STEPHENS
COLLEGE

Curriculum Catalog
2014-2015

ESTABLISHED IN 1833

Accreditation

Stephens is accredited by the Higher Learning Commission of the North Central Association,
30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504, Phone: (800) 621-7440 (V); 312-263-7462 (F);
info@hlcomission.org; www.ncahigherlearningcommission.org

Stephens' education programs are accredited by the Department of Elementary and Secondary Education (DESE), 205 Jefferson Street, PO Box 480, Jefferson City, MO 65102, Phone: 573-751-4212.

The Health Information Administration Program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

The information contained in this catalog is subject to change without published notice. This catalog does not establish a contractual relationship. Its purpose is to provide students with information regarding programs, requirements, policies and procedures to qualify for a degree from Stephens College. A student follows the catalog in effect at the time of entry provided attendance is uninterrupted. When changes to program or degree requirements occur, either the catalog in effect at the time of entry or the latest revised catalog may be followed.

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Tower Hall

Mission Statement

"Historically committed to meeting the changing needs of women, Stephens College prepares students to become leaders and innovators in a rapidly changing world. Stephens engages lifelong learners in an educational experience characterized by intellectual rigor, creative expression and professional practice, in an environment supported by accomplished faculty and dedicated alumnae. Graduates of Stephens are educated in the liberal arts, professionally prepared and inspired by our tradition of the *Ten Ideals* as core values that enrich women's lives."

— Adopted November 2010

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:

1983 through today:

1. **Respect** for our own dignity and 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

Sursum! Located in Journey Plaza

From 1921:

1. **Courtesy**
2. **Forcefulness**
3. **Health**
4. **Self-discipline**
5. **Reverence toward the Spiritual**
6. **Honesty**
7. **Love of Scholarship**
8. **Service**
9. **Cheerfulness**
10. **Appreciation of the Beautiful**

President's Message

Welcome to Stephens College!

As the second-oldest women's college in the United States, Stephens enjoys a long tradition of academic excellence and student-centered curricula – from our three-year residential Bachelor of Fine Arts degrees to our online and blended graduate and professional certificate programs. We are committed to students of all ages who exhibit the quality of intellect and active imagination that make transformational learning possible. I urge you to take a few minutes to browse through this catalog; it will provide you with all of the information you need about our policies, processes and programs. And I am confident you will discover opportunities here that will inspire and motivate you to pursue your academic, professional and creative passions.

Stephens offers you a teaching-and-learning environment well beyond the classroom. We are a supportive community of faculty, peers, mentors and alumnae who expect you to engage deeply in your own intellectual growth, and to develop a life of the mind that will both challenge and sustain you. Upon completion of your studies, you will become a part of our national alumnae network, a global community of strong, successful and engaged women and men who remain deeply committed to the college and to one another.

I encourage you to make the most of your Stephens College experience. Seek out new opportunities and embrace the possibilities that await you. We are glad to have you with us.

Warmly,

Dr. Dianne M. Lynch
President, Stephens College

Admission to the College

Stephens College offers academic programs designed for all students interested in pursuing post-secondary education and training, including students pursuing bachelor's and master's degrees in online and blended learning environments, students pursuing professional certificates in the sciences and performing arts, and full-time, undergraduate residential women completing Bachelor of Arts, Bachelor of Science, and Bachelor of Fine Arts degrees on campus. Admission to any Stephens program presupposes the readiness to undertake the task of working independently, the ability to maintain a positive and critical approach to studies and creative work, the capacity to collaborate with advisers and instructors, and a commitment to engage with constructive feedback and advice. 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. Students applying for transfer to Stephens College must submit all College transcripts for evaluation. Admission to Stephens College is based on academic ability, seriousness of purpose, and quality of character. 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 race, religion, geographic origin or disability in administration of its educational policies, admission policies, scholarship and loan, and other college-administered programs; or in its employment practices. Stephens College is guided by both the letter and the spirit of Title VI of the Civil Rights Act, Title IX of the Higher Education Act of 1972 and Section 504 of the Rehabilitation Act of 1973. Inquiries regarding compliance with these policies of nondiscrimination may contact the College (1200 East Broadway, Columbia, MO 65215, 573-876-7210) and ask to be directed to the individual responsible for protecting the rights of all members of the Stephens community, including the College's Title IX Coordinator, Dr. Lindi Overton; its Vice President of Student Services, Deb Duren; its Director of Diversity, Yvonne Chamberlain; or its ADA Coordinator, Sady Meyer.

Application Procedure

For the most current information about the College's application process, please see its Admissions site for undergraduate residential enrollment at https://www.stephens.edu/admissions/undergraduate/, for graduate enrollment at https://www.stephens.edu/admissions/graduate/, and for certificate/continuing education programs at https://www.stephens.edu/admissions/online-and-certificate-programs/.

International students, as well as domestic students seeking more information, should review the College's enrollment standards and requirements and contact the Office of Admissions directly:

Office of Admissions
Stephens College
1200 E. Broadway
Columbia, MO 65215

(800) 876-7207
(573) 876-7237 Fax
apply@stephens.edu
finaid@stephens.edu

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 corresponding to 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 complete the Residential Transfer application process.

Classification of Transfer Students

Students are classified according to the amount of course credit earned. Freshman: 0 to 26.9 semester hours; Sophomore: 27.0 to 53.9 semester hours; Junior: 54.0 to 86.9 semester hours; Senior: 87.0 or more semester hours. Refer to "Options for Earning Credit" for details of converting transfer credit.

Period of Deferral

Students may have extenuating circumstances that prevent them from beginning the semester for which they applied. A student may defer an offer of admission for one calendar year (three consecutive semesters), after which

they will need to reapply for admission. If the student enrolls at another institution they will be required to reapply as a transfer student.

Campus Visits

The Office of Admissions is open Monday – Friday, 8 a.m. to 5 p.m., and on special weekends. Summer hours are observed May through July and the Office of Admissions is open Monday – Thursday 8 a.m. to 5 p.m. and Friday 8 a.m. to 1 p.m. Please call (800) 876-7207 in advance or complete an online visit registration to make your visit as productive as possible.

Contact Information

Office of Admissions
Stephens College
1200 E. Broadway
Columbia, MO 65215

(800) 876-7207
(573) 876-7237 Fax
apply@stephens.edu
finaid@stephens.edu

Academic Programs

Stephens' educational environment draws its strength from a unique blend of career-professional, fine arts and liberal arts programs in three baccalaureate degree offerings.

Degree Offerings

The Bachelor of Arts Degree
A Bachelor of Arts degree may be a single-discipline, interdisciplinary, or student-initiated major.

The Bachelor of Science Degree
A Bachelor of Science degree may be a single discipline, interdisciplinary, or student initiated major.

The Bachelor of Fine Arts Degree
A Bachelor of Fine Arts degree may be a single discipline, interdisciplinary, or student-initiated major.

Minors
Students completing a baccalaureate degree also may elect to complete a minor from those offered by the college. There is no student-initiated minor.

General Education Requirements
As Stephens' Mission Statement explains, the liberal arts/general education curriculum grounds all degree programs, striking an appropriate balance between preparing students for the careers they hope to pursue and educating them for the lives they will lead. Regardless of her major, every student at Stephens completes 31 required semester hours in general education, unless she brings to the College advanced placement, international baccalaureate or college transfer credit that matches these requirements. Within general education requirements, students take four Core Courses, and seven Array (Choice) Courses. All general education courses provide opportunities for students to develop their critical thinking and communication skills.

Programs may also approve general education courses as electives in their majors and minors. General education courses taken to fulfill the general education requirements may not count as required courses in any major or minor.

First-Year Experience (4 hrs. - 3 hrs. lecture, plus 1 hr. lab)
One-semester course for all entering first-year students. Courses will have a thematic focus but will vary in content as each seminar will have an Array designation. Students will earn 3 credit hours in the Array designation and 1 credit hour in the First Year Experience lab.

Composition I (3 hrs.)
One-semester course required for all students. The course will build skills in writing strategies, mechanics of language, structure, voice and style. The course will also introduce academic research and documentation. Students with appropriate transfer credit (international baccalaureate, college or dual-enrollment with grade of C or better) or AP test credit will not be required to take this course.

Sophomore Global Experience (4 hrs.)
Courses currently taught in the sophomore core: Global Village and Government and Economics. Students will complete a research and documentation module.

Ethics Component (3 hrs.)
Faculty from all schools will enrich foundational ethics content with "case study" content in the form of guest lecturers or presentations on ethical issues in their fields, linked to readings and assignments. Service learning opportunities may also be incorporated.

Writing Intensive Course (3 hrs.) will be included in the Major.

Array (choice classes):
Students take one course in each of the following areas. First-Year Experience (FYE) courses will be offered in these areas:

Arts:	Students analyze the world of the creative imagination.
Literature:	Students show their power as readers to engage with the world created in literary texts.
History:	Students describe and analyze how the past has shaped the contemporary world.

Science: Students understand and apply the methods and language of scientific inquiry.

Quantitative: Students apply mathematical methods to solve problems.

Women-focused: Students gain an understanding of the principles fundamental to the study of girls and women.

Intercultural: Students gain a comparative knowledge of the world's peoples and cultures.

2014-2015 First-Year Experience theme:
The theme of Society and Self provides the broad umbrella under which the First-Year Experience courses will explore the relationship between the individual and her surroundings. Courses will explore the impact of one person on a larger group, as well as how the influence of a group can direct one person's choices. Consequences of some relationships might be obvious on a day-to-day scale, while others must be examined through the long lens of history. This theme is broad in that society may refer to global, local or family groups, and self may be defined as one individual or a group of individuals that identifies collectively.

First-Year Experience courses offered in Fall 2014 are as follows:

Artifacts, Trash or Treasure (meets Arts array requirement)
An introduction to material culture: the things that tell others who we are. Students will learn the basics of Psychoanalytical, Semiotic, Archaeological, Cultural and Economic theories as investigative tools. Using these skills, students will study ancient and modern artifacts, analyzing their relationship and influence in cultures past and present. How did the Clovis spear point tie civilizations together? What does a silver pepper pot tell us about economics? Do the shoes you wear hint to others about your personality? How has globalization influenced cultural perceptions of selected artifacts?

Society, Self and Cinema (meets Arts array requirement)
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, and whether such changes are controllable by the artist/producer, the audience or the state. We will ask whether these changes can backfire or produce unexpected results.

Seven Pleasures (meets Arts array requirement)
This course takes an alternative approach to the history of art. We will study art across cultures and across time, from the Stone Age to the present day. It is structured around seven pleasures – seven basic ways of experiencing works of art: pattern, naturalism, abstraction, narrative, fantasy, expressionism, and allegory. These seven categories of aesthetic pleasure help us organize the diversity of world art and may have sources in the evolutionary adaptations of the human mind.

Love Actually: Cultures & Relationships (meets Intercultural array requirement)
This course explores origin and value of various types of love relationships. Emphasis is on cultural context and ways in which representations of love relationships are different and similar in various cultures. The course looks at parental love, friend love, sibling love, and romantic love and how those relationships are expressed in the arts and education in various cultures.

What U Wear: Fashion, Culture & Identity (meets Intercultural array requirement)
This course will foster an appreciation for diversity of human surface appearance throughout time and space. Through exploration of how and why cultures/consumers adapt particular coverings and accessories, students will gain an understanding of the common purposes served by dress. Special emphasis will be given to the cultural/sociological aspects of apparel and identity to enable students to possess a more inclusive vision of the social psychology of appearance.

Heaven on Earth (meets History array requirement)
Humans since the dawn of time have responded to the perceived inequities and injustices of their time by attempting to transform the self and society as a whole. This history course will examine some of these attempts to bring heaven down to earth that occurred in the 20th century. Topics explored will include: the female suffrage movement, the Russian revolution, the Nazi movement, and Second Wave Feminism.

Science of Beauty (meets Science array requirement)
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.

First Year Experience courses for Scholars Plan students:

Vulnerability and Power of One Life (for *Scholars Plan* students only; meets Science array requirement)
Students will follow the theme of self and society as a platform to understand various topics in biology. This will include how our genes define us and affect our health. We will also see how evolution affects the individual, which in turn can influence the group (or society), and how an individual species can affect many other species, even changing the appearance of an ecosystem. Finally, we will explore how environmental problems are created by both individuals and society, and how solutions are influenced by both individual and societal perspectives.

LeadHerShip: Women's Professional Journey (for *Scholars Plan* students only; meets Women-focused array requirement)
This course will study the challenges and strengths of various female leaders, and review the ideas and perspectives of leading professionals and industry influencers pertaining to women's journey through the business world. Self-assessment and an examination of work/life balance within the modern business world will help students develop the LeadHerShip skills they need to pursue their own goals with confidence.

Majors and Minors

Majors - Undergraduate Programs

Apparel Studies
Biology*
Creative Writing*
Dance*
Digital Filmmaking*
Education* (certification in early childhood and elementary)
English*
Equestrian Studies*
Event and Convention Management
Fashion Communication
Fashion Design and Product Development
Fashion Marketing and Management
Health Science
Health Information Management (online program)
Human Development
Musical Theatre**
Psychology*
Strategic Communication: Design
Strategic Communication: Integrated Marketing
Theatre Arts*
Theatre Management
Theatrical Costume Design
Vocal Arts **

* Also available as a minor **pending approval by the Board of Trustees

Additional Minors:

Art
Chemistry
Design Arts
Event Planning
Forensic Studies
Graphic Design
Music
Small Business Management & Ownership
Veterinary Biomedical Sciences
Women's Studies

Special Majors

Student-Initiated Major (SIM)

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 non-traditional major is designed by the student with the assistance of a faculty planning committee. Student-initiated majors are drawn primarily from two disciplines offered in a major or minor at Stephens College. The degree is named based on the areas chosen, e.g. fashion-art, biology-dance, or mass communication-women's studies. Transfer credit may be included in the required degree credits for 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 incorporate study abroad 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 her faculty adviser. When plans progress, a planning committee is formed that includes the student, the adviser, 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 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's academic record.

Guidelines for the preparation of a proposal for a student-initiated major are available in department offices and the Office of the Registrar. The application and approval process should be completed by the end of the student's 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.

Pre-Professional Study

Law

The Association of American Law Schools (AALS) recommends that students who wish to earn a law degree (J.D.) 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. Stephens College offers a variety of programs to prepare students for law school and a 3:3 J.D. program with the University of Missouri at Columbia. The 3:3 J.D. Program provides highly motivated students the opportunity to earn a law degree in six years rather than the traditional seven years. Students who qualify may 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 good academic standing (grade of 70 or above), the student earns a bachelor's degree from Stephens College. For more information, contact the Office of the Dean of Humanities and Sciences (573-876-2311).

Pre-Medicine, Pre-Dentistry and Pre-Veterinary Medicine

Stephens College offers coursework to prepare students, regardless of their major, for entry into a range of professional health programs, including medical, dental, or veterinary school. **Students may also take these courses on a space-available basis at the University of Missouri–Columbia through the Mid-Missouri Associated Colleges & Universities (MMACU)**. Working with their faculty and academic adviser, students receive guidance and support to enroll in and complete required undergraduate coursework, prepare for required standardized exams, and complete their applications. Typically the pre-professional coursework should be completed by the spring semester of the year in which admission is sought to a professional program so that entrances exams and applications can be completed before application deadlines.

Stephens College also offers a Post-Baccalaureate Certificate Program in Pre-Health Professions for those interested in pursuing medical, veterinary, dental, occupational therapy, physical therapy, physician's assistant or other health-related professional programs. Students can tailor their course choices in biology, general chemistry, organic chemistry, and physics to reflect the requirements of their specific career paths, to prepare for the MCAT, or to "fill in the gaps" of their undergraduate programs. The certificate program also offers an online option, the only one of its kind in mid-Missouri.

Special Programs

Stephens Scholars Plan

Borne of a 1960s Ford Foundation award, the program to challenge and support highly motivated students has become a permanent feature of Stephens College. The Scholars Plan offers general education courses for the freshmen year and beyond under the leadership of a team of teachers and advisers. Scholars who participate in this by-invitation program are initiated during a pinning ceremony and quickly develop a feeling of community and rapport. Scholars who earn at least a 2.0 in 20 hours of designated courses will be recognized at graduation.

Study Abroad

Stephens College expands the boundaries of the campus through a wide variety of overseas study opportunities. Study abroad programs combine academic study with cross-cultural interaction and complement students' major courses of study and foreign language interests.

Study Abroad Program Offerings

Stephens College has established formal affiliations with a wide array of international providers to offer summer, semester, and full-year study-abroad programs around the world. While students may choose to enroll in foreign colleges or universities independently, the college's partnership affiliations ensure that:

- State and federal financial aid are applied to the study abroad term
- Bill payments continue through Stephens College; and
- Academic credit(s) are automatically accepted at Stephens

Additional information about affiliated programming and application details can be found on the Stephens College website: https://www.stephens.edu/student-life/academic-support/study-abroad/

Eligibility for Study Abroad

To be eligible for study abroad, students must meet the following eligibility requirements:

- One full academic year (minimum 24 credits earned) on the Stephens campus;
- Cumulative GPA of 2.5 or higher and good academic standing; and
- Good student standing (no major disciplinary infractions),

Preparation

Preparing for this experience requires that you begin the planning process at least a year in advance. A student considering study abroad should discuss alternative programming with the Stephens College Study Abroad Coordinator and her academic adviser before making a decision. It is critical that you visit the Study Abroad Coordinator to ensure that you understand what is expected of you.

Application for Study Abroad

All students must apply to study abroad by filing a Stephens College Study Abroad Application with the Study Abroad Coordinator. Specific information about the application process and deadlines can be found on the Study Abroad website: https://www.stephens.edu/student-life/academic-support/study-abroad/how-to-apply/

Study Abroad Contact

For a complete list of programs and information, see https://www.stephens.edu/student-life/academic-support/study-abroad/programs/ or contact the Study Abroad Coordinator, 103 Walter Hall, (573)876-2317 or LBaumgartner7704@stephens.edu.

Academic Partnerships (qualified students only)

Stephens College provides unique opportunities to qualified students through a variety of academic partners with other institutions and degree programs, including the Veterinary School at the University of Missouri.

With the University of Missouri-Columbia:
Filmmaking
Law
Veterinary Medicine

With Chatham University (Pittsburgh, PA):
Physical Therapy
Physician Assistant Studies

3:3 Law Program Law Partnership
B.A. degree from Stephens College
J.D. from the University of Missouri-Columbia School of Law

3:2 Occupational Therapy Program in Biology Life Sciences
B.A. from Stephens College
Master's in Occupational Therapy from Washington University (St. Louis)

3:2 Physicians Assistant Studies Program Life Sciences
B.A. from Stephens College
Master of Physician Assistant Studies from Chatham College (Pittsburgh)

Doctor of Physical Therapy Program Life Sciences
B.S. from Stephens College
Doctor of Physical Therapy from Chatham College (Pittsburgh)

Reserve Officer Training Corps

The Army and Air Force ROTC programs offered through the Mid-Missouri Associated Colleges and Universities agreement provide college women the opportunity to become commissioned officers in the military. On completing ROTC course requirements and receiving a bachelor's or advanced degree, the student is commissioned.

Air Force Program Overview

The Air Force Reserve Officer Training Corps (AFROTC) provides the opportunity to become a United States Air Force officer while completing a college degree. The program combines traditional undergraduate education with military instruction in preparation for Air Force leadership challenges. Each semester, academic AFROTC classes will build a foundation for application in a two-hour Leadership Lab.

Department of Aerospace Studies
College of Arts and Science
Air Force Reserve Officer Training Corps (AFROTC)
217 Crowder Hall
(573) 882-7621
airforce.missouri.edu
www.afrotc.com

Scholarships

High School Seniors: Air Force ROTC offers an excellent scholarship program for highly qualified students. Many of these scholarships pay full tuition. All of the scholarships include an annual textbook allowance and a tax-free monthly stipend during the academic year. The high school scholarship application period runs from May of the junior year until December 1 of the senior year. Competition is based on the whole-person concept. Please visit www.afrotc.com for the most current scholarship information.

In-College Students: Freshmen or sophomores can join and compete for one of many available scholarships, which vary in value. However, all scholarship recipients receive an annual textbook allowance and a tax-free monthly stipend during the academic year. Visit www.afrotc.com for the most current In-College scholarship information.

Qualifications

Requirement to enroll in freshman/sophomore year AFROTC are:

- Full-time student at a college that offers Air Force ROTC as a host school or cross-town school;
- At least 14 years old (17 for scholarship recipients);
- In good physical condition
- Of good moral character

Air Force Benefits

- Starting salary of approximately $45K, increasing to over $64K in four years (salary varies depending on location and dependent status)
- 30 days vacation with pay each year
- Free medical and dental care
- Up to 100% of postgraduate tuition paid
- Worldwide travel opportunities

Obligation

After graduating from college and successfully completing all Air Force ROTC requirements, cadets receive a commission as a second lieutenant with an obligation of four years of service in the active duty Air Force. Pilots incur a ten-year commitment from the date of graduation from pilot training. A few additional career fields require a six or eight year commitment.

Minor in Aerospace Studies

A minor in Aerospace Studies is available upon the completion of 15 semester hours, of which 12 hours are taught by Aerospace Studies. The additional 3 hours must be approved by the Department of Aerospace Studies and be in the academic area of history, political science, sociology, military science disciplines, or peace studies.

The following courses can be registered for at Stephens to be taken through the ROTC Program at the University of Missouri:

Aerospace Courses

AERO 1100 The Foundations of the United States Air Force (2 hrs.)
Introduces the Air Force and Air Force ROTC. Topics include professional appearance, military customs and courtesies, core values, equal opportunity and treatment, officer opportunities, group leadership problems. Applies communicative skills. Leadership lab.

AERO 1200 The Foundations of the United States Air Force (2 hrs.)
Continues the introduction to the Air Force and Air Force ROTC. Topics include Air Force origins, organizations, major commands, installations, sister services (Army and Navy), group leadership problems. Applies communicative skills. Leadership lab.

AERO 2100 The Evolution of USAF Air and Space Power (2 hrs.)
A survey course designed to facilitate the transition from Air Force ROTC cadet to Air Force ROTC officer candidate. Explores Air Force heritage, Air Force leaders and Air Power doctrine. Applies communicative skills. Leadership lab.

AERO 2200 The Evolution of USAF Air and Space Power (2 hrs.)
Continues the examination of air and space power from the Vietnam era through the present. Topics include the Vietnam War, the Persian Gulf War, and the Global War on Terrorism. Applies communicative skills. Leadership lab.

AERO 3100 Air Force Leadership Studies (3 hrs.)
An integrated leadership and management survey course emphasizing development of the individual as an Air Force leader. Special topics include situational leadership, principle centered leadership, corrective supervision and counseling. Leadership lab.

AERO 3200 Air Force Leadership Studies (3 hrs.)
Air Force leadership principles are examined from the foundation developed in AERO 3100. Ethical decision making, personal core values, and character development are discussed. Military evaluation systems are outlined. Leadership lab.

AERO 4100 National Security Affairs/Preparation for Active Duty (3 hrs.)
Examines the national security process, regional studies, Air Force and joint doctrine. Special topics include the military as a profession and civilian control of the military. Continued emphasis on communicative skills. Leadership lab.

AERO 4200 National Security Affairs/Preparation for Active Duty (3 hrs.)
Examines civilian control of the military, officership, the military justice system, and current issues affecting military professionalism. Continued refinement of communicative skills. Leadership laboratory.

Army Program Overview

The Army Reserve Officer Training Corps (AROTC) provides the opportunity to become a United States Army officer while completing a college degree. The program combines traditional undergraduate education with military instruction in preparation for Army leadership challenges. Cadets will attend a weekly class of instruction and a lab on Thursday afternoons.

Department of Military Science
College of Arts & Science
Army Reserve Officer Training Corps (AROTC)
201 Crowder Hall
(573) 882-7721
http://armyrotc.missouri.edu/

Scholarships

Students interested in applying for AROTC scholarships may apply at goarmy.com/rotc.

Qualifications

- Minimum GPA 2.5
- ACT of 19
- Pass the Army Physical Fitness Test (APFT)
- Medically qualified
- Pass a background investigation

Army Benefits

- 100% Tuition
- Books: $1200 per year
- Graduated stipend: Freshmen $300, Sophomores $350, Juniors $450, Seniors $500
- Residential Life Grant (RLG) from Missouri - $750 for Room and Board annually

Obligation

Your total service obligation will be eight years.

- You may elect to spend four years in the Active Duty Army (and the following four years in the Reserve Component or Inactive Ready Reserve) or

- All eight years in the Army Reserves or National Guard

Military Science Courses

MIL_SC 1100 Foundations of Officership (1hr.)
Introduces students to issues and competencies that are central to a commissioned officer's responsibilities. Establish framework for understanding officership, leadership, and Army values followed and "life skills" such as physical fitness and time management. (Offered in the Fall semester)

MIL_SC 1110 Introductory Military Science Laboratory I (1 hr.)
Field application of skills taught in Military Science 1100, to include leadership, land navigation, tactical skills and basic soldier skills. Prerequisite: Military Science MIL_SC 1100. (Offered in the Fall semester)

MIL_SC 1120 Basic Leadership (1 hr.)
Establishes foundation of basic leadership fundamentals such as problem solving, communication, briefings and effective writing, goal setting, techniques for improving listening and speaking skills and an introduction to counseling. (Offered in the Spring semester)

MIL_SC 1130 Introductory Military Science Laboratory II (1 hr.)
Field application of skills taught in Military Science 1120, to include leadership, land navigation, tactical skills and basic soldier skills. Prerequisite: Military Science MIL_SC 1120. (Offered in the Spring semester)

MIL_SC 2200 Individual Leadership Studies (2 hrs.)
Students identify successful leadership characteristics through observation of others and self through experimental learning exercises. Students record observed traits (good and bad) in a dimensional leadership journal and discuss observations in small group settings. (Offered in the Fall semester)

MIL_SC 2210 Intermediate Military Science Laboratory I (1 hr.)
Progressively more challenging leadership scenarios presented in a field and classroom environment. Students practice basic military skills such as squad-level offensive and defensive operations. First aid topics and drill and ceremony are also taught. Prerequisite: Military Science (MIL_SC) 2200. (Offered in the Fall semester)

MIL_SC 2220 Leadership and Teamwork (2 hrs.)
Study examines how to build successful teams, various methods for influencing action, effective communication in selling and achieving goals, the importance of timing the decision, creativity in the problem solving process, and obtaining team buy-in through immediate feedback. (Offered in the Spring semester)

MIL_SC 2230 Intermediate Military Science Laboratory II (1 hr.)
Progressively more challenging leadership scenarios presented in a field and classroom environment. Students practice basic military skills such as platoon-level offensive and defensive operations. Practical application of night land navigation. Prerequisite: Military Science (MIL_SC) 2220. (Offered in the Spring semester)

MIL_SC 3230 Leadership and Problem Solving (3 hrs.)
Students conduct self-assessment of leadership style, develop personal fitness regimen, and learn to plan and conduct individual/small unit tactical training while testing reasoning and problem-solving techniques. Students receive direct feedback on leadership abilities. Prerequisite: departmental consent. (Offered in the Fall semester)

MIL_SC 3240 Leadership and Ethics (3 hrs.)
Examines the role communications, values, and ethics play in effective leadership. Topics include ethical decision-making, considerations of others, spirituality in the military, and survey Army leadership doctrine. Emphasis on improving oral and written communication ability. Prerequisite: Military Science (MIL_SC) 3230. (Offered in the Spring semester)

MIL_SC 3250 Leadership and Management (3 hrs.)
Develops student proficiency in planning and executing complex operations, functioning as a member of a staff, and mentoring subordinates. Students explore training management, methods of effective staff collaboration, and developmental counseling techniques. Prerequisite: Military Science (MIL_SC) 3240. (Offered in the Fall semester)

MIL_SC 3260 Officership (3 hrs.)
Study includes case study analysis of military law and practical exercises on establishing an ethical command climate, service as an officer; capstone exercise. Leadership lab students must complete a semester long Senior Leadership Project that requires them to plan, organize, collaborate, analyze, and demonstrate their leadership skills. Prerequisite: Military Science (MIL_SC) 3250. (Offered in the Spring semester)

MIL_SC 3160 Death by a Thousand Cuts: Counterinsurgency/Insurgency the American Experience (3 hrs.)
This course explores the problem of insurgency and counterinsurgency in terms of what we can learn from these conflicts. It examines counterinsurgency theory and practice, the Philippine Insurrection, Banana Wars, Vietnam War, Afghanistan, and Iraq. (Offered in the Fall and Spring semesters)

MIL_SC 3161 The American Experience in Vietnam (3 hrs.)
This course was developed to provide students the opportunity to examine the American experience in the Vietnam War, to search for meanings in this experience, and to arrive at their own conclusions concerning the impact of the war upon the nation. Moreover, it challenges the students to think critically about war and the use of military power to settle differences between nations. (Offered in the Fall semester)

MIL_SC 3162 Counterinsurgency in Asia (3 hrs.)
This course explores the problem of insurgency and counterinsurgency in Asia in terms of what we can learn from these conflicts. The course examines the insurgency in the Philippine Insurrection 1899-1902, the Vietnam War, the Soviet-Afghan War, in Thailand, Sri Lanka and Malayan Emergency. May be repeated for credit. (Offered in the Fall semester)

MIL_SC 3163 U.S. Military History in the Western Tradition (3 hrs.)
Analysis of United States military history from the Colonial period to the present (1609-2012). It is a comprehensive look into the evolution of warfare in America, military traditions and heritage, and technology. This course analyzes the following: American Revolution, War of 1812, Mexican American War, Civil War, Indian Wars, Spanish American War, World War I, Inter War Period, World War II, Korean War, Vietnam War, Gulf War, Afghanistan, and Iraq. (Offered in the Spring semester)

Financial Aid

Stephens College admits students without consideration of financial need. The Office of Financial Aid works diligently with any student who requires financial assistance to identify sources of support that will make a Stephens education possible.

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. See the Sources of Financial Aid section for a list of the various types.

Student Cost of Education (Residential Undergraduate Programs)

In planning to attend Stephens College, a student should expect the following typical costs for an academic year based on the 2014-15 residential fee structure.

Tuition and General Fees:	$ 28,510
Avg. Room (double occupancy):	$ 6,065
Board (250 meals a semester w/ $200 flex)*	$ 3,468
TOTAL DIRECT FEES:	**$ 38,043**

Students who live in campus apartments with kitchens or off campus are not required to participate in a meal plan.

Housing costs can vary, depending on the choice of residence hall or selection of a single room.

Additional Estimated Expenses: Books, supplies, personal expenses, estimated travel, etc.: $4,200

These fees are subject to change at the discretion of the Stephens College Board of Trustees. 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.

How to Apply for Financial Assistance

A 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.

Families should complete the Free Application for Federal Student Aid (FAFSA) as soon after January 1 as possible. The Stephens College priority deadline is March 1. For Missouri residents, the deadline for state aid is April 1. This form should be completed either via Internet at www.fafsa.ed.gov, or on the paper form which can be printed from the website, and submitted to the Department of Education. 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 financial assistance.

Financial Aid notices will be sent prior to the July billing cycle if students are eligible for any non-need-based scholarships or awards.

Certain students (approximately 30 percent) will be selected for verification under federally mandated guidelines. The family may be asked to provide additional financial documentation, such as a transcript of the parent and student tax returns that can be sent digitally from www.irs.gov.

You must reapply each year for financial assistance.

Sources of Financial Aid

Stephens College provides financial assistance through Federal aid; state-administered aid; and 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 Perkins Loan, Federal Work Study Program (FWS), Federal Direct Subsidized Stafford Student Loan, Federal Direct Parent Loans for Undergraduate Students (PLUS) and Federal Direct Unsubsidized Stafford Student Loan for independent students as defined by the federal regulations.

Institutional Merit-Based Aid (Residential Undergraduate Programs Only)

Freshmen Scholarships:

Trustee Scholarship
High school students who have scored a 29 or higher on the ACT, or a 1920 or higher on the SAT, and have a GPA of at least 3.0 are eligible. Minimum award is $14,000.

Presidential Scholarship
High school students who have scored a 26-28 on the ACT, or a 1751-1919 on the SAT, and have a GPA of at least 3.0 are eligible. Minimum award is $10,000.

Stephens Scholarship
High school students who have scored between a 21-25 on the ACT, or a 1500-1750 on the SAT, and have a GPA of at least 3.0 are eligible. Minimum award is $8,000.

Community Engagement Award
Awarded to residential freshmen, up to $3,000 per year. Award is renewable if 2.5 GPA is maintained and student earns required points each semester through campus participation. Student must show financial need to be eligible.

Transfer Students Scholarships:

Phi Theta Kappa Founders Scholarship
AA degree and 3.5 + GPA. $15,000 per year. Renewable. Must maintain a 3.0 cumulative GPA. (must have been a member for at least one full semester).

Transfer Presidential Scholarship
12+ hours of transfer credit with 3.5 + college GPA. $10,000 per year. Renewable. Must maintain a 3.0 cumulative GPA.

Transfer Scholarship
12+ hours of transfer credit with 3.0-3.4 college GPA. $8,000 per year. Renewable. Must maintain a 3.0 cumulative GPA.

Institutional and Federal Need-Based Aid (Residential Undergraduate Programs Only, unless otherwise indicated)

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

Midwest Student Exchange Program (MSEP)
Freshmen (non-apprentices only) residing in Kansas, Michigan, Minnesota, Nebraska, Wisconsin, Indiana or North Dakota; student must indicate "MSEP Applicant" on Application for Admission. Award equals 10% of tuition each year. May not be applied in addition to merit aid.

Sister Grant
Sisters concurrently enrolled full-time in Stephens College may receive award. $500 per year.

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 (Both Residential and Non-Residential undergraduate Programs).
Enrolled undergraduate students meeting program requirements. Up to $5,730 for the 2014-2015 academic year.

Federal Supplemental Education Opportunity Grant (Both Residential and Non-Residential undergraduate Programs).
Undergraduate students with exceptional financial need who also receive the Pell Grant. Maximum Stephens award per year is $1,000.

Federal Perkins Loan (Both Residential and Non-Residential Undergraduate Programs).
Undergraduate students with proven financial need. Value varies. Maximum Stephens award is $2,000 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 students with financial need. Value varies. Paid hourly rate (minimum wage) every two weeks. Students must earn these funds.

Federal Direct Stafford Student Loan Program (subsidized and unsubsidized) (Both Residential and Non-Residential undergraduate Programs).
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.

Federal Direct Parent Loans for Undergraduate Students (PLUS) (Both Residential and Non-Residential undergraduate Programs).
Full- or half-time students meeting program requirements. Cost of education less other financial aid.

Federal Direct Additional Unsubsidized Loan (Both Residential and Non-Residential undergraduate Programs).
Full- or half-time students meeting program requirements who are independent, or dependent students whose parents were denied the PLUS loan. Up to $4,000 for freshmen and sophomores; up to $5,000 for juniors and seniors. Dependent students may also receive up to an additional $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 (Residential Undergraduate Programs Only, unless indicated otherwise).

Access Missouri Grant Program (Both Residential and Non-Residential undergraduate Programs).
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 a 2.5 or greater cumulative GPA, and continued need determined by the Missouri Department of Higher Education. Free application for Federal Student Aid (FAFSA) must be processed by April 1.

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.

Satisfactory Academic Progress, Probation and Suspension

To achieve satisfactory academic progress, a student must maintain a 2.0 cumulative (overall) GPA. 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.

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 warning 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 warning 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 warning 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 the Director of Financial Aid for reinstatement of financial assistance eligibility. Examples of extenuating circumstances, which must be documented by the student and which would be considered by the Director of Financial Aid 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.

Academic Standing Criteria for Scholarships and Awards

Students receiving Stephens College scholarships must maintain a 3.0 cumulative grade point average and complete at least 24 credit hours per academic year (two semesters).

Students receiving Stephens College awards must maintain a 2.5 cumulative grade point average and complete at least 24 credit hours per academic year.

Progress is monitored every semester; students failing to meet the requirement will be placed on merit warning for the next enrollment period. If a student fails to meet the requirements at the end of their merit warning semester, their scholarship or award will be removed and the student placed on merit suspension.

If there are extenuating circumstances, students may appeal their status in writing to the Director of Financial Aid.

Withdrawal from Stephens

When it is necessary for a student to voluntarily withdraw from the College, she will provide written notification to the Vice President for Student Services. The official date of withdrawal is the date on which written notification from the student is received by the Fice, 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 through the Office of the Registrar.

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 any cause not involving gross negligence on the part of the College.

For more information about financial aid, please visit https://www.stephens.edu/admissions/financial-aid/.

Tuition and Fees 2014-2015

Basic fees for 2014-2015 are explained below. These charges are subject to change at the discretion of the Stephens College Board of Trustees.

Residential On-Campus Undergraduate Programs:

Tuition:

Tuition for the 2014-2015 academic year is $14,155 per semester. Tuition includes registration for 12 - 20 semester hours each semester.

A fee of $708 per semester hour will be charged for additional semester hours above 20.

A fee of $708 per semester hour will be charged to students in their final semester taking 6 or less hours.

Tuition includes on-campus activity charges including Student Government Association membership, attendance at on-campus cultural events, student health center services, use of the student exercise facilities, and a student identification card.

Room:

Per semester room rates vary depending on the following building options:

Residence Hall	Single	Double	Air Conditioning
Tower	$3,750	$2,750	Included
Tower Apartment	$4,100	$3,900	Included
Pillsbury	$3,300	$2,300	$250
Prunty	$3,450	$2,450	Included
Searcy	$2,965	$1,965	Included
Wood (private bath)	$3,900	-	Included
Wood (shared bath)	$3,850	-	Included
Columbia Hall (2 bed, 1 bath)	$4,050	-	Included
Columbia Hall (4 bed, 2 bath)	$3,950	-	Included

Board:

Board charges vary depending on the following meal plan options:

Unlimited Meal Plan:	$1,734 per semester
All-flex Plan:	$1,020 per semester

Note: Students living off campus are not required to have a food plan.

Additional Fees (per semester):

Technology Fee:	$100
Additional course fees:	variable
Course Audit Fee	$250
Private music lesson – per ½ hour lesson per week:	$300
EQS riding fee (per class)	$800
Horse boarding (per month)	$475
Horse show coaching fee (per show)	$75
Pet Fee (per pet)	$200

Graduation fee	$100
Vehicle registration (annual)	$78
Replacement ID card	$15
Transcript (per transcript request)	$10
Returned check fee (per check)	$25

Other 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 summer and off-campus programs sponsored by Stephens College.

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

Non-Residential Online Undergraduate Programs:

Current Fee schedule:

General Education/Business Tuition	$ 326.00 per credit hour
Health Information Administration Tuition	$ 346.00 per credit hour
Plus Student Graduate Course Enrollment	Current Graduate Tuition Rate
Orientation Course (1 semester hour)	$ 326.00
Application Fee (non-refundable, submit with application)	$ 50.00
Challenge Health Information Administration course	$ 500.00
Student General Fee	$ 20.00 per credit hour
Technology Fee	$ 25.00 per credit hour
Graduation Fee	$ 100.00
Prior Learning Credit – review fee	$ 225.00 per credit hour
Prior Learning Credit – transcription fee	$ 225.00 per credit hour
Leave of Absence Fee	$ 40.00
Readmission Fee	$ 50.00

Tuition rates are set and in effect from Summer semester through Spring semester each year, but subject to change at the discretion of Stephens College Board of Trustees.

Tuition and fees do not include books and materials or the cost for graduation.

Employer Reimbursement

While Stephens College is willing to assist by providing documentation, employer reimbursement payments are an arrangement between the student and the employer. The student is responsible for payment of tuition when due.

Non-Degree Enrollments

Students enrolling in classes as a non-degree student must pay tuition and fees in full upon course enrollment.

Dropped Courses and Refund Policy

If a student drops a course, but remains enrolled in at least one other course the following applies:

16 week classes
- 1-6 calendar days of class – students may drop with no charge
- 7-13 calendar days of class – students may drop with 50% refund
- 14 calendar days to end of class – student will receive no refund

8 or 10 week classes
- 1-4 calendar days of class – students may drop with no charge
- 5-9 calendar days of class – students may drop with 50% refund
- 10 calendar days to end of class – student will receive no refund

Payment Policy

You are responsible for payment of all charges for tuition, room and board, and fees.

- Full payment for all tuition, fees, room and board, and all other charges are due one week prior to the beginning of each term (fall, spring and summer).
- For registration and enrollment changes after the tuition due date, payment is due immediately.

Payments may be made by check or credit card. The college accepts Mastercard, Visa, Discover, and American Express.

Tuition Payment Options

The College uses Tuition Management Systems (TMS) which offers an interest-free monthly payment plan to pay for tuition, room and board. Contact TMS at 800-635-0120 or visit their website at www.afford.com. TMS charges a $47 per term processing fee to participate in this program. If you choose the TMS option, you must be signed up prior to attending classes or moving in to the residence halls one week prior to the beginning of each term (fall, spring, and summer).

Application of Financial Aid

The Accounting Office applies financial aid funds to student accounts in the following order:
Pell Grant funds
FSEOG funds
Perkins loan funds
Stafford loan funds
PLUS loan funds
Institutional merit-based aid
Institutional performance-based aid, aid based on residency location, & tuition waivers
Institutional need-based aid
Outside Scholarship funds
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 refund to the student or parent (based on which aid caused the credit balance).

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

Failure to Pay

If you do not pay your bill or make payment arrangements, you will not be allowed to attend classes or reside in the residence halls. In addition, the college will not release grade reports, transcripts, degrees, or diplomas for any student whose account is not current/paid in full. Prior to registering for future courses, you must make satisfactory financial arrangements with the Accounting Office for any fees assessed to your account during the term.

Transcripts

A transcript is an official copy of the student's permanent academic record bearing the College seal and the signature of the registrar. Official transcripts are available to students upon written request in the Office of the Registrar. Copies of transcripts, official and unofficial, will not be released to students with an unpaid balance at Stephens College resulting from charges for tuition and fees, fines, or other assessments.

The fee charged for an official transcript is $10, paid in advance. Transcripts are normally sent by 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 transcript through My Stephens.

Withdrawal Policy

Enrollment cancellation prior to first day of class
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 withdraws after the first day of classes and prior to 60% completion of the semester, a pro-rated charge for tuition, room, and board is calculated. The calculation is 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.

Withdrawal may be voluntary or at the request of the college. In the case of voluntary withdrawal, "official" notification of withdrawal from Stephens College must be made. "Official" notification is a written notice provided to the Vice President of Student Services.

Complete withdrawal after 60% completion of the semester
In the event that a student withdraws after the 60% completion point in the semester, the student will be charged 100% of all fees and will be deemed to have earned 100% of their financial aid. Withdrawal may be voluntary or at the request of the college. In the case of voluntary withdrawal, "official" notification of withdrawal from Stephens College must be made. "Official" notification is a written notice provided to the Vice President of Student Services.

Partial Withdrawals
If a student withdraws from a portion of enrolled credit hours but does not completely withdraw from the College, no refund of tuition or financial aid will be calculated. If a student is enrolled in more than 20 credit hours in a single semester and was charged an overload fee for the additional credit hour(s), and the student withdraws from the course which caused the overload fee, the refund policy stated above will apply.

Summer Session Withdrawal and Refund Policy
The above policy also applies to the summer session.

Refund of Lab or Miscellaneous Fees
If a student changes her or his class schedule during the first three weeks of classes, lab or miscellaneous fees will be added or deducted at 100% of the charge. Beginning with the first day of the fourth week of classes (the day following census day), no adjustment to the fees for a course will be made.

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 $25 charge and the amount of the check added to the outstanding balance.

Campus Life

On-Campus Living and Food Service Requirements

Students enrolled in residential degree programs are required to live on campus for the first three years of their program, or until they have gained senior status. Students living on campus in residence halls are required to purchase an unlimited meal plan; students living in campus apartments or off campus are not required to purchase a meal plan. Because Stephens' financial aid awards are based on the total cost of attendance, students who choose to live off campus or do not purchase a meal plan will see a commensurate reduction in their Stephens grant aid.

Broadcasting Activities

Stephens students receive hands-on experience in the production of programming for Internet radio (kwwc.org) by the College, and in Studio A, a professional television studio.

Career Development

Stephens Office of Career Development 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 Development staff works 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 Development also works cooperatively with academic programs to help students plan and prepare for internship opportunities.

Career Development maintains an extensive library of hard-copy and online 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, and coordinates the Full Circle program, which matches current students with successful alumnae mentors in their chosen professions.

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

Cultural Events

As a college renowned for its performing arts, Stephens prides itself on the vast array of cultural and diversity experiences on campus, including theatre, dance, music and comedy productions; the Citizen Jane Film Festival; poetry slams; literary presentations; lectures by local, regional and national experts; art exhibits in the Davis Art Gallery, and performances by our very own, on-campus comedy improv troupe.

Disabilities/Special Needs

Office of the ADA/Section 504 Coordinator
Student Success Center
Campus Box: 2111
Address: 210 Stamper Commons
Hours: 9 a.m. – 6 p.m., M-Th; 9 a.m. – 5 p.m., F
Campus Extension: 4681

Students with documented disabilities (including but not limited to learning disabilities, ADD/ADHD, vision impairment, hearing impairment, mobility challenges, psychological disabilities, and health-related problems) may request special services and/or appropriate accommodations under the Americans with Disabilities Act and/or Section 504 of the Rehabilitation Act.

The College's ADA/Section 504 policies and procedures are described in the Policies Section of its student handbook, "*Within the Ivy*," which can be found online at https://www.stephens.edu/assets/Uploads/Student-Handbook-Within-the-Ivy.pdf, or can be viewed in hard copy in the Office of the Vice President of Student Services or in the Student Success Center. Students who would like a hard copy can also request one free of charge from either of those offices.

Health & Wellness Services

Health & Wellness services are available to residential students only.

Director: Dr. Kathy Doisy, M.D.
Campus Box: 2045
Address: 103 Willis Ave.
Phone: (573) 876-7157
Campus Extension: 4157
Fax: (573) 876-2318
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Physical Examination
All residential students are required to fill out a health history form. This form must be completed and returned to the Health & Wellness Center before classes begin. Grades will be held for incomplete health forms and immunization records. The required immunizations must be DATED as stipulated. Two measles shots are required. A meningitis shot (or signed waiver) is also required. Students failing to comply may not register for classes until this requirement has been met.

Office Hours
Physician services are available to students Monday through Friday. Appointments should be made by calling ext. 4157. The Health Center follows the academic calendar, so it is closed during the summer and other school vacation times.

Costs and Charges
Visits to our campus physician are provided free of charge to full-time, undergraduate, residential students. Fees for medicine, lab tests and referral physician fees are the responsibility of the patient.

Counseling Services
A licensed counselor is available to provide brief, solution-focused therapy at no charge to full-time, undergraduate, residential students. Consultation and referral services are also available. All counseling services are on a confidential basis. Appointments can be made by calling ext. 4157.

Allergy Services
Allergy injections are administered at the Health & Wellness Center but serum must be supplied and prescribed by the student's physician. Written instructions must accompany the serum.

Health Education
The focus of health education is health promotion and disease prevention with a special emphasis on women's health issues. Health education takes many forms, including classroom and residence hall programs, campus-wide awareness efforts and one-on-one intervention.

MU Student Recreation Complex
Stephens is pleased to offer its campus community the wellness benefits of a partnership with the neighboring University of Missouri-Columbia. This arrangement allows Stephens students, faculty and staff access to the state-of-the-art MU Student Rec Complex (SRC) just a few blocks from the Stephens campus. Membership gives you access to the MU Rec Complex, aquatic facilities and outdoor fields. Contact Student Academic Affairs Office for more extensive information.

Office of Student Leadership, Campus Programming and Diversity

The 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, hall mates 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 the residence quad. A special housing situation exists for students with pets. Please refer to the student handbook, "Within the Ivy" https://www.stephens.edu/assets/Uploads/Student-Handbook-Within-the-Ivy.pdf and the Stephens College website https://ww1.stephens.edu/campuslife/housing/ for details.

Student Government Association

Students' responsibilities in campus and hall government are twofold: to become involved in policy-making by sharing issues and solutions with their 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.

Student Identification Card

All Stephens residential students must have a campus identification card in order to access the college's services. Students can get an ID card during Orientation each semester or in the Office of Accounting Services.

Student Organizations

Many growth and leadership opportunities are available to students through the following organizations. Honoraries include Alpha Epsilon Rho; Alpha Lambda Delta, national freshman honorary; Beta Beta Beta, science; Chi Tau Epsilon, dance; Kappa Delta Pi, education; Mortar Board, national senior honorary; Pi Phi Rho, fashion; Psi Chi, psychology; Sigma Delta Beta, business, management, administration; Sigma Tau Delta, English and Creative Writing. Campus organizations include American Association of University Women; Campus Life Unleashed; Champions of Character; Dance Collaborations; Innovative Fashion Association; Judicial Board; Martin Luther King Student Union (MLKSU); Pre-Law Society; Prince of Wales Club; Women of the Earth (environmental psychology); American Marketing Association (AMA); Queer-Straight Alliance; Stephens Equine Therapy Association (SETA); Sketchy Business; Stephens College Ambassadors; Stephens College Film Series; Student Government Association (SGA); Students in Free Enterprise (SIFE); Students Learning About Teacher Education (SLATE); Susies for Organized Service (S.O.S.); Velvetones; Warehouse Theatre; Greek life includes Sigma Sigma Sigma; Kappa Delta; Panhellenic Council.

Student Publications

Students may become involved in the production of the student magazine, *Stephens Life* by enrolling in a strategic 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's collection can be accessed 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 62 different libraries in the state of 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/ .

The library is home to two computer labs (Mac and PC) and a G5 Mac lab for digital film editing.

Helis Communication Center and Patricia Barry Television Studio serve as laboratories for students in television and Internet radio production, digital filmmaking, 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, and printmaking. These studios also support fashion design classes.

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

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 and 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 nondenominational campus activities as well as for individual worship and meditation.

Stamper Commons features self-service dining facilities for all students, faculty and staff and separate lounge areas. Also located in Stamper Commons is the College post office, Susie's Store (the college convenience store), the Office of Student Leadership and Campus Programming, Health Services, Office of Vice President of Student Services, Office of Residence Life, Career Services, a new MAC lab, and the Student Success Center.

The Stars Café in Columbia Foyer features deli style sandwiches, salads, beverages and snacks, plus coffee and hot teas.

The John and Mary Silverthorne Arena is equipped for NAIA basketball and volleyball. The Arena is used for a variety of campus activities.

Macklanburg Playhouse adjoins the Performing Arts Department production shop and the student-run Warehouse Theatre. The playhouse seats 350 and includes a 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.

The Visitors Center, a four-story building, houses the Office of Graduate and Continuing Studies and SC Events (Campus Conferencing) and provides rooms for guests of the College.

Other Buildings

Classrooms, studios for fashion design, dance, music and drama, and student offices are located in several traditional and modern buildings; administrative offices are centered principally in Lela Raney Wood 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, housing 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 furnishes all-weather accommodations for riding instruction and horse shows.

College Regulations and Policies

Students enrolled at Stephens College are responsible for understanding and are required to adhere to all policies, processes and procedures of the College. Those policies and procedures are articulated in campus publications that include but are not limited to the undergraduate catalog, course schedules, advising materials, student and campus policy manuals, and other notifications that may be distributed both electronically and/or in hard copy by the various campus offices.

Academic Policies

Academic Calendar

The Stephens College academic calendar consists of first semester (fall term) and second semester (spring term). Each semester includes two sessions and a final examination period. The College's summer course offerings vary from year to year, but typically include courses offered both on campus and online; students in come degree programs – including Dance, Theatre and Digital Film – are required to enroll in summer coursework/programs in order to complete the degree. Graduate and online programs offer a summer semester with a full selection of coursework.

Academic Integrity

Stephens College is a community of scholars committed to truth. The validity of a Stephens College degree depends upon the integrity of the work that it represents. Academic dishonesty violates the ethical standards of our community and stunts students' intellectual and personal development. Stephens has therefore adopted an academic dishonesty policy that imposes penalties for students who commit acts of academic dishonesty.

Academic Dishonesty

Academic dishonesty includes but is not limited to the following:

1. Committing plagiarism. Plagiarism means presenting another person's work as one's own. The work in question could be research data, a text of any kind, a performance, musical composition, design, work of visual art, photograph, film, video, choreography, or any other type of intellectual property, whether copyrighted or not. This includes buying another person's work from any source and presenting it as one's own.

2. Cheating. Cheating means engaging in any dishonest behavior on examinations, tests, quizzes, assignments, or any other academic activity. This includes use or attempted use of unauthorized assistance, collaboration (unless expressly permitted by the instructor), and unauthorized possession of examinations or other academic materials belonging to a member of the college faculty or staff.

3. Engaging in activities that disadvantage another student, including destruction, defacement, alteration or unauthorized removal of resource materials, or sabotaging another student's work.

4. Turning in substantially the same work for more than one course (unless expressly permitted by the instructors).

5. Misrepresenting oneself or one's circumstances in order to obtain an advantage in academic activities.

6. Using copyrighted material without obtaining the appropriate rights or permissions. The material in question could be a computer program, a text of any kind, a performance, musical composition, design, work of visual art, photograph, film, video, choreography, or any other type of copyrighted material.

7. Fabricating or falsifying any data, information, or citation in an academic activity.

8. Aiding another student in any act of academic dishonesty.

The procedures to be followed in cases of academic dishonesty are outlined below.

1. An instructor suspecting academic dishonesty will first make a concerted effort to confer with the student.

2. If, after conferring with the student, or attempting to confer with the student, the instructor is convinced the student is not guilty of academic dishonesty, the matter will be dropped.

3. If, after conferring with the student, the instructor is convinced the student is guilty of academic dishonesty, the instructor will impose the penalty or penalties specified in the course syllabus. If the instructor has not stated a penalty or penalties in the syllabus, the penalty will be no more severe than a grade of failure or no credit for the assignment in question. If the instructor imposes a failing grade for the course, the student will not be allowed to withdraw to avoid the penalty. The instructor is required to report all acts of academic dishonesty to the office of the Vice President for Academic Affairs. The report will be forwarded to the Academic Standing Committee. A record of every incident of academic dishonesty will be retained in the office of the VPAA.

4. If the student chooses to appeal the instructor's decision she/he may request a hearing before the Academic Standing Committee by delivering a written request and all supporting evidence to the office of the VPAA within ten (10) days of notification of the instructor's decision. Pending the outcome of the hearing the student should continue to attend the class.

5. Having received a request for a hearing from the office of the VPAA, the chair of the Academic Standing Committee will, in a timely manner, convene the committee for the hearing. The committee chair will notify the student and the instructor of the time and place of the hearing at least three (3) days prior. The student and the instructor have the right to appear in person in front of the committee at the hearing. If he or she considers it advisable, the committee chair may invite other individuals to take part in the hearing. The hearing will provide a fair opportunity for both the student and the instructor to present fully the specific details of the case. Upon conclusion of the hearing, the Academic Standing Committee will rule by vote in closed session. The Committee will notify the student, the student's academic adviser and instructor of its decision in writing. The written notification will clearly outline the consequences of subsequent instances of academic dishonesty by the student. The Academic Standing Committee may decide:

    a. To confirm the instructor's finding and impose the penalty or penalties specified in the course syllabus, or
    b. To confirm the instructor's finding and in consultation with the instructor, impose a different penalty, or
    c. To reverse the instructor's finding, impose no penalty and direct the instructor to impose no penalty.

6. In addition to the hearings described above, the Academic Standing Committee will separately review all cases in which a student is guilty of academic dishonesty on more than one occasion. In these cases, the Committee may recommend to the Vice President for Academic Affairs that the student be placed on disciplinary probation, be suspended from the College, or be expelled from the College.

7. In cases of academic dishonesty that affect a degree already conferred, the Academic Standing Committee will make a recommendation to the President of the College regarding revocation of the degree.

8. All decisions of the Academic Standing Committee are final.

Sanctions

1. In situations in which the faculty member and the student come to an agreement on the events of the incident and determine that the student has committed an act of academic dishonesty, the following sanctions will be imposed:

    a. For the first offense in any one course, the faculty member will determine whether the student should receive an F on the work in question or an F in the course.
    b. For the second offense in the same course, the faculty member will give the student an F in the course. The Academic Standing Committee also will review the case and may add additional sanctions that could include suspension from the College for at least one semester.

2. In situations where the Academic Standing Committee is asked to hear the case and the student is found guilty of committing an act of academic dishonesty, the following sanctions will be imposed:

a. a. For the first offense, the committee may recommend to the faculty member that the student receive an F on the work in question or an F in the course.
b. b. For a second offense in the same course, the committee may recommend an F in the course in question and also may recommend that the student be placed on disciplinary probation or suspension from the College for at least one semester.
c. c. If a third offense occurs, the committee may recommend suspension or immediate expulsion from the College with no possibility of return.

3. In situations where the Academic Standing Committee reviews instances of two or more violations that occur at any time during the student's college career and involve two or more courses, the following sanctions will be imposed:

a. a. If the student is guilty in two separate instances of academic dishonesty, in addition to the penalties assessed by the individual faculty members, the committee may recommend disciplinary probation or suspension from the College for at least one semester.
b. b. In the event of a third instance of dishonesty, in addition to the penalties assessed by the individual faculty member, the committee may recommend suspension or immediate expulsion from the College with no possibility of return.
c. c. In cases of academic dishonesty that affect a degree already conferred, the Academic Standing Committee will make a recommendation to the President of the College and the Board of Trustees. The Board of Trustees will determine if the degree is to be revoked.

4. Grade adjustments are reported to the Office of the Registrar with appropriate explanations

Students who feel their faculty are in violation of the Academic Code of Conduct have the responsibility to contact the program director and/or the Vice President of Academic Affairs in a timely manner.

Academic Honor Code

The following Honor Code was adopted and is endorsed by the Stephens College Student Government Association: "We, the students of Stephens College, in keeping with the high standards of this institution, are committed to upholding the traditions of academic honesty and personal integrity. We promote an atmosphere of mutual trust among students, faculty and administrators – trust that Stephens students will conduct themselves honorably. We will not cheat or steal or tolerate those behaviors in fellow students. Each student is responsible for protecting these standards for the benefit of the entire Stephens College community."

Academic Appeals: General Policies
(see appeal process on issues of academic dishonesty under Academic Dishonesty)

A student may appeal an academic action that they deem to be arbitrary, capricious, prejudiced or contrary to College policy or procedure. 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 feels that an academic policy or procedure was not followed. The committee will carefully review the petition and determine a resolution to the appeal. The appropriate College officials and the student will be notified in writing of the committee's decision.

Academic Appeals: Grade Appeals

The grade-appeal process provides recourse to a student who has evidence or who believes evidence exists that an inappropriate grade has been assigned as a result of personal bias, clerical error, or arbitrary assessment and/or grading. All grade appeals shall be conducted according to the following process:

1. Before initiating a grade appeal, the student shall meet with the professor. The student may ask to see the professor in the Program Chair/Dean's office or she/he may ask her/his adviser or a student advocate to accompany her/him to the appointment. As it is the responsibility of the student to demonstrate that the grade appeal is warranted, the student should bring to the meeting any coursework she has in her possession for the instructor to review. At the meeting the instructor will:
   a. Review the work the student has brought to the meeting;
   b. Review any student work still in the instructor's possession;
   c. Explain to the student how the grade was determined, based on the expectations established in the syllabus;
   d. Re-calculate the grade computation to confirm that there were no clerical or mathematical errors.
2. If the instructor agrees that a grade change is appropriate he/she 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.

3. If the discussion with the instructor does not resolve the issue, the student may petition (in writing) to the Dean of the School through which the course was offered. (If the Dean is also the instructor involved, the appeal will go to the Vice President for Academic Affairs). The student will submit to the Dean the "Grade Appeal" form, with copies of the course syllabus, tests, assignments and papers in the student's possession. The Dean will notify the instructor involved, who file the "Professor Grade Appeal Response" form with the Dean within fourteen (14) calendar days, along with copies of the syllabus, assignments and any of the student work that remains in the instructor's possession. The Dean will render a decision in writing within seven (7) calendar days of receiving all materials.

4. If the student wishes to appeal the Dean's decision may petition in writing the Academic Standing Committee, she must notify the Committee within seven (7) calendar days of receiving the Dean's decision. Upon notification of the appeal, the Dean will forward all materials to the Academic Standing Committee, including the syllabus and all graded work done for the class, as well as the student's reasoning for believing the final grade was arbitrary, capricious or contrary to College policy.

5. The Academic Standing Committee will carefully review all graded work and other pertinent information, and will contact either the student or the instructor for more information if appropriate. The Academic Standing Committee will decide within seven (7) calendar days of receipt of all materials whether to uphold the grade or change it. In 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, which is not subject to further appeal.

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 fails to attend the first meeting without having been excused prior to the beginning of class, 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. 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 faculty member's prerogative to decide whether or not work may be made up.

Faculty determine the attendance policy for their classes, which must be included in every course syllabus to ensure students are fully aware of the requirement. It is permissible to use attendance as a factor in determining a student's grade.

Catalog Authority

The degree plan for an individual student is articulated in the catalog in effect at the time a student first enrolls at Stephens. If a student declares a minor, or changes her major, the degree plan will be in accordance with the catalog in effect at the time the minor or change of major was declared.

Course Credit and Semester Hours

Stephens College follows nationally accepted standards for credit-hour determination. In general, lecture courses require 50 minutes per week of class time per credit hour (so a three-credit semester course would meet 150 minutes per week), while studio/laboratory courses require 100 minutes per week of class time per credit hour (so a three-credit semester course would meet approximately 300 minutes per week for 15 weeks). Courses are completed in a semester or in a session (half a semester). 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.

Degree Plan

Potential graduates are required to file an application for graduation and a completed degree plan check sheet at least one semester prior to the semester in which they expect to receive a degree. The registrar and deans 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.

Falsification of College Records

Falsification of College records or of records provided to the College is grounds for disciplinary action. Failure to declare college credit attempted or earned elsewhere is considered falsification of records. Incidents will be reported to the Academic Standing Committee, which will follow the same procedures outlined for academic dishonesty.

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.

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.

Withdrawal Policy

Any student who withdraws from the College during the course of the academic year must provide written notification to the Vice President for Student Services. A student is legally registered until he/she provides a written notification. The date of notification is the date of withdrawal, 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 written notification and the tuition and fees refund policy in effect that year. If the student withdraws from the College on or after the first day of class, a grade of "W" will be recorded as a final grade for all classes in which the student was enrolled. Students withdrawing from the College will not receive partial credit for courses that were not fully completed. For more information about college process and policies around various types of student withdrawals, see the student handbook "Within the Ivy" https://www.stephens.edu/assets/Uploads/Student-Handbook-Within-the-Ivy.pdf

Academic Courses and Credits

Transfer Credit

Students are required to submit an official transcript for all work completed 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 Admission. 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 evaluated for credit at Stephens College. Transfer credit is incorporated into the academic record either as elective credit or to count toward specific degree requirements. Credit will be granted only once for equivalent courses. The relevant faculty or Dean will review new requests for transfer credit course equivalencies and determine which courses count toward general education requirements. The registrar and the appropriate Dean or faculty designee will evaluate credit that may apply toward a major or minor upon submission of appropriate descriptive information. Credit 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 earned 20 or more years prior to admission will be considered for transfer, but only on a course-by-course basis as approved by a Dean or faculty designee.

Transfer Guidelines for General Education Courses

Eligibility of transfer courses to fulfill General Education requirements will be evaluated by the Registrar in consultation with the Director of Academic Advising, based on the general education student learning outcomes in effect at the time the student enters Stephens College. Students who have an associate of arts degree from an accredited college in the state of Missouri will be considered to have met all the lower level general education requirements. The Sophomore Global Studies requirement will be considered met if the student transfers in 60 hours or more of qualifying coursework and has taken two courses that fit the Intercultural array learning outcomes. All students must take the Senior capstone Global Ethics course at Stephens College.

Advanced Placement, International Baccalaureate Credit and Credit by Examination

Students who participate in the Advanced Placement Program (AP), an International Baccalaureate (IB) Program, or the College Level Examination Program (CLEP) may have score reports sent to the Registrar for evaluation. Credit gained with AP scores of 3, 4 or 5 can be used for General Education requirements, earn elective credit, or advance the degree program, although some programs may require higher AP scores for acceptable credit. Programs that require AP scores higher than 3 can be accessed through the Registrar. Credit earned for scores of 4 or better on the higher-level IB examinations and scores at or above the 50th percentile on the CLEP examinations will advance the degree program or fulfill General Education requirements, as appropriate. Credit earned through AP, IB, or CLEP will be recorded with a grade of S, and this credit will not affect the student's grade point average.

Students who have not participated in the AP or CLEP examination programs, but who believe themselves to be advanced in a particular area of study, may ask to be examined by appropriate program 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.

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. Course schedules for MMACU institutions and Columbia College are available on their web sites. Information about enrolling is available in the Registrar's office.

Online and evening programs are excluded from the MMACU and Columbia College cross-enrollment agreements. Students choosing to enroll in online or evening courses are responsible for all tuition and fees, and are responsible for requesting an official transcript to transfer the coursework to Stephens.

Stephens College accepts for transfer college-level courses enrolled through the University of Missouri Center for Independent Study. The Center catalog is available online. 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 as elective credit toward degree requirements at Stephens, as general education credit if approved by the registrar, or as credit for a major or minor if approved by the program coordinator or dean.

Independent Study

Students may 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 independent study, the course 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 program coordinator or dean to meet a general education requirement or by a program coordinator or dean to count toward a major or minor.

Course Prerequisites

Prerequisites are eligibility requirements for a course. A student who fails a prerequisite course may not enroll in the succeeding course unless the prerequisite course has been successfully repeated or the student has obtained the permission of the instructor.

Course Prefixes and Numbers

The prefix of a course represents the academic discipline. Course numbers progress according to divisions: 100- and 200-level series are lower-division courses, 300- and 400-level series are upper-division courses; and 500-level and above are graduate division courses.

Course Load

To be classified as full-time, a student must carry at least 12 semester hours per semester. All residential students are to be full-time, unless admitted as a part-time student or unless permission to register for fewer than 12 semester hours has been granted by the Vice President for Student Services. A typical full-time student course load in a Bachelor of Arts or a Bachelor of Science program is 15-17 semester hours per semester. An additional fee is assessed for course loads in excess of 20 semester hours. Students may not exceed 20 hours per semester, including both campus-based and online courses, under any circumstances without the support of their adviser and permission of the relevant School Dean.

Residential students are permitted to take one online course in the fall and spring semesters (total of two online courses per academic year), or more in the case of medical situations or with the approval of the Vice President for Academic Affairs. Summer sessions do not fall under this limitation, and students may continue to take up to 9 online hours in the summer.

Additional hours, 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.

Auditing Courses
Only lecture courses may be audited. An audit fee will be assessed. These enrollments require the signature of the instructor on an Add petition and may be added during the respective semester or session add period. A course originally registered "for credit" may not be changed to "audit credit" at a later time. Courses which count in a major or minor, or toward specific degree requirements (English composition, general education, etc.) may not be audited.

Pass/Fail Courses
Courses offered on a pass/fail basis are so identified in the catalog course description and in the course schedule. To take an elective course pass/fail that is not designated with that option, a student must get the support of the instructor and the Dean must bring the request to the Curriculum Committee for one-time approval.

Repeated Courses
A student may be required to repeat a course in order to meet a grade requirement or may elect to repeat a course in order to improve her GPA. When a student repeats a course, the number of credits and grade earned for the repeated course will be used when calculating GPA and total credit hours earned. The original course and course grade remain on the student's transcript even though it is not used to calculate the GPA or total completed credits. 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.

Adding and Dropping Courses
Approval to add or drop courses must be obtained from the course instructor and the adviser. Approval forms are available in the Registrar's office and online. The student must obtain the signatures of the instructor and the adviser on the approval form and file the form with the Registrar's office. The drop or add will not be registered until the form is filed with the registrar.

Students may add courses up to the end of the first week of the semester. Students may drop classes through the third week of the semester and may withdraw from courses through the ninth week of the semester. For session courses, one week is allowed to add a class and four weeks are allowed to drop a class. Drop-add and withdraw deadlines are published and distributed to all students and advisers in each semester's Schedule of Courses. Summer drop/add dates vary with the summer course length. It is the students' responsibility to know the drop/add deadlines for each course in which they enroll and meet these deadlines.

A grade of "W" (withdraw) will be recorded as a final grade for all courses withdrawn from after the end of the drop period up until the deadline for withdrawing from a class. If a student stops attending a class and does not drop or withdraw from the class by the deadlines stated on the Schedule of Classes, a grade of "F" for the class will be recorded.

The registrar will not approve a request to withdraw from a class after grade report forms have been distributed.

If a student completely withdraws from the College on or after the first day of class, a grade of "W" will be recorded as a final grade for all classes in which the student was enrolled.

Each student has access to an up-to-date record of her class schedule through My Stephens. Students are responsible for checking the accuracy of their registration and can bring any questions to their adviser or to the Registrar's office.

Final Examinations
The Schedule of Courses published each semester gives advance notice of the final examination schedule. Examinations are held according to the published schedule and students are responsible for meeting the schedule. A student who believes she has an appropriate reason to take an examination outside the scheduled time may do so only if the instructor and appropriate Dean approves her written request.

Academic Performance

Assessment
Stephens College assesses the outcomes of students' educational experiences. The General Education core and each academic program have assessment plans in place to measure whether students have developed skills and acquired knowledge consistent with the programmatic goals and learning outcomes of the College and the major. All students participate in the assessment process according to the requirements of their academic program.

Grade Reports
Student performance in courses is recorded in the grade report. Grade reports are issued at mid-term and at the end of each semester and summer term, and are available to students through My Stephens.

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. 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); F denotes unacceptable (failing) work. An instructor may lower a grade or reduce the credit towards the final grade in a course for excessive absences. Faculty are required to discuss their grading system at the beginning of each course and include their grading policy in the course syllabus. Students should not hesitate to ask an instructor to explain the grading system employed in a class.

Grades for pass/fail courses are recorded as "S" (Satisfactory) or "U" (Unsatisfactory). An "S" grade grants credit but no grade points. A "U" grade counts as an "F" in the grade point average.

An "I" (incomplete) mark may be assigned at the discretion of an instructor. The "I" may stand on the student record only up to the end of the subsequent semester, excluding summer terms. An "I" becomes an "F" if coursework is not completed and a grade reported by the end of the following semester or by an earlier deadline set by the instructor.

Other grades include: "RE" denotes no credit, no grade points, must re-enroll in course and is only used for LBA 107/108 and certain graduate courses. A "W" mark indicates a late drop with permission and carries no grade points.

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 "I" (incomplete) mark is warranted. Up to 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.

Grade Points

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 averages are computed by dividing the number of grade points earned by the number of semester hours carried. Cumulative averages are computed by dividing the cumulative number of grade points earned by the cumulative number 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 grade points earned the second time nullify the previous record, but the original course and the grade assigned remain on the transcript.

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 a semester GPA that meets the standards described below will be named by the Vice President for Academic Affairs and the Vice President for Student Services to a dean's 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 dean's list at the end of the second semester.

Grade requirements for the dean's 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 dean's list.

Graduation with Honors

Eligibility to graduate with honors is based upon criteria adopted by the faculty of Stephens College.

Undergraduate students who have earned 60 hours of graded credit from Stephens College and meet degree requirements are eligible for Latin Honors.

- Summa Cum Laude - 3.90 to 4.00
- Magna Cum Laude - 3.80 to 3.89
- Cum Laude - 3.70 to 3.79

Graduation "With Honors" is available to undergraduate students completing between 36 and 59 graded credit hours at Stephens College and meeting degree requirements with a cumulative GPA of 3.7 or above.

This policy applies to both residential and continuing studies undergraduate students.

Degree candidates who have the requisite GPA in the semester prior to graduation will be nominated for graduation honors. Actual honors are determined after final grades are recorded and it is ascertained that requirements have been met. Graduation honors are noted on the diploma and official transcript.

Academic Progress

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.

Satisfactory Academic Progress

The goal of satisfactory academic progress is to achieve no less than the 2.00 cumulative (overall) GPA required to receive a degree from Stephens College. Students who carry a standard load of 15 semester hours per semester, maintain at least a 2.00 cumulative GPA, and meet all other degree requirements can expect to receive a baccalaureate degree in four academic years; students enrolled in specific programs that require heavier credit loads and summer coursework can expect to earn a baccalaureate degree in three calendar 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.

Good academic standing is attained when at least a 2.00 (C) semester average is earned over 12 semester hours or more and at least a 2.00 cumulative GPA is maintained.

Probation

A student whose semester grade point average (GPA) is between 1.00 and 1.99, but whose cumulative GPA remains above 2.00, will be placed on academic probation.

Probationary students who meet the 2.00 semester GPA requirement, but whose cumulative GPA remains below 2.00, will remain on probation until a 2.00 cumulative GPA is achieved.

Students who enter the college on conditional status or who are placed on probation must carry 12 semester hours and earn a semester GPA above 1.99 by the end of the second semester after being placed on probation or conditional status. If these conditions are not met, the student will be placed on academic suspension.

Suspension

Students who do not earn a semester GPA of 2.00 or better by the end of the second semester on probation will be placed on academic suspension.

Students who earn less than a 1.00 GPA in any semester will be placed on academic suspension.
Suspended students are not eligible to re-enroll at the College until she meets the requirements of reinstatement.

Reinstatement

A suspended student may discuss her case with the Vice President for Student Services to determine if there were extenuating circumstances that affected her academic performance. If the Vice President for Student Services determines that such extenuating circumstances existed, the suspended student may petition the Academic Standing Committee for reinstatement. The committee will review the student's record and supporting evidence and will make a decision that takes the circumstances into account, while upholding the academic standards of the College. The committee may recommend that the student be reinstated under specific conditions. Reinstated students who do not meet the conditions set by the committee during their first semester following reinstatement will be suspended again without the option of immediate appeal.

A student may also apply for reinstatement after enrolling at another regionally accredited institution for one semester and earning a 2.00 semester GPA for at least 12 semester hours. Applications for reinstatement under these conditions are processed through the Office of Admissions. When a student is reinstated, her eligibility for financial assistance will be reviewed under the criteria explained in the section "Academic Standing Criteria for Financial Assistance" below.

Satisfactory Academic Progress Criteria for Title IV Financial Assistance (Undergraduates)

Students receiving any 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 must complete their degree requirements within 150% of the published time-frame for their degree program. 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 warning 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 warning, but in a later semester fails to meet the established criteria again, that student may receive one more semester on warning but will have her financial assistance suspended if any future semesters are below the established criteria. Students may not

have two warning semesters in a row, and students will not receive more than two warning semester's 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 The Director of Financial Aid for reinstatement of financial assistance eligibility. The student must complete the Financial Assistance Appeal Statement, which is available from the Financial Aid Office. Examples of extenuating circumstances, which must be documented by the student and which would be considered by the Director of Financial Aid, 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.

Academic Services

IT IS THE STUDENT'S RESPONSIBILITY TO UNDERSTAND AND COMPLETE ALL REQUIREMENTS NECESSARY FOR GRADUATION FROM STEPHENS COLLEGE.

While Stephens College understands the importance of academic advising, it is in all cases ultimately the responsibility of the student to understand, register for, and complete all requirements of all degree program(s) in which she is enrolled. The degree-audit feature of My Stephens provides a current summary of a student's progress toward degree completion and should be consulted on a regular basis, and in particular, prior to course registration each semester. Students are also expected to meet regularly with their academic advisers to discuss their academic and professional plans and progress.

Academic Advising

Every student is assigned a faculty adviser upon entering Stephens College. Advisers are assigned based on a student's area of academic interest. The adviser works with the student to plan an individual program of studies and activities. The faculty adviser is available to students for information, advice, support, and discussion of academic goals, class performance, and career goals. Students meet with advisers on specific days scheduled each semester and by appointment.

Faculty members treat student-adviser conferences confidentially. When appropriate, referrals may be made for professional counseling.

Student Success Center

The Student Success Center is an individualized tutoring center that provides assistance to all Stephens College undergraduates who want to improve their academic skills and performance. The goal of the center is to assist students who desire additional help beyond that provided by course instructors. Professional staff are available to help with writing, research skills, computing, study skills, time management, and selected subjects. Drop-in visits are welcome but appointments are recommended. Students may request up to three appointments a week. No fees are charged for services. The Center is located in Stamper Commons. Hours of operation are posted outside the Center and also on the website.

Transcripts

A transcript is an official copy of the student's permanent academic record bearing the College seal and the signature of the registrar. Official transcripts are available to students upon written request in the Office of the Registrar. Copies of transcripts will not be released to students with an unpaid balance at Stephens College resulting from charges for tuition and fees, fines, or other assessments.

The fee charged for an official transcript is $10, paid in advance. Transcripts are normally sent by 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 transcript by logging into My Stephens.

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

The Stephens College residential program offers three baccalaureate degrees and an associate in arts degree. The baccalaureate degrees are the Bachelor of Arts, the Bachelor of Fine Arts, and Bachelor of Science.

The following general requirements apply to students in the residential program who earn the Bachelor of Arts, the Bachelor of Fine Arts, and Bachelor of Science. 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 (AP) or college hours earned before initial enrollment, or full-time enrollment 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 Vice President for Academic Affairs.

Application for a Degree, Graduation

Potential degree candidates must file a graduation application and a completed degree plan check sheet with the registrar by the dates posted by the Registrar's Office. A graduation fee of $100.00 will be charged. Associate and baccalaureate degrees are granted in December, May and August to students who qualify academically and have met their financial obligations. Commencement is held in May and December of each academic year. Students 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. A decision is made by the committee and communicated to the student.

Students dissatisfied with the decision of the Academic Standing Committee regarding degree requirements can appeal to the Vice President for Academic Affairs. Appeals should address errors in process or fact. The decision of the VPAA regarding degree requirements is final and cannot be further appealed.

Degree Completion

Number of Courses and GPA

A baccalaureate degree requires completion of all specific and general requirements, a minimum of 120 semester hours of college-level credit and a cumulative GPA of 2.00 or higher. All baccalaureate degrees require completion of at least 36 semester hours of advanced-level courses (300 level or above). Advanced-level semester hours include all 300-level and above courses taken in the major, the minor, as electives, or as upper level general education requirements.

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 Programs of Study section of the catalog.

The Bachelor of Arts Degree

A Bachelor of Arts degree may be in a single-discipline or interdisciplinary, or be a 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 courses within and outside the prefix of the major. 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 is subject to the above guidelines and is planned jointly by the student, her adviser, and the program coordinators or deans 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

A Bachelor of Science degree may be in a single discipline or interdisciplinary, or be a 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 courses within and outside the prefix of the major. 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 jointly by the student, her adviser, and the coordinators or deans 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

The Bachelor of Fine Arts degrees may be in a single discipline or interdisciplinary, or be a 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 courses within and outside the prefix of the major. 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 jointly by the student, her adviser, and the coordinators or deans 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 selected from those offered by the academic areas of the college. There is no student-initiated minor. The requirements for minors are found in the Programs of Study section 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. Only one course required for a major may also count toward a minor. If a major and minor require more than one common course, additional program-approved courses of a comparable or higher level must be added to the requirements for the minor to meet the minimum number of credit hours required to earn the minor. Completed minors are recorded on the student's academic transcript but not on the diploma.

Double Majors 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. Students may submit their application for a double major after completing at least two semesters and earning 27 credit hours at Stephens College, and must have a cumulative GPA of 3.0 or higher. There may be no more than four shared courses between the two majors, and all course substitutions must be approved by the program coordinators or deans of both programs.

Students may earn dual degrees by completing 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 completing a minimum of 150 semester hours. The student will receive a diploma for each degree. A dual-degree program may require additional semesters to complete. Double majors or dual degrees may not be earned within similar programs (e.g. Fashion Design and Fashion Communication). Plans for dual degrees must be reviewed and approved by the student's adviser and relevant dean(s).

Associate in Arts Degree

The Associate in Arts degree requires completion of a two-year academic program based primarily in general education.

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: A student who enters as a freshman 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 College to meet the residency requirement. The last 15 semester hours in the degree program must be earned through Stephens College.

General Education: Completion of all lower division general education courses or their equivalent, including Composition.

Semester Hours and GPA: A minimum of 60 semester hours of college-level credit and a cumulative GPA of no less that 2.0 (C) are required.

Lela Raney Wood Hall

Administrative Personnel

President, Dianne M. Lynch, B.A., 1979, M.A., 1986, University of Wisconsin-Madison; Ph.D., 2006, McGill University. Stephens 2009.

Director of Marketing and Communications, Rebecca J. Kline, B.A., 1993, Miami University. Stephens 2012.

Special Assistant to the President for Philanthropy, Shannon Blankenship Walls, B.F.A., 1993, Stephens College. Stephens 1995-2004, 2006.

Director of Information and Technology Services, Mark Brunner, B.S., 1976, M.S., 1981, University of Missouri. Stephens 2011.

Director of Institutional Research, Isaac Tuttle, B.S., 2004, University of Missouri-Columbia. Stephens 2011.

Vice President for Academic Affairs (Interim), Dr. Leslie Willey, Professor Monica McMurry

Director of Advising and Transfer Development, Lynette Nickleberry, B.A., 2003, Stephens College; M.A., 2005, Ph.D., 2010, University of Missouri. Stephens 2014.

Director of Assessment, Devon Whetstone, M.A., James Madison University, 2014.

Director of Library and Information Services, Dan Kammer, B.A., 1988, Albion College; M.S., 2000, University of Iowa; M.A., 2002, University of Arizona. Stephens 2014.

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

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

School of Humanities and Sciences, Director/Sciences, Dr. Richard Oliver, B.S., University of Missouri-Columbia, Columbia, Missouri; Master of Education, University of Missouri-Columbia, 1973; Ph.D. in Education, University of Missouri-Columbia. Director/Humanities: Dr. Tina Parke-Sutherland, B.A., 1970, M.A., 1972, Northern Michigan University; M.F.A., 1986, University of Alaska; Ph.D., 1991, University of Michigan. Stephens 1991.

Dean of the School of Interdisciplinary Studies, Leslie Willey, B.A., 1983, Stephens College; M.Ed., 1987, Ph.D., 2002, University of Missouri–Columbia. Stephens 1997.

Dean of the School of Organizational Leadership and Strategic Communication, Director, Professor Pam Shackelford, B.S., 1990, Columbia College; M.B.A., 1993, Maryville University. Stephens 2004.

Dean of the School of Performing Arts, Gail Humphries Mardirosian; B.A., Allegheny College, 1972; M.A., American University, 1979; Ph.D., American University, 2002. Stephens 2014.

Vice President for Finance and Administration, Lindi F. Overton, B.A., 1974, Lindenwood College; M.S., 1987, University of Missouri; Ph.D., 1997, St. Louis University; CPA License, State of Oregon. Stephens 2011.

Director of Accounting, Josh Henggeler, B.S., 2004, M.A., 2004, University of Missouri; CPA, 2006, State of Missouri. Stephens 2011.

Director of Human Resources, Kim Schellenberger, B.S., 1994, University of Missouri; PHR Certification 2007. Stephens 2004.

Director of Facilities Management, Greg Mankey, Stephens 1987.

Facilities Project Manager, Richard Perkins, M.A. 2003, University of Missouri. Stephens 2012.

Director, Special Events and Business Development, Amanda G. Tilford, B.S. 2006, Columbia College; M.B.A., 2008, William Woods University. Stephens 2008.

Equestrian Operations Director, John Gray, B.S. 1980, University of Missouri; A.S. 2007, Columbia College. Stephens 2013.

Strategic Enrollment Management, Director of Undergraduate Enrollment: Killian Kramer; Director of Continuing and Graduate Studies: Marta Hobbs.

Director of Financial Aid, Kim Stonecipher-Fisher. B.A., 1981, M.B.A., 2013, Stephens College. Stephens 2014.

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, Alissa Pei Gorham, B.S., 2008, Stephens College. Stephens 2012.

Director of Health Services, Kathleen Doisy, M.D., A.A., 1984, North Harris County College; B.S., 1987, Sam Houston State University; M.D., 1994, The University of Texas Health Science Center Medical School-San Antonio. Stephens 2012.

Director of Leadership, Programming, and Diversity, Yvonne Chamberlain, B.F.A., 2001, Stephens College. Stephens 2010.

Director of Security, Tony Coleman, B.S., 1999, Missouri Southern State University; M.A., 2004, Webster University. Stephens 2009.

Student Services Coordinator, Erin Mazzola, B.A., 2008, Truman State University; M.S.L., 2013, Stephens College. Stephens 2010.

Vice President, Institutional Advancement and Initiatives, Meichele A. Foster, B.A., 2000, Columbia College; M.P.A., 2009, University of Missouri; Stephens 2013.

Director of Advancement Services and Planned Giving, Marissa Todd, B.A. 2002, J.D. 2005, University of Missouri; M.B.A., 2010, Stephens College 2005-2009, 2012.

Director of Donor Relations, Liz Townsend-Bird, B.S. 1996, University of Missouri. Stephens 2014.

Director of Philanthropy, Shawn Poore, B.A. 1996, Westminster College. Stephens 2014.

Advancement Associate for Alumnae Engagement, Annie Bastida, B.A. 2011, M.P.H., 2014, University of Missouri. Stephens 2014

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

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George Ann Stokes Harding ’58

Nikki Krawitz

Jane Hobson Marcus ’78

Kimberly Lakin Mize '90

Julia King Muller ’61

Anita Parran ’73

Christy Hanahan Powell ’68

Vicki Russell

Susan Schmidt '67

Dylan Shelofsky ’13

Mark Taylor ’73

Ellen Vollrath ’86

Trustee Emeriti

Patricia White Barry, alumna

Alyce Roberts Cheatham ’40

Dale Creach

Gretchen Bush Kimball ’57

Robert C. Smith

Ann Wrobleski ’73

Faculty

Alshuwaiyer, Ghadah
Health Science
B.S., 2004, King Saud University; M.S., 2009, Towson University; Ph.D., 2014, University of Oklahoma. Stephens 2014.

Andes, Tom
Music
B.S., 1981, University of Missouri; Stephens 2006.

Bichler, Lois A. (on sabbatical)
Life Sciences
B.A., 1984, St. John's University, Ph.D., 1993, University of Minnesota. Stephens 1993.

Borklund, Stephanie
Film
B.A., 1997, University of Kansas; M.F.A., 2001, Savannah College of Art and Design. Stephens 2012.

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

Campbell, Margaret A.
Women's Studies, Director of Student Success Center
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.

Cothren, Courtney (on leave)
Fashion
B.S., 2000, Stephens College; M.B.A., 2008, Stephens College. Stephens 2006.

Dailey, John
Communication Design
B.S., 1980, University of Kentucky; M.A. 1991, University of Kentucky; Ph.D., 1998, University of Missouri. Stephens 2014.

Dawdy, Barbara Scott
Strategic Communication
B.A., Culver-Stockton College, 1994; M.A., University of Phoenix, 2000. Stephens 2014.

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

Eastwood, Jennifer Lynne
Biology
B.A., 2001, Truman State University; M.S., 2005, Ph.D., Indiana University. Stephens 2014.

Elder, Rusty
Coordinator, Music
B.S., 1997, M.M. 2001, University of Missouri-Columbia. Stephens 1999.

Ellsworth-Smith, Pamela
Music
B.M.E., 1978, Arkansas State University; M.M., 1980, Loyola University. Stephens 1993.

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

Flacks-Narrol, Laura
Strategic Communication
B.B.A., 1992, York University; M.B.A., 2006, University of Missouri-Columbia. Stephens 2012.

Galikin, Cynda
Theatre
B.F.A., 1987, M.A., 1991, Washington University; M.F.A., University of Iowa, 2002. Stephens 2008.

Giblin, Tara
Dean, School of Humanities and 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.

Grotts, Allie
Fashion and Design
B.S., 2009, Eastern Illinois University; M.S., 2011, Illinois State University; Ph.D. 2014, University of Missouri. Stephens, 2014.

Hartwell, Elizabeth
Dance
School for the Creative and Performing Arts High School. Stephens 2008.

Hazelrigg, Cindy
Event and Convention Management
B.S., 2000, University of Missouri-Columbia; M.B.A., 2013, Columbia College. Stephens 2009.

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.

Kogut, Kate Berneking
English and Creative Writing
B.A., 1998, M.A., 2002, Ph.D., 2007, University of Missouri. Stephens 2003.

Ledda, Margaret
Director, Health Information Administration
B.S., 2000, St. Joseph's College; M.B.A., 2002, Dowling College; RHIA, 2008. Stephens 2007.

Lenoir, Lisa
Fashion Communication
B.A., 1989, Indiana University; M.S., 2013, DePaul University. Stephens 2013

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

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

Mardirosian, Gail Humphries
Dean, School of Performing Arts
B.A., Allegheny College, 1972; M.A., American University, 1979; Ph.D., American University, 2002. Stephens 2014.

Marks, Christina (Tina)
Fashion
B.A., 1985, University of Missouri. Stephens 2008.

Marx, Eric
Psychology
B.A., 1980, Ouachita Baptist University; M.T.S., 1987, Harvard Divinity School; Ph.D., 1999, Georgetown University. Stephens 2014.

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

Nichols, Cheryl
Music
B.M.E., 1987, University of Missouri-Columbia. Stephens 2001-01, 2005 to present.

Parke-Sutherland, Tina
English and Creative Writing
B.A., 1970, M.A., 1972, Northern Michigan University; M.F.A., 1986, University of Alaska; Ph.D., 1991, University of Michigan. Stephens 1991.

Patel, Sara
Equestrian Studies
B.S., 2002, Stephens College. Stephens 2006.

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

Sanders, Gina
Director, Graduate Counseling Program
B.S., 1992, B.S., 1994, University of Missouri-Columbia; M.A.2000, Psy.D., 2002, Forest Institute of Professional Psychology. Stephens 2011.

Schultz, Daniel
Theatre
B.F.A., 2000, M.S.L., 2010, Stephens College. Stephens 2008.

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

Somerville, Kris
English and Creative Writing
B.A., 1987, College of the Ozarks; M.A., 2000, University of Missouri. Stephens 2000.

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

Tevzadze, Irina
Fashion and Design
BFA, 1994, Tbilisi State Academy of Fine Arts (Tbilisi, Georgia); MFA, 1997, Tbilisi State Academy of Fine Arts (Tbilisi, Georgia). Stephens 2013.

Thompson, Chase
Digital Film
B.S., Columbia College, 2005. Stephens 2007.

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

Whittle, Carrie
Life Sciences
B.S., 1994, M.S., 2008, Ph.D., 2013 University of Arkansas. Stephens 2013

Willey, Leslie
Dean, School of Interdisciplinary Studies
Director of Curriculum and Instruction Program
B.A., 1983, Stephens College; M.Ed., 1987, Ph.D., 2002, University of Missouri–Columbia. Stephens 1997.

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

Alumnae Association Board

The members of the Alumnae Association Board are volunteers who provide leadership and serve as a voice for more than 24,000 alumnae of Stephens College. This dynamic group formulates and implements programs for alumnae to assist their College in the areas of fund raising, student recruitment, area chapters and class programming, career development and general outreach.

Betsy-Baker Rall '76
Columbia, MO 65203

Candy Wiggins Capogrossi '65
Kensington, CA 94707

Aimee Davenport '98
Columbia, MO 65201

Renita Walsh Debuque '76

Jane Drummond, '91
Columbia, MO 65203

Rebecca Earp ‘86
Kansas City, MO 64112

Taressa Snelling Fisher '82
Waldorf, MD 20001

Jennifer Nitzband Flaks '03
Los Angeles, CA 90048

Carol Olsen Foley '55
Dallas, TX 75252

Madison Green '11
Seattle, WA 98117

Shatenita L. Horton '06
Columbia, MO 65202

Melinda Marshall Kardon '56
Dallas, TX 75234

Joy Katzen Guthrie '80
Palm Harbor, FL 34683

Doris Painter Littrell '58
Columbia, MO 65201

Rajah Maples-Wallace '97
Quincy, IL 62305

Doris Painter Littrell ‘58
Columbia, MO 65201

Tennessee Martin '11
Redondo Beach, CA 90277

Billie Jones Moffitt '72
Palo Alto, CA

Darlene Stewart Mueller'76
Omaha, NE 68118

M. Anne Murphy '78
Houston, TX 77019

Julie Dennison Reiser '92
Boca Raton, FL 33487

Claudia Simms Riley '86
Saint Louis, MO 63124

Diane Hunter Robinson '86
Overland Park, KS 66213

Anne Ruttger Neafie '78
Elm Grove, WI 53122

Sharon Ford Schattgen '77
Columbia, MO 65203

Kelly Summers '06
New York, NY 10065

Lisa Walsh '78
Butlington, IA 52601

Cat Williford '86
Port Hueneme, CA 93041

STEPHENS COLLEGE
DEO ET VERITATI
COLUMBIA, MO

School of Fashion and Design

Dean, Monica McMurry, M.S.

Programs of Study:

Majors:
Apparel Studies, BA
Fashion Communication, BFA
Fashion Design and Product Development, BFA
Fashion Marketing and Management, BS

Minor:
Design Arts

By recognizing and developing individual potential, the School of Fashion and Design educates and challenges students to negotiate the dynamic global marketplace as distinctive, creative, ethical professionals. We are committed to providing a respectful, supportive, collaborative community that cultivates intellectual agility, marketable creativity, technical excellence, and a passion for a life of learning and leading.

Fashion Communication

The 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. Students master the skills necessary for professional success through the study of a unique set of foundation courses in fashion and strategic communication. Courses specific to the field of fashion communication give students the opportunities to develop their own fashion viewpoint and realize that through industry based projects and consultation. Additionally, students apply critical decision making and practical experience learned through problem solving both within the classroom and internships.

Fashion Communication graduates can expect to work in fashion journalism, reporting and editing, fashion advertising, public relations, styling, 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. A minor in one of the following areas may also be considered: design arts, event planning, creative writing, small business, or film.

Fashion Design and Product Development

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 and work with students on a one-on-one basis to drive successful design. Students are required to complete an internship and encouraged to participate in one of our study abroad programs and enter national and international sponsored design competitions.

Fashion Marketing and Management

The Fashion Marketing and Management program 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. Housed within the School of Fashion and Design and supported in part by the School of Organizational Leadership and Strategic Communication, 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, Special Event Planning, Design Arts, or Small Business Management. 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, public relations, product developer and planner, to name a few. Stephens encourages a student to consider entrepreneurial goals as well. 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.

Apparel Studies

This Bachelor of Arts degree offers a set of courses providing a foundation in the study of apparel as related to the fashion industry. Degree flexibility with elective or choice classes allows for more focused study in fashion, design arts or another minor for students wanting to experience a more adaptable, less intensive fashion-related degree.

This degree offers students a chance to explore a variety of facets of the fashion industry and complete a degree that gives them guided selectivity in areas of study. The internship experience is the capstone for this major. Via faculty review of student work, select students will be encouraged to create their own fashion show or other public display of their work.

Design Arts

The Design Arts minor is part of the School of Fashion and Design and is a set of courses whereby students across a variety of majors can explore topics/workshops that focus on marketable, yet creative, problem solving in fashion and design. These niche classes allow for collaboration and realization of "designed" spaces and products that have fibers/textiles as a common medium. Courses are set up around a continually evolving set of themes as they explore elements of design, material studies, and how design interacts with the marketplace. Courses often revolve around issues of sustainability and eco-friendliness.

Design Arts

Requirements for a Minor in Design Arts

These minors may be particularly useful for students in the Fashion Program, Theatre Costume Design, and Strategic Communication Design. The minor may also be used as part of a student-initiated major or for the Apparel Studies degree.

A minor in Design Arts requires completion of at least 15 semester hours, including at least 6 hours at the 300-level. All courses require a C- or better to become part of a Design Arts minor.

Suggested Models for Design Arts Minors

Design Arts:
DSN 146: Drawing for Design Arts (3 hrs.)
DSN 201: Figure Drawing (3 hrs.)
DSN 217: Artisan Studio I (3 hrs.)
DSN 317: Artisan Studio II (3 hrs.) *
DSN 417: Artisan Studio III (3 hrs.)*
Or Topics at 200- 300 levels

Surface Design on Fabric:
DSN 146: Drawing for Design Arts (3 hrs.)
ART 203: Painting/Color (3 hrs.)
DSN 205: Color and Pattern on Fabric (3 hrs.)
DSN 305: Advanced Color and Pattern on Fabric (3-6 hrs.)
DSN 367: Surface Design/Beading (3 hrs.)

*Pending College review and approval.

Other Ways to Include Design Arts as Part of a Major

Create a student-initiated major during the sophomore year of study that combines Design Arts with at least one other discipline such as Apparel Studies, Fashion Design, Strategic Communication, Theatre Arts or Digital Filmmaking for a B.A. or B.F.A. degree. The faculty of the combined disciplines work with students to create student- initiated majors that are presented to the full faculty from the related disciplines for approval.

Workshops

Workshops will be offered via the Stephens College School of Fashion and Design "THE Workshop." Classes will vary by topics and skills taught. All workshops will focus on design topics/techniques related to skills that will augment students in the fashion programs, costume design, graphic design, and for general student interest and exposure to design and creative self-expression. Courses will be taught at the 200 – 400 levels.

Capstone Course

Student-initiated majors complete a capstone course comprising a written statement and a senior project usually culminating in a public exhibition/show. *December graduates must have completed DSN 494: Senior Project during the previous spring semester.*

Design Arts Courses

DSN 146: Drawing for Design Arts
(3 hrs.)
(Open to all students; lab fee charged.)
Drawing skills as a means of developing ideas used in a professional setting. This course explores visually dynamic means to solve problems in communication of concepts used as a design oriented presentation coupled with basic drawing skills.

DSN 148: Figure Drawing
(3 hrs.)
(Prerequisite: DSN 146 with C- or better; model and lab fee charged)
Introductory course in drawing the human figure focuses on understanding of the human body, its proportions, contours, and characteristic periphery of movement through the exploration of composition, perspective, mood, and the effect of light. Single and multiple figure compositions in perspective will be addressed. Students will be exposed to and practice different drawing techniques and specific skills required for subsequent fashion illustration, portfolio, and retail design courses. Introduction to the clothed/dressed figure and exploration of different textures, fabrics/motifs for fashion and design.

DSN 205: Color and Pattern on Fabric
(3 hrs.)
(Prerequisites: DSN 146 and ART 203 or permission of instructor; lab fee charged. May be repeated 3 times for credit. Cross listed as ART 206)
Introduction to processes such as printing on fabric, linocut, woodcut, screen printing, engineered print, and photo printmaking. Process emphasized my change from semester to semester or year to year. Development will be encouraged in areas of technical control, graphic quality, marketability, and effective personal expression.

DSN 212: Museum Exhibition & Design Practicum *
(1-3 hrs.) (Prerequisite: permission of instructor)
Addresses the three-dimensional challenges faced by exhibition designers. Topics include space design; conceptual development of a thematic approach; and creation of a presentation system for products, artifacts, or artwork especially as related to historic dress.

DSN 217: Artisan Studio I
(1-3 hrs.)
(Prerequisite: Depends on topic offered; lab fee charged)
Introduction to various topics in design arts. Can be offered on or off campus.

DSN 280: Topics in Visual/Space Design *
(1-3 hrs.)
Courses developed to address visual and space design needs. Topics such as home fashion, retail spaces, point-of-purchase design display, props and sets for display/merchandising. May incorporate software such as Photoshop and Illustrator, CADD, Sketch-up, Mockshop, Sampleroom, Lineplan.

DSN 305: Advanced Color and Pattern on Fabric
(3 hrs.)
(Prerequisite: DSN 205 with a C- or better; lab fee charged. May be repeated four times for credit.
Continued development of technical skills, personal style and marketability using a variety of methods to create color and pattern on fabric. Processes/skills taught may change from semester to semester or year to year.

DSN 312: Museum Exhibition & Design Practicum *
(1-3 hrs.) Prerequisite: DES 212)
Develops an understanding of small- and large-scale projects and addresses the three-dimensional challenges faced by exhibition designers. Topics include space design; conceptual development of a thematic approach; and creation of a presentation system for products, artifacts, or artwork.

DSN 317: Artisan Studio II *
(1-3 hrs.)
(Prerequisite: depends on topic offered; lab fee charged)
Various topics in design.

DSN 367: Surface Design and Beading
(3 hrs.)
(Prerequisites: FAS 111 with C- or better; lab and supplies kit fees)
A studio design course whereby students are introduced to the inventive surface design techniques that resurface, reshape, restructure and reconstruct fabrics/textiles for a variety marketplace uses.

DSN 380: Topics in Visual/Space Design *
(1-3 hrs.)
Further development of courses developed to address visual and space design needs. Topics such as home fashions, retail spaces, point-of-purchase design display, props and sets for display/merchandising. May incorporate software such as Photoshop and Illustrator, CADD, Sketch-up, Mockshop, Sampleroom, Lineplan.

DSN 412: Museum Exhibition & Design Practicum *
(1-3 hrs.)
Further develops an understanding of small- and large-scale projects and addresses the three-dimensional challenges faced by exhibition designers. Topics include space design; conceptual development of a thematic approach; and creation of a presentation system for products, artifacts, or artwork

DSN 417: Artisan Studio III *
(1-3 hrs.)
(Prerequisite: depends on topic offered; lab fee charged)
Various advanced topics in design arts.

DSN 494: Senior Project for SIM *
(1-6 hrs.)
(Prerequisite: approval of faculty; lab fee when appropriate.)
A major body of independently conceived and produced work in the student's primary design area. Evaluated by all SFD faculty. Offered spring semester only.

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. Information about independent study may be obtained in department offices or in the Office of the Registrar. All proposed independent studies will be approved by a consensus of the entire fashion and design faculty prior to student registration in such a course.

*Pending College review and approval.

Fashion Degrees

Requirements for the B.F.A. Major in Fashion Communication

The Bachelor of Fine Arts in Fashion Communication requires the completion of the 31 hour general education program, 38 semester hours in FAS, 3 semester hours in DFM, 1 semester hour in INT, 24 semester hours in BUS/SCM, 3 semester hours of required electives, and 4 hours of FAS capstone coursework for a total of 73 hours in the major. Students must earn a C- or better in all required courses within the Bachelor of Fine Arts in Fashion Communication 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 Courses 73 hrs.

Fashion Courses: (46 hrs.)

DFM 108: Digital Photography (3 hrs.)
FAS 170: Fashion Perspectives (3 hrs.)
FAS 201: Creative Process (3 hrs.)
FAS 203: Textiles (3 hrs.)
FAS 232: Technology for Fashion Presentation (3 hrs.)
FAS 275: Fashion Communication (3 hrs.)
FAS 301: Trend Forecasting (3 hrs.) *
FAS 303: Product Development (3 hrs.)
FAS 310: Fashion Show Production and Coordination (3 hrs.)
FAS 315: Fashion History and Culture (3 hrs.) *
FAS 335: Fashion Journalism (3 hrs.)
FAS 345: Art Direction and Photo Styling (3 hrs.)
FAS 483: Fashion Market Analysis (1 hr.)
FAS 485: Fashion Communication Capstone Research (1hr.)
FAS 486: Fashion Communication Capstone Project and Portfolio (3 hrs.)
FAS 492: Fashion Industry Internship (1 hr.)
FAS 493: Current Issues in the Global Fashion Industry (2 hrs.)
FAS 496: Post-Internship Seminar (1 hr.)
INT 210: Internship Development (1 hr.)

Required Business/Strategic Communication Courses: (24 hrs.)

BUS 250: Principles of Marketing (3 hrs.)
SCM 101: Communication, Media and Society (3 hrs.)
SCM 205: Principles of Strategic Communication (3 hrs.)
SCM 240: Visual Communication (3 hrs.)
SCM 245: Communication Design Applications (3 hrs.)
SCM 275: Media Writing and Production (3 hrs.)
SCM 290: Creating Online Media (3 hrs.)
SCM 340: Information and Promotion Design (3 hrs.)

Choice Classes (3 hours):

Choose from the following list:
BUS 354: Consumer Behavior (3 hrs.)
DFM 210: Digital Video Editing (3 hrs.)
DFM 215: Filmmaking I (3 hrs.)
DSN 146: Drawing for Design Arts (3 hrs.)
DSN 205: Color and Pattern on Fabric (3 hrs.)
DSN 217: Artisan Studio I (1-3 hrs.)
DSN 317: Artisan Studio II (1-3 hrs.)*
DSN 417: Artisan Studio III (1-3 hrs.)*
ENG 210: Introduction to Creative Writing (3 hrs.)
SCM 331: Integrated Marketing Communications (3 hrs.)
SCM 475: Innovation and Design Studio (3 hrs.)

*Pending College review and approval.

Requirements for the B.F.A. Major in Fashion Design and Product Development

The Bachelor of Fine Arts in Fashion Design and Product Developmentrequires the completion of the 31 hour general education program and 72 semester hours in FAS, including a fashion-related internship. In addition, 6 semester hours in DSN, 1 semester hour in INT, 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 -- 82 hours

BUS 250: Principles of Marketing (3 hrs.)
DSN 146: Drawing for Design Arts (3 hrs.)
DSN 148: Figure Drawing (3 hrs.)
FAS 111: Basics of Apparel Construction (3 hrs.)
FAS 170: Fashion Perspectives (3 hrs.)
FAS 192: Fashion Workroom Techniques (3 hrs.)
FAS 201: Creative Process (3 hrs.)
FAS 203: Textiles (3 hrs.)
FAS 214: Patternmaking I (3 hrs.)
FAS 216: Draping Fundamentals (3 hrs.)
FAS 232: Technology for Fashion Presentation (3 hrs.)
FAS 246: Fashion Drawing (3 hrs.)
FAS 248: Advanced Fashion Drawing and Illustration (3 hrs.)
FAS 303: Product Development (3 hrs.)
FAS 315: Fashion History and Culture (3 hrs.) *
FAS 316: Patternmaking II (3 hrs.)
FAS 320: Computer-Aided Design (3 hrs.)
FAS 325: Advanced Computer Aided Design (2 hrs.)
FAS 330: Design Studio I: Contemporary Sportswear (3 hrs.)
FAS 340: Design Studio II: Weekend & Denim (3 hrs.)
FAS 375: 20th Century Costume (3 hrs.)
FAS 403: Design Studio III: Tailored Design (2 hrs.)
FAS 404: Design Studio IV: Tailored Design Workroom (2 hrs.)
FAS 405: Design Studio V: Senior Collection (4 hrs.)
FAS 420: Apparel Production Techniques (2 hrs.)
FAS 466: Design Studio VI: Senior Collection Workroom (3 hrs.)
FAS 468: Portfolio Development (2 hrs.)
FAS 492: Fashion Industry Internship (1 hr.)
FAS 493: Current Issues in the Global Fashion Industry (2 hrs.)
FAS 496: Post-Internship Seminar (1 hr.)
INT 210: Internship Development (1 hr.)

Recommended Electives

ART 203: Painting/Color (3 hrs.)
BUS 321: Sales and Negotiation (3 hrs.)
BUS 375: Launching a Small Business (3 hrs.)
DSN 217: Artisan Studio I (1-3 hrs.)
DSN 317: Artisan Studio II (1-3 hrs.)*
DSN 417: Artisan Studio III (1-3 hrs.)*
FAS 270: Merchandising Math (3 hrs.)
FAS 280: Topics in Fashion (1-3 hrs.)
FAS 380: Topics in Fashion (1-3 hrs.)
FAS 480: Topics in Fashion (1-3 hrs.)

*Pending College review and approval.

Requirements for the B.S. Major in Fashion Marketing and Management

The Bachelor of Fine Arts in Fashion Marketing and Management requires the completion of the 31 hour general education program, 41 semester hours in FAS, 1 semester hour in INT, and 15 semester hours in BUS/SCM, plus 3 hours of choice electives. Students must earn a C- or better in all required courses within the Bachelor of Science fashion marketing and management program. Students may not continue to the next level class until the prerequisite class is passed with a C- or better. BUS 230: Foundations of Financial Management is not a required course, but it is strongly recommended for the student considering graduate school.

Required Courses 60 hrs.

BUS 225: Principles of Management (3 hrs.)

BUS 230: Foundations of Financial Management (3 hrs.)
BUS 250: Principles of Marketing (3 hrs.)
BUS 321: Sales and Negotiation (3 hrs.)
FAS 170: Fashion Perspectives (3 hrs.)
FAS 201: Creative Process (3 hrs.)
FAS 203: Textiles (3 hrs.)
FAS 232: Technology for Fashion Presentation (3 hrs.)
FAS 270: Merchandising Math (3 hrs.)
FAS 285: Fashion Retail Management (3 hrs.)
FAS 303: Product Development (3 hrs.)
FAS 305: Visual Merchandising and Display (3 hrs.)
FAS 310: Fashion Show Production and Coordination (3 hrs.)
FAS 314: Problem Solving for Fashion Marketing/Management (3 hrs.)
FAS 315: Fashion History and Culture (3 hrs.) *
FAS 483: Fashion Market Analysis (1 hr.)
FAS 487: Applied Fashion Marketing/Management Project (3 hrs.)
FAS 492: Fashion Industry Internship (1 hr.)
FAS 493: Current Issues in the Global Fashion Industry (2 hrs.)
FAS 496: Post Internship Seminar (1 hr.)
INT 210: Internship Development (1 hr.)
SCM 331: Integrated Marketing Communications (3 hrs.)

Plus three hours from the following:
BUS 345: Internet Marketing (3 hrs.)
BUS 354: Consumer Behavior (3 hrs.)
BUS 362: Professional Communication (3 hrs.)
BUS 386: Global Markets (3 hrs.)
FAS 111: Basics of Apparel Construction (3 hrs.)
FAS 375: 20th Century Costume (3 hrs.)
SCM 105: Corporate Technology (3 hrs.)

Requirements for the B.A. Major in Apparel Studies

The Bachelor of Arts major in Apparel Studies requires the completion of the 31 hour general education program, 32 semester hours in FAS and BUS, plus 10-13 semester hours of required electives for a total of 42-45 hours in the major. Students must earn a C- or better in all required courses within the Bachelor of Arts in Apparel Studies 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 Courses 42-45 hrs.

Fashion and Business Courses: (32 hrs.)

BUS 171: Foundations of Business in the 21st Century (3 hrs.)
BUS 250: Principles of Marketing (3 hrs.)
FAS 170: Fashion Perspectives (3 hrs.)
FAS 201: Creative Process (3 hrs.)
FAS 203: Textiles (3 hrs.)
FAS 232: Technology for Fashion Presentation (3 hrs.)
FAS 303: Product Development (3 hrs.)
FAS 315: Fashion History and Culture (3 hrs.) *
FAS 375: 20th Century Costume (3 hrs.)
FAS 492: Fashion Industry Internship (1 hr.)
FAS 493: Current Issues in the Global Fashion Industry (2 hrs.)
FAS 496: Post-Internship Seminar (1 hr.)
INT 210: Internship Development (1 hr.)

Choice Classes (10-13 hrs.):

Choose from FAS or DSN courses (all prerequisites apply)

*Pending College review and approval.

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: Basics of Apparel Construction
(3 hrs.)
(Open to all students; lab fee charged)
A studio course in basic clothing construction techniques and skills. Students learn types of silhouettes and garment details by completing samples and constructing garments. Emphasis is placed on analytical, critical and creative-thinking skills for garment realization.

FAS 170: Fashion Perspectives
(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: Fashion Workroom Techniques
(3 hrs.)
(Prerequisites: FAS 111 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: Creative Process
(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 and sophomore standing; 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: Patternmaking I
(3 hrs.)
(Prerequisites: FDP majors: FAS 192 with a C- or better; TCD majors: FAS 111 and concurrent enrollment in THA 352; lab fee charged)
Basic principles of flat patternmaking; bodice, skirt, and dress. Students learn ideation processes, patternmaking and fitting, and realize original garment.

FAS 216: Draping Fundamentals
(3 hrs.)
(Prerequisite: FAS 214 with a C- or better; lab fee charged)
Basic principles of garment draping: bodice, skirt and dress. Draping muslins, transferring to paper patterns and finished garment will provide a comprehensive understanding the draping process. Original student designs may be critiqued for eligibility to Jury of Selection.

FAS 230: Pre-Studies Abroad in Fashion
(2 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 GPA)
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 232: Technology for Fashion Presentation
(3 hrs.)
(Prerequisite: FAS 201; lab fee charged)
In this course, students will study the fundamentals of Adobe Illustrator, Photoshop and InDesign and practice basic techniques as they apply to various fashion careers. Basic principles of composition, resolution and color modes will be studied. Emphasis is on using the computer to create fashion presentations, using a variety of techniques and applications to draw, manipulate images and text, and create page layouts.

FAS 246: Fashion Drawing
(3 hrs.)
(Prerequisite: DSN 148 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: Merchandising Math
(3 hrs.)
(Open to all students; course meets General Education Quantitative Analysis array requirement)
An introductory course that provides an overview of fashion retailing functions. Focus is placed on retail math and students will learn to analyze profit factors and apply mathematical concepts to solve real-world merchandising problems.

FAS 275: Fashion Communication
(3 hrs.)
(Prerequisite: FAS 170 and SCM 101 with a C- or better grade; lab fee charged)
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: Fashion Retail Management
(3 hrs.)
(Prerequisites: FAS 201, FAS 270 and BUS 230 or concurrent enrollment; must receive a C- or better in all prerequisite courses)
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 GPA 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. Every other year in January or February fashion trip to MAGIC in Las Vegas. Fee charged. Trips to other venues or cities on a pre-announced basis.

FAS 301: Trend Forecasting *
(3 hrs.)
(Prerequisites: FAS 232, FAS 203, and SCM 245)
A course that looks at trend development as part of the human emotional, physical and psychological landscape to shape forecasting trends to affect and anticipate what is new and next in the world. Emphasis on what understanding what drives and motivates consumers in order to bring successful products and ideas to market.

FAS 303: Product Development
(3 hrs.)
(Prerequisites: BUS 250 and FAS 203 with a C- or better; Junior standing)
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 305: Visual Merchandising and Display
(3 hrs.)
(Prerequisite: FAS 275 or FAS 285 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 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: Problem Solving for Fashion Marketing/Management
(3 hrs.)
(Prerequisites: BUS 250, FAS 232 and FAS 285 must receive a C- or better in all prerequisite courses)
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: Fashion History and Culture *
(3 hrs.)
(Prerequisite: GLS 218 or 219, and FAS 170 and FAS 203 for fashion majors, with a C- or better and junior standing)
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: Patternmaking II
(5 hrs.)
(Prerequisites: FAS 214 with a C- or better or concurrent enrollment; lab fee charged)
Students strengthen and broaden patternmaking skills by applying acquired techniques to a wide variety of garment silhouettes. Tailored, loose-fitting, stretch, and bias-cut garments will be studied. Original student designs may be critiqued for eligibility to Jury of Selection.

FAS 320: Computer-Aided Design
(3 hrs.)
(Prerequisite: FAS 248 with a C- or better and computer proficiency; lab fee charged)
Using various programs, students learn to create garment flats and illustrations, scan and manipulate fabrics and visuals, and design textiles and graphics. Emphasis is on the computer as a design tool, and using a variety of techniques and programs to achieve effects.

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 to create textile designs. Students will also be exposed to texture mapping and storyboards. Color modes, color matching and printing considerations will be discussed. Class time divided between instructor demonstrations, student exercises and arranged laboratory time for independent work.

FAS 330: Design Studio I: Contemporary Sportswear
(3 hrs.)
(Prerequisite: FAS 216, FAS 248 and FAS 316 with a C- or better; lab fee charged)
Better sportswear and dress class in which students develop portfolios of original designs, which are critiqued by a professional designer. Two ensembles are constructed by the student, using a variety of fabrics. Pattern grading, markers, spec sheets, and costing follow the design work.

FAS 335: Fashion Journalism
(3 hrs.)
(Prerequisites: FAS 275, SCM 275 with a C- or better grade; lab fee charged)
Writing intensive course in which students research and write a variety of types of stories, from editorial to factual to promotional. Emphasis on researching, reporting and editing fashion stories. Types of written communication covered may include: business stories, features, essays, commentary/opinion, interviews, trend forecasts, show reviews, product reviews.

FAS 340: Design Studio II: Weekend and Denim
(3 hrs.)
(Prerequisite: FAS 330 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 345: Art Direction and Photo Styling
(3 hrs.)
(Prerequisite: DFM 108, SCM 245, FAS 305 with a C- or better grade; lab fee charged)
Lab course in which students conceive and execute photo shoots in order to tell visual stories, accompany written work or sell products. Students study and practice creating concepts for a variety of editorial and advertising shoots. Tasks discussed and practiced include location, merchandise and photographer selection; casting; styling; sourcing props and accessories; set creation; project management; garment organization systems; directing; photo editing.

FAS 375: 20th Century Costume
(3 hrs.)
(Prerequisite: GLS 218 or 219, and FAS 170 and FAS 203 for fashion majors, with a C- or better, and Stephens College junior standing) Writing intensive.
Focus on the impact of cultural, political and social changes in 20th century. Explores fashion and the psychology of dress in culturally diverse settings. Final research project includes in-depth study of history of dress using an assigned methodological approach.

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: childrenswear; menswear; design problem solving; plus sizes; eveningwear; advanced illustration; knitwear design; visual merchandising; ethnic costume and wholesale distribution, retail math, Excel.

FAS 390: Fashion Study Abroad Summer Tour
(0-2 hrs.)
(Prerequisite: FAS 170, FAS 230 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 403: Design Studio III: Tailored Design
(2 hrs.)
(Prerequisite: concurrent enrollment in FAS 340; lab fee charged)
Students develop portfolios of original designs of suits or 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 404: Design Studio IV: Tailored Design Workroom
(2 hrs.)
(Prerequisite: FAS 403 with a C- or better; lab fee charged)
Continuation of FAS 403 with completion of a tailored ensemble using hand-tailored techniques.

FAS 405: Design Studio V: Senior Collection
(4 hrs.)
(Prerequisite: FAS 340 and FAS 403 with a C- or better and Stephens College senior standing, lab fee charged. Only for declared Fashion Design and Product Development major seniors.)
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: Apparel Production Techniques
(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: Design Studio VI: Senior Collection Workroom
(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. Concluding 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; lab fee may be charged)
Previous topic offered: retail entrepreneurship.

FAS 483: Fashion Marketing Analysis
(1 hr.)
(Prerequisite: BUS 250 and FAS 232 with a C- or better)
Students complete in-depth market research in preparation for the capstone experience. Topics include industry and target market research, physical and Web location research and a thorough analysis of competition.

FAS 485: Fashion Communication Capstone Research
(1 hr.)
(Prerequisites: FAS 275, 335, & 345, SCM 340, SCM 290; concurrent enrollment with FAS 493; FCO major senior standing; lab fee charged)
The student conceives, researches and proposes a capstone project to be completed during spring semester. The project should incorporate skills and knowledge gained during the FCO course of study. Both written and visual research methods are utilized when preparing the proposal. Each proposal will be presented to a committee for approval.

FAS 486: Fashion Communication Capstone Project and Portfolio
(3 hrs.)
(Prerequisite: FAS 485 with C- or better, FCO major senior standing; lab fee charged)
This course is the senior capstone for all graduating FCO majors. The student designs and produces (or realizes) a capstone project and presents it to a committee for review and evaluation. Suggestions from the 485 committee must be incorporated. The student also creates a comprehensive body of work to be used when seeking employment or admission to graduate school. Contents may include both new work and previous work, as directed by the instructor.

FAS 487: Applied Fashion Marketing/Management Project
(3 hrs.)
(Prerequisites: FAS 285, FAS 314 and FAS 483)
This in-depth capstone course for the FMM 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 492: Fashion Industry Internship
(1 hr.)
The student must complete 140 hours of substantive work in an approved internship with a fashion-oriented firm and complete an internship portfolio. Available summer only.

FAS 493: Current Issues in the Global Fashion Industry
(2 hrs.)
(Prerequisites: FAS 303 with C- or better and junior or senior standing)
Research and analysis of current issues in fashion communication, 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, and Stephens College senior status. Permission of the department is required.)
The student 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
(1 hrs.)
(Prerequisites: INT 210 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 by the student who wishes to investigate a subject not otherwise available. All independent studies are subject to the approval of fashion and design faculty. Information about independent study may be obtained in department offices or in the Office of the Registrar. All proposed independent studies will be approved by a consensus of the entire fashion faculty prior to student registration in such a course.

*Pending College review and approval.

School of Humanities and Sciences

Dean: Tara Giblin, Ph.D.

Programs of study:

Majors:
Biology, BS
Biology, BA
Creative Writing, BFA
Creative Writing, BFA, scriptwriting emphasis
English, BA
Health Information Administration, BS (online program)
Health Science, BS
Pre-Heath Professions, PB Cert
Psychology, BS

Minors:
Art
Biology
Chemistry
Creative Writing
English
Forensic Studies
Psychology
Veterinary Biomedical Sciences
Women's Studies

The School of Humanities and Sciences delivers the core curriculum that continues the College's tradition of Liberal Arts education. Our disciplines include writing, history, art and cultural studies, science, social science, literature and math. The globally-informed and women-centered courses we design and teach provide all Stephens students with the literacy, numeracy, communication, and critical thinking skills necessary for success in their careers and satisfaction in well-lived and engaged lives. Our collaborative and dynamic faculty staff eight majors, nine minors, a post graduate certificate and represent the best in teaching, scholarship and creative activity.

Our students actively participate at the local and national levels in honor societies in English, Science, and Psychology and have the opportunity to showcase their scholarly and creative work on campus at readings, and presentations and off-campus at regional meetings and events. Outside the classroom, faculty engage in a wide range of professional activities. Recently those activities have included writing, directing and producing a short film; publishing poetry, fiction, and non-fiction, researching Shakespearean plays, performance, and playhouses; publishing scholarly work in historical journals and attending workshops in mathematics education.

Areas of study:

Humanities

Art and Art History

Students in these programs have the opportunity to combine exploration of studio art with the study of painting, sculpture, architecture and decorative arts of various periods in history. Students learn the language of the visual arts through projects and critiques. Beginning and advanced courses in Drawing and Painting afford the opportunity to explore a variety of media. 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 while they develop their own artistic voice and style.

Introduction the history of art begins the study of Art History; intermediate and advanced courses concentrate on specific art-historical periods. Courses in Art and Art History enhance majors in Theater, Dance, Film, Graphic Design, and Fashion Design by broadening students' understanding of the contexts in which these arts developed.

A minor in Art, with an emphasis in either Visual Art or Art History is available for students in all disciplines.

English/Creative Writing

Written language is a principal repository of the values of human civilization and a continually evolving tool by which we construct our lives. The English/Creative Writing program engages students in a thriving literary community that foregrounds the complexity and subtlety of texts and highlights women's writing. Students write original critical and creative work in poetry, fiction, nonfiction, screenwriting, and playwriting. Poised to lead a life of letters, graduates pursue advanced degrees and professional careers.

Students may earn a Bachelor of Arts in English, a Bachelor of Fine Arts in Creative Writing, or Bachelor of Fine Arts in Creative Writing with a scriptwriting emphasis all of which prepare students for graduate study and careers in a range of fields including law, humanities, art history, political or social sciences, philosophy, women's studies, history, writing,

professional editing and production, public relations, and writing for the stage and screen.

Foreign Language
Spanish coursework provides the opportunity for students to expand their knowledge of written and spoken Spanish and explore Hispanic culture and literature. Students interested in international business are encouraged to develop a student-initiated major by combining Spanish with one of our majors in the School of Organizational Leadership and Strategic Communication.

Humanities coursework
The liberal arts foundation that grounds the Stephens College education is provided by a variety of coursework in History, Political Science and Global Studies.

Life Sciences

Biology
The Bachelor of Science and Bachelor of Arts in Biology involves integrated explorations and experimentation in biology, chemistry, and physics.
Academic partnerships provide an expedited route to graduate degrees in health sciences. A three-year/two-year program with Washington University in St. Louis allows the student to earn a Bachelor of Arts degree from Stephens College and a Master's degree in Occupational Therapy from Washington University. A similar three year/two year program exists leading to a Physician's Assistant degree with Chatham University, in Pittsburgh. A second agreement with Chatham University provides guaranteed entry into the Doctor of Physical Therapy Program for the Stephens College student who graduates with the appropriate requirements met. Students interested in Pre-med and Pre-vet can design an appropriate course of study within the biology program with their advisers.

Minors in Biology and Chemistry allow student in other majors in-depth explorations of these important fields.

Health Science
This interdisciplinary degree will educate students in foundational sciences, human function, health research and service, and health policy. The BHS will include coursework in the physical, biological, behavioral, and social domains of health, thereby providing students with a balanced education in the fundamentals of health and health care.

Mathematics
One of the oldest disciplines of study, mathematics allows students to experience the traditional fields of pure and applied math through introductory and limited advanced coursework. Mathematics courses are available to meet general education requirements as well as those required or recommended by major programs.

Social and Behavioral Sciences

Psychology
Students learn the importance of psychology's contribution to the improvement of the human condition at individual, community and global levels. Because psychology is an inherently interdisciplinary field, with a scope encompassing diverse investigations into the human mind from neuroscientific to developmental to clinical, a major represents a comprehensive degree for a variety of future occupational and educational goals. The curriculum is designed to develop students' critical thinking skills in both applied and empirical psychology. The B.S. in Psychology trains students in every area of psychological inquiry and prepares them for the competitive graduate school application process. Students may also be interested in the Human Development major, which relies heavily on Psychology coursework to train students for entry-level employment into occupations where a background in psychology and child development is an advantage. This major is administered through the Education program in the School of Interdisciplinary Studies.

A minor in psychology may be a valuable supplement to majors in other disciplines due to the widespread applicability of understanding both the underlying structures and ensuing functions of human behavior. A psychology minor may also enhance the preparedness of the student for graduate degrees in a variety of areas including art therapy, equine therapy, human resource management, or public relations.

Forensic Studies
Forensic Studies is an interdisciplinary minor designed for students with an interest in the many facets of evidence, criminal behavior and prosecution of criminal activity. For students interested in developing valuable skills in and

insight into forensic science, art, psychology and the legal system, it provides students with a broad background in the nature of many types of evidence and how they are used in court.

Women's Studies

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 courses 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.

Online programs

Health Information Administration

The Bachelor of Science in Health Information Administration (HIA) is an online program designed to assist women and men to gain the skills required to perform the general and specific duties of Registered Health Information Administrators (RHIAs). Students will study financial management of health care institutions; risk management and quality assessment; computer applications in health information centers; management of clinical classification and reimbursement systems; and human resource administration. Satisfactory completion of the HIA Program establishes a student's eligibility to sit for the national registration examination (RHIA). The HIA program is accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM).

ART/ART HISTORY

Requirements for a Minor in Art

This minor may be useful for students interested in Fashion Design, Strategic Communication and Education, as well as for students preparing for art-related careers.

A minor in Art requires completion of at least 15 semester hours, including at least 6 hours at the 300 level. All courses require a C- or better to become part of an art minor.

Suggested Models for Art Minors

Visual Art track:
ART 105: Beginning Drawing (3 hrs.) or ART 110: Basic Design (3 hrs.)
ARH 101: Introduction to the History of Art (3 hrs.)
Plus 9 additional hours in the ART prefix, including 6 hours at the 300 level

Art History track:
ARH 101: Introduction to the History of Art (3 hrs.)
ART 105: Beginning Drawing (3 hrs.) or ART 110: Basic Design (3 hrs.)
Plus 9 additional hours in the ARH prefix, including 6 hours at the 300 level

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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 110: Basic Design
(3 hrs.)
Introduction to basic design theory, composition, symmetry and asymmetry, information and communication, type and image, two-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.

ART 157: The Culture of Color
(3 hrs.)
(Meets General Education Arts array requirement)
This course uses color as its investigative medium. Beginning with basic color theory and terminology students consider the scientific, psychological and symbolic aspects of color. Focusing on rites of passage, major religions, spirituality and celebrations, students investigate color and its meanings in various cultures.

ART 201: Life Drawing
(3 hrs.)
(Prerequisite: ART 105 with C- or better; 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.)
(Open to all students; 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 206: Color and Pattern on Fabric
(3 hrs.)
(Prerequisites: ART 105 or DSN 146 or permission of instructor; ART 203 is strongly recommended. Lab fee charged. Cross listed as DSN 205)
Introduction to processes such as printing on fabric, linocut, woodcut, screen printing, engineered print, and photo printmaking. Process emphasized may change from semester to semester or year to year. Development will be encouraged in areas of technical control, graphic quality, marketability, and effective personal expression. Course may not be repeated for credit.

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 with C- or better; 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 with C- or better; 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 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
(1-6 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. Evaluated by all art faculty. Offered spring semester only

Art History Courses

ARH 101: Introduction to the History of Art
(3 hrs.)
(Open to all students; meets General Education Arts array requirement)
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; meets General Education Arts array requirement)

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; meets General Education Arts array requirement)
Introduces students to the art and architecture of the Medieval and Byzantine worlds, 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; meets General Education Arts array requirement)
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.

ARH 207: Nineteenth-century Art
(3 hrs.)
(Prerequisite: sophomore standing or permission of instructor; meets General Education Arts array requirement)
Concentrates on European and American 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 209: Modernism and Post-Modernism in the Arts
(3 hrs.)
(Prerequisites: one ARH course and junior or senior standing, or permission of instructor; meets General Education Arts array requirement)
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 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 317: Islamic Art and Culture
(3 hrs.)
(Prerequisites: one ARH course and junior or senior standing, or permission of instructor; meets General Education Intercultural array requirement)
This course examines 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, miniature painting, 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; meets General Education Women-focused array requirement)
This course explores the contributions women have made to painting, sculpture and architecture from the Renaissance to the present.

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.

Biology and Life Sciences

Requirements for the B.S. Major in Biology

The Bachelor of Science in Biology requires completion of general education requirements and of required courses, plus electives in the life sciences (BIO, CHM, SCI, PHY). A grade of C or better must be earned in required Life Science courses (BIO, CHM, SCI, 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 (CHM 342) even though it is not a requirement of the major. Students should select a math course that is consistent with their career goals. A student wishing to earn a B.S. degree in Biology and proceed to Chathams Doctoral Program in Physical Therapy, must include EDU114, BIO343 and BIO349.

Major requirements (49-55 hours)

Required Courses (28 hours):

BIO 181: Principles of Biology I (4 hrs.) **or** BIO 191: Biological Systems I (4 hrs.)
BIO 182: Principles of Biology II (4 hrs.) **or** BIO 192: Biological Systems II (4 hrs.)*
BIO 497: Senior Project I (2 hrs.)
BIO 498: Senior Project II (2 hrs.)
CHM 111: General Chemistry I (4 hrs.)
CHM 112: General Chemistry II (4 hrs.)
PHY 211: College Physics I (4 hrs.)
PHY 212: College Physics II (4 hrs.)

Choose at least 2 Courses (8-9 hours):

BIO 284: Vertebrate Zoology (4 hrs.)
BIO 290: Genetics (4 hrs.)
BIO 292: Cell and Molecular Biology (5 hrs.)

Choose at least 4 Courses (13-18 hours):

BIO 311: Microbiology (5 hrs.)
BIO 315: Immunology (3 hrs.)
BIO 343: Human Anatomy (5 hrs.)
BIO 349: Human Physiology (4 hrs.)
BIO 410: Biochemistry (3 hrs.)
CHM 341: Organic Chemistry I (4 hrs.)
CHM 342: Organic Chemistry II (4 hrs.)
CHM 345: Applications of Instrumental Analysis (3 hrs.)

Suggested model for Biology Majors

B. S. in Biology Pre-veterinary planning to attend the University Of Missouri School Of Veterinary Medicine (50-53 hours):

Required Courses
BIO 181: Principles of Biology I (4 hrs.) **or** BIO 191: Biological Systems I (4 hrs.)
BIO 182: Principles of Biology II (4 hrs.) **or** BIO 192: Biological Systems II (4 hrs.)*
BIO 497: Senior Project I (2 hrs.)
BIO 498: Senior Project II (2 hrs.)
CHM 111: General Chemistry I (4 hrs.)
CHM 112: General Chemistry II (4 hrs.)
PHY 211: College Physics I (4 hrs.)
PHY 212: College Physics II (4 hrs.)
BIO 290: Genetics (4 hrs.)
BIO 410: Biochemistry (3 hrs.)
CHM 341: Organic Chemistry I (4 hrs.)
CHM 342: Organic Chemistry II (4 hrs.)

Choose one of these:

BIO 292: Cell and Molecular Biology (5 hrs.)
BIO 284: Vertebrate Zoology (4 hrs.)

Choose one of these:
BIO 311: Microbiology (5 hrs.)
BIO 315: Immunology (3 hrs.)
BIO 343: Human Anatomy (5 hrs.)
BIO 349: Human Physiology (4 hrs.)
CHM 345: Applications of Instrumental Analysis (3 hrs.)

Elective courses required by MU:

One of the following:
ENG 305 Advanced Composition
SCM 250 Fundamentals of Speech
BUS 362 Professional Communication

Plus:
MAT 207 Statistics

Suggested model for B. S. in Biology Pre-veterinary with an Equestrian Studies minor (52-58 hours):

Required Courses
BIO 181: Principles of Biology I (4 hrs.) **or** BIO 191: Biological Systems I (4 hrs.)
BIO 182: Principles of Biology II (4 hrs.) **or** BIO 192: Biological Systems II (4 hrs.)*
BIO 497: Senior Project I (2 hrs.)
BIO 498: Senior Project II (2 hrs.)
CHM 111: General Chemistry I (4 hrs.)
CHM 112: General Chemistry II (4 hrs.)
PHY 211: College Physics I (4 hrs.)
PHY 212: College Physics II (4 hrs.)
BIO 290: Genetics (4 hrs.)
BIO 410: Biochemistry (3 hrs.)
CHM 341: Organic Chemistry I (4 hrs.)
CHM 342: Organic Chemistry II (4 hrs.)
BIO 292: Cell and Molecular Biology (5 hrs.) OR BIO 284: Vertebrate Zoology (4 hrs.)
BIO 311: Microbiology (5 hrs.) OR BIO 343: Human Anatomy (5 hrs.)

Plus the courses required for the Equestrian Studies minor:
EQS Riding: 4 classes (8 hrs.)
EQS 130: Equine Conformation and Health (3 hrs.)
EQS 135: Show Preparation (3 hrs.)
EQS 310: Stable Management I (3 hrs.)
EQS 401: Management of Equestrian Events (3 hrs.)
EQS 410: Horse Keeper (3 hrs.)

Early admission agreement with the University of Missouri School of Medicine (MUSVM)

Stephens College maintains a 3+1 agreement with the University of Missouri in which a student can apply to the MUSVM and upon acceptance and matriculation, can complete their 4th year of their B. S. in Biology from Stephens College during the first year at the MUSVM.

Students should plan to complete 90 credit hours including all general education coursework in addition to the biology courses below during 3 years at Stephens in order to participate in this agreement.

Required Courses:
BIO 181: Principles of Biology I (4 hrs.) **or** BIO 191: Biological Systems I (4 hrs.)

BIO 182: Principles of Biology II (4 hrs.) **or** BIO 192: Biological Systems II (4 hrs.)*
CHM 111: General Chemistry I (4 hrs.)
CHM 112: General Chemistry II (4 hrs.)
PHY 211: College Physics I (4 hrs.)
PHY 212: College Physics II (4 hrs.)
BIO 290: Genetics (4 hrs.)
BIO 410: Biochemistry (3 hrs.)
CHM 341: Organic Chemistry I (4 hrs.)
CHM 342: Organic Chemistry II (4 hrs.)

Choose at least 21 hours from the elective courses listed below:
BIO 292: Cell and Molecular Biology (5 hrs.)
BIO 284: Vertebrate Zoology (4 hrs.)
BIO 311: Microbiology (5 hrs.)
BIO 315: Immunology (3 hrs.)
BIO 343: Human Anatomy (5 hrs.)
BIO 349: Human Physiology (4 hrs.)
EQS 130: Equine Conformation and Health (3 hrs.)
EQS 301: Equine Feeding and Nutrition (3 hrs.)
EQS 310: Stable Management I (3 hrs.)
EQS 340: Equine Anatomy and Mechanics in Motion (3 hrs.)
EQS 405: Equine Business Practices (3 hrs.)
BIOMED 4333: Veterinary Cell Biology (Online through MU)

The following first year courses at MUSVM will substitute for all other required courses for the B.S. in Biology.

V_BSCI 5500: Veterinary Anatomy I and II (4 hrs.)
V_BSCI 5502: Veterinary Microscopic Anatomy I and II (3 hrs.)
V_BSCI 5504: Veterinary Physiology I and II (5h)
V_BSCI 5506: Veterinary Cellular and Molecular Biology I and II (4 hrs.)
V_BSCI 5011: Veterinary Anatomy 3 and 4 (6 hrs.)
V_BSCI 5503: Veterinary Microscopic Anatomy 3 (2 hrs.)
V_BSCI 6140: Veterinary Nutrition (1.5 hrs.)
V_BSCI 5052: Endocrinology and Reproductive Biology (2 hrs.)
V_BSCI 5555: Epidemiology and Biostatistics (2 hrs.)
V_BSCI 5020: Developmental Anatomy (0.5 hr.)

If a student chooses to follow this plan and is not admitted to MUSVM or decides to stay at Stephens College for their 4th year, they must meet all major requirements for the B.S. in Biology as described above.

Requirements for the Bachelor of Health Science Major

The Bachelor of Health Science major requires completion of general education requirements and of required courses, plus major electives in the areas of business, education, life sciences (BIO, CHM, HIA, PHY), and psychology. A grade of C or better must be earned in required Life Science courses (BIO, CHM, 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 (CHM 342), plus BIO 182 and PHY 211/212, even though they are not a requirements of the major. Students should select a math course that is consistent with their career goals.

Required courses (33-36 hours)

BIO 181: Principles of Biology I (4 hrs.) **or** BIO 191: Biological Systems I (4 hrs.) **
BHS 115: Principles of Public Health (3 hrs.)
BHS 128: Personal Health and Wellness: Women's Perspective (3 hrs.)
BHS 150: Life of Service (1 hr.)
BHS 191: Careers in Health and Helping Professions (1 hr.)
BHS 215: Women and Family Health (3 hrs.)
BHS 330: Research Methods and Health Communication (writing intensive) (3 hrs.)
BHS 350: Principles of Health Education (3 hrs.)*
BHS 375: Public Health in a Global Society (3 hrs.)
BHS 400: Ethics in Clinical Practice (2 hrs.)
BHS 415: Health Care in the United States (3 hrs.)
BHS 489: Health Sciences Capstone/Internship (3-6 hrs.)

INT 210: Pre-Internship (1 hr.)
MAT 111: College Algebra (3 hrs.) or MAT 207: Statistics (3 hrs.)

*denotes new course pending College review and approval.
** meets general education science requirement

Plus 20 hours from the following:

Choose a minimum of 20 credit hours from the elective courses listed below. You may choose a focus area in Health Management by choosing 15 of these electives from Business; if you plan to seek graduate programs in Medicine, Physical or Occupational Therapy, work with your advisor to make the appropriate elective selections.

BIO 182: Principles of Biology II (4 hrs.)
BIO 201: Human Movement Science (3 hrs.)
BIO 343: Human Anatomy (5 hrs.)
BIO 349: Human Physiology (4 hrs.)
BUS 225: Principles of Management (3 hrs.)
BUS 230: Foundations of Financial Management (3 hrs.)
BUS 250: Principles of Marketing (3 hrs.)
BUS 305: Human Resource Management (3 hrs.)
BUS 321: Sales and Negotiation (3 hrs.)
BUS 364: Organizational Behavior (3 hrs.)
BUS 386: Global Markets (3 hrs.)
CHM 111: General College Chemistry I (4 hrs.)
CHM 112: General College Chemistry II (4 hrs.)
EDU 115: Principles of Human Development (3 hrs.)
EDU 314: Adolescent Development (3 hrs.)
HIA 255: Medical Terminology (online) (3 hrs.)
PHY 211: College Physics I (4 hrs.)
PHY 212: College Physics II (4 hrs.)
PSY 111: Introduction to Psychology (3 hrs.)
PSY 271: Human Sexuality (3 hrs.)
PSY 320: Abnormal Psychology (3 hrs.)
PSY 340: Physiological Psychology (3 hrs.)

Requirements for the B.A. Major in Biology

The Bachelor of Arts in Biology requires completion of general education requirements and a minimum of 49 semester hours in the major. A grade of C or better must be earned in all required life science courses (BIO, CHM, SCI, 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 Physician's Assistant Studies Program at Chatham College by following the course outline below.

Required Courses (30 hours)

BIO 181: Principles of Biology I (4 hrs.)
BIO 182: Principles of Biology II (4 hrs.)
BIO 496: Research/Clinical Internship (3 hrs.)
BIO 497: Senior Project I (2 hrs.)
BIO 498: Senior Project II (2 hrs.)
CHM 111: General College Chemistry I (4 hrs.)
CHM 112: General College Chemistry II (4 hrs.)
MAT 207: Statistics (3 hrs.)
PHY 211: College Physics I (4 hrs.)

and ONE of the following four groups:

- BA four year Biology degree (Stephens College only) (17-19 semester hrs.)
  - Six to eight hours of 200 level coursework (6-8)
  - Eleven hours of 300 level coursework (11)

- 3:2 Masters in Physician Assistant Studies (Chatham College, PA) (27 semester hrs.)
  - BIO 290: Genetics (3 hrs.)
  - BIO 311: Microbiology (5 hrs.)
  - BIO 343: Human Anatomy (5 hrs.)
  - BIO 349: Human Physiology (4 hrs.)
  - CHM 341: Organic Chemistry I (4 hrs.)
  - EDU 114: Lifespan Development (3 hrs.)
  - PSY 111: Introduction to Psychology (3 hrs.)

- Doctoral program in Physical Therapy (Chatham College, PA)

To be eligible to enter this program your degree program must include:

  - EDU 114: Lifespan Development (3 hrs.)
  - BIO 343: Human Anatomy (5 hrs.)
  - BIO 349: Human Physiology (4 hrs.)

- 3:2 Master in Occupational Therapy (Washington University, MO) (18 semester hrs.)
  - BIO 343: Human Anatomy (5 hrs.)
  - BIO 349: Human Physiology (4 hrs.)
  - EDU 114: Lifespan Development (3 hrs.)
  - PSY 111: Introduction to Psychology (3 hrs.)
  - PSY 320: Abnormal Psychology (3 hrs.)

and must be able to show competency in the following (courses can be taken online through our online HIA program) ***:***

  - CIS 206: Computer Information Systems
  - HIA 255: Medical Terminology

Requirements for the Post-Baccalaureate Pre-Health Professions Certificate

The post-baccalaureate pre-medical program is a 10 month, non-degree granting certificate program. Students participating in the program will take the MCAT and prepare their medical school applications in the spring as they complete the program. The intention is students can matriculate to medical school one year after completing the post-baccalaureate program at Stephens.

Students may transfer credit to meet some of these requirements, but they must complete a total of 24 hours at Stephens College. Recommended electives may be used to meet this requirement.

Required courses:

BIO 181: Principles of Biology I (4 hrs.) ***or*** BIO 191: Biological Systems (4 hrs.)
CHM 111: General Chemistry I (4 hrs.)
CHM 112: General Chemistry II (4 hrs.)
CHM 341: Organic Chemistry I (4 hrs.)
CHM 342: Organic Chemistry II (4 hrs.)
PHY 211: College Physics I (4 hrs.)
PHY 212: College Physics II (4 hrs.)

Plus one additional Biology course with laboratory
BIO 182: Principles of Biology II (4 hrs.)
BIO 192: Biological Systems II (4 hrs.)
BIO 290: Genetics (4 hrs.)
BIO 311: Microbiology (5 hrs.)
BIO 343: Human Anatomy (5 hrs.)
BIO 349: Human Physiology (4 hrs.)

Recommended electives:

BIO 290: Genetics (4 hrs.)
BIO 311: Microbiology (5 hrs.)
BIO 343: Human Anatomy (5 hrs.)

BIO 349: Human Physiology (4 hrs.)
BIO 410: Biochemistry (3 hrs.)
BHS 350: Principles of Health Education (3 hrs.)
BHS 375: Public Health in a Global Society (3 hrs.)
BHS 415: Healthcare in the United States (3 hrs.)
HIA 255: Medical Terminology (3 hrs.)
MAT 207: Statistics (3 hrs.)
MAT 211: Calculus (3 hrs.)
PSY 111: Psychology (3 hrs.)
PSY 320: Abnormal Psychology (3 hrs.)

Requirements for a Minor in Biology

A biology minor requires completion of BIO 181 or BIO 182 and at least 4 additional courses in the Life Sciences (BIO, CHM or PHY), with at least two courses at or above the 300 level. Only one of the following general education courses will count towards the minor: BIO 111 or BIO 115 or BIO 121 or BIO 200 or BIO 201 or CHM 101 or SCI 115 or SCI 125 or SCI 211.

Requirements for a Minor in Chemistry

A chemistry minor, for a biology major, requires the completion of CHM 341, CHM342, CHM 345 and CHM/BIO 410, for a total of 14 hours. 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 CHM 111–112, CHM 341–342, plus one of the following electives: CHM 345 or CHM 410/BIO 410, for a total of 19 hours. A chemistry minor is strongly recommended for all students considering graduate school or professional programs.

Requirements for a Minor in Veterinary Biomedical Sciences

Approaching the life sciences from an animal perspective, this course of study offered by the University of Missouri School of Veterinary Medicine exposes students to animal handling, welfare and disease. Through a special partnership with MU, Stephens students may take 15 or more credit hours to earn this unique minor. These course are offered online and are not covered by the MMACU cross-enrollment agreement between Stephens and MU. Students will be responsible for the tuition charged by the University of Missouri for enrollment in the online BIOMED courses.

Course of study: Students will choose 15 hours from the following courses and earn a C or better in each on the first attempt to earn the Minor in Veterinary Biomedical Sciences. Note that some courses have extensive prerequisites, so students are encouraged to plan ahead to take the appropriate science courses to allow them to take more advanced BIOMED coursework. Students are encouraged to take BIO 181: Principles of Biology I early in their coursework to facilitate BIOMED courses.

BIOMED 1010: Biomedical Career Explorations (1 hr.)
BIOMED 2085: Problems in Biomedical Research (arranged hours)
BIOMED 2110: Biomedical Terminology* = Stephens equivalent: HIA 255: Medical Terminology (3 hrs.)
BIOMED 2111: Veterinary Medical Terminology (1 hr.)
BIOMED 2120: Animal Handling and Physical Restraint (2 hrs.)
BIOMED 2140: Companion Animals (3 hrs.)
BIOMED 2210: Microbiology for Health Sciences* = Stephens equivalent: BIO 311: Microbiology (5 hrs.)
BIOMED 2230: Animal Sanitation and Disease Prevention (3 hrs.)
BIOMED 2420: Inactivity and Disease (2 hrs.)
BIOMED 2940: Internship in Biomedical Sciences (Arranged)
BIOMED 3300: Animal Welfare & Ethics (3 hrs.)
BIOMED 3310: Equine Health Topics (3 hrs.)
BIOMED 3326: Pharmacology (3 hrs.)
BIOMED 4010: Life Sciences Research: Models and Methods (3 hrs.)
BIOMED 4333: Veterinary Cell Biology (4 hrs.)

**if a Stephens equivalent exists, the student must take the Stephens College offered course.*

Biology Courses

BIO 111: Biological Concepts (with lab)
(3 hrs.)
(Open to all students, meets the General Education Science Array requirement; lab fee charged)
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 115: Health for All: Disease and Public Health
(3 hrs.)
(Open to all students, meets the General Education Science Array requirement; lab fee charged)
This is a non-biology course designed to give students an overview of important topics in microbiology through understanding basic scientific principles. Common microbes, our relationship to them and our treatment of them will be covered. Does not count in the major.

BIO 121: The Art and Science of Growing Plants
(3 hrs.)
(Open to all students, meets the General Education Science Array requirement; 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 181: Principles of Biology I (with lab)
(4 hrs.)
(Meets the General Education Science Array requirement; Lab fee charged)
Emphasizes scientific inquiry and the process of discovery. Topics include: structure and function of macromolecules, cellular communication, cycles and organelles, basis of inheritance, central dogma, gene regulation, viruses, bacteria and biotechnology. Lab experiences elucidate the principles and concepts covered.

BIO 182: Principles of Biology II (with lab)
(4 hrs.)
(Prerequisite: BIO 111, BIO 181 or permission of instructor; lab fee charged)
Emphasizes scientific inquiry and the process of discovery. Topics include: Evolution and the origin of species, basic principles of animal form and function, nutrition, anatomy and physiology of body systems, and development. Lab experiences elucidate the principles and concepts covered.

BIO 191: Biological Systems (with lab)
(4 hrs.)
(Prerequisite: Open to Honors House Plan eligible students only)
Emphasizes reading, writing and critical thinking. Topics include: structure and function of protein and enzyme function, DNA structure, replication, transcription and control of gene expression; introduction to inheritance, evolution and basic biochemistry. Lab experiences teach basic laboratory skills.

BIO 200: Introduction to Crime Scene Analysis
(3 hrs.)
(Open to all students, meets the General Education Science Array requirement; lab fee charged)
(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 201: Human Movement Science
(3 hrs.)
(Open to all students; meets the General Education Science Array requirement)
This course will study human structure and function associated with body movement, with special emphasis on movements associated with dance training. The course will include a structural study of the bones, muscles, tendons and ligaments of the human body and a functional study of the resulting body movements. The course will also briefly examine other systems important in muscle movement, such as the cardiovascular and respiratory systems. Finally, this course will apply this knowledge of muscular function to performance and injury when training (using dance training as the model system). 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 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 and Molecular Biology
(5 hrs.)
(Prerequisite: BIO 182 or permission of instructor)
A study of the cell as the unit of structure and function of living things including the molecular, metabolic and ultrastructural systems. The laboratory will focus on examination of current molecular biology research techniques including methodology and application of specific molecular techniques and essays commonly used in research and clinical environments.

BIO 302: Forensic Microscopy
(3 hrs.)
(Prerequisite: BIO 181 or BIO 111 or BIO 200; lab fee charged. Cross listed as FOR 302.)
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; lab fee charged)
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. This course contains several laboratory experiences. 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
(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.

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 410: Biochemistry
(3 hrs.)
(Prerequisite: BIO 182, CHM 341; cross listed 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
(1-3 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 I/BIO 498: Senior Project II
(2 hrs. per semester)
(Prerequisite: senior standing or permission of instructor)
This two semester course sequence 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. During the first semester, students learn experimental design and data analysis strategies. During the second semester, students work independently during the semester to develop their research project, carry out the research, analyze it, write a manuscript and give a presentation to the department. Writing intensive.

*denotes new course pending College review and approval

Chemistry Courses

CHM 101: Chemistry in Everyday Life
(3 hrs.)
(Open to all students; lab fee charged)
This one-semester course, designed for non-science majors, will provide a broad view of the way in which chemistry affects people in their daily lives. Ordinarily, it will be taken by students who wish to meet the science requirement for graduation, and by students wishing to broaden their general scientific knowledge and understanding of the world around them. The course is appropriate for students who have had no chemistry in high school, or one year of chemistry. Students who have had more than one year of high school chemistry should not enroll. Does not count in the major.

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 340: Introduction to Organic Chemistry (with lab)
(5 hrs.)
(Prerequisites: grade of C or better in CHM 111 or equivalent of instructor's consent; lab fee charged)
A survey of organic chemistry, including an introduction to structure and bonding, functional group chemistry, principles of reactivity, reaction mechanisms, the molecules of life. Laboratory illustrates and augments the lecture material. 4 lectures, 1 lab per week.

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 sp3-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: Applications of Instrumental Analysis
(3 hrs.)
(Prerequisite: Permission of Instructor; lab fee charged)
An introduction to the design, applications, and operation of standard laboratory instruments including GC, HPLC, AA, UV-VIS and FTIR. Emphasis will be placed on experimental design and analysis of real-world samples.

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.

Health Science Courses

BHS 115: Principles of Public Health
(3 hrs.)
(Prerequisite: Open to all students)
Introduction to the basic structures of the public health system in the U.S., this course will examine philosophy, purpose, history, organization, functions, tools, and activities. Factors that influence and shape our system are examined including financing, politics and global issues.

BHS 128: Personal Health and Wellness: Women's Perspective
(3 hrs.)
(Prerequisites: Open to all students; Meets General Education Science array requirement)
This course explores a broad range of issues and information relating to personal health including the physical, social, emotional, intellectual, spiritual and environmental influences on health choices, particularly as they pertain to women. Topics include, but are not limited to: nutrition, physical fitness, stress, weight management.

BHS 150: Life of Service
(1 hr.)
(Prerequisites: None, may be repeated up to 3 hours)
This course will raise awareness of the public health issues in our local community through guided experience outside of the classroom. It will provide a preview of the internship experience, while working under supervision of a faculty and with peers.

BHS 191: Careers in Health and Helping Professions
(1 hr.)
(Open to all students; required of BHS majors)
Presents an overview of various health science careers through interaction with professionals in the field. Covers a range of topics including current health concerns, historical developments and future concerns in healthcare as well as ethical issues.

BHS 215: Women and Family Health
(3 hrs.)
(Prerequisite: Sophomore standing)
This course takes the perspective that as caretakers, women are in the position to have a long lasting impact on the health of their family and community. Topics such as malnutrition, immunizations and programs targeted at women worldwide are addressed.

BHS 330: Research Methods and Health Communication
(3 hrs.)
(Prerequisite: Junior standing; BHS 115. Course is writing intensive)
This course employs several projects to help students become capable of accessing, reading, critiquing and summarizing primary literature; writing a proposal and analyzing collected data common to public health projects.

BHS 350: Principles of Health Education *
(3 hrs.)
Provides a fundamental understanding knowledge of the field, and develops skills from which to apply health education and health promotion principles. Covers health history, philosophy, ethics, theories and models, settings for health, professional organizations, and the literature in health.

BHS 375: Public Health in a Global Society
(3 hrs.)
(Prerequisite: BHS 115)
Public health in a global context, students will analyze current and emerging global health priorities with an emphasis on understanding how disparities in socioeconomic status, conflicts, natural disasters, and differences in political and national health care systems impact health in communities around the world.

BHS 400: Ethics in Clinical Practice
(2 hrs.)
(Prerequisites: Junior standing and BHS 375)
Addressing important ethical issues in global health care systems with emphasis on ethical decision making in clinical practice, this course emphasizes professional standards, patient choice and provider responsibility.

BHS 415: Health Care in the United States
(3 hrs.)
(Prerequisites: Junior standing and BHS 375)
This course provides a history of the health care system in America as it has developed over the last century and current state of the system including issues surrounding cost, insurance and healthcare reform along with contemporary health care issues, policy, and politics.

BHS 489: Health Sciences Internship/Capstone
(3-6 hrs.)
(Prerequisites: Junior standing, BHS 375 and BHS 415. May be repeated up to 6 hours.)
Professional experience outside of the classroom to enhance personal effectiveness and professional success, this course culminates in a capstone experience or project

Life Science Courses

SCI 125: Science of Beauty
(3 hrs.)
(Open to all students; meets the General Education Science Array requirement; lab fee charged)
General Education 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.

SCI 211: Environmental Science
(3 hrs.)
(Open to all students, meets the General Education Science Array requirement; lab fee charged)
Students will look at many aspects of environmental issues such as the economic, cultural, historical and most important, the scientific basis. Study how the living and nonliving parts of an ecosystem work and interact to affect the environment or ecosystem. Study human influences on the environment from local to global scales. Understanding the scientific approach to evaluate environmental issues. Does not count in the major.

SCI 280: Topics in Life Science
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

SCI 333: Practicum (with lab)
(1-3 hrs.)
(May be taken for either S/U or A-F credit; 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 life sciences, supervised by an instructor of the student's choice.

SCI 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.

SCI 380: Advanced Topics in Life Science
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

Physical Science Courses

PHY 115: Physical Science: How Things Work
(3 hrs.)
(Open to all students; meets the General Education Science Array requirement; lab fee charged)
General Education class for non-science majors and education majors. A comprehensive, hands on laboratory science course on experiments in Life Science, physical science, earth science as well as basic content in all three areas. Does not count in the major.

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.

MU Undergraduate Biomedical Science courses

Courses marked with an ‡ meet a portion of the Biological Sciences or Communications pre-requisite requirements for entering the University of Missouri College of Veterinary Medicine.

BIOMED 1010: Biomedical Career Explorations
(1 hr.)
An introductory course for freshmen interested in a career in some aspect of the biomedical sciences.

BIOMED 2085: Problems in Biomedical Research
(Credits arranged)
Assignment of problems for training in research.

BIOMED 2110: Biomedical Terminology (Offered at Stephens as HIA 255)
(3 hrs.)
Terms commonly used in the life sciences. Communications Credit ‡

BIOMED 2111: Veterinary Medical Terminology
(1 hr.)
(Prerequisite: Medical terminology – HIA 255)
Medical terms unique to veterinary medicine. Must be taken after or concurrent with BIOMED 2110. Communications Credit ‡

BIOMED 2120: Animal Handling and Physical Restraint
(2 hrs.)
Procedures for handling and restraining a variety of animals with emphasis on safety of the animal and its handler.

BIOMED 2140: Companion Animals
(3 hrs.)
Focus on companion dog, cat, and horse owner concerns such as health issues, zoonoses, legal responsibilities, inbreeding, choice-of-breeds, behavioral problems, and loss of companion animals.

BIOMED 2210: Microbiology for Health Sciences (Offered at Stephens as BIO 311)
(5 hrs.)
(Prerequisite: One semester of Introductory Biology)
A basic microbiology course for Nursing, Health Related Professions and other interested students. Bio Sci Credit ‡

BIOMED 2230: Animal Sanitation and Disease Prevention
(3 hrs.)
Preventative measures for disease and parasites of farm animals.

BIOMED 2420: Inactivity and Disease
(2 hrs.)
Biology of inactivity as a casual factor in chronic disease.

BIOMED 2940: Internship in Biomedical Sciences
(Credits arranged)
(Prerequisite: Sophomore standing)
Supervised work experience to develop technical skills and enhance knowledge in an area of biomedical sciences.

BIOMED 3300: Animal Welfare & Ethics
(3 hrs.)
(Prerequisite: Junior standing)
Contemporary issues in biomedical science relating to the use of animals in research and agriculture.

BIOMED 3310: Equine Health Topics
(3 hrs.)
(Prerequisite: *AN SCI 3254* or equivalent (contact instructor for consent)
Contemporary issues relating to horse health.

BIOMED 3326: Pharmacology
(3 hrs.)
(Prerequisites: Animal Physiology (which requires one semester each of Biology, Genetics, Chemistry and Cell Biology) or permission of instructor)
General principles of pharmodynamics in domesticated animals. Bio Sci credit ‡

BIOMED 4010: Life Sciences Research: Models and Methods
(3 hrs.)
(Prerequisites: One semester of General Biology or Cell Biology and Junior standing)
A review of basic laboratory animal and non-animal research models and procedures commonly used in academia and the drug/chemical industry. Bio Sci credit ‡

BIOMED 4333: Veterinary Cell Biology (Same as VBMS 5506 Veterinary Molecular and Cellular Biology)
(4 hrs.)
(Prerequisites: One semester of General Biology, and One course in Biochemistry or 4 hours in Chemistry, or permission of instructor)
Course material stresses cell biology as related to animal health and medical issues. Consent of instructor required. Bio Sci credit ‡

English/Creative Writing

Requirements for the B.A. Major in English

The Bachelor of Arts in English requires completion of the liberal arts requirements and at least 39 hours in ENG, including the following: 3 hours to enter the English/Creative Writing community; 6 hours in American literatures, 6 hours in English literary traditions to build perspective; 3 hours focusing on women's literatures in English to address issues of cultural difference; 3 hours to understand modes of criticism, 3 hours to address ethical issues, 3 hours to demonstrate mature, literate prose, and a 3 hour senior capstone course in the form of an independent research essay. In addition, the student takes 3 hours of women's studies and chooses 9 to 12 hours from other ENG offerings up to a total of 45 hours. At least 15 hours in the major must be at or above the 300 level.

English majors must earn a C or better in the required courses, and must maintain a C average over all courses in the major. If a student earns less than a C in a required course, she must repeat it in order to improve her grade. *English majors are also required to attend readings and presentations by departmental students, faculty and guests.*

Required Courses

ENG 115: Starting With Story (3 hrs.)
ENG 269: American Literatures I (3 hrs.)
ENG 270: American Literatures II (3 hrs.)
ENG 271: English Literary Traditions I (3 hrs.)
ENG 272: English Literary Traditions II (3 hrs.)
ENG 305: Advanced Composition (3 hrs.)
ENG 308: Women Writers (3 hrs.)
ENG 340: Language: Uses and Abuses (3 hrs.)
ENG 372: Criticism and Culture (3 hrs.)
ENG 490: Senior Essay (3 hrs.) (not Senior Project)
WST 210: Introduction to Women's Studies (3 hrs.)
Plus 9 to 12 hours, chosen from literatures, creative writing, and writing and language

Requirements for the B.F.A. Major in Creative Writing

The Bachelor of Fine Arts in Creative Writing requires completion of the liberal arts requirements, and at least 61 semester hours and no more than 75 hours in the major including a minimum of 18 hours of writing courses, 3 hours in WST, 27 hours in the required English core courses, at least 9 hours in English electives, 1-7 hours of internship and a 3 hour senior capstone course. At least 15 hours in the major must be at or above the 300 level. Creative writing majors interested in screenwriting or playwriting may choose to follow the courses listed in the scriptwriting emphasis.

Creative writing majors must maintain a C average overall in courses in the major, and must earn a C or better in ENG 490: Senior Project. *Creative writing majors are also required to attend readings and presentations by departmental students, faculty and guests.*

Required Writing Courses (minimum 18 hrs.)

B.F.A. students must be continuously enrolled in at least 3 semester hours in any of the following genres for each semester after they declare the major.

Required Writing Courses (6 hrs.)

ENG 210: Introduction to Creative Writing (3 hrs.)
ENG 212: Introduction to Scriptwriting (3 hrs.)

And at least four writing courses in at least four genres from the following choices (12 hrs.):

ENG 235: Intermediate Scriptwriting (3 hrs.)
ENG 240: Writing Creative Non-Fiction (3 hrs.)
ENG 242: Intermediate Creative Writing (3 hrs.)
ENG 311: Fiction Workshop (3-6 hrs.)
ENG 313: Poetry Workshop (3-6 hrs.)
ENG 314: Autobiography Workshop (3-6 hrs.)
ENG 335: Advanced Scriptwriting Themes (3 hrs.)

Required English Courses (27 hrs.)

ENG 115: Starting With Story (3 hrs.)
ENG 269: American Literatures I (3 hrs.)
ENG 270: American Literatures II (3 hrs.)
ENG 271: English Literary Traditions I (3 hrs.)
ENG 272: English Literary Traditions II (3 hrs.)
ENG 305: Advanced Composition (3 hrs.)

ENG 308: Women Writers (3 hrs.)
ENG 340: Language: Uses and Abuses (3 hrs.)
ENG 372: Criticism and Culture (3 hrs.)

Required Women's Studies Course
WST 210: Introduction to Women's Studies (3 hrs.)

English Electives
At least 9 hours required

Program Internships
Internship (1 hour required; 6 hours more may be elected)
ENG 396: Literary Magazine: Editing and Production
ENG 397: Audio Drama Internship
Register other internships by independent study.

Required Capstone
ENG 490: Senior Project (3 hrs.) (not Senior Essay)

Scriptwriting Emphasis:

Required Writing Courses (minimum 18 hrs.)
(All B.F.A. students must be continuously enrolled in at least 3 semester hours in any of the following genres for each semester after they declare the major. All BFA students must take courses in a minimum of 4 genres.)
ENG 210: Introduction to Creative Writing (3 hrs.)
ENG 212: Introduction to Scriptwriting (3 hrs.)
ENG 235: Intermediate Scriptwriting (3 hrs.)
ENG 335: Advanced Scriptwriting Themes (3 hrs.)

And at least two writing courses in at least two genres from the following choices (6 hrs.):
ENG 240: Writing Creative Non-Fiction (3 hrs.)
ENG 242F: Intermediate Creative Writing: Fiction (3 hrs.)
ENG 242P: Intermediate Creative Writing: Poetry (3 hrs.)
ENG 311: Advanced Creative Writing Workshop: Fiction (3-6 hrs.)
ENG 313: Advanced Creative Writing Workshop: Poetry (3-6 hrs.)
ENG 314: Advanced Creative Writing Workshop: Autobiography (3-6 hrs.)

Other Required English Courses (27 hrs.)
ENG 115: Starting With Story (3 hrs.)
ENG 269: American Literatures I (3 hrs.)
ENG 270: American Literatures II (3 hrs.)
ENG 271: English Literary Traditions I (3 hrs.)
ENG 272: English Literary Traditions II (3 hrs.)
ENG 305: Advanced Composition (3 hrs.)
ENG 308: Women Writers (3 hrs.)
ENG 340: Language: Uses and Abuses (3 hrs.)
ENG 372: Criticism and Culture (3 hrs.)

Required Women's Studies Course (3 hrs.)
WST 210: Introduction to Women's Studies (3 hrs.)

English Electives (9 hrs.)
Suggested: ENG 387: Writing Through Performance (3 hrs.)

Program Internships (1 hr.)
(1 hour required; 6 hours more may be elected)
ENG 396: Literary Magazine: Editing and Production
ENG 397: Audio Drama Internship
Register other internships by independent study.

Required Capstone (3 hrs.)
ENG 490: Senior Project (3 hrs.) (not Senior Essay)
Majors are also required to attend readings and presentations by departmental student, faculty, and guests.
Scriptwriting focus students must participate in program-sponsored, performance-related events.

Requirements for a Minor in English

(Not open to Creative Writing majors.)
A minor in English requires completion of a minimum of 15 hours with a maximum of 24 hours.
One must be chosen from the following:

ENG 269: American Literatures I (3 hrs.)
ENG 270: American Literatures II (3 hrs.)
ENG 271: English Literary Traditions I (3 hrs.)
ENG 272: English Literary Traditions II (3 hrs.)

plus

ENG 308: Women Writers (3 hrs.)
9 hrs of ENG electives including 3 hrs at or above 300 level.

Requirements for a Minor in Creative Writing

(Not open to English majors.)
A minor in Creative Writing requires completion of a minimum of 15 hours with a maximum of 24 hours.
One must be chosen from the following:

ENG 269: American Literatures I (3 hrs.)
ENG 270: American Literatures II (3 hrs.)
ENG 271: English Literary Traditions I (3 hrs.)
ENG 272: English Literary Traditions II (3 hrs.)

plus

ENG 308: Women Writers (3 hrs.)
9 hrs of ENG electives chosen from creative writing courses,
including 3 hrs at or above 300 level.

English/Creative Writing Courses

ENG 107: Composition I
(3 hrs.)
The first semester of a two-semester sequence, this course provides students with opportunities to sharpen their reading, writing, research, and reasoning skills. At the same time, the course encourages students to develop their own distinct writing and speaking voices. 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.

ENG 108: Composition II
(3 hrs.)
(Prerequisite: ENG 107 or LBA 107 with a C- or better.)
Students continue to sharpen their skills in critical reading, writing, research and reasoning with an additional focus on learning to make good use of 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.

ENG 115: Starting With Story
(3 hrs.)
(Open to all students)
This ENG class is a foundation for understanding story in writing, reading, filmmaking, and marketing. It introduces story using the theory that stories are a way in which we make meaning. Students examine the fundamental elements of story: characters, conflict, dialogue, action, theme, and voice and then examine how stories can be expressed in various media and genres. (Required of English majors and Creative Writing majors.)

ENG 207: Honors Composition
(3 hrs.)
(Open to Honors House Plan students only)
Honors compositions approaches a selected topic from multiple perspectives. Projects will offer students opportunities to sharpen their reading, writing, research, reasoning and digital media skills. The format of this class will involve seminar style discussion, guest speakers, group and individual presentations, formal and informal papers, and extensive revisions. Research writing will be introduced.

ENG 210: Introduction to Creative Writing
(3 hrs.)
(Open to all students; *required* of Creative Writing majors.)
This course helps students discover and sharpen their skills as creative writers, readers and editors. Concentrating on

nonfiction, poetry, and fiction, the class establishes a creative writing community with each class member presenting her work to the whole class, as well as to the instructor, for responses and revision suggestions. Students whose skills and experience in creative writing make a beginning-level course inappropriate may be advanced upon recommendation of the English/Creative Writing faculty.

ENG 212: Introduction to Scriptwriting
(3 hrs.)
(Open to all students; *required* of Creative Writing majors.)
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, structure of story and character.

ENG 220: Scripting Change
(3 hrs.)
(Open to all students; meets General Education Intercultural array requirement)
This course examines and explores scripts and scriptwriting that promote positive social change. Course includes a study of entertainment-education and the use of audio and television dramas as sources of influence about health, education, women's rights, and social issues globally. The course explores the dramatic literature of social justice and how it appears on stage and screen.

ENG 235: Intermediate Scriptwriting
(3 hrs.)
(Prerequisite: ENG 115 and ENG 212, or permission of instructor)
Students develop scriptwriting projects while examining and exploring the history, theory, and practice of writing for stage, screen, television, audio, and new media. Students also explore contemporary trans-media practices. The course includes examination of script structures, character development, dialogue, adaptation, and research for writing for stage and screen.

ENG 240: Writing Non-Fiction
(3 hrs.)
(Prerequisite: ENG 107; or department recommendation)(offered alternate years)
The powerful expressive and persuasive impact of the essay has been recognized and celebrated by many of the greatest writers of the past and present. Women, especially, now publish substantial volumes of influential and moving essays. This course studies contemporary essays and provides practice (in a workshop setting) in the form and style of writing nonfiction prose.

ENG 242: Intermediate Creative Writing
(3 hrs.)
(May be repeated, up to 9 semester hours in different genres)
(Prerequisites: ENG 210 and ENG 212 or department recommendation)
This course provides opportunities for intermediate-level creative writing, focusing on craft and technique and helping prepare students with some creative writing experience for the advanced, creative writing workshops. Students sharpen their writing, reading and revision skills as well as explore the structural and content possibilities of the studied genre.

ENG 255: Literary Studies
(3 hrs.)
(May be repeated for credit with different topic)
(Prerequisite: ENG 107; Meets General Education Literature Array requirement)
This course presents a variety of topics that cut across national boundaries and time limits with varying emphasis on themes, motifs, movements and comparisons. Topics have included "World's Great Novels," "Chinese Literature," "Reading Poetry," "Biography and Autobiography," and "World Drama."

ENG 258: Honors Contemporary International Fiction
(3 hrs.)
(Prerequisite: Open to Honors House Plan students only. Meets General Education Literature Array requirement; cross listed as ICS 258 Intercultural Array.)
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 contexts of the literary readings and explore themes common to contemporary literature. Honors House Plan only.

ENG 269: American Literatures I
(3 hrs.)
(Prerequisite: ENG 107; *required* of English and Creative Writing majors.) (offered alternating Fall semesters)
This course introduces students to a range of primary texts, usually in a number of genres, written before the 20th century and investigates the ways various circumstances in the writing and the reading processes, as well as in the culture at large, come together to make an “American Literature.”

ENG 270: American Literatures II
(3 hrs.)
(May be repeated for credit with a different topic up to 6 semester hours)
(Prerequisite: ENG 107; *required* of English and Creative Writing majors.) (offered alternating Spring semesters)
Usually more narrowly focused than ENG 269, this course intensively studies a particular 20th or 21st century American literature. Depending on the individual instructor, the course will use an organizing principle such as a specific time, place, cultural movement, or event to bring together a set of related texts, often from a number of literary genres.

ENG 271: English Literary Traditions I
(3 hrs.)
(Prerequisite: ENG 108; *required* of English and Creative Writing majors.)(offered alternating Fall semesters)
A study of early and early modern English literatures and language with emphasis on three historical and cultural contexts selected in part for their interest in light of new readings about women and popular culture, such as those on the representation of the warrior woman or the outsider.

ENG 272: English Literary Traditions II
(3 hrs.)
(Prerequisite: ENG 107; *required* of English and Creative Writing majors.)(offered alternating Spring semesters)
A study of Restoration and Post-Restoration English and Colonial and Post-Colonial literatures, arranged to consider the cultural politics of canons. Readings include both canonical and popular literature.

ENG 280: Topics in Writing, Language and Literatures
(3 hrs.)
(Prerequisite: ENG 107/108 and permission of instructor)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

ENG 305: Advanced Composition
(3 hrs.)
(Prerequisites: ENG 107 with at least a grade of C- or department recommendation; *required* of English and Creative Writing majors.)(Offered alternate years)
English 305 gives students additional opportunities to develop writing skills and concepts learned in composition. Students engage in the local artistic community by attending events and writing reviews intended for an educated, culturally aware audience. Different rhetorical strategies and the elements of good writing are discussed with the expectation that students execute them in their work. Students read essays/reviews from current periodicals that provide models for writing for publication in a chosen field.

ENG 308: Women Writers
(3 hrs.)
(Prerequisites: ENG 107 and one 3 hour 200-level ENG or WST course; or permission of instructor; cross listed as WST 308; *required* of English and Creative Writing majors.)(Offered alternating spring semesters)
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 may include reading in nontraditional genres: essays, diaries and letters, and performance art.

ENG 311: Creative Writing Workshop: Fiction
(3 hrs.)
(May be repeated up to 6 semester hours)
(Prerequisite: ENG 210; ENG 240 or ENG 242 and permission of instructor)(Offered alternate years)
This course advances the experienced creative writer to more sophisticated fictional projects. Reading published short fiction as well as each other's work, students explore issues of form, craft and subject matter from the perspective of the fiction writer's position in contemporary culture.

ENG 313: Creative Writing Workshop: Poetry
(3 hrs.)
(May be repeated up to 6 semester hours)
(Prerequisite: ENG 210; ENG 240 or ENG 242 and permission of instructor)(Offered alternate years)
This course advances the experienced creative writer to more sophisticated poetic projects. Reading published poetry as well as each other's work, students explore issues of form, craft, subject matter and audience from the perspective of the poet's position in contemporary culture.

ENG 314: Creative Writing Workshop: Autobiography
(3 hrs.)
(May be repeated up to 6 semester hours)
(Prerequisite: ENG 210; ENG 240 or ENG 242 and permission of instructor)(Offered alternate years)
This course advances the experienced creative writer to more sophisticated projects focused on autobiographical subjects. Emphasis is on both theoretical and craft issues surrounding the constitution of the gendered self through

autobiographical writing such as sketches, journals, memoirs and dream cycles.

ENG 319: Twentieth Century Poetry
(3 hrs.)
(Prerequisites: ENG 107 and one 3 hour 200-level ENG course, junior standing; or permission of the instructor.)
In this course students study a wide range of poetry written in the 20th century. Depending on the instructor, the course may organize readings around a variety of themes, historical events, poetic movements, cultures, and/or categories.

ENG 335: Advanced Scriptwriting Themes
(3 hrs.)
(Prerequisite: ENG 235)
Students develop more sophisticated scriptwriting projects while examining and exploring the history, theory, and practice of writing for stage, screen, television, audio, and new media. Students also explore contemporary trans-media practices. The course includes examination of advanced script structures, character development, dialogue, adaptation, and research for writing for stage and screen. May be repeated for credit under different themes.

ENG 340: Language: Uses and Abuses
(3 hrs.)
(Prerequisites: ENG 107, junior standing or permission of instructor; *required* of English and Creative Writing majors.)
(Offered alternate years)
Language and literacy have the power to inspire or to debase, to communicate or to deceive, to liberate or to enslave. This course explores the ethical implications of language use, especially in the realms of advertising, politics, the arts and the professions, as well as private life, and considers the impact of changing technologies on the role of language in the present and the future.

ENG 341: Fairy Tales and Folklore
(3 hrs.)
(Prerequisite: ENG 107. Meets General Education Literature array requirement/ crosslisted as ICS 341 Intercultural array.) (Offered alternate years)
This course takes an historical and cross-cultural approach to the many forms of folklore including fairy tales, urban legends, folksongs and jokes. Students study the importance of folklore in culture and gain direct experience in the methods of folklore collection and performance.

ENG 342: World Mythologies
(3 hrs.)
(Prerequisites: ENG 107, junior standing or permission of instructor; Meets General Education Intercultural array requirement)(Offered alternate years)
This course explores selected mythological texts and practices from a wide range of cultures, both current and historical, and examines the role in contemporary life of mythological—rather than scientific or historical—thought.

ENG 345: Shakespeare
(3 hrs.)
(Prerequisites: ENG 107; and one 3 hour 200-level ENG course, junior standing or permission of instructor)
A study of the plays of Shakespeare in their historical theatrical context and in light of new readings in performance studies and in the representations of gender, race, class, and nationality.

ENG 360: Western World Literatures
(3 hrs.)
(Prerequisites: ENG 107, and one 3 hour 200-level ENG course, junior standing or permission of instructor)
This course reads works of literature from England, the Continent, and the Americas with special reference to the changing roles of women and variously disempowered people.

ENG 367: Development of the Novel
(3 hrs.)
(Prerequisites: ENG 107and one 3 hour 200-level ENG course, junior standing or permission of instructor)
A study of the novel from its early forms in England. Historically arranged, the texts are explored with special attention to the representations of gender, class, race and nationality, and to a variety of critical approaches to the genre.

ENG 369: American Novels
(3 hrs.)
(Prerequisites: ENG 107 and one 3 hour 200-level ENG course, junior standing or permission of instructor)
The compelling power of American novels comes from the ability to give speech to the many and varied voices of American life and thus to provide a space for the literary representation of cultural conflict. Organized historically or thematically, this course explores the possibilities and problems of the genre, both for writers and for readers, inside an American cultural context. Readings may include works from North, Central, and South America when thematically appropriate.

ENG 372: Criticism and Culture
(3 hrs.)
(Prerequisites: ENG 107, and junior standing or permission of instructor; *required* of English and Creative Writing majors.) (Offered alternate years)
This course studies contemporary critical trends as they apply to literature, film, fashion or other cultural patterns, and considers specifically the numerous trends that have coalesced into "Cultural Criticism."

ENG 376: Contemporary Literature
(3 hrs.)
(Prerequisites: ENG 107and one 3 hour 200-level ENG course, junior standing or permission of instructor)
This course identifies and examines emerging trends in recent literature.

ENG 380: Topics in Writing, Language and Literatures
(3 hrs.)
(Prerequisite: ENG 107 and permission of instructor)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

ENG 383: Major Author
(3 hrs.)
(May be repeated for credit with a different topic up to 6 semester hours)
(Prerequisite: ENG 107 and one 3 hour 200-level ENG course, junior standing or permission of instructor)
An intensive introduction to the range and depth of one or more writers such as George Eliot, Emily Dickinson, Toni Morrison, James Joyce, Virginia Woolf, Gertrude Stein and her circle, Margaret Atwood, Adrienne Rich or Sylva Plath and Ted Hughes.

ENG 385: Digital Media and Publishing
(3 hrs.)
(Prerequisite: ENG 107, junior standing or permission of instructor)
Students will develop textual editing and publishing skills and gain familiarity with various forms of publishing as it relates to their future career goals and specific interests.

ENG 387: Writing Through Performance: Literature and Auto/biography
(3 hrs.)
(Prerequisite: ENG 210 or ENG 212; Junior standing; or permission of the instructor)
This course focuses on the writing of scripted adaptations for the stage through performance. Adaptations will include folklore, literature, poetry, autobiography, and biography. Students will develop skills in critical reading, writing, listening, speaking and analysis of performance as they study the communicative power of oral and literary texts.

ENG 396: Literary Magazine: Editing and Production
(1 hr. fall term; 3 hrs. spring term)
(May be repeated up to 7 semester hours)
(Prerequisite: ENG 107 and 1 course in Creative Writing and successful application)
Students learn to edit, design, produce and promote *Harbinger,* a magazine that includes the creative accomplishments of Stephens' artists, designers and writers. This course includes a study of the "little magazine" as a genre.

ENG 397: Audio Drama Internship
(1-3 hrs.)
(May be repeated up to 7 semester hours)
Students learn to write, develop, and produce collaborative and solo audio drama projects while studying trends and opportunities in contemporary audio drama. This course includes the writing and production of a season of an audio drama.

ENG 490: Senior Essay or Project
(3 hrs.)
(Prerequisite: permission of department chair)
The BA student designs a major literary research project and the BFA student designs a creative writing project in consultation with an evaluation committee, workshops and completes the project, defends it during an oral examination conducted by the committee, gives a solo reading or presentation, participates in capstone discussions of her life after graduation, and completes the program Assessment Portfolio. Students aspiring to produce a chapbook in addition to a creative writing project must register for ENG 490 in the fall semester.

Independent Study

Independent studies (special studies, tutorials, readings and projects) may be proposed by students who need to meet a degree requirement. Information about independent study may be obtained in the Department of English/Creative Writing or in the Office of the Registrar.

Foreign Language Courses

Conversational Language Courses

FRN 100: Conversational French
(2 hrs.)
(Open to all students)
This introductory course is for students who wish to develop the oral communication skills necessary for comfortable travel in French speaking countries. Students will develop the ability to speak the language using appropriate idiomatic constructions and appropriate conversational skills. Special focus will be given to values and culture of the appropriate countries. Students will be required to complete one additional hour a week reinforcing language skills.

LANG 100: Conversational Language
(2 hrs.)
(Open to all students)
This introductory course is for students who wish to develop the oral communication skills necessary for comfortable travel in the countries which use the selected language as a first language. Students will develop the ability to speak the language using appropriate idiomatic constructions and appropriate conversational skills. Special focus will be given to values and culture of the appropriate countries. Students will be required to complete one additional hour a week reinforcing language skills. Possible language offerings include Chinese, Italian and German.

SPN 110: Conversational Spanish
(2 hrs.)
(Open to all students)
This introductory course is for students who wish to develop the oral communication skills necessary for comfortable travel in spanish speaking countries. Students will develop the ability to speak the language using appropriate idiomatic constructions and appropriate conversational skills. Special focus will be given to values and culture of the appropriate countries. Students will be required to complete one additional hour a week reinforcing language skills.

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 three units of high school Spanish)
Designed to strengthen four language skills: comprehension, speaking, reading and writing. The study of structure and grammar is complemented by intermediate readings and conversation. Emphasizes the culture of the Spanish-speaking world.

SPN 252: Intermediate Spanish II
(3 hrs.)
(Prerequisite: SPN 251 or at least three units of high school Spanish)
Designed to teach the student more advanced concepts in Spanish comprehension, speaking, reading and writing. The study of structure and grammar is complemented by intermediate readings, writing, and conversation. Emphasizes the culture 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 course 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* SPN 101, 102, 251 *or* 252)
(Taught in English; may be repeated for credit with different topic and with permission of instructor)
This course examines the development 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 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. Offerings have included “Hispanic- American Poetry,” “Latin American Drama,” and “Latin American Women Writers.”

Forensic Studies

Requirements for a Minor in Forensic Studies

Forensic Studies is an interdisciplinary minor designed for students with an interest in evidence, criminal behavior and prosecution of criminal activity. For students interested in developing valuable skills in and insight into Forensic Science, Art, and Psychology, it provides students with a broad background in the nature of many types of evidence and how they are used in court.

Required Courses:

PSY 111: Introduction to Psychology (3 hrs.)
BIO 200: Crime Scene Analysis (3 hrs.)

Plus 9 hours from the following, with at least 2 at the 300 level:

ART 105: Beginning Drawing (3 hrs.)
CHM 345: Application of Instrumental Analysis (3 hrs.)
DFM 108: Digital Photography (3 hrs.)
FOR 280: Topics in Forensic Science (3 hrs.)
FOR 302: Forensic Microscopy (3 hrs.)
FOR/PSY 330: Forensic Psychology (3 hrs.)
FOR 380: Topics in Forensic Psychology and/or Biology (3 hrs.)
WST 215: Women, Law, and Justice (3 hrs.)

Forensic Studies Courses

FOR 280: Topics in Forensic Science
(3 hrs.)
(Prerequisite: PSY 111)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

FOR 302: Forensic Microscopy
(3 hrs)
(Prerequisite: BIO 181 or BIO 111 or BIO 200; cross listed as BIO 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.

FOR 330: Introduction to Forensic Psychology
(3 hrs.)
(Prerequisite: PSY 111; cross-listed with PSY 330.)(Offered every other year)
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.

FOR 380: Topics in Forensic Science
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

Global Studies Courses

GLS 180: Topics in Global Studies
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

GLS 218: Sophomore Seminar: Government and Economics
(4 hrs.)
(Prerequisite: ENG 107 and sophomore standing)
This course focuses on the national and trans-national relationships among governments, especially the United States government, and economic systems, corporations, institutions, and agreements. This course helps students learn about some of the most powerful forces in the world and gives students the opportunity to sharpen their reading, writing, researching, reasoning, and speaking skills.

GLS 219: Sophomore Seminar: Global Village
(4 hrs.)
(Prerequisite: ENG 107 and sophomore standing)
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 make students more aware of these global connections and empower students to act consciously and responsibly as global citizens. Students have the opportunity to sharpen their reading, writing, researching, reasoning, and speaking skills.

GLS 280: Topics in Global Studies
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

GLS 350: Global Ethics
(3 hrs.)
(Prerequisite: LBA or GLS 218/219 and Senior Standing; 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.

GLS 380: Topics in Global Studies
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

Health Information Administration

Director of Health Information Administration: Margaret Ledda, M.B.A., RHIA

Requirements for the B.S. Major in Health Information Administration

As an online program, men and women are eligible to enroll in this program. To earn a Bachelor of Science degree in Health Information Administration from Stephens College, a student must complete 120 semester hours. A minimum of 36 semester hours (including 15 in the major) must be taken with Stephens College faculty to meet the residency requirement. These distance-learning courses are online-based. Working with the Academic Adviser in consultation with the HIA Program Director, students plan a degree program around their professional and personal commitments. The degree requires completion of 69 specified semester hours in HIA coursework, 30 semester hours of specified general education courses, and 21 semester hours of electives. Transfer credit may be awarded based on previous college coursework. A grade of C or better must be achieved in all HIA foundation and core courses and an overall 2.5 grade point average in the HIA major must be achieved to fulfill graduation requirements.

Required Foundation Courses

BIO 247: Anatomy & Physiology I (3 hrs.)
BIO 248: Anatomy & Physiology II (3 hrs.)
HIA 200: Introduction to Health Information Administration (3 hrs.)
HIA 210: Comparative Health Records Systems (3 hrs.)
HIA 250: Basic Healthcare Statistics (3 hrs.)
HIA 255: Medical Terminology (3 hrs.)
HIA 275: Clinical Applications of Pathophysiology & Pharmacology (3 hrs.)
HIA 281: Medical Coding I (3 hrs.)
HIA 285: Medical Coding II (3 hrs.)

Required Core Courses

All HIA foundation courses must be completed before taking HIA core courses, unless approved by the Program Director. Competency in core courses cannot be demonstrated through prior learning or challenge examination.

BUS 225: Principles of Management (3 hrs.)
BUS 305: Human Resource Management (3 hrs.)
CIS 206: Information Systems (3 hrs.)
HIA 330: Legal & Ethical Issues in HIA (3 hrs.)
HIA 347: Management of Clinical Classification & Reimbursement Systems (3 hrs.)
HIA 351: Health Information Systems (3 hrs.)
HIA 354: Principles of Healthcare Finance (3 hrs.)
HIA 355: Integrated Quality Management (3 hrs.)
HIA 365: Performance Improvement for Healthcare Organizations (3 hrs.)
HIA 375: Advanced Information Systems (3 hrs.)
HIA 401: Management of Health Information Administration (3 hrs.)
HIA 450: Internship in HIA (3 hrs.)
HIA 491: Senior Seminar in Health Information Administration (3 hrs.)
HIA 492: Senior Capstone in Health Information Administration (3 hrs.)

Requirements for the Post-Baccalaureate Certificate in Health Information Administration

Students holding a baccalaureate or master's degree may receive a Post Baccalaureate Certificate in Health Information Administration by completing the 69 semester hours required for the HIA major. Transfer credit may be awarded based on previous college coursework. A grade of C or better must be achieved in all HIA foundation and core courses and an overall 2.5 grade point average in the HIA major must be achieved to fulfill graduation requirements. At least 15 semester hours must be taken with Stephens College faculty. HIA 401, HIA 450, HIA 491 and HIA 492 are required to be taken with Stephens College faculty for the post-baccalaureate certification.

Required Foundation Courses

BIO 247: Anatomy & Physiology I (3 hrs.)
BIO 248: Anatomy & Physiology II (3 hrs.)
HIA 200: Introduction to Health Information Administration (3 hrs.)
HIA 210: Comparative Health Records Systems (3 hrs.)
HIA 250: Basic Healthcare Statistics (3 hrs.)
HIA 255: Medical Terminology (3 hrs.)
HIA 275: Clinical Applications of Pathophysiology & Pharmacology (3 hrs.)
HIA 281: Medical Coding I (3 hrs.)
HIA 285: Medical Coding II (3 hrs.)

Required Core Courses

All HIA foundation courses must be completed before taking HIA core courses.
BUS 225: Principles of Management (3 hrs.)
BUS 305: Human Resource Management (3 hrs.)
CIS 206: Information Systems (3 hrs.)
HIA 330: Legal & Ethical Issues in HIA (3 hrs.)
HIA 347: Management of Clinical Classification & Reimbursement Systems (3 hrs.)
HIA 351: Health Information Systems (3 hrs.)
HIA 354: Principles of Healthcare Finance (3 hrs.)
HIA 355: Integrated Quality Management (3 hrs.)
HIA 365: Performance Improvement for Healthcare Organizations (3 hrs.)
HIA 375: Advanced Information Systems (3 hrs.)
HIA 401: Management of Health Information Administration (3 hrs.)
HIA 450: Internship in HIA (3 hrs.)
HIA 491: Senior Seminar in Health Information Administration (3 hrs.)
HIA 492: Senior Capstone in Health Information Administration (3 hrs.)

Additional Requirements for B.S. Major and Certification in HIA

AHIMA Membership

All HIA students are required to join and maintain membership in the American Health Information Management Association (AHIMA).

RHIT Progression

Graduates of a CAHIIM accredited associate's degree program in Health Information Technology (HIT) and/or who hold a current RHIT credential may receive transfer credit for the HIA Foundation courses, based on approval from the HIA Program Director. The Director will only consider transfer credit for courses with a grade of C or better.

Online Orientation

Flexibility and quality are the hallmarks of Stephens College. In an effort to stand by our mission and to assist new students in making a successful transition back into college, Stephens College requires that all new students complete an one hour online orientation during the first four weeks of classes. As part of the orientation, students will complete assignments designed to familiarize them with all aspects of the Canvas Learning Management System as well as Stephens College policies and procedures.

Health Information Administration Courses

Foundation Courses

BIO 247: Essentials of Human Anatomy & Physiology I
(3 hrs.)
(Competency cannot be demonstrated through prior learning or challenge examination.)
This course introduces the structure and function of the human body to those students pursuing careers in the allied health field. The emphasis is on the way in which normal body systems are maintained and how deviations result in illness and disease. The course progresses from a general organization of the human body and of cells, to that of tissues and organs, and then to organ systems. For each system, basic anatomical structures are identified and the fundamental ways in which these structures carry out the activities of that system are investigated. The organ systems explored include (1) skin and body membranes, (2) skeletal and muscular systems, (3) nervous system and special senses, and (4) endocrine, blood and cardiovascular systems. Underlying the study of these systems, the course will show the student connections between body systems, providing an understanding of the interactions of these systems in maintaining homeostasis.

BIO 248: Essentials of Human Anatomy & Physiology II
(3 hrs.)
(Prerequisite: Competency cannot be demonstrated through prior learning or challenge examination.)
This course continues the study of the structure and function of the human body to those students pursuing careers in the allied health field. The emphasis is on the way in which normal body systems are maintained and how deviations result in illness and disease. The course progresses from a general organization of the human body and of cells, to that of tissues and organs, and then to organ systems. For each system, basic anatomical structures are identified and

the fundamental ways in which these structures carry out the activities of that system are investigated. The organ systems explored include (5) lymphatic and immune systems, (6) respiratory system, (7) digestive system and metabolism, and (8) urinary and reproductive systems. Underlying the study of these systems, the course will show the student connections between body systems, providing an understanding of the interactions of these systems in maintaining homeostasis.

HIA 200: Introduction to Health Information Administration
(3 hrs.)
This course is an introduction to health information administration emphasizing the history of the healthcare delivery system, the health information management profession, healthcare standards and the health record. The course focuses on healthcare information requirements and standards.

HIA 210: Comparative Health Record and Information Systems
(3 hrs.)
This course investigates health record and information systems in hospitals, alternative care settings, and health-related agencies. Roles of the health information administrator in traditional and nontraditional healthcare settings are investigated and evaluated. Other topics include information systems application in a variety of healthcare settings, accreditations and regulatory standards in non-acute care settings, analysis of organizational behavior and culture in non-acute care settings, quality improvement methods in non-acute care settings, epidemiology, statistical applications in non-acute care settings, record content and use in non-acute care settings, healthcare information models and extra-enterprise healthcare information infrastructures. (Formerly HIA 403)

HIA 250: Basic Healthcare Statistics for Health Information Administration
(3 hrs.)
This course emphasizes the principles of data collection, preparation, analysis, and interpretation of health care statistics. It focuses on acceptable terminology, definitions, and computational methods. Other topics in the course include: data access, introduction to payment and reimbursement systems, calculations related to managing a health information department, statistics used in performance improvement activities and organizational assessment, vital statistics, computerized statistical packages, use of data for decision-making, healthcare data sets, registries and indices, and statistical interpretation.

HIA 255: Medical Terminology
(3 hrs.)
This is a basic course in medical terminology, the language of medicine. It consists of basic word structure (including word analysis, combining forms, suffixes, prefixes, and pronunciation) of descriptive medical terms pertaining to the body as a whole and to each body system.

HIA 275: Clinical Applications of Pathophysiology & Pharmacology
(3 hrs.)
(Prerequisites: BIO 247, BIO 248 and HIA 255 or equivalent)
This course focuses on important disease processes in major medical specialties. Emphasis is on disease terminology and abbreviations with identification of disease symptomatology, differential diagnosis and evaluation of laboratory data and drug therapy through textbook readings.

HIA 281: Medical Coding I (ICD-9-CM)
(3 hrs.)
(Prerequisites: BIO 247, BIO 248, HIA 255 and HIA 275 or equivalent)
This course emphasizes the principles and conventions of clinical classification systems used in today's healthcare settings. Emphasis is placed on ICD-9-CM and the introduction to ICD -10. Other topics in the course include: applicable licensing and regulatory issues relative to coded data, payment and reimbursement systems, professional ethics content of the medical record, decision-making processes, data validity and integrity, classification systems and nomenclature, quality assessment and improvement, work and legal standards related to reimbursement, and retrieval of information.

HIA 285: Medical Coding II (CPT/HCPCS)
(3 hrs.)
(Prerequisites: BIO 247, BIO 248, HIA 255 and HIA 275 or equivalent)
This course emphasizes the principles and conventions of the CPT/HCPCS clinical classification system used in today's healthcare settings. Other topics in the course include: applicable licensing and regulatory issues relative to coded data, payment and reimbursement systems, professional ethics, content of the medical record, decision-making processes, data validity and integrity, classification systems and nomenclature, quality assessment and improvement, work and legal standards related to reimbursement , and retrieval of information.

Core Courses

All HIA foundation courses must be completed before taking HIA core courses unless approved by the Program Director. Competency in core courses cannot be demonstrated through prior learning or challenge examination.

CIS 206: Information Systems
(3 hrs.)
(Prerequisite: Open to all HIA students)
The student will study computer concepts including networking, total information systems, and security. In addition, there will be projects using a spreadsheet, a relational database, and Web page construction. This course is designed to give a good working knowledge of the computer, software and the technology associated with it. Since the work will be done independently, students will participate in an online discussion group to collaborate with one another and gain assistance with the course. Students will use the World Wide Web, the Internet, and e-mail extensively. Note: The student must have access to a computer with CD-ROM drive and software including spreadsheet (Excel), word processing, and a relational database (Access).

BUS 225: Principles of Management
(3 hrs.)
(Prerequisite: Open to all students)
The study of the basic principles of management, including organizational designs and the use of groups, leadership, communication, planning, decision-making and controlling.

BUS 305: Human Resource Management
(3 hrs.)
(Prerequisites: BUS225 or permission of instructor and completion of HIA foundation courses.)
A course designed to acquaint students with the theory and techniques of effectively managing human resources in modern organizations. Topics include the following: job analysis and design; recruitment and selection; appraisal; training and development; compensation and health; and employee relations.

HIA 330: Legal and Ethical Issues in Health Information Administration
(3 hrs.)
(Prerequisite: Open to all HIA students)
This course provides the student with study of law and legal concepts as they apply to the practice of health information administration. Emphasis is on institution and physician liability; HIPAA Privacy/Rule regarding privacy and confidentiality; health record documentation standards; and release of information practices as impacted by HIPAA. Issues that occur in biomedical ethics will also be presented.

HIA 347: Management of Clinical Classification and Reimbursement Systems
(3 hrs.)
(Prerequisites: HIA275, HIA281 and HIA 285 or equivalent, and completion of HIA foundation courses.)
This course emphasizes the application of management principles and techniques of clinical classification and reimbursement systems in health care settings. The course tests the students' coding competency and skills; reviews quality control and compliance issues of the coding function, and federal government compliance institutions. Other topics include: reimbursement software applications, data definitions, data security, data retrieval and report design, organization of health care, accreditation standards, compliance and regulatory requirements, professional ethics, supervision of staff, productivity standards, interpersonal skill development, organizational assessment and benchmarking, content of the clinical information as it relates to coded data, work redesign, and strategic planning.

HIA 351: Health Information Systems
(3 hrs.)
(Prerequisites: CIS 206)
This course is a study of computer applications in the management of systems to collect, store, process, retrieve, analyze, disseminate, and communicate health related information. Study of work simplification, system analysis and graphic representation techniques are covered. Other topics include data security, local and wide area network data definitions, data administration, database structures, data dictionaries, data modeling, and database administration.

HIA 354: Principles of Health Finance
(3 hrs.)
(Recommended prerequisites: Principles of Accounting II and/or Principles of Finance)
Healthcare accounting principles and financial management concepts are addressed from the health information department manager/director's perspective. Students will be required to apply the concepts to the health information department and/or a healthcare organization. Key concepts will include preparing and managing the department budget, compiling a cost-benefit analysis for procurement of departmental resources, applying cost accounting concepts including time value of money, and understanding and analyzing healthcare financial statements and reports.

HIA 355: Integrated Quality Management
(3 hrs.)
(Prerequisite: Completion of all HIA foundation courses.)
The history, principles, and techniques of quality assessment in healthcare organizations, with a focus on regulatory requirements and accreditation standards. Required components of utilization and risk management programs in the health care environment will be explored.

HIA 365: Performance Improvement for Healthcare Organizations
(3 hrs.)
(Prerequisite: Completion of all HIA foundation courses.)
Exploration of models and measurement tools used in healthcare to improve performance and patient outcomes. Project management techniques will be incorporated in a performance improvement project. Legal implications will be also be discussed.

HIA 375: Advanced Health Information Systems
(3 hrs.)
(Prerequisites: HIA 351 and completion of HIA foundation courses.)
This course is an advanced health information systems course emphasizing the role of the HIA manager in the planning and implementation of the electronic health record (EHR). Related topics include the definition and functions of an EHR, its historical development, stakeholders and software providers. Other topics include computer architecture, local and wide area networks, data information and file structure, database management, data security and data access, e-HIM workflow issues, project management, systems life cycle analysis, and clinical and administrative user-interface analysis.

HIA 401: Management of Health Information Centers
(3 hrs.)
(Prerequisite: Completion of all HIA foundation courses.)
This course covers the application of the management of health information centers, discusses leadership and management functions and roles for the Health Information Administration professional. Topics include leadership, management, effective problem solving and decision making, workflow management, effective use of resources, effective communication, employee training and supervision, project and strategic planning. Budgeting is fully discussed in the course.

HIA 450: Internship in Health Information Administration
(3 hrs.)
(Prerequisite: Completion of all HIA coursework and permission of instructor.)
This course is an individualized professional practice experience in administration of health information centers in various health care facilities. Final determination of internship sites is contingent upon contracting approval between the site and the College and also upon the approval of the HIA Program Director. The internship is undertaken for the purpose of applying the content of all previous courses in the clinical setting. Students are expected to utilize appropriate textbooks to analyze and evaluate health information systems as required by their clinical site. Students may be required to temporarily relocate in order to complete the internship. Students are expected to exhibit professional behavior at all times. Failure to adhere to professional behavior may result in the inability to complete the internship and the HIA program. Students must purchase professional insurance and have a completed history, physical and current TB test on file prior to being allowed to undertake the internship. Students are not allowed to begin their professional practice experience until they receive notification of approval from the instructor.

HIA 491: Seminar in Health Information Administration
(3 hrs.)
(Prerequisites: Completion of all HIA coursework and permission of instructor.)
This is a required final course. No previous coursework will be accepted or transferred in for this course.
This course will prepare students to conduct research by preparing a formal research proposal with an emphasis on developing a research problem, conducting a literature search and review, and designing a research tool using conventional data collection methods.

HIA 492: Capstone in Health Information Administration
(3 hrs.)
(Prerequisites: Completion of HIA 491, all HIA coursework, and permission of program director.)
Students will collect data using the research tool designed in the senior seminar course. Results and interpretation of findings will be tabulated and presented in a formal written report. Students will be required to draw conclusions and make recommendations based on their findings.

History Courses

HIS 172: Unruly Women
(3 hrs.)
(Meets General Education History array requirement; cross-listed as WST 172)
Students in this course study the history of women in the United States through the perspectives of women that challenged the norms of society through their actions, lifestyles, race, and gender, focusing in part on women in Missouri's history.

HIS 175: 20th Century U.S. – A Global Perspective
(3 hrs.)
(Meets General Education History array requirement)
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 20th century.

HIS 176: 20th-century Europe
(3 hrs.)
(Meets General Education History array requirement/crosslisted as ICS 176 Intercultural array)
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 impact of the states and citizens of Europe upon the world.

HIS 178: Ten Days That Shook the World
(3 hrs.)
(Meets General Education History array requirement/crosslisted as ICS 178 Intercultural array)
This introductory history class explores ten days in the 20th-century that shaped the world as we know it. They range from the beginning of colonialism to the dawning of freedom in countries like India and South Africa.

HIS 179: Global Cold War Crises
(3 hrs.)
(Meets General Education History array requirement/crosslisted as ICS 179 Intercultural array)
From the end of the Second World War to the fall of the Berlin Wall in 1989, the world was locked in a deadly conflict between the "Communist World" led by the Soviet Union and the "Free World" led by the United States. With both sides possessing nuclear weapons, the world was on the brink of destruction. This introductory course will examine the crises (such as the Cuban Missile Crisis) that threatened to unleash a deadly Third World War and explore how they were defused.

HIS 180: Topics in History
(3 hrs.)
This course will introduce students to aspect of American History through a specific perspective such as Colonial America or Religion in America. The significance of race, class, gender and religion will be examined in relation to world view of the given time period.

HIS 272: Honors: The U.S.A. and the World
(3 hrs.)
(Open to Honors House Plan students only; Meets General Education History array requirement)
This course will study the interaction with the world of the USA and its citizens from the turn of the century to the end of the Cold War. Particular attention will be given to the response of foreign countries and their citizens to American influence and presence in the world. Topics covered will include the Spanish-American War, the Vietnam War and American cultural imperialism.

HIS 275: Honors: 20th Century U.S. – A Global Perspective
(3 hrs.)
(Open to Honors House Plan students only; Meets General Education History array requirement)
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 20th century.

Interdisciplinary Studies

Interdisciplinary courses provide students with special opportunities to enhance their academic program. Faculty are drawn from sponsoring programs.

Interdisciplinary Studies Courses

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 150: Rape Aggression Defense (R.A.D.) Self-Defense for Women
(0-1 hr.)
This course is designed to increase a woman's awareness of the potential for sexual assault and to provide physical techniques to respond to such an act. The course will also introduce students to a pattern of lifetime fitness and physical activity through a variety of activity modes.

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 301: Peer Teaching
(1-3 hrs.)
(Prerequisite: permission of instructor)

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.

Mathematics Courses

MAT 111: College Algebra
(3 hrs.)
(Prerequisite: two years of high school algebra; meets General Education Quantitative Analysis requirement)
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; meets General Education Quantitative Analysis requirement)
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. MAT 211 meets General Education Quantitative Analysis requirement)
Study of the concepts and applications of derivatives and integrals, developed numerically, graphically and algebraically.

MAT 280: Topics in Mathematics
(3 hrs.)
This course introduces the most important and interesting ideas in mathematics in an engaging and mind-opening experience, encouraging students to discover the mathematics inherent in the world around them.

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.

Political Science Courses

PSC 142: Peacemaking in the Modern World
(3 hrs.)
(Meets General Education Intercultural array requirement)
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.

PSC 180: Topics in Political Science
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

PSC 185: Modern Slavery Around the World: Of Human Bondage
(3 hrs.)
(Meets General Education Intercultural array requirement)
This course will examine forms of modern slavery, including forced labor (as a consequence of human trafficking), sex slavery, and debt bondage.

PSC 240: Understanding Terrorism: Perspectives on Acts of Violence
(3 hrs.)
(Prerequisite: ENG 107; meets General Education Intercultural array requirement)
This course examines different 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.

PSC 280: Topics in Political Science
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

PSC 340: Honors: Understanding Terrorism: Perspectives on Acts of Violence
(3 hrs.)
(Open to Honors House Plan students only; meets General Education Intercultural array requirement)
This course examines different 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.

PSC 380: Topics in Political Science
(3 hrs.)
Topics courses are devoted to special subjects that may not be covered in depth in other courses.

Psychology

Requirements for the B.S. Major in Psychology

The Bachelor of Science 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, and electives allow students to specialize in their areas of interest. 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 in Psychology requires the completion of at least 41 semester hours of psychology courses (24 hours required courses and at least 15 hours elective), 6 semester hours of math (statistics and one other course), and at 7-8 semester hours of life 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

PSY 111: Introduction to Psychology (3 hrs.)
PSY 225: Social Psychology (3 hrs.)
PSY 320: Abnormal Psychology (3 hrs.)
PSY 331: Learning and Cognition (3 hrs.)
PSY 345: Psychological Research Methods (3 hrs.)
PSY 415: Psychology of Personality (3 hrs.) ***OR*** PSY 425: History & Systems of Psychology (3 hrs.)
PSY 430: Physiological Psychology (3 hrs.)
PSY 441: Senior Research Capstone (3 hrs.)
MAT 207: Introduction to Statistics (3 hrs.) (fulfills the General Education Quantitative Analysis requirement)
BIO 111: Biological Concepts (3 hrs.) ***OR*** BIO 181: Introduction to Biological concepts 1 with lab (4 hrs.)
and

One math course (any MAT course; 3 hrs.)
One laboratory-based life science (BIO, CHM, PHY) course (4 hrs.)
and
At least 15 semester hours (and up to 21 hrs.) from the following list of electives including at least 9 hours at the 300 level or above.

Electives

EDU 114: Lifespan Development (3 hrs.)
EDU 214: Advanced Child Development: Cross-Cultural Perspective (3 hrs.)
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)
PSY 121: Psychology of Adjustment (3 hrs.)
PSY 183: Psychology of Emotion (3 hrs.)
PSY 211: Educational Psychology (3 hrs.)
PSY 271: Human Sexuality (3 hrs.)
PSY 280: Topics in Psychology (3 hrs.)
PSY 301: Psychology of Gender (3 hrs.)
PSY 314: Adolescent Development (3 hrs.)
PSY 330: Forensic Psychology (3 hrs.)
PSY 355: Psychological Testing and Personality Assessment (3 hrs.)
PSY 359: Counseling I (3 hrs.)
PSY 380: Topics in Psychology (3 hrs.)
PSY 381: Internship (1-4 hrs.)
PSY 404: Group Procedures (3 hrs.)
PSY 415: Psychology of Personality (3 hrs.)
PSY 425: History and Systems of Psychology (3 hrs.)
NOTE: Course descriptions for the EDU and MAT may be found under the program headings of Education and Mathematics.

Students who major in Psychology or Human Development/Child Study will be required to complete a Senior Capstone in their senior year.

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 Courses

PSY 111: Introduction to Psychology (3 hrs.)
PSY 225: Social Psychology (3 hrs.)

Psychology Courses

PSY 111: Introduction to Psychology
(3 hrs.)
(Open to all students) (Offered every semester)
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) (Offered every other year)
Students in the course develop an informed perspective on their psychological adjustment. Relationships, values, health and personal history are studied.

PSY 183: Psychology of Emotion
(3 hrs.)
This course is geared towards undergraduate students who have not previously studied psychology. Students will address questions of what we mean by emotion, where emotions come from, how they affect the formation of memory, how they affect decision-making, and to be aware of their presence and how to regulate them in order to improve physical and mental health.

PSY 211: Educational Psychology
(3 hrs.)
(Prerequisites: PSY 111 and sophomore standing) (Offered every other semester)
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 212: Research Practicum
(1-2 hrs.)
(Prerequisite: PSY 111 and permission of Psychology Faculty)
For this practicum, students will gain first-hand knowledge of psychological research methods by assisting in a research study. Students enrolled in this course should expect weekly participation in active research duties in a psychology lab or study. Responsibilities may include (but are not limited to) assistance with locating resources/instruments related to the research project; IRB or grant-writing assistance; data collection; data entry; and data analysis. (May be repeated for up to 4 semester hours.)

PSY 225: Social Psychology
(3 hrs.)
(Prerequisite: PSY 111) (Offered every year, Spring semester)
Social psychology is the study of the influences on and consequences of social interaction. It is concerned with the relationships between the individual and other persons or groups of people. This course presents a survey of theory and research in social psychology. We will explore the various ways people think about, affect and relate to one another. The course will cover topics such as the social self-concept, social judgment, attitudes, persuasion, conformity, aggression, helping behavior, prejudice and interpersonal relationships.

PSY 271: Human Sexuality
(3 hrs.)
(Prerequisite: PSY 111) (Offered every three years)
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.)
(Prerequisite: PSY 111)(Offered as needed)
Topics courses are devoted to special subjects that may not be covered in depth in other courses. Topics offered may include Health Psychology, Positive Psychology.

PSY 301: Psychology of Gender
(3 hrs.)
(Prerequisites: PSY 111 and sophomore standing; cross listed as WST 301. Meets General Education Women-focused requirement.) (Offered every other year)
This course examines the psychology and biology of gender. The development of gender roles, stereotypic conceptions of femininity, masculinity and their impact on the development of self and the different perspectives men and women bring to intimate relationships.

PSY 314: Adolescent Development
(3 hrs.)
(Open to all students. Cross listed as EDU 314; Meets General Education Intercultural array requirement.)
A study of human development and behavior from puberty to early adulthood, with an emphasis on physical, social, cognitive and emotional growth and development. A cross-cultural perspective including the interactions among various identities will be explored.

PSY 320: Abnormal Psychology
(3 hrs.)
(Prerequisites: PSY 225)(Offered every year, fall semester)
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: Forensic Psychology
(3 hrs.)
(Prerequisite: PSY 111 and sophomore standing)(Offered every other year)
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 310)(Offered every year, alternating semesters)
Provides an introduction to the study of learning and cognition through an examination of the 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 345: Psychological Research Methods
(3 hrs.)
(Prerequisites: PSY 320 or PSY 331, and senior standing)(Offered every fall semester)
This course is designed to introduce students to the research methods used in psychology, to begin designing a study, and conducting the initial literature review. Students incorporate class materials to design an independent research study and complete the corresponding literature review necessary to support the project, guided by the instructor. This course is a "hands-on" research design course.

PSY 355: Psychological Testing and Personality Assessment
(3 hrs.)
(Prerequisites: PSY 310, PSY 320; Cross listed with FOR 355)(Offered every other year)
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 320)(Offered every other year)
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 380: Topics in Psychology
(3 hrs.)
(Prerequisite: PSY 225 and sophomore standing)(Offered as needed)
Topics courses are devoted to special subjects that may not be covered in depth in other courses. Topics may include Addictions, Gerontology.

PSY 381: Internship
(1-4 hrs.)
(Prerequisites: INT 210, PSY 225 and sophomore standing)(Offered every semester)
Students must 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 (or 42 hrs. per credit hour). Student carries on a wide a range of duties as she is qualified to execute under the direct supervision of a professional in the agency or institution. Each student will work with a Psychology Faculty member to complete an appropriate documentation and assessment of their internship. This may include a log of time, regular internship meetings, a journal, a summary of learning, and a paper on the history and scope of the agency.

PSY 404: Group Procedures
(3 hrs.)
(Prerequisite: PSY 359 and PSY 310)(Offered every other year)
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 415: Psychology of Personality
(3hrs.)
(Prerequisites: PSY 320 and one other 300 level course)
This course is grouped around the major theories and theorists in personality. Development of personality, structure of personality, motivation of personality, normal and abnormal personality characteristics will be examined.

PSY 425: History and Systems of Psychology
(3 hrs.)
(Prerequisites: PSY 320 or PSY 331, and senior standing)
This course is designed to give the student an in-depth exposure to the philosophical underpinnings and broad ontological background of theories developed throughout the history of psychology as a science. 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 430: Physiological Psychology
(3 hrs.)
(Prerequisites: BIO 181 or BIO 111, and PSY 331)(Offered every other year)
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: PSY 345 and senior standing)
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.

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.

Women's Studies

Requirements for a Minor in Women's Studies

A minor in women's studies requires the completion of 15 semester hours, including at least six hours at or above the 300 level, as listed below.

Required Course

WST 210: Introduction to Women's Studies (3 hrs.)

Plus 12 hours of WST courses; six hours of which must be at or above the 300 level.

Choose from the following courses:
WST 215: Women, Law and Justice (3 hrs.)
WST/PSY 301: Psychology of Gender (3 hrs.)
WST/ENG 308: Women Writers (3 hrs.)
WST 310: Gender Across Cultures (3 hrs.)
WST/ARH 355: Women in Art (3 hrs.)

The following will offered only as needed:
WST 280: Topics in Women's Studies (1-3 hrs.)
WST 311: Development of Feminist Thought (3 hrs.)
WST 312: Contemporary Feminist Thought (3 hrs.)
WST/SCI 365: Women, Science and Society (3 hrs.)
WST 380: Topics in Women's Studies (1-3 hrs.)

Women's Studies Courses

WST 172: Unruly Women
(3 hrs.)
(Meets General Education Women-focused array requirement; cross-listed as HIS 172)
Students in this course study the history of women in the United States through the perspectives of women that challenged the norms of society through their actions, lifestyles, race, and gender, focusing in part on women in Missouri's history.

WST 210: Introduction to Women's Studies
(3 hrs.)
(Open to all students; meets General Education Women-focused array requirement)
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, and politics. 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 215: Women, Law and Justice
(3 hrs.)
(Open to all students; meets General Education Women-focused array requirement)
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 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. Past topics have included: "Addicted Women: Substance Abuse" and "Compulsive Behaviors."

WST 301: Psychology of Gender
(3 hrs.)
(Prerequisites: PSY 111 and sophomore standing; cross listed as PSY 301. Meets General Education Women-focused requirement.) (Offered every other year)
This course examines the psychology and biology of gender. The development of gender roles, stereotypic conceptions of femininity, masculinity and their impact on the development of self and the different perspectives men and women bring to intimate relationships.

WST 308: Women Writers
(3 hrs.)
(Prerequisites: ENG 107 and one three-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: ARH 101 or permission of instructor; cross-listed as ARH 355; meets General Education Women-focused array requirement)
This course explores the contributions women have made to painting, sculpture and architecture from the Renaissance to the present.

WST 365: Women, Science and Society
(3 hrs.)
(Prerequisite: junior or senior standing or permission of instructor; cross-listed as SCI 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."

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.

School of Interdisciplinary Studies

Dean: Leslie Willey, Ph.D.

Programs of study:

Majors:
Digital Filmmaking, BFA
Education, BS
Equestrian Studies, BS
Human Development, BS

Minors:
Digital Filmmaking
Education
Equestrian Studies

The School of Interdisciplinary Studies promotes learning across disciplines. Our programs are designed to support the development of critical thinking skills and enhance our students' natural curiosity about the world in which they live. Emphasizing the role of both theory and practice, students are asked to consider situations through multiple perspectives as they learn in class and through real world experiences.

The School of Interdisciplinary Studies offers four majors: Bachelor of Fine Arts in Digital Filmmaking, Bachelor of Science in Education, Bachelor of Science in Equestrian Studies, and Bachelor of Science in Human Development. In addition, three minors are available: Digital Filmmaking minor, Education minor, and Equestrian Studies minor.

Digital Filmmaking

The Bachelor of Fine Arts 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.

Film students will spend their senior year directing and producing their own short film and marketing this film to an audience. The senior projects will be screened to the public and possibly chosen for television broadcast or included in a DVD compilation. The films will also be reviewed by professionals in the film industry for critique and input on career goals. 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 Dean, 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.

Education

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 Science in Human Development 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.

Equestrian Studies

The equestrian professional must develop a broad foundation of knowledge, skills and interpersonal abilities. Equestrian students are introduced to the principles of the equestrian professional industry including applied riding, history and theory of riding, training, horse care, stable management, equine nutrition, equine anatomy, methods of teaching horsemanship, and psychology of a horse and rider. Thorough hands-on training and collaborative activities with faculty helps students develop a strong foundation in diverse areas including the principles of teaching riding, horse training, business management skills, event planning, public speaking, and professional competition. When pursuing a career in equestrian studies, the successful Stephens College equestrian student will develop a deep commitment to the horse. Graduates of the program are known as exceptional, knowledgeable horsewomen that are critical thinkers, problem solvers, and very competitive in business and the riding arena.

In addition to pursuing postgraduate degrees in business, strategic leadership, veterinary medicine, or a master's degree in counseling, graduates are active in many aspects of the equestrian industry that include employment and internships at breed organizations, equestrian journalism, equine law, teaching riding, showing, training, and management of equestrian facilities. Strong alumni connections provide a Stephens graduate with the contacts and support to succeed in her chosen career.

Human Development

The Bachelor of Science major in Human Development 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.

Digital Filmmaking

Requirements for the B.F.A. Major in Digital Filmmaking

The Bachelor of Fine Arts in Digital Filmmaking requires completion of 31 hours of general education requirements, 66 semester hours in the major as specified below and 23 semester hours of electives. An overall GPA of at least 2.0 in all DFM courses listed in the major is required. 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.

Required Courses

DFM 101: Introduction to Digital Media (3 hrs.)
DFM 108: Digital Photography (3 hrs.)
DFM 140: Film History I (3 hrs.)
DFM 150: Film History II (3 hrs.)
DFM 175: Stephens Film Institute (3 hrs.)
DFM 215: Filmmaking I (3 hrs.)
DFM 230: Screenwriting I (3 hrs.) **
DFM 250: Citizen Jane Practicum (3 hrs.)
DFM 315: Filmmaking II (3 hrs.) **
DFM 340: The Business of Film (3 hrs.)
DFM 365: Women in Film (3 hrs.)
DFM 375: Stephens Film Institute (3 hrs.)
DFM 410: Senior Project I (3 hrs.)
DFM 420: Senior Project II (3 hrs.)
DFM 450: Citizen Jane Practicum II (3 hrs.)
DFM 490: Senior Portfolio (3 hrs.)

At least 3 of the following in filmmaking:

DFM 212: Digital Filmmaking Practicum (3 hrs.)
DFM 300: Directing for Film (3 hrs.)
DFM 308: Advanced Digital Photography (3 hrs.)**
DFM 310: Advanced Postproduction (3 hrs.)
DFM 319: Sound Design for Digital Film (3 hrs.)
DFM 330: Screenwriting II (3 hrs.) **
DFM 350: Trends and Issues in Filmmaking (3 hrs.) **
DFM 385: Advanced Digital Filmmaking (3 hrs.) **
DFM 390: Film Festival Production (3 hrs.)
DFM 412: Digital Filmmaking Practicum (3 hrs.)
SCM 240: Visual Communication (3 hrs.)

At least 2 of the following in film history/theory:

DFM 235: Intro to Documentary Film (3 hrs.)
DFM 320: The Reel World (3 hrs.) **
DFM 335: Major Filmmakers (3 hrs.) **
DFM 360: Cinema and Social Change (3 hrs.)
DFM 370: International Cinema (3 hrs.)
DFM 380: Topics in Filmmaking (3 hrs.)
**Pending College review and approval.

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. An overall GPA of at least 2.0 in all film courses listed in the minor is required. Refer to the course descriptions for prerequisites and grade requirements.

Required Courses **

DFM 101: Introduction to Digital Media (3 hrs.)

and one of the following courses:

DFM 140: Film History I (3 hrs.)
DFM 150: Film History II (3 hrs.)

Plus: 9 hours of DFM electives chosen from digital filmmaking courses, at least 6 hours must be at or above the 300 level.
**Pending College review and approval.

Digital Filmmaking Courses

DFM 101: Introduction to Digital Media
(3 hrs.)
(Lab fee charged.; meets General Education Arts array requirement)
This course is an introduction to the language and technology of digital media; including digital media history, industry trends and production requirements. Students will learn and apply; basic design principles for the web, capturing and editing digital images, capturing and editing digital audio, capturing and editing digital video and interactive multimedia. The course will consist of project-based assignments, quizzes and creating a multimedia blog project to showcase student work.

DFM 104: Studio Production
(3 hrs.)
(Prerequisite: Open to all students; lab fee charged.)
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 editing, television cameras, switchers, lighting and studio procedures. Students will work on class projects as well as community projects in the studio. Students are responsible for some materials required. Offered fall semester only.

DFM 108: Digital Photography
(3 hrs.)
(Prerequisite: Open to all students; lab fee charged.)
This class introduces students to the basic principles of digital photography as a medium for current digital literacy. Students learn storytelling techniques with still images. Topics covered include capturing images with digital cameras emphasizing camera controls, exposure, lighting, as well as digital workflow for photography.

DFM 140: Film History I
(3 hrs.)
(Prerequisite: Open to all students; meets General Education Arts array requirement)
This course offers an overview of cinema history from 1895 to 1945. The class will explore major movements and concepts in film, technical developments that have changed the way we view films and be familiar with the basic film language of film analysis (editing, mise-en-scene, lighting, acting, etc.). In addition, students will examine theories specific to film (auteur theory, documentary, genre, the star system, etc.) and gain a broader understanding of the social and historical impact of cinema.

DFM 150: Film History II
(3 hrs.)
(Prerequisite: None, open to all students, meets General Education Arts array requirement)
This course offers an overview of cinema history from 1945 to the present. We will examine the history of filmmaking after the second world war with changes in technology, studios, directors, performers and narrative structure. We will also examine the relationship between film and culture and the impact films have had in shaping history up to the present day.

DFM 175: Stephens Film Institute
(3 hrs.)
(Prerequisites: Open to all students; lab fee charged. May be repeated for credit)
Development of basic skills in technical filmmaking through class lectures and crew work on a variety of film projects. This course is a study of general principles and accepted practices in film production, examining every role in a film production. Graded as S/U.

DFM 210: Digital Video Editing
(3 hrs.)
(Prerequisite: DFM 101 with grade of C- or better or permission of instructor; lab fee charged.)
This course guides students through digital post-production process from video capture to output of edited work. This 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. Along with technical skills, this course focuses on editing and storytelling.

DFM 212: Digital Filmmaking Practicum
(1-3 hrs.)
(Prerequisite: permission of department faculty; can be taken for either S/U or A–F credit. May be taken two times for credit)
Open to film majors working on a department-sponsored film project. Work to be evaluated by appropriate faculty adviser.

DFM 215: Filmmaking I
(3 hrs.)
(Prerequisites: DFM 101 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 and documentary 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.

DFM 230: Screenwriting I
(3 hrs.)
(Prerequisite: DFM140 or 150 or permission of instructor).
This workshop course introduces the theory and practice of writing screenplays for film with an emphasis on the narrative structure. Students will learn techniques for finding and developing story ideas and developing them into script format, writing original scripts and learning to critique and analyze stories and scripts in the process. **Pending College review and approval.

DFM 235: Introduction to Documentary Film
(3 hrs.)
(Prerequisite: Open to all students; meets General Education Intercultural array requirement)
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.

DFM 240: Cinematography and Lighting
(3 hrs.)
(Prerequisites: DFM215 with grade of C- or better or permission of instructor; lab fee charged.)
This course explores camerawork and lighting as elements that enhance storytelling, such as digital lighting, shading techniques and camera composition.

DFM 250: Citizen Jane Practicum
(3 hrs.)
(Open to all students)
This is a special course designed for students working on the Citizen Jane Film Festival that takes place every fall. This course provides hands-on experience and insight into the challenging world of creating a community event and running a film festival. Students participate in real world projects related to the festival. This course is designed to contextualize the projects you do for the festival and give you background information and insight into the business of film and exhibition. Graded as S/U.

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. 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. Offered every other year.

DFM 295: Motion Graphics
(3 hrs.)
(Prerequisite: Digital Video Editing with grade of C- or better or permission of instructor. Lab fee charged.)
The class focuses on learning a solid foundation of motion graphics and effects techniques to support creative editing and storytelling. Students will build on their digital post-production skills and learn new skills in visual effects.
**Pending College review and approval.

DFM 300: Directing for Film
(3 hrs.)
(Prerequisite: DFM 215 with grade of C- or better or permission of instructor. Lab fee charged.)
This course examines directing techniques to formulate a personal directing style in filmmaking. Students learn how to direct a film, from the pre-production stage through the shooting process and post-production, by directing individual short films. Genres can vary each semester.

DFM 304: Advanced Studio Production
(3 hrs.)
(Prerequisite: DFM 104 with grade of C- or better or permission of instructor. Lab fee charged.)
Advanced techniques in television and video production through hands-on filmmaking in the studios. Classes will include lectures, demonstrations and crew participation. Advanced elements and skills covered include operation of audio consoles, microphones, audio editing, digital cameras, switchers, lighting and studio procedures. Students will

work on class projects as well as community projects in the studio. Students are responsible for some materials required. **Pending College review and approval.

DFM 308: Advance Digital Photography
(3 hrs.)
(Prerequisite: DFM 108; or permission of instructor. Lab fee charged.)
This course focuses on turning abstract thoughts into complex images and themes. Students will edit RAW images and learn the best practices for printing on high-resolution printers. With an emphasis on color and light theory, students will aim to create gallery-ready photographs. **Pending College review and approval.

DFM 310: Advanced Post Production
(3 hrs.)
(Prerequisites: DFM210 or better or permission of instructor. Lab fee charged.)
This class will build on the skills learned in DFM210. 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: Directing the Documentary
(3 hrs.)
(Prerequisite: DFM 215)
Documentary has changed significantly since its origins. We now have technology that early documentary filmmakers could only dream of. However, the challenge is still the same. How do we represent truth? This course will provide you with exercises to fine tune your skills with field equipment and prepare you for being a well-rounded, independent, documentary filmmaker. By volunteering at True/False, and by working on stories in the community, you will learn to ask why documentaries are made and not just how. This is an advanced production class, you will be held to a higher standard than in previous classes.

DFM 315: Filmmaking II
(6hrs.)
(Prerequisite: DFM215; or permission of instructor, lab fee charged.)
This is a comprehensive, hands-on filmmaking course that explores elements of the theoretical and practical application of preproduction, production and postproduction techniques. There will be a strong emphasis on the technical and creative aspects of lighting and cinematography for both narrative and documentary filmmaking. **Pending College review and approval.

DFM 319: Sound Design for Digital Film
(3 hrs.)
(Prerequisite: DFM 101 with grade of C- or better or permission of instructor; 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 321: Documentary Research and Storytelling
(3 hrs.)
(Prerequisites: DFM 210 or permission from instructor; lab fee charged.)
Advanced research and production course in using images and music in media. Students will learn how to incorporate stills, video footage and music into a digital story. We will evaluate the historical value of archival material and learn about current copyright clearance and legal issues. Students will research a topic to produce a final media product that can be viewed online. We will explore research methods for historical and current topics.

DFM 330: Screenwriting II
(3 hrs.)
(Prerequisites: DFM 230 or permission from instructor)
This class will build on the work of Screenwriting I and focus on the development and writing of longer and more complex film scripts. Students will study the feature film script format and develop a treatment and pitch for feature films. Students will develop their storytelling skills and their understanding of premise, character, and plot structure through lectures, readings, screenings, and in-class critiques. **Pending College review and approval.

DFM 335: Master Filmmakers
(3 hrs.)
(Prerequisite: DFM140 or DFM150, or permission of instructor. May be repeated for credit with a different topic)
This course will explore the lifework of a director that has made significant contributions to the art of filmmaking. By studying the earlier works of this filmmaker and discovering what was happening in his or her world, students will gain valuable insight into the decisions that created this masterful filmmaker and how these films are seen in the wider perspective of film history. **Pending College review and approval.

DFM 340: Business of Film
(3 hrs.)
(Prerequisite: DFM 215)
A study of the business of film including film financing, business strategies, audience analysis, distribution strategies, preparing a business plan. Offered every other year.

DFM 350: Trends and Issues
(3hrs.)
(Prerequisite: Junior standing; or permission of instructor)
(May be repeated for credit with a different topic)
This course is an examination of concepts and insights in contemporary trends and issues that affect the field of filmmaking including artistic and technological changes. **Pending College review and approval.

DFM 360: Cinema and Social Change
(3 hrs.)
(Prerequisites: Junior standing 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 365: Women in Film
(3 hrs.)
(Prerequisite: Junior standing or permission of instructor)
This course focuses on the study of women in the film industry from early cinema to their role in today's industry. Through focusing on female filmmakers we will examine the art and the business of filmmaking from a feminist perspective. We will study women working in a variety of genres including experimental, narrative, and documentary filmmaking. We will also examine women working in a variety of contexts including the Hollywood studio system as well as independent and international film industries.

DFM 370: International Cinema
(3 hrs.)
(Prerequisites: Junior standing or permission from instructor; meets General Education Arts array requirement. Cross listed as ICS 370)
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.

DFM 375: Stephens Film Institute
(3 hrs.)
(Prerequisite: Open to all students, lab fee charged. May be repeated for credit)
Development of intermediate skills in technical filmmaking through class lectures and crew work on a variety of film projects. This course is a study of general principles and accepted practices in film production, examining every role in a film production. Graded as S/U.

DFM 380: Topics in Filmmaking
(3 hrs.)
Topics in digital filmmaking production offered in rotation and in response to interest. Course may be repeated with a different topic.

DFM 385: Advanced Filmmaking
(3 hrs.)
(Prerequisites: DFM215; lab fee charged. May be repeated, up to 9 semester hours in different topics)
This course is an intensive study in different aspects, genres, or platforms in digital filmmaking. Students will learn by working on real-world projects in a specific area of film production such as documentary, animation, corporate video, podcasts, web series, etc. **Pending College review and approval.

DFM 390: Film Festival Production
(3 hrs.)
(Prerequisites: Junior standing or permission from instructor.)
This course is designed for students who are interested in working on the development of the Citizen Jane Film Festival as well as other Citizen Jane related activities throughout the year. This course provides hands-on experience and insight into the challenging world of creating a community event and running a film festival. Students will work on special projects related to the development of the festival while also reading and discussing trends in the film industry to contextualize the project work. Student projects will require skills in advertising, marketing, public relations, social

media, creative writing, filmmaking, editing, or film theory. Students without this background but a strong interest and desire to learn more can also be successful in this class.

DFM 392: Producing for Film
(3 hrs.)
(Prerequisites: DFM 215 with grade of C- or better or permission of instructor.)
This class focuses on the creative art and business of producing for film, with emphasis on the job functions and skills required for the producer. The course will cover the functions of the producer from development, preproduction, production, post-production, and distribution. Additionally it will cover the creative relationship between the producer and other crew members, creative decision makers, and the business side of the film industry and stake holders in the filmmaking process.

DFM 410: Senior Project I
(3 hrs.)
(Prerequisite: Permission from program faculty, lab fee charged.)
This extensive production course constitutes the capstone courses in the major and requires the development and production of a short film. Students pre-produce and work on production of their short film during this semester. Spring only.

DFM 412: Digital Filmmaking Practicum
(1-3 hrs.)
(Prerequisite: permission of department faculty; can be taken for either S/U or A–F credit. May be taken two times for credit)
Open to film majors working on a department-sponsored film project. Work to be evaluated by appropriate faculty adviser. Offered every semester.

DFM 420: Senior Project II
(3 hrs.)
(Prerequisite: DFM410, lab fee charged).
This class builds on the film project created in DFM410 and students focus on post-production and exhibition of their short film as well as develop outreach materials and plan the senior film showcase. Finished films will be exhibited at the end of the fall semester at the senior film showcase and open the public. Final films will be assessed by a jury of industry professionals. Fall only.

DFM 440: Advanced Film Studies
(3 hrs.)
(Prerequisites: DFM140 or DFM150; May be repeated, up to 9 semester hours in different topics)
This course is an intensive study of variable topics in film studies. Topics may focus on themes in film, a specific period, a particular genre, an important director, or an aspect of contemporary film theory. Intensive readings and research in film theory and criticism will foster in-depth understanding of chosen topic. **Pending College review and approval.

DFM 450: Advanced Citizen Jane Practicum
(3 hrs.)
(Prerequisite: DFM250 or DFM390, or permission of instructor)
This is a special course designed for students working on the Citizen Jane Film Festival that takes place every fall. This course provides advanced experience into the challenging world of creating a community event and running a film festival. Students participate in real world projects related to the festival, building on their skills and project work for earlier Citizen Jane festivals. Graded as S/U.

DFM 490: 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 spring semester only.

DFM 491: Master Class
(3 hrs.)
Visiting industry professionals teach in different areas of filmmaking as an Artist in Residence.

Education

The Missouri Department of Elementary & Secondary Education -- Office of Educator Quality is working with representative stakeholders groups to redesign the standards for educator preparation including certification requirements. These changes and implementation schedule will be communicated to students through individual advising sessions, meetings, and/or other university communications. If there are any questions and/or concerns, please contact the Director of Educator Preparation in the Office of Educator Quality.

Requirements for the B.S. Major in Education 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 completing the MEP (Missouri Educator Profile) during the freshman and junior year, a passing score on the MOGEA (Missouri General Education Assessment) or C-BASE subject area tests and passing scores on the Missouri Content Assessment and Missouri Performance Assessment, 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: Lifespan Development (3 hrs.)
EDU 176: Introduction to the Teaching-Learning Process (5 hrs.)
EDU 214: Advanced Child Development: Cross-Cultural Perspective (3 hrs.)
EDU 225: Integrating the Arts into the Classroom (2 hrs.)
EDU 276: Foundations of the Teaching-Learning Process (3 hrs.)
EDU 355: Literature for Children: Person, Place, Time (3 hrs.)*
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)
EDU 375: Parameters of Early Learning I (3 hrs.)
EDU 376: Parameters of Early Learning II (3 hrs.)
EDU 381: Methods of Developing Concepts (6 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 388: Professional Standards I (2 hrs.)
EDU 389: Professional Standards II (2 hrs.)
EDU 413: Family and Community (3 hrs.)
EDU 415: The Individualizing Process: Assessment and Prescription I (3 hrs.)
EDU 421: Student Teaching in Early Childhood Education (6 hrs.)
EDU 441: Student Teaching in the Elementary School (12 hrs.)
EDU 454: Emergent Language and Literacy (3 hrs.)
EDU 483: Professional Practice (2 hrs.)
EDU 484: Senior Seminar (2 hrs.)
*EDU 355 fulfills General Education Literature Array requirement

Students must successfully complete the required 31 semester hour General Education 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 psychology, 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.

Requirements for the B.S. Major in Education with Certification in Early Childhood Education

The bachelor of science major in education with early childhood certification is a teacher preparation program for infancy through the primary grades (grade 3). Admission to and completion of the program and state exit assessment requirements, including completing the MEP (Missouri Educator Profile) during the freshman and junior year, a passing score on the MOGEA (Missouri General Education Assessment) or C-BASE subject area tests and passing scores on the Missouri Content Assessment and Missouri Performance Assessment, 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: Lifespan Development (3 hrs.)
EDU 176: Introduction to the Teaching-Learning Process (5 hrs.)
EDU 214: Advanced Child Development: Cross-Cultural Perspective (3 hrs.)
EDU 225: Integrating the Arts into the Classroom (2 hrs.)
EDU 276: Foundations of the Teaching-Learning Process (3 hrs.)
EDU 355: Literature for Children: Person, Place, Time (3 hrs.)*
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)
EDU 375: Parameters of Early Learning I (3 hrs.)
EDU 376: Parameters of Early Learning II (3 hrs.)
EDU 381: Methods of Developing Concepts (6 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 388: Professional Standards I (2 hrs.)
EDU 389: Professional Standards II (2 hrs.)
EDU 413: Family and Community (3 hrs.)
EDU 415: The Individualizing Process: Assessment and Prescription I (3 hrs.)
EDU 421: Student Teaching in Early Childhood Education (6 hrs.)
EDU 454: Emergent Language and Literacy (3 hrs.)
EDU 483: Professional Practice (2 hrs.)
EDU 484: Senior Seminar (2 hrs.)
*EDU 355 fulfills General Education Literature array requirement

Students must successfully complete the required 31 semester hour Liberal Arts program. Students must also meet all Missouri Department of Elementary and Secondary Education requirements for Early Childhood Teacher Certification.

Requirements for the B.S. Major in Education with Certification in Elementary Education

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, life sciences, social sciences, speech and theatre. Admission to and completion of the program and state exit assessment requirements, including completing the MEP (Missouri Educator Profile) during the freshman and junior year, a passing score on the MOGEA (Missouri General Education Assessment) or C-BASE subject area tests and passing scores on the Missouri Content Assessment and Missouri Performance Assessment, 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: Lifespan Development (3 hrs.)
EDU 176: Introduction to the Teaching-Learning Process (5 hrs.)
EDU 225: Integrating the Arts into the Classroom (2 hrs.)
EDU 276: Foundations of the Teaching-Learning Process (3 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.)
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 388: Professional Standards I (2 hrs.)
EDU 389: Professional Standards II (2 hrs.)
EDU 413: Family and Community (3 hrs.)
EDU 415: The Individualizing Process: Assessment and Prescription I (3 hrs.)
EDU 441: Student Teaching in the Elementary School (12 hrs.)
EDU 454: Emergent Language and Literacy (3 hrs.)
EDU 483: Professional Practice (2 hrs.)
EDU 484: Senior Seminar (2 hrs.)
*EDU 355 fulfills General Education Literature Array requirement

Students must successfully complete the required 31 semester hour General Education 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, psychology 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 ENG 107: Composition I 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* met the State of Missouri Department of Elementary and Secondary Education basic competency requirements as follows:

    a. completed the MEP (Missouri Educator Profile).
    b. attained the minimum required score on all parts of the College BASE Test or MOGEA (Missouri General Education Assessment). 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 Introduction to the Teaching-Learning Process course. The information is also available in the education program office.
    c. 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 passing scores on the Missouri Content Assessment and Missouri Performance Assessment, 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.

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Requirements for a Minor in Education

The minor in education requires completion of at least 15 semester hours in education courses, including 6 semester hours of required course work (see below) and a minimum of 9 semester hours of EDU electives; 6 semester hours must be 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: Lifespan Development (3 hrs.)
EDU 276: Foundations of the Teaching-Learning Process (3 hrs.)

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

Education Course Descriptions

EDU 114: Lifespan Development
(3 hrs.)
(Open to all students)
This course explores the developmental periods of conception, infancy, early childhood, adolescence and adulthood with a focus on benchmarks in the areas of biological/physical, psychosocial and cognitive development. Opportunities to observe and interact with children help students gain a general understanding of life span development. This course also explores the cross-cultural differences and similarities in development emphasizing the interactions of race, social class, gender and religion.

EDU 176: Introduction to the Teaching-Learning Process
(4-5 hrs.)
(Open to all students)
An introduction to teaching, learning, and curriculum in early childhood and elementary classrooms, including learning processes; instructional planning related to relevant standards; integrating technology into classrooms; working in diverse and inclusive settings; and culture and community. The course emphasizes the relationship between theory and practice and supports students' development of teacher professionalism.

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 214: Advanced Child Development: Cross-Cultural Perspective
(3 hrs.)
(Prerequisite: EDU 114 or permission of instructor)
This course focuses on the development of children from birth through adolescence 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 and adolescent development theories, concepts, research and the interactions of multiple cultural identities at an advanced level. Observations of young children will be arranged.

EDU 218: Explorations in Education
(1-3 hrs.)
(Prerequisite: Permission of instructor)
This course is designed to deepen students' understanding of human development and classroom practice. Practicum experiences provide opportunities for students to examine/consider teaching, learning and assessment practices. Seminars support students' professional development.

EDU 225: Integrating the Arts into the Classroom
(2 hrs.)
(Prerequisite: EDU 114 or permission of instructor)
Future teachers gain an understanding of children's physical and cognitive development through integration of the arts throughout the curriculum. Students will design, plan and teach lessons that support learning through the arts.

EDU 276: Foundations of the Teaching-Learning Process
(3 hrs.)
(Prerequisites: EDU 114 and sophomore standing)
The course is designed for students who will have direct participation with children in learning environments. Experience is provided in developing the understanding and competencies needed to work with children through age 12. The following topics will be emphasized – skills in guiding students, understanding student behaviors, knowing appropriate learning objectives, and developing an understanding of pedagogy. The historical, philosophical, sociological and legal foundations of education are included in the course.

EDU 314: Adolescent Development
(3 hrs.)
(Open to all students. Cross listed as PSY 314; Meets General Education Intercultural array requirement.)
A study of human development and behavior from puberty to early adulthood, with an emphasis on physical, social, cognitive and emotional growth and development. A cross-cultural perspective including the interactions among various identities will be explored.

EDU 318: Inquiry into Education
(1-3 hrs.)
(Prerequisite: Permission of instructor. May be repeated for a total of 6 credit hours)
This course supports students as they demonstrate understanding of human development and classroom practice (or teaching, learning and assessment). Practicums, interdisciplinary projects or research projects provide a forum for demonstrating knowledge.

EDU 340/HDE 340: Practicum
(1-3 hrs.)
(May be repeated for a total of 6 hrs. credit.)
(Prerequisites: 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: Permission of instructor)
Students will read and critique literature from diverse cultures. Connections will be made between cultures by noting similarities and differences in person, place and time. Evaluation of the literature will be 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.)
(Open to all students)
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 : developmental disabilities, learning disabilities, behavior disorders/emotional disturbance, speech and language disorders, hearing impairment, visual impairment, physical disabilities and giftedness.

EDU 375: Parameters of Early Learning I
(3 hrs.)
(Prerequisite: Admission to the Teacher Education Program or permission of instructor)
Students have the opportunity to develop skills and knowledge to effectively teach young children. Emphasis is given to planning and implementing an integrated curriculum in the areas of language arts and mathematics. Students gain knowledge and classroom experience in managing groups, lesson planning, teaching, evaluation and reflection.

EDU 376: Parameters of Early Learning II
(3 hrs.)
(Prerequisite: Admission to the Teacher Education Program or permission of instructor)
Students have the opportunity to develop skills and knowledge to effectively teach young children. Emphasis is given to planning and implementing an integrated curriculum in the areas of language arts, social studies and science. Students gain knowledge and classroom experience in managing groups, lesson planning, teaching, evaluation and reflection.

EDU 381: Methods of Developing Concepts
(6 hrs.)
(Prerequisites: Admission to the Teacher Education Program or permission of instructor.)
Students have the opportunity to develop skills and knowledge to effectively teach elementary children. Emphasis is given to planning and implementing an integrated curriculum in the areas of language arts, social studies and science. Students gain knowledge and classroom experience in managing groups, lesson planning, teaching, evaluation and reflection.

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 theories and strategies. Emphasis is given to creating a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation.

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 examines how teachers can facilitate literacy development in young learners. As the follow-up class to Literacy I, it will include further exploration and inquiry into such topics as: the development of reading and writing processes, creating classrooms for readers and writers, assessing literate behaviors, and helping readers and writers with a difference.

EDU 387: Helping Children Think Mathematically
(3 hrs.)
(Prerequisites: Admission to the Teacher Education Program and two college mathematics courses 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 388: Professional Standards I
(2 hrs.)
(Prerequisite: Admission to the Teacher Education Program or permission of instructor.)
This course provides an opportunity for the student to identify qualities of effective teachers and reflect on personal, professional growth. A professional portfolio will be created to demonstrate an understanding of the Missouri Standards for Professional Educators (MoSPE), display professional growth and outline goals. Students must demonstrate their knowledge of the Missouri Standards for Professional Educators to continue in the program.

EDU 389: Professional Standards II
(2 hrs.)
(Prerequisite: Admission to the Teacher Education Program or permission of instructor.)
This course provides an opportunity for the student to reflect on personal, professional growth, and develop goals. The student's professional portfolio will be revised and updated to demonstrate a deeper understanding of the Missouri Standards for Professional Educators (MoSPE), display current professional growth and outline goals. Students must demonstrate they have met all expectations of the Stephens College Education Teacher Certification Program to qualify for student teaching.

EDU 413: Family and Community
(3 hrs.)
(Open to all students)
Students examine the importance of the professional relationship between the family, school 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
(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 early childhood classroom: 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 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
(3 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 483: Professional Practice
(2 hrs.)
(Prerequisites: Admission to the Teacher Education Program, senior standing or permission of instructor.)
This course provides an opportunity for the student to reflect on personal, professional growth, and develop goals. The student's professional portfolio will be revised and updated to demonstrate application of the Missouri Standards for Professional Educators (MOSPE), display current professional growth and outline future professional goals. Students must demonstrate knowledge and application of the Missouri Standards for Professional Educators while student teaching to be recommended for certification.

EDU 484: Senior Seminar
(2 hrs.)
(Prerequisite: 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

Interim Coordinator: Sara Linde-Patel

Requirements for the B.S. Major in Equestrian Studies

The Bachelor of Science in Equestrian Studies requires completion of 31 semester hours of general education courses, 64 semester hours of core equestrian studies courses. Requirements for the degree include: A minimum 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.

- Equestrian Studies major riding requirement is that a student rides three of the four disciplines in the eight semesters that they are enrolled. Four riding disciplines are offered: Reining, Huntseat, Saddleseat, and Western. Driving is also offered. Driving for two semesters is equivalent to one riding discipline. Equestrian Studies majors have first priority, then equestrian minors in riding classes over non-equestrian majors.

- Equestrian Studies students are evaluated each semester by the faculty to encourage their skill development. A career in the equestrian business is a challenging choice. Our program is a highly professional program that demands a strong work ethic, personal and professional discipline, and a high level of proficiency. Students who fail to display these necessary attributes could be advised to choose another major, or put on program probation.

- The vigorous nature of the equestrian program requires that students stay fit and healthy in order to succeed and eventually become employed. The equestrian faculty will meet with each student twice during the year to evaluate progress in the major and provide feedback for improvement. Each student is required to follow the requirements outlined in the Equestrian Major's Handbook.

- The Equestrian Faculty strongly recommends to students that in order to gain experience and to establish a professional network that they work during all summer breaks in the equestrian industry.

Clinics

Stephens College offers clinics and workshops throughout the year in all four disciplines of riding. Recent clinicians include: Melanie Smith Taylor, David O'Connor, Robin and Murray Griggs, Richard Shrake, Scott and Carol Matton, Kendra Weis, Jim Dudley and Melissa Moore. Stephens College Equestrian Program also hosted the Saddleseat International Invitational. Horse Owner Workshops sponsored by Purina Mills are held at Stephens Stables.

- Equestrian students that ride at the intermediate or above level are required to participate at two shows or two clinics per semester. This may be accomplished as an exhibitor, as part of the horse show team or at a specialized equestrian event. All clinics and horseshow information is posted prior to each event.

Horse shows

Participation in horse show competitions and clinics are a fundamental part of the Equestrian Studies curriculum. Stephens College students participate in horse shows and clinics across the nation. All qualified equestrians have an opportunity to participate in national, regional, local, and on campus horse shows. Stephen's riders participate at "A" rated shows at the American Royal, AQHA, USEF, USHJA and APHA, the Pinto World, and the Pinto Congress.

- Students participating at horse shows are responsible for all entry fees, stabling and hauling fees as well as their own expenses.
- Students in the Equestrian major will be assessed a coaching fee each semester, which will cover participation in two horse shows. Additional fees will apply if more than two horse shows are attended, and must be paid prior to participation in the horse show. Non-majors will pay a per-show coaching fee that must be paid prior to the horse show.
- Showing information and prices are posted and show meetings are held prior to each event per discipline.

PATH

International (Professional Association of Therapeutic Horsemanship) International www.pathintl.org
Students interested in equestrian assisted therapy work toward their Instructor certification in PATH International by taking courses at Stephens and working with an accredited therapy facility.

Sophomore Assessment Proficiency Exam

Every spring semester the sophomore assessment proficiency exam is held for students actively participating in the Equestrian major.

Part one of the exam will include the program faculty's assessment of each proficiency candidate on their amount of participation in three areas:

1. Student's level of involvement in the program
2. The quality of care student provides each and every horse ridden in classes
3. The student competed each semester at two off campus horseshows or participation in two specialized

equestrian events.

The equestrian study major is designed to provide the student with the necessary level of knowledge, grooming information, rider attire and the intricate riding skills information needed for success in the assessment exam.
Part two of the assessment exam includes four areas.

1. Written knowledge exam
2. Specialty show grooming exam
3. Show rider attire exam
4. Riding skills exam

Any student who is a second-semester sophomore with a minimum of 36 hours of earned college credit that meets the program criteria will be expected to take the exam. The exam may be repeated. The Assessment Proficiency Exam is a prerequisite to applying for the Equestrian Industry Internship at Stephens College. *The Industry internship cannot be started until the Assessment Proficiency exam is completed.*

Senior Assessment

The equestrian faculty believes that the eight semesters on campus and during the summers that students need to show at off campus horse shows in order to score satisfactorily at the senior proficiency level. Attending horse shows in their chosen discipline will also assist the student in becoming more involved in the industry.

In the spring of the senior year, students participate in a required senior assessment and exit interview. The Assessment includes a horse and rider attire turnout exam, a riding skills exam, an interview, and a written industry Knowledge exam.

Equestrian Studies Industry Internships

Stephens College faculty will support students that meet the specified criteria for Equestrian Industry Internship. Students that have met the specified criteria for an internship will work with faculty to find a possible Internship with a successful professional or business in the equestrian industry. Attending equestrian events and horse shows with faculty will improve the student's success in finding their internship.

The specified criteria to be approved by an Equestrian faculty member for an Internship in the industry is specifically but not limited to:

- Stays fit and eats healthy in order to succeed
- Is pleasant and enjoyable to work around on a daily basis using professional people skills
- Participates in clinics and shows each semester and other equestrian events
- Follows program dress code that reflects a traditional professional appearance
- Abides by all the rules and procedures set forth in the Equestrian Program handbook
- Shows a strong work ethic on a daily basis
- Works daily at the needed discipline to succeed in the equine industry
- Strives to develop a high level of proficiency in her lecture and riding skills in each discipline that she rides.

Equestrian industry internships examples, but not limited to: assistant barn manager, riding instructor, assistant trainer, camp counselor, assistant horse show manager, horse show groom, writing for horse publications, or work at a breed registry.

Internships provide students with the opportunity to apply their acquired college level skills in an established professional atmosphere. Internships can be completed locally, nationally, and even internationally.

Internships in the Equestrian Program must be faculty approved with completed paper work in the program's office before April 20th each spring.

Equestrian Studies Policies

Students are responsible for their own medical insurance. Each semester before a student may ride, they must have a current copy of a medical insurance card on file in the Equestrian Center office. There will be no grace period on this important issue.

- All students are required to complete a Red Cross First Aid and CPR course prior to entering the Equestrian program their freshmen year. A copy of their card will be kept on file in the Equestrian office when they arrive. Students are required to keep their cards current during their college career. A copy of the current Red Cross card will be presented with their required internship application paper work.

- The current Equestrian Studies Handbook is posted every semester on the students Canvas site for all to refer to at any time. All students are required to read and sign an affidavit of declaration that they have read the Equestrian Studies Program Handbook before they can participate in their first riding class. Failure to abide by the rules and procedures set forth in the handbook may result in disciplinary action and potential dismissal from the program.

- Students are required to wear ATM/SEI approved helmets, with their name labeled inside, while riding and driving on campus. All riders must provide their own rated helmet. Riders must not share helmets.
- Students must abide by the Equestrian program dress code that reflects a traditional professional appearance at all times when in and around the stable complex and while attending all equestrian events.
- Hoop body and facial piercings may not be worn while at the stables. Highly visible tattoos are discouraged. See equestrian handbook for additional information on the jewelry policy.
- Horseback riding requires muscle coordination, balance, mental alertness, and the ability to follow directions promptly and accurately. In the interest of safety, the Equestrian Studies faculty and staff reserve the right to bar any student from riding or handling horses who is mentally or physically unfit or under the influence of drugs or alcohol. Any student found violating this policy will be escorted off of the Equestrian Center premises immediately.
- The required ratio of horse weight to rider plus tack weight is 6 to 1 or larger. Equestrian Center horses are not permitted to carry a rider if the minimum weight ratio is not met. *To calculate how much weight (rider + tack) a horse may carry, divide the horse's weight by six.*

Equestrian Studies Required Courses (63-65 hours)

EQS Applied Riding courses

Reining, Saddleseat, Huntseat, and Western choose 3 different disciplines in 4 years – ride 8 semesters (16 hrs.)

Lecture Courses

EQS 130: Equine Conformation and Health (3 hrs.)
EQS 135: Show Preparation (3 hrs.)
BUS 171: Foundations of Business in the 21st Century (3 hrs.)
EQS 201: History and Theory of Teaching Horsemanship I (4 hrs.)
EQS 202: Methods of Teaching Horsemanship II (2 hrs.) ***or*** EQS330 Intro to Therapeutic Horsemanship (3 hrs.)
INT 210: Internship Development (1 hr.)
EQS 301: Equine Feeding and Nutrition (3 hrs.)
EQS 302: Methods of Teaching Horsemanship III (2 hrs.) ***or*** EQS335 Therapeutic Horsemanship Practicum (3 hrs.)
EQS 310: Stable Management (3 hrs.)
EQS 340: Equine Anatomy and Shoeing Mechanics of Motion (3 hrs.)
EQS 345: Equipment Usage and Tack Repair (3 hrs.)
EQS 401: Management of Equestrian Events (3 hrs.)
EQS 402: Methods of Teaching Horsemanship IV (2 hrs.)
EQS 405: Equestrian Business Practices (3 hrs.)
EQS 410: Horse Keeper (3 hrs.)
EQS 494: Equestrian Industry Internship (3 hrs.)
EQS 496: Capstone: Equestrian Studies (3 hrs.)

Sophomore Assessment Proficiencies must be completed before EQS494 Equestrian Studies Industry Internship and the Red Cross Certification must be completed and on file in the office of the Equestrian Program Director before April 20th at the end of the junior year.

Recommended Minors for Equestrian Studies majors

Students often enhance their Equestrian Studies major by completing a minor in any one of these areas of study:

- Psychology
- Biology or Chemistry
- Graphic Design
- Event Planning

Students are also encouraged to study abroad in the equestrian field.

Career Opportunities

If you are searching for an equestrian career that fits you, here is a list of possible career opportunities in the equine industry.

Management & Administrative

Stable/Ranch Manager	Stable Office Manager
Breed Association Official	Camp Equestrian Director
Equestrian Program Director	Therapeutic Riding Center Director
Business Manager	Marketing and Public Relations Manager
Event Coordinator	College Equestrian Coach/Instructor

Shows

Horseshow Announcer	Horseshow Judge
Horseshow Manager	Horseshow Secretary
Horseshow Steward	Horseshow Exhibitor
Equine Horse trainer	

Equine Health & Breeding

Veterinarian	Equine Acupuncturist
Assistant Breeding Farm Manager	Equine Dentist
Farrier	Equine Chiropractor
Breeding Farm Technician	Veterinary Technician

Communications & Advertising

Freelance Artist	Journalist
Author	Photographer
Writer	Radio/Television for Equestrian events

Occupations connected to Equestrian Industry

Accountant/Bookkeeper	Mounted Police Office
Equine Auctioneer	Pedigree Analyst
Equine Attorney	Equine Pharmaceutical Representative
Equine Software Developer	Equine Real-estate and land development
Equine Nutrition Specialist	Equine Rescue Agency Reprehensive
Park and Trail Engineer	Equine Insurance Agent

Requirements for a Minor in Equestrian Studies

The minor in equestrian studies requires the completion of 24 semester hours of which 8 hours must be in applied riding.

Required Courses

EQS Riding: 4 classes (8 hrs.)
EQS 130: Equine Conformation and Health (3 hrs.)
EQS 135: Show Preparation (3 hrs.)
EQS 310: Stable Management I (3 hrs.)
EQS 401: Management of Equestrian Events (3 hrs.)
EQS 410: Horse Keeper (3 hrs.)

Equestrian Studies Riding Courses

Riding Classes: The fee for riding is $800 per class each semester. All riding and driving courses require an approved safety helmet with neck harness and chin strap. All riding classes may be repeated three (3) times for credit. At the beginning of each semester: *all riders shall keep a current copy of insurance and medical information in the Equestrian office.* All students must follow all catalog information and Equestrian Handbook rules and regulations in order to ride and participate in the equestrian studies major, minor and or any activity at the stables.

Reining

EQS 321: Introduction to Reining
(2 hrs.)
(Prerequisites: EQS 320, Permission of instructor.)

EQS 421: Reining Concepts
(2 hrs.)
(Prerequisites: EQS 420, Permission of instructor.)

Saddle Seat

(2 hrs.)
(Prerequisite: Permission of instructor)
EQS 117: Riding: Beginning Saddle Seat
EQS 217: Riding: Intermediate Saddle Seat
EQS 317: Riding: Intermediate/Advanced Saddle Seat
EQS 417: Riding: Advanced Saddle Seat

Western

(2 hrs.)
(Prerequisite: Permission of instructor)
EQS 120: Riding: Beginning Western
EQS 220: Riding: Intermediate Western
EQS 320: Riding: Intermediate/Advanced Western
EQS 420: Riding: Advanced Western

Hunt Seat

(2 hrs.)
(Prerequisite: Permission of instructor)
EQS 125: Riding: Beginning Hunt Seat
EQS 126: Riding: Beginning/Intermediate Hunt Seat
EQS 225: Riding Intermediate Hunt Seat
EQS 325: Riding: Intermediate/Advanced Hunt Seat
EQS 425: Riding: Advanced Hunt Seat

EQS 218: Riding: Driving
(2 hrs.)
(Prerequisites: 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.

Equestrian Studies Course Descriptions

EQS 130: Equine Conformation and Health
(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 135: Show Preparation
(3 hrs.)
(Prerequisite: EQS 130. Offered spring semester only.). Course subject matter includes advanced horse care and horse show preparation. This class will provide the student with sufficient knowledge of rider and horse turnout, specific show drug rules, and management skills to allow rider/horse successful competition. The class will learn specifics of the four disciplines: Huntseat, Reining, Saddle Seat, and Western.

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: History and Theory of Teaching Horsemanship I
(4 hrs.)
(Prerequisite: EQS 310)
History and theory of all four disciplines with be introduced. The theory of each discipline will lead to the current methods of teaching styles that will be presented for all four disciplines. Development of lesson plans, assessment and evaluation of motor skills, and riding etiquette will be discussed. Students will be taught the appropriate equestrian vocabulary used to build the knowledge and skills to educate riders. Classroom instruction will include how to develop their teaching knowledge, dispositions and physical skills of the rider. Progressive steps will be used continually to teach the students how to become instructors.

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: Competitive Judging
(3 hrs.)
(Prerequisite: EQS 135)
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. If qualified, students will attend and judge competitively at NAIA judging contests.

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)
Basic nutrients, their sources and how the horse utilizes them 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 I
(3 hrs.)
(Prerequisite: EQS 135, offered fall 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 315: Interim Equine Practicum
(1-6 hrs.)
This practicum will enhance the hands-on opportunities and experiences for the students. The student will be given a string of horses to care for on a day-by-day basis. Student will also complete a research project using some type of data collection or experiment. Topic must be approved by the program director. Permission of Equestrian faculty is required.

EQS 330: Introduction to Therapeutic Riding
(3 hrs.)
(Prerequisite: EQS 310; Fall only. Lab fee charged.)
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; 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 345 spring semester only)
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 345: Equipment Usage and Tack Repair
(3 hrs.)
(Prerequisite: EQS 135-fall semester only)
This course is a hands-on introduction to basic stable equipment, its usage, and care. Equipment will include, but not be limited to, tractors, skill saws, trucks, and trailers. Additionally, students will be introduced to basic tack repair skills. This course is an extension of Stable Management, both courses taken concurrently.

EQS 350: Theory of Equine Behavior and Training
(3 hr.)
(Prerequisite: EQS 310) (Spring only)
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 of developing 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: Management of Equestrian Events
(3 hrs.)
(Prerequisites: EQS 340,
This course will teach the student the aspects of show and event management. Students learn about the larger breed shows management styles. Show Mangers are required to hire Judges and Stewards and check their credentials for each type of show they are managing. Procedures to hire the different breed and discipline Judges and Stewards will be thoroughly discussed. The course will discuss the rules and regulations of the major breed associations that pertain to show management.

EQS 402: Methods of Teaching Horsemanship IV
(2 hrs.)
(Prerequisite: EQS 302) Management of school horse usage will be discussed in great detail. Students will shadow the faculty in their teaching assignments. Ethics, conduct and protocol of teaching professional horsemanship will be addressed.

EQS 405: Equestrian Business Practices
(3 hrs.)
(Prerequisite: EQS 340, Fall 2013)
This course is designed to further prepare the student in all aspects of equestrian management. Students will learn record keeping, marketing, public relations, buying, selling, pre-purchase exams and contracts. This course culminates with the production and presentation of an Equestrian business plan.

EQS 410: Horse Keeper
(3 hrs.)
(Prerequisite: EQS 340, (fall, Spring and Summer)
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 students should expect to spend 2-3 hours per day six days a week in managing horses. It is recommended to schedule other courses around this class.

EQS 494: Equestrian Studies Industry Internship
(3 hrs.)(Summer only)
(Prerequisite: INT 210, EQS 340 and approval of the Equestrian Program Director; Graded S/U)

The internship experience (140 hours) usually takes place during the summer of the junior year. Academic internships allow students to gain experience for credit and safeguard their USEF amateur status. On occasion, an internship may occur at an alternate time. Approval must come from the Equestrian faculty. All paperwork for the Equestrian internship will be completed by 4-10 and turned into the Equestrian Program Director's office upon enrollment to the course. Students will be enrolled in this course in the summer of their junior year for a course fee.

EQS 496: Capstone: Equestrian Studies
(3 hrs.)
(Prerequisites: EQS 410, and permission of instructor.)
The capstone course is designed to incorporate the student's previous business and teaching experience into a coherent whole using their internship(s) and previous courses. The student will present orally their summer internship experience to the class and faculty. The course will facilitate the student in developing her short and long-term professional goals. Focus will be placed upon work styles and communication skills that can be used in the Equestrian professional world.

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 program offices or in the Office of the Registrar.

Human Development

Requirements for B.S. Major in Human Development

Child Study Track*

Beyond completion of liberal arts requirements, the major requires 41 semester hours; 27 core course hours and 14 Child Study course hours. A grade of C- or better must be earned in each of the required courses.

Required Core Courses (27 hours)
PSY 111: Introduction to Psychology (3 hrs.)
EDU 114: Lifespan Development (3 hrs.)
EDU 214: Advanced Child Development: Cross-Cultural Perspective (3 hrs.)
PSY 211: Educational Psychology (3 hrs.)
EDU 276: Foundations of the Teaching-Learning Process (3 hrs.)
HDE 340: Practicum (3 hrs.)
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)
EDU 413: Family and Community (3 hrs.)
HDE 493: Senior Project (3 hrs.)

Child Study Track Requirements (14 hours)
EDU 225: Integrating the Arts into the Classroom (2 hrs.)
EDU 375: Parameters of Early Learning I (3 hrs.)
EDU 376: Parameters of Early Learning II (3 hrs.)
EDU 355: Literature for Children: Person, Place, Time (3 hrs.)
EDU 382: Classroom Management (3 hrs.)
*Students seeking this major need to consult Dr. Sean Livengood-Clouse

Psychology Track

Beyond completion of liberal arts requirements, the major requires 45 semester hours; 27 core course hours and 18 Psychology course hours. A grade of C- or better must be earned in each of the required courses.

Required Core Courses (27 hours)
PSY 111: Introduction to Psychology (3 hrs.)
EDU 114: Lifespan Development (3 hrs.)
EDU 214: Advanced Child Development: Cross-Cultural Perspective (3 hrs.)
PSY 211: Educational Psychology (3 hrs.)
EDU 276: Foundations of the Teaching-Learning Process (3 hrs.)
HDE 340: Practicum (3 hrs.)
EDU 363: Education and Psychology of the Exceptional Child (3 hrs.)
EDU 413: Family and Community (3 hrs.)
HDE 493: Senior Project (3 hrs.)

Psychology Track Requirements (18 hours)
PSY 225: Social Psychology (3 hrs.)
PSY 271: Human Sexuality (3 hrs.) ***or*** PSY 301: Psychology of Gender (3 hrs.)
PSY 310: Developmental Psychology (3 hrs.)
PSY 320: Abnormal Psychology (3 hrs.)
PSY 331: Learning and Cognition (3 hrs.)
PSY 359: Counseling I (3 hrs.)

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.

School of Organizational Leadership and Strategic Communication

Director: Professor Pam Shackelford

Programs of Study:

Majors:
Event and Convention Management, BS
Strategic Communication: Design, BS
Strategic Communication: Integrated Marketing, BS

Minors:
Event Planning
Graphic Design
Small Business Management & Ownership

SOLSC Mission:

To become known as the best place to inspire and prepare students for careers as leaders, innovators and communicators grounded in theory with opportunities for collaboration through practical application and working labs. Faculty is academically and professionally qualified and passionate about teaching to bring out the best in every student.

SOLSC Vision:

In a vibrant, robust, inspiring, collaborative, multi-disciplinary school environment, students are effective leaders and change agents able to successfully manage projects and communicate complex ideas to solve organizational and communication problems. Students are prepared for the future through innovation and modern technology. As strategic thinkers, creative problem solvers and effective communicators, SOLSC graduates are both strategists and implementers. Well-versed in theory and practical application, students are professionally prepared with the skills for employment or graduate study.

The School of Organizational Leadership & Strategic Communication prepares students for the future from the very first semester. As part of our interdisciplinary program, students work in collaborative teams the first year to develop individual skills while also enhancing understanding of how employees collaborate. That includes working with real clients to meet actual business needs. Students can get additional experience by working for Creative Ink, our student-run marketing, design and PR firm, or by contributing to Stephens Life, our student magazine. Event and convention management majors work on real-world events from day one with opportunities from social events, fundraising, entertainment and arts productions to corporate events of all kinds.

Our faculty educates, inspires, and fosters student leadership, strategic thinking and creative expression. Career preparation is a central focus, with a special emphasis on the opportunities and challenges unique to women in the professional environment. Our graduates pursue careers in marketing, social and digital media, management, public relations and advertising, graphic design and corporate communication

The School of Organizational Leadership & Strategic Communication offers three majors: Bachelor of Science in Strategic Communication: Integrated Marketing, Bachelor of Science in Strategic Communication: Design and Bachelor of Science in Event and Convention Management. In addition, the program cooperatively offers the following interdisciplinary majors: Bachelor of Science in Fashion Marketing and Management; Equestrian Studies: Business Management and Bachelor of Fine Arts in Theatre Management. In addition, three minors are available: Event Planning, Graphic Design and Small Business Management and Ownership.

Event and Convention Management

Students learn Event and Convention Management by actually planning events—hands-on experience not frequently found at other colleges. Students develop real-world experience the first semester of college by assisting with event planning both on campus and in the community. They work with professional clients or team up with Integrated Marketing students studying marketing, graphic design and strategic communications to successfully plan, publicize and execute events that achieve goals and get results.

The Event and Convention Management major can be completed in an accelerated three-year degree program or a more traditional four-year program.

Strategic Communication: Design

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

SC: Design students are grounded in strategic communication, design and marketing courses and gain real-world experience through class projects, internships, exhibitions, design competitions, workshops and freelance assignments.

Learn and practice design in the state-of-the-art graphic design studio, and Mac lab where students design work stations using professional software, digital software, digital cameras and high-resolution video projectors. Students get into real-world projects as they team up with faculty and fellow students in other strategic communications programs (including advertising, public relations, marketing and corporate communications) and event management. As students work together in a collaborative environment, they experience how real design professionals approach their work

Strategic Communication: Integrated Marketing

The SC:IM degree engages students in a balanced educational experience focused on career opportunities in marketing social media, public relations and advertising. With a foundation in an integrated set of courses in strategic communication, complemented with business principles and graphic design students are prepared for careers where convergence in organizational communication is growing. Core courses in marketing, public relations, advertising, and business provide the foundation to build confidence and develop ability to solve communication challenges, and present solutions using strategic thinking and tactical understanding.

Master of Strategic Leadership (MSL) Program

Through Stephens College graduate programs, students may earn Master in Strategic Leadership (MSL) degree. The Stephens' graduate business programs are offered online. After completion of the core curriculum, students enroll in BUS 695: Advanced Strategic Project. Please see the Graduate Curriculum Catalog for more detailed information.

Internship Programs

The School of Organizational Leadership & Strategic Communication requires students to participate in the Internship Program. The coursework learned culminates in a real world experience where students see theories go into action in all types of organizations in a variety of career positions.

Academic credit is received and recorded on transcripts for the required, approved and supervised internship experience. Students must enroll in INT 210 for one credit before securing an internship. The semester the student is enrolled in the actual internship students must enroll in SCM 396 for one credit. The post internship reflection and presentation is incorporated into SCM 493- senior capstone course.

Students are encouraged to become familiar with the Career Development and Internship Office and all of its services early in their academic careers.

Event and Convention Management

Requirements for the B.S. Major in Event and Convention Management

The Bachelor of Science in Event and Convention Management requires completion of general education requirements and 61 hours in the major and additional electives to total 120 hours. Students may opt for an accelerated three-year program or a more traditional four-year program. Both programs follow the sequence of modules outlined below. Students will have the opportunity to identify practicum sites in consultation with their adviser. In their final semester, students are encouraged to work full time in an internship or practical setting as they complete ECM 493, the professional practicum course and ECM494, the senior portfolio course.

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 on graduate study should consult with their adviser for suggestions of appropriate electives to prepare for graduate school programs.

Required Courses: 61 hours

Module 1:
ECM 100: Professional Seminar (4 hrs.)
SCM 105: Corporate Technology (3 hrs.)
ECM 240: Nuts and Bolts of Event Planning (3 hrs.)

Module 2:
BUS 225: Principles of Management (3 hrs.)
ECM 112: Practicum: Social Events (3 hrs.)
ECM 245: Event Production and Operations (2 hrs.)

Module 3:
ECM 212: Practicum: Fundraising Events (3 hrs.)
ECM 330: Advanced Event Planning and Management (3 hrs.)
BUS 340: Planning and Project Management (3 hrs.)

Module 4:
ECM 312: Practicum: Sports & Entertainment Productions (3 hrs.)
BUS 230: Foundations of Financial Management (3 hrs.)
ECM 335: Financial & Risk Management (2 hrs.)

Module 5:
BUS 321: Sales and Negotiation (3 hrs.)
ECM 401: Marketing and Promoting Your Event (3 hrs.)
ECM 412: Practicum: Corporate Events (3 hrs.)

Module 6:
ECM 455: Hotel and Destination Management (3 hrs.)
ECM 493: Professional Practice and Capstone (11 hrs.)
SCM 494: Senior Portfolio (3 hrs.)

Requirements for a Minor in Event Planning – 18 hours

BUS 225: Principles of Management (3 hrs.)
BUS 321: Sales and Negotiation (3 hrs.)
ECM 240: Nuts & Bolts of Event Planning (3 hrs.)
ECM 330: Advanced Events Planning and Management (3 hrs.)
ECM 401: Marketing & Promoting Your Event (3 hrs.)
Plus one other BUS or SCM course (3 hrs.)

Course descriptions for BUS and SCM courses can be found in the Strategic Communication Program section.

Event & Convention Management Courses

ECM 100: Professional Seminar
(4 hrs.)
(Prerequisite: Open to ECM majors only)
In this first year seminar students will explore careers in events, concepts of using events in organizations, learn from professionals in the field and begin to develop their practical experience and professional development plan.

ECM 112: Practicum: Social Events
(3 hrs.)
(Prerequisite: Open to ECM majors only)
Students will develop knowledge and experience in planning, implementing, and evaluating social events of different types.

ECM 212: Practicum: Fundraising Events
(3 hrs.)
(Prerequisite: Open to ECM majors only)
Students will develop knowledge and experience in planning, implementing, evaluating, and motivating volunteers for fundraising events.

ECM 240: 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.

ECM 245: Event Operations and Production
(2 hrs.)
(Prerequisites: ECM 240; Open to ECM majors only)
The study of event operations, production elements, themes, décor, post-production evaluation, entertainment, vendor negotiation, destination and advanced logistics.

ECM 312: Practicum: Sports & Entertainment Productions
(3 hrs.)
(Prerequisite: Open to ECM majors only)
Students will develop knowledge and experience in planning, implementing and evaluating sports & entertainment production events of different types.

ECM 330: Advanced Events Planning and Management
(3 hrs.)
(Prerequisite: ECM 240)
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.

ECM 335: Financial and Risk Management
(2 hrs.)
(Prerequisites: BUS 230 and ECM 330; Open to ECM majors only)
This course focuses on the management of budgets, planning for risk and contract and vendor negotiations.

ECM 401: Marketing and Promoting Your Event
(3 hrs.)
(Prerequisite: ECM 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.

ECM 412: Practicum: Corporate Events
(3 hrs.)
(Prerequisite: Open to ECM majors only)
Students will develop experience in planning and implementing corporate meetings, events and conventions.

ECM 455: Hotel and Destination Management
(3 hrs.)
(Prerequisite: ECM 401; open to ECM majors only)
Students will develop advanced knowledge in hotel management, how to select tours, transportation, entertainment and local rules of etiquette in global settings and destination meetings, including environmental “green” meetings and post evaluation techniques.

ECM 493: Professional Practice and Senior Capstone
(11 hrs.)
(Prerequisite: Senior standing)
Students will work in an event or convention setting to fulfill the requirements of an internship and develop a major capstone project demonstrating mastery of event management.

Strategic Communication

Requirements for the B. S. Major in Strategic Communication: Integrated Marketing

The Bachelor of Science in Strategic Communication: Integrated Marketing requires completion of general education requirements and 57 hours in the major and additional electives to total 120 hours. An internship experience is required before enrollment in SCM 494 Senior Portfolio. Majors must earn at least fifteen hours of major courses from Stephens College.

The required internship experience includes the successful completion of (1) the pre-internship course (INT 210: Internship Development), (2) the industry-specific internship course (SCM 396: Internship Experience). SCM 493-Convergence Studio, the senior capstone course, and SCM 494: Senior Portfolio 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 on graduate study should consult with their adviser for suggestions of appropriate electives to prepare for graduate school programs

Required Courses:

SOLSC Professional Core Courses – 15 hrs.

SCM 101: Communication, Media and Society (3 hrs.)
SCM 105: Corporate Technology (3 hrs.)
SCM 110: Design Technology (3 hrs.)
INT 210: Internship Development (1 hr.)
SCM 396: Internship Experience (1 hr.)
SCM 494: Senior Portfolio (4 hrs.)

Leadership & Management Courses – 9 hrs.

BUS 225: Principles of Management (3 hrs.)
BUS 340: Planning and Project Management (3 hrs.)
BUS 364: Organizational Behavior (3 hrs.)

Design Communication – 9 hrs.

SCM 240: Visual Communication (3 hrs.)
SCM 290: Creating Online Media (3 hrs.)
SCM 330: Digital Communication (3 hrs.)

Integrated Marketing – 24 hrs.

BUS 250: Principles of Marketing (3 hrs.)
BUS 354: Consumer Behavior (3 hrs.)
ENG 115: Starting with Story (3 hrs.)
SCM 205: Principles of Strategic Communication (3 hrs.)
SCM 275: Media Writing and Production (3 hrs.)
SCM 331: Integrated Marketing Communications (3 hrs.)
SCM 400: Research and Analytics (3 hrs.)
SCM 493: Convergence Studio Senior Capstone (3 hrs.)

Requirements for the B.S. Major in Strategic Communication: Design

The Bachelor of Science in Strategic Communication: Design requires completion of general education requirements and 57 hours in the major and additional electives to total 120 hours. An internship experience is required before enrollment in SCM 494 – Senior Portfolio. Majors must earn at least fifteen hours of major courses from Stephens College.

The required internship experience includes the successful completion of (1) the pre-internship course (INT 210: Internship Development), (2) the industry-specific internship course (SCM 396: Internship Experience).
SCM 493-Convergence Studio, the senior capstone course, and SCM 494: Senior Portfolio 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 on graduate study should consult with their adviser for suggestions of appropriate electives to prepare for graduate school programs

Required Courses:

SOLSC Professional Core Courses – 15 hrs.
SCM 101: Communication, Media and Society (3 hrs.)
SCM 105: Corporate Technology (3 hrs.)
SCM 110: Design Technology (3 hrs.)
INT 210: Internship Development (1 hr.)
SCM 396: Internship Experience (1 hr.)
SCM 494: Senior Portfolio (4 hrs.)

Integrated Marketing – 18 hrs.
BUS 250: Principles of Marketing (3 hrs.)
BUS 354: Consumer Behavior (3 hrs.)
SCM 205: Principles of Strategic Communication (3 hrs.)
SCM 275: Media Writing and Production (3 hrs.)
SCM 331: Integrated Marketing Communications (3 hrs.)
SCM 400: Research & Analytics (3 hrs.)

Design Communication – 24 hrs.
SCM 240: Visual Communication (3 hrs.)
SCM 245: Communication Design Applications (3 hrs.)
SCM 290: Creating Online Media (3 hrs.)
SCM 330: Digital Communication (3 hrs.)
SCM 340: Information and Promotion Design (3 hrs.)
SCM 390: Contemporary Issues in Strategic Communication (3 hrs.)
SCM 475: Innovation and Design Studio (3 hrs.)
SCM 493: Convergence Studio Senior Capstone (3 hrs.)

Requirements for a Minor in Graphic Design – 18 hours
SCM 110: Design Technology (3 hrs.)
SCM 240: Visual Communication (3 hrs.)
SCM 245: Communication Design Applications (3 hrs.)
SCM 290: Creating Online Media (3 hrs.)
SCM 340: Information and Promotion Design (3 hrs.)
Plus one additional SCM or BUS course (3 hrs.)

Requirements for a Minor in Small Business Management & Ownership – 18 hours
BUS 171: Foundations of Business in the 21st Century (3 hrs.)
BUS 225: Principles of Management (3 hrs.)
BUS 230: Foundations of Financial Management (3 hrs.)
BUS 250: Principles of Marketing (3 hrs.)
BUS 364: Organizational Behavior (3 hrs.)
BUS 375: Launching a Small Business (3 hrs.)

Business Courses

BUS 171: Foundations of Business in the 21st Century
(3 hrs.)
(Open to all students)
Overview of business concepts including a jet tour through management, marketing and accounting. 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. Introduces basic accounting concepts related to financial and managerial accounting practices. Offered every semester.

BUS 205: Personal and Family Finance
(3 hrs.)
(Open to all students; meets General Education Quantitative Analysis array requirement.)
Examination and application of basic economics and finance principles as they relate to the individual. Topics include: budgets, banking, housing, taxes, insurance and investments. Offered every semester.

BUS 225: Principles of Management
(3 hrs.)
(Open to all students)
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. Offered every semester.

BUS 230: Foundations of Financial Management
(3 hrs.)
(Open to all students; meets General Education Quantitative Analysis array requirement.)
This course will introduce the concepts of accounting and finance needed to understand the goals of financial management, financial statements and the accounting process.

BUS 250: Principles of Marketing
(3 hrs.)
(Open to all students)
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. Offered every semester.

BUS 305: Human Resource Management
(3 hrs.)
(Prerequisites: BUS 225)
The principles and practices of personnel planning, recruitment, selection, training and development, career planning, performance evaluation, affirmative action, labor relations and salary administration.

BUS 321: Sales and Negotiation
(3 hrs.)
(Prerequisite: BUS 250)
The course focuses on the study of the work in the areas of contact with customers, sales and selling - from identification and contact establishment, communication, building and maintaining relationships, to the specifics of negotiation in a variety of settings.

BUS 340: Planning and Project Management
(3 hrs.)
(Open to all students)
General introduction to strategic planning and project management relevant for any major and profession.

BUS 345: Internet Marketing
(3 hrs.)
(Prerequisite: BUS 250)
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. Offered summer session only (online).

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. Offered spring semester only.

BUS 362: Professional Communication
(3 hrs.)
(Open to all students)
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 the student with opportunities to practice skills that will allow successful communication in professional careers. Offered fall semester only.

BUS 364: Organizational Behavior
(3 hrs.)
(Open to all students)
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.

BUS 375: Launching a Small Business
(3 hrs.)
(Prerequisite: BUS 171 or BUS 225)
Teaches aspiring business owners how to start a business but also how to manage and grow, through the full business cycle. Emphasis on knowledge and skills students will need to set up their own small business.

BUS 386: Global Markets
(3 hrs.)
(Prerequisites: BUS 225; meets General Education Intercultural requirement)
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. Offered every two years in the Spring. Scheduled for Spring 2014.

Strategic Communication Courses

SCM 101: Communication, Media and Society
(3 hrs.)
(Open to all students)
A study of the interplay of influences between mass media and culture, including an under-standing of the workings of media organizations, the changes brought about by new technology and the media's legal and ethical responsibilities. Offered every semester.

SCM 105: Corporate Technology
(3 hrs.)
(Open to all students; graded on pass/fail basis)
A series of minicourses teaching the fundamentals of variety of technology used in business including Excel, Access, and presentation software. Students may request to test out of software they believe they have mastered.

SCM 110: Design Technology
(3 hrs.)
(Open to all students; graded on pass/fail basis)
This courses teaches the fundamentals of Adobe CS products used in design including InDesign, Photoshop and Illustrator. Students may request to test out of software they are believe they have mastered.

SCM 205: Principles of Strategic Communication
(3 hrs.)
(Prerequisite: SCM 101)
Introduction to concepts and theories of strategic communication, public relations, advertising, and social media and the components of strategic communication campaigns. Course emphasizes the strategic communication industry, including its history, functions, theories, ethics, and relations to marketing products, ideas, organizations, and people.

SCM 212: Practicum in Communication and Design
(1-3 hrs.)
(Prerequisite: Permission of Instructor)
Open to any student working in a communication, design or integrated marketing project approved by the faculty. Work to be evaluated by the appropriate faculty adviser. Offered every semester. Course may be repeated for credit.

SCM 240: Visual Communication
(3 hrs.)
(Prerequisite: SCM 110 or GDE 110 or FAS 232; Lab fee charged)
Students will learn basic graphic design principles and applications including effective design, fundamentals of composition, typography, layout, pre-press production and photo editing. The focus is on improving design knowledge and skills, as well as introducing students to project management.

SCM 245: Communication Design Applications
(3 hrs.)
(Prerequisites: requires concurrent enrollment in SCM 240; Lab fee charged)
Students develop practical applications to solve communication problems using ideation, research, execution and presentation of projects. The course will emphasize developing a discerning eye and technical expertise in producing high-quality images for publication and online imaging.

SCM 250: Fundamentals of Speech
(3 hrs.)
(Open to all students)
This course will introduce students to the basic skills of public speaking, including persuasive, informative, extemporaneous speeches and the use of presentation technology. Intrapersonal and interpersonal communication skills are emphasized through analysis and evaluation as audience and speaker.

SCM 255: Agency Team I: Creative Ink
(3 hrs.)
(Prerequisite: Permission of Instructor)
This course is for students selected for the first level roles in Creative Ink, the student run creative agency. Students will work as designers, writers, event planners, or client representatives.

SCM 275: Media Writing and Production
(3 hrs.)
(Prerequisite: SCM 101, IME 101, or IME 103; Lab fee charged)
Study and practice of content, styles, and formats of information and promotion writing, with an emphasis on the differences in writing across diverse media. Examines the principles and use of communication for organizational goals including stories, internal and external messages and the production of those messages using a variety of available platforms and applications.

SCM 280: Topics in Strategic Communication
(3 hrs.)
(Open to all students)
Topics courses explore current trends or special interests in the field of strategic communication, marketing, advertising, digital media and design. Course may be repeated with different topics.

SCM 290: Creating Online Media
(3 hrs.)
(Open to all students; Lab fee charged)
Students will learn how to create basic web sites including HTML, CSS and exposure to current software available in designing, building and managing websites. Focus is on practical applications.

SCM 330: Digital Communication
(3 hrs.)
(Prerequisite: SCM 290 or IME 290; Lab fee charged)
This course focuses on the selection and development of effective interfaces for electronic media and the use of sound, motion, video integrated with web design, creation and management of digital platforms. Students learn relevant tools to support the creation of web and social media applications.

SCM 331: Integrated Marketing Communications
(3 hrs.)
(Prerequisites: BUS 250)
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. Offered every fall and spring semesters.

SCM 340: Information and Promotion Design
(3 hrs.)
(Prerequisites: SCM 245 or GDE 210; Lab fee charged)
Students will concept, design and produce a variety of print publications and advertising materials such as brochures, magazines, posters, and others. Students will develop an 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.

SCM 355: Agency Team II: Creative Ink
(3 hrs.)
(Prerequisites: SCM 255 and permission of instructor)
This course is for students selected for manager level roles in Creative Ink, the student run creative agency. Students will work as senor client representatives or senior designers.

SCM 380: Topics in Strategic Communication
(3 hrs.)
(Prerequisites depend on topic offered)
Topics courses explore current trends or special interests in leadership and strategic communication.

SCM 390: Contemporary Issues in Strategic Communication
(3 hrs.)
(Prerequisites: SCM 205 or MPA 205; Open to SCM majors only)
An examination of concepts and insights in contemporary trends and issues that affect the field of strategic communication including societal, cultural and technological changes.

SCM 396: Internship Experience
(1 hr.)
(Prerequisites: INT 210, signed internship contract with approval of academic dean / program coordinator and faculty sponsor.)
Department-approved, faculty-supervised and industry-specific internship experience.

SCM 400: Research and Analytics
(3 hrs.)
(Prerequisite: SCM 205 or MPA 205, and BUS 250; lab fee charged)
Introduction of the principles and techniques involved in conducting marketing research including primary and secondary research methods and measuring social media ROI through analytics.

SCM 412: Advanced Practicum
(1-3 hrs.)
(Prerequisite: Permission of instructor)
Open to any student working in a leadership, design or integrated marketing project approved by the faculty. Work to be evaluated by the appropriate faculty adviser. Offered every semester. Course may be repeated for credit.

SCM 455: Agency Team III: Leadership
(3 hrs.)
(Prerequisites: SCM 255, SCM 355, and permission of instructor)
This course is for students selected for the leadership level roles in Creative Ink, the student run creative agency. Students will work as Firm Directors, Creative Directors or Senior Account representatives.

SCM 475: Innovation and Design Studio
(3 hrs.)
(Prerequisites: Open to SCM and FCO majors only; requires permission of instructor)
Students develop theoretical and practical knowledge of advanced graphic design techniques and applications from different industry experts. Students may submit projects for critique or competitions.

SCM 480: Topics in Leadership
(3 hrs.)
Current topics related to the field of marketing and strategic communications not otherwise covered in the current curriculum. Students may repeat course two times with different topics.

SCM 493: Convergence Studio Senior Capstone
(3 hrs.)
(Prerequisites: Senior standing; Open to SCM majors only)
This course expands on previous strategic communication knowledge and skills, to focus on of specific themes in a collaborative environment with majors including Stephens Life, Creative Ink, a Social change project. The course emphasizes research and analysis and the design processes that lead to creative conceptualization and final design solutions.

SCM 494: Senior Portfolio
(4 hrs.)
(Prerequisite: Senior standing; open to SCM majors only. Lab fee charged)
Graduating students will develop and refine a comprehensive portfolio of original and independently produced design projects, as well as a professional résumé and other materials they may use to market themselves. Offered spring semester only.

School of Performing Arts

Dean: Gail Humphries Mardirosian, Ph.D.

Programs of Study:

Majors:
- Dance, BFA
- Musical Theatre, BFA *
- Theatre Arts, BA
- Theatre Arts, BFA
- Theatre Management, BFA
- Theatrical Costume Design, BFA
- Vocal Arts, BFA *

Minors:
- Dance
- Music
- Theatre Arts

*major is pending approval by the College.

The School of Performing Arts is comprised of Theatre Arts, Dance and Music. Its mission is to prepare students for a professional career in the arts. Whether it be by performing, designing, managing or instructing, Stephens College graduates in the Performing Arts will be exposed to the finest sequences of training possible, and encouraged to experience a variety of opportunities with the goal of a lifelong and sustainable career.

Performing Arts students will be guided by professionals currently on the Stephens faculty. This instruction will be supplemented by guest artists from all over the country, enabling students to have a significant network of contacts upon graduation.

The three year, two summer BFA is totally unique and the hallmark of the School of Performing Arts. This one of a kind program is a major example of the cutting edge approach to arts training traditionally associated with Stephens College.

Dance

The Dance program 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 program 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, 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. Dance students develop self-expression and confidence as they explore improvisation and learn the process of choreography. They study teaching practices and practice teaching through our Dance Pedagogy course. The Summer Dance component broadens this knowledge with Guest Artists who teach and choreograph in other dance forms.

Students are introduced to other aspects of dance as a performing art form through such courses as lighting for dance, music, and dance history. Advanced choreography classes where students create original work culminate in studio showcases. The Student New Works Concert and the Senior Capstone Concert are fully produced and choreographed by the students and held in the Warehouse Theatre. 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 program 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 Regional performances.

All Dance Majors are required to participate in Stephens Summer Dance, an intensive six and a half weeks of study taught by visiting guest artists and giving the student the opportunity to experience different styles of dance. During the Summer Intensive, students explore the creative process in new forms that may include hip-hop, contemporary modern, acting, ballet, jazz, and/or musical theatre dance with internationally renowned, innovative choreographers. The Summer Intensive features a conservatory approach offering multiple classical and/or contemporary technique classes taught daily by our faculty and guest artists. A fully staged concert of choreographic works created by all 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 highly professional program that demands a strong work ethic, discipline, and a high level of proficiency. Those students who fail to display these necessary attributes could be advised to choose another major, 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.

Music

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.

Theatre Arts

The BFA degree in Theatre Arts is one of the most unique and successful programs of undergraduate training in the nation. Under the Theatre Arts umbrella, students can choose a variety of emphases:

- ACTING
- MUSICAL THEATRE
- STAGE MANAGEMENT
- TECHNICAL THEATRE
- LIGHTING DESIGN
- SCENIC DESIGN
- DIRECTING

In addition, the Theatre program also offers BFA degrees in Theatre Management, and Theatre Costume Design. All BFA degrees have the three- year, two summer format. The BFA is primarily for students who are inspired by the dream of pursuing a career in the professional theatre.

Two summer programs afford additional theatre experience with college credit: the on-campus Stephens Summer Theatre Institute is the first year opportunity, and the Okoboji Summer Theatre in Spirit Lake, Iowa is the second year summer requirement. At OST, the students work with professional actors, directors and designers in the producing of nine plays in weekly stock. Okoboji also has the Boji Bantam, a children's theatre that produces four plays.

The Stephens Theatre program also offers a BA degree for students who prefer a traditional four -year, more generalized experience. The BA degree students do not participate in the summer programs.

The Theatre program at Stephens maintains a national reputation as evidenced by the hundreds of alumnae working in every major city across the country. There are Stephens trained theatre artists on Broadway, in LA with Film/TV careers, starring in regional theatres from Chicago to Orlando to Tempe, and teaching in prestigious academic settings.

It is a promise, that once a student is a Stephens alumna, she is part of the Stephens College network forever. It is a proud tradition and a successful choice for any student who welcomes a challenge and longs to be as accomplished as she has ever dreamt she could be.

Dance

Artistic Director: Carol Estey, M.A.

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

The Bachelor of Fine Arts in Dance requires completion of all general education requirements and 74 hours in the major. This must include two summers of participation in the Stephens Summer Dance Institute 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, costume and technical crews, and set-ups and strikes for all dance concerts.

Students must earn a C- or better in all required courses within the Bachelor of Fine Arts in Dance degree. Students may not continue to the next level class until the prerequisite class is passed with a C- or better. Because of the strenuous nature of the program, students must stay fit and healthy in order to succeed. The dance faculty will meet with each student twice during the year to evaluate progress in the major and provide feedback for improvement. Each student is required to follow the requirements outlined in the Dance Major's Handbook.

The five-hour core techniques courses are broken into three classes each semester, providing instruction and training in Ballet (2 hrs.), Modern (2 hrs.) and World dance (1 hr.)

Required Courses

DAN 112: Dance Techniques I (5 hrs.)
DAN 113: Dance Techniques I (5 hrs.)
DAN 170: Improvisation and Choreography Fundamentals (2 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 (4 hrs.)
Plus 3 hours of Music (MUS or APM) courses to be approved by advisor

Required Summer Courses

(On-campus housing required)
First Year: (10 hrs.)
DAN 225: Dance Techniques Workshop I (4 hrs.)
DAN 238: Lighting and Production (2 hrs.)
DAN 267: Dance Performance Workshop I (4 hrs.)

Second Year: (10 hrs.)
DAN 270: Dance Pedagogy (2 hrs.)
DAN 325: Dance Techniques Workshop II (4 hrs.)
DAN 367: Dance Performance Workshop II (4 hrs.)

Electives

Choose 3 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.)
DAN 355: Dimensions Repertory Dance Company (1-2 hrs.) (by audition only)
DAN 365: Internship (1-3 hrs.)
DAN 370: Practicum (1-3 hrs.)
DAN 380: Topics: Advanced Pointe and Partnering (1 hr.)
Advanced Repertoire (1 hr.)

Suggested Life Science course for Dance Majors:
BIO 201: Human Movement Science (3 hrs.)

Requirements for a Minor in Dance

Required Courses (18 hrs)

DAN 112 and DAN 113: Dance Techniques I (4 hrs.)
BALLET: Minors must take one year of ballet at minimally the Freshman Level. Minor may audition to be placed in a higher level class.

DAN 112 and DAN 113: Dance Techniques I (4 hrs.)
MODERN: Minors must take one year of Modern at minimally the Freshman level. Minor may audition to be placed in a higher level class.

DAN 112 and DAN 113: World Dance Techniques I (4 hrs.)
Minors must take 4 sessions of World Dance at Freshman level or above. Minor may audition to be placed in a higher level class.

AND:
DAN 324: Dance History (3 hrs.)
PLUS ONE OF THE FOLLOWING:
3 hours of DAN 353 Technique classes (with permission of instructor only)
MUS 321: Music History I (3 hrs.)
THA 313: Theatre History I (3 hrs.)

Recommended electives:

DAN 170: Improvisation and Choreography Fundamentals (2 hrs.)
DAN 220: Choreography I (3 hrs.)
DAN 250: Musical Theatre Dance (1 hr.)
DAN 247: Tap (1 hr.)
BIO 201: Human Movement Science (3 hrs.)

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 and may not become Dance Minors until they qualify for a DAN 112 class. Students must earn a C- or better in all required courses within the Minor in Dance. Students may not continue to the next level class until the prerequisite class is passed with a C- or better. Also, the minor may audition and participate in student choreographic works only.

Dance Courses

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 106: Beginning Ballet II
(2 hrs.)
(Prerequisites: DAN 103 or permission of instructor; may be repeated for credit)
This course is designed to build upon the Classical Ballet skills and concepts learned in Beginning Ballet and is for students who have already completed DAN 103 or the equivalent.

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 courses are enrolled as three classes, providing instruction and training in Ballet (2hrs.), Modern (2hrs.) and World dance (1hr.).

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 170: Improvisation and Choreography Fundamentals
(2 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
(4 hrs.)
(Summer only)
(Prerequisite: DAN 112 and 113 or by audition)
Daily classes in modern and ballet augmented by other dance-related classes that enhance the student's knowledge base and broaden their career potential in the industry.

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 advanced 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, bourrées, 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 the 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 students to the dance technique required for American Musical Theatre. This is a technique class based on American jazz forms. Audition techniques, awareness of line, detail and dynamics, and performance techniques are stressed.

DAN 267: Dance Performance Workshop I
(4 hrs.)
(Summer only)
A 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 270: Dance Pedagogy
(2 hrs.)
(Summer only)
This course is designed to develop a working knowledge of pedagogy (how to teach). It will introduce the basic and elementary concepts of teaching a dance class. The course includes hands-on, in class experience teaching children under the direct supervision of the instructor. Attention will be given to: developing an age appropriate syllabus, the principles, processes and structure of building a class, and development of a professional approach in dealing with classroom/studio management.

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 others.

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
(4 hrs.)
(Summer only)
(Prerequisites: DAN 225 or audition.)
A continuation of DAN 225.

DAN 347: Advanced/Intermediate Tap
(1 hr.)
(Prerequisites: DAN 247 or permission of instructor, may be repeated for credit)
This tap class is designed to further the dancer's training in musical theatre and rhythm tap dance. Warm-up and exercises include advanced time steps and turns. More intricate combinations will be taught in order to prepare the dancer for auditions.

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
(1-2 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. One session will be dedicated to the creation of a trio, and another session will focus on a group work consisting of five or more dancers.

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
(4 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, 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 the development of an audition video, professional portfolio (resume, photo, video documentation of choreography and performances) and practical applications and discussions regarding career options, ethical choices, personal finances, unions, contracts, auditions, and networking.

DAN 465: Senior Project
(4 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.

Music

Coordinator: Rusty Elder, M.M.

Requirements for the B.F.A. Major in Vocal Arts *major is pending approval by the College. The catalog will be updated with specific requirements as soon as the major is approved.

Requirements for a Minor in Music

The minor in music requires completion 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

MUS 110: Music Theory I (2 hrs.)
MUS 124: Sight Singing I (2 hrs.)
MUS 210: Music Theory II (2 hrs.)
MUS 321: Music History I (3 hrs.) ***or*** MUS 322: Music History II (3 hrs.)

Plus three 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 (2 hrs)

Plus a minimum of 3 semester hours of additional courses at any level, including applied music and performance ensembles.

Applied Music Courses

APM 101: Voice Class
(1 hr.)
(Prerequisite: permission of instructor)
Group instruction at the beginning level. Group and individual performance, observation and some teacher modeling. Covers fundamentals in vocal production and breath support, technical and practice skills, musical terminology and musical and textural analysis.

APM 102/103: Voice or Piano
(1 hr.) (Fees: $300/$600)
(Prerequisite: 16-bar vocal audition with piano accompaniment for music department faculty)
One half-hour/one hour private lesson per week. Regular practice required of student as assigned by instructor and required final performance jury.
½ -hour private lesson per week: Fee: $300; 1 Hour private lesson per week: Fee: $600

APM 110: Stephens Concert Choir
(2 hrs.)
(May be repeated for credit)
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. Performances monthly on Bach's Lunch recitals, Fall semester Choir performs Victorian Christmas, Spring semester Choir performs Spring Concert and during Alumni Reunion weekend. A simple, non-rigorous voice placement audition is required in first class meetings

APM 150: Class Piano
(1 hr.)
(Open to all students)
Class Piano is designed to help students with little or no previous study acquire the basic keyboarding skills necessary for successful musicianship. Study will focus on basic technique, elementary repertory, and keyboarding skills valuable to aspiring vocalists.

APM 202/203: Voice or Piano
(1 hr.) (Fees: $300/$600)
(Prerequisite: Permission of Instructor)

One half-hour/one hour private lesson per week. Regular practice required of student as assigned by instructor and required final performance jury.
½ -hour private lesson per week: Fee: $300; 1 Hour private lesson per week: Fee: $600

APM 210: Ensemble: Musical Theatre Choir
(2 hrs.)
(Prerequisites: Open to all students, may be repeated for credit)
APM 210 is an intermediate, performance-oriented ensemble designed to help students strengthen choral singing skills. Repertory will focus on literature drawn from the major traditions of the American Musical Theatre.

APM 225: Vocal Jazz Ensemble
(2 hrs.)
(May be repeated for credit)
(Prerequisite: Audition required during first class meetings)
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.

APM 302/303: Voice or Piano
(1 hr.) (Fees: $300/$600)
(Prerequisite: permission of instructor)
Advanced study. One half-hour private lesson per week. Regular practice required of student as assigned by instructor and required final performance jury.
½ -hour private lesson per week: Fee: $300; 1 Hour private lesson per week: Fee: $600

APM 402: Voice or Piano
(2 hrs.) (Fee: $600)
(Prerequisite: permission of instructor)
Continuation of advanced study, usually in preparation for a final recital performance. One hour private lesson per week. Regular practice required for student as assigned by instructor, two preliminary juries including extended program proposal for music faculty pre-recital. No final semester jury required if student performs recital.

Music Courses

MUS 103: Basic Music Skills for Singers
(1 hr.)
(Prerequisite: permission of instructor)
This course teaches singers practical skills vital to success in Applied Music. Through class lecture, demonstration, and guided practice, students will learn the basics of reading music, elementary piano, and vocalize.

MUS 105: Fundamentals of Music
(3 hrs.)
(Open to all students, meets General Education Arts array requirement)
This course offers an introduction to the basics of music reading, performance, perception, and creation. Study will center on the practical skills of reading music and performance while integrating more abstract concepts from music theory and appreciation.

MUS 110: Music Theory I
(2 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
(2 hrs.)
(Prerequisite: Concurrent enrollment in MUS 110 or permission of instructor)
Skill building in sight singing.

MUS 154: World Music
(3 hrs.)
(Meets General Education Arts array requirement)

World Music is an interdisciplinary course that unites the study of world cultures and music. This course involves the examination of music drawn from myriad cultural traditions, with particular focus given to how music reflects the culture that brings it to life.

MUS 156: Rock & Roll Music
(3 hrs.)
(Meets General Education Arts array requirement)
This course offers students an introductory survey of the history of Rock & Roll music, from its initial Golden Age of the 1950s to the digital revolution of the late 1990s. Through 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.

MUS 210: Music Theory II
(2 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
(2 hrs.)
(Prerequisite: Concurrent enrollment in MUS 110, or permission of instructor)
Continuation of MUS 124.

MUS 321: Music History I
(3 hrs.)
Explores a broad range of folk, popular, and fine-art traditions of the United States. Through class lecture, listening, discussion, writing, research, and performance observation, students will investigate a variety of styles, genres, and traditions from the pre-colonial period to the present.

MUS 322: Music History II: From Opera to Musicals: A History of the Lyric Theatre
(3 hrs.)
This course offers students an introductory survey of Musical Theatre in the Western tradition. Through class lecture, listening, discussion, and performance observation, students will discover the history of Western Lyric Theatre, from its ancient precursors, to European Opera, to the contemporary American Musical.

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.

*Pending College review and approval.

Theatre Arts

Requirements for the B.F.A. Major in Theatre Arts

The Bachelor of Fine Arts in Theatre Arts requires completion of general education 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 at an audition/interview session the second semester of the freshman year. Elective work in the B.F.A. major may include advanced acting, stage management, directing, scene design, costume design and lighting design. A B.F.A. Theatre major must complete the first summer session requirement in order to continue in the B.F.A. sequence.

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 program faculty and administration, fails at any time to meet these standards may be required to withdraw from the B.F.A. program.

Theatre majors must achieve at least a C- in all Theater major classes to receive credit for that class or to be allowed to enroll in any class for which it is a prerequisite.

Required Courses – Acting Emphasis

THA 122: Acting I (3 hrs.)
THA 124: Acting II (3 hrs.)
THA 128: Theatre Speech (3 hrs.)
THA 227: Intro to Stagecraft/Stage Mgmt (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

and

9 elective THA courses (18 hrs.)

Recommended classes:
THA 232: Directing I (3 hrs.)
THA 248: Performance Techniques (2 hrs.)
THA 320: Directing II (2 hrs.)
THA 340: Movement for Actors (1 hr.)
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)

11 credits from the following:
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 (3-5 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.)

Required Courses – Technical Emphasis

THA 122: Acting I (3 hrs.)
THA 211: Drafting for Technical Theatre (3 hrs.)
THA 215: Rendering for the Theatre (2 hrs.)
THA 216: Scenic Design I (3 hrs.)
THA 218: Theatrical Lighting I (3 hrs.)
THA 227: Intro to Stagecraft/Stage Mgmt (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

and

7 elective THA courses (19 hrs.)

Recommended classes:
THA 219: Sound Design I (3 hrs.)
THA 228: Stage Management II (1-3 hrs.)
THA 229: Stagecraft II (1-2 hrs.)
THA 232: Directing I (3 hrs.)
THA 235: Scene Painting (3 hrs.)
THA 252: Costume Design I (3 hrs.)
THA 310: Technical Theatre Practicum (1 hr.)
THA 317: Scenic Design 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)

11 credits from the following:
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 (3-5 hrs.)

Okoboji Summer Theatre
(may be repeated once)

THA 361: Production Workshop II (9 hrs.)
THA 363: Theatre Management II (3 hrs.)

Requirements for the B.F.A. in Musical Theatre

*major is pending approval by the College. The catalog will be updated with specific requirements as soon as the major is approved.

Requirements for the B.F.A. in Theatre Management

Required Courses

Theatre Courses

THA 122: Acting I (3 hrs.)
THA 124: Acting II (3 hrs.)
THA 216: Scenic Design I (3 hrs.)
THA 218: Theatrical Lighting I (3 hrs.)
THA 227: Intro to 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.)
ENG 345: Shakespeare (3 hrs.)
And
One additional dramatic literature or Art History course
Plus 4 production crew assignments, two strikes per semester, and 1 internship in the Playhouse Box Office

Business Courses

BUS 171: Foundations of Business (3 hrs.)
BUS 225: Principles of Management (3 hrs.)
BUS 230: Foundations of Financial Management (3 hrs.)
BUS 250: Principles of Marketing (3 hrs.)
BUS 364: Organizational Behavior (3 hrs.)

In addition, two summer theatre programs are required:

Summer Theatre Institute (on-campus housing required)

11 credits from the following:
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 (3-5 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 the B.A. Major in Theatre Arts

The Bachelor of Arts in Theatre Arts is designed for students who wish to include more intensive work in general education 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 general education requirements and 33 semester hours as specified below. At least 15 hours of Theatre Arts must be at or above the 300 level. In addition, students are required to complete two production crew assignments and two strikes.

Theatre majors must achieve at least a C- in all Theater major classes to receive credit for that class or to be allowed to enroll in any class that has that class as a prerequisite.

Required Courses

THA 122: Acting I (3 hrs.)
THA 124: Acting II (3 hrs.)
THA 128: Theatre Speech (3 hrs.)
THA 227: Intro to 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.)
ENG 345: Shakespeare (3 hrs.)

12 Hours of additional theatre courses required, 6 hours must be at 300 level
Plus 2 production crew assignments and 2 strikes

One of the following four:
THA 216: Scenic Design I (3 hrs.)
THA 218: Theatrical Lighting I (3 hrs.)
THA 219: Sound Design I (3 hrs.)
THA 252: Costume 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 the B.F.A. Major in Theatrical Costume Design

The Bachelor of Fine Arts in Theatrical Costume Design requires completion of general education 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 grade point average of 2.0 is required for all degrees.

Theatre majors must achieve at least a C- in all Theater major classes to receive credit for that class or to be allowed to enroll in any class that has that class as a prerequisite.

Required Courses

Theatre Courses

THA 122: Acting I (3 hrs.)
THA 215: Rendering for the Theatre (2 hrs.)
THA 227: Introduction to 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 353: Costume Design III (3 hrs.)
THA 412: Advanced Production Design (3 hrs.)
THA 415: Costume Design IV (3 hrs.)
THA 425: Senior Production Seminar (3 hrs.)

Plus 6 crew assignments and 2 strikes per semester

Fashion Courses
FAS 111: Basics of Apparel Construction (3 hrs.)
FAS 192: Fashion Workroom Techniques (3 hrs.)
FAS 214: Patternmaking I (3 hrs.)

Design Courses
DSN 146: Drawing for Design Arts (3 hrs.)
DSN 148: Figure Drawing (3 hrs.)

In addition, two summer theatre programs are required:

Summer Theatre Institute (on-campus housing required)
11 credits from the following:
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 (3-5 hrs.)

Okoboji Summer Theatre (may be repeated once)
THA 361: Production Workshop II (6 hrs.)
THA 363: Theatre Management II (6 hrs.)

Requirements for a 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 only to Theatre majors)
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 with a C- or better, open only to Theatre Majors)
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 159: The World of Theatre
(3 hrs.)
(Meets General Education Arts array requirement)
Through the study of theatre past and present, reading of plays, and attending on campus performances, students will develop an appreciation and understanding of how live performance happens throughout the world.

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.)
(Prerequisite: permission of instructor; may be repeated for credit.)
Hands on practical application of technical knowledge through projects or positions of responsibility on department or warehouse productions. Typically an assistant or smaller warehouse assignment.

THA 215: Rendering for the Theatre
(2 hrs.)
(Open to all students)
Introductory course for theatre designers in the techniques of rendering in watercolor, pencil, charcoal and other media. May be repeated one time for credit.

THA 216: Scenic Design I
(3 hrs.)
(Prerequisite: THA 211 with a C- or better, 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 220: Children's Theatre Practicum
(3 hrs.)
This course will provide the necessary tools to plan activities and to direct a children's theatre program, with practical application of activity plans for children from 3 years through grade 7.

THA 227: Introduction to Stagecraft/Stage Management
(3 hrs.)
(Open only to Performing Arts majors)
Lecture, demonstration and practical work assignments to develop basic production skills and provide a base knowledge of various areas of theatre production. Introduction to the contemporary practice of stage management.

THA 228: Stage Management II
(1-3 hrs.)
(Prerequisite: THA 227 with a C- or better, and by permission of instructor)
A course designed to improve the student's knowledge of the role of the stage manager in all phases of the production process including pre-production, rehearsal and performance. A major focus will be on the skills needed to assemble a complete production script.

THA 229: Stagecraft II
(1-2 hrs.)
(Prerequisites: THA 227 with a C- or better, and permission of instructor)
Lecture, demonstration and practical work assignments to develop more advanced skills in production techniques.

THA 232: Directing I
(3 hrs.)
(Prerequisites: a C- or better in THA 124 and 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)
Introduction to basic techniques used in the painting of stage scenery.

THA 236: Properties Design and Production
(3 hrs.)
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.)
(Prerequisite: THA 124 with a C- or better,; may be taken three times for credit)
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 only to Performing Arts majors; lab fee charged)
Study of basic techniques of designing and applying stage makeup for straight, character and stylized roles. Study of beginning costuming skills through class discussions and laboratory work.

THA 252: Costume Design I
(3 hrs.)
(Prerequisite: THA 251 with a C- or better, or permission of instructor)
An introduction to costume design through the study of script and character analysis. Period styles and rendering techniques.

THA 258: Stage Movement (STI)
(3 hrs.)
(Prerequisites: a C- or better in THA 124, THA 227, and 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: a C- or better in THA 124, THA 227, and 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)
(3-5 hrs.)
(Prerequisites: a C- or better, THA 124, THA 227, and 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 with a C- or better,, STI; open only to BFA Acting Sequence Students or by permission of instructor)
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
(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
(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.)
(Prerequisite: permission of instructor; may be repeated for credit)
Hands on practical application of technical knowledge through projects or positions of responsibility on department or warehouse productions. Typically an assistant position or a major warehouse position.

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 with a C- or better, 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: Scenic Design II
(3 hrs.)
(Prerequisite: THA 216 with a C- or better, or permission of instructor; lab fee charged)
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 with a C- or better, 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 with a C- or better, 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 with a C- or better,)
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 340: Movement for Actors
(1 hr.)
(Prerequisite: THA 332 with a C- or better,)
This movement class will cover the basic Viniyoga principles, including yoga postures, breath work, meditation techniques and tools for using yoga to enhance flexibility and concentration.

THA 345: Children's Theatre Touring Company
(2 hrs.)
(Prerequisites: THA 332 or permission of instructor; may be repeated for credit)
This performance class will rehearse and tour a children's theatre production into local schools. Student will research professional Theatre for Young Audiences touring and children's theatre companies.

THA 348: Advanced Performance Technique
(2 hrs.)
(Prerequisites: THA 248 with a C- or better, and permission of instructor; may be taken three times for credit)
Advanced techniques for musical comedy presentation.

THA 352: Costume Design II
(3 hrs.)
(Prerequisite: THA 252 with a C- or better,)
Continuation of THA 252 Costume Design I.

THA 353: Costume Design III
(3 hrs.)
(Prerequisites: THA 251, THA 252, THA 352, FAS 111, FAS 214 and FAS 216)
This course is a continuation of THA 352, Costume Design II. It is a research and project driven course designed to provide upper level instruction in costume design, production, and research for Theatrical Design Majors.

THA 360: Acting Workshop II (Okoboji)
(6 hrs.)
(Prerequisites: THA 332 with a C- or better, 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 365: Dramatic Literature
(3 hrs.)
(Prerequisites: ENG 107 and sophomore standing)
This course will investigate what sets drama apart from other prominent literary genres and the purpose of drama for various cultures. Selected readings will help students explore the literary elements of character, language, spectacle, plot and theme, as well as the nature and function of world drama in historical, political and social contexts. Topics will vary and may focus on an historical period, a selected theme, style or playwright.

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.)
(Prerequisite: permission of instructor; may be repeated for credit)
Hands on practical application of technical knowledge through projects or positions of responsibility on department or warehouse productions. Typically a major department production position.

THA 415: Costume Design IV
(3 hrs.)
(Prerequisites: THA 251, THA 252, THA 352, FAS 111, FAS 214 and FAS 216)
This course is a continuation of Costume Design III. It is a research and project driven course designed to provide upper and advanced level instruction in costume design, production, and research for Theatrical Design Majors.

THA 420: Senior Acting Seminar
(3 hrs.)
(Prerequisites: THA 332 with a C- or better, senior standing and permission of program)
An intensive course where actors develop the fundamental business skills, materials and marketing techniques necessary for a career in the entertainment industry.

THA 421: Advanced Acting I—Shakespeare
(3 hrs.)
(Prerequisite: THA 332 with a C- or better, 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.)
(Prerequisite: THA 421 with a C- or better, 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 with a C- or better, 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 with a C- or better, 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 with a C- or better: THA 312, 317, 318, or 412)
A required course for all theatre production/design and management students. The production seminar is an intensive course to prepare students looking to enter the working world of theatre or gain acceptance to a graduate program. The core of the course is the development and refinement of both a digital and practical portfolio for presentation/interviews during the semester. The course includes readings, discussions and interviews with theatre professionals about practical, moral and ethical issues that students encounter in professional theatre today.

THA 430: Advanced Studies in Costume Design
(3 hrs.)
(Prerequisites: THA 251, THA 252, THA 352, THA 353)
Specific projects in this class will target costume crafts such as millinery, shoe work, makeup artistry, corset making, mask making, and other related topics.

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.