by Stephens business administration faculty in business centers in Europe.

#### **INT 380: Vision Quest**

(3 hrs.)

(Prerequisite: senior standing and permission of committee. Medical report from personal physician required stating student is in good health to participate in backpacking into the Maricopa Wilderness and can participate in the fasting phase of the trip. Trip will be taken during Spring Break March 22-30, 2008. Additional fees required.)

A three part self-study quest. A vision quest is an ancient and universal wilderness rite of passage that

combines adventure travel and soul searching. The vision quest brings insight, clarity and self-respect to the seeker. Offers an ideal opportunity for young women about to launch their independent adults lives into the world. Course begins on campus with readings, meetings and papers; a week long stay in Maricopa Wilderness in Arizona, and continued work after return to campus.

## Interior Design

School of Design and Fashion, Dean: Monica P. McMurry, M.S.  
Coordinator: Assistant Professor Lee Ann Fields, M.S., IIDA

### **Design Faculty:**

Richard Bauman MA  
Aaron Dolan, BS Interior Design  
Lee Ann Fields, M.S., IIDA  
Robert Friedman, M.F.A.  
Kate Gray, B.F.A.  
William Helvey, M.A.  
Daniel Scott, M.F.A., M.Ed.  
Jon Trigg: BFA, MFA Fine Arts  
Shelly Vincent-Masek: BS Interior Design  
Vicky Wren: BFA Interior Design  
Dan Zumwalt, AIA

### **Interdepartmental Faculty:**

Susan Bartel, M.B.A., A.P.A., C.F.M.D.  
Wayne Keene, M.B.A.  
Pamela Shackelford, M.B.A.  
James Terry, Ph.D.

- [B.F.A. Interior Design](#)
- [Interior Design Minor](#)
- [Course Descriptions](#)

As part of the School of Design and Fashion, interior design students learn that good design balances creative expression and marketable function. Students will work with instructors who are practicing interior designers to develop their own creative styles while exploring all facets of the interior design industry. Coursework is a strong mix of expert knowledge and hands-on projects that prepare students to complete the NCIDQ test after graduation. In addition, this BFA is enriched through a strong grounding in the liberal arts along with the possibility for student chosen minors.

Advancing through this program allows students to become more familiar with the industry and delve into concepts of sustainability, ergonomics and special populations. Along the way, students employ greater use of technology and gain real-world experience. The culmination of the program is a Senior Capstone course that provides the student with the opportunity to work hand-in-hand with a mentor on a design project reflecting her specific area of interest.

Graduates of our program prepare themselves for positions such as consultants, project managers, owning their own home furnishing business, a manufactures representative or designing their own furniture or fabric. All students will be given the education, experience and examination to enhance the function and quality of interior spaces.

### Requirements for the B.F.A. in Interior Design

The bachelor of fine arts major in interior design requires the completion of liberal arts requirements and 83 semester hours of coursework in the major, including an internship. Students must earn a C– or better in all required courses within the bachelor of fine arts in interior design program. Students may not continue to the next level class until the prerequisite class is passed with a C- or better.

## Required Courses

ARH 101: The History of Art (3 hrs.)  
ART 105: Beginning Drawing (3 hrs.)  
GDE 110: Principles of Design (3 hrs.)  
BUS 250: Marketing (3 hrs.)  
IDS 101: Interior Design Survey I: Residential and Retail (3 hrs.)  
IDS 102: Interior Design Survey II: Commercial and Healthcare (3 hrs.)  
IDS 200: Drawing for Interiors (3 hrs.)  
IDS 201: Interior Design Studio I: Residential Design (3 hrs.)  
IDS 202: Interior Design Studio II: Retail Design (3 hrs.)  
IDS 203: Textiles (3 hrs.)  
IDS 204: Codes and Building & Interior Systems (3 hrs.)  
IDS 205: Interior Materials: Furniture/Finishes/Fixtures (3 hrs.)  
IDS 206: Lighting/Acoustics/Human Factors (3 hrs.)  
IDS 207: Computer-Aided Design and Drafting (3 hrs.)  
IDS 301: Interior Design Studio III: Commercial Design (3 hrs.)  
IDS 302: Interior Design Studio IV: Healthcare Design (3 hrs.)  
IDS 303: Advanced Lighting/Acoustics/Human Factors/Textiles (3 hrs.)  
IDS 307: Advanced CADD and Presentation Techniques (3 hrs.)  
IDS 315: History of Interiors & Architecture I (3 hrs.)  
IDS 375: History of Interiors & Architecture II (3 hrs.)  
IDS 401: Applied Interior Design Project Research (5 hrs.)  
IDS 402: Applied Interior Design Project Studio/BFA Senior Exhibition (5 hrs.)  
IDS 468: Portfolio Development (2 hrs.)  
IDS 496: Post-Internship Seminar (2 hrs.)  
IDS 497: Senior Practicum (2 hrs.)  
IDS 499: Senior Practicum/Professional Practice and Ethics (3 hrs.)  
INT 210: Pre-Internship Seminar (1 hr.)

## Requirements for the Minor in Interior Design

The minor in Interior Design includes 15 hours of study, with three courses at the 100-200 level and two courses at 300-400. This minor gives the student a chance to enhance her major and career goals in areas such as Fashion Design, Marketing, and Communication, Graphic Design, and Theater Arts, or become part of a self-initiated major or a Liberal Studies major. The minor gives the student an overview of the four segments of interior design that compose the major: residential, retail, commercial, and healthcare. Through the study of the history of interiors and architecture and drawing for interiors, the student gains an appreciation of the past and tools to use for the future.

IDS 101: Interior Design Survey I: Residential and Retail (3 hrs.)  
IDS 102: Interior Design Survey II: Commercial and Healthcare (3 hrs.)  
IDS 200: Drawing for Interiors (3 hrs.)  
IDS 315: History of Interiors and Architecture I (3 hrs.)  
IDS 375: History of Interiors and Architecture II (3 hrs.)

## Interior Design Courses

### **IDS 101: Interior Design Survey I: Residential and Retail** (3 hrs.)

(Open to all students)

Survey course that overviews the interior design profession and its history, industry and related career areas. The residential and retail design specialties are explored through hands-on projects working with practicing interior designers, contractors and developers. Basic space planning, color development, furnishings, and materials selections are addressed.

### **IDS 102: Interior Design Survey II: Commercial and Healthcare**

(3 hrs.)

(Prerequisite: IDS 101 or permission of instructor.)

Introduction to the commercial and health care segments of the interior design field. Hands-on and field work projects are utilized to further students' knowledge of materials and space planning of large scale, public spaces.

### **IDS 200: Drawing for Interiors (3 hrs.)**

(Prerequisite: ART 105 or permission of instructor.)

Students practice a variety of visual communication techniques including orthographic, isometric, axonometric and perspective drawings and quick sketching. Rendering skills are developed as student's practice rendering interior elements in detail, including finishes, fabrics and accessories. A variety of media is used to represent light, texture, color, value and form. 3-D design theory is discussed.

### **IDS 201: Interior Design Studio I: Residential Design**

(3 hrs.)

(Prerequisite: IDS 101 with a C- or better, or permission of instructor.)

Study of the concepts and requirements in residential interior design. Appropriate research methods and programming of client requirements are introduced as well as techniques of diagramming space to provide proper circulation and activity relationships. Design concept, image, color and finishes are emphasized in hands-on projects. Students will consider environmental concerns in their designs. Practicing professionals will critique final projects.

### **IDS 202: Interior Design Studio II: Retail Design**

(3 hrs.)

(Prerequisite: IDS 101 with a C- or better, or permission of instructor.)

Study of the concepts, programming, space planning and functional and aesthetic aspects of retail environments. Design concept, image, color and finishes are emphasized in hands-on projects. Practicing professions will critique final projects.

### **IDS 203: Textiles**

(3 hrs.)

(Student attends FAS 203 the first 7 weeks, then continues with IDS 203.)

(Prerequisite: IDS 101 with a C- or better, or permission of instructor.)

First section is a study of textiles with emphasis on the interrelationships of fibers, yarn structures, fabric construction, dyeing, printing, and finishes. Application of this knowledge to an understanding of textile behavior and how the fabric determines the character, performance and care of a garment. Students research new fibers and government legislation related to textiles.

Second section covers properties of residential, contract fabrics, and their application. Fabric resources, typical sampling, specifying, estimating yardage, maintenance and manufacturing processes are researched and discussed.

### **IDS 204: Codes and Building & Interior Systems**

(3 hrs.)

(Open to all students.)

Studies the various regulations that govern the design, construction, and occupancy of building interiors relative to public health, safety, and welfare. Discussions of the responsibilities of interior designers to incorporate code requirements into their work. Administrative provisions, testing standards, occupancy requirements, fire detection and suppression, zoning ordinances, state building codes, egress and barrier-free accessibility (ADA) are covered. Field trips to actual construction locations will occur.

**IDS 205: Interior Materials: Furniture/Finishes/Fixtures**

(3 hrs.)

(Prerequisite: FAS 203/IDS 203 with a C– or better, or permission of instructor.)

Study of the interior finish materials and component systems used in the design profession; their properties, performance, application, limitations and installation techniques, plus presentation methods including sample boards, as well as the appropriate trade sources. Methods of learning how to locate, evaluate, and modify such items as upholstered furniture, kitchen and bath equipment, hardware, floor and wall finishes, window treatments, and office systems are studied. Emphasis is placed on the preparation and development of specifications.

**IDS 206: Lighting/Acoustics/Human Factors**

(3 hrs.)

(Open to all students.)

Focus on principles of lighting and acoustics in the interior environment. Lighting design basics will be studied, including criteria, calculations, planning and layout. Human factors, including ergonomics, anthropometrics and psychological and social influences are addressed. Students will visit and work alongside a variety of professional interior specialists, project managers and technicians.

**IDS 207: Computer-Aided Design and Drafting**

(3 hrs.)

(Prerequisite: IDS 200 with a C– or better)

Students study general concepts of 2-dimensional drafting applications such as floor plans, furniture plans, reflected ceiling plans, and elevations. Using Vector-works/CADD, students create, store, modify, and plot drawings.

**IDS 301: Interior Design Studio III: Commercial Design**

(3 hrs.)

(Prerequisite: IDS 102 with a C– or better, or permission of instructor.)

Students engage in more complex projects emphasizing in-depth research and design analysis methods and *advanced programming* for large-scale commercial environments. Hands-on projects result in functional and aesthetic design solutions. Application and knowledge of building codes and ADA compliance are further developed in design project assignments. Practicing professionals will critique final projects.

**IDS 302: Interior Design Studio IV: Healthcare Design**

(3 hrs.)

(Prerequisite: IDS 102 with a C– or better, or permission of instructor.)

Advanced design course in which students use in-depth research and design analysis methods to explore specific user-group requirements which address cultural, behavioral, and quality-of-life issues. Hands-on projects will result in functional and aesthetic design solutions. Practicing interior designers and architects will critique final projects.

**IDS 303: Advanced Lighting/Acoustics/Human Factors/Textiles**

(3 hrs.)

(Prerequisite: FAS 203/IDS 205 with a C– or better.)

Advanced study of lighting design expands students' skills by solving creative and technical design problems. Students are familiarized with lighting design strategies, graphics and circuiting techniques, creation of specification booklets and basic dimming systems, as well as specialty topics such as decorative luminaires and energy efficiency. The influence of lighting on color phenomena and related psychological effects is explored.

**IDS 307: Advanced CADD and Presentation Techniques**

(3 hrs.)

(Prerequisite: IDS 200 with a C– or better.)

Emphasis on graphic communication as part of the design and communication process for interior designers. Integration of drawing skills and color usage employed in graphic representational methods used to analyze and describe interiors and conceptual ideas.

### **IDS 315: History of Interiors & Architecture I**

(3 hrs.)

(Prerequisite: LBA 108.)

Study of the history and theory of architecture, furniture, interiors and decorative arts from ancient times through mid-1800's. Emphasis on the major design periods such as Archaeological, Classic Revival, Baroque, Rococo and Neo-Classical in Middle and Western Europe, Britain and the United States. Examination of the significance and application to current design problems. Writing intensive, includes scholarship by and about women and ethnic minorities, plus the history and traditions of the major.

### **IDS 375: History of Interiors & Architecture II**

(3 hrs.)

(Prerequisite: IDS 315 with a C– or better.)

Study of the history and theory of architecture, furniture, interiors and decorative arts from the mid-1800's to present day. Emphasis on the major design periods in Middle and Western Europe and the United States, including the Machine Age, Arts and Crafts, Deco, Innovations and the rise of Modernism. Examination of the significance and application to current design problems, as well as the evolution of the practice and role of the design professional in society. Writing intensive, includes scholarship by and about women and ethnic minorities, plus the history and traditions of the major.

### **IDS 401: Applied Interior Design Project Research**

(5 hrs.)

(Prerequisite: IDS 302 with a C– or better, senior standing.)

This in-depth capstone course for the I.D. degree is designed to give students the opportunity to integrate all aspects of interior design into one major project reflecting the student's chosen design interest. Students will obtain, develop and analyze data and design criteria and devise a creative concept specific to their selected areas of study. Faculty and a professional mentor will guide design development. Capstone class.

### **IDS 402: Applied Interior Design Project Studio/BFA Senior Exhibition**

(5 hrs.)

(Prerequisite: IDS 401 with a C– or better, or permission of instructor.)

Based on the research completed the previous semester, students prepare a capstone project in interior design which synthesizes space planning, building regulations, accessibility, lighting, furniture layouts, color finishes and materials, furniture and furnishings selections, details, and their selected methods of presentation/communication. Project will culminate with a presentation/exhibit to an audience of invited professional designers, faculty and peers. Capstone course

### **IDS 468: Portfolio Development**

(2 hrs.)

(Prerequisite: IDS 497 with a C– or better, concurrent enrollment in IDS 402, and senior standing.)

Emphasis on finished group of original designs for the final portfolio, which includes a résumé, letter of application and self-promotion piece. May be critiqued by an industry professional at formal presentation. Advanced look at common situations associated with professional interior design practice, including contracts, procurement and billing procedures, fees, marketing and sales efforts, public relations, professional ethics, office organization, estimating, and progress scheduling. Capstone class.

### **IDS 496: Post-Internship Seminar**

(2 hrs.)

(Prerequisites: IDS 394 with a C– or better; cross-listed as FAS 496.)

Examination of case studies on the internship experience. A seven-week course in which the student reflects on her personal internship experience and shares the internship experiences of fellow learners. Emphasis is placed on the student's assessment of her own work performance, the employment environment and the internship employer. Critical thinking through effective problem solving is encouraged through the analysis and development of case studies based on the internship experience. Additionally, moral and ethical issues confronted in the work environment are examined. The student will explore post-graduation opportunities for employment that build on her internship experience.

**IDS 497: Senior Practicum**

(2 hrs.)

(Prerequisite: concurrent enrollment in IDS 401.)

This course offers an opportunity for students to actively work in the interior design field by working on a school-sponsored project in the local community. Possible projects include: working with Habitat for Humanity, the Public Housing Authority, the Department of Housing and Urban Development or local contractors and developers.

**IDS 499: Senior Practicum/Professional Practice and Ethics**

(3 hrs.)

(Prerequisite: LPR 302, IDS 497 with a C– or better, concurrent enrollment IDS 402, and senior standing.)

Students will continue to work on school-sponsored projects, such as building a home or public building. In addition, students take a practice NCDIQ exam. Examination of the profession of interior design including professional standards and practices as well as history, documents, organizations, trade resources, certification, management and ethics. Business methods, developing client relationships and client record-keeping techniques are discussed. Students will write project proposals. Ethics course.

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed to the fashion faculty by a student who wishes to investigate a subject not otherwise available. All independent studies are subject to the approval of the design and fashion faculty. Information about independent study may be obtained in department offices or in the Office of the Registrar.

## Legal Studies

Coordinator: Alexandria Zylstra, J.D., LL.M.

- [Bachelor of Arts in Legal Studies](#)
- [Academic Partnership-MU](#)
- [Legal Studies Minor](#)
- [Course Descriptions](#)

### **Bachelor of Arts in Legal Studies**

The Legal Studies program at Stephens is a unique preparatory program designed to accomplish three goals: prepare students to work in the legal field upon graduation, ensure our graduates have a competitive advantage when applying to law school, and prepare our students to excel once in law school. The uniqueness of the program involves a skills-based approach. We teach the skills necessary for Stephens students to do well on the law school admission exam, such as critical and analytical thinking, as well as introduce students to the legal topics they will study during their first year of law school. For those students not pursuing law school upon graduation, the Legal Studies major equips students with the theoretical and substantive knowledge necessary to succeed in any law-related profession. A grade of C must be earned in each course listed below.

### **Required Courses**

LGS/WST 110: Women, Law & Justice  
LGS 220: Legal Analysis and Problem Solving  
PHL 201: Logic and Critical Thinking  
LGS 260: Supreme Court and Constitutional Law  
LGS 250: Conflict Resolution  
LGS 330 Philosophy and Law Seminar  
BUS/LGS 352: Business Law  
BUS 362: Professional Communications

MCO 362: Media Law  
ENG 340: Language: Use and Abuse  
LGS 492: Senior Essay and Oral Defense  
**Choose one of the following:**  
LBA 142: Peacemaking in the Modern World  
LGS 301: Internship  
LGS 340 Terrorism: Perspectives on Acts of Violence

### Academic Partnership 3:3 Law Program

A joint program with the neighboring University of Missouri-Columbia, (MU) allows students to complete undergraduate coursework in three years and, with a successful GPA and required LSAT score, earn early admission to MU's Law School. Students earn a bachelor's degree from Stephens after the successful completion of the first year of law school. Thus, a student could earn a law degree in six year, instead of the normal seven years.

The program is a "succeed-sooner" opportunity for high-caliber, highly motivated students. Stephens' pre-law adviser ensures that you take the courses and obtain the skills you need for law school, in addition to offering up-to-date advice on the law school admission process.

## Minor in Legal Studies

The minor in Legal Studies requires completion of a minimum of 15 semester hours in LGS, including the required course listed below and at least 6 semester hours at or above the 300 level.

### Required Course:

LGS 110: Women, Law and Justice (3 hrs.)

## Legal Studies and Philosophy Course Descriptions

### **LGS 110: Women, Law and Justice**

(3 hrs.)

(Open to all students; cross-listed as WST 110)

An introduction to the system and practice of law by focusing on areas of law impacting women's lives: family law, employment law and criminal law. Legal reasoning and research, text analysis and lawyers' lives are explored. Class panels and field trips.

### **PHL 201: Logic and Critical Thinking**

(3 hrs.)

(Open to all students)

The course teaches the basic strategies for critical thinking, focusing on the structures of arguments as analyzed by traditional logic and analysis for fallacies. Topics include deductive and inductive reasoning, immediate inference, and argument proofs.

### **LGS 220: Legal Analysis and Problem Solving**

(3 hrs.)

(Prerequisite: LGS 110 or permission of the instructor)

This course explores legal research and writing. The course emphasizes effective writing methods and teaches students to analyze successfully various legal problems. Students will learn the skills and technology to be effective in today's legal environment, especially strategies for research and modes of legal writing.

### **LGS 250: Conflict Resolution: Personal and Community Negotiation**

(3 hrs.)

(Prerequisite: sophomore standing)

This course explores a variety of conflict resolution methods including: negotiation, mediation, arbitration, and judicial processes. By examining personal, community, and world conflicts, students will learn how to analyze, select and apply an appropriate conflict resolution.

### **LGS 260: The Supreme Court and Constitutional Law**

(3 hrs.)

(Prerequisites: LGS 110 or PSC 101, sophomore standing; or permission of instructor.)

Course explores the basic principles of American constitutional law through an examination of the United States Supreme Court. Focuses on the history of the Court, civil liberties and individual rights and the development of social policy as understood through landmark Supreme Court decisions.

### **LGS 280: Topics in LGS**

(1-3 hrs.)

(Prerequisite: dependent on topic)

Check semester course schedule for current information. Taught at irregular intervals in response to current issues, student requests, themes, availability of key personnel or other special needs. Investigates content related to one of the interdisciplinary areas comprising the major.

### **LGS 301: Internship**

(1-3 hrs.)

(May be taken twice for credit but counts only once in electives category)

(Prerequisite: permission of program chair)

Students will intern in a local law office, public interest group, or other agency under professional supervision.

**LGS 352: Business Law**

(3 hrs.)

(Prerequisite: junior standing or permission of instructor; crosslisted as BUS 352.)

A study of the basic concepts of law as they relate to legal rights and remedies, with an emphasis on contracts and other facets of law relevant to business practice.

**LGS 362: Media Law**

(3 hrs)

(Prerequisites: junior standing or permission of instructor; cross-listed as MME 362.)

Mass communication-especially in the last 75+ years-has spawned volumes of regulations, statutes, and court decisions that affect broadcasters, the print media, the Internet, and consumers. Students will study the legal issues concerning media and individuals, organizations and the mass media, including the development of First Amendment freedoms: free speech, free press, fair trial; privacy and access; libel, defamation, obscenity and indecency; advertising, and copyright and trademark.

**LGS 380: Topics in LGS**

(3 hrs.)

(Prerequisite: dependent on topic)

Check semester course schedule for current information. Taught at irregular intervals in response to current issues, student requests, themes, availability of key personnel or other special interdisciplinary areas comprising the major.

**LGS 492: Senior Essay and Defense**

(3 hrs.)

(Prerequisite: third-year standing; must be taken in the fall semester)

The student will write an essay that integrates and demonstrates competence in the fields of study that comprise the major. In addition, an oral defense of the essay is required, which will occur before an invited audience. A student may not write or defend the senior essay before the third year.

**Independent Study**

Independent study is (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in department offices or in the Office of the Registrar.

## Liberal Studies

- [Concentration: Child Development](#)
- [Concentration: Early Childhood Education](#)
- [Concentration: English and Women's Studies](#)
- [Concentration: Studio Art](#)
- [Concentration: Writing and Language](#)
- [Minors for Liberal Studies](#)

The liberal studies major in a bachelor of arts degree program provides a flexible learning path for students who find their interests and talents met by combining study in two concentrations or two minors, or one concentration and one minor, selected by the student from concentrations and minors made available by the academic programs. Only one minor or concentration in a discipline may be included in a liberal studies major.

The degree program for a liberal studies major requires completion of liberal arts requirements and 30 to 45 semester hours in the major. Depending upon the concentrations or minors selected, a student's liberal studies major will have 18 to 24 hours at or above the 300 level. Residential students who elect the liberal studies major will complete a senior requirement (project, essay or internship).

A residential student who elects a liberal studies major selects concentrations or minors from those listed below. A form for declaring a liberal studies major is available in the registrar's office or in department offices. The major is expected to be declared by the end of the sophomore year (completion of 60 semester hours).

Concentration in Child Development  
Lesley Willey, Ph.D., Coordinator

### **Required Concentration Courses (21 hrs.)**

#### [Education Courses](#)

#### [Psychology Courses](#)

EDU 114: The Child: Lifespan and Cross-Cultural Perspective (3 hrs.)  
EDU 115: Advanced Child Development: Cross-Cultural Perspective (6 hrs.)  
EDU 355: Literature for Children (3 hrs.)  
EDU 363: Education/Psychology of the Exceptional Child (3 hrs.)  
HDE 493: Senior Project (3 hrs.)  
PSY 111: Intro to Psychology (3 hrs.)

Concentration in Early Childhood Education  
Leslie Willey, Ph.D., Coordinator

### **Required Concentration Courses (21 hrs.)**

#### [Education Courses](#)

EDU 114: The Child: Lifespan and Cross-Cultural Perspective (3 hrs.)  
EDU 115: Advanced Child Development: Cross-Cultural Perspective (6 hrs.)  
EDU 276: Teaching-Learning Process (6 hrs.)  
EDU 355: Literature for Children (3 hrs.)  
EDU 493: Senior Project (3 hrs.)

Concentration in English and Women's Studies  
Judith Petterson Clark, M.A., Ph.D., Coordinator

### **Required Concentration Courses (24 hrs.)**

[English Courses](#)   [Women Studies Courses](#)

ENG 269 or 270: American Literatures I or II (3 hrs.)  
ENG 271 or 272: English Literary Traditions I or II (3 hrs.)  
ENG/WST 308: Women Writers (3 hrs.)  
ENG 372: Criticism and Culture (3 hrs.)  
INT 498: Senior Essay (3 hrs.) (Register by independent study.)  
WST 310: Gender Across Cultures (3 hrs.)  
WST 311: Development/Feminist Thought (3 hrs.)  
WST 312: Contemporary Feminist Thought (3 hrs.)

Concentration in Studio Art  
Monica McMurry, M.S., Coordinator

**Required Concentration Courses (24 hrs.)**

[Art History courses](#)   [Art/Graphic Design courses](#)

ARH 101: Intro to History of Art (3 hrs.)  
ART 105: Beginning Drawing (3 hrs.)  
ART 203: Painting/Color (3 hrs.)  
ART 205: Printmaking (3 hrs.)  
ART 494: Senior Project (3 hrs.)  
GDE 110: Principles of Design (3 hrs.)

***Two of the following:***

ART 301: Advanced Drawing (3 hrs.)  
ART 303: Advanced Painting (3 hrs.)  
ART 305: Advanced Printmaking (3 hrs.)  
Any 300-level graphic design course

Concentration in Writing and Language  
Judith Petterson Clark, M.A., Ph.D., Coordinator

**Required Concentration Courses (21 hrs.)**

[English Courses](#)

ENG 210: Intro to Creative Writing (3 hrs.)  
ENG 240: Writing Creative Non-Fiction (3 hrs.)  
ENG 212: Introduction to Writing for Stage and Screen (3 hrs.) **or**  
ENG 242: Intermediate Creative Writing (3 hrs.)  
ENG 305: Advanced Composition (3 hrs.)  
ENG 340: Language: Uses and Abuses (3 hrs.)  
ENG 372: Criticism and Culture (3 hrs.)  
A 300-level creative writing workshop (3 hrs.) and  
ENG 490: Senior Essay/Project (3 hrs.)

**NOTE:** Only the English or Creative Writing minor or one of the concentrations with ENG prefixes may be included in a liberal studies major. Students including English or Creative Writing in a Liberal Studies major also participate in the departmental assessment of majors.

Minors That May Be Included in a Liberal Studies Major

Only the minors listed below are available for inclusion in a liberal studies major by students in the residential program. The requirements for each minor listed below are fully described in the appropriate

academic discipline section of the catalog. Only one minor or concentration in a discipline may be included in a liberal studies major.

When a minor becomes part of the liberal studies major, none of the courses in the minor may also count as liberal arts courses.

Art History  
Biology  
Business and Marketing  
Finance  
Marketing  
Management  
Chemistry  
\*Creative Writing  
Dance  
Education  
\*English  
Equestrian Science  
Forensic Science  
Graphic Design  
Interior Design  
Legal Studies  
Mass Media:  
Broadcast  
Journalism  
Public Relations  
Mathematics  
Music  
Psychology  
Theatre  
Visual Arts  
Women's Studies

*\*English or Creative Writing minors may be included as concentrations in a liberal studies major provided that the student also takes a capstone course: ENG 490: Senior Essay or Project.*

## Liberal Arts Classes

### **LBA 107/207: Composition I/Honors Composition I**

(3 hrs.)

(Required of all students.)

The first semester of a two-semester sequence, this course provides students with a wide range of opportunities to sharpen their reading, writing, research, reasoning, and digital medial skills. At the same time, the course also encourages students to develop, in both writing and speaking, their own distinct and identifiable voice. The format of the course will include guest speakers, class discussions, small group presentations, individual presentations, formal and informal papers, writing exercises, and peer reviewing.

### **LBA 108/208: Composition and Research II / Honors Composition and Research II**

(3 hrs.)

(Prerequisite: LBA 107 or LBA 108.) (Required of all students.)

Students continue to sharpen their skills in critical reading, writing, researching, reasoning, and digital-film making with an additional focus on learning to make good use their speaking voices. Composition and Research II links closely with the other Liberal Arts course offered in the student's Learning Community, supporting and enriching the reading, research, and writing required in the linked course.

### **LBA 142: Social Science: Peacemaking in the Modern World**

(3 hrs.)

Using the resources of philosophical and religious ethics, students in this course examine theories of war, terrorism, justice, and peace, as well as principles of nonviolence and alternative methods of conflict resolution.

### **LBA 151: Cultural Studies: Seven Pleasures**

(3 hrs.)

This course provides an opportunity for students to study art as aesthetic experience across cultures and time. Specifically, the course explores seven basic ways of enjoying works of art: the pleasures of illusion, narrative, pattern, emotion, form, the unconscious and the intellect.

### **LBA 154: Cultural Studies: World Music**

(3 hrs.)

World Music is an interdisciplinary liberal arts course that unites the study of world cultures and music. By its very nature, music creates connections. To the individual performer or listener, music has the unique power to unite the body, heart, intellect and spirit in a single experience. Music connects performers with audiences. Music links individual members of an audience in a common experience. At the highest level, music is inextricably connected to the culture from which it springs. Our study of World Music will involve the examination of music drawn from a myriad of cultural traditions, with particular focus given to how music reflects the culture that brings it to life.

### **LBA 155: Cultural Studies: Love, Actually: Studies in International Film**

(3 hrs.)

In this class students explore how various types of love relationships are portrayed in the films of different countries. The course will look at parental love, friend love, sibling love, romantic love, etc as well as how the filmmakers use the art and craft of filmmaking to express the relationships and the cultures in which they occur.

### **LBA 156: Cultural Studies: Rock and Roll Music**

(3 hrs.)

This course offers students an introductory survey of the history of Rock & Roll music, from its initial Golden Age of the 1950's to the digital revolution of the late 1990s. Through class lecture, discussion,

listening, writing and individual presentations, students will explore a wide range of Rock & Roll styles, musicians, works, and ideas, always with an eye to how this music reflects the cultural context of its time.

**LBA 157: Cultural Studies: The Culture of Colour**

(3 hrs.)

This course will use color as its investigative medium. Basic color theory and terminology will help us view scientific, psychological and symbolic studies of color.

Rites of passage, major religions/spirituality and celebrations will help students investigate color and meaning in different cultures. Great works of art and the complexities of folk art will be used as examples.

**LBA 172: Historical Studies: Unruly Women-  
Greek and Roman**

(3 hrs.)

Students in this course study the history of women through the perspectives of women that challenged the norms of society through their actions, lifestyles, race, and gender. Focus will be from various historical periods and cultures.

**LBA 173: Historical Studies: America 1960-1990: Domestic and Global Perspectives**

(3 hrs.)

Students in this class will study America 's involvement in the world through the lenses of human rights, race, roles of women and gender, poverty, the environment, and globalization.

**LBA 175: Historical Studies: 20th Century America-Global Perspectives**

(3 hrs.)

Students in this course will study America 's growth from the turn of the century through the 1980s. Particular focus will be given to immigration, roles of women, human rights, the Cold War and America 's place in the world , acknowledging the influences of radicalism, conformity, liberalism, and conservatism. The importance of gender, race, and religion are investigated as broad topics that shaped America during the 20 th century.

**LBA 176: Historical Studies: 20 th Century Europe**

(3 hrs.)

This course will study Europe 's involvement in the world through the lenses of human rights, race, roles of women and gender, poverty, the environment and globalization. Ranging from European colonialism to Soviet communism, this course will focus on the imp[act of states and citizens of Europe upon the world.

**LBA 177: Historical Studies: Perspectives in History- Colonial America**

(3 hrs.)

Beginning with the European arrival and its consequences for American Indians, this course will introduce students to the meaning and significance of culture in the American past. The class will focus in particular the establishment and growth of a diverse collection of colonies and the process by which these colonies began to view themselves as "Americans". The significance of race, class, gender, and religion will also be examined.

**LBA 184: Social Sciences: Understanding Our World Through Psychology**

(3 hrs.)

Students study psychological principles and apply them to current events. Course will focus on the principles of human behavior using assigned readings and class discussion. Topics include attachment theory, psychopathology, social psychology, development, moral reasoning, theoretical perspectives on aggression, stress and health. Research studies supporting major theories will be described throughout the course.

**LBA 186: Social Sciences: (Introduction to) Anthropology**

(3 hrs.)

This is a survey course which may focus on one or more indigenous cultures. Study will include language, art, religion, literature/oral tradition, kinship, social organization and cultural change. Emphasis is placed on critical thinking and analysis skills.

**LBA 187: Social Sciences: Psychology of Identity**

(3 hrs.)

This course is designed to explore the various aspects of identity theory including (but not limited to): racial/ethnic, sexual, gender, career and feminist. Additionally, the course will explore the development, intersections of multiple identities, and the overall impact of identity on the developmental process. Students will be asked to explore their own identity development through various activities and assignments designed to make the course more applicable to their own experiences.

**LBA 214: Honors - Literary Studies: Contemporary International Fiction**

(3 hrs.)

This course investigates the elements of fiction by reading six contemporary novels from around the world. Students will examine the historical, cultural, sociopolitical, and economic context of the literary readings and explore themes common to contemporary literature.

**LBA 218: Sophomore Seminar: Government and Economics**

(3 hrs.)

(LBA 218 OR LBA 219 Required of all students.)

This course focuses on the national and trans-national relationships between governments, especially the United States government, and economic systems, corporations, institutions, and agreements. As the first of the two Social Science Core Courses offered in the second year of the LBA program, this course helps students learn about some of the most powerful forces in the world at the same time as it gives them opportunities to sharpen their reading, writing, researching, reasoning, and speaking skills.

**LBA 219: Sophomore Seminar: Global Village**

(3 hrs.)

(LBA 218 OR LBA 219 Required of all students.)

This course will involve students in three broad topics: global resource management, global economics and global conflict and cooperation. The world is a surprisingly small place, and most of our activities directly or indirectly connect us with people in distant lands. This course seeks to widen our horizons, to become aware of these global connections, to be able to act consciously and responsibly as global citizens.

**LBA 224: Literary Studies: 20 th Century Literature (3 hrs.)**

This course is designed to offer an introduction to contemporary literature centered around a theme. While special attention is given to work written in the past decade, selections will include influential and pioneering work from the middle of the 20th century. A portion of the selected work will be dedicated to international and women writers.

**LBA 238: Literary Studies: Coming-of-Age Literature**

(3 hrs.)

This class focuses on coming-of-age narratives, a specific and well-documented genre of literature representing the transition between childhood and adulthood, an intense and memorable time filled with conflict: first love, lost love, rebellion against authority. Readings will include a variety of novels, short stories, essays, and scholarly and popular articles on developmental theory.

**LBA 252: Cultural Studies: The Jazz Experience**

(3 hrs.)

Jazz music is America 's unique artistic contribution to the world. This course will investigate the history of jazz which is steeped in the singular experiences of African–Americans. It will explore the context in which jazz has developed and produced cultural and political realities. Students will become familiar with the major developments and eras of the jazz art form, as well as specific musical contributions of key individuals.

**LBA 253: Honors Cultural Studies: Seven Pleasures**

(3 hrs.)

(Open to Honors House Plan students only,.)

This course provides an opportunity for students to study art as aesthetic experience across cultures and time. Specifically, the course explores seven basic ways of enjoying works of art: the pleasures of illusion, narrative, pattern, emotion, form, the unconscious and the intellect.

**LBA 340: Honors Social Science: Terrorism Perspectives on Acts of Violence**

(3 hrs.)

This course examines different types and characteristics of terrorism. Because of the negative, and often polarizing, connotation of the word, the course will begin by defining terrorism in a way that removes moral judgments attached to this unusual human behavior. Terrorism, as discussed in this course, refers to a purposeful act or threat of violence to create fear and/or compliant behavior in a victim and/or audience. Next, the course will examine political terrorism, religious terrorism, and terrorism with other motives. The course will seek to answer whether social or physical environments attract certain people to join violent terrorist organizations.

**LBA 350: Global Ethics**

(3 hrs.) (Required of all students.)

This course looks at a broad spectrum of international issues – from global climate change and sustainability, human rights to gender discrimination – in a context that considers both sides of the dilemma and seeks for an ethical way forward. The class uses concepts in economics, philosophy, political science, history, sociology and anthropology in its attempt to analyze global problems and decide how best to address the various ethical issues.

## Mass Media

Kerri Yost, M.A., Chair

### **Mass Media Faculty:**

Chad Freidrichs, B.A.

Emily Mead

Polina Malikin, M.F.A.

Chase Thompson

Jonna Wiseman

Kerri Yost, M.A.

- [B.S. Major Mass Media](#)
- [Mass Media Minor](#)
- [Mass Media and Liberal Studies Major](#)
- [Course Descriptions](#)

The Department of Mass Media offers a Bachelor of Science major and minors in Mass Media, Digital Film Making and an interdisciplinary major in Fashion Communication. In recognition of the steady convergence of media technology such as print, television, personal computer and the Internet, the program prepares students for rapidly growing employment opportunities in mass media through a strong focus on experiential learning as well as an introduction to the theoretical and critical principles of the discipline. All majors are required to complete an industry internship.

The faculty encourages and advises majors to complement in-depth study of mass media with courses that provide breadth to their total education. Many students decide to complete minors in disciplines such as graphic design, business, or psychology. Students are also encouraged to participate in one of our study abroad programs.

### Requirements for the B.S. Major in Mass Media

The bachelor of science major in mass media requires completion of liberal arts requirements, core and emphasis area hours in the major and an industry internship specified below.

### Required Courses

GDE 110: Principles of Design (3 hrs.)

INT 210: Internship Development (1 hr.)

MME 101: Media and Culture (3 hrs.)

MME 103: Writing for the Mass Media (3 hrs.)

MME 104: Studio Production (3 hrs.)

MME 205: Public Relations: Principles and Practices (3 hrs.)

MME 290: Creating Online Media (3 hrs.)

MME 362: Media Law (3 hrs.)

MME 464: Women and Media (3 hrs.)

MME 483: Advanced Internship: Case Study and Report (2 hrs.)

MME 493: Senior Project (3 hrs.)

*One of the following three areas of emphasis:*

### **Broadcast Emphasis:**

MME 201: Presentation/Performance (3 hrs.)  
MME 211: Documentary Video and News Production (3 hrs.)  
MME 310: Advanced Radio Production (3 hrs.)  
MME 311: Advanced Documentary Video and News Production (3 hrs.)  
MME 360: Television Programming (3 hrs.)

**Journalism Emphasis:**

MME 207: Print Writing and Reporting (3 hrs.)  
MME 208: Digital Photography (3 hrs.)  
MME 231: Print Production (3 hrs.)  
MME 307: Advanced Print Writing and Reporting (3 hrs.)  
MME 331: Advanced Print Production (3 hrs.)  
BUS 331: Integrated Marketing Communications (3 hrs.)

**Public Relations Emphasis:**

MME 207: Print Writing and Reporting (3 hrs.)  
MME 231: Print Production (3 hrs.)  
MME 240: Nuts & Bolts of Meeting and Convention Planning (3 hrs.)  
MME 307: Advanced Print Writing and Reporting (3 hrs.)  
MME/BUS 335: Case Studies in Marketing and Public Relations (3 hrs.)  
MME 403: Public Relations Writing: Form & Style (3 hrs.)

**Mass Media Electives:**

The following courses may be added to the major.

MME 208: Digital Photography (3 hrs.)  
MME 212: Mass Media Practicum (1 hr.)  
MME 280: Topics in Mass Media (3 hrs.)  
MME 310: Advanced Radio Production (3 hrs.)  
MME 321: Broadcast Writing: Drama and Documentary (3 hrs.)  
MME 380: Topics in Mass Media (3 hrs.)  
MME 412: Advanced Mass Media Practicum (1 hr.)  
MME 431: Advertising Copywriting (3 hrs.)

**Requirements for a Minor in Mass Media**

The minor in Mass Media with emphases in broadcast media, print media or public relations requires completion of a minimum of 18 MME hours, including at least 6 hours at or above the 300 level. An overall GPA of at least 2.0 in all mass media courses listed in the minor is required. Refer to the course descriptions for prerequisites and grade requirements.

**Broadcast Emphasis:**

MME 101: Media and Culture (3 hrs.)  
MME 103: Writing for the Mass Media (3 hrs.)  
MME 104: Studio Production (3 hrs.)  
MME 362: Media Law (3 hrs.)

***and***

***One of the following courses:***

MME 211: Documentary Video and News Production (3 hrs.)

**or**

MME 201: Presentation/Performance (3 hrs.)

**and**

**One of the following courses:**

MME 310: Advanced Radio Production (3 hrs.)

**or**

MME 360: Television Programming (3 hrs.)

**or**

MME 380: Topics in Mass Media (3 hrs.)

**Journalism Emphasis:**

MME 101: Media and Culture (3 hrs.)

MME 103: Writing for the Mass Media (3 hrs.)

MME 207: Print Writing and Reporting (3 hrs.)

MME 231: Print Production (3 hrs.)

MME 307: Advanced Print Writing and Reporting (3 hrs.)

*Plus three (3) additional hours in Print Media area at or above 300 level.*

**Public Relations Emphasis:**

MME 101: Media and Culture (3 hrs.)

MME 103: Writing for the Mass Media (3 hrs.)

MME 205: Public Relations: Principles and Practices (3 hrs.)

MME 207: Print Writing and Reporting (3 hrs.)

MME/BUS 335: Case Studies in Marketing and Public Relations (3 hrs.)

MME 403: Public Relations Writing: Form & Style (3 hrs.)

*The requirements for Marketing, Public Relations and Advertising and for a Minor in Special Events Planning and Management see the Business and Marketing Department. [Business and Marketing](#)*

**Mass Media and the Liberal Studies Major**

In the residential program, the three mass media minors—broadcast media, print media, and public relations—are available as options to include in the Liberal Studies major. A concentration in commercial media writing is also available. Only one concentration or minor from the Mass Media Department can be included in the Liberal Studies major. See the [Liberal Studies](#) section of the catalog for complete information about the major.

**Mass Media Courses**

**MME 101: Media and Culture**

(3 hrs.)

(Open to all students)

A study of the interplay of influences between mass media and culture, including an understanding of the workings of media organizations, the changes brought about by new technology and the media's legal and ethical responsibilities. Offered fall semester only.

**MME 103: Writing for the Mass Media**

(3 hrs.)

(Prerequisite: grade of C- or better in MME 101 or permission of instructor; lab fee charged)

An introduction to the different styles of writing demanded by the various media, the array of techniques and methods used to find information and present it accurately and appropriately for the medium, and the

different forms information may take in the mass media. Areas of study include public relations writing and advertising copywriting, with particular emphasis on print news writing Associated Press style and broadcast writing. Offered spring semester only.

### **MME 104: Studio Production**

(3 hrs.)

(Prerequisite: MME 101 or MME 103 or permission of instructor and CIS 160 or equivalent skills; lab fee charged)

An introduction to basic equipment and techniques of television and radio production through lectures, demonstrations and crew participation. Elements and skills covered include operation of audio consoles, microphones, audio tape editing, television cameras, switchers, lighting and studio procedures. Students are responsible for some materials required. Offered spring semester only.

### **MME 201: Presentation/Performance**

(3 hrs.)

(Prerequisite: MME 104 or permission of instructor; lab fee charged)

Practice in performance skills with particular emphasis on many styles of radio and television announcing, including use of microphones and teleprompters. Opportunity for extensive work on individual vocal and physical performance through the use of specially tailored assignments and audio-video tape production and evaluation. Offered fall semester only.

### **MME 205: Public Relations: Principles and Practices**

(3 hrs.)

(Prerequisites: MME 103 and sophomore standing)

A survey course of public relations principles and theories practiced today in business, nonprofit organizations, associations, government and education. The historical, legal, organizational and social context of public relations. Offered fall semester only.

### **MME 207: Print Writing and Reporting**

(3 hrs.)

(Prerequisites: ENG 102, ENG 206 or LBA 108 and grade of C- or better in MME 103; lab fee charged)

An introduction to news and feature writing and reporting for the print media. Students learn news gathering, interviewing, organizing, writing and editing skills for basic types of articles and also write for and assist in producing the campus newspaper, Stephens Life. Students also review Associated Press style. Offered fall semester only.

### **MME 208: Digital Photography**

(3 hrs.)

(Open to all students; lab fee charged)

This class introduces students to artistic and practical aspects of photography. The class nature is flexible and is designed to accommodate students with various majors, interests and prior photographic experiences. Weekly assignments will introduce students to the typical challenges photographers face from day to day. You will shoot photo assignments for Stephens Life and work on building your personal portfolios. The class mostly involves electronic equipment that doesn't require studio processing.

### **MME 211: Documentary/News Production**

(3 hrs.)

(Prerequisite: grade of C- or better in MME 104; lab fee charged)

Introduces the student to the planning, execution and editing of video/television programming involving field and studio production. Includes practical experience in operating a variety of audio and video field equipment, as well as additional experience in operating studio and post-production editing equipment. Students are also involved in production of a weekly video magazine. Offered every other year - fall semester only.

### **MME 212: Mass Media Practicum**

(1 hr.)

(May be taken two times for credit)

(Prerequisite: permission of department faculty; can be taken for either S/U or A–F credit; lab fee charged)

Open to all majors and minors working at KWWC-FM, in SCMMEm Production, PR Prose or Stephens Life. Work to be evaluated by appropriate faculty adviser. Offered every semester.

### **MME 231: Print Production**

(5 hrs.)

(Prerequisite: grade of C- or better in MME 207 or permission of instructor; lab fee charged)

Gathering information, reporting and writing articles for publication in *Stephens Life*, selling and designing advertisements and page production of the newspaper. Offered every semester.

### **MME 240: The Nuts & Bolts of Event Planning**

(3 hrs.)

(Open to all students.)

An introduction to the special events, meeting and convention industry. Students will be exposed to functions such as planning, budgeting, negotiating, registering and the scheduling of an event.

### **MME 280: Topics in Mass Media**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

### **MME 283: Internship: Case Study & Report**

(1 hr., may be repeated once for credit)

(Prerequisites: INT 210, permission of instructor and completion of industry internship approved by instructor)

**NOTE:** All appropriate agreement and approval forms must be on file with the faculty supervisor prior to beginning the internship.

This course will serve as a preliminary experience for those students who wish to gain some familiarization with an industry internship prior to undertaking their required internship for the major. The course brings together students who have completed summer industry internships in order to formally evaluate their internship experience and discuss relevant workplace issues. Students share information about their internships, including their interaction with supervisors, co-workers and clients; their position and responsibilities; and the relationship between their expectations and the realities of their internship. Students use the information they compiled during their internship to create a multimedia presentation of their internship case study. Offered fall semester only.

### **MME 290: Creating Online Media**

(3 hrs.)

(Open to all students)

Students will learn HTML "nuts and bolts" of building web documents. As well as how to use specialized software for completing web projects. The goal of this course is to build students understanding of the Internet and multimedia as a learning tool and a consumable product. During the labs students will conceptualize and implement online projects and work on the individual assignments.

### **MME 307: Advanced Print Writing and Reporting**

(5 hrs.)

(Prerequisite: grade of C- or better in MME 207 or permission of instructor; lab fee charged)

An advanced course in writing in-depth news stories, features, editorials and columns with emphasis on strengthening interviewing, reporting and writing skills. Students learn about public documents for all areas of government. Students also write for and help produce *Stephens Life*. Offered spring semester only.

**MME 310: Advanced Radio Production**

(3 hrs.)

(Prerequisite: permission of instructor; lab fee charged)

The planning, writing and execution of radio programming, including news and public affairs, continuity, public service and specialty music programs. Class activities include practical experience through participation in the operation of KWWC-FM. Offered every other year - spring semester only.

**MME 311: Advanced Documentary/News Production**

(3 hrs.)

(Prerequisite: grade of C- or better in MME/DFM 211 or permission of instructor, cross-listed as DFM 311; lab fee charged)

Continuing practical experience in field and studio production. Focuses on the planning, pre-production, production and post-production of television programs with emphasis on the separate roles of the producer and director. Students are involved in producing programming to air on cable access. Offered spring semester only.

**MME 321: Broadcast Writing: Drama and Documentary**

(3 hrs.)

(Prerequisites: DFM 200 and DFM 210.)

Advanced course in developing and writing documentaries, teleplays, adaptations and/or other programs. Principles and practice in research and program presentation.

**MME 330: Advanced Events Planning and Management**

(3 hrs.)

(Prerequisites: BUS 171, MME 205)

The purpose of this course is to acquire an in-depth knowledge about the specialized field of event management and to become familiar with management techniques and strategies required for successful planning, promotion, implementation and evaluation for special events within any context.

**MME 331: Advanced Print Production**

(5 hrs.)

(Prerequisite: grade of C- or better in MME 231 or permission of instructor; lab fee charged)

Continuation of MME 231. Includes gathering information, reporting and writing articles for publication in *Stephens Life*, selling and designing advertisements and page production of the newspaper. Offered every semester.

**MME 335: Case Studies in Marketing and Public Relations**

(3 hrs.)

(Prerequisites: grade of C- or better in MME 205 or BUS 250 and junior standing or permission of instructor; cross-listed as BUS 335)

A combination case study and hands-on course designed to increase research, writing and assessment skills in marketing and public relations. Cases will focus on research, planning, strategies, tactics and evaluation. Course culminates in researching and writing a marketing and public relations case history. Offered every other year.

**MME 360: Television Programming**

(3 hrs.)

(Prerequisite: junior standing or permission of instructor)

A study of the creation of television programming from the viewpoints of networks, affiliates, syndicators, cable systems and public broadcasting. Includes programming strategies and ratings along with their impact on commercial, public and cable television, as well as new media. Offered every other year - fall semester only.

**MME 362: Media Law**

(3 hrs.)

(Prerequisite: junior standing or permission of instructor)

A study of the legal issues concerning media and individuals, organizations and the mass media. Reviews the development of such areas as First Amendment freedoms: free speech, free press, fair trial; privacy and access; libel, defamation, obscenity and indecency; advertising, copyright and trademark; and new media regulation. Offered fall semester only.

**MME 375: Politics and the Press**

(3 hrs.)

(Prerequisites: ENG 102, 206 and LBA 108, and junior standing; or permission of instructor)

Course focuses on relationship of electoral politics and mass media. Topics include historical look at media in campaigns, negative and positive influence of media on campaigns, impact of political ads and debates, political communication theories, campaign reform and election/media laws, and improvements in political coverage. Course also relevant to those interested in political science or public policy. Offered every other year.

**MME 380: Topics in Mass Media**

(3 hrs.)

Topics may include such areas as Children & Television, Women & Film, The Art of Film. Topics offered in rotation and in response to interest. Course may be repeated with different topic.

**MME 401: Marketing and Promoting Your Event**

(3 hrs.)

(Prerequisites: MME 240 and MME 330.)

The primary focus of this course will be to plan and manage an event during the semester. Additionally, students will learn how to market and promote the event.

**MME 403: Public Relations Writing: Form and Style**

(3 hrs.)

(Prerequisites: grade of C- or better in MME 205 and senior standing or permission of instructor)

An advanced-writing course concentrating on the forms and styles used by public relations practitioners when communicating with general and specialized audiences. Includes news releases for print and broadcast, advertising copy, speeches, film and slide presentation scripts, annual reports, newsletters, brochures, backgrounds and position papers. Offered every other year - fall semester only.

**MME 412: Advanced Mass Media Practicum**

(1 hr.)

(May be taken two times for credit)

(Prerequisites: junior standing and permission of department faculty; can be taken either for S/U or A-F credit; lab fee charged.)

Open to all majors and minors working in an executive/management position at KWWC-FM, in SCMMEm Production, PRProse, *Stephens Life* or other organization or working on an independent project approved by the faculty. Work to be evaluated by appropriate faculty adviser. Offered every semester.

**MME 431: Advertising Copywriting**

(3 hrs.)

(Prerequisite: BUS 331 or permission of instructor)

This writing-intensive course covers the craft of writing copy and creating advertising for print, broadcast, outdoor, Internet and other media. Students learn how to capture their creative potential, how to use creative ideas strategically in order to solve advertising problems, how to execute those ideas in ads that have stopping power, and how to present their work in a professional manner. Students explore the different style of the great ad copywriters and learn to critically analyze the ads they see every day. The course culminates in the creation of a multimedia campaign. Offered spring semester only.

**MME 464: Women and Media**

(3 hrs.)

(Prerequisites: MME 101 or WST 210 and senior standing; cross-listed as WST 464)

This course examines the complex relationship between women and the mass media. Topics include the contributions of women to the growth; popularity and power of the various mass media; the individual and social issues that arise from the portrayal of women in mass media, both past and present; and the roles and responsibilities of women as producers, consumers and targets of mass media.

### **MME 483: Advanced Internship: Case Study and Report**

(3 hrs.)

(Prerequisites: INT 210, senior standing and completion of industry internship required by Department)

**NOTE:** All appropriate agreement and approval forms must be on file with the faculty supervisor prior to beginning the internship.

This course brings together students who have completed summer industry advanced internships in order to evaluate their internship experience and discuss relevant workplace issues. Students share information about their internships, including their interaction with supervisors, co-workers and clients; their position and responsibilities; and the relationship between their expectations and the realities of their internship. Students use the information they compiled during their internship to create a multimedia presentation of their internship case study. Offered fall semester only.

### **MME 493: Senior Project**

(3 hrs.)

(Prerequisites: senior standing and permission of department faculty; lab fee charged)

This is the senior capstone experience of the major. This course requires the application of various media writing and production tasks to a specific project. All the skills from their course of study are applied to the creation and execution of a "real-life" broadcast production, news or public relations project. Broadcast projects are evaluated by jury and premiered before a public audience. A grade of C- or better is required for graduation.

### **Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in department offices or in the Office of the Registrar.

### **Stephens College Mass Media Internship Program**

The Mass Media department at Stephens College requires all of its Bachelor of Science students participate in the Internship Program and allows all Bachelor of Arts and Mass Media minors to participate. The program provides mass media students the opportunity to experience ways the theories, concepts and principles they learned in the classroom are translated into practice in the industry. The department assists students in identifying and acquiring intern positions with sponsoring organizations approved by the program. These sponsors are expected to treat the student as a regular member of their organization and to provide the intern with a significant project for which they are responsible. Students can derive a number of personal, academic and career benefits from their internship experience.

### **Personal Value**

- **Confidence Building**  
Project responsibility and other on-the-job experiences and duties help students develop more confidence, self-esteem and maturity.
- **Interpersonal Skills**  
The importance of and specific techniques for workplace interpersonal skills are generally not addressed directly in the classroom, however, such skills can be crucial in determining career success or failure. Professional association with people in the industry helps students

become aware of and to develop effective interpersonal skills for the professional environment.

- **Personal Improvement**

Feedback from sponsoring supervisors, faculty sponsors, and periodic evaluations, based on actual work experiences, assist students in identifying personal performance strengths and weak points. Students can then work to further develop their strengths and to address their weaknesses.

### **Academic Value**

- **Academic Growth**

Students can use the internship as an opportunity to apply the principles and theories presented in the classroom. This experiential learning enhances their retention of the information and, therefore, their learning, which improves their understanding and increases their academic motivation.

- **Academic Credit**

Students obtain course credit for an internship by successfully completing the three components of the internship experience. The student prepares for the internship by completing INT 210: Internship Development. Once the student has been offered an internship and the sponsoring organization and internship has been approved by the program, the student performs the industry internship. After the internship, the student must successfully complete the appropriate debriefing course, MME 283: Internship Case Study and Report or MME 483: Advanced Internship Case Study and Report.

### **Career Value**

- **Career Clarification**

By learning firsthand the actual responsibilities of a particular industry job, students can explore, confirm, modify or change their career choices based on practical experience. Students often have idealistic expectations when choosing a career. Actual work experience of the internship provides them the opportunity to test the reality of their career choices, their interests and their abilities in light of real world expectations.

- **Career Skill Building**

By having a project for which they are responsible, students apply knowledge and skills from their classroom experience, acquire new industry skills and experiences, and identify industry skill needs for the future. Internship organization sponsors understand that the internship is a learning experience and are responsible for assigning projects at appropriate levels and with sufficient supervision.

- **Competitive Edge**

Student interns gain an employment advantage by acquiring the experience and job skills that employers want and expect while they are still in college.

- **Career Contacts**

The people interns meet while on an internship can be an excellent resource for networking to identify and secure jobs after graduation either with the sponsoring organization or other industry organizations. Organization contacts have the opportunity to observe students in the professional setting and to reference their capabilities to potential employers.

## Mathematics

Coordinator: Michael Bowling, Ph.D.

The mathematics curriculum serves the College by offering courses which help meet general education requirements, or are required/recommended by major programs; and by offering a minor in mathematics. The mathematics minor may be included as part of the liberal studies major.

### Requirements for the Mathematics Minor

*(18 semester hours)*

- MAT211: Calculus I (3 hrs.)
- MAT212: Calculus II (3 hrs.)
- MAT213: Calculus III (3 hrs.)
  
- *9 hours of additional MAT courses, 6 of which must be at or above the 300 level.*

### Mathematics Courses

#### **MAT 105: Mathematics for Elementary Teachers I**

(3 hrs.)

(Prerequisite: one year of high school algebra)

Course designed to provide prospective elementary teachers with an understanding of the foundations of elementary mathematics. Topics include whole numbers and place value, fractions and integers.

#### **MAT 106: Mathematics for Elementary Teachers II**

(3 hrs.)

(Prerequisite: one year of high school algebra)

Course designed to provide prospective elementary teachers with an understanding of the foundations of elementary mathematics. Topics include geometry, measurement and elementary statistics.

#### **MAT 111: College Algebra**

(3 hrs.)

(Prerequisite: two years of high school algebra)

Study of functions, equations and graphs with emphasis on linear, quadratic and exponential functions.

#### **MAT 207: Introduction to Statistics**

(3 hrs.)

(Prerequisite: two years high school algebra)

Introductory course in statistical methods used in business, psychology, education and natural or social sciences. Topics include data organization, descriptive statistics, elementary probability, binomial and normal distributions, sampling distributions, statistical inference, chi-square, correlation and linear regression.

#### **MAT 211, MAT 212, MAT 213: Calculus I, II, III**

(3 hrs. each)

(Prerequisites: for MAT 211: three years of high school mathematics; for MAT 212: MAT 211; for MAT 213: MAT 212)

Study of the concepts and applications of derivatives and integrals, developed numerically, graphically and algebraically.

**MAT 305: Multivariate Calculus**

(3 hrs.)

(Prerequisite: MAT 213)

The calculus of functions of more than one variable, including vector geometry, partial differentiation, multiple integration and applications.

**MAT 311: History of Mathematics**

(3 hrs.)

(Prerequisites: a grade of "B" or better in MAT 111; or "C" or better in MAT 211; or three years high school mathematics with a "B" average, and junior standing or permission of instructor.)

An introduction to the growth and development of mathematics through the centuries with emphases on the pre-18th century cultures involved, the contributions of women, and the evolution of problem-solving techniques. Writing Intensive.

**MAT 326: Linear Algebra**

(3 hrs.)

(Prerequisite: MAT 213)

A study of fundamental concepts and techniques of linear algebra, including vector spaces, matrices, and linear transformations.

**MAT 338: Differential Equations**

(3 hrs.)

(Prerequisite: MAT 213)

Mathematical modeling applications with differential equations. Topics include first-order equations, second-order linear equations and systems of equations.

**MAT 380: Topics in Mathematics**

(1-3 hrs.)

(Prerequisite: dependent on topic)

Taught to meet special interests of faculty and students. Offered at irregular intervals.

**MAT 410: Abstract Algebra**

(3 hrs.)

(Prerequisite: MAT 213 or permission of program)

An introduction to the fundamental concepts of modern abstract algebra, including groups, rings and fields.

## Music

Coordinator, Music Program: Cheryl Nichols, B.S.

### **Music Faculty:**

Tom Andes, B.S.

Nancy Snow Carr

Rusty Elder, B.S.

Pamela Ellsworth-Smith, M.Mus.

and visiting guest artists

- [Minor in Music](#)
- [Course Descriptions](#)

The music area serves students on several levels by offering opportunities for performance and for study leading to a fuller appreciation of the meanings and systems of expression which musical works involve. A vital part of the Performing Arts Program at Stephens, the music area enriches the academic and residential environment of the campus.

Music is an essential part of the B.F.A. in theatre arts. The music curriculum is designed to develop a foundation of intellectual, physical and artistic skills that are a necessary basis for students interested in emphasizing musical theatre. Solo and ensemble performance opportunities are available in formal and informal recitals, workshops and stage productions.

### Music Minor

The minor in music requires completion of 18 semester hours, including at least 6 hours at or above the 300 level. All courses must be enrolled for graded credit to count in the minor.

### Required Courses

- MUS 110: Music Theory I (3 hrs.)
- MUS 210: Music Theory II (3 hrs.)
- MUS 321: Music History I (3 hrs.)
- **or**  
MUS 322: Music History II (3 hrs.)
- *3 additional semester hours of upper-level courses from the following:*
  - MUS 321: Music History I (3 hrs.)
  - MUS 322: Music History II (3 hrs.)
  - APM 302: Applied Music (1 hr.)
  - APM 402: Applied Music (3 hrs)
- *Plus a minimum of 6 semester hours of additional courses at any level, including applied music and performance ensembles.*

## Music Courses

### **MUS 105: Fundamentals of Music**

(3 hrs.)

(Open to all students)

Study of the basic techniques of music of the 18th and 19th centuries dealing with such musical materials as notation, pitch, scales, rhythm, intervals and keys. Approached through lecture, discussion, demonstration, performance, written and aural analysis, and written exercises.

### **MUS 110: Music Theory I**

(3 hrs.)

(Open to all students)

Study of basic techniques and vocabulary of music of the 18th and 19th centuries, including melody, rhythm, harmony and texture. Students will work with scales, modes, keys, intervals, triads, basic harmonic progressions and part-writing techniques, standard notational practices, melodic structures and rhythmic patterns. Approached through lecture, discussion, performance, written and aural analysis, and written compositional exercises. Laboratory portion of course includes exercises and drill in ear training, sight-singing and basic keyboard skills.

### **MUS 124: Sight Singing I**

(3 hrs.)

(Prerequisite: Concurrent enrollment in MUS 110 or permission of instructor)

Skill building in sight singing.

### **MUS 210: Music Theory II**

(3 hrs.)

(Prerequisite: MUS 110)

A continuation of Music Theory I with an emphasis on chromaticism variation and counterpoint. Introduces the student to structural perception and a study of traditional forms in instrumental, vocal and choral compositions. Laboratory portion of course includes exercises and drills in ear training, sight singing and basic keyboard skills.

### **MUS 224: Sight Singing II**

(3 hrs.)

(Prerequisite: Concurrent enrollment in MUS 110 or permission of instructor)

Continuation of MUS 124.

### **MUS 321: Music History I**

(3 hrs.)

A study of the history of music of the Western World. An exploration of historical, social and artistic changes throughout the centuries. Medieval, Renaissance, Baroque and Classical periods will be covered.

### **MUS 322: Music History II**

(3 hrs.)

(Prerequisite: MUS 321)

A continuation of Music History I. Includes music history of the Romantic and Contemporary periods. Course will provide an understanding of the role of music in various societies throughout the ages.

## Applied Music Courses

### **APM 100: Voice or Piano (summer study)**

(1 hr.)

(Prerequisite: permission of instructor)

Private instruction in piano or voice. Offered summers only in the Summer Theatre Institute and Stephens Summer Dance programs.

**APM 101: Voice Class or Piano Class**

(1 hr.)

(Prerequisite: permission of instructor)

Group instruction at the beginning level. Group and individual performance, observation and some teacher modeling. Covers fundamentals, technical and practice skills, musical terminology and musical and textural analysis.

**APM 102: Voice or Piano**

(1 hr.)

(Prerequisite: permission of instructor)

One half-hour private lesson per week. Regular practice required of student as assigned by instructor. Fee: \$140.

**APM 110: Stephens Concert Choir**

(1-3 hrs.)

(May be repeated for up to 6 semester hours)

Designed to provide an experience in choral singing for cultural enrichment and personal fulfillment. Several public performances are planned. Works from a cross-selection of styles are performed. A simple, non-rigorous audition is required.

**APM 202: Voice or Piano**

(1 hr.)

(Prerequisite: permission of instructor)

Continuation of study. One half-hour private lesson per week. Regular practice required of student as assigned by instructor. Fee \$140.

**APM 225: Vocal Jazz Ensemble**

(1-3 hrs.)

(May be repeated up to 6 semester hours)

Provides intensive training in the development of aural and sight-singing skills, vocal jazz techniques and stage presence. A highly performance-oriented group for which students are selected based on strong musical and vocal ability, strong work ethic and positive attitude. Audition required.

**APM 302: Voice or Piano**

(1 hr.)

(Prerequisite: permission of instructor)

Advanced study. One half-hour private lesson per week. Regular practice required of student as assigned by instructor. Fee: \$140.

**APM 402: Voice or Piano**

(3 hrs.)

(Prerequisite: permission of instructor)

Continuation of advanced study. One hour lesson per week. Regular practice required for student as assigned by instructor. Fee: \$280.

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in department offices or in the Office of the Registrar.

Natural Sciences

Department Chairperson: Tara Giblin, Ph.D.

**Natural Sciences Faculty:**

Lois Bichler, Ph.D.

Tara Giblin, Ph.D.

Jeffrey Phillips, Ph.D.

- [B.A. Major Biology](#)
- [B.S. Major Biology](#)
- [3:2 Masters in Physician Assistant Studies- Chatham University \(PA\)](#)
- [3:2 Master in Occupational Therapy-Washington University \(MO\)](#)
- [Doctoral program in Physical Therapy- Chatham University \(PA\)](#)
- [Forensic Science Minor](#)
- [Natural Science Minor](#)
- [Chemistry Minor](#)
- [Biology Course Descriptions](#)
- [Chemistry course Descriptions](#)
- [Natural Sciences Course Descriptions](#)
- [Physics Course Descriptions](#)

The program in the natural sciences is designed to bring together students with diverse backgrounds and provide them with a solid foundation and the skills essential for successful professional careers in the health and related sciences. This program is built upon a cross-discipline approach involving explorations and experimentation in biology, chemistry, mathematics and physics. It provides excellent preparation for women pursuing postgraduate training for medical and dental schools, veterinary schools, occupational and physical therapy programs, and graduate school.

The curriculum is designed to introduce students to various disciplines within the sciences by focusing on principles, methods of experimentation, and critical-thinking skills. Our curriculum engages students in collaborative and investigative activities with faculty to develop research and critical-thinking skills, and to learn principles and theories within scientific disciplines concurrently, by working on complex real-world problems. We foster higher-order thinking skills, leadership skills and intellectual maturity. Starting with their first year in the program, students are engaged in conducting their own research projects, interpreting data and presenting their results. All students learn the most advanced computer techniques for presenting scientific information and the results of their research.

The culmination of the natural science experience is the completion of an internship and senior project in the student's field of interest. Internships provide students with firsthand experience in a wide variety of areas including human and veterinary medicine, research in medicine, chemistry, behavior, commercial laboratory experiences, and government policy. Our internship program grants students a competitive advantage over others in their postgraduate careers. For many, these internships have created important postgraduate opportunities for jobs, graduate schools and professional schools. Internships are generally available locally at medical and veterinary hospitals and clinics, physical and occupational therapists, and midwives. Some students prefer to do internships in the summer close to home or at other nationally recognized institutions providing grants and funding for student research. The senior project is a synthesis of the student's four years at Stephens. Students are provided a problem in their field of interest, and they must provide an in-depth research paper to solve the problem and present their findings to their peers.

Academic partnerships include a three-year/two-year program with Washington University in St. Louis, MO in Occupational Therapy (OT) where a student earns a Bachelor of Arts degree from Stephens College and a Master's degree in Occupational Therapy from Washington University.

Two academic articulation agreements currently exist with Chatham University, PA. One is a three-

year/two-year program in Physician Assistant Studies. The other is a Doctor of Physical Therapy Program in which a Stephens College student must graduate from Stephens College prior to entry.

Students are actively involved in collaborative research with faculty in the Department of Natural Sciences. The faculty maintains academic excellence by publishing papers (often with student co-authors), writing research grant proposals, attending professional meetings and soliciting seminars from outside professionals and colleagues. Well-equipped facilities for research exist in chemistry, microbiology, and molecular biology. Additional research facilities include the Johnson Plant Science Laboratory/Greenhouse for botanical research and the Reis Biological Station in the Missouri Ozark Mountains for behavioral, ecological and environmental research.

Stephens College offers a **Bachelor of Arts in Biology**, and a **Bachelor of Science in Biology**.

Requirements for the B.S. Major in Biology

The bachelor of science major in biology requires completion of liberal arts requirements and 36 semester hours of required courses, plus 28-31 semester hours of electives in the natural sciences (BIO, CHM, NSC, PHY), including 18 at or above the 300 level. A grade of C- or better must be earned in required natural science courses (BIO, CHM, NSC, PHY) to graduate. All pre-professional studies (pre-med, pre-vet, pre-dental, etc.) are strongly advised to complete the chemistry sequence through organic chemistry (CHM432) even though it is not a requirement of the major. A student wishing to earn a B.S. degree in Biology and proceed to Chatham's Doctoral Program in Physical Therapy, must include CHS114, BIO343 and BIO349.

Required Courses

BIO 153: Research Methods in Biology (3 hrs.)  
BIO 181: Investigations in Biological Concepts I (4 hrs.)  
BIO 182: Investigations in Biological Concepts II (4 hrs.)  
BIO 496: Research/Clinical Internship (3 hrs.)  
BIO 497: Senior Project (3 hrs.)  
CHM 111: General College Chemistry I (4 hrs.)  
CHM 112: General College Chemistry II (4 hrs.)  
MAT 207: Statistics (3 hrs.) **or**  
MAT 211: Calculus and Analytical Geometry I (3 hrs.)  
PHY 211: College Physics I (4 hrs.)  
PHY 212: College Physics II (4 hrs.)

**10 hours from the following cluster:**

BIO 231: Botany (4 hrs.)  
BIO 283: Invertebrate Zoology (4 hrs.)  
BIO 284: Vertebrate Zoology (4 hrs.)  
BIO 290: Genetics (4 hrs.)  
BIO 292: Cell Biology (3 hrs.)  
NSC 211: Earth and Environmental Science (3 hrs.)

**18 hours from the following cluster:**

BIO 311: Microbiology (5 hrs.)  
BIO 315: Immunology (3 hrs.)  
BIO 343: Human Anatomy (5 hrs.)  
BIO 349: Human Physiology (4 hrs.)  
BIO 370: Evolutionary Biology (4 hrs.)  
BIO 377: Molecular Biology Techniques (2 hrs.)  
BIO 382: Ecology (4 hrs.)  
BIO 410: Biochemistry (3 hrs.)

NSC 333: Practicum (with lab) (1-3 hrs.)

Requirements for the B.A. Major in Biology

The bachelor of arts major in biology requires completion of liberal arts requirements and a minimum of 51 semester hours in the major. A grade of C- or better must be earned in all required natural science courses (BIO,CHM,NSC,PHY) to graduate.

This major, Bachelor of Arts in Biology, may be modified to meet all the requirements for our agreements with Washington University Occupational Therapy program, and for the Physicians Assistant Studies Program at by following the course outline below.

Required Courses (32 semester hours)

BIO153: Research Methods (3 )  
BIO181: Investigations in Biological Concepts I (4)  
BIO182: Investigations in Biological Concepts II (4)  
BIO496: Research/Clinical Internship (3)  
BIO497: Senior Project (3)  
CHM111: Gen College Chemistry I (4)  
CHM112: Gen College Chemistry II (4)  
MAT207: Statistics (3)  
PHY211: Physics I (4)

***and***

**BA four year Biology degree (Stephens College only) (17-19 semester hrs.)**

Six to eight hours from the 200 level category (6-8)

Eleven hours from the 300 level category. (11)

***or***

**3:2 Masters in Physician Assistant Studies (Chatham University, PA) (27 semester hrs.)**

BIO290:Genetics (3)  
BIO311:Microbiology (5)  
BIO343:Human Anatomy (5)  
BIO349:Human Physiology (4)  
CHM341: Organic Chemistry I (4)  
CHS114:The Child: Life Span/Cross-Cultural Perspective (3)  
PSY111:Introduction to Psychology (3)

***or***

**3:2 Master in Occupational Therapy (Washington University, MO) (18 semester hrs.)**

BIO343:Human Anatomy (5)  
BIO349:Human Physiology (4)  
CHS114: The Child: Life Span/Cross-Cultural Perspective (3)  
PSY111: Introduction to Psychology (3)  
PSY320: Abnormal Psychology (3)

***and***

*Must be able to show competency in the following:*

CIS206: Computer Information Systems

BIO195: Medical Terminology

*or*

**Doctoral program in Physical Therapy (Chatham University, PA)**

To be eligible to enter this program your degree program must include:

CHS114: The Child: Life Span/Cross-Cultural Perspective (3)

BIO343: Human Anatomy (5)

BIO349: Human Physiology (4)

Requirement for Forensic Science Minor

The Forensic Science minor combines biology and psychology courses related to forensics and criminal investigations. Students will complete the 15 hour minor by taking the required PSY 111 and taking at least 6 hours in the biology area and 6 hours above the 300 level from either the biology or psychology areas.

**Required Course:**

PSY 111: Introduction to Psychology (3 hrs.)

**Psychology area courses**

FOR/PSY 317: Psychology of personality (3 hrs)

PSY 330: Introduction to Forensic Psychology (3 hrs)

FOR/PSY 355: Psychology of Assessment (3 hrs)

FOR/PSY 380: Topics in Forensic Psychology (3 hrs)

**Biology area courses:**

BIO 200: Crime Scene Analysis (3 hrs)

FOR/BIO 280: Topics in Forensic Biology (3 hrs)

FOR/BIO 302: Forensic Microscopy (3 hrs)

FOR/BIO 300: Forensic Biology (3 hrs)

Requirements for Natural Sciences Minors

A natural sciences minor requires completion of BIO 181 and at least 12 additional hours in the Natural Sciences (BIO, CHM, or PHY) with 6 hours at or above the 300 level.

Requirements for Chemistry Minors

A chemistry minor, for a biology major, requires the completion of CHM 341–CHM342 and at least two of the following electives: CHM 345, CHM 410/BIO 410, and CHM 496. This is in addition to the chemistry courses required within the biology major. For non-biology majors wishing to earn a chemistry minor, the minor requires completion of CHM111–112, CHM 341–

342, plus one of the following electives: CHM 345 or CHM 410/BIO 410. A chemistry minor is strongly recommended for all students considering graduate school or professional programs.

#### Natural Sciences Courses

##### **NSC 115: How Things Work: Physical Science for Elementary Teachers**

(3 hrs.)

(Open to all students; Liberal Arts approved Natural Science)

This course is a comprehensive, hands-on laboratory science course. Includes experiments in life science, physical science, earth science as well as basic content in these three areas.

##### **NSC 125: Science of Beauty**

(3 hrs.)

(Open to all students; Liberal Arts approved Natural Science)

Liberal arts class for non-science majors. An introduction to the human body from the cell to whole organ systems. The course emphasizes the use of the scientific method, examines the perception of beauty and questions whether there is a scientific basis for beauty. The biological and chemical basis behind cosmetics and cosmetic surgical procedures are explored. Does not count in the major.

##### **NSC 211: Earth and Environmental Science**

(3 hrs.)

(Open to all students; lab fee charged)

An overview of scientific principles relating to the study of the environment. Provides a basic understanding of the process of science, the physical and chemical properties of the earth and its various environments, and the ecological principles associated with understanding the way organisms, including humans, interact and impact the environment. Includes scholarship by and about women and ethnic minorities. Writing intensive.

##### **NSC 280: Topics in Natural Science**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

##### **NSC 333: Practicum (with lab)**

(1-3 hrs.)

(May be repeated for credit)

(Prerequisites: BIO 182 and permission of instructor; junior and senior standing preferred)

Practical work experiences related directly to courses and/or program operations in the natural sciences, supervised by an instructor of the student's choice.

##### **NSC 365: Women, Science and Society**

(3 hrs.)

(Prerequisite: junior or senior standing or permission of instructor; cross-listed as WST 365)

This course will broaden the student's understanding of the far-reaching impact that feminist analysis has had on all fields of knowledge, including the field of science. Students will learn that contemporary women in science are changing the way people think about science and practice it. Students in the course will benefit from exposure to cross-cultural analysis of science

and some of the ways people from various cultures understand the human relationship to the world.

### **NSC 380: Advanced Topics in Natural Science**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

#### Biology Courses

### **BIO 111: Biological Concepts (with lab)**

(3 hrs.)

(Open to all students)

An introduction to the science of biology. The following biological topics may be addressed: biology as a science, the scientific method, basic biochemistry, organ systems, ecology and human biology. Laboratory exercises are designed to illustrate and clarify concepts presented in lecture. Includes scholarship by and about women and ethnic minorities. Does not count in the major.

### **BIO 121: The Art and Science of Growing Plants**

(3 hrs.)

(Open to all students. Liberal Arts approved Natural Science. Lab fee charged.)

A lab oriented study of factors affecting plant growth and care. Equal time will be given to indoor and outdoor plants and the latter will include flower and vegetable gardens and landscape design. Topics covered include light requirements, pest control, organic gardening and the use of native plants. Does not count in the major.

### **BIO 128: Women's Health**

(3 hrs.)

(Open to all students. Liberal Arts approved Natural Science. Lab fee charged.)

This course is designed to provide an introduction to women's health concerns and some of the barriers that exist to achieving complete health. We will explore the biology of common health issues affecting women. We will examine these issues from medical, economic and sociopolitical perspectives. Readings, film, assignments and speakers will be selected to incorporate issues of age, disability status, sexual orientation, race/ethnicity, and social class into our discussions. Does not count in the major.

### **BIO 153: Research Methods in Biology**

(3 hrs.)

This course will introduce important research and writing skills for biological science majors. Content includes methods for searching and evaluating primary research literature, writing science specific materials and analyzing graphical data. In addition, students will be introduced to effective experimental design, statistical analysis, and oral presentation techniques. Use of a computer is required. This course is writing intensive.

### **BIO 181: Investigations in Biological Concepts I (with lab)**

(4 hrs.)

(Lab fee charged)

This course integrates the ideas and disciplines of biochemistry, cell biology and genetics. Important topics include basic biochemistry, cell structure, metabolic activity, molecular genetics and Mendelian inheritance. Considerable emphasis is placed on the process of scientific investigation. The laboratory emphasizes proper lab technique, the process of science and investigation into cellular and genetic processes. Includes scholarship by and about women and ethnic minorities. Writing intensive. Offered Fall only.

**BIO 182: Investigations in Biological Concepts II (with lab)**

(4 hrs.)

(Prerequisite: BIO 111, BIO 181 or permission of instructor; lab fee charged)

A continuation of BIO 181. This course emphasizes the philosophy of science, evolution, diversity, systematics and ecology. The course emphasizes the mechanisms of evolution, evolutionary history, surveys of organismal diversity and adaptation, ecology, and the relationship between ecology and evolution. Students prepare one major diversity and adaptation presentation and perform one major ecological experiment. Offered Spring only.

**BIO 200: Introduction to Crime Scene Analysis**

(3 hrs.)

(Prerequisite: Open to all students with 2 years of high school science)

The course will introduce a number of specialized fields in forensic science. Through the analysis of hair, fluid samples, DNA evidence, drugs and alcohol, we will learn basic principles of biology and chemistry and how they can be applied to solve crimes. Does not count in major. Offered annually.

**BIO 231: Botany (with lab)**

(4 hrs.)

(Prerequisite: BIO 182 or permission of instructor; lab fee charged)

Botany will emphasize the evolution, ecology, anatomy, physiology and taxonomy of extant and extinct plants. The laboratory emphasizes plant anatomy, systematics and evolutionary history. There is a field component to the lab and field collections are required. Herbarium specimens, local plants and greenhouse material will be used to study plant taxonomy. Writing intensive. Offered periodically.

**BIO 280: Topics in Biology**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

**BIO 283: Invertebrate Zoology (with lab)**

(4 hrs.)

(Prerequisite: BIO 182 or permission of instructor; lab fee charged)

An introduction to the systematic study of the invertebrates. Using a taxonomic approach, this course will emphasize the structures, physiology, life history and evolution of invertebrates. The lab portion of this course will present students with living and preserved examples of animals for each phyla and will emphasize characteristics that distinguish various groups. Offered periodically.

**BIO 284: Vertebrate Zoology (with lab)**

(4 hrs.)

(Prerequisite: BIO 182 or permission of instructor; lab fee charged)

A survey of the anatomy, physiology, zoogeography, evolution and ecology of vertebrate animals. In a mixed laboratory, discussion, and presentation format, students will investigate the major evolutionary changes that have occurred in fish, amphibians, reptiles, birds and mammals. Offered periodically.

**BIO 290: Genetics (with lab)**

(4 hrs.)

(Prerequisite: BIO 182 or permission of instructor; lab fee charged)

An examination of the transmission, structure and function of genetic material in plants and animals. Course content progresses from classical Mendelian genetics, including the chromosome theory of inheritance, structure and replication, organization and regulation of genetic information of bacterial, eukaryotic and viral genes, to current topics and techniques in molecular biology. Writing intensive. Offered Fall only.

**BIO 292: Cell Biology**

(3 hrs.)

(Prerequisite: BIO 182 or permission of instructor)

A study of the cell as the unit of structure and function of living things. The molecular, metabolic and ultrastructural systems emphasized together with bioenergetics, communication, heredity and gene expression. Offered biannually.

**BIO 302: Forensic Microscopy**

(3 hrs.)

(Prerequisite: BIO 181 or BIO 182, or BIO 200; cross-listed as FOR 302. Lab fee charged.)

This course is designed to use various microscopic techniques to examine trace evidence. The focus will be on how to use a microscope for forensic science and the examination of various mounting and staining techniques of trace evidence. The trace evidence examined will include human and animal hairs, various fibers and plastic fusion, glass, paint, soil, explosives, minerals, dust, drugs and arson. In addition, students will learn the criteria for including or excluding trace evidence, and the preparation of evidence. This class is lab intensive and will use case studies using various techniques.

**BIO 311: Microbiology (with lab)**

(5 hrs.)

(Prerequisites: BIO 182, BIO 292, or permission of instructor; lab fee charged)

The study of the morphology, physiology, genetics and ecology of important microorganisms of human health and disease, and of environmental concern. Emphasis on bacteria and viruses. Writing intensive. Offered biannually.

**BIO 315: Immunology**

(3 hrs.)

(Prerequisite: BIO 311 or permission of instructor)

An advanced introductory course in a rapidly advancing field, using experimental design as a tool to elucidate immunological principles. Includes (1) an introduction to the cells and tissues of

the immune system; (2) the molecular mechanisms used by the immune system to recognize antigens and the process of activation of the immune system that results from antigen recognition; (3) a description of the means by which the stimulated immune system eliminates foreign molecules, cells and organisms; and (4) an examination of clinical problems that are primarily immunologic. Writing intensive. Offered periodically.

**BIO 343: Human Anatomy (with lab)**

(5 hrs.)

(Prerequisite: BIO 182 or permission of instructor; lab fee charged)

An advanced course in anatomy. Examines the organization of the human body, human embryology, gross and microscopic anatomy of tissues and organ systems and pathology, diseases and developmental abnormalities of the human body. Instruction includes the use of prepared slides, actual mammalian dissections and computer-based human dissection. Offered biannually.

**BIO 349: Human Physiology (with lab)**

(4 hrs.)

(Prerequisite: BIO 182 or permission of instructor; lab fee charged)

An advanced course in human physiology. Examines the function of the human body, including basic cellular processes, regulation and homeostasis of the body, control of body movement, cardiovascular and respiratory physiology, metabolism, reproduction, development, aging and pathology. Instruction will include laboratory experiments and computer-based simulations. Offered biannually.

**BIO 370: Evolutionary Biology (with lab)**

(3 hrs.)

(Prerequisite: BIO 290 or BIO 182 with permission of instructor.)

Evolutionary biology will emphasize the following topics: the synthesis of evolutionary theory and genetics, population genetics, molecular evolution, mechanisms of evolution, speciation, phylogeny reconstruction and evolutionary history. The laboratory will involve computer simulations, phylogeny reconstruction, readings and a selection experiment. Writing intensive. Offered periodically.

**BIO 377: Molecular Biology Techniques**

(2 hrs.)

(Prerequisite: BIO 292 or permission of instructor)

This course will focus on examination of current molecular biology research techniques. The class will be laboratory based and writing intensive. Special emphasis will be placed on methodology and application of specific molecular techniques and essays commonly used in research and clinical environments. Additionally, this course will serve to develop critical analysis skills of current research and provide opportunity to expand in scientific writing, presentation and discussion. Writing intensive. Offered biannually.

**BIO 380 Topics in Biology**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

**BIO 382: Ecology (with lab)**

(4 hrs.)

(Prerequisite: BIO 182 or permission of instructor; lab fee charged)

Study of interactions between organisms and their physical, chemical and biological environment. Students analyze the regulatory and evolutionary factors that affect organisms at the population, community and ecosystem level. The laboratory component emphasizes an experimental approach to understanding ecological interactions and develops skills useful for ecological or environmental research. Writing intensive. Offered periodically.

**BIO 410: Biochemistry**

(3 hrs.)

(Prerequisite: BIO 182, CHM 341; crosslisted as CHM 410)

This course blends complex biological and chemical concepts. Advanced problem-solving skills are used to investigate amino acids/proteins, enzymes, protein purification, nucleic acids, flow of genetic information, analysis and cloning of genes, membranes, carbohydrates, and metabolic pathways. Offered periodically.

**BIO 496: Research/Clinical Internship**

(3 hrs.)

(Prerequisite: permission of instructor)

Provides opportunities for select junior and senior science majors to participate in a research program in biology under the supervision of a full-time professional scientific investigator in industry or shadow professionals in the student's chosen occupational field. Interns become familiar with all aspects of the research project, including the design, carrying out the research plan and analyzing and reporting the research results. Interns have opportunities to present papers at the Missouri Academy of Science and the Tri-Beta Biological Society meetings. Graded on Pass/Fail basis.

**BIO 497: Senior Project**

(3 hrs.)

(Prerequisite: senior standing or permission of instructor)

This course assesses the ability of graduating students to assimilate diverse biological information into a meaningful synthesis. Course projects will be tailored to the interests and training of the student. Students work independently during the semester to develop written and oral syntheses of scientific literature to be presented in an open seminar at the end of the semester. Writing intensive.

**Chemistry Courses****CHM 111: General College Chemistry I (with lab)**

(4 hrs.)

(Prerequisite: two years of high school algebra or concurrent enrollment in MAT 111: College Algebra; approved eye protection required; lab fee charged)

First semester of the sequence covering the fundamental principles of chemistry. Topics include matter, chemical compounds and reactions, stoichiometry, thermodynamics, atomic structure, bonding and molecular geometry. Also emphasized are the accomplishments and contributions

of women within the chemical sciences. The laboratory introduces students to basic skills and techniques.

**CHM 112: General College Chemistry II (with lab)**

(4 hrs.)

(Prerequisite: CHM 111; approved eye protection required; lab fee charged)

Second semester of the sequence covering the fundamental principles of chemistry. Topics include chemical kinetics and equilibrium, properties of gases, liquids, solids and solutions, acid-base chemistry, electrochemistry and nuclear chemistry.

**CHM 280: Topics in Chemistry**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

**CHM 341: Organic Chemistry I (with lab)**

(4 hrs.)

(Prerequisite: CHM 112; approved eye protection required; lab fee charged)

First semester of the sequence covering the chemistry of carbon-containing compounds. Topics include orbitals and bonding, the nomenclature and physical properties of functional groups, conformations and stereochemistry, substitution and elimination reactions at  $sp^3$ -hybridized carbon, additional reactions to carbon-carbon multiple bonds and spectroscopy. The laboratory introduces basic skills and techniques.

**CHM 342: Organic Chemistry II (with lab)**

(4 hrs.)

(Prerequisite: CHM 341; approved eye protection required; lab fee charged)

Second semester of the sequence covering the chemistry of carbon-containing compounds. Topics include spectroscopy, addition and substitution reactions at the carbonyl group, enolates, aromatic compounds, radicals and pericyclic reactions. Studies in biochemical compounds such as amino acids, peptides and proteins may be included. Laboratory will focus on the investigations of important organic reactions.

**CHM 345: Quantitative Instrumental Analysis**

(4 hrs.)

(Prerequisite: CHM112)

This quantitative analysis courses the principles of instrumental analysis. Instruments such as gas chromatograph (GC), ultraviolet/visible spectrometer (UV/Vis) fourier transform spectrometer (FTIR) and high performance liquid chromatograph (HPLC) will be utilized. The complimentary laboratory experience allows hands-on experience conducting quantitative analysis. Students will learn calibration techniques and method development. The laboratory will also include an individualized research component. Offered periodically.

**CHM 380: Advanced Topics in Chemistry**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

**CHM 410: Biochemistry**

(3 hrs.)

(Prerequisites: BIO 182, CHM 341. Cross- listed as BIO 410)

This course blends complex biological and chemical concepts. Advanced problem-solving skills are used to investigate amino acids/proteins, enzymes, protein purification, nucleic acids, flow of genetic information, analysis and cloning of genes, membranes, carbohydrates and metabolic pathways. Offered periodically.

**CHM 496: Research Internship**

(3 hrs.)

(Prerequisite: permission of instructor)

Select junior and senior science majors are able to participate in a research project in chemistry under the supervision of a professional scientific investigator. Interns become familiar with all aspects of the research process, including project design, planning, experimentation, analysis and presentation. Opportunities to present data and results at meetings of professional societies, such as the American Chemical Society, are available.

## Physics Courses

**PHY 211: College Physics I (with lab)**

(4 hrs.)

(Prerequisite: MAT 111 or MAT 211 or the equivalent, or permission of instructor; lab fee charged)

Topics include statics, kinematics, dynamics, oscillations, work, energy, gravitation, thermodynamics and sound. Includes scholarship by and about women and ethnic minorities.

**PHY 212: College Physics II (with lab)**

(4 hrs.)

(Prerequisite: PHY 211 or permission of instructor; lab fee charged)

Continuation of PHY 211. Includes electricity and magnetism, optics, matter, waves and particles.

## Physical Education

Deborah Duren, M.Ed.

The physical education department offers opportunities for every student to select activities and pursue skill development in ways that will provide a productive use of leisure time. Physical education activity classes may be repeated for credit.

### Physical Education Courses

#### **PED 107: Basketball Team**

(2 hrs. per year)

(Open to all students selected for team membership.) The basketball team will compete in NAIA athletics.

#### **PED 110: Cross Country Team**

(2 hrs. per year)

(Open to all students selected for team membership.) The cross country team will compete in NAIA athletics.

#### **PED 150: Soccer Team**

(2 hrs. per year)

(Open to all students selected for team membership.) The soccer team will compete in NAIA athletics.

#### **PED 151: Softball Team**

(2 hrs. per year)

(Open to all students selected for team membership.) The softball team will compete in NAIA athletics.

#### **PED 155: Swim Team**

(2 hrs. per year)

(Open to all students selected for team membership.) The swim team will compete in NAIA athletics.

#### **PED 170: Tennis Team**

(2 hrs. per year)

(Open to all students selected for team membership.) The tennis team will compete in NAIA athletics.

#### **PED 174: Volleyball Team**

(2 hrs. per year)

(Open to all students selected for team membership.) The volleyball team will compete in NAIA athletics.

## Psychology

Department Chairpersons: Christine Lawrence, Ph.D. and Deanna Pledge, Ph.D.

### **Psychology Faculty:**

Linda Taylor Thompson, Ph.D., LPC

- [B.S. Psychology](#)
- [5-year M.Ed. Psychology](#)
- [Minor in Psychology](#)
- [Minor in Forensic Science](#)
- [Course Descriptions](#)

The psychology curriculum ensures that students receive training in each major area of psychological inquiry. Required courses give students grounding in the basic sub-fields of psychology. Electives are then taken to complement the individual student's career and life plans. Majors may choose to pursue the *Bachelor of Science (B.S.) in Psychology* or the *Bachelor of Arts (B.A.) in [Human Development/Child Study](#)* degree. The B.S. in Psychology prepares students for graduate school. These students are primarily interested in careers that require an M.A. or Ph.D. (such as clinical psychology). Entry to graduate school in psychology is competitive. The B.S. degree ensures that students get the experiences necessary to successfully compete for graduate school admission. The B.A. in Human Development/Child Study prepares students for entry-level employment into occupations where training in psychology and child development is an advantage. Both degree programs allow students the flexibility to meet personal and professional goals while building an awareness of and appreciation for the role and contributions of women in society.

A minor in psychology is an alternative route to utilize the many facets of the discipline of psychology. A minor combined with a major, or concentration in other disciplines like business administration, communication, social sciences, art, dance or theatre prepares a student for her chosen career. Examples of such combinations are preparation for graduate degrees in art therapy or public relations.

The Stephens College Department of Psychology requires of its students:

- academic discipline and integrity
- ethical behavior, including: professionalism and confidentiality
- sensitivity to individual and cultural differences
- research, writing and library skills
- group participation
- critical-thinking skills

**NOTE:** Course descriptions for the CHS/EDU and MAT may be found under the program headings of Education and Mathematics.

### Requirements for the B.S. Major in Psychology

The B.S. in Psychology is designed primarily for the student who is interested in applying to graduate school. The required courses draw from each of the major areas of psychology. Electives allow students to specialize in their areas of interest. A strong foundation in math and science will help students prepare for the Graduate Record Examination (GRE). A senior research capstone experience

ensures that students will gain the research experience they need to compete for graduate school admission.

The Bachelor of Science Major in Psychology requires the completion of at least 33 semester hours of psychology courses (21 required courses and 12 elective), 6 semester hours of math (statistics and one other course), and at least 6 semester hours of natural science (biology, chemistry or physics). Students must have at least 21 semester hours of Psychology at the 300 or 400 level to graduate. A grade of C- or better must be earned in each of the required Psychology courses.

#### Required Courses for the BS degree

PSY 111: Introduction to Psychology (3 hrs.)  
PSY 203: Psychological Research Methods (3 hrs.)  
PSY 315: Social Psychology (3 hrs.)  
PSY 320: Abnormal Psychology (3 hrs.)  
PSY 331: Learning and Cognition (3 hrs.)  
PSY 430: Physiological Psychology (3 hrs.)  
PSY 441: Senior Research Capstone (3 hrs.)  
MAT 207: Introduction to Statistics (3 hrs.)

#### **and**

One math course (any course except MAT 105; 3 hrs.)  
Two laboratory-based natural science (BIO, CHM, PHY) courses (at least 6 hrs.)

#### **and**

Twelve semester hours from the following list of electives including at least 6 hours at the 300 level or above.

#### Electives

CHS 114: The Child: Lifespan (3 hrs.)  
PSY 121: Psychology of Adjustment (3 hrs.)  
PSY 211: Educational Psychology (3 hrs.)  
CHS 214: Child Development: Infancy (3 hrs.)  
PSY 271: Human Sexuality (3 hrs.)  
PSY 301: Psychology of Women (3 hrs.)  
CHS 311: Advanced Child Development: Cross Cultural Perspective (3 hrs.)  
PSY 317: Psychology of Personality (3 hrs.)  
PSY 333: Sensation and Perception (3 hrs.)  
PSY 359/ PSY 530G: Counseling I (3 hrs.)  
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)  
PSY 380: Topics in Psychology (3 hrs.)  
PSY 390: History and Systems of Psychology (3 hrs.)  
PSY 404/PSY 575G: Group Procedures (3 hrs.)  
PSY 481: Internship (1-6 hrs.)

*Students who major in Psychology or Human Development/Child Study will participate in an assessment program in their senior year.*

#### Requirements for the 5-year M.Ed. Degree in Psychology

Students who are interested in a career as a School Counselor can enroll in this program as undergraduates. Students must enroll by the end of their sophomore year and will graduate with a Bachelor's of Arts in Psychology and a Master's of Education in Counseling.

Students who finish this program are eligible to apply for certification as a Missouri School Counselor. During their fifth year of the program, students can become temporarily certified as a school counselor and work in the field since all of the graduate classes are held in the evening. Given the shortage of school counselors in Missouri, the local job market currently favors this degree. School Counselors must renew their certification every five years.

A student who wishes to become a **Licensed Professional Counselor** (e.g., private practice, agency, hospital or treatment center) could extend his/her graduate study by taking an additional 12 credit hours. This would allow the student to become eligible for Missouri licensure. A student who wishes to become an Advanced School Counselor (specialist's degree) may elect to take an additional 30 hours of graduate credit. Missouri Advanced School Counselors need only to renew their certification every 10 years.

Students in this program will take Liberal Arts Core Requirements, undergraduate requirements, cross-listed requirements, and graduate requirements. Cross-listed courses will be offered as dual (undergraduate and graduate) credit. Undergraduate tuition will cover the costs of cross-listed courses. In addition to Liberal Arts Core Requirements, students in the 5-year M.Ed. in Counseling program will take the following 63 credit hours. A grade of C- or better must be earned in each of the required Psychology courses and a grade of 3.0 must be earned in each cross-listed and graduate course.

Required Courses for the 5 year M.Ed. degree

### ***Freshman/Sophomore level undergraduate courses***

PSY 111: Introduction to Psychology  
PSY 315: Social Psychology  
PSY 331: Learning and Cognition  
PSY 430: Physiological Psychology  
EDU 276: Foundations of the Teaching-Learning Process  
EDU 363: Education and Psychology of the Exceptional Child  
MAT 207: Statistics

### ***Senior/Junior Level Cross Listed Courses***

PSY 310: Developmental Psychology / PSY 545G: Advanced Human Development  
PSY 320: Abnormal Psychology / PSY 555G: Psychological Diagnostics and Treatment Planning  
PSY 359: Counseling /PSY 505G Counselor as a Professional  
PSY 355: Psychological Testing and Personality Assessment/ PSY540G: Assessment  
PSY 404: Group Procedures/ PSY 575G Group Procedures  
PSY 203: Psychological Research Methods/ PSY 510G: Ed. Psych./Behavior Management  
EDU 413: Family and Community: Partners in Education/ PSY 563G: Family and Community

### ***Graduate Courses***

PSY 530G: Foundations of Counseling  
PSY 565G: Theories and Techniques  
PSY 580G: Practicum I  
PSY 570G: Career Development  
PSY 605G: Advanced Research Methods  
PSY 620G: Practicum II

Requirements for a Minor in Psychology

The minor in psychology requires completion of a minimum of 15 semester hours in PSY, including the required course listed below and at least 6 semester hours at or above the 300 level.

**Required Course**

PSY 111: Introduction to Psychology (3c)

Requirements for Forensic Science Minor

The Forensic Science minor combines biology and psychology courses related to forensics and criminal investigations. Students will complete the 15 hour minor by taking the required PSY 111 and taking at least 6 hours in the biology area and 6 hours above the 300 level from either the biology or psychology areas.

**Required Course:**

PSY 111: Introduction to Psychology (3 hrs.)

**Psychology area courses**

FOR/PSY 317: Psychology of personality (3 hrs)

PSY 330: Introduction to Forensic Psychology (3 hrs)

FOR/PSY 355: Psychology of Assessment (3 hrs)

FOR/PSY 380: Topics in Forensic Psychology (3 hrs)

**Biology area courses:**

BIO 200: Crime Scene Analysis (3 hrs)

FOR/BIO 280: Topics in Forensic Biology (3 hrs)

FOR/BIO 302: Forensic Microscopy (3 hrs)

FOR/BIO 300: Forensic Biology (3 hrs)

Psychology Courses

**PSY 111: Introduction to Psychology**

(3 hrs.)

(Open to all students)

An introduction to the major sub-fields of contemporary psychology. Emphases on the diversity of psychology as a discipline and how psychological principles pertain to everyday life.

**PSY 121: Psychology of Adjustment**

(3 hrs.)

(Open to all students)

Students in the course develop an informed perspective on their psychological adjustment. Relationships, values, health and personal history are studied.

**PSY 203: Psychological Research Methods**

(3 hrs.)

(Open to all students)

This course is designed to introduce students to the research methods used in psychology. Students incorporate class materials into research of their own, guided by the instructor. This course is a "hands-on" research design course.

**PSY 211: Educational Psychology**

(3 hrs.)

(Prerequisite: PSY 111)

This course surveys the nature and conditions of human learning. We examine methods of assessing intellectual and personality characteristics as well as social dynamics, as pupils enter into the learning process.

**PSY 271: Human Sexuality**

(3 hrs.)

(Prerequisite: PSY 111 or sophomore standing)

Course examines human sexuality from several perspectives (biological, social, cultural, ethical). Topics include anatomy and reproduction, gender roles, love, varieties of sexual expression, birth control, the development of sexuality over the life span, diseases, dysfunction and treatment.

**PSY 280: Topics in Psychology**

(3 hrs.)

Topics courses are devoted to special subjects that may not be covered in depth in other courses. Topics previously offered include Health Psychology.

**PSY 301: Psychology of Women**

(3 hrs.)

(Open to all students)

This course includes a survey and an evaluation of research and theory on the psychology of women and sex differences. Physiological, developmental, personality, and social aspects of women's experiences will be studied. Writing intensive.

**PSY 310: Developmental Psychology**

(3 hrs.)

(Prerequisite: PSY 111 or permission of instructor; must be psychology major or minor.)

This course uses major psychological theories to explore the normal stages of development from birth until death. Selected controversial issues and case studies relating to development will also be discussed.

**PSY 315: Social Psychology**

(3 hrs.)

(Prerequisites: PSY 111; or permission of instructor.)

A survey of major topics in social psychology, including social perception, social interaction and social influence, will form the core of this course, with attention to stereotypes, aggression, conformity and persuasion.

**PSY 317: Psychology of Personality**

(3 hrs.)

(Prerequisites: PSY 111; or permission of instructor)

An introduction to the general subject of personality. Emphasis upon the development of personality in the normal individual with special attention to personality development in women. Offered every other year.

**PSY 320: Abnormal Psychology**

(3 hrs.)

(Prerequisites: PSY 111; cross-listed with EDU 555G)

Survey of basic areas of abnormal psychology, history of mental disorders, survey of extent and severity of problems today. Emphases in biological, psychological and social approaches to explaining mental disorders.

**PSY 330: Introduction to Forensic Psychology**

(3 hrs.)

(Prerequisite: PSY 111.)

This course is intended for students interested in the interactive relationship between psychology and law. The student will explore the many aspects of criminal and civil law and how psychological research,

theory, and practice assist the legal system and influence public policy.

### **PSY 331: Learning and Cognition**

(3 hrs.)

(Prerequisite: PSY 111.)

Provides an introduction to the study of learning and cognition through an examination of the basic learning paradigms of classical and instrumental conditioning and issues fundamental to the structure and function of cognitive theory. Emphases on applied and theoretical findings.

### **PSY 340: Industrial and Organizational Psychology**

(3 hrs.)

(Prerequisites: PSY 111.)

This course is designed to provide an introduction to the field of Industrial/Organizational Psychology, including major theories and research as well as some practical applications for work in organizations. Specific topics include the history and methods of the field as well as issues in industrial psychology (e.g., personnel selection, training) and organizational psychology (e.g., motivation, leadership). Students will develop knowledge of current theories about behavior in organizations and the methodology used to study and evaluate those theories. Emphasis will be placed on applying the principles of Industrial/Organizational Psychology to one's day to day experiences as an organizational member, and to help develop students into effective organizational members and/or managers.

### **PSY 355: Psychological Testing and Personality Assessment**

(3 hrs.)

(Prerequisites: 9 hours of PSY and MAT 207; cross-listed with PSY 540G)

This course covers the basic concepts for describing and evaluating standardized tests, including reliability, validity, norms and standard scores. These concepts are then used to evaluate a number of representative tests in different areas: intelligence, interests, aptitude and personality. Students also take and score some of these standard tests.

### **PSY 359: Counseling I**

(3 hrs.)

(Prerequisites: PSY 111; cross-listed with PSY 530G)

Introductory course in clinical counseling psychology. Discussion and assessment of a variety of counseling and therapeutic approaches for adjustment problems and mental disorders. Review of taped practice interviews under supervision of instructor.

### **PSY 340: Industrial and Organizational Psychology**

(3 hrs.)

(Prerequisite: PSY 111.)

This course is designed to provide an introduction to the field of Industrial/Organizational Psychology. Specific topics include the history and methods of the field such as personnel selection, training, motivation and leadership. Emphasis will be placed on applying the principles of Industrial/Organizational Psychology, and to help develop students into effective organizational members and/or managers.

### **PSY 380: Topics in Psychology**

(1.0 course)

Topics courses are devoted to special subjects that may not be covered in depth in other courses.

### **PSY 390: History and Systems of Psychology**

(3 hrs.)

(Prerequisite: PSY 111.)

This course is designed to give the student a broad background in the history of the development of different theories of psychology. Specifically, this course gives a student perspective into science, a deeper understanding of the field of psychology, and greater knowledge about the directions psychology

might take in the future. This course covers the history of psychology from Aristotle to the present. Writing intensive.

**PSY 404: Group Procedures**

(3 hrs.)

(Prerequisite: PSY 359 or permission of instructor; cross-listed with PSY 575G)

An in-depth exposure to experiential learning through small group experiences. For trainees in psychology who want to develop skills in facilitating groups for persons in therapy or work settings. Review of taped practice groups under supervision of instructor.

**PSY 430: Physiological Psychology**

(3 hrs.)

(Prerequisites: at least 9 hrs in PSY; or permission of instructor.)

This course uses current knowledge of the brain, nervous system and endocrine system to explore the roles of physiological factors in health, disease, behavior, emotions, and mental disorders.

**PSY 441: Senior Research**

(3 hrs.)

(Prerequisites: 15 hours in PSY; senior standing and PSY major recommended)

In-depth original research of topics not covered in other courses. Check semester course schedule for topic offered. This is the required senior capstone course for psychology majors. The course uses both research writing skills and seminar discussion as learning tools.

**PSY 481: Internship**

(1-6 hrs.)

(Prerequisites: psychology major and at least sophomore standing.)

Students complete 126 hours of work in an agency or institution as a contributing member of the staff for each 3 semester hours of credit earned. Student carries on as wide a range of duties as she is qualified to execute under the direct supervision of a professional in the agency or institution.

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent studies may be obtained by contacting a faculty member to sponsor the study and in the Office of the Registrar

## Spanish

Stephens College offers a minor in Spanish. Students interested in international business are encouraged to develop a student-initiated major by combining Spanish with Entrepreneurship and Business Management. The Spanish minor is also available to include in the Liberal Studies major.

### Requirements for the Minor in Spanish

The minor in Spanish requires the completion of 15 semester hours including at least 6 hours at or above the 300 level. Students who demonstrate proficiency at the intermediate level will substitute advanced-level Spanish language courses to fulfill the 15 semester hours required for the minor.

### Required Courses (15 hours)

SPN 251: Intermediate Spanish Review (3 hrs.)

SPN 252: Intermediate Reading and Writing (3 hrs.)

SPN 325: Advanced Reading and Writing (3 hrs.)

SPN 338: Topics in Hispanic Civilization and Culture (3 hrs.)

SPN 356: Survey of Spanish Literature (3 hrs.)

**or**

SPN 357: Topics in Hispanic Literature (3 hrs.)

## Spanish Courses

### **SPN 101: Intensive Elementary Spanish**

(3 hrs.)

(Open to all students with little or no previous study of Spanish; ordinarily not more than two units of high school Spanish)

Objectives: basic structures, acquisition of vocabulary, simple reading and writing, and development of basic conversational skills. Introduction to Spanish-speaking peoples and cultures.

### **SPN 102: Elementary Spanish II**

(3 hrs.)

(Prerequisite: SPN 101 or at least two units of high school Spanish)

Continuation of SPN 101.

### **SPN 251: Intermediate Spanish Review**

(3 hrs.)

(Prerequisite: SPN 102 or at least two units of high school Spanish)

Designed to strengthen four language skills: comprehension, speaking, reading and writing. The study of structure and grammar complemented by intermediate readings and conversation; emphasizes the culture of the Spanish-speaking world.

### **SPN 252: Intermediate Reading and Writing**

(3 hrs.)

(Prerequisite: SPN 251 or at least three units of high school Spanish)

Designed to teach students to write correct Spanish with an increasing degree of

authenticity and style. Written work complemented by literary readings and oral discussions; an introduction to the cultural and intellectual heritage of the Spanish-speaking world.

**SPN 325: Advanced Reading and Writing**

(3 hrs.)

(Prerequisites: SPN 252 or permission of instructor)

This course is designed for students with considerable background in Spanish who wish to continue to improve the four fundamental skills involved in second language acquisition (reading, writing, listening and speaking). Although some grammatical review will be included, a good deal of the content of the class focuses on the most advanced grammatical structures that require additional practice, exercises and guided compositions. The class will be conducted entirely in Spanish.

**SPN 338: Topics in Hispanic Civilization and Culture**

(3 hrs.)

(Prerequisites: ARH 101; *or* HIS 230; *or* SPN 101, 102, 251 *or* 252)

(Taught in English; may be repeated for credit with different topic and with permission of instructor; some topics are cross-listed as HIS 380)

The development through the ages of Spanish and Latin American civilizations as reflected in historical and political events, colonization, social institutions, women's contributions, economics, literature and the arts. Recent topics have included Mexico, Central America and the Caribbean, Latin American Civilization through Literature, Contemporary Latin American Politics and Society, Latin America and the United States.

**SPN 356: Survey of Spanish Literature**

(3 hrs.)

(Prerequisites: SPN 252, four years of high school Spanish or permission of instructor)

(Course may be repeated for credit with different content and permission of instructor)

The course introduces students to the background and analysis of Spanish American and Hispanic literature of the modern period. The class is conducted in Spanish.

**SPN 357: Topics in Hispanic Literature**

(3 hrs.)

(Prerequisites: SPN 252, four years of high school Spanish or permission of instructor)

(Course may be repeated for credit with different content and permission of instructor)

This course is organized around a topic or literary genre, and may also be taught in translation in order to accommodate all students interested in Hispanic literature.

Recent offerings have included Spanish American Poetry, Latin American Drama, Latin American Women Writers and the Spanish American Short Story.

Theatre Arts

Beth Leonard, M.F.A., Dean, School of Performing Arts

**Theatre Arts Faculty:**

Robert Doyen, M.A.  
Mary Alice Doyle, M.A.  
Jennifer Falbo Kilgore, M.F.A.  
Lamby Hedge, M.F.A.  
Heather Hillhouse-Deans, M.F.A.  
Beth Leonard, M.F.A.  
Daniel Schultz, M.F.A.  
Anastacia Storrie, M.F.A.  
and visiting guest artists.

**Performing Arts Staff:**

Michael Burke, B.F.A.  
Ruth Ann Burke, M.A.

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- [BFA Theatre Arts](#)
  - [BFA Theatre Management](#)
  - [BA Theatre Arts](#)
  - [BFA Theatrical Costume Design](#)
  - [Minor Theatre Arts](#)
  - [Course Descriptions](#)
- 

Theatre Arts area offers intensive training in all aspects of theatre. A student may choose any of the following emphases.

- ACTING
- MUSICAL THEATRE
- DIRECTING
- SCENE DESIGN
- STAGE MANAGEMENT
- LIGHTING DESIGN
- THEATRE MANAGEMENT
- COSTUME DESIGN
- TECHNICAL THEATRE

The faculty includes professional actor-teachers, designers and management staff. Theatre Arts operates three production facilities on campus, the Macklanburg Proscenium Theatre, Warehouse Thrust Theatre and an Arena Theatre, as well as a summer stock 450-seat proscenium theatre in Iowa. The department produces 10 productions on campus during the academic year and nine productions each summer at Lake Okoboji. Okoboji Summer Theatre produces four children's shows in our Boji Bantam Theatre.

The bachelor of fine arts degrees in theatre arts, theatre management or theatrical costume design are earned in three years and two summers and are offered for the student whose primary interest lies in

developing pre-professional skills.

Two summer programs afford additional theatre experience with college credit: the on-campus Stephens Summer Theatre Institute and the Okoboji Summer Theatre at Spirit Lake, Iowa. At Okoboji, the students work with professional actors, directors and designers in the production of nine plays in weekly stock.

#### Requirements for B.F.A. Major in Theatre Arts

The bachelor of fine arts major in theatre arts requires completion of liberal arts requirements and courses as specified below. Minimum credits for a B.F.A. are 120 semester hours of which 36 semester hours must be upper level coursework (300 level or above). B.F.A. requirements include one summer in the Summer Theatre Institute and one in Okoboji Summer Theatre, six production crew assignments over three years and two strikes per semester. Entrance to the B.F.A. program is based on faculty evaluation of each student's work during the second semester of the first year and at the end of the Summer Theatre Institute program. Elective work in the B.F.A. major may include advanced acting, stage management, directing, scene design, costume design and lighting design.

Because of the rigorous nature of the performing arts program, students are expected to demonstrate a level of dedication, effort and ethical behavior consistent with that demanded within the profession. Any student who, in the collective judgment of the department faculty in consultation with the department chair, fails at any time to live up to these standards may be required to withdraw from the B.F.A. program.

#### Required Courses - Acting Emphasis

THA 122: Acting I (3 hrs.)  
THA 124: Acting II (3 hrs.)  
THA 128: Theatre Speech (3 hrs.)  
THA 227: Stagecraft/Stage Management (3 hrs.)  
THA 251: Make-up/Costuming (3 hrs.)  
THA 272: Acting III (3 hrs.)  
THA 313: Theatre History I (3 hrs.)  
THA 314: Theatre History II (3 hrs.)  
THA 332: Acting IV (3 hrs.)  
THA 420: Senior Acting Seminar (3 hrs.)  
ENG 345: Shakespeare (3 hrs.)

**and**

one additional dramatic literature course

9 elective THA courses (27 hrs.) (recommended classes)

THA 232: Directing I (3 hrs.)  
THA 248: Performance Techniques (2 hrs.)  
THA 320: Directing II (2 hrs.)  
THA 421: Advanced Acting I - Shakespeare (3 hrs.)  
THA 422: Advanced Acting II - The Audition (3 hrs.)  
THA 423: Advanced Acting III - Acting for Camera (3 hrs.)  
THA 424: Advanced Acting IV: Comedy (3 hrs.)

Plus 6 production crew assignments over 3 years (at least three **must** be prep crews) and 2 strikes per semester.

**In addition, two summer theatre programs are required:**

**Summer Theatre Institute** (on-campus housing required)

THA 248: Performance Technique (2 hrs.)  
THA 258: Stage Movement (3 hrs.)  
THA 259: Acting Workshop (3 hrs.)  
THA 260: Theatre Production and Management I (3 hrs.)

**Okoboji Summer Theatre** (may be repeated once)

THA 360: Acting Workshop II (6 hrs.)  
THA 361: Production Workshop II (3 hrs.)  
THA 363: Theatre Management II (3 hrs.)

Required Courses - Technical Emphasis

THA 122: Acting I (3 hrs.)  
THA 128: Drafting for Technical Theatre (3 hrs.)  
THA 215: Rendering (2 hrs.)  
THA 216: Scene Design I (3 hrs.)  
THA 218: Theatrical Lighting I (3 hrs.)  
THA 227: Stagecraft/Stage Management (3 hrs.)  
THA 251: Makeup/Costuming (3 hrs.)  
THA 313: Theatre History I (3 hrs.)  
THA 314: Theatre History II (3 hrs.)  
THA 425: Senior Production Seminar (3 hrs.)  
ENG 345: Shakespeare (3 hrs.)

**and**

one additional dramatic literature or Art History course

9 elective THA courses (27 hrs.) (recommended classes)

THA 128: Theatre Speech (3 hrs.)  
THA 214: Stagecraft II (1-2 hrs.)  
THA 219: Sound Design I (3 hrs.)  
THA 228: Stage Management II (1-3 hrs.)  
THA 232: Directing I (3 hrs.)  
THA 235: Scene Painting (3 hrs.)  
THA 317: Theatrical Design II (3 hrs.)  
THA 318: Theatrical Lighting II (3 hrs.)

Plus 6 production crew assignments over 3 years (at least three **must** be prep crews) and 2 strikes per semester.

**In addition, two summer theatre programs are required:**

**Summer Theatre Institute** (on-campus housing required)

THA 260: Theatre Production (3-9 hrs.)

**Okoboji Summer Theatre** (may be repeated once)

THA 361: Production Workshop II (3-9 hrs.)  
THA 363: Theatre Management II (3 hrs.)

Areas of specialization offered in the BFA major in Theatre Arts, Technical Emphasis: Scenic Design, Lighting Design, Directing, Stage Management, Costume Design.

#### Requirements for B.F.A. in Theatre Management

##### Required Theatre Courses

THA 122: Acting I (3 hrs.)  
THA 124: Acting II (3 hrs.)  
THA 216: Theatrical Design I (3 hrs.)  
THA 218 Theatrical Lighting I (3 hrs.)  
THA 227: Stagecraft/Stage Management (3 hrs.)  
THA 232: Directing I (3 hrs.)  
THA 251: Make-up/Costuming (3 hrs.)  
THA 313: Theatre History I (3 hrs.)  
THA 314: Theatre History II (3 hrs.)  
THA 425: Senior Production Seminar (3 hrs.)

2 Arts/Humanities/Literature course (6 hrs.)

*Plus 4 production crew assignments and 1 internship in the Playhouse Box Office*

##### Required Business Courses

ACC 210: Accounting I (3 hrs.)  
ACC 220: Accounting II (3 hrs.)  
BUS 171: Introduction to Entrepreneurship (3 hrs.)  
BUS 225: Principles of Management (3 hrs.)  
BUS 250: Principles of Marketing (3 hrs.)  
BUS 305: Human Resource Management (3 hrs.)

***In addition, two summer theatre programs are required:***

***Summer Theatre Institute*** (on-campus housing required)

THA 258: Stage Movement (3 hrs.)  
THA 259: Acting Workshop (3 hrs.)  
THA 260: Theatre Production and Management I (5 hrs.)

***Okoboji Summer Theatre*** (may be repeated once)

THA 360: Acting Workshop II (6 hrs.)  
THA 361: Production Workshop II (3-9 hrs.)  
THA 363: Theatre Management II (3 hrs.)

#### Requirements for B.A. in Theatre Arts

The Bachelor of Arts in Theatre Arts is designed for students who wish to include more intensive work in liberal arts in the degree program as preparation for graduate study or a private teaching career. The Bachelor of Arts major in Theatre Arts requires completion of liberal arts requirements and 33 semester hours as specified below. At least 15 hours must be at or above the 300 level. In addition, students are required to complete two production crew assignments and two strikes.

##### Required Courses

THA 122: Acting I (3 hrs.)  
THA 124: Acting II (3 hrs.)  
THA 128: Theatre Speech (3 hrs.)  
THA 227: Stagecraft/Stage Management (3 hrs.)  
THA 232: Directing I (3 hrs.)  
THA 251: Make-up/Costuming (3 hrs.)  
THA 313: Theatre History I (3 hrs.)  
THA 314: Theatre History II (3 hrs.)

12 Hours of additional theatre courses required, 6 hours must be at 300 level

ENG 345: Shakespeare (3 hrs.)

*Plus 2 production crew assignments and 2 strikes*

**One of the following four:**

THA 216: Theatrical Design I (3 hrs.)  
THA 218: Theatrical Lighting I (3 hrs.)  
THA 219: Sound Design I (3 hrs.)  
THA 252: Costuming Design I (3 hrs.)

**One of the following two:**

THA 420: Senior Acting Seminar (3 hrs.)  
THA 425: Senior Production Seminar (3 hrs.)

Requirements for B.F.A. in Theatrical Costume Design

The Bachelor of Fine Arts in Theatrical Costume Design requires completion of liberal arts requirements and courses as specified below. BFA requirements include one summer in the Summer Theatre Institute and one in Okoboji Summer Theatre, six production crew assignments over three years and two strikes per semester. A total of 120 semester hours and a cumulative gpa of 2.0 is required for all degrees.

Required Theatre Courses

THA 122: Acting I (3 hrs.)  
THA 227: Stagecraft/Stage Management (3 hrs.)  
THA 251: Make-up/Costuming (3 hrs.)  
THA 252: Costume Design I (3 hrs.)  
THA 313: Theatre History I (3 hrs.)  
THA 314: Theatre History II (3 hrs.)  
THA 352: Costume Design II (3 hrs.)  
THA 412: Advanced Production Design (3 hrs.)  
THA 425: Senior Production Seminar (3 hrs.)

*Plus 6 crew assignments and 2 strikes*

Required Fashion Courses

FAS 111: Beginning Clothing Construction (3 hrs.)  
FAS 192: Introduction to Apparel Manufacturing (3 hrs.)  
FAS 214: Draping and Patternmaking I (5 hrs.)  
FAS 316: Draping and Patternmaking II (5 hrs.)  
FAS 315: Pre-20th Century Costume (3 hrs.)

FAS 375: 20th Century Costume (3 hrs.)

#### Required Art Courses

ART 105: Beginning Drawing (3 hrs.)

***In addition, two summer theatre programs are required:***

***Summer Theatre Institute*** (*on-campus housing required*)

THA 280: STI Costume Design (3 hrs.)

THA 258: State Movement (3 hrs.)

THA 260: Theatre Production (5 hrs.)

***Okoboji Summer Theatre*** (*may be repeated once*)

THA 361: Production Workshop II (6 hrs.)

THA 363: Theatre Management II (6 hrs.)

#### Requirements for Minor in Theatre Arts

#### Required Courses

THA 122: Acting I (3 hrs.)

THA 227: Stagecraft/Stage Management (3 hrs.)

THA 232: Directing I (3 hrs.)

THA 251: Make-up/Costuming (3 hrs.)

THA 313: Theatre History I (3 hrs.)

THA 314: Theatre History II (3 hrs.)

#### Theatre Arts Courses

#### **THA 122: Acting I—Mind and Body: The Actor's Preparation**

(3 hrs.)

(Open to all students)

A course designed to provide beginning theatre students an understanding of the senses and an awareness of self, others and the world in order to develop basic acting skills.

#### **THA 124: Acting II—Scene Study (Acting emphasis)**

(3 hrs.)

(Prerequisite: THA 122)

Provides the tools necessary for breaking down the script, making effective choices and communicating the intent of the scene in a dramatic and effective way.

#### **THA 128: Theatre Speech**

(3 hrs.)

(Open to all students)

Designed to give students the tools to develop vocal quality and speech standards for performance in theatre, film, television and radio.

#### **THA 211: Drafting for Technical Theatre**

(3 hrs.)

(Open to all students)

Introduction to basic mechanical drawing for theatrical design and construction.

#### **THA 212: Beginning Production Design and Management**

(1-3 hrs.)

(Open to all students; may be repeated for credit.)

Lighting Designer, Scenic Designer, Costume Designer, Sound Designer: responsible for designing and supervising the execution of lighting, scenery, costumes or sound for a major on-campus production.

Stage Management: Stage Manager for a major on-campus production.

**THA 214: Stagecraft II**

(1-2 hrs.)

(Prerequisite: THA 227 and permission of instructor)

Lecture, demonstration and practical work assignments to develop more advanced skills in production techniques.

**THA 215: Rendering for the Theatre**

(2 hrs.)

(Prerequisite: THA 216 or permission of instructor)

Introductory course for scene designers and lighting designers in the techniques of rendering in watercolor, acrylics, pastels and other media. May be repeated one time for credit.

**THA 216: Theatrical Design I**

(3 hrs.)

(Prerequisite: THA 211 or permission of instructor)

Introduction to the theory and practice of stage design, including drawing of floor plans, elevations, detail drawings and beginning rendering.

**THA 218: Theatrical Lighting I**

(3 hrs.)

Introduction to the theory and practice of stage lighting, including light plots, focus charts and schedules, hookups, the creation of lighting cues, and functions and qualities of light.

**THA 219: Sound Design I**

(3 hrs.)

Introduces students to the design and technology of sound as it is utilized in the theater and entertainment fields. The class will combine lecture, demonstration and several hands-on projects. Topics will include microphone selection and use, amplification and speakers, multi-track recording, aural aesthetics and the theatricality of sound.

**THA 227: Stagecraft/Stage Management**

(3 hrs.)

(Open to all students)

Lecture, demonstration and practical work assignments to develop more advanced skills in production techniques. Continuing survey of the functions of various theatre arts in producing a theatrical event. Introduction to the contemporary practice of stage management.

**THA 228: Stage Management II**

(1-3 hrs.)

(Prerequisite: THA 227)

A course designed to assist the student in developing competency as a stage manager, including the capacity to assemble a complete production prompt script. Fifty (50) hours production work required.

**THA 232: Directing I**

(3 hrs.)

(Prerequisite: THA 227 or permission of instructor)

A study of the function of the director and basic theories of composition, picturization and movement. Practical staging assignments. Development of practical skills as directors through classroom discussion and the direction of scenes. Assembly of a complete director's script for a final project.

**THA 235: Scene Painting**

(3 hrs.)

(Open to all students. Lab fee charged)

Introduction to basic techniques used in the painting of stage scenery.

**THA 236: Properties Design and Construction**

(3 hrs.)

(Open to all students.)

Students will learn design requirements of theatrical space (arena, thrust, proscenium); become familiar with sketching process as communication tool; skill in areas of craft construction and upholstery; be able to write script analysis with a properties chart; be able to design, create and procure props for script and for a directors parameters.

**THA 248: Performance Techniques**

(2 hrs.)

(May be taken three times for credit)

(Prerequisite: THA 124)

Intensive study of the skills for singing on the stage, practical experience and individual attention concerning performance and singing techniques. Delivery, expression, interpretation of lyrics and stage presence will be studied and developed through individual attention and practical experience.

**THA 251: Makeup/Costuming**

(3 hrs.)

(Open to all students)

Study of basic techniques of designing and applying stage makeup for straight, character and stylized roles continuing with beginning study of costume history, design and construction through class discussions and laboratory work.

**THA 252: Costuming Design I**

(3 hrs.)

(Prerequisite: THA 251 or permission of instructor)

Continuation of the development of basic competencies in the design and construction of stage costumes.

**THA 258: Stage Movement (STI)**

(3 hrs.)

(Prerequisites: THA 124, THA 227, THA 251 and/or program approval)

Development of stage movement and dance skills for acting students in the Summer Theatre Institute.

**THA 259: Acting Workshop I (STI)**

(3 hrs.)

(Prerequisites: THA 124, THA 227, THA 251 and/or program approval)

Application of theories and techniques learned in first-year acting classes through class assignments, rehearsal and public performances in the Summer Theatre Institute.

**THA 260: Theatre Production and Management I (STI)**

(3 hrs.)

(Prerequisites: THA 124, THA 227, THA 251 and/or program approval)

Development of basic skills in technical theatre through class assignments and crew work and a study of general principles and accepted practices in theatre management. Summer Theatre Institute only.

**THA 272: Acting III—Scene Analysis: Character Study**

(3 hrs.)

(Prerequisite: THA 124)

Scene analysis to form an approach to discovering the essence of the character—motivation and intention. Scenes used to implement character study, create given circumstance and develop technique

for credible characterization and proper execution.

**THA 280: Topics in Theatre Arts**

(3 hrs.)

(Open to all students)

Topics courses are devoted to special subjects that may not be covered in depth in other courses, to issues of current interest or to the newest research available in a discipline.

**THA 300: Theatre Acting Practicum**

(0-1 hr.)

Practical application of acting technique learned in the classroom. Performance experience is developed while working collaboratively to mount a theatre production. Students have opportunity to practice the technique and essentials of their particular interest in a realized endeavor.

**THA 310: Theatre Technical Practicum**

(0-1 hr.)

Practical application of technique learned in the classroom. Technical/Design/Crew experience is developed while working collaboratively to mount a theatre production. Students have opportunity to practice the technique and essentials of their particular interest in a realized endeavor.

**THA 312: Intermediate Production Design and Management**

(1-3 hrs.)

(May be repeated for credit)

Lighting Designer, Scenic Designer, Costume Designer, Sound Designer: responsible for designing and supervising the execution of lighting, scenery, costumes or sound for a major on-campus production. Stage Management: Stage Manager for a major on-campus production.

**THA 313: Theatre History I**

(3 hrs.)

(Open to all students)

A study of the theatre of ancient Greece and Rome, dealing primarily with the development of the physical theatre structures, production methods and major theatrical figures. Continuing with the study of theatre from 1100 to 1700 dealing primarily with the development of physical theatre structures, production methods and major theatrical figures.

**THA 314: Theatre History II**

(3 hrs.)

(Prerequisite: THA 313 or permission of instructor)

A study of theatre from 1700 to 1875 dealing primarily with the development of physical theatre structures, production methods and major theatrical figures. Continuing with a study of "modern" theatre, from the emergence of realism (ca. 1875 to the present), dealing primarily with styles, production methods and major theatrical figures.

**THA 317: Theatrical Design II**

(3 hrs.)

(Prerequisite: THA 216 or permission of instructor)

A course designed to assist the student in developing proficiency as a designer of stage scenery through research, classroom discussion and design projects.

**THA 318: Theatrical Lighting II**

(3 hrs.)

(Prerequisite: THA 218 or permission of instructor)

A course designed to assist the student in developing proficiency as a designer of stage lighting through research, classroom discussion and design projects.

**THA 320: Directing II**

(2 hrs.)

(Prerequisite: THA 232 or permission of instructor)

Advanced study in directing techniques, including theories concerning the director's choices regarding scenery, lighting and costuming. Each student directs a one-act play.

**THA 332: Acting IV—Scene Study: Styles**

(3 hrs.)

(Prerequisite: THA 272)

Introduces different styles and period pieces to broaden the student's perspective. Scene study is to be the basic means used to develop the technique required to create the style and ambiance of a period.

**THA 348: Advanced Performance Technique**

(2 hrs.)

(Prerequisite: THA 248 and permission of instructor; may be taken three times for credit)

Advanced techniques for musical comedy presentation.

**THA 352: Costuming Design II**

(3 hrs.)

(Prerequisite: THA 252)

Continuation of THA 252.

**THA 360: Acting Workshop II (Okoboji)**

(6 hrs.)

(Prerequisites: THA 332 and program approval)

Students learn through practical experience, performing three to six roles during a 10-week summer stock season at the Okoboji Summer Theatre.

**THA 361: Production Workshop II (Okoboji)**

(3-9 hrs.)

(Prerequisites: 27 hours in theatre arts and program approval)

Students learn through practical experience, participating in crew work for a 10-week summer stock season at the Okoboji Summer Theatre.

**THA 363: Theatre Management II (Okoboji)**

(3 hrs.)

(Prerequisites: 27 hours in theatre arts and program approval)

Students learn more advanced principles and practices of theatre management through classes and work assignments during a 10-week summer stock season at Okoboji Summer Theatre.

**THA 380: Topics in Theatre Arts**

(3 hrs.)

(Prerequisites: see current course schedule)

Topics courses are devoted to special subjects that may not be covered in depth in other courses, to issues of current interest or to the newest research available in a discipline.

**THA 412: Advanced Production Design and Management**

(1-3 hrs.)

(May be repeated for credit)

Lighting Designer, Scenic Designer, Costume Designer, Sound Designer: responsible for designing and supervising the execution of lighting, scenery, costumes or sound for a major on-campus production.

Stage Management: Stage Manager for a major on-campus production.

**THA 413: Stagecraft III**

(3 hrs.)

(May be taken four times for credit)

(Prerequisites: THA 214, THA 216, THA 218 and permission of instructor)

Practical work experience designed to aid the student in attaining professional quality skills through completion of a major construction project.

**THA 420: Senior Acting Seminar**

(3 hrs.)

(Prerequisites: THA 332, senior standing and permission of program)

Actors' marketplace. Practical and ethical problems faced by the actor seeking work in theatre/television and films. Discussion with actors, agents, casting directors and other theatre professionals in Hollywood and New York City (via amplified telephone) with emphasis on techniques of making rounds, unions, contracts, television commercials, demo tapes, show case productions and more.

**THA 421: Advanced Acting I—Shakespeare**

(3 hrs.)

(Prerequisite: THA 332 or permission of instructor)

Shakespeare for the actor. Voice, movement and script analysis in classical drama.

**THA 422: Advanced Acting II—The Audition**

(3 hrs.)

(Prerequisites: THA 421, which may be taken concurrently, or permission of instructor)

Creation of an audition package for presentation at the national URTA auditions for advanced work in graduate schools, summer stock and professional repertory theatre.

**THA 423: Advanced Acting III—Acting for Camera**

(3 hrs.)

(Prerequisite: THA 332 or permission of instructor)

Acting for camera in TV and film (in conjunction with the Mass Media Program).

**THA 424: Advanced Acting IV Comedy**

(3 hrs.)

(Prerequisite: THA 332 or permission of instructor)

Comedy: theory and acting techniques. Course includes study in slapstick farce, stand-up monologues, contemporary comic playwrights and "period" plays (Restoration, Wilde, Coward).

**THA 425: Senior Production Seminar**

(3 hrs.)

(Prerequisites: senior standing and one of the following: THA 312, 317, 318, or 412)

The production seminar is an intensive course to prepare the technical theatre student to enter the working world of theatre. Each student works with a faculty member in his/her specific area of concentration during lab sessions. The core of the course is the development and refinement of a portfolio for presentation/interviews during the semester. The course includes readings and discussions about moral and ethical issues faced in art and the business of technical theatre today.

**THA 432: Directing III**

(3 hrs.)

(May be taken four times for credit)

(Prerequisite: THA 320 or permission of instructor)

Direction of a major production with the approval of the program chair.

**Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in the department offices or in the Office of the Registrar.

## Women's Studies

Coordinator: Tina Parke-Sutherland, Ph.D.

- [Women's Studies Minor](#)
- [Liberal Studies Major](#)
- [Course Descriptions](#)

Women's studies at Stephens is an interdisciplinary program drawing upon the expertise of faculty and student-life professionals across the campus and focusing on the construction of knowledge about women, both in the United States and in the rest of the world. In women's studies classes students and faculty work together to illuminate women's distinct experiences, perspectives, and concerns, as well as to explore the liberatory strategies women have employed and continue to employ throughout the world. More than 50 faculty members, representing all areas of academic life, have taught in the program since its beginning in the early 1970s when Stephens College first demonstrated national leadership in the field.

The Women's Studies Program offers a minor. But women's studies is also an excellent choice for students who wish to combine study in the discipline with another discipline in a student-initiated major. As well as completing the liberal arts requirements and the courses listed below for the women's studies minor, the student works with her advisor to plan a course of study that combines additional women's studies courses and a sequence of courses from one or more of the academic disciplines complementary to women's studies.

### Requirements for a Women's Studies Minor

A minor in women's studies requires the completion of 15 semester hours, including at least 6 hours at or above the 300 level, as listed below.

### Required Courses

WST 210: Introduction to Women's Studies (3 hrs.)  
WST 311: Development of Feminist Thought (3 hrs.)  
WST 312: Contemporary Feminist Thought (3 hrs.)  
*WST electives (6 hrs.)*

### Women's Studies and the Liberal Studies Major

In the residential program, the women's studies minor is available as an option to include in the [liberal studies](#) major. In addition, the program co-sponsors a concentration in English and women's studies that is also available for the liberal studies major. See the liberal studies section of the catalog for complete information about the major.

### Women's Studies Courses

#### **WST 110: Women, Law and Justice**

(3 hrs.)

(Open to all students; cross-listed as LGS 110.)

Criminal and civil law, feminist legal theory and jurisprudence, legal reasoning, current issues in the courts, torts and case briefs figure in this introductory course. Legal and allied professionals serve as guest speakers. Students write weekly reaction papers.

#### **WST 210: Introduction to Women's Studies**

(3 hrs.)

(Open to all students)

This course introduces the major areas and methods of inquiry in the academic discipline of women's studies. Contemporary issues that impact women's lives are examined in the contexts of work, education, the family, health systems, economics, government, politics, etc. The status of women in many cultures is explored historically and comparatively with emphasis on historical precedents of women's studies and international women's rights movements of the 20th century.

**WST 280: Women's Studies Topics**

(1-3 hrs.)

(Prerequisite: dependent upon topic)

Study of specific topics that relate to women's issues and women's experience. Topics include: "Addicted Women: Substance Abuse" and "Compulsive Behaviors."

**WST 308: Women Writers**

(3 hrs.)

(Prerequisites: ENG102, 206 or LBA 108, 208 and one 3-hour 200-level ENG or WST course, or permission of the instructor; cross-listed as ENG 308)

This course analyzes women's literatures in English of various cultures and periods considering the history of critical attention given to them. In addition to standard genres of poetry, fiction and drama, this course includes reading in nontraditional genres: essays, diaries and letters, and performance art.

**WST 310: Gender Across Cultures**

(3 hrs.)

(Prerequisite: WST 210 and junior or senior standing or permission of the instructor)

Biography, autobiography, literature and social science texts provide cross-cultural perspectives on the lives of girls and women in the 20th century. The focus of the course is on social, economic, legal and ideological aspects of women's position in selected developing societies compared with industrialized societies. Students explore ways in which attitudes about women have influenced women's material and cultural contributions to their respective societies. Both differences and connections will be shown to exist among women separated by cultural, racial and national boundaries.

**WST 311: Development of Feminist Thought**

(3 hrs.)

(Prerequisite: WST 210 or permission of instructor)

The evolution of feminist theory in its cultural and historical contexts, examined through early writings of women's movements. Emphasis is on the writing of American, English and European women of the 19th and 20th centuries and the impact of their thought and action on American women and American society.

**WST 312: Contemporary Feminist Thought**

(3 hrs.)

(Prerequisite: WST 210 or permission of instructor)

Examination of theories of the post-World War II wave of international women's movements, including the works of North and South American, African, British, Australian and French writers. Diversity of feminist perspectives is considered as the student develops a theoretical base of her own.

**WST 355: Women in Art**

(3 hrs.)

(Prerequisite: ARH101 or permission of instructor; cross-listed as ARH355)

This course explores the contributions women have made to painting, sculpture and architecture from the Renaissance to the present time in Europe and America.

**WST 365: Women, Science and Society**

(3 hrs.)

(Prerequisite: junior or senior standing or permission of instructor; cross-listed as NSC 365)

This course will broaden the student's understanding of the far-reaching impact that feminist analysis has

had on all fields of knowledge, including the field of science. Contemporary women in science are changing the way people think about science and practice it. Students in the course will benefit from exposure to cross-cultural analysis of science and some of the ways that people from various cultures understand the human relationship to the world.

### **WST 380: Topics in Women's Studies**

(1-3 hrs.)

(Prerequisite: dependent upon topic)

A study of specific topics that relate to women's issues and women's experience. Topics include: "Images of Women in Film," "Reproductive Rights and Freedom," "Re-Vision: Female Perspectives on the European Encounter with the Americas," "Women's Health Across the Lifespan," "Women and the Law," "Picturing the Future Sustainable Society," and "Women in the History of European and American Art."

### **WST 464: Women and Communication**

(3 hrs.)

(Prerequisite: MCO 101 or WST 210 and senior standing; cross-listed as MCO 464)

An examination (through both qualitative and quantitative analysis) of women's image and power in the mass communication industry today—in publishing, broadcasting and advertising—and a study of remarkable women pioneers in 20th century media. This is a capstone course for majors in mass communication and is also appropriate for seniors in the women's studies minor. Offered spring semester only.

### **Independent Study**

Independent studies (special studies, tutorials, readings, projects) may be proposed by students who wish to investigate a subject not otherwise available. Information about independent study may be obtained in the department offices or in the Office of the Registrar.