

Graceland University 2014 – 2015 Undergraduate Catalog

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Accreditation

Graceland University is a member of the North Central Association and is accredited by the Higher Learning Commission, www.ncahlc.org, 800-621-7440.

Graceland University's teacher education programs are accredited by the National Council for Accreditation of Teacher Education (NCATE), www.ncate.org.

The nursing programs are accredited by the Commission on Collegiate Nursing Education (CCNE), www.aacn.nche.edu, One Dupont Circle, NW, Suite 530, Washington, DC 20035, (202) 887-6791. The master's and doctoral degrees in nursing have full approval status with the Iowa State Board of Nursing. The baccalaureate degrees in nursing have full approval status with the Iowa State Board of Nursing and Missouri State Board of Nursing.

These academic standards ensure that a degree from Graceland University will be recognized by educational, business and professional communities.

This catalog is an official document of Graceland University, and the programs and policies in it have been approved by the Board of Trustees or its duly authorized agents.

While these programs and policies may be subject to change without notice, the university publishes this catalog with the intention that students can expect reasonable continuity in academic areas.

Changes in other areas — such as cost, campus life, the housing arrangement — occur in an orderly fashion.

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Policy on Non-Discrimination

Graceland University does not discriminate against any student or prospective student on the basis of race, color, religion, age, sex, national origin, disability or sexual orientation. We are a caring community dedicated to the physical, intellectual and spiritual well-being of each individual. Gracelanders join together to create an atmosphere of openness, mutual respect and diversity.

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History of Graceland University

Graceland University was founded in Lamoni, Iowa in 1895 by the Reorganized Church of Jesus Christ of Latter Day Saints. Graceland's sponsoring church changed its name to Community of Christ in 2000. Graceland is a nonsectarian institution of higher education open to students of all faiths.

More than a century later, Graceland continues its commitment to providing a solid liberal arts education to a diverse student population. Today, Graceland students represent more than 45 states and 32 countries and can choose from more than 50 academic majors and programs, and 22 varsity sports.

Graceland began as a high school academy and a two-year college. In 1917 it became Iowa's first accredited junior college. Graceland conferred its first bachelor's degree in 1958 and became a four-year college in 1960.

Graceland College became Graceland University in 2000 when we began offering a variety of master-level degrees.

Graceland granted its first bachelor's degree in nursing in 1969. Our internationally-known School of Nursing (SON) is located on Graceland's Independence, Missouri campus (founded in 1999) where we offer a wide array of degree programs, including master's degrees and a new Doctor of Nursing Practice degree program. The Graceland SON was among the first in the nation, in 1987, to offer nationally-accredited distance education programs – these programs revolutionized how nurses are educated and mentored.

The university's teacher education programs date back to Graceland's early days. Today the Edmund J. Gleazer School of Education provides a diverse offering of innovative undergraduate and graduate degrees, on site and online, on both the Lamoni and Independence campuses, which lead to nationally accredited teacher licensure in the state where the student plans to teach.

The C.H. Sandage School of Business is home to The Sandage Center for the Study of Free Enterprise and Entrepreneurship and our national-champion Enactus team. The School of Business offers exciting degree programs like Sport Management and Agricultural Business.

Many students transfer to Graceland after course work at community colleges. Graceland began offering a number of academic programs in the 1990s at satellite campuses in Cedar Rapids and Centerville, Iowa, and Trenton, Missouri.

Community of Christ Seminary was founded in 2002 and is located in Independence, MO. Students can obtain a Master of Arts in Religion degree that can be pursued online and on site.

Graceland University continues its commitment to provide a quality liberal arts education that contributes to the growth of the whole student.

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Vision, Mission, Values

Vision

Graceland University will become a recognized educational leader, inspiring and empowering persons for transformational service and leadership.

Mission

Graceland creates learning communities where students develop their potential for

meaningful and productive lives.

Values

Graceland values learning, wholeness, and community. Graceland encourages the development of these values for the enrichment of lives and the betterment of the world.

Learning

We believe in the life long process of the open and free pursuit of truth.

Wholeness

We believe that the development of the intellectual, physical, social, and spiritual dimensions of all persons is necessary for healthy and fulfilling lives.

Community

We appreciate and welcome diversity and, as an institution sponsored by the Community of Christ, believe in the inherent worth of all persons expressed through relationships built on the foundation of unconditional love and acceptance.

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Mission of Graceland University

Graceland University educates students for advanced study, for productive careers and for rich lives. Its student body is a targeted, yet diverse group that includes persons of different ages, backgrounds and national origins who share a commitment to learning. Its curriculum, firmly rooted in the liberal arts tradition and enhanced by career-oriented practical experiences, affirms different styles of learning and prepares students to become competent professionals. Its highly qualified faculty excel in teaching and engage in scholarly, creative and professional activities. Together with the administration and staff, they care deeply about students.

Graceland offers a learning environment for the residential as well as the non-residential student that nurtures personal growth. Its challenging academic program stresses the joy of lifelong learning, the rigor of intellectual discipline and the relationship of both to a satisfying professional and personal life. Its size fosters genuine concern for the individual while providing fellowship and a sense of belonging. For the residential student, its rich co-curricular program of interest groups, athletics, student government, residential life and leisure activities provides opportunity to develop interpersonal skills, relationships, creativity and leadership.

Based on the Christian values of human dignity, mutual respect and social responsibility, Graceland University welcomes persons of all faiths. It actively supports the counsel of its sponsoring denomination, the Community of Christ, to "learn by study and by faith" and indeed offers tangible expression of the church's commitment to the open and free pursuit of knowledge through higher education.

Graceland promotes opportunity, justice and world peace through practical and visionary action.

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Goals of the University

The people of Graceland University help students grow to work, care and enjoy life intelligently. Toward these goals, we help students nurture their abilities to think, learn and communicate; develop broad knowledge and sound values; lead and cooperate in building a better world.

1. To become knowledgeable in the natural sciences, history/political science and the social/behavioral sciences.
2. To develop an appreciation of the arts and humanities.
3. To develop foundational skills, including skills of quantitative analysis, oral and written communication, ethical consciousness and sound values, and healthful living.
4. To be knowledgeable and appreciative of human diversity as expressed in cultures other than one's own.

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Organization of the Academic Program, Lamoni Campus

College of Liberal Arts and Sciences

Dr. Steven L. Anders, Interim Dean

Division of Health and Movement Sciences

Dr. Diane Bartholomew, Chair

[Athletic Training](#)

[Corrective Exercise and Performance Enhancement](#)

[Health](#)

[Physical Education](#)

[Recreation](#)

Division of Humanities

Dr. Brian J. White, Chair

[Communications](#)

[English](#)

[Philosophy](#)

[Religion](#)

[Spanish](#)

Division of Science and Mathematics

Dr. Daniel V. Pratt, Chair

[Biology](#)

[Chemistry](#)

[Computer Science & Information Technology](#)

[Mathematics](#)

[Physical Science](#)

[Physics](#)

Division of Social Science

Dr. Brian C. Smith, Chair

[Criminal Justice](#)

[Geography](#)

[Human Services](#)

[History](#)

[Political Science](#)

[Psychology](#)

[Sociology](#)

Division of Visual and Performing Arts

Zane Vredenburg, Chair

[Art](#)

[Music](#)

[Theatre](#)

The Edmund J. Gleazer School of Education

Dr. Scott Huddleston, Interim Dean

Sandra Hamar, Associate Dean, Undergraduate Programs

Dr. Deborah Nalani Leialoha; Associate Dean, Graduate Studies

[Education \(Undergraduate\)](#)

[Education \(Graduate\)](#)

C.H. Sandage School of Business

Dr. Steven L. Anders, Dean

[Accounting](#)

[Agricultural Business](#)

[Business Administration](#)

[Economics](#)

[Organizational Leadership](#)

[Sport Management](#)

Organization of the Academic Program, Independence Campus**The Edmund J. Gleazer School of Education**

Dr. Scott Huddleston, Interim Dean

Sandra Hamar, Associate Dean, Undergraduate Programs

Dr. Deborah Nalani Leialoha; Associate Dean, Graduate Studies

[Education \(Undergraduate\)](#)

[Education \(Graduate\)](#)

School of Nursing

Dr. Claudia D. Horton, Dean, School of Nursing

Dr. Jan Rice, Associate Dean, Graduate Programs

Dr. Sharon Little-Stoetzel, Associate Dean, Undergraduate Programs

[Nursing \(Undergraduate\)](#)

[Nursing \(Graduate\)](#)

Community of Christ [Seminary](#)

Dr. Don Compier, Dean

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Graceland University Educational Sites

Graceland University offers a quality educational program at multiple locations using various course delivery methods to provide opportunities for many students. Students may take Graceland University courses at the following locations.

Lamoni Campus

The home campus, located in Lamoni, Iowa, provides education for many full- and part-time residential students, who seek the Bachelor of Arts, Bachelor of Arts (Honors), Bachelor of Science, or Bachelor of Science (Honors) degrees in 34 different majors. Courses are available for non-degree seeking students interested in enrolling for personal enrichment.

In addition to degree programs, Graceland University offers courses for personal enrichment at the Lamoni and Independence locations, as well as through the Center for Professional Development and Life-Long Learning, Inc., which includes SkillPath Seminars located in Overland Park, Kansas.

Independence Campus

The Graceland University Independence Campus located at 1401 West Truman Road in Independence, Missouri, provides on campus education for students pursuing a Bachelor of Science in Nursing, Bachelor of Arts in Education, or a Master of Education degree.

The Independence Campus is also home to our online programs which allow students the flexibility to earn either the RN to B.S.N. or Bachelor of Arts in Healthcare Management, a Bachelor of Arts in Business, a Master of Science in Nursing, a Master of Education degree or a Doctor of Nursing Practice. In addition, a Master of Arts in Religion can be earned through combined on campus and online courses.

Graceland University Non-residential Programs

Several off-campus sites share in the extended campus experience, and allow non-traditional students the opportunity to complete their degrees or pursue a Master's degree. North Central Missouri College in Trenton, Missouri, and Indian Hills Community College in Centerville, Iowa, assist students in completion degrees in undergraduate Elementary Education. Students transfer credits from previously attended colleges and complete their junior and senior coursework with Graceland by attending classes offered in their area. Undergraduate students benefit from Graceland's articulation and equivalency agreements. The Master of Education in Collaborative Learning and Teaching is offered at Grant Wood AEA in Cedar Rapids, Iowa, and Graceland University campus in Independence, Missouri. Off-campus courses are offered evenings and weekends, allowing most students to hold a job, fulfill family and community obligations and still earn a degree.

The academic year is most often divided into three trimesters, but alternative scheduling may also be available. Classes are offered in a variety of formats including: 1) Traditional classes — Classes offered at the community college campus or on the Graceland campus taught by Graceland University faculty and adjunct professors; 2) Online classes. Courses may be taken by campus students as part of their normal class load on a space-available basis.

For more information concerning Graceland's non-residential programs, please call 800-833-0524 or visit our website on the Graceland University homepage at www.graceland.edu.

Semester Academic Calendar

Current and Future Semesters:

[Summer 2013](#)

[Fall 2013](#)

[Spring 2014](#)

[Summer 2014](#)

[Fall 2014](#)

[Spring 2015](#)

[Summer 2015](#)

Summer 2013 Academic Calendar

May	
Thurs. 23	Summer Session Begins, Lamoni
June	
Mon. 24	IC Summer session begins
August	
Fri. 16	Summer Session Ends, Lamoni, IC

IC indicates Independence Campus, including the School of Nursing, when dates differ from Lamoni campus.

Fall 2013 Academic Calendar

August	
Wed. Thurs. 21, 22	Faculty Fall Conference
Sat. 24	New Students Arrive
Mon. 26	Returning Students Arrive
	Classes Begin, IC
Tues. 27	Classes Begin, Lamoni
October	
Fri. 11	Midterm – End of Quarter
Fri. 11–Sun. 13	Homecoming Weekend
Fri. 11 (5:00 p.m.)	Fall Break Begins, IC

Wed. 16 (8:00 a.m.)	Classes Resume, IC
Fri. 18 (5:00 p.m.)	Fall Break Begins, Lamoni
Wed. 23 (8:00 a.m.)	Classes Resume, Lamoni
November	
Tues. 26 (9:00 p.m.)	Thanksgiving Recess Begins
December	
Mon. 2 (8:00 a.m.)	Classes Resume
Fri. 6	Classes End
Mon.–Thurs. 9–12	Semester Examinations

IC indicates Independence Campus, including the School of Nursing, when dates differ from Lamoni campus.

Spring 2014 Academic Calendar

January	
Mon. 6	Winter Term Begins
Thurs. 23	Winter Term Ends
Mon. 27	Classes Begin, Lamoni, IC
March	
Fri. 14	Midterm – End of Quarter
Fri. 14 (5:00 p.m.)	Spring Recess Begins
Mon. 24 (8:00 a.m.)	Classes Resume
April	
Mon. 21	Easter Break
Mon. 21 (5:00 p.m.)	Classes Resume
May	
Fri. 9	Classes End
Mon.–Thurs. 12–15	Semester Examinations
Fri. 16	Nursing Recognition Ceremony
Sat. 17	Baccalaureate
Sun. 18	Commencement

Mon.–Tues. 19–20	Faculty Spring Conference
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IC indicates Independence Campus, including the School of Nursing, when dates differ from Lamoni campus.

Summer 2014 Academic Calendar

May	
Thurs. 22	Summer Session Begins, Lamoni
June	
Mon. 23	IC Summer session begins
August	
Fri. 15	Summer Session Ends, Lamoni, IC

IC indicates Independence Campus, including the School of Nursing, when dates differ from Lamoni campus.

Fall 2014 Academic Calendar

August	
Wed. Thurs. 20, 21	Faculty Fall Conference
Sat. 23	New Students Arrive
Sun. 24	Returning Students Arrive
Mon. 25	Classes Begin, IC
Tues. 26	Classes Begin, Lamoni
October	
Fri. 10	Midterm–End of Quarter
Fri.–Sun. 17–19	Homecoming Weekend
Fri. 24 (5:00 p.m.)	Fall Break Begins
Wed. 29 (8:00 a.m.)	Classes Resume
November	
Tues. 25 (9:00 p.m.)	Thanksgiving Recess Begins

December	
Mon. 1 (8:00 a.m.)	Classes Resume
Fri. 5	Classes End
Mon.–Thurs. 8–11	Semester Examinations
Fri. 12	Nursing Recognition Ceremony

IC indicates Independence Campus, including the School of Nursing, when dates differ from Lamoni campus.

Spring 2015 Academic Calendar

January	
Mon. 5	Winter Term Begins
Thurs. 22	Winter Term Ends
Mon. 26	Classes Begin, Lamoni, IC
March	
Fri. 13	Midterm – End of Quarter
Fri. 13 (5:00 p.m.)	Spring Recess Begins
Mon. 23 (8:00 a.m.)	Classes Resume
April	
Mon. 6	Easter Break
Mon. 6 (5:00 p.m.)	Classes Resume
May	
Fri. 8	Classes End
Mon.–Thurs. 11–14	Semester Examinations
Sat. 16	Baccalaureate
Sun. 17	Commencement
Mon.–Tues. 18–19	Faculty Spring Conference

IC indicates Independence Campus, including the School of Nursing, when dates differ from Lamoni campus.

Summer 2015 Academic Calendar

May	
Thurs. 21	Summer Session Begins, Lamoni
June	
Mon. 22	IC Summer session begins
August	
Fri. 21	Summer Session Ends, Lamoni, IC

IC indicates Independence Campus, including the School of Nursing, when dates differ from Lamoni campus.

Trimester Academic Calendar

Current and Future:

2013-14

2014-15

2013-2014 Trimester Academic Calendar

Fall 2013	
September	
Tues. 3	Classes Begin, 16 Week Fall Session
	Classes Begin, 8 Week Fall Subsession A
October	
Fri.-Sun. 11-13	Homecoming Weekend
Fri. 25	Classes End, 8 Week Fall Subsession A
Mon. 28	Classes Begin, 8 Week Fall Subsession B
December	
Fri. 20	Classes End, 8 Week Fall Subsession B
	Classes End, 16 Week Session
Spring 2014	
January	
Mon. 6	Classes Begin, 16 Week Spring Session
	Classes Begin, 8 Week Spring Subsession A
February	
Fri. 28	Classes End, 8 Week Spring Subsession A
March	
Mon. 3	Classes Begin, 8 Week Spring Subsession B
April	
Fri. 25	Classes End, 8 Week Spring Subsession B
	Classes End, 16 Week Spring Session
Summer 2014	
May	
Mon. 5	Classes Begin, 16 Week Summer Session

	Classes Begin, 8 Week Summer Subsession A
Fri. 16	Nursing Recognition Ceremony
Sat. 17	Baccalaureate
Sun. 18	Commencement
Mon.–Tues. 19–20	Faculty Spring Conference
June	
Fri. 27	Classes End, 8 Week Summer Subsession A
Mon. 30	Classes Begin, 8 Week Summer Subsession B
August	
Fri. 22	Classes End, 8 Week Summer Subsession B
	Classes End, 16 Week Summer Session

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2014–2015 Trimester Academic Calendar

Fall 2014	
August	
Wed.–Thurs. 20–21	Faculty Fall Conference
September	
Tues. 2	Classes Begin, 16 Week Fall Session
	Classes Begin, 8 Week Fall Subsession A
October	
Fri.–Sun. 17–19	Homecoming Weekend
Sat. 25	Classes End, 8 Week Fall Subsession A
Mon. 27	Classes Begin, 8 Week Fall Subsession B
December	
Fri. 12	Nursing Recognition Ceremony
Sat. 20	Classes End, 8 Week Fall Subsession B
	Classes End, 16 Week Session
Spring 2015	
January	
Mon. 5	Classes Begin, 16 Week Spring Session

	Classes Begin, 8 Week Spring Subsession A
February	
Sat. 28	Classes End, 8 Week Spring Subsession A
March	
Mon. 2	Classes Begin, 8 Week Spring Subsession B
April	
Sat. 25	Classes End, 8 Week Spring Subsession B
	Classes End, 16 Week Spring Session
Summer 2015	
May	
Mon. 4	Classes Begin, 16 Week Summer Session
	Classes Begin, 8 Week Summer Subsession A
Sat. 16	Baccalaureate
Sun. 17	Commencement
Mon.–Tues. 18–19	Faculty Spring Conference
June	
Sat. 27	Classes End, 8 Week Summer Subsession A
Mon. 29	Classes Begin, 8 Week Summer Subsession B
August	
Sat. 22	Classes End, 8 Week Summer Subsession B
	Classes End, 16 Week Summer Session

Academic Policies & Procedures

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Academic Forgiveness

Graceland University enables undergraduate students who have not earned a baccalaureate degree an opportunity for continuing their university education by forgiving past unsatisfactory academic performance.

1. POLICY

1. After a minimum of five calendar years have elapsed since the requested credits were attempted, and after the student has completed at least 12 semester hours with a grade point average of 2.50 or above, he/she may request that the previous performance be forgiven.
2. One or two sessions may be forgiven. Academic forgiveness does not apply to the Satisfactory Academic Progress requirements in place to maintain eligibility for federal and state student financial aid. However, academic forgiveness may be cited as a mitigating factor in a student's appeal for financial aid probation.
3. Upon approval, all attempted courses for the requested session(s), including courses with grades of A, B, and/or C, are removed from all grade point average calculations and earned hours. However, the courses will remain on the academic record with appropriate notations regarding the academic forgiveness.
4. Forgiven credits may not be used to apply toward graduation requirements.
5. Students, who have been forgiven credits, do not qualify for the Gold Seal for Scholarship upon graduation from Graceland University.
6. A maximum of one request for academic forgiveness will be allowed during a student's enrollment at Graceland University.
7. Academic forgiveness granted at Graceland University may or may not be recognized by other colleges and universities.
8. After approval, a request for academic forgiveness cannot be rescinded.
9. The Curricular Adjustment Committee is responsible for reviewing and acting on the request. The action of the Curricular Adjustment Committee is final.

2. PROCEDURE

1. Requests for academic forgiveness are made by the student on the Graceland University [Academic Forgiveness Request](#) form, and submitted to InfoCentral or the Registrar's Office.
2. The Registrar verifies that the student qualifies for academic forgiveness based on policy guidelines, and forwards the request to the Curricular Adjustment Committee for action.
3. After action is taken by the Curricular Adjustment Committee, the Registrar adjusts the student's record, if appropriate, and informs the student of the action.

Academic Integrity Policy

Academic integrity is a highly valued principle that undergirds all facets of academic life at Graceland University. Adherence to principles of honesty is a requisite for preparing students as competent responsible persons. Students admitted to the university are expected to uphold standards of academic integrity, i.e. the avoidance of fraud, plagiarism and cheating in any form.

1. **FRAUD.** Fraud is the act of deceit or misrepresentation.
 1. The following list describes ways to avoid the most common forms of fraud.
 2. Do not alter or falsify or misrepresent an academic document.
 3. Do not help someone alter or falsify an academic document.
 4. Do not communicate false information whether oral, written, electronic or nonverbal.
 5. Do not forge signatures.
2. **PLAGIARISM.** Plagiarism is representing someone else's work as your own.
 1. The following list describes ways to avoid the most common forms of plagiarism.
 2. Set off all direct quotations within quotation marks or within the text in a block quote form. To fail to indicate direct quotations by one of these two methods is to commit plagiarism even if the failure is accidental and even if you give the source of the quotation. In a speech you must also indicate the beginning, ending and source of all direct quotations to the audience.
 3. If you derive an idea from another source, cite the source unless the idea is common knowledge, that is, unless people familiar with the subject you are discussing are aware of the idea.
 4. Cite the source of paraphrased material and avoid excessive paraphrasing. Too much paraphrasing minimizes your contribution.
 5. Submit papers that consist substantially of your own work. Do not buy, borrow or use complete, or nearly complete, papers from any source, electronic or otherwise.
3. **CHEATING.** The following list describes ways to avoid the most common forms of cheating.
 1. Do not give assistance to, or receive assistance from, another person, or use unauthorized notes, books, etc., when an examination or assignment is supposed to be your own work.
 2. Do not falsify research results or violate codes for the treatment of human or animal subjects.
 3. Do not violate the policies of proctors, preceptors or supervisors.
 4. Do not use an electronic copy of another person's work as the starting point of your own work without the instructor's permission.
 5. On collaborative works, include the names of all participants on any copies that are submitted for evaluation.

An instructor may assign a grade of "F" for the course in cases of fraud, plagiarism and/or cheating. When an "F" grade is assigned, the student may not drop the course. All cases of fraud, plagiarism and/or cheating will be reported to the respective dean or division chair, and dean of faculty. Violation of the academic integrity policy may have additional consequences including sanctions or dismissal from a program or from Graceland University.

Exceptions to Academic Policy

Purpose: To delineate responsibility for approving exceptions to established academic policy.

1. Policy

1. Academic policies are designed to provide consistency in, and uphold the integrity of Graceland University's academic programs.
2. Academic policies may be proposed and approved by various schools, divisions, councils, or committees on the Graceland University campus, and are published as appropriate in the Graceland University Catalog and/or in the Graceland University Policies and Procedures. Academic policies include faculty-approved degree, general education, major, minor, and program requirements.
3. Requests for exceptions to undergraduate academic policies regarding major, minor and program requirements are reviewed and acted upon by the appropriate school, or divisions. Requests for all other academic policies are reviewed and acted upon by the Curricular Adjustment Committee. Appeals may be made to the appropriate Deans Council.
4. Requests for exceptions to graduate academic policies are reviewed and acted upon by the appropriate school. Appeals may be made to the Graduate Council.

2. Procedure

1. Students requesting exceptions to academic policies, including exceptions to degree, general education, major, minor, and program requirements, use the Student Petition form to communicate the exception requested and rationale for the request to the appropriate committee or council.
2. Recommendations with rationale from the student's academic advisor and the appropriate academic department, division, or school must be included on the Student Petition form.
3. After the action is taken, the decision-making body will submit the form to the Registrar's Office which will notify the student of the decision.

Academic Standings

Students' academic standings are determined at the end of each major semester/trimester, or at the time transfer work is recorded or grade changes are processed. Students' cumulative GPAs determine one of the following academic standards: (1) Good Standing; (2) Probation; (3) Continued Probation; and (4) Academic Dismissal. Academic Dismissal is imposed only at the end of a major semester/trimester on any student enrolled for eight or more semester hours.

Students are placed on Probation when their cumulative grade point average falls below the following, expressed in terms of semesters of full-time college enrollment:

End of 1st semester (or at least 12 s.h. attempted): 1.70
End of 2nd semester (or at least 24 s.h. attempted): 1.80
End of 3rd semester (or at least 36 s.h. attempted): 1.90
End of 4th semester and after (or at least 48 s.h. attempted): 2.00

Students placed on Probation after a given session will be placed on Continued Probation after their next semester of enrollment if they do not achieve the required cumulative GPA. Students on Continued Probation must earn either the appropriate cumulative GPA or at least a 2.25 GPA for the current semester/trimester in order to continue enrollment. Those who do not achieve the required cumulative GPA but do achieve a 2.25 GPA for the current semester/trimester will be allowed to continue their enrollment on Continued Probation. Students who fail to achieve the required GPA to be removed from probation and do not earn at least the 2.25 GPA for the semester/trimester will be academically dismissed.

Lamoni Campus students placed on Probation will be strongly encouraged to take advantage of free tutoring services provided by the Academic Divisions/Schools or the Academic Skills Center.

Full- and part-time students enrolled for at least 8 semester hours will be academically dismissed when they:

1. fail to satisfactorily complete 6 semester hours in a given semester/trimester and are not making satisfactory academic progress, or
2. earn less than a 1.50 grade point average for a given semester/trimester and are not making satisfactory academic progress, or
3. are on Continued Probation and fail to achieve the required cumulative GPA or at least a 2.25 GPA for the current semester/trimester.

Previous deficient academic standing will not be held against students who have subsequently achieved good standing.

Winter terms and summer sessions may affect probationary status, but cannot cause dismissal.

The academic performance of those enrolled for 7 semester hours or less cannot cause automatic dismissal— i.e., dismissal based on a single semester's/trimester's work. However, their cumulative hours earned and cumulative GPA will be evaluated on the same basis as those of full-time students and thus may lead to probation or continued probation.

Grade changes and late receipt of college transfer work may affect probationary status at the time documentation is received by the Registrar's Office. Academic Dismissal, however, may occur only at the end of the regular semester/trimester.

Readmission After Academic Dismissal

A student who has been dismissed may be readmitted only after applying for readmission and being approved by the Curricular Adjustment Committee (CAC). Academic dismissal is for a minimum period of one semester for the first dismissal, two semesters for a second dismissal, and six semesters for a third dismissal. Only extreme circumstances would warrant consideration by the CAC for consideration prior to the minimum period defined above. Summer Session may be considered a semester. Demonstration of academic success will improve chances for readmission. Print an [Application for Readmission](#) here now. The form is also available at InfoCentral or the Registrar's Office in Patroness Hall.

Any decision by the CAC with regard to this policy is final.

Advising & Registration

Each student will be assigned an academic adviser who will be available for help in planning an academic program. Entering freshmen and students who have not declared a major will be advised by a staff member of the CAP Center; sophomores, juniors, and seniors who have declared a major will be advised by a faculty member in the appropriate discipline. **The academic adviser will give advice and information, but the final responsibility for planning a schedule that will meet graduation requirements rests with the student.**

Freshmen may take courses numbered from 1000 to 1999. Sophomores may take courses numbered up to 2999. Juniors and seniors may take courses numbered up to 4999. (A student who has at least a 2.50 college grade point average may enroll in a course one level above his/her classification; entering freshman may enroll in sophomore– level courses if high school GPA is 2.80 or higher).

Juniors and Seniors enrolled in programs on the Lamoni and Independence campuses may register for classes using the online registration system "My Graceland" on the Graceland website. Freshman and Sophomores must first see their academic advisor for registration clearance to use the system. It is strongly recommended that all students meet with their advisor to review their course selection and academic requirements. A student may make changes to their schedule online up until the first day of classes using "My Graceland". Once classes have begun, a [Change of Registration \(Add/Drop\) Form](#) with the course instructor and advisor's signature must be processed. Refunds in courses for which special tuition is charged will be based on the date of the change of registration.

Students may add a course during the first 13% of the session with the instructor's consent and may withdraw without penalty from a course during the first 60% of the session. Graceland University students may withdraw from a course up to 13% of the session without a grade of "WD". A grade of "WD" is recorded in any course withdraw between 13% and 60% of the session. After 60% of the session is complete, the student is not allowed to withdraw from the course, and will be awarded the appropriate grade in the course. Deadlines for adding and/or dropping courses offered in educational programs that are not taught on the normal semester schedule usually differ. Contact the Registrar in Patroness Hall on the Lamoni, IA, campus for this information.

Students who are not in good standing, not making satisfactory progress, or who earned less than a 2.00 grade point average in the previous semester are required to review their schedules with their advisers before enrolling for the next semester.

Athletic Eligibility

Students are eligible to participate in any activity of the university including intercollegiate athletics, except during the semester following academic dismissal (if allowed to re-enroll). For athletic eligibility, the student must also meet the following NAIA requirements. National Association of Intercollegiate Athletics (NAIA) Eligibility Regulations apply to all student athletes at all NAIA affiliated institutions of higher learning.

The following regulations apply to new freshman student athletes.

1. Be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution. An official high school transcript is required to be on file at the participating institution.
2. Meet two of the three entry level requirements:
 1. Achieve a score of 18 or higher on the Enhanced ACT or a score of 860 or higher, achieved on the Critical Reading and Math sections of the SAT. The test score must be achieved at a single test sitting administered by a certified tester on a National or International testing date to apply to this requirement. The ACT/SAT must be taken prior to the beginning of the term in which the student initially participates.
 2. An overall high school grade point average of 2.00 or higher on a 4.00 scale.
 3. Graduate in the upper half of the student's high school graduating class.

Students not meeting at least two of the three standards shall be denied athletics participation at a member institution for the first full year of attendance.

All student athletes, including freshmen, are subject to the following regulations:

1. Full time status — Students must be identified and enrolled in a minimum of 12 institutional credit hours at the time of participation.
2. Students must have accumulated a minimum of nine institutional credit hours prior to identification for the second term of attendance. Only those hours earned after identification may be applied toward meeting the nine hours for a second term freshman. However, Graceland University requires that 12 s.h. be earned before the student's second semester of attendance to be considered making satisfactory progress. (see D below)
3. After completion of the second term of attendance and from then on, students must have accumulated a minimum of 24 institutional credit hours in the two immediately previous terms of attendance. NO MORE THAN 12 institutional credit hours earned during summers and/or during non-terms may be applied to meet the 24 institutional credit hour requirement. Such credit must be earned after one or both of the two immediately previous terms of attendance.
4. The student must be making normal progress toward a recognized baccalaureate degree and maintain the minimum grade point average as defined by the institution and the NAIA. (See Satisfactory Academic Progress Standards for Receiving Financial Aid and Athletic Eligibility.)
5. Upon reaching junior academic standing, as defined by the institution, students must have a cumulative GPA of at least 2.00 on a 4.00 scale. The 2.00 cumulative GPA or higher must be certified each grading period in which the student wishes to compete after junior academic standing is reached.
6. To participate a second season in a sport, all students must have accumulated at least 24 semester/37 quarter institutional credit hours.
7. To participate the third season in a sport, all students must have accumulated at least 48 semester/72 quarter institutional credit hours.
8. To participate the fourth season in a sport, all students must have accumulated at least 72 semester/108 quarter institutional credit hours. In addition, students must have completed 48 semester hours of general education and major requirements to be eligible for the fourth season.

9. Repeat courses — Courses previously passed with a grade of “D” or better in any term, during summer, or during a non-term cannot count toward satisfying the 24 credit hour rule. A maximum of one repeat course per term previously passed with a grade of “D” may be counted toward satisfying the 12 hour enrollment rule. Repeat courses previously passed with a grade of “C” or better cannot be applied to meet either the 12 hour enrollment rule or the 24 credit hour rule.

***Whatever the situation, the current NAIA Official Handbook contains the details of which each case is determined. For further information regarding eligibility concerns please contact the Graceland University Registrar, Faculty Athletics Representative, or Athletic Director.

Center for Graduate & Continuing Studies Online Courses

Lamoni and Independence Campus students who wish to supplement their program of study with Center for Graduate and Continuing Studies (CGCS) online courses may do so by receiving approval from their advisor, and their division chair or dean of the school. The hours will be billed as residential campus hours, and may count toward the student's on-campus load.

The following procedure applies to CGCS online courses:

1. Student is advised to enroll in an online course to meet program requirements, or the student expresses an interest in enrolling in an online course.
2. Student and Advisor complete the [Application for Enrollment in Arranged or CGCS Online Course](#).
3. Division Chair or Dean of the School approves the application form.
4. The form is routed to the Registrar's Office to complete the registration process. Book orders are placed and charges are applied to the student's account.
5. The student is then subject to CGCS policies for completion of the course ([withdrawal policy](#), participation policy).

Class Attendance

Students are expected to attend classes regularly, be punctual, and complete all work whether present or not. Whenever possible, the opportunity for making up coursework missed as a result of an excused absence is to be worked out between the instructor and the student upon the student's initiative.

Excused absences include the following:

1. The student has contacted the faculty member prior to the absence due to a University sponsored activity,
2. The student has contacted the faculty member prior to the absence and the faculty member concurs that the absence is unavoidable and legitimate.
3. For Lamoni students, the Dean of Students (or faculty member) determines that the student has missed classes/assignments due to factors beyond the student's control (i.e. illness, family misfortune, etc.) and the faculty member concurs.
4. For non-Lamoni students, the faculty member makes the determination and, when appropriate, the Dean of School, or his or her designate, concurs that the absence was unavoidable and legitimate.

All other absences are considered unexcused, in which case the instructor is not obligated to provide an opportunity for making up coursework for credit.

* See Administrative Withdrawal Policy listed below.

Course Withdrawal by Instructor

To validate enrollment in a seated course, students must attend at least one class during the first week. Students, who miss the first week of a course without obtaining prior approval from the instructor, may be dropped from the course by the instructor. The instructor will notify the registrar and student of the drop prior to the eighth day of the semester/trimester.

To validate enrollment in a Winter Term course, students must attend at least one of the first two days of class. Students, who miss the first two days of a Winter Term course, may be dropped from the course by the instructor. The instructor will notify the registrar and student of the drop prior to the third day.

Administrative Withdrawal from Online Courses

Students not participating in an online course before the withdrawal date may be administratively withdrawn with or without penalty.

Students who present with administrative situations such as the following will be referred to their Program Consultant/Registrar for action.

1. A Graceland University student enrolled in any online course who does not log in and begin completion of course assignments in the online course during the first week of the course (unless special arrangements have been made between student and instructor) will be referred by the instructor to the Program Consultant/Registrar, who will contact the student. If the student elects to not continue the program, the Program Consultant/Registrar will administratively withdraw the student.
2. Graceland University students enrolled in any online course must demonstrate an ongoing presence in their online course. If a student who has been previously participating in course assignments ceases all participation for two consecutive weeks (unless special arrangements have been made between student and instructor), that student will be referred by the instructor to Program Consultant/Registrar for counseling and withdrawal.

Classification of Students

Classification is determined at the end of each term according to the number of hours of college credit previously completed and total grade point average.

Basis for classification:

- Freshman 0–23 s.h.
- Sophomore 24 s.h.
- Junior 56 s.h. and 112 grade points (2.00 cumulative GPA)
- Senior 88 s.h. and 176 grade points (2.00 cumulative GPA)
- Post Graduate student has earned a baccalaureate degree and is pursuing additional undergraduate course work
- Graduate student has been admitted to one of Graceland's graduate programs

Courses by Arrangement

Permission may be granted for arranged courses when irresolvable scheduling conflicts exist that preclude enrollment in a regularly scheduled class. Arranged courses are selected from the courses listed in the current Graceland University Catalog. The grading basis, as indicated in the course description, is followed. If policy allows, students may opt to change letter-graded courses to a pass-fail grading basis. All semester course deadlines apply to arranged courses.

The following procedure applies to arranged courses:

1. A completed Application for Enrollment in Arranged Course is submitted by the student to the Division Chair or Dean of the School responsible for the proposed course. The completed form must clearly include the rationale for the arranged course, the student's desired grading basis, and signatures from the student's academic adviser, and instructor.
2. The Division Chair or Dean of the School notes the appropriate action and forwards the application to the Registrar.

Credit for Extracurricular Learning

Extracurricular learning related to subject areas, courses, and programs of study is evaluated for students registered at Graceland University. Extracurricular learning is defined as learning that is attained outside the sponsorship of legally authorized and accredited postsecondary education institutions. The term applies to learning acquired from work and life experiences, independent reading and study, the mass media, and participation in formal courses sponsored by associations, business, government, industry, the military and unions. Established institutional evaluation procedures are followed, using one or more of the authorized publications and methods for effecting assessment. Questions concerning extracurricular learning credit should be directed to the Registrar in Patroness Hall.

Types of Extracurricular Credit

[Advanced Placement Tests](#)

[College Level Examination Program \(CLEP\)](#)

[Excelsior](#)

[Experiential Learning Credit](#)

[International Baccalaureate Diploma](#)

[Language Placement Examination](#)

[Proficiency Exams](#)

Advanced Placement Tests

Graceland participates with the College Entrance Examination Board (CEEB) in its Advanced Placement Program. Credit will be granted to students who score a 3, 4, or 5 as recommended by the American Council on Education. The amount of credit granted will be the same as the Graceland corresponding course, but will not exceed 8 semester hours for any one course.

A student who scores a 3 will be granted credit for a one-semester course or the first half of a one-year course. He/she will be permitted to enroll in a year long course at the beginning of the second semester. Scores of a 4 or 5 may merit credit in a one-year course.

The Advanced Placement credit listing can be found in PDF format [here](#).

College Level Examination Program (CLEP)

CLEP exams may be taken either before or during enrollment at the university. CLEP exams are designed to award university credit to those students who have met a satisfactory level of proficiency in a subject area without having had formal college classwork. Recommendations for credit made by the American Council on Education are followed.

A list of examinations acceptable for credit is available at the Office of the Registrar in Patroness Hall or you may view the Credit Allowed List in PDF format [here](#).

If you are interested in earning credit through CLEP and want to learn more about it, the Registrar suggests the following website:

<http://www.collegeboard.com/student/testing/clep/about.html>

Excelsior

The School of Nursing utilizes the Excelsior program as an option to enable qualified Registered Nurses to earn credit towards the Bachelor of Science in Nursing degree.

Credit may also be awarded for other courses through the successful completion of Excelsior examinations. A listing of acceptable examinations is available from the Registrar in Patroness Hall.

Experiential Learning Credit

Graceland University may award up to 30 semester hours of undergraduate credit for college-level learning that has occurred from prior work and life experiences. Prior learning is evaluated by appropriate department faculty for degree-seeking students who have been admitted to the university. Students are assessed a nonrefundable evaluation fee and a recording fee for each credit hour recorded.

Students requesting experiential learning credit must submit, at least one year prior to graduation, a completed Request for Experiential Learning Credit form for each course and supporting documentation that verifies learning. Credit is generally awarded for learning that:

1. will apply toward the student's undergraduate degree program;
2. is measurable;
3. demonstrates a level of achievement defined by department faculty, i.e., course objectives are understood at the same level of understanding achieved through enrollment in the course;
4. has a knowledge base; and
5. is conceptual as well as practical.

Credit awarded to students is recorded on the academic record as experiential learning credit with a grade of "P" (Pass) after payment of the recording fee has been made.

International Baccalaureate (IB) Diploma

Graceland University recognizes the IB Program and awards college credit for the successful completion of the International Baccalaureate (IB) Diploma. Students who have completed the diploma, as evidenced by an official IB transcript, will receive 30 semester hours of credit toward graduation. Course equivalency will be granted in consultation with the faculty of the appropriate academic division or school. Students who have not completed the diploma, but have scored a 4, 5, 6, or 7 on the higher level examination, can receive up to 6 s.h. of credit in the subject area. Those who score a 5, 6, or 7 on the subsidiary level examination, can receive up to 3 s.h. of credit in the subject area. Credit for individual exams will be granted on a course-by-course basis in consultation with the faculty of the appropriate academic division or school.

Language Placement Examinations

All students who have had high school or non-academic experience with a foreign language and who wish to enroll in courses in this language at Graceland must take the Language Placement Examination. It is given on campus during orientation. Examinations are presently offered for Spanish. The results of the examination will determine the placement of students in the proper language course level: beginning, intermediate, or advanced. Those students who place in the intermediate or higher classes will have met Goal 4 for general education.

Proficiency Exams

There are many courses in which proficiency exams may be given. These exams provide an opportunity for students to receive credit in areas where previous experience or study has given them an understanding of the course material.

To initiate a request for a proficiency exam, the student will first get the approval of the instructor of the course. The application will then be presented for division or school approval.

A list of courses acceptable for proficiency examinations will be prepared by and available from each division or school.

Such examinations are subject to the following limitations:

1. They may be taken only by persons who have matriculated at Graceland.
2. They may not be taken by students who have already received credit for the specific course or equivalent.
3. They may be taken only if the credit earned applies toward graduation.
4. They may not be taken to raise grades or to remove failures in courses.
5. They may be taken only once for a given course.
6. They may not be taken by a student during the final term before graduation.
7. They may not be counted as residence work.

The grade given on the examinations is either "credit," "waiver" (meets course requirement but carries no credit), or "no-entry."

Final Examinations

All classes will meet during final examination week for a meaningful, educational experience, i.e., examination, presentations, discussion, lecture, etc. Scheduled examination times will be published in each course syllabus and the Schedule of Classes.

Students having more than two final examinations on a single day, as evidenced by the Final Examination Schedule, should be permitted to reschedule their examinations so as not to exceed two examinations on a single day. However, rescheduling will not be permitted for the first two exams on a single day based on the final exam schedule. The rescheduling needs to be determined before the last day of classes for the semester. If arrangements cannot be made on an informal basis, the Dean of Faculty will initiate a request for the student to be granted relief from having to take more than two exams on a single day. Travel arrangements are not justification for requesting changes in the final examinations schedules.

Grade Reports

Grade reports are issued to each student enrolled in undergraduate courses at Graceland through My Graceland. Midterm grades are issued to students at the end of the first quarter during the fall and spring semesters, but are not calculated into the student's cumulative grade point average. A final grade report of courses is issued by the Registrar to each student at the conclusion of each semester or term of enrollment.

Honors & Awards

Graceland provides a number of vehicles for promoting academic excellence on campus. Students who excel academically may choose to pursue an honors degree that culminates in the preparation of an original thesis or project during the senior year. (See [Honors Program](#) for specific requirements.) Alpha Chi, a national honor society that recognizes and promotes outstanding academic achievement in all areas of study, is open to juniors and seniors who meet eligibility criteria of the national society and its local chapter. Phi Alpha Theta and Alpha Mu Gamma recognize outstanding achievement in history and the modern foreign languages, respectively. The Pi Eta Chapter of Sigma Theta Tau International Honor Society of Nursing inducts student nurses in recognition of their outstanding scholastic achievement and registered nurses for their contributions to nursing.

Each year during commencement exercises, special honors are conferred upon graduates who have maintained distinguished academic records throughout their years at Graceland. In order to qualify for the following honors, the graduate must have earned at least 56 semester hours at Graceland University recorded on his/her Graceland University permanent record and will be completing all requirements for graduation with their current enrollment.

1. Cum Laude is awarded to graduates with a Graceland University GPA of 3.50–3.74 and signifies special honor.
2. Magna Cum Laude is awarded to graduates with a Graceland University GPA of 3.75–3.89 and signifies achievement worthy of great honor.
3. Summa Cum Laude is awarded to graduates with a Graceland University GPA of 3.90–4.00 and signifies achievement of the highest order.

Grade point averages as of May 1 are used to calculate graduation honors. Changes in honor designations may occur following submission of final grades, and will be reflected on the graduate's diploma and official academic record.

The Gold Seal for Scholarship is presented to the graduate(s) with the highest cumulative GPA in recognition of the special value placed on academic achievement. The cumulative GPA used for determining Gold Seal recipient(s) is calculated using all credits and grades earned at previous colleges/universities.

Each semester, outstanding students who achieve the grade point averages indicated below are recognized by being officially placed on one of three lists of distinction:

1. Dean's List, 3.25–3.64 GPA
2. Honors List, 3.65–3.99 GPA
3. President's List, 4.00 GPA

Students enrolled for 12 or more semester hours may qualify for the Dean's, Honors, or President's List by passing a minimum of 12 semester hours, of which 9 are on a graded basis. (A student enrolled in student teaching is exempt from this latter requirement.) Students enrolled for less than 12 semester hours may also qualify by completing at least six semester hours on a graded basis. Students who have an incomplete grade do not qualify for the Dean's, Honors, or President's Lists.

Honors Contracts

Honors contracts that convert regular class offerings to honors courses should be submitted on the [Application for Honors Contract](#) form to the [Honors Program](#) Director. Honors contracts may be submitted any time during the semester so long as the student's proposal to the Honors Program Director proceeds the end of the term by at least three weeks for each semester hour of credit to be received

Normal Progress for Graduation

Normal progress refers to a student's progress toward achieving in four years the 124 semester hours and 2.00 grade point average required for graduation. Academic standing and normal progress are not synonymous.

Normal progress is maintained by a student when he/she meets the following criteria:

Semesters Completed	Minimum Semester Hours Earned	Minimum Grade Point Average
1	15	2.00
2	30	2.00
3	45	2.00
4	60	2.00
5	76	2.00
6	92	2.00
7	108	2.00
8	124	2.00

Policy for Individual Study Programs

Individual study programs are self-directed learning experiences designed and carried out by the student with minimal assistance from others. Programs may be proposed for 1–3 s.h. credit as a means of meeting the student's specific educational objectives beyond the regular course offerings. Individual study programs are not normally designed to replace regularly offered courses and are not normally available to freshmen unless ability to perform independently can be demonstrated.

1. 2000 level – a sophomore-level project designed for general exploration.
2. 3000 level – a junior/senior-level project of some significant focus and depth.
3. 4000 level – a senior-level project in a student's major.

Before registering for an individual study program, the study must be described in writing, endorsed by the supervising instructor and approved by the division or school's Committee for Individual Study.

Programs of individual study are to be guided by the following policies:

1. Individual study may appropriately replace free elective hours in a student's program, but will not normally be submitted for general education requirements.
2. A student with a cumulative grade point average below 2.50 will have to petition the Curricular Adjustment Committee for permission to enroll for individual study programs.
3. The number of hours credit and grading policy must be included in the program proposal when it is submitted for division or school approval. Individual studies are available on either a pass/fail or a letter graded basis.
4. Credit hours for individual study projects may range from one to three semester hours.
5. The Individual Study Committee may grant approval for an individual study to satisfy a specific course requirement in the major, subject to the endorsement of the appropriate division or school and/or its delegate representative.
6. The student must meet periodically with the faculty member sponsoring the study program.
7. Freshman may enroll in individual study projects if ability to perform independently can be determined or has been demonstrated.
8. Individual study projects may be undertaken any time during the semester so long as the student's formal proposal to the division or school's Individual Study Committee precedes the end of the term by at least three weeks for each semester hour of credit to be received.
9. Individual study projects will be completed during the term they are begun.
10. Individual study programs in the winter term period follow these guidelines.
11. Individual study projects may be used to meet up to two of the three winter terms required.

Release of Information

In accordance with the Family Educational Rights and Privacy Act, academic information about a student is not released unless written authorization is given by the student. However, the university may use its discretion to release directory information unless the student specifically requests otherwise. The following is designated as directory information: name, local and home address, local and home telephone number, email address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards earned, most recent previous school attended, and photograph.

The complete policy on Privacy, Disclosure, and Access to Student Records is available below.

Graceland University Policy and Procedure

SUBJECT: Privacy, disclosure and access to student records.

PURPOSE: To comply with the Federal Educational Rights and Privacy Act (FERPA), and to delineate Graceland's policy for disclosure of, and access to, educational records.

POLICY AND PROCEDURE:

Definitions:

Student: A student is any person who attends or has attended Graceland University.

Directory Information: Graceland designates the following as directory information: name, local and home address, local and home telephone number, e-mail address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards earned, most recent previous school attended, and photograph.

Graceland may disclose any of the above items without prior consent, unless notified in writing to the contrary prior to the start of classes each period of enrollment. Requests not related to office duties and functions are to be directed to the record custodian and/or the designated office for release of information.

Education records: any record (in handwriting, print, film, tapes, video, or other medium) maintained by Graceland or an agent of the University, which is directly related to a student, except the following:

- A personal record in any form (including paper, electronic mail, and voice mail forms) kept by a staff member if it is kept in the sole possession of the maker of the record and is not accessible or revealed to any other person except a temporary substitute for the maker of the record;
- An employment record of an individual whose employment is not contingent on the fact that he or she is a student, provided the record is used only in relation to the individual's employment;
- Records maintained by Health Services if the records are used only for treatment of a student and made available only to those persons providing the treatment;
- Alumni records which contain information about a student after he or she is no longer in attendance at the University and which do not relate to the person as a student.

Compliance: In accordance with Section 99.7 of the Family Education Rights and Privacy Act (FERPA) regulations to provide annual notification of students' FERPA rights, Graceland University includes such notification in the student handbook.

Access Of Education Records

Student's inspection of education records: Students may inspect and review their education records upon request to the appropriate record custodian. Students may be required to complete a written request identifying as precisely as possible the record or records he or she wishes to inspect. The record custodian will make the needed arrangements for access as promptly as possible and notify the student of the time and place where the records may be inspected. We will provide the copy as expeditiously as possible, but no later than 45 days from the receipt of the request. When a record contains information about more than one student, the student may inspect and review only the records which relate to him/her.

Right of refusal to inspect records: Graceland reserves the right to refuse to permit a student to inspect the following records:

- The financial statement of the student's parents.
- Letters and statements of recommendation for which the student has waived his or her right of access, or which were placed in file before January 1, 1975.
- Records connected with an application to attend Graceland University if the application was denied.
- Those records which are excluded from the FERPA definition of educational records.

Right to deny transcripts and copies of records: Graceland reserves the right to deny transcripts or copies of records not required to be made available by the FERPA in any of the following situations:

- The student has an unpaid or delinquent financial obligation to the University
- There is an unresolved disciplinary action against the student.

Fee for copies: The standard fee for copies will apply for any records made available in accordance with this policy.

Designated Record Custodians

The following positions are the designated record custodians for purposes of this policy:

Types of Data	Record Custodian
Admissions Records for students prior to enrollment for all programs administered by the Lamoni campus	Vice President for Enrollment Management
Admissions Records before and following enrollment for all programs administered by the Independence campus	Dean, School of Nursing – Independence Campus
Admissions Records following enrollment for all programs administered by the Lamoni Campus	Vice President for Enrollment Management
Credential and Placement Records	Director of CAP Center
Cumulative Academic Records	Registrar
Discipline Records	Dean of Students

Employment Records for Students	Director of Human Resources
Financial Records for Students	Director of Student Finance Director of Accounting Services
Health Records for Student – Lamoni	Director of Health Services
Health Records for Students in programs administered by Independence	Dean, School of Nursing – Independence
Progress Records, for courses in progress	Course Instructor
Progress Records, for degree in progress	Registrar
Miscellaneous Records	The appropriate official will collect such records, direct the student to their location, or otherwise make them available for inspection and review

Disclosure Of Education Records

No written consent required: Directory information may be disclosed without prior consent of the student unless Graceland is notified in writing to the contrary prior to the start of classes. (See written consent required section below)

Written consent required: Graceland will disclose information from a student's educational records only with written consent of the student, except the following:

- To Graceland officials who have a legitimate educational interest in the records.
 - A Graceland official has a legitimate educational interest if the official is:
 1. Performing a task that is specified in his or her position description or by a contract agreement.
 2. Performing a task related to the student's education.
 3. Performing a task related to the discipline of a student.
 - A Graceland official is:
 1. A person employed by the University in an administrative, supervisory, academic or research, support staff or student worker position.
 2. A person s/elected to the Board of Trustees.
 3. A person employed by or under contract to the University to perform a special task, such as an attorney or auditor.
 4. Employees or students appointed to official University committees.
- To officials of another school, upon request, in which the student seeks or intends to enroll.
- To certain officials of the U.S. Department of Education, the Comptroller General, and state and local educational authorities, in connection with certain state or federally supported education programs.
- In connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid.
- If required by a state law requiring disclosure that was adopted before November 19, 1974.
- To organizations conducting certain studies for or on behalf of the University.
- To accrediting organizations to carry out their functions.

- To parents of a student, if the student is claimed as a dependent for income tax purposes.
- To comply with a judicial order or a lawfully issued subpoena.
- To appropriate parties in a health or safety emergency.
- To an alleged victim of any crime of violence of the results of any institutional disciplinary proceeding against the alleged perpetrator of that crime with respect to that crime.

Record of requests for disclosure: Graceland University will maintain a record of all requests for and/or disclosure of non-directory information from a student's education records, other than a Graceland official with a legitimate educational interest. The record will indicate the name of the party making the request, any additional party to whom it may be redisclosed, and the legitimate interest the party had in requesting or obtaining the information. The record may be reviewed by the student, and/or parents of the student if the parents claim the student as a dependent for income tax purposes.

Correction Of Education Records

Student's right to request correction of records: Students have the right to request corrections of records they believe are inaccurate, misleading, or in violation of their privacy rights. Following are the procedures for the correction of records:

A student's request to amend a record must be directed to the designated record custodian. The student must identify the part of the record to be changed and specify why the information is inaccurate, misleading or in violation of the student's privacy or other rights. If the record custodian agrees with the request, the record will be changed.

If the record custodian believes that the information presented does not merit a change, the student will be notified of that decision and advised of the hearing process. If a hearing is requested the following steps will be followed:

1. A written request for a hearing must be submitted by the student to the record custodian who will arrange for a hearing and notify the student in a timely manner of the date, place and time of the hearing.
2. The hearing will be conducted by an unbiased hearing officer who may be an official of the institution. The student will be afforded a full and fair opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may be assisted by one or more individuals, including an attorney.
3. The hearing officer will prepare a written decision based solely on the evidence presented at the hearing. The documentation will include a summary of the evidence presented and the reasons for the decision.
4. If the hearing officer decides that the information contested is inaccurate, misleading or in violation of the student's right of privacy, the record will be changed.
5. If the hearing officer decides that the information contested is not inaccurate, misleading or in violation of the student's right of privacy, the record will not be changed. The student will then be notified of his or her right to place a statement in the record commenting on the challenged information and/or a statement setting forth reasons for disagreeing with the decision. The statement will be maintained as part of the student's education records as long as the contested portion is maintained. If Graceland University discloses the contested portion of the record, it must also disclose the statement.

Approved: March 20, 2001

Undergraduate Satisfactory Academic Progress Standards for Receiving Financial Aid & Athletic Eligibility*

In order to receive any Title IV federal aid, such as Pell, SEOG, William D. Ford Direct Loan or PLUS, or state aid, such as the Iowa Tuition Grant (ITG), State of Iowa Scholarship, etc., or be eligible to participate in intercollegiate athletics, a student must be making satisfactory academic progress. Please note that satisfactory academic progress may be different from good standing, academic probation, or academic dismissal.

The Graceland University satisfactory academic progress standards for financial aid apply to all students who want to establish or maintain financial aid eligibility. The standards apply to a student's entire academic record whether or not the student received financial aid for previous terms of enrollment.

*Satisfactory Academic Progress for Graduate Students is defined differently. (See [Satisfactory Academic Progress for Graduate Students](#)) Athletic eligibility is also subject to NAIA regulations. (See [Athletic Eligibility](#))

Duration of Eligibility

To qualify for full-time financial aid and be eligible for intercollegiate sports, students must progress according to the following schedule and be enrolled in 12 s.h. at the time financial aid is disbursed. Students deficient in hours and/or GPA, will be denied aid until the deficiency is corrected. Students are not eligible for federal student aid beyond 12 semesters or 186 credit hours, whichever comes first.

Semesters Completed	Cumulative Earned Hours	Cumulative GPA
1	12	1.70
2	24	1.80
3	36	1.90
4	48	2.00
5	60	2.00
6	72	2.00
7	85	2.00
8	98	2.00
9	111	2.00
10	124	2.00
11	137	2.00
12	150	2.00

The above schedule will be prorated for students who have had part-time semesters.

These standards are the minimum standards that must be completed. Specific aid programs may require more than these minimum standards. Additionally, a department may require the student to earn more credit hours or maintain a higher grade point average (GPA) than required by these minimum standards. Some types of aid may not be

available to the student for the entire duration of the satisfactory academic progress standards, e.g. the Iowa Tuition Grant is only available for eight full-time semesters or their equivalent.

Evaluation Process

The standards require that students (1) complete a specified number of credit hours by the end of each academic semester and (2) maintain the minimum required cumulative GPA defined by this standard. The academic progress of financial aid recipients will be monitored at the end of each semester in the academic year. Financial aid eligibility will be evaluated at least once each academic year, usually after the spring semester. If a student is academically dismissed at the end of the fall semester, the student's eligibility for financial aid for the following spring semester will be re-evaluated.

Attempted Credits

Attempted credits include the following: successfully completed courses (with passing grades), non-passing credits (F, W, I, AU), repeated courses, and transfer credits.

Audit grades and dropped courses prior to receiving a W are not considered attempted coursework and are not included in completion rate determination. All hours that appear on the transcript are counted as attempted, even those for semesters in which the student did not receive aid. Financial aid advisors will contact the student through their Graceland email and will also send letters to the student's permanent residence listed in our database to inform the student they are not making satisfactory academic progress (SAP).

Warning Period

Student may receive aid for one semester while on Financial Aid Warning and no appeal is necessary. The Financial Aid Warning period will consist of the next semester the student is enrolled in classes. Students who have been accepted after academic withdraw will be given one semester of Financial Aid Warning. One semester of Financial Aid Warning is allowed per student. If the student does not meet all the SAP requirements at the end of the warning period, the student will lose his/her eligibility until he/she appeals for financial aid probation.

Undergraduate Appeals

A student must meet the minimum credit hours and cumulative GPA requirements to be maintaining satisfactory academic progress. Appeals for Financial Aid Probation must be submitted in writing or by email to the student's Financial Aid Advisor, no later than 2 weeks prior to the semester begin date. The appeal must contain the following information:

1. A statement by the student that outlines the circumstances that the student believes contributed to his/her lack of academic progress.
2. The steps that the student plans to take to remedy his/her current academic situation. This should include written documentation of your educational plan from your academic advisor, the CAP Center, or your program consultant.
3. A list of courses the student is planning to enroll in during the next semester.
4. Transfer students must submit a copy of all academic transcripts.
5. For undergraduate juniors and seniors, a semester by semester plan of the classes the student will take in order to graduate within the guidelines of satisfactory academic progress.

Financial Aid Services will evaluate the appeal for extenuating circumstances such as a death in the family, serious illness or injury to the student or close family member, that result in the student not meeting one or more of the requirements. The committee typically grants financial aid probation for one semester only during a student's academic enrollment at Graceland. The decision will be sent to the student's Graceland email account.

Student Load

An average of 31 semester hours per year must be earned if a first-time undergraduate student enrolled in residential educational programs is to graduate in four years.

Students enrolled for 12 or more semester hours are considered full-time students, but are required to pay full tuition if enrolled on the Lamoni campus or in the Independence campus nursing program for 10 or more semester hours. Most students register for a study program of 14–15 semester hours.

A full-time student must obtain special permission through the Curricular Adjustment Committee to carry an academic load of less than 12 hours or more than 18 hours.

Students officially admitted to the Honors Program may take up to 21 semester hours without petitioning. A student wishing to enroll on a part-time basis (less than 12 semester hours) must apply through the Dean of Admissions.

Study Abroad Program

Graceland recognizes credit for students who participate in study abroad. Initial assistance in proposing study abroad is available from the Coordinator of Study Abroad Programs or the student's academic advisor. In order to study abroad, students must meet the following criteria:

1. Students must have successfully completed at least 2 semesters of coursework at Graceland University before they depart. Students may begin the application process at any time.
2. Students must have a minimum cumulative GPA of 2.80, or a minimum of 3.0 in the 2 semesters prior to studying abroad.
3. Students must obtain approval for studying abroad by submitting a completed Experience Abroad Application Packet to the Registrar's Office and be registered in the appropriate Graceland Study Abroad Course prior to departure.

Approval for study abroad programs is obtained through the following procedure:

1. Students will review the catalog from the foreign university they plan to attend, or from the program provider they plan to study through and, using their degree audit sheet, identify classes that would appear to fulfill requirements in their majors, then consult with the appropriate faculty members for determination of course equivalency and any other needed assistance.
2. Three recommended program providers that Graceland works closely with are ISA (www.studiesabroad.com), AIFS (www.AIFS.com) and Central College Abroad (www.central.edu/abroad/).
3. After completing the Experience Abroad Application Packet listing the courses that they plan to take abroad and attaching photo copies of course descriptions and documentation of costs, students will submit the completed Experience Abroad Proposal Form for review, approval and signature to the appropriate faculty members, their advisor, the coordinator of study abroad and financial aid. (The Experience Abroad Application Packet is available in the Registrar's Office and online.)
4. The approved Experience Abroad Application Packet will then be returned to the Registrar's Office for final review. The student will then be registered in the appropriate Study Abroad course. This form is to be used for the evaluation of transfer credit, tuition, registration and recordkeeping, and financial aid. Please see [Student Financial Aid – Study Abroad](#) for more information on financial aid for study abroad. If you have questions concerning application of courses to major, minor or graduation requirements, contact the appropriate faculty member.
5. All undergraduate students studying or interning abroad on approved programs will be charge the non-refundable Study Abroad Enrollment Fee for each semester or summer they are abroad. This fee allows the student to remain enrolled at Graceland University while abroad and allows eligible students to receive federal and state financial aid. The fee also covers advising, technology and administrative expenses, foreign transcript evaluations, foreign internship evaluations, language level evaluation (when necessary) and International SOS coverage. The fee schedule and detailed explanation is available from the Coordinator of Study Abroad Programs.
6. Students studying or interning abroad are encouraged to set up quest access for a parent, guardian, or other trusted person for the duration of their time abroad at https://my.graceland.edu/ics/Student/Setup_GUest_Access.inz so that information may be shared as necessary.

Final transcripts for students studying abroad should be mailed directly to the Registrar's Office by the study abroad college/university or program provider. In rare situations where transcripts are issued to the student, the student will deliver the documents directly to the Registrar's Office in a sealed envelope. Certain situations may require a modified procedure which will be defined and approved by both the Registrar and the appropriate faculty member.

System of Grading

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System of Grading

There is an enormous difference between the learning of the best and poorest college student. In assigning grades, this difference is indicated by five groupings, one letter grade being assigned to each group. It is obvious that wide differences may still exist between the learning of two students who receive the same grade in the same course.

A letter grade is, therefore, to be thought of as a rough index of a quality of learning rather than as an accurate and exact measure of learning.

The marks used at Graceland University to indicate grades and the grade points for each semester hour of credit are as follows:

A – 4 grade points. Thorough mastery of subject, and disposition and ability to apply it to complex and unfamiliar situations.

B – 3 grade points. Demonstrated competence in subject matter mastery and clearly above-average ability to handle familiar to somewhat complex problems in the field.

C – 2 grade points. Effective learning and the development of the skill necessary to handle the familiar and less complex problems in the field.

D – 1 grade point. Limited ability to see relationships and to make applications except as specifically directed. **Lowest passing grade for admission to the next dependent course.**

F – No grade points. Course must be repeated for admission to dependent course(s).

P – Pass, C or better.

I – Incomplete, no grade points. Minimum course requirements unfinished for reasons acceptable to the instructor. Incomplete grades must be initiated by the student. An "Incomplete Grade Contract", signed by the student and the instructor, is required before an Incomplete can be recorded. Grade given at the discretion of the instructor at completion of the work (see [Removal of Incompletes](#)).

In-Progress, no grade points.

NR – Not Recorded, no grade points.

W or WD – Withdrawn from the course at a specified date.

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Auditing of Courses

A student who wishes to audit courses must obtain the permission of the instructor of the class that he/she wishes to audit and must register in the regular manner. An audit fee of one-half the per semester hour rate is charged if the student is enrolled for less than 10 semester hours. Auditors' names will appear in the records and will be designated as "Auditors," and no credit will be conferred. A student must meet minimal expectations for an audit as defined by the instructor of a particular course in order to fulfill the requirements of the audit and have the course included on the transcript. An audited course is considered a part of the regular class load and may be carried as an overload only by petition. Studio and laboratory type courses cannot be audited.

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Changing a Course Grade

University policy allows a grade to be changed by the instructor if the instructor has a legitimate reason to change the grade. Reasons for changing a course grade include, but are not limited to, an error in determining the letter grade, an error in recording the letter grade, and evidence of violation of academic integrity. Instructors may not change a grade after it has been submitted to the Registrar by allowing the student to do additional work after the session has ended, unless the grade submitted was an incomplete.

When a grade is changed, the instructor will notify the student in writing of the grade change and the justification for changing the grade. The instructor will notify the student of their right to appeal the revised grade. A student has 30 days after a grade change to appeal by following the same policy and procedure for appealing a final course grade.

The deadline for changing a grade is 120 days after the grade has been officially recorded. The "Change of Grade Form" is completed and submitted to the Registrar's Office to change a grade.

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Courses Repeated

A student may repeat a course for credit. If a course is repeated, the last grade earned will be the one to compute the cumulative grade point average. The original grade remains on the student's permanent record with an indication that the student has repeated the course.

Students are advised to carefully consider the impact on financial aid and athletic eligibility when repeating grades of "D" or higher. A course repeated counts once toward graduation. The Gold Seal for Scholarship, which is awarded at the May commencement ceremony to the graduate(s) with the highest cumulative grade point average, is not available to students who have repeated courses to achieve a higher grade.

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Graduate-Level Topics Courses

Graceland University may offer graduate-level study in selected topics from various disciplines upon approval by the Graduate Council. Graduate-level topics courses are repeatable for credit when topics vary and may be offered for a maximum of 3 s.h. on a letter-graded basis.

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Incomplete Grades

University policy requires that an incomplete grade be initiated by the student; however, instructors may assign an "I" in cases when students are unable to complete the work for a course due to reasons beyond their control, or in cases when the instructor deems an "I" the most appropriate grade to give.

The grade of "I" should not be abused and should be used only in cases where the incomplete is unavoidable and legitimate.

An electronic "Incomplete Grade Contract" is required when an "I" is submitted as a course grade. The "Incomplete Grade Contract" will indicate the reason the incomplete is requested, the work that must be completed in the course to earn a final course grade, and the anticipated completion date.

The "I" is a temporary grade and will be automatically converted to an "F" if the course has not been completed by the end of the next major semester. An "Incomplete Extension" may be filed electronically with the Registrar's Office. An extension fee is charged to the student, unless the reason for the extension is beyond the student's control.

Students who discontinue enrollment at the University immediately following the session the "I" was recorded are allowed a maximum of one year to complete the course work. "I" grades for courses not completed by the end of the next year are converted to an "F."

NR, not recorded, is the grade which may be used in rare instances where the course starts on or after the official beginning date of the session, but the instructor does not require final assignments to be submitted until after the official ending date of the session, e.g., off-campus internships; the course does not end until after the official ending date of the session, e.g., Accelerated College Education (ACE) courses or the instructor has not submitted grades by the deadline date of the session.

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Pass-Fail

After regular registration is over, a student who wishes to change a regular graded course to Pass-Fail may do so by:

1. Printing the [Change of Registration](#) form now or picking up a form for the change in InfoCentral or the Registrar's Office.
2. Having the appropriate instructor and academic adviser sign the form.
3. Returning it to InfoCentral or the Registrar's Office no later than the deadline date to add classes each term.

No fee is required for this change. The deadline for changing a course back to the regular grading system is the same as the deadline for adding classes.

Instructors turn in a letter grade on all courses except the strictly Pass-Fail courses. If a student has registered for a course on the Pass-Fail basis, the instructor turns in the letter grade that the student has earned, and it is changed to "P" if the grade is an "A," "B," or "C." An "F" is recorded if the grade is a "D" or "F." "P" grades do not affect a student's grade point average, but are added into earned hours. "F" grades are figured into the GPA.

Students may elect to take up to a total of 24 semester hours of graded work on the pass-fail basis; however, no more than two graded courses may be taken pass-fail during any one semester. Pass/Fail is not permitted in the following areas:

- All required Science and Mathematics courses for Science and Mathematics majors.
- Psychology courses for Psychology majors
- All courses required in the Nursing major for Nursing majors
- Music courses for Music majors
- All required courses in the Information Technology major
- All courses required for the Teacher Education Program, except for practicums, internships, and student teaching.
- All courses used to fulfill requirements for a major in Accounting, Business Administration, or Economics with the exception of internships.
- All courses used to fulfill requirements for a major in Sociology with the exception of internships.
- Theatre courses for Theatre majors

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Student Appeal of Final Grade

INFORMAL PHASE:

1. The student must file a written appeal with the dean or school or division chair of the academic unit* with a copy to the instructor not later than 120 days** after the grade was officially recorded. The appeal shall include (1) a statement that the student has tried but failed to resolve the question with the instructor and (2) specific reasons for the appeal and supporting documentation. If two or more students in a class wish to appeal their grades, each individual student must follow the appeal procedure. A decision must be made individually for each student in cases where two or more students from a class are making a grade appeal.
2. The division chair or dean of school shall attempt to resolve the issue informally. Resolution requires agreement of both faculty member and student. The resolution shall be stated in writing and filed in the chair/dean's office, with copies given to the student and the faculty member.

FORMAL PHASE:

1. If the issue cannot be resolved informally, the division chair or dean of school shall notify the Dean of Faculty, who shall appoint an appeals committee. The appeals committee shall consist of: The Dean of Faculty (chair); one faculty member from the division/school in which the appeal is being made who is in as closely related discipline as possible to the course in question; one faculty member from any other academic unit; and a student from the same program in which the appeal is being made. The committee shall be charged to weigh evidence, deliberate, and find for or against the appeal.*** A decision for the appeal will require a grade change; a decision against the appeal will require no further action.

The instructor and student may be present for the appeal hearing. The instructor and student are also to receive copies of all written statements submitted in the grade appeal process.

In cases in which the committee finds for the appeal, the committee will recommend the letter grade it feels to be appropriate. The decision as to the grade given, however, will be made after consultation with the faculty member involved in the appeal and the student making the appeal. The final grade will then be submitted by the committee to the Registrar.

The appeals committee shall arrive at a decision within two class weeks of the time of its constitution. The decision will be by written ballot. A copy of the committee's action shall be filed in the Dean's Office and sent to the faculty member involved in the appeal, and to the student making the appeal. In all cases reasonable speed shall be pursued and in no case should a faculty member work to impede the grade appeal process.

2. In cases involving graduation, all reasonable speed shall be pursued. Allowing for proper deliberation, however, may well require delaying the student's graduation.

*If a division chair or dean of school is the instructor whose grade is appealed, the student shall initiate the grade appeal with the Dean of Faculty (Lamoni) or Dean of Nursing (Independence).

**Schools may have more specific policies and procedures related to student appeals and grievances that supersede this process. If enrolled in the nursing program, please see the School of Nursing website and/or the appropriate School of Nursing student handbook for the "Academic Appeal Policy".

***The committee has the right to make judgments regarding the manner in which an instructor applies his/her rules, taking into consideration such issues as fairness, consistency, and the communication of standards. The committee will make judgments regarding the severity of an instructor's rules against plagiarism, late papers, irregular attendance, etc. Such judgments will be made and enforced by the division chair or dean of school and the Dean of Faculty.

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Transcripts

No official statement of the record of any student will be released until all fees, dues, loans, fines, and tuition assessed by the university or any department have been settled. The Registrar's Office will issue transcripts as soon as possible upon written request by the person whose record is to be sent. Transcripts should be requested at least two weeks in advance of the date required. No transcripts will be issued during the week following examinations or during the periods of registration. Copies are furnished at a charge of ten dollars each.

Learn more about Requesting Official Transcripts below.

Requesting Official Transcripts

Official transcripts are issued by the Registrar's Office and bear the university seal and Registrar's signature. Official transcripts cannot be processed if the student has any outstanding financial obligations to the university. Enrolled students can obtain an unofficial transcript through My Graceland.

ON-LINE

Graceland University has authorized the National Student Clearinghouse (NSC) to provide transcript ordering via the internet. Please log into the [NSC secure website](#) for complete transcript ordering instructions.

The site conveniently walks you through placing your order, including delivery options and fees. To ensure confidentiality and to comply with federal regulations when ordering official transcripts, you will be presented with the Consent to Release form. Please print the form, sign and fax, mail, or scan and email it to the Clearinghouse to ensure timely processing of your order. In addition to the convenience of credit card payment, the online service provides email notifications as orders are received and processed by the Registrar's Office. Your card will only be charged after your order has been completed. You can also track your order online using your email address and order number.

The online service is available 24 hours a day, 7 days a week. If you need help or have questions, contact NSC via email at transcripts@studentclearinghouse.org, phone 703-742-7791, or fax 703-742-4238. If web connection problems, send email to: service@sch.org

MY GRACELAND

If you have access to My Graceland, you may go to the [Verify Enrollment or Order Transcripts Online](#) link and follow an expedited transcript ordering process.

Walk-In Transcript Requests

Walk-in requests for transcripts can be made at InfoCentral in the Memorial Student Center (MSC) or the Registrar's Office in Patroness Hall. Office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m.

Students and alumni are required to show photo identification if picking up their transcript. If a transcript is to be released to a third party, written authorization from the student or the alumni is required. Parents can obtain their student's transcript provided they have written authorization from their student

Winter Term

The regular academic year at Graceland University includes the fall semester, the winter term, and the spring semester. Payment of full tuition, board, and room for the fall semester or the spring semester includes the winter term.

Ordinarily the winter term will be considered an extension of the fall semester, and full tuition, board, and room when paid for the fall semester will cover the winter term. For those full-time students who do not attend the fall semester, regular tuition, board, and room for the spring semester will entitle them to attend the winter term. Payment of tuition, room, and board collected at the beginning of winter term is credited to the student's account when enrollment for spring semester is completed. Only those students enrolled in an on-campus winter term program are expected to be living on campus during that time. See [Financial Requirements: Winter Term](#) for tuition and fees and [Financial Arrangements: Refund Policy](#) for refunds.

Since many of the winter term programs have certain elements of risk because of travel and other action-type experiences, students should expect to absorb the special fees and other costs that accrue as a result of unexpected circumstances. A completed special waiver form is required by the university for off-campus and partially off-campus programs.

The Winter Term Schedule of Classes, found online, lists the class offerings. A detailed list of the official policies and procedures is available in the Winter Term Handbook of Policies and Procedures, and should be consulted when questions arise.

Students enrolling for Winter Term may choose from programs designed each year, by faculty members, specifically for the winter term period, from catalog approved courses offered in a condensed format, or they may propose individual study projects in an area of personal interest.

The winter term attendance requirements are as follows:

Two winter terms for full-time, baccalaureate students starting with less than 24 semester hours (s.h.) and enrolling in semester-based, campus programs. Students with 24–87 s.h. of transfer credit are required to take 1 winter term, and students with 88+ s.h. of transfer credit are required to take no winter terms.

Withdrawal from the University

Students not returning to Graceland for the next semester or term, including graduating students, are required to officially initiate the withdrawal process. Lamoni Campus students withdrawing or not returning to Graceland must formally notify Student Life of intent to withdraw and initiate the withdrawal process in the Student Life Office (MSC, room 17). Students from other programs withdrawing or not returning to Graceland must formally notify their program advisor or site coordinator of intent to withdraw and initiate the withdrawal process.

Refund of the institutional deposit balance, net of any outstanding charges and contingent upon successful initiation of the withdrawal process and completion of the checkout process, will be mailed to the student's home address as soon as processing can be completed at the end of the semester or term.

Individual policies for Course Withdrawal may vary by program. Withdrawal from courses after the last day to withdraw will follow the standard Refund Policy. Contact your Program Advisor, the Registrar's Office, or Student Financial Services with specific questions.

Academic Services

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Continuing Education

A program of continuing education designed to serve persons on and off campus in both credit and noncredit courses is available. Special workshops, institutes, conferences, etc., are scheduled throughout the year and Continuing Education Units can be earned for certain programs when an application is filed and appropriate processing fees are paid.

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TRiO Student Support Services Program

The TRiO program is sponsored by Graceland University and funded by a U.S. Department of Education grant. TRiO provides opportunities for academic development, assists students with basic university requirements and serves to motivate students toward the successful completion of their postsecondary education. The goal of TRiO Student Support Services is to increase the retention and graduation rates of its selected participants. Program eligibility is based on the grant guidelines. TRiO participants must be low income and first generation, or low income and have a documents disability. This under-represented population is given assistance as they overcome barriers, specific to them, which can thwart their attempts to earn bachelor's degrees. The TRiO Program provides small group or one-on-one tutoring, personal counseling, academic advising, informational workshops, financial literacy training, peer mentoring, and advocacy.

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Institutional Support Services

Institutional Support Services provides free tutoring assistance. If a tutor is available, the student will be assigned to a tutoring group. Tutoring groups provide supplemental assistance and review throughout the semester. Institutional Support Services also provides developmental courses for freshman needing review or remediation in English or math. Developmental courses may be a condition of enrollment for some entering students according to Graceland's Admission requirements.

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Student Disabilities Services

Graceland University is committed to full compliance with the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA). As part of the implementation of this law, the university will continue to provide reasonable accommodations for students with disabilities so that they can participate fully in the university's educational programs and activities. Although Graceland is not required by law to change the fundamental nature or essential curricular components of its programs in order to accommodate the needs of disabled students, the university will provide reasonable academic accommodations.

Students with physical disabilities are encouraged to contact the Office of Student Disability Services in Zimmermann Hall before classes start or as early as possible. The office will work with the course instructor and the student to arrange for reasonable accommodations. Students are required at their own expense to provide documentation verifying disability.

The general definition of a student with a disability is any person who has "a physical or mental impairment which substantially limits one or more of such person's activities, and any person who has a history of, or is regarded as having, such an impairment."

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Chance Program

Graceland provides specialized clinical services to students who have the potential to do college work, but whose past academic performance has been inhibited by certain learning dysfunctions. Services provided by Chance supplement a carefully structured academic program designed by the student and the program clinicians. The central objective of the Chance Program is to remediate poor reading, writing, and oral language skills so the student might participate fully in the university's educational program. There is an additional charge for the intensive clinical instruction. Persons interested in the Chance Program should contact the program director.

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Graceland University Writing Center

The Graceland University Writing Center, located on the lower level of the FMS Library in Room 16, provides a supportive environment and attentive assistance to students in any academic program and at any level of writing ability. The Writing Center serves students' writing needs by acting as a resource for improving their particular writing assignments or the general quality of their writing skills. Writing Center tutors function as experienced, interested readers who collaborate with students at any stage of the writing process to help them become more effective and capable writers.

While walk-ins are welcome, appointments are recommended to guarantee an available tutor. You may schedule an appointment by calling 641-784-5077, by signing up on the schedule posted by the Writing Center door or emailing acland@graceland.edu.

In addition to the face to face center on the Lamoni campus, the Graceland University Writing Center offers an online tutoring option for distance education students. Distance education students can arrange an online appointment by sending the paper to acland@graceland.edu. The Writing Center will call the student's preferred phone number and the session will proceed just as if the student and tutor were in the same room.

You may visit the Writing Center for additional resources on [My Graceland](#).

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TRiO Educational Talent Search

Since 1973, Graceland University Educational Talent Search (ETS) has served students ages 11–27 from northern Missouri and southern Iowa. The ETS program, which is funded by a TRiO grant from the U.S. Department of Education, selects 800 participants each academic year. The Talent Search program is designed to offer support services to low income, first generation students who have potential for postsecondary education, to encourage rigorous high school curriculum, to graduate from secondary school and enroll in postsecondary education as well as encourage dropouts to return to school. The ETS staff members provide educational services, and field trip opportunities in the areas of study skills, learning styles, careers, team building, tutoring, mentoring, college and job shadowing, ACT Test preparation, scholarship searches, financial literacy, FAFSA assistance, campus visits and in completing college entrance requirements and applications. The objective of the program is to encourage and assist all student participants to enroll, enter and successfully complete a four year college degree.

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Frederick Madison Smith Library

The Frederick Madison Smith Library offers a selection of print and electronic materials for students, faculty, and members of the community. The library's collection includes more than 120,000 books, a government documents repository, numerous print periodical and newspaper subscriptions, over 25,000 e-books, and thousands of electronic journal articles. The library's expansive online collections can be accessed by Graceland's students and faculty from anywhere in the world.

There are computer workstations available throughout the library, including 3 large computer labs on the lower level. They provide internet access and a variety of software to aid student success, including the Microsoft Office suite. They are open during all library hours, and also available for classroom use. Community users are welcome to use the computer station on the main floor to access the library catalog and online materials.

Audiovisual equipment is available, with viewing and listening areas provided in several locations.

The library provides interlibrary loan services through the OCLC international database and SILO, the Iowa State Library system. Students may order books, articles, and AV materials for free.

The library staff provides classes and individual instruction in the use of library resources. Reference assistance is available for most of the library's open hours at the Information Desk on the main floor.

The Writing Center is located on the lower level. There is professional staff available during the day to assist students with their papers and research projects.

The library provides a variety of study and meeting spaces on the main and lower floors with the top floor reserved for quiet study. A free hot chocolate/coffee bar, located on the lower level, is available after 6:30 pm.

The library houses a special collection of books, documents, photographs, manuscripts, oral history tapes, and administrative records dealing with the history of Graceland University, Community of Christ, and the community of Lamoni. The collection is available by appointment.

To learn more or to contact the library, please visit <http://library.graceland.edu>.

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The Dr. Charles F. Grabske, Sr. Library and Learning Resource Center – Independence Campus

The Charles F. Grabske, Sr. Library and Learning Resource Center is open 45 hours per week with additional hours available as requested by students. It is staffed by two professional librarians.

Grabske's holdings focus primarily on medicine, science, and allied health, although nursing is its core collection. Grabske holdings include professional journals and periodicals, ready reference titles as well as monographs. Its electronic collection includes over 3,000 electronic journals in the health sciences with CINAHL with full text, Health Source Nursing Academic, the Cochrane Library, Ovid Total Access, Nursing Essentials and Science Direct College Edition. These databases facilitate the research of Graceland's School of Nursing. Grabske also houses the historical archive of the nursing program.

Grabske Library is a full member of the National Network of Libraries of Medicine and a participating lender/borrower of Health Sciences Library Network of Kansas City, which is a consortium of 26 area cooperating medical libraries in Missouri and Kansas. Interlibrary loan is available to all students and faculty. Usually, it is free of charge. Most articles are electronically delivered throughout the network. A courier service also serves the entire Kansas City Health Sciences Library network, facilitating timely delivery of all print materials.

Twenty-two computers are available to students in the library and learning resource area. Six individual study rooms are available for testing and group/individual study.

Public and Agency Libraries – Mid-Continent Public Library serves the metropolitan Kansas City area with 30 branch locations across three counties. The needs of students and faculty for general research are well-served by this large system with access to their extensive collection. Mid-Continent is in the top 10 library systems in the nation, according to the American Library Association's HAPLR rating system.

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Creative Media Center

The Creative Media Center (CMC), located in the lower level of Zimmermann Hall, is a center for the design and production of printed materials as well as electronic media used by the university community. Services include graphics, web design, publication design, photography and printing.

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Information Technology Services

Graceland's Information Technology Services department provides information services to Graceland University in many different forms. Those provided directly to all students include:

- Network logon for access to university systems
- Student email account
- Network file storage (50 Megabyte limitation)
- Customer service support from InfoCentral by phone, text, email or stopping by the Memorial Student Center
- Access to My Graceland website

- Personal web page space (by request)
- Access to course management software system when required
- Access to Unix for programming classes
- Access to campus computer labs (Macintosh and Windows) and printing services
- Access to public computers located in the Memorial Student Center, F.M. Smith Library, The Helene Center for the Visual Arts, Resch Science & Technology Hall and the Nursing Arts Building on the Independence Campus.
- Access to online library services
- Wireless access (see [coverage map](#))

In addition, students staying in residence halls receive the following information services:

- Cable TV connection
- Data network connection for personal computers, which includes access to the Internet. (Peer-to-peer (p2p) sharing software not allowed access to the Internet.)

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Instructional Technology Services

Instructional Technology Services provides the following services for students:

- Software questions answered on individual or group basis (workshops can be arranged) via InfoCentral.
- Audio/Visual support for hooking up presentation equipment for class presentations.
- Audio/Visual equipment to loan for class projects (Data Projectors, digital camcorders, VHS and DVD players, cassette tape recorders, Portable PA System, etc.)
- Audio/Visual work including video and audio recording, editing, producing and copying.
- For questions please email infocentral@graceland.edu or call ext 5400 or ext 5467.
- More information is available on the [InfoCentral Ninja resources page](#) on My Graceland.

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Testing Program

Graceland University participates in both the ACT and SAT testing programs. The ACT or SAT must be taken at an approved test center during a student's junior or senior year in high school. In extreme circumstances, a student may be able to take the ACT on the Graceland campus during new student orientation.

The [Academic Policies & Procedures](#) section provides information about credit by examination accepted at Graceland.

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Admissions

The Admissions Office cordially invites prospective students, their parents and friends to visit Graceland's Lamoni campus for an individual visit. We also encourage you to take advantage of several campus preview programs offered throughout the year. Please call 866-GRACELAND (866-472-2352) to make arrangements for your personalized visit. You may also schedule a visit online at <http://www.graceland.edu/visit>.

Graceland University does not discriminate against any student or prospective student on the basis of race, color, religion, age, sex, national origin, sexual orientation or disability. Graceland does reserve the right to deny admission to a student who is deemed unable to adjust successfully to the Graceland environment.

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High School Students

A student seeking admission to Graceland from high school must submit an application (www.graceland.edu/apply), a high school transcript with at least six semesters of work, and ACT or SAT results. Documents should be sent to the Admissions Office, Graceland University, 1 University Place, Lamoni, Iowa 50140.

To best prepare for your Graceland academic experience, we recommend the following high school curriculum:

- Four years of English (speech or journalism could be included)
- Three years of mathematics (including algebra and advanced algebra)
- Three years of social science
- Two years of natural science
- One year of study in a second language

In order to be considered for entrance to Graceland, an applicant must be a high school graduate and qualify in two of the following three criteria:

1. Rank in upper 50% of the class.
2. Have a grade point average of 2.50 or above based on a 4.00 system.
3. Have either a minimum composite ACT score of 21 or a minimum combined SAT I score of 960.

General Educational Development (GED) scores may be used as high school equivalency.

- A student accepted with an ACT English score of 15 or below, or SAT English score of 400 or below, will be required to take Basics of English (DEVL1250)
 - Exception: student completed two high school English courses, one of which must be or prominently require composition (not creative writing), and have scored a "C" or better in both.

- A student accepted with an ACT Math score of 16 or below, or SAT Math score of 370 or below, will be required to take both Beginning Algebra (DEVL0900) and Intermediate Algebra (DEVL1200).
 - Exception: student completed 2 years of high school math, one of which was Algebra, receiving a grade of “C” or better.

Developmental courses are designed to ensure students have a good foundation for academic success. Students taking Beginning Algebra, Intermediate Algebra, and Basics of English as a condition of their acceptance are required to achieve a minimum grade of “C”. If a student fails to achieve the minimum grade in any of these courses, that course must be repeated until the minimum grade is achieved.

Acceptance of a student will be on a conditional basis until Graceland receives the final official high school transcript. Transcripts must be mailed directly from the school and have the official school seal affixed, or transmitted electronically through Parchment, National Student Clearinghouse, or SCRIP-SAFE.

For athletic eligibility, the ACT/SAT test results must come from official test centers on the national testing dates.

A Placement Test will be required to determine proper placement in English and Math if ACT or SAT scores are not submitted.

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Home School Policy

Graceland welcomes applications from home-schooled students. We acknowledge the important contributions that home-schoolers make, both in the classroom and as part of student life. Graceland makes a deliberate effort to accommodate the special circumstances of home-schooled students during the admissions process.

To maintain a universal standard of achievement among applicants, while also allowing flexibility, Graceland requires two of the following three criteria:

- Have either a minimum composite ACT score of 21 or a minimum combined SAT I score of 960. For athletic eligibility, the test results must come from official test centers on the national testing dates.
- A portfolio demonstrating the breadth and depth of learning by the applicant. The portfolio may express the unique learning of the home-schooler during the years of high school or the last four years of learning. Admissions will assess the quality of the portfolio to determine whether it reflects sufficient preparation for success during college.
- A home-school transcript prepared by the teachers/parents, an independent or supervising teacher, or an organization with whom the student is registered or affiliated. The cumulative grade point average must be 2.50 or above based on a 4.00 system.

A further [description](#) of the portfolio and transcript is available from the Admissions Office.

Applicants who do not meet the above criteria may be considered individually. If accepted, they may be required to take developmental courses as specified in policies for admission of high school students. Some applicants may be requested to test for the Chance Program prior to being considered for acceptance.

A home-schooled student who has twelve or more college credits will need to comply with Graceland's transfer student policies; however, no high school transcripts will be required.

Placement Test may be required – see [High School Students](#) section of Catalog.

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International Students

Applicants from countries outside the United States are considered by the Admissions Office on an individual basis. In order to gain entrance, an applicant must show academic proficiency, financial support, and competency in the English language. A TOEFL score of 550 (paper-based), 213 (computer-based) or 80 (internet-based) is required for applicants whose primary language is not English. If applying for financial aid, an International Financial Aid Application is required. Advising and support services are provided by the International Programs Office and the academic advisor. All forms are available through the Admissions Office or online.

International Programs Director Diana Jones and Nargiz Guliyeva at the Clubs & Organizations Fair.

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Transfer Students

A student seeking admission to Graceland after enrollment at another college must submit to Admissions an application form, a high school transcript, and transcripts from all colleges previously attended. Transcripts must be mailed directly from the school and have the official school seal affixed, or transmitted electronically through Parchment, National Student Clearinghouse, or SCRIP-SAFE. Withholding information concerning previous schools attended could result in termination of enrollment.

Acceptance is based on college work rather than high school if a student has attended college full time for at least one semester and/or has accumulated 12 semester hours of credit. A 2.00 cumulative grade point average on all transfer credit is required for admission to Graceland University.

Applicants who do not meet the required 2.00 cumulative GPA will be considered individually and if accepted will enter Graceland on academic probation.

Transfer students, including community and junior college transfers, who have earned 56 transferable semester hours with a grade point average of 2.00 based on a 4.00 point system, if accepted, will enter Graceland at junior standing.

Courses accepted for transfer will be accepted as credit only and will not carry grade points. Credit will be accepted for courses in which the student earned a grade of C– or better. However, coursework in which the student has earned a passing grade of less than a C– (D+, D or D–) will be accepted for transfer if the work was included as part of an earned Associates or Bachelor's Degree.

Credit or waiver through College Level Examination Program (CLEP) and Advanced Placement (AP) will be determined by Graceland upon receipt of the scores from the College Board and will not necessarily correspond with what the previous school may have awarded.

A detailed statement on transfer policies is available in the Registrar's Office or you may click [here](#).

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Articulation Agreements

Graceland's articulation agreements facilitate credit transfer. To view equivalency listings go to the [Transfer Evaluation System \(TES\)](#) or for a detailed listing of the following articulation agreements contact the Registrar's Office:

Des Moines Area Community College
Indian Hills Community College

- Art: Studio Art
- Art: Visual Communications
- Athletic Training
- Business Administration
- Economics
- Elementary Education
- Psychology
- Nursing
- Sociology

Iowa Central Community College
Iowa Valley Community College District

–Ellsworth Community College
–Marshalltown Community College
–Iowa Valley Community College Grinnell

Iowa Western Community College
Johnson County Community College
Metropolitan Community College–Omaha
North Central Missouri College
North Iowa Area Community College
Southwestern Community College

- Accounting
- Art: Studio Art
- Art: Visual Communications
- Athletic Training
- Biology
- Business Administration
- Criminal Justice
- Economics
- Elementary Education
- Music
- Nursing

The Metropolitan Community College District– Kansas City

–Blue River Community College
–Longview Community College
–Maple Woods Community College
–Penn Valley Community College

Western Iowa Tech Community College

Equivalency listings are also available for the following schools:

Eastern Iowa Community College District: Clinton–Muscatine–Scott Community Colleges

Northeast Iowa Community College

Northwest Iowa Community College

Wentworth Military Academy

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Part-time Study

Applicants desiring part-time study for personal interest or to pursue a degree program must meet the same criteria as required for full-time study. As long as study continues every semester, a new application is not necessary.

The **Accelerated College Education Program (ACE)** is designed for high school student who wish to accelerate their college program. Students may enter the program during their 11th and 12th grade years in high school as provided in the **Post Secondary Enrollment Option Act**. High School students planning to participate in (ACE) must meet the following criteria:

- Student must be 16 years of age,
- Student should have a 3.0 grade point average.

Student must also submit the following information to the Admissions Office at Graceland University, 1 University Place, Lamoni, IA 50140:

- An Application (www.graceland.edu/ace),
- An official copy of their high school transcript,
- Two letters of recommendation from their high school guidance counselor, their high school principal, or from a high school English, math, science or history teacher.

For Iowa residents, the cost of tuition and textbooks is paid by the local school district as provided in the PSEO Act. Students receive both high school and college credit for the courses they successfully complete. ACE participants may also take college courses during summer sessions, but they are responsible for paying regular tuition costs and may receive high school credit for these summer courses. Courses are available on campus and via the internet.

Applicants participating in the **Tuition Waiver Program for Retired Persons**, if pursuing a degree program, must meet the criteria for full-time admission to the university. Retired persons who are interested only in taking courses for personal interest and improvement do not need to file academic credentials. Each term, an Application for Admission/ Tuition Grant for Retired Persons and a \$50.00 administration fee must be submitted.

Applicants pursuing a degree program through regular academic credit in the Continuing Education Program must meet the criteria established for full-time admission. Applications for part-time study in the Continuing Education Program for college credit are made course by course.

Employees of the university, if pursuing a degree program, must meet criteria for full-time admission to the university. All employees taking classes must fill out and submit the Application for Tuition Benefit Form and the Application for Admission for Part-Time Study, which must be signed by their supervisors and submitted to the Director of Human Resources. Employees must also file a Free Application for Federal Student Aid (FAFSA). If employees are Iowa residents their FAFSA must be received by the processor by July 1.

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Professional Nursing

An opportunity is provided for registered nurse graduates of state approved diploma or associate degree nursing programs to earn a Bachelor of Science in Nursing degree.

Advanced placement may be granted to registered nurses through the [Iowa Articulation Program](#):

Requirements for Admission of Registered Nurses to the Nursing Program

- Admission to the university.
- Admission to the Nursing major.
- Evidence of current license to practice as a registered nurse.
- Submission of two reference letters.

In addition to Graceland's residential B.S.N. and online R.N. to B.S.N. completion programs in Nursing, the university offers a B.A. degree in Health Care Management and a M.S.N. Family Nurse Practitioner Degree, Nurse Educator Degree and Post-MSN FNP and Post-NE programs.

For details, contact the School of Nursing, 1401 West Truman Road, Independence, Missouri 64050-3434 or telephone 1-800-833-0524.

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Military Service

Educational programs on the Graceland University campuses are approved for current service members, veterans, and veterans' dependents, who are eligible for benefits under existing laws. Students eligible for veterans' benefits should contact the Registrar in Patroness Hall on the Lamoni, IA, campus prior to enrollment at the university.

Graceland University is a member of Servicemembers Opportunity Colleges, a consortium of over 1,500 colleges and universities that provide college-level educational opportunities for servicemembers and their families. As a SOC member, this institution:

- Recognizes the GED high school equivalency certificate/diploma;
- Recognizes learning gained from specialized training and experience in the military services;
- Establishes competency by nationally recognized means, such as standardized tests;
- Maintains a flexible transfer of credits policy for the mobile, active-duty servicemembers;
- Publicizes alternative admissions procedures available to servicemembers and waives formal admission procedures for those seeking enrollment in course work for transfer to another institution;
- Conducts a timely evaluation of the educational records and relevant experiences of servicemembers; and
- Completes a student agreement or degree completion plan for all degree-seeking servicemembers.

College credit for active military service may be requested by any veteran by making application to the Registrar.

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General Transfer Credit Policy

SUBJECT: General Transfer Credit Policy

PURPOSE: To delineate policy and procedures followed to award credit for course work taken at other colleges and universities.

POLICY:

1. For undergraduate programs, the Registrar has the responsibility for the evaluation and awarding of transfer credits according to university transfer policies.
2. For graduate programs, the appropriate school has the responsibility for the evaluation and awarding of transfer credits.
3. For undergraduate programs, credit will be accepted if the following requirements are met.
 1. Credits must have been earned from regionally accredited institutions, as determined by the Transfer Credit Practices of Designated Educational Institutions, published by the American Association of Collegiate Registrars and Admissions Officers. Credit not ordinarily accepted as shown in this guide may be accepted at Graceland if it is verified that course work from the sending institution is recognized and accepted at any major state university within that state, or if the credits have been approved for acceptance by Graceland's schools/divisions.
 2. Students have earned a grade of C– or better for transfer courses to be accepted for credit at Graceland University. (See Procedure P.)
4. An unlimited number of collegiate-level semester hours may be transferred to Graceland University. However, only a limited number of developmental, remedial, physical education activity, vocational-technical, music ensemble and English as a Second Language semester hours are acceptable (see procedure for clarification).
5. All graduation requirements as outlined in the current catalog must still be met by students who wish to transfer work to Graceland.
6. No coursework completed at other institutions (transfer work) is included in the calculation of the Graceland University GPA.

RATIONALE: To provide for a consistent evaluation of credits taken at other colleges and universities

PROCEDURE:

1. Official transcripts are required and must be received directly from all accredited and non-accredited secondary and post-secondary institutions (VA requirement and regulation for federal financial aid).
2. A maximum of 16 semester hours of vocational-technical course work will be accepted as elective credit, if needed.
3. A maximum of 6 semester hours of physical education activities, including a maximum of 2 semester hours of intercollegiate sports, will be accepted.
4. A maximum of 8 semester hours of music ensemble credit will be accepted.
5. A maximum of 8 semester hours of English as a Second Language will be accepted.
6. A maximum of 6 semester hours of developmental or remedial coursework will be accepted.
7. Credit can be accepted according to the American Council on Education (ACE) Guide to Educational Credit by Examination. Score reports must be sent directly from the testing center to Graceland University for evaluation.
8. Credit for proficiency examinations taken at previous post-secondary institutions is not awarded.
9. Credit does not become obsolete, but application of some credit to a specific program at Graceland may be subject to review by department faculty.

10. Graceland's course number, as listed in the current catalog, is assigned to equivalent transfer courses.
11. An elective course number, "0000" for lower division courses or "4999" for upper division courses, is assigned to non-equivalent transfer courses.
12. Course titles and semester hours assigned by the sending institution are generally retained on the Graceland record.
13. Quarter hours are converted to semester hours; one quarter hour equals 2/3 of a semester hour.
14. Courses accepted for transfer are accepted as credit only and are recorded with a transfer grade of "TA, TB, TC, TD, or TP" in place of a letter grade. The transfer grades do not carry grade points.
15. All work transferred from two-year institutions will be considered lower division. However, some two-year college courses may meet the intent of specific upper division courses at Graceland. In this case, the courses are assigned a lower division number "0000" and the upper division course is included on the academic record as "WV". The intent of the course is met, but the hours will not count toward the upper division requirement.
16. Coursework in which the student has earned a passing grade of less than a C- (D+, D, or D-) can be transferred to Graceland University if the work was included as part of an earned Associates or Bachelors Degree.
17. Credit for military programs and training is awarded according to ACE recommendations in the baccalaureate category in the Guide to the Evaluation of Educational Experiences in the Armed Services.
18. Graduates of colleges and/or schools of nursing located outside the US may find it impossible to obtain official transcripts from the institution. After all other efforts to obtain an official transcript have failed, the student may request a letter from any college attended in the US or from the state board of nursing. A copy of the "foreign transcript" received by the college or state board should accompany the letter with a statement certifying it is a true copy of the official transcript received previously by the college or state board from the foreign institution.
19. Credit may be awarded for post-secondary education completed at colleges and/or universities in foreign countries. A course-by-course evaluation provided by the World Education Service (WES) is required before awarding credit. If the student is pursuing admission to the MSN program, nursing credits earned at an institution outside the US are evaluated by the Commission on Graduates of Foreign Nursing Schools (CGFNS) before awarding credits.
20. Department faculty and college catalogs may be consulted for advice. Undergraduate students may petition the university, appropriate school or college to request variance in program requirements in light of previous background.

Undergraduate Educational Program: Degree Requirements, Majors and Programs

Bachelor of Arts

Accounting

Art (Studio or Visual Communication)

Agricultural Business

Athletic Training

Business Administration

Corrective Exercise and Performance Enhancement

Communications

Criminal Justice

Economics

Elementary Education

English

Health

Health Care Management

History

Human Services

International Studies

Liberal Studies

Mathematics

Music

Organizational Leadership

Physical Education

Psychology

Publication Writing and Design

Recreation

Religion and Philosophy

Spanish

Sport Management

Theatre

Theatre and Film

Visual Communications (see [Art: Visual Communications](#))

Web Design

Bachelor of Science

Basic Science

Biology

Chemistry

Computer Science and Information Technology

Criminal Justice Administration

Bachelor of Science in Nursing

Nursing

Requirements for Baccalaureate Degrees

Bachelor of Arts Degree, Bachelor of Science Degree, and Bachelor of Science in Nursing Degree*

*Students who choose to pursue the B.A. (Honors), B.S. (Honors), or B.S.N. (Honors) degree should plan to meet the specific requirements of the Honors Program in addition to all other graduation requirements.

Graceland University confers the degree of Bachelor of Arts, the degree of Bachelor of Science, and the degree of Bachelor of Science in Nursing. The type of degree granted is determined by the choice of major. These baccalaureate degrees are conferred on those students who satisfactorily complete the following requirements:

1. 124 semester hours¹
2. 39 upper division semester hours (3000 and 4000 level courses)
3. 2.00 grade point average on all work and 2.00 average in major(s)
4. 30 of the last 60 semester hours taken immediately prior to graduation must be through Graceland University²
5. A recognized major or equivalent
6. INTD1100 Critical Thinking in the Liberal Arts and Sciences 3 s.h. – required for all full-time students entering Graceland with a first time freshmen classification (FF).
7. Two winter terms for full-time, baccalaureate students starting with less than 24 semester hours (s.h.) and enrolling in semester-based, campus programs. Students with 24–87 s.h. of transfer credit are required to take 1 winter term, and students with 88+ s.h. of transfer credit are required to take no winter terms.
8. Completion of the prescribed general education program (A) or one of the alternatives (B or C) listed below³:

A. Prescribed general education program (Sample Audit 2009+)

NOTE: No course may meet more than one goal. Some goals may also be met by approved winter terms. Any goal may be met through demonstrated competence rather than coursework.

Demonstrated competence: Other than coursework, there are many ways in which students may demonstrate that they have satisfied the intent of a goal. Common options include internships, portfolios, proficiency exams, work experience, independent studies, performance, and excellent achievement in the area. For more information about demonstrated competence, students should see their advisor.

Goal 1: To become knowledgeable in the natural sciences, history/political science, and the social/behavioral sciences. (12 s.h.)

Can be satisfied through the completion of 12 s.h. in the following areas (with at least 3 s.h. from each area):

- a. Natural Sciences (any Biology, Chemistry, Physics, or Science courses)
- b. History/Political Science (any 2000–3000 level History, excluding HIST2400, or 1000–3000 level Political Science courses, except INTD/POLS/GEOG1200, POLS2400)
(Note: INTD/GEOG/POLS1200 satisfies only goal 4, POLS2200 satisfies only goal 3e, as shown below.)
- c. Social/Behavioral Sciences (any Economics, Psychology, or 1000–2000 level Sociology courses)
(Note: ECON/GEOG3280, SOCI1350, and PSYC3370 satisfy only goal 4, as shown below.)

Goal 2: To develop an appreciation of the arts and humanities. (6 s.h.)

Can be satisfied through the completion of 6 s.h. in the following areas (with at least 3 s.h. from each area):

- a. Art, Music, Theatre
(Note: ARTS2300, ARTS2310, and MUSC2350 satisfy only goal 4, as shown below, THTR1240 satisfies only goal 3b, as shown below, and ARTS2400 satisfies only goal 3e, as shown below.)
- b. Cinema, Literature, Philosophy, Religion, ENGL2220, ENGL2270, ENGL2550, ENGL2560, ENGL2570, INTD2300, or INTD2330
(Note: For Philosophy and Religion, only courses with the 2b designation satisfy this goal.)

Goal 3: To develop foundational skills, including skills of quantitative analysis, oral and written communication, ethical consciousness and sound values, and healthful living. (21 s.h.)

Can be satisfied through the completion of each of the following:

- a. 6 s.h. in Mathematics (includes any MATH courses)
(Note: MATH3370 satisfies only goal 4, as shown below.)
- b. 3 s.h. in Speech Communication (includes COMM1200, COMM1230, COMM3310, COMM3330, COMM/PEAC/SOCI3210, and THTR1240)
- c. 3 s.h. in Modern Rhetoric or English Honors (ENGL1410 or 1440)
- d. 3 s.h. in Advanced Composition (includes ENGL3200, 3210, 3220, 3250, 3270, and 3280)
- e. 3 s.h. in Ethics/Values (includes Philosophy and Religion courses with the 3e designation, ARTS2400, BUAD3200, COMM3400, EDUC3100, and POLS/PEAC2200)
- f. 3 s.h. in Health (includes HLTH1300 and one physical education activity course)

Goal 4: To be knowledgeable and appreciative of human diversity as expressed in cultures other than one's own. (3 s.h.) (All international students whose first language is not English automatically meet this requirement.)

Can be satisfied through the completion of one of the following:

Any foreign language course, ARTS2300, ARTS2310, COMM/INTD3100, ECON/GEOG3280, HIST1310, HIST1320, INTD/GEOG/POLS1200, INTD3300, MATH3370, MUSC2350, PSYC3370, SOCI1350, or goal 4 designated international experience

C. Student-initiated general education program

A student may submit an alternative general education program or request permission to be excused from any or all general education requirements listed under 8.A. above. Proposals and/or petitions must be submitted to the Academic Affairs Office or Registrar's Office and approved by the Deans Council. They should be supported by evidence of breadth of learning roughly equivalent to that represented in the prescribed program 8.A. above.

D. Alternative general education program (Sample Audit)

A student transferring to Graceland University, with at least 48 s.h. applicable for transfer, from a regionally accredited 2-year or 4-year college or university with at least a 2.00 cumulative GPA in transferable coursework, must satisfy Graceland University's general education requirements by successfully completing 8 s.h. in each of the following areas: communications (college composition and speech courses), humanities (literature, philosophy, religion, art, music, theatre, and foreign language courses), social sciences, and science/mathematics (to include at least 3 s.h. of college-level mathematics and 3 s.h. of natural science). The transfer student must also meet the following requirement:

- 1. Advanced Composition (ENGL3200, 3210, 3220, 3270 or 3280) or two lower division composition courses with a grade of "B" or better in each course – The Registrar's Office will review transfer work to determine which option a student uses. If it is determined that the two course option satisfies the requirement, a waiver of the upper division course will be indicated on the student's academic record. Courses used to waive this requirement may also be used toward the 8 s.h. of Communications.

¹No more than 8 s.h. of Physical Education activity courses numbered 0000–1000 may be presented toward the 124 hours required for graduation. No more than 2 s.h. of the 8 s.h. applied toward graduation may be earned through varsity athletics.

Up to 12 s.h. of PHED1700/2700/3700/4700 allowed toward total hours for graduation.

Non-music majors may present no more than 8 s.h. of music ensemble credit toward graduation. Music majors may present 12 s.h. of music ensemble credit.

No more than two developmental courses, number DEVL0000–1990, may be applied toward graduation.

No more than 4 s.h. of Free Market Practicum (BUAD3350) may be counted toward any graduation requirement.

²A Graceland student engaged in a formal program of study abroad, whether sponsored by a foreign or domestic institution of higher learning, will be considered "in residence" for a maximum of one academic year if he/she has his/her proposed program of study approved in advance by the Registrar and by the chairperson of the division in which he/she plans to major, and if he/she claims intent to complete a degree at Graceland.

³A student holding a B.A., B.S., B.S.N., or a more advanced degree from an accredited institution other than Graceland desiring to qualify for another major and/or degree is considered to have met the intent of the general education program by completion of the earlier degree. Such a candidate would be required to meet the major course and residence requirements only.

NOTE: A student completing two majors at Graceland on two different graduation dates will receive a second degree only if:

1. he/she has earned at least 24 semester hours that apply to the second major after completion of the first, and
2. the two majors normally lead to two different degrees (B.A., B.S., B.S.N.)

Otherwise students will receive a single degree with a notation on the transcript that a second major has been earned. If a student is awarded a single degree with two or more majors, the student's declaration of a first major will determine whether the degree awarded will be a B.A., B.S., or B.S.N.

NOTE: Only courses that count toward a major may count toward a minor in that subject area

Academic Catalog for Returning Students

Students returning to Graceland University, after interrupting their enrollment for at least one session, will follow the degree requirements as stipulated in the Graceland University Catalog in effect at the time of their return.

Preparing for Graduation

In order to be considered for graduation or to participate in the May commencement convocation without meeting all graduation requirements, an [Application for Graduation](#) must be submitted by May 1 of the planned graduation year. Students who apply after May 1 may not be listed in the commencement program.

Upon receipt of the application, a \$75.00 graduation fee is assessed to the student's account and an official graduation audit is sent to the student and his/her academic advisor.

Participation In Commencement Ceremony

Students who have graduation deficiencies, but present documented evidence for a plan to complete those deficiencies by the end of the calendar year, may participate in the commencement ceremony. Documentation is submitted to the Registrar and includes a written request to participate and proof of registration in the deficient coursework. Such students will be listed on the program as candidates for graduation.

Students who participate in Commencement will receive diplomas only if they have completed all graduation requirements. Diplomas will shipped by June 10 to graduates who have completed all graduation requirements.

Minors

[Accounting](#)
[Agricultural Business](#)
[Art](#)
[Biology](#)
[Business Administration](#)
[Chemistry](#)
[Church Leadership](#)
[Cinema Studies](#)
[Communications](#)
[Computer Science and Information Technology](#)
[Corrective Exercise and Performance Enhancement](#)
[Economics](#)
[English](#)
[Environmental Studies](#)
[Fitness Leadership](#)
[Health](#)
[History](#)
[Human Services](#)
[International Studies](#)
[Mathematics](#)
[Music](#)
[Peace Studies](#)
[Philosophy](#)
[Political Science](#)
[Psychology](#)
[Religion](#)
[Sociology](#)
[Spanish](#)
[Sport Management](#)
[Theatre](#)
[Theatre and Speech Communications](#)
[Web Design](#)

Course Numbering System

Course numbers have the following meanings:

- a. The subject area in a course number will be represented by either two digits preceding a colon or by a four alpha character code:

School of Business		
ACCT	39	<u>Accounting</u>
AGRI	79	<u>Agricultural Business</u>
BUAD	40	<u>Business Administration</u>
BUED	42	Business Education
ECON	41	<u>Economics</u>
ITEC	75	<u>Information Technology</u>
ORGL		<u>Organizational Leadership</u>
SPMT		<u>Sport Management</u>
Visual and Performing Arts Division		
ARTS	10	<u>Art</u>
	11	Fine Arts – General
MUSC	14	<u>Music</u>
THTR	12	<u>Theatre</u>
Health and Movement Science Division		
ATHT		<u>Athletic Training</u>
HLTH	51	<u>Health</u>
HMSC		<u>Health/Movement Science</u>
HPER	58	Health, PE & Recreation
PHED	54	<u>Physical Education</u>
RECR	55	<u>Recreation</u>
Humanities Division		
COMM		<u>Communications</u>
ENGL	30	<u>English</u>
ENSL	30	<u>English as a Second Language</u>
FREN	32	French
GRMN	33	German
HUMN	70	Humanities
JAPN	35	Japanese

LBST	72	Liberal Studies
MFLG	31	Modern Foreign Language
PHIL	48	Philosophy
RELG	49	Religion
SPAN	34	Spanish
SPCM	38	Speech Communication
Science and Mathematics Division		
BIOL	20	Biology
CHEM	22	Chemistry
CPSC	23	Computer Science
CSIT		Computer Science & Information Technology
MATH	28	Mathematics
PHYS	24	Physics
SCIE	21	Science
Social Science Division		
ARCH		Archeology
CRMJ	74	Criminal Justice
GEOG	43	Geography
HMSV		Human Services
HIST	47	History
INTD	70	Interdisciplinary
INTL	71	International Studies
PEAC	73	Peace Studies
POLS	44	Political Science
PSYC	52	Psychology
SOCI	45	Sociology
SOCW	46	Social Welfare
SOSC	78	Social Science/Social Studies
School of Education		
EDUC	50	Education
School of Nursing		
ADST	62	Addiction Studies
HCAD	61	Health Care Administration
NURS	60/NU	Nursing

General		
CEED		Continuing Education – Education
CRPL		<u>Career Planning</u>
CTED	81	Continuing Education
DEVL	90	<u>Developmental</u>
GNRL	80	<u>General Elective</u>
GOAL		General Education Goal
INTC		Interdisciplinary Cluster
LEAD		Leadership
ORIE	80	Orientation
WTRM	76/77	Winter Term

b. The four digits following the course number represent the specific course and its classification: (Courses prior to Summer 2000 contain only three digits following the course number.)

1000 – 1999		Freshman Level
2000 – 2999		Sophomore Level
3000 – 3999		Junior Level
4000 – 4999		Senior Level
5000 – 8999		Graduate Level

Programs of study, graduation requirements, and courses offered by the university are under constant study and revision. When such revisions occur, the university will make all reasonable efforts to minimize the accommodations required in the planning of academic programs of individual students.

However, the university reserves the right to change requirements without notice. Current requirements may be obtained by contacting the Registrar's Office.

Accounting

B.A. Degree – Accounting Major

In addition to the general education requirements, majors in Accounting must complete a concentration of 40 semester hours in Accounting, Business, Economics, and Information Technology, including:

ACCT2310 Financial Accounting 3 s.h.

ACCT2320 Managerial Accounting 3 s.h.

ACCT3310 Tax Accounting 3 s.h.

ACCT3360 Intermediate Accounting I 3 s.h.

ACCT3400 Cost Accounting for Managerial Control and Strategic Planning 3 s.h.

ACCT3460 Intermediate Accounting II 3 s.h.

ACCT4100 Auditing Concepts and Applications: A Risk Analysis Approach 3 s.h.

BUAD3340 Business Law 3 s.h.

BUAD3380 Principles of Business Finance 3 s.h.

ECON1300 Principles of Macroeconomics 3 s.h.

ECON1320 Principles of Microeconomics 3 s.h.

CSIT1010 Microcomputer Business Applications I 3 s.h. **or**

CSIT1020 Microsoft Word & Powerpoint 1 s.h. **and**

CSIT1030 Microsoft Excel 1 s.h. **and**

CSIT1040 Microsoft Access 1 s.h.

CSIT3500 Management of Information Systems 3 s.h.

One of the following: ACCT3320 or ACCT4120, or faculty approved employment in an accounting-related position. 1 s.h.

An Accounting major must also complete:

BUAD1420 Math for Decision Making **or**

MATH1510 Calculus I 3 s.h.

MATH1380 Introduction to Statistics 3 s.h.

Students planning to sit for the CPA exam will need additional hours. Accounting majors are encouraged to also complete the Business Administration major.

Accounting Minor

A minor in Accounting consists of 18 semester hours or more in Accounting including:

ACCT2310, ACCT2320, and ACCT3360.

Courses in Accounting

ACCT2000 Individual Study 1–3 s.h.

ACCT2310 Financial Accounting 3 s.h.

An introduction to the study of accounting dealing with the preparation and analysis of the balance sheet, income statement, and related accounting records. Prerequisites: Two MATH courses.

ACCT2320 Managerial Accounting 3 s.h.

The selection and analysis of accounting information for internal use by management. Prerequisite: ACCT2310 and either BUAD1420 or MATH1510.

ACCT3000 Individual Study 1–3 s.h.**+ ACCT3200 Governmental and Nonprofit Accounting 3 s.h.**

A study of accounting and financial reporting principles for state and local governments, hospitals, colleges and universities, and other nonprofit entities. Prerequisite: ACCT2310 Financial Accounting.

ACCT3310 Tax Accounting 3 s.h.

A study of federal income tax provisions relating to individuals, corporations, and partnerships.

ACCT3320 VITA: Volunteer Income Tax Assistance 1 s.h.

Students will be trained to provide free tax assistance to non-resident alien students who may desire assistance with their U.S. tax forms. Tax preparation workshops are held in March. May be repeated once for credit. Prerequisite: ACCT3310

ACCT3360 Intermediate Accounting I 3 s.h.

Accounting theory and practice applicable to determination of asset values and related problems of income determination. Prerequisites: ACCT2320.

+ACCT3400 Cost Accounting for Managerial Control and Strategic Planning 3 s.h.

Development of cost accumulation and reporting systems for a firm's strategy and structure with an emphasis on integrating cost information into the firm's strategic plan. Prerequisite: ACCT2320 and MATH1380.

+ACCT3460 Intermediate Accounting II 3 s.h.

Accounting theory and practice applicable to liabilities and owner's equity, special problem areas related to income determination and financial reporting, and international transactions. Prerequisite: ACCT3360.

ACCT3900 Topics in Accounting 1–3 s.h.

Study of selected topics from areas in accounting such as governmental accounting and advanced tax. Topics are announced prior to each semester they are offered. May be repeated for credit when the topics vary.

ACCT4000 Individual Study 1–3 s.h.**ACCT4100 Auditing 3 s.h.**

An introduction to the study of auditing principles and standards. Provides a working knowledge of auditing procedures. Prerequisite: ACCT3360.

ACCT4120 Internship in Accounting 1–3 s.h.

An internship that allows students to work with accountants. The student will play an active role in identifying potential field sponsors. Repeatable to a maximum of 12 hours. Prerequisite: Instructor's consent. (Graded on a Pass/Fail basis).

+ACCT4360 Advanced Accounting 3 s.h.

A study of topics including partnership, corporate liquidation, foreign currency transactions, business combinations and stock investments. Prerequisite: ACCT3360.

+ Denotes an alternate year course.

Agricultural Business

B.A. Degree – Agricultural Business Major

In addition to the general education requirements, majors in Agricultural Business must complete a concentration of 42 semester hours in Accounting, Agriculture, Business, Economics, Mathematics, and Computer Science Information Technology including:

AGRI1100 21st Century Agriculture 3 s.h.

AGRI2100 Agricultural Management and Markets 3 s.h.

AGRI3100 Agricultural Finance and Resource Allocation 3 s.h.

AGRI3200 Agricultural Accounting and Taxation 3 s.h.

AGRI4700 Agricultural Business Practicum 3 s.h.

ACCT2310 Financial Accounting 3 s.h.

BUAD3330 Principles of Marketing 3 s.h.

BUAD3340 Business Law 3 s.h.

ECON1300 Principles of Macroeconomics 3 s.h.

ECON1320 Principles of Microeconomics 3 s.h.

CSIT1010 Microcomputer Business Applications I 3 s.h. **or**

CSIT1020 Microsoft Word & Powerpoint 1 s.h. **and**

CSIT1030 Microsoft Excel 1 s.h. **and**

CSIT1040 Microsoft Access 1 s.h.

Electives in Accounting, Agriculture, Business, or Economics 3 s.h.

An Agricultural Business major must also complete:

BUAD1420 Math for Decision Making **or**

MATH1510 Calculus I 3 s.h.

MATH1380 Introduction to Statistics 3 s.h.

Agricultural Business Minor

A minor in Agricultural Business consists of 18 semester hours as follows:

AGRI1100 21st Century Agriculture 3 s.h.

AGRI2100 Agricultural Management and Markets 3 s.h.

AGRI3100 Agricultural Finance and Resource Allocation 3 s.h.

AGRI3200 Agricultural Accounting and Taxation 3 s.h.

ECON1320 Principles of Microeconomics 3 s.h.

ACCT2310 Financial Accounting 3 s.h.

Courses in Agricultural Business

AGRI1100 21st Century Business 3 s.h.

Orientation to Agricultural Business including global issues, current industries, educational pathways, and career options. Content includes emphasis on understanding competitive markets and preparation for broad-based (liberal arts) education.

AGRI2100 Agricultural Management and Markets 3 s.h.

Overview of agricultural management and markets including exposure to management of commodity/livestock production, product differentiation/promotion, pricing issues, and distribution opportunities/challenges. Prerequisite: ECON1320 Microeconomics.

AGRI3100 Agricultural Finance and Resource Allocation 3 s.h.

Application of economics and financial resource allocation to agricultural businesses from producer to distributor to the end consumer. Content includes equity and credit practices for operations and for capital investments. Prerequisite: ECON1320 Microeconomics.

AGRI3200 Agricultural Accounting and Taxation 3 s.h.

Exposure to accounting methods and taxation policies specific to agricultural producers and businesses. Prerequisite: ACCT2310 Financial Accounting.

AGRI3700 Internship in Agricultural Business 1 – 3 s.h.

Internship with professionals who are in agricultural business. The student takes an active role in identifying and arranging for a field sponsor. Repeatable to a maximum of 12 hours. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent.

AGRI3900 Topics in Agricultural Business 1 – 3 s.h.

Selected topics in agricultural business as determined by student interest and instructor expertise. Topics will be announced prior to each semester they are offered. Course may be repeated for credit when the topics vary.

AGRI4700 Agricultural Business Practicum 3 s.h.

A capstone experience for students to apply their skills and education in agricultural business in a practicum setting (preferably in the type of business in which they gain future employment) and present their experience and education in a seminar with other students.

Art

B.A. Degree — Art: Studio Major

In addition to the general education requirements, majors in Studio Art must complete 42 semester hours as prescribed below:

ARTS1100 Design Principles 3 s.h.

ARTS1200 Artists and Materials 3 s.h.

ARTS1230 Drawing 3 s.h.

ARTS2250 Painting 3 s.h.

ARTS2300 Art History Survey: Ancient to Medieval 3 s.h.

ARTS2310 Art History Survey: Renaissance to Modern 3 s.h.

3 s.h. total Topics in Art course(s)

ARTS3100 Modern to Contemporary Art History 3 s.h.

ARTS3200 The Printed Image 3 s.h.

ARTS3240 Ceramics 3 s.h.

ARTS3260 Experimental Media and Processes 3 s.h.

ARTS3280 Sculpture 3 s.h.

ARTS3800 Studio Research and Practice 3 s.h.

ARTS4500 Advanced Studio Practices 3 s.h.

ARTS4700 Senior Exhibition 0 s.h.

B.A. Degree — Art: Visual Communication Major

In addition to the general education requirements, majors in Art: Visual Communication must complete 42 semester hours as prescribed below:

ARTS1100 Design Principles 3 s.h.

ARTS1200 Artists and Materials 3 s.h.

ARTS1230 Drawing 3 s.h.

ARTS1710 Introduction to Visual Communication 3 s.h.

ARTS2250 Painting **or**

ARTS3200 The Printed Image 3 s.h.

ARTS2310 Art History Survey: Renaissance to Modern 3 s.h.

ARTS2390 History of Graphic Design 3 s.h.

ARTS3100 Modern and Contemporary Art History 3 s.h.

ARTS3610 Experimental Imaging **or**

ARTS3620 Illustration and Imaging 3 s.h.

ARTS3630 Systems in Design 3 s.h.

ARTS3640 Interactive Design 3 s.h.

ARTS4440 Portfolio Development 3 s.h.

ARTS4450 Visual Communication Internship **or**

ARTS4460 Design Studio 3 s.h.

ARTS4500 Advanced Studio Practices 3 s.h.

ARTS4700 Senior Exhibition 0 s.h.

Art Minor

The requirements for a minor in art are 18 semester hours, to include:

ARTS1100 Design Principles 3 s.h.

ARTS1200 Artists and Materials 3 s.h.

ARTS1230 Drawing 3 s.h.

ARTS2300 Art History: Ancient to Medieval 3 s.h.

ARTS2310 Art History: Renaissance to Modern 3 s.h.

Art course elective 3 s.h.

Teacher Certification in Art

1. FOR ART MAJORS WHO WANT A SECONDARY ENDORSEMENT (5–12): Students majoring in Art who desire Iowa Teacher Certification with an Art secondary endorsement must complete all requirements for the BA in Studio Art degree, the Secondary Education Program and ARTS4350 Art for the Secondary School as the appropriate methods course.

2. FOR ART MAJORS WHO WANT A COMBINATION ENDORSEMENT (K–8 AND 5–12): Students majoring in Art who desire Iowa Teacher Certification with an elementary and secondary Art endorsement must complete all requirements for the BA in Studio Art degree, the Combination Program with ARTS3300 Art for the Elementary School and ARTS4350 Art for the Secondary School as the appropriate methods courses.

3. FOR ART MAJORS WHO WANT AN ELEMENTARY ENDORSEMENT (K–8). Students majoring in Art who desire Iowa Teacher Certification with a K–8 Art endorsement must complete all requirements for the BA in Studio Art degree, the Secondary Education Program (5–12 grade level requirements), substituting ARTS3300 and EDUC4400 for ARTS4350 and EDUC4420, respectively.

4. FOR NON-ART MAJORS WHO WANT A SECONDARY ART ENDORSEMENT (5–12). Non-art majors desiring a secondary Art endorsement (5–12) in Iowa must complete a major in a secondary teaching field, the Secondary Education Program with ARTS4350 Art for the Secondary School as the appropriate methods course, and the following courses:

ARTS1100 Design Principles 3 s.h.

ARTS1200 Artists and Materials 3 s.h.

ARTS1230 Drawing 3 s.h.

ARTS2300 Art History Survey: Ancient to Medieval **or**

ARTS2310 Art History Survey: Renaissance to Modern 3 s.h.

ARTS3100 Modern to Contemporary Art History 3 s.h.

Approved Art electives (not to include ARTS4350) 9 s.h.

Courses in Art

In unusual cases prerequisites in art courses may be waived by permission of instructor.

ARTS1100 Design Principles 3 s.h.

Introduction to the visual arts which explores the elements of art and principles of design and focuses on creativity, idea development, formal criticism and the understanding of visual language. Goal 2A

ARTS1200 Artists and Materials 3 s.h.

Investigation of the diversity of materials, concepts, and processes utilized by well-known artists. Addresses social and historical contexts to understand, interpret, and create 2-D and 3-D art forms. Goal 2A

ARTS1220 Composition: 3-D Design

Introduction to the principles of composition in three-dimensional space. Coordinated sequence of studio projects investigates the problems of spatial organization. This course is only offered through the ACE program and is not taught on the Lamoni Campus.

ARTS1230 Drawing 3 s.h.

Introduction to drawing from observation. Investigation of measure and proportion, light and shadow, and foreshortening and perspective while observing various studio subjects. Goal 2A

ARTS1710 Introduction to Visual Communication 3 s.h.

Covers basic principles of typography, such as type anatomy, type fonts and families, communication with typography, identity development and an introduction to layout and grid structures. Goal 2A

ARTS2000 Individual Study Goal 2A 1-3 s.h.**ARTS2250 Painting 3 s.h.**

Introduction to oil/acrylic painting, with emphasis on observation. Analysis of natural proportions and color of various studio subjects. Prerequisites: ARTS1100 and ARTS1230. Goal 2A

ARTS2300 Art History Survey: Ancient to Medieval 3 s.h.

Chronological, cultural and historical study of the visual arts from Paleolithic through Gothic periods in major Western and non-western civilizations. Goal 4

ARTS2310 Art History Survey: Renaissance to Modern 3 s.h.

Chronological, cultural and historical study of the visual arts from Renaissance through Modern periods in major Western and non-western civilizations. Goal 4

+ ARTS2390 History of Graphic Design 3 s.h.

A study of the movements and styles in Graphic Design focused on the late 1800's to today. Goal 2A

+ ARTS2400 Ethics, Politics, and Controversy in Art 3 s.h.

An introduction to ethical concerns and considerations inherent in the arts. The course examines relevant issues involved with funding for the arts, economy of global art markets, censorship, the environment, ownership, and preservation. The course fosters deeper understanding of the ways in which art profoundly affects the individual, the society, and the culture. Goal 3E

ARTS2900 Topics in Art 1-3 s.h.

Special topics in art. May be repeated for credit as topics vary. Content and semester hours will vary. Prerequisites may apply. Goal 2A

ARTS3000 Individual Study Goal 2A 1-3 s.h.**ARTS3100 Modern to Contemporary Art History 3 s.h.**

Cultural, social and historical study of the visual arts from the late 19th century to the present. Explores influences and development of major artists, styles and movements from a global perspective. Co- or prerequisite: ARTS2310. Goal 2A

ARTS3200 The Printed Image 3 s.h.

Exploration of traditional, alternative and digital print media, processes and techniques which may include photography, printmaking and graffiti. Prerequisites: ARTS1100 or ARTS1200. Goal 2A

ARTS3240 Ceramics 3 s.h.

Contemporary and traditional approaches to clay with emphasis on wheel-throwing and hand-building techniques. Exploration of surface decoration of glazes, slips, incised textures, and glazes in low to high temp firings in electric and gas kilns. Prerequisite: ARTS1200. Goal 2A

+ ARTS3260 Experimental Media and Processes 3 s.h.

Exploration of experimental materials, processes and technologies to create hybrid art forms. Emphasis on innovative visual problem-solving through inquiry and research. Prerequisite: ARTS1200. Goal 2A

+ ARTS3280 Sculpture 3 s.h.

Investigation of traditional and non-traditional 3-D media, processes and techniques which may include modeling, casting, carving, assemblage, construction, and installation. Addresses sculptural concepts of three-dimensional form and content, and safe tool usage. Prerequisite: ARTS1200. Goal 2A

+ARTS3300 Art for the Elementary Schools 3 s.h.

Development of knowledge and skills to plan, organize, and facilitate meaningful art curricula for elementary art students, with attention to lesson preparation, child artistic development, material discovery and integration with other subjects. Prerequisite: Junior standing. Goal 2A

ARTS3610 Experimental Imaging 3 s.h.

Exploration into image making and visual story telling with an emphasis in photography, blending digital and traditional technology. Co- or prerequisite: ARTS3630. Goal 2A

ARTS3620 Illustration and Imaging 3 s.h.

Exploration into image making and visual story telling with an emphasis in illustration, blending digital and traditional technology. Prerequisites: ARTS1100 and ARTS1710. Goal 2A

ARTS3630 Systems in Design 3 s.h.

Study of the integration of type and image through multi-level designs, such as multi page layouts, and identity systems. Prerequisite: ARTS1710. Goal 2A

ARTS3640 Interactive Design 3 s.h.

Introduction into the principles of interactivity through interface, web, and information design. Prerequisite: ARTS1100 and ARTS1710. Goal 2A

+ ARTS3800 Studio Research and Practice 3 s.h.

Development of technical and conceptual skills through research and experimentation. Emphasis on selection of personal materials, and critical analysis of self and peer work that incorporates art theory and contemporary trends. May be repeated for credit. Prerequisite: At least one (1) 3000 level studio course. Goal 2A

ARTS3900 Topics in Art 1-3 s.h.

Study of topics in studio art or commercial design. May be repeated for credit as topics vary. Content and semester hours will vary. Prerequisites may apply. Goal 2A

+ ARTS3990 Art Seminar 3 s.h.

Seminar for students considering professional lives as producers of visual culture. Develops a familiarity with important theoretical and practical questions facing artists today. Will examine how art is disseminated, understood, and at times misunderstood, as well as look at views about the artist's role in society. Will cover practical, "nuts and bolts" issues, including assessing and applying to graduate schools, professional art documents, techniques for displaying work, résumés, artist's statements and marketing artwork. Goal 2A

ARTS4000 Individual Study Goal 2A 1–3 s.h.**+ ARTS4350 Art for the Secondary School 3 s.h.**

Development of knowledge and skills to plan, organize, and facilitate meaningful art curricula for secondary art students with attention to lesson preparation and material discovery. Goal 2A

ARTS4440 Portfolio Development 3 s.h.

An advanced study of multi-level design such as packaging and branding, to create a resume and portfolio focused on a career in visual communications. Prerequisite: ARTS3630. Goal 2A

ARTS4450 Visual Communication Internship 3 s.h.

Advanced work intended for graphic design experiences in a real world environment. The majority of visual communications internships will occur off-campus in organizations such as advertising agencies, commercial art studios, commercial printing art departments, corporate in-house art departments or any site deemed appropriate by the instructor. Some internships may be available on campus in the CMC. Repeatable once for credit. (Graded on a Pass/Fail basis.) Prerequisite: At least two courses from the Visual Communications offerings. Goal 2A

+ ARTS4460 Design Studio 3 s.h.

A student-run studio creating advanced design work that provides real world experience in graphic design. Prerequisite: Instructor consent. Goal 2A

ARTS4500 Advanced Studio Practices 3 s.h.

Advanced study for purpose of creating a focused body of personal work and includes portfolio refinement and career investigation. Concentrated development of technical skills through material and conceptual experimentation. Emphasis on critical analysis of self and peer work that incorporates art theory and contemporary trends. May be repeated for credit. Prerequisite: At least three (3) 3000 level studio courses. Goal 2A

ARTS4700 Senior Exhibition 0 s.h.

Completion of pieces for an exhibition with approval of instructor; exhibit presentation appropriate for the medium (framing, matting, layout, mounting, etc.); publicity; and reception. Submission of a portfolio documenting the experience. Defense of exhibit in front of a faculty panel. Prerequisite: Approval of instructor. Goal 2A

+ Denotes an alternate year course.

Athletic Training

The athletic training major prepares those desiring to become certified athletic trainers (ATC). Graceland University is accredited by the Commission on Accreditation of Athletic Training Education (CAATE), 2201 Double Creek Drive, Suite 5006, Round Rock, TX 78664, or at 512-733-9700.

The Undergraduate Program

In order to be eligible for the athletic training major, students must first be admitted to Graceland University, and be in good standing. Students usually spend the first two to four semesters completing general education and required supporting courses. Early admission is available for qualified candidates. Applications for admission should be completed the semester prior to desired start of the program (see Admission to the Major below). The professional portion of the program (major) is designed for completion in five semesters, and requires a minimum of four semesters/two academic calendar years of clinical experiences. Students may have to extend the program to fit their educational and extra-curricular goals; students are expected to complete the professional portion within six semesters.

Observation Hours

Students interested in the athletic training major are encouraged to observe in the athletic training room at Graceland University. Before observing, students need to contact the head or an assistant athletic trainer and set-up a time to complete the observation student in-service.

Early Admission to the Major

Admission to the athletic training major is competitive. Students attending Graceland University and meeting the outlined academic criteria may apply for early admission to the AT major. Admission is based on completion of and overall rank in the following areas:

1. Submission of Early Admission Athletic Training Major Application. (October 15 for Spring admission, March 15 for Fall admission.)
2. Academic Requirements.
 - a. ACT score of 25 or SAT of 1130 or higher.
 - b. Completion of ATHT1400 with a "B" or better, prior to beginning of program.
 - c. Minimum of 2.5 cumulative GPA, and 2.75 GPA on all required AT support courses.
3. Two letters of reference, at least one from a healthcare professional.
4. A minimum of 50 documented hours of observation experience under the supervision of a certified athletic trainer. Students documenting more than 50 hours may be given preference when more students qualify for admission than can be accommodated.
5. Signed statements of understanding and proven ability to meet "additional requirements."
6. Must take at least one designated AT support or required course each semester, as well as take a clinical within one semester of acceptance.

*Students seeking early admission may only account for 25% of accepted cohort applicants, and are accepted under a provisional status. Early admits must comply with all retention standards listed below in the standard admission. Failure to maintain those standards will result in dismissal from the AT Major. Early admission students who are dismissed are allowed and encourage to re-apply under the standard admission process below.

Standard Admission to the Major

Admission to the athletic training major is competitive. Students attending Graceland University at least one year prior to application for admission are given priority points in the application process. Admission is based on completion of and overall rank in the following areas:

1. Submission of Athletic Training Major Application. (October 15 for Spring admission, March 15 for Fall admission.)
2. Academic Requirements.
 - a. Completion of at least 48 semester hours, prior to beginning the program*.
 - b. Minimum of 2.50 cumulative GPA on all previous college work.
 - c. Completion of all athletic training requisites and required supporting courses*.
 - d. Minimum of "C" in each athletic training prerequisite and required supporting course (core), with a minimum 2.75 cumulative "core" GPA.
 - e. Same requirements as outlined in items 3–5 in the Early Admission to Major above.

Transfer students wishing to be admitted to the athletic training major need to follow the procedures for admission above. Transfer students may complete general education requirements and possibly the required supporting course requirements at other accredited institutions of higher education. (See Graceland University's policies on transfer students and credits.) In addition, to ensure program quality and integrity, classes that encompass clinical competencies (e.g., ATHT1400, ATHT1500, ATHT3100, and classes limited to athletic training majors) may be transferred only if the student demonstrates competence in all areas for a particular class. The curriculum director will be the final authority on demonstrated competence.

*Students who apply while finishing academic requirements (2a and 2c above) may be admitted provisionally for one semester. Final admission is contingent upon successful completion of the requirements.

Retention

The following standards are required for each student for retention/continuation in the athletic training major:

1. Maintain a minimum cumulative GPA of 2.50 and core GPA of 2.75. Those students who fall below 2.50 cumulative and/or 2.75 core will be required to meet with the athletic training administrator and devise a personal academic success plan. (The athletic training administrator may immediately dismiss a student from the program if the cumulative GPA falls below 2.00 or the core falls below 2.50.)
2. Earn a minimum grade of "C" in each required athletic training course. Required courses may be repeated one time, after which the student is subject to dismissal from the major.
3. Successful completion of each clinical experience.
4. Continued ability to meet additional requirements.

Additional Requirements

(Specific information about these items may be obtained from the athletic training administrator.)

1. Technical standards
2. Physical exam and immunizations
3. Scheduling and time commitment
4. Housing and transportation
5. New coursework
6. Possible additional expenses (e.g., uniforms, immunizations)

B.A. Degree — Athletic Training Major

In addition to the general education requirements, majors in Athletic Training must complete the below required Athletic Training courses and required supporting courses.

Required Supporting Courses:

ATHT1400 Introduction to Athletic Training 3 s.h.

ATHT2100 Acute Care and Management 3 s.h.

ATHT3100 Prevention and Care of Athletic Injuries 3 s.h.

BIOL1400 Fundamentals of Biological Science 3 s.h.**or**

BIOL2100 Fundamentals of Cell Biology and Genetics 4 s.h.

(Waived for students who complete two courses with lab in anatomy and physiology with at least a B in each.)

Successful completion of one college level chemistry course; minimum of 3 semester hours.

HLTH1300 Lifetime Health and Fitness Lab 2 s.h.

Required Athletic Training Courses:

ATHT2710 Athletic Training Clinical: Prevention and Health Promotion 1 s.h.

ATHT2720 Athletic Training Clinical: Protective Equipment 1 s.h.

ATHT2730 Athletic Training Clinical: Emergency Care and Management 1 s.h.

ATHT3200 Medical Aspects of Athletic Training 3 s.h.

ATHT3210 Medical Aspects of Athletic Training Lab 1 s.h.

ATHT3710 Athletic Training Clinical: General Medical Conditions 1 s.h.

ATHT3720 Athletic Training Clinical: Psychosocial Conditions 1 s.h.

ATHT4200 Evaluation of Lower Body 2 s.h.

ATHT4210 Evaluation of Lower Body Lab 1 s.h.

ATHT4220 Evaluation of Upper Body 2 s.h.

ATHT4230 Evaluation of Upper Body Lab 1 s.h.

ATHT4240 Therapeutic Modalities 2 s.h.

ATHT4250 Therapeutic Modalities Lab 1 s.h.

ATHT4260 Therapeutic Exercise and Rehabilitation 2 s.h.

ATHT4270 Therapeutic Exercise and Rehabilitation Lab 1 s.h.

ATHT4710 Athletic Training Clinical: Clinical Assessment and Care 1 s.h.

ATHT4720 Athletic Training Clinical: Healthcare Administration 1 s.h.

ATHT4730 Athletic Training Clinical: Capstone 1 s.h.

BIOL3420 Human Anatomy 4 s.h.

BIOL3440 Human Physiology 4 s.h.

HMSC4330 Organization & Administration for the Health Care Professional 3 s.h.

HMSC4900 Research I 2 s.h.

HMSC4910 Research II 1 s.h.

PHED3340 Anatomical and Mechanical Kinesiology 3 s.h.

PHED4360 Physiology of Exercise 3 s.h.

Recommended Courses:

ATHT2500 Medical Terminology 2 s.h.

ATHT4300 Graston Module I 1 s.h.

BIOL2560 Nutrition 3 s.h.

BIOL3500 Applied Pharmacology 3 s.h.

MATH1380 Introduction to Statistics 3 s.h.

PHED4500 Performance Enhancement Programming 3 s.h.

PSYC1300 Introductory Psychology 3 s.h.

*A minor in CEPE is a suggested complement to the AT major.

Courses in Athletic Training

Lecture hours – lab hours are noted following the titles of courses that have labs.

Athletic Training Clinical Experience 1 s.h.

Field experience providing practical application of knowledge and skills in a professional setting. Students will function under the supervision of a NATABOC certified athletic trainer or other health care provider. Up to 12 s.h. of clinical experience allowed toward total hours for graduation. Prerequisite: Accepted to the Professional Portion of the Athletic Training majors. Specific courses for each level noted:

- **ATHT2710 Prevention and Health Promotion**
Prerequisite: ATHT1400, HLTH/PHED1300.
- **ATHT2720 Protective Equipment**
Prerequisite: ATHT1400, ATHT3100.
- **ATHT2730 Emergency Care and Management**
Prerequisite: ATHT1500, ATHT3100.
- **ATHT3710 General Medical Conditions**
Prerequisite: ATHT3200/3210.
- **ATHT3720 Psychosocial Conditions**
Prerequisite: ATHT3200/3210.
- **ATHT4710 Clinical Assessment and Care**
Prerequisite: ATHT4200/4210, ATHT4220/4230, ATHT4240/4250, ATHT4260/4270.
- **ATHT4720 Healthcare Administration**
Prerequisite: ATHT1400, ATHT1500. Corequisite: HMSC4330.
- **ATHT4730 Capstone**
Prerequisite: ATHT4200/4210, ATHT4220/4230, ATHT4240/4250, ATHT4260/4270.
Corequisite: ATHT2710/2720/2730/3710/3720/4710/4720.

ATHT1400 Introduction to Athletic Training 3 s.h.

Focuses on the profession of athletic training. Includes study of basic skills and expectations as well as professional organizations and education requirements.

ATHT2100 Acute Care and Management 3 s.h.

Knowledge and skills associated with the recognition, evaluation, and immediate management of acute injuries and illnesses. Includes emergency cardiac care (ECC) training.

ATHT2500 Medical Terminology 2 s.h.

A self-study, programmed-based opportunity to learn and understand medical terminology.

ATHT3100 Prevention and Care of Athletic Injuries 3 s.h.

Techniques of injury prevention and caring for athletic injuries.

ATHT3110 KinesioTaping® 1 s.h.

Instruction in KinesioTaping theory and techniques along with guided practice in applying the modality. Successful completion of the course will serve as eligibility to take the KTA exam. Prerequisites: Anatomy and physiology (BIOL2300 or BIOL3420 and BIOL3440) and athletic training major accepted to the professional phase of the major.

ATHT3200 Medical Aspects of Athletic Training 3 s.h.

Focuses on the recognition and appropriate care and referral of general medical conditions, illnesses, and disabilities of the physically active, related pharmacological applications, including regulations, and appropriate medical documentation.

Prerequisites: Accepted to the Professional Portion of the Athletic Training major, ATHT3100, BIOL1400; CO: ATHT3210.

ATHT3210 Medical Aspects of Athletic Training Lab (0–2) 1 s.h.

A closely supervised laboratory class providing an opportunity for practice and mastery of the psychomotor skills and integration of the cognitive concepts associated with general medical concepts, pharmacology, and related documentation. Prerequisites: Accepted to the Professional Portion of the Athletic Training major, CO: ATHT3200.

ATHT4200 Evaluation of Lower Body 2 s.h.

Focuses on the assessment and evaluation of injuries to the lower extremity, determination of appropriate care and referral to other health care providers. Includes review of musculoskeletal anatomy, an organized system of evaluation, special testing, and associated medical documentation. Prerequisites: Accepted to Professional Portion of Athletic Training major, ATHT3100, BIOL3420; CO: ATHT4210.

ATHT4210 Evaluation of Lower Body Lab (0–2) 1 s.h.

A closely supervised laboratory class providing an opportunity for practice and mastery of the psychomotor skills and integration of the cognitive concepts associated with evaluating injuries and conditions of the lower body. Prerequisites: Accepted to the Professional Portion of the Athletic Training major, CO: ATHT4200.

ATHT4220 Evaluation of Upper Body 2 s.h.

Focuses on the assessment and evaluation of injuries to the trunk and upper extremity, determination of appropriate care and referral to other health care providers. Includes review of musculoskeletal anatomy, an organized system of evaluation, special testing, and associated medical documentation. Prerequisites: Accepted to Professional Portion of the Athletic Training major, ATHT3100, BIOL3420; CO: ATHT4230.

ATHT4230 Evaluation of Upper Body Lab (0–2) 1 s.h.

A closely supervised laboratory class providing an opportunity for practice and mastery of the psychomotor skills and integration of the cognitive concepts associated with evaluating injuries and conditions of the trunk and upper extremity. Prerequisites: Accepted to the Professional Portion of the Athletic Training major, CO: ATHT4220.

ATHT4240 Therapeutic Modalities 2 s.h.

Focuses on planning, implementing, documenting, and evaluating treatment plans involving therapeutic modalities. Prerequisites: Accepted to the Professional Portion of the Athletic Training major, CO: ATHT4240.

ATHT4250 Therapeutic Modalities Lab (0–2) 1 s.h.

A closely supervised laboratory class providing an opportunity for practice and mastery of the psychomotor skills and integration of the cognitive concepts associated with planning, implementing, documenting, and evaluating treatment plans involving therapeutic modalities. Prerequisites: Accepted to the Professional Portion of the Athletic Training major, CO: ATHT4240.

ATHT4260 Therapeutic Exercise and Rehabilitation 2 s.h.

Focuses on mechanical principles and physiological responses to the application of therapeutic exercises to humans. Includes tissue healing and response, common surgical techniques, setting therapeutic goals, and principles for the application of contemporary therapeutic exercises and equipment. Prerequisites: Accepted to Professional Portion of the Athletic Training major, ATHT3100, CO: ATHT4270.

ATHT4270 Therapeutic Exercise and Rehabilitation Lab (0-2) 1 s.h.

A closely supervised laboratory class providing an opportunity for practice and mastery of the psychomotor skills and integration of the cognitive concepts associated with planning, implementing, documenting, and evaluating therapeutic exercise programs. Prerequisites: Accepted to the Professional Portion of the Athletic Training major, CO: ATHT4260.

ATHT4300 Graston Module I: Instrument Assisted Soft Tissue Mobilization 1 s.h.

This course is designed for students wishing to pursue Graston Technique certification. Students will undergo no less than 12 hours of hands-on Module One GT training including, but not limited to, the introduction of instrument assisted soft tissue mobilization, GT theory, and basic GT instrumentation on the upper and lower extremities. Upon completion of this course students will receive a GT certificate of completion. Official certification can then be obtained through GT upon verification of BOC certification. Prerequisites: Senior standing in the Athletic Training major and in final semester of undergraduate education

Biology

B.S. Degree – Biology Major

In addition to the general education requirements, students majoring in Biology must complete 51–54 semester hours in Biology and related sciences.

Core Courses – 14 s.h.

BIOL1500 Fundamentals of Ecology and Evolution 3 s.h.

BIOL1520 Fundamentals of Organismal Biology 4 s.h.

BIOL2100 Fundamentals of Cell Biology and Genetics 4 s.h.

BIOL4110 Biology Seminar 1 s.h.

BIOL/CHEM4120 Research I 1 s.h.

BIOL/CHEM4130 Research II 1 s.h.

Choose four of the following courses in at least two areas – 13–16 s.h.

Area 1:

BIOL2360 Microbiology 4 s.h.

BIOL2430 Animal Biology 4 s.h.

BIOL2440 Plant Biology 4 s.h.

BIOL3400 Ecology 4 s.h.

Area 2:

BIOL3310 Fundamentals of Molecular Genetics 4 s.h.

BIOL3500 Applied Pharmacology 3 s.h.

BIOL/CHEM4310 Biochemistry 4 s.h.

BIOL4450 Cell Biology 4 s.h.

BIOL4460 Cancer Biology 3 s.h.

Area 3:

BIOL3420 Human Anatomy 4 s.h.

BIOL3440 Human Physiology 4 s.h.

BIOL4400 Immunology 3 s.h.

Other Required Courses – 24 s.h.

CHEM1430/1431 Principles of Chemistry I with lab 4 s.h.

CHEM1440/1441 Principles of Chemistry II with lab 4 s.h.

CHEM3410/3411 Organic Chemistry I with lab 4 s.h.

CHEM3420/3421 Organic Chemistry II with lab 4 s.h.

PHYS1410 Elements of Physics I with lab 4 s.h.

PHYS1420 Elements of Physics II with lab 4 s.h.

The following courses are strongly recommended for any student planning to attend professional school (medical, dental, pharmacy, veterinary, etc.)

ATHT2500 Medical Terminology 2 s.h.

BIOL2360 Microbiology 4 s.h.

BIOL3120 Internship in Biological Sciences 1–3 s.h.
BIOL3310 Fundamentals of Molecular Genetics 4 s.h.
BIOL3420 Human Anatomy 4 s.h.
BIOL3440 Human Physiology 4 s.h.
BIOL3500 Applied Pharmacology 3 s.h.
BIOL/CHEM4310 Biochemistry 4 s.h.
BIOL4450 Cell Biology 4 s.h.
MATH1380 Introduction to Statistics 3 s.h.
MATH1510 Calculus I 3 s.h.

The following courses are strongly recommended for any student planning to attend graduate school in biology (or any related field).

BIOL3120 Internship in Biological Sciences 1–3 s.h.
3 BIOL electives 9–12 s.h. (depending on field of interest)
MATH1380 Introduction to Statistics 3 s.h.
MATH1510 Calculus I 3 s.h.

Biology Minor

A minor in Biology consists of 18 semester hours or more, including BIOL1500, BIOL1520, BIOL2100 and BIOL electives.

Teacher Certification in Biology

1. FOR BIOLOGY MAJORS WHO WANT A SECONDARY ENDORSEMENT (5–12): Students majoring in Biology who desire Iowa Teacher Certification with a Biology secondary endorsement must complete the major requirements above and the Secondary Education Program (with SCIE3360 Methods of Teaching Science and Mathematics as the appropriate methods course).
2. **OPTION 1:** FOR NON-BIOLOGY MAJORS WHO WANT A SECONDARY BIOLOGY ENDORSEMENT (5–12). Non-Biology majors desiring a secondary Biology endorsement (5–12) in Iowa must complete a major in a secondary teaching field, the Secondary Education Program (with SCIE3360 Methods of Teaching Science and Mathematics as the appropriate methods course), and 27 semester hours in Biology including the following courses:
BIOL1400 Fundamentals of Biological Science 3 s.h.
BIOL2360 Fundamentals of Microbiology 4 s.h.
BIOL2430 Animal Biology 4 s.h.
BIOL2440 Plant Biology 4 s.h.
BIOL3400 Ecology 4 s.h.
BIOL3420 Human Anatomy 4 s.h.
BIOL3440 Human Physiology 4 s.h.
OPTION 2: FOR NON-BIOLOGY MAJORS WHO WANT A SECONDARY BIOLOGY ENDORSEMENT (5–12). Non-Biology majors desiring a secondary Biology endorsement (5–12) in Iowa must complete a major in a secondary teaching field, the Secondary Education Program (with SCIE3360 Methods of Teaching Science and Mathematics as the appropriate methods course), and 30 semester hours in the broad area of Science (BIOL, CHEM, SCIE) to include the following 15 semester hours in Biology:
BIOL1500 Fundamentals of Ecology and Evolution 3 s.h.
BIOL1520 Fundamentals of Organismal Biology 4 s.h.
BIOL2100 Fundamentals of Cell Biology and Genetics 4 s.h.
Choose one of the following BIOL courses:
BIOL2360 Microbiology 4 s.h.
BIOL2430 Animal Biology 4 s.h.
BIOL2440 Plant Biology 4 s.h.
BIOL3400 Ecology 4 s.h.

Courses in Biological Sciences

Lecture hours–lab hours are noted following the titles of courses that have labs.

BIOL1260 Environmental Biology (3–0) 3 s.h.

An exploration of the environment, including the normal structure and functioning of ecosystems and the human impact on these ecosystems. Current environmental issues, such as human population growth, air and water pollution, climate change, loss of biodiversity, and ecosystem degradation, will be considered. Goal 1A

BIOL1400 Fundamentals of Biological Science (3–0) 3 s.h.

History and nature of biology as a science, unifying concepts in biology, chemical and cellular bases of life, cellular metabolism, heredity, ecology and evolution. Will not count for credit in the Biology major or minor. Goal 1A

BIOL1500 Fundamentals of Ecology and Evolution 3 s.h.

A study of the diversity of life, focusing on the evolutionary processes that shape life and the ecological interactions among organisms and their physical environments. Goal 1A

BIOL1520 Fundamentals of Organismal Biology (3–2) 4 s.h.

A comparative study of form and function across organisms, focusing on the various structures and strategies used by plants and animals to fulfill basic life needs. Goal 1A

BIOL2000 Individual Study Goal 1A 1–3 s.h.

BIOL2100 Fundamentals of Cell Biology and Genetics (3–2) 4 s.h.

A study of the various patterns and mechanisms of heredity, changes in the genetic material and the consequences of these genetic changes. The course will also give an introduction to cellular structures, macromolecules, and processes, including DNA replication, transcription, translation and cellular signaling. Prerequisite: CHEM1330 or CHEM3410 (C or better strongly recommended). Goal 1A

BIOL2300 Anatomy and Physiology I (2–2) 3 s.h.

The study of structure and function of the human body on the cellular, tissue, organ, and organ–system level. All organ systems are discussed. Emphasis is on the anatomy of the musculoskeletal, cardiovascular, and digestive systems. Laboratory includes both gross and microscopic structure and function. (One year each of high school biology and chemistry or the equivalent strongly recommended.) Goal 1A

BIOL2310 Anatomy and Physiology II (2–2) 3 s.h.

The focus is on the physiology of the organ systems, specifically the endocrine and reproductive systems. Fluid–electrolyte balance, acid–base balance, and metabolism are also emphasized. Online only. Prerequisite: BIOL2300. Goal 1A

BIOL2360 Microbiology (3–2) 4 s.h.

Students will learn about immunology, bacteriology, mycology, and virology. Emphasis will be placed on the cellular mechanism and role of microbial pathogens (bacteria) and agents (viruses, prions) affecting human health and how they are treated. Prerequisite: BIOL1400 or BIOL2100 (strongly recommended). Goal 1A

BIOL2430 Animal Biology (3–2) 4 s.h.

A survey of the major groups in the animal kingdom, including sponges, cnidarians, molluscs, arthropods, echinoderms, vertebrates, etc. Within each group, taxonomy, internal and external form, reproduction, nutrition, and habitat will be considered. Prerequisite: BIOL1400 or BIOL1520. Goal 1A

BIOL2440 Plant Biology (3–2) 4 s.h.

A survey of the major groups in the plant kingdom, including nonvascular plants, ferns and fern allies, gymnosperms, and angiosperms. Within each group, taxonomy, internal and external form, and reproductive life cycles will be considered. In addition, plant growth and metabolism, algae, and fungi will be covered. Prerequisite: BIOL1400 or BIOL1520. Goal 1A

BIOL2560 Nutrition 3 s.h.

Study of the principles upon which the science of nutrition is based and the analysis of the principles of nutrition as related to health and disease. Goal 1A

BIOL2900 Special Topics 1–3 s.h.

Study of selected topics of general interest in biology, to be announced prior to the semester when the course is offered. May be repeated for credit as topics change. Goal 1A

BIOL3000 Individual Study Goal 1A 1–3 s.h.**BIOL3120 Internship in Biological Sciences 1 – 3 s.h.**

Developed in conjunction with and approved by an appropriate faculty member in the Biological Sciences. This internship will be with professionals who are in career areas relating to majors in the department and may be pursued abroad. The student is responsible for arranging their internship. May be repeated for a maximum of 9 semester hours. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent. Goal 1A

BIOL3310 Molecular Genetics (3–3) 4 s.h.

A study of cellular processes involved in the Central Dogma: DNA replication, transcription and translation. The study will include how gene expression is regulated at various levels, such as at the transcription level and post-translational level. Lastly students will study and perform different molecular genetic techniques used in laboratories today: pipetting, DNA gel electrophoresis, PCR and DNA cloning. Prerequisite: BIOL2100 (C or better strongly recommended). Goal 1A

+ BIOL3400 Ecology (3–2) 4 s.h.

A study of the interactions among organisms and their physical environments at the physiological, population, community, and ecosystem levels. Case studies will be taken from animal ecology, plant ecology, and microbial ecology. Prerequisites: BIOL1260, BIOL1400, or BIOL1500. Goal 1A

BIOL3420 Human Anatomy (3–2) 4 s.h.

A study of gross human anatomy utilizing charts, three dimensional models, computer simulations, and dissection of mammalian animals. The course will discuss regional and surface anatomy to establish the relationships of the various organ systems of the body. Prerequisites: BIOL1400 or BIOL2100. Goal 1A

BIOL3440 Human Physiology (3–2) 4 s.h.

A systems oriented study of the function of the human body on the cellular, tissue, organ, and organ–system levels with an emphasis on medical physiology. Laboratory includes computer simulations and use of Biopac equipment. Prerequisites: BIOL3420 (grade of C or better strongly recommended) and one semester of chemistry. Goal 1A

BIOL3500 Applied Pharmacology 3 s.h.

A general study of the rationale for current drug therapy including classification of medication, mechanisms of action, main therapeutic effects, clinical indications, adverse reactions, and drug interactions. Does not substitute for NURS3450. Prerequisites: CHEM1330 or CHEM3410. Goal 1A

BIOL3900 Special Topics Goal 1A 1–3 s.h.**BIOL4110 Biology Seminar 1 s.h.**

Presentation and discussion of current topics from the biological literature and biological world. Emphasis will be placed on finding, interpreting, and presenting primary journal articles. Prerequisite: Upper division status. Goal 1A

BIOL4120 Research I (also CHEM4120) 1 s.h.

Covers the basic elements of scientific research. Brief lectures on research methodologies and design will be provided. The student will develop a research schedule and write a research proposal in cooperation with a faculty mentor. The student will be expected to begin any initial research indicated in the research schedule. Prerequisite: Senior standing or consent of instructor. Goal 1A

BIOL4130 Research II (also CHEM4130) 1 s.h.

The student completes the research that was started in BIOL/CHEM4120. Highlights of the research will be presented orally and through a poster presentation. A final thesis manuscript is required for submission. Prerequisite: BIOL/CHEM4120. Goal 1A

BIOL4310 Biochemistry (also CHEM4310) (3–3) 4 s.h.

An introduction to biologically important molecules and metabolic pathways and the laboratory techniques used to study and characterize them. Prerequisite: BIOL1400 or BIOL2100. CHEM3420/3421 with a grade of C or better is highly recommended. BIOL2100 with a grade of C or better is highly recommended. Goal 1A

+ BIOL4400 Immunology 3 s.h.

Investigation of the innate and adaptive immune system, including inflammation, B and T cell development and function, immunization and its role in human health. Prerequisites: BIOL2100 and BIOL2360 (grade of C or better strongly recommended). Goal 1A

+ BIOL4450 Cell Biology (3–3) 4 s.h.

Investigation of the fine structures and functions of the cell and its parts. Includes an in-depth study of: 1) the regulatory mechanisms involved in cellular processes, such as transport of material, cell division, metabolism, signal transduction and apoptosis and 2) the fine structures, such as the different eukaryotic organelles, cytoskeleton, and prokaryotic appendages. Prerequisite: BIOL2100 (grade of C or better strongly recommended). Goal 1A

+ BIOL4460 Cancer Biology 3 s.h.

Students will investigate the cellular mechanisms of cancer and then will learn about a few specific cancers. Includes an in-depth study of the multistage model of carcinogenesis, genes involved in cancer, activation of cancer genes, signal transduction pathways that promote carcinogenesis, the mechanism of metastasis, apoptosis, how cancer treatments work, and the new potential cancer treatments. Prerequisite: BIOL3310, BIOL4450, or [BIOL2100 and BIOL/CHEM 4310] (grade of C or better strongly recommended). Goal 1A

BIOL4900 Special Topics 1–3 s.h.

Opportunity for a small group of advanced students to pursue in-depth study of an area or topic of interest. Will be offered on demand when faculty are available. Goal 1A

Business Administration

B.A. Degree — Business Administration Major

In addition to the general education requirements, majors in Business Administration must complete a concentration of 39 semester hours in Accounting, Business, Economics, and Computer Science Information Technology including:

ACCT2310 Financial Accounting 3 s.h.
ACCT2320 Managerial Accounting 3 s.h.
BUAD3320 Principles of Management 3 s.h.
BUAD3330 Principles of Marketing 3 s.h.
BUAD3340 Business Law 3 s.h.
BUAD3380 Principles of Business Finance 3 s.h.
BUAD4200 Seminar in Business Policy 3 s.h.
ECON1300 Principles of Macroeconomics 3 s.h.
ECON1320 Principles of Microeconomics 3 s.h.
CSIT1010 Microcomputer Business Applications I 3 s.h. **or**
 CSIT1020 Microsoft Word & Powerpoint 1 s.h. **and**
 CSIT1030 Microsoft Excel 1 s.h. **and**
 CSIT1040 Microsoft Access 1 s.h.
CSIT3500 Management of Information Systems 3 s.h.
Electives in Business Administration 6 s.h.

A Business Administration major must also complete:

BUAD1420 Math for Decision Making **or**
 MATH1510 Calculus I 3 s.h.
MATH1380 Introduction to Statistics 3 s.h.

Business Administration Minor

A minor in Business Administration consists of 18 semester hours or more in Accounting, Business Administration, Economics, and Computer Science Information Technology including ACCT2310 and three of the following five courses: BUAD1440, BUAD3320, BUAD3330, BUAD3380, CSIT3500.

Courses in Business Administration

BUAD1400 Personal Finance 3 s.h.

An overview of personal financial management, including investment, taxation, insurance and credit.

BUAD1420 Math for Decision Making 3 s.h.

A beginning course in finite mathematics and calculus for students in business, economics, management, and the social and life sciences. Prerequisites: Two years of high school algebra.

BUAD1440 International Business 3 s.h.

An introduction to the study of business administration from the standpoint of the international environment, market forces, cultural influences, and local business practices.

BUAD2000 Individual Study 1–3 s.h.

BUAD3000 Individual Study 1–3 s.h.**+BUAD3100 Risk Management and Insurance 3 s.h.**

A study of the concept of risk and how it is mitigated in the business environment with a particular focus on insurance as a vehicle for risk transfer. Includes an introductory study of most forms of commercial insurance policy.

+BUAD3200 Business Ethics 3 s.h.

An introduction to various ethical theories and their application to business situations. Students should gain greater awareness of ethical dilemmas as they occur, examine their own morals and their implications in various business settings, and become acquainted with some of the philosophical background of ethics. Goal 3E

BUAD3210 Social Media Marketing 3 s.h.

This course provides a comprehensive overview, with hands-on experience, of Social Media Marketing. The most basic objectives of the course are to provide students with a broad introduction to social media marketing concepts and techniques using the latest online tools combined with practical "real world" application. There will be an emphasis on strategic use of tools, effective design and contemporary marketing techniques. Students will build and maintain real world marketing campaigns.

+BUAD3220 Alternative Business Structures 3 s.h.

A study of traditional and emerging options for legally structuring an enterprise. The course will explore four major units: traditional business forms, international options, nonprofits, and social entrepreneurship. Prerequisite: ACCT2310.

+ BUAD3250 Entrepreneurship and Free Enterprise (Also ECON3250) 3 s.h.

To study and hear from the cast of entrepreneurs who have been, or are involved, in the drama of U.S. business. To help each student evaluate their own spirit and personality to see if they have entrepreneurial skills and talents. Prerequisite: ECON1320.

BUAD3320 Principles of Management 3 s.h.

Fundamentals of planning, organizing, directing, coordinating, and controlling business activity. Prerequisites: Junior standing. Goal 6

BUAD3330 Principles of Marketing 3 s.h.

An examination of the field of marketing with a view to developing an understanding of the function of marketing and the operation of the market system. Prerequisite: ECON1320.

BUAD3340 Business Law 3 s.h.

Study of legal rules governing the usual business transactions and relations. Consideration of selected cases in areas such as contracts, agency, sales, negotiable instruments, private property, and bankruptcy. Prerequisite: Junior standing or above.

BUAD2350/BUAD3350 Free Market Practicum 0–2 s.h.

An experiential course in which students develop and conduct outreach programs to teach and promote free enterprise to various publics. Students will develop greater understanding of and appreciation for the concept of freedom as it applies to the marketplace. May be repeated, although only 4 s.h. may be counted toward any graduation requirement.

BUAD3380 Principles of Business Finance 3 s.h.

A study of principles and problems basic to a business firm's decisions in planning for and managing financial resources for the purpose of maximizing the value of these resources. Prerequisites: ACCT2320, ECON1320, and MATH1380.

+BUAD3400 Small Business Ventures and Entrepreneurship 3 s.h.

Provides an opportunity to develop a business plan for a new venture or expansion of an existing company. Students are expected to acquire skills in evaluating business ventures, learn alternative financing sources, develop ideas for differentiating products, and to develop an understanding of what is required to harvest the profits in a growing business. Prerequisites: ACCT2320 and ECON1320.

BUAD3450 Organizational Behavior 3 s.h.

Human aspects of business organization, as distinguished from economic and technical aspects, and how they influence efficiency, morale, and management practice.

Prerequisite: Junior standing or above.

BUAD3480 International Marketing 3 s.h.

Introduction to the theory and practice of international marketing activities, striving for synergism in analysis, planning, implementation and control of marketing processes.

Prerequisite: BUAD3330.

+BUAD3490 Human Resource Management 3 s.h.

A comprehensive review of essential personnel management concepts, laws, controversies, and techniques for success currently being used in business.

+ BUAD3500 Marketing Strategies 3 s.h.

Analysis of problems facing marketing managers in the formation of marketing policies with specific reference to promotion, product development, and marketing channels.

Prerequisite: BUAD3330.

+BUAD3600 Electronic Commerce 3 s.h. (Also CSIT3600)

Exploration of the technologies and business environment surrounding the emergence of electronic commerce. There will be both a technical and non-technical track option for students, however, all students will be introduced to technical skills for implementing an electronic commerce website. Prerequisite: CSIT1010 or CSIT1040 or CSIT1100.

BUAD3700 Internship in Business Administration 1–3 s.h.

An internship that allows students to work with professionals in a business setting. The student will play an active role in identifying potential field sponsors. Repeatable once for credit with a different sponsoring organization. (Graded on a Pass/Fail basis.)

Prerequisite: Instructor's consent.

BUAD3900 Topics in Business 1–3 s.h.

Study of selected topics from the business areas of accounting, finance, management and marketing. Topics will be announced prior to each semester they are offered. May be repeated for credit when the topics vary.

BUAD4000 Individual Study 1–3 s.h.**+BUAD4100 Investment Analysis (Also ECON4100) 3 s.h.**

A study of the fundamental principles underlying the analysis of investments.

Prerequisites: ACCT2320, BUAD3380, and ECON1320.

BUAD4110 Internship in Entrepreneurship 1–3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of entrepreneurship. The student will play an active role in identifying potential field sponsors. (Graded on a Pass/Fail basis.) Prerequisite:

Instructor's consent.

BUAD4120 Internship in Finance 1–3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of finance. The student will play an active role in identifying potential field sponsors. Repeatable to a maximum of 12 hours. (Graded on a Pass/ Fail basis.) Prerequisite: Instructor's consent.

BUAD4130 Internship in International Business 1–3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of international business. The student will play an active role in identifying potential field sponsors. Repeatable to a maximum of 12 hours. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent.

BUAD4140 Internship in Management 1–3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of management. The student will play an active role in identifying potential field sponsors. Repeatable to a maximum of 12 hours. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent.

BUAD4150 Internship in Marketing 1–3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of marketing. The student will play an active role in identifying potential field sponsors. Repeatable to a maximum of 12 hours. (Graded on a Pass/ Fail basis.) Prerequisite: Instructor's consent.

BUAD4170 Internship in Human Resource Management 1 – 3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of human resource management. The student will play an active role in identifying potential field sponsors. Repeatable to a maximum of 12 hours. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent.

BUAD4200 Seminar in Business Policy 3 s.h.

An analysis of the problem of business and the functions of management in the determination of business policy in the various functional areas of the enterprise. Prerequisites: BUAD3320, BUAD3330, BUAD3380, and MATH1380.

+ BUAD4400 Operations Management 3 s.h.

The planning, organizing, staffing, directing and controlling of all the activities of production systems. Prerequisites: MATH1380.

+ BUAD4420 International Finance 3 s.h.

A study of the factors that make international finance unique and thus requiring special attention above and beyond traditional finance courses. Topics covered will include: international flow of funds, exchange rate behavior and risk management, and the international banking environment. Prerequisite: BUAD3380.

+Denotes alternate year course.

Career Planning

Courses in Career Planning

CRPL1100 Career Perspectives and the World of Work 1 s.h.

Designed to involve students in the early phases of career planning and will include self-exploration, career options and the world of work. Prerequisite: Open to freshmen and sophomores only or instructor's consent.

CRPL3100 Future Focus and the Job Search 1 s.h.

Designed for the student who has chosen a career direction, and is now ready for the job search process: resumé writing, cover letters, networking and prospecting are included.

CRPL3150 Internship in Career Services 0–3 s.h.

Field experience providing practical application of knowledge and theory in a professional setting with qualified personnel. This internship offers an opportunity for a student to be exposed to and learn about career services, work with college students regarding internships and job searches, and market those services to targeted groups. Prerequisites: Junior or Senior standing. Satisfactory academic standing with a minimum GPA of 2.50. Placement needs approval by the CAP Center Director. May be repeated once for credit. (Graded on a Pass/Fail basis.)

Chemistry

B.S. Degree — Chemistry Major

In addition to the general education requirements, majors in Chemistry must complete the following:

CHEM1430 Principles of Chemistry I 3 s.h.
CHEM1431 Principles of Chemistry I Lab 1 s.h.
CHEM1440 Principles of Chemistry II 3 s.h.
CHEM1441 Principles of Chemistry II Lab 1 s.h.
CHEM3110 Chemistry Seminar I 1 s.h.
CHEM3300 Analytical Chemistry 4 s.h.
CHEM3410 Organic Chemistry I 3 s.h.
CHEM3411 Organic Chemistry I Lab 1 s.h.
CHEM3420 Organic Chemistry II 3 s.h.
CHEM3421 Organic Chemistry II Lab 1 s.h.
CHEM3610 Physical Chemistry I 4 s.h.
CHEM3620 Physical Chemistry II 4 s.h.
CHEM4110 Chemistry Seminar II 1 s.h.
BIOL/CHEM4310 Biochemistry 4 s.h.
CHEM4330 Instrumental Analysis 4 s.h.
BIOL/CHEM4120 Research I 1 s.h.
BIOL/CHEM4130 Research II 1 s.h.

In addition to the Chemistry course requirements, the following courses are also required for majors in Chemistry:

PHYS1410 Elements of Physics I 4 s.h.
PHYS1420 Elements of Physics II 4 s.h.
MATH1510 Calculus I 3 s.h.
MATH1520 Calculus II 3 s.h.

It is strongly recommended that majors in Chemistry also take the following courses, which are required for acceptance into many graduate schools and professional programs:

BIOL1400 Fundamentals of Biological Science 3 s.h.
CSIT1010 Microcomputer Business Applications 3 s.h.
or all of the following:
CSIT1020 Microsoft Word & Powerpoint 1 s.h.
CSIT1030 Microsoft Excel 1 s.h.
CSIT1050 Computer-based Academic Research 1 s.h.

(A math minor is highly recommended.)

Chemistry Minor

A minor in Chemistry consists of 17 semester hours or more of course work in

Chemistry and includes the following courses:

- CHEM1430 Principles of Chemistry I 3 s.h.
- CHEM1431 Principles of Chemistry I Lab 1 s.h.
- CHEM1440 Principles of Chemistry II 3 s.h.
- CHEM1441 Principles of Chemistry II Lab 1 s.h.
- CHEM3110 Chemistry Seminar I 1 s.h.
- CHEM3410 Organic Chemistry I 3 s.h.
- CHEM3411 Organic Chemistry I Lab 1 s.h.
- CHEM3420 Organic Chemistry II 3 s.h.
- CHEM3421 Organic Chemistry II Lab 1 s.h.

Teacher Certification in Chemistry

1. FOR CHEMISTRY MAJORS WHO WANT A SECONDARY ENDORSEMENT (5–12): Students majoring in Chemistry who desire Iowa Teacher Certification with a Chemistry secondary endorsement must complete the major requirements above and the Secondary Education Program (with SCIE3360 Methods of Teaching Science and Mathematics as the appropriate methods course).
2. **OPTION 1: FOR NON-CHEMISTRY MAJORS WHO WANT A SECONDARY CHEMISTRY ENDORSEMENT (5–12):** Non-Chemistry majors desiring a secondary Chemistry endorsement (5–12) in Iowa must complete the Secondary Education Program (with SCIE3360 Methods of Teaching Science and Mathematics as the appropriate methods course), a major in a secondary teaching field, and 24 semester hours in chemistry including the following courses:
 - CHEM1430 Principles of Chemistry I 3 s.h.
 - CHEM1431 Principles of Chemistry I Lab 1 s.h.
 - CHEM1440 Principles of Chemistry II 3 s.h.
 - CHEM1441 Principles of Chemistry II Lab 1 s.h.
 - CHEM3110 Chemistry Seminar I 1 s.h.
 - CHEM3300 Analytical Chemistry 4 s.h.
 - CHEM3410 Organic Chemistry I 3 s.h.
 - CHEM3411 Organic Chemistry I Lab 1 s.h.
 - CHEM3420 Organic Chemistry II 3 s.h.
 - CHEM3421 Organic Chemistry II Lab 1 s.h.
- OPTION 2: FOR NON-CHEMISTRY MAJORS WHO WANT A SECONDARY CHEMISTRY ENDORSEMENT (5–12):** Non-Chemistry majors desiring a secondary Chemistry endorsement (5–12) in Iowa must complete the Secondary Education Program (with SCIE3360 Methods of Teaching Science and Mathematics as the appropriate methods course), a major in a secondary teaching field, and 30 semester hours in the broad area of Science (BIOL, CHEM, SCIE) to include the following 17 semester hours in Chemistry:
 - CHEM1430 Principles of Chemistry I 3 s.h.
 - CHEM1431 Principles of Chemistry I Lab 1 s.h.
 - CHEM1440 Principles of Chemistry II 3 s.h.
 - CHEM1441 Principles of Chemistry II Lab 1 s.h.
 - CHEM3110 Chemistry Seminar I 1 s.h.
 - CHEM3300 Analytical Chemistry 4 s.h.
 - CHEM3410 Organic Chemistry I 3 s.h.
 - CHEM3411 Organic Chemistry I Lab 1 s.h.

Courses in Chemistry

The number of lecture hours and lab hours are noted next to the titles of courses which have labs (lecture hours–lab hours).

CHEM1330 Introduction to General, Organic, and Biochemistry 3 s.h.

An introduction to the principles of inorganic, organic and biochemistry, including a study of atoms, chemical bonding, types of chemical reactions (focusing on ones in the cell), solution chemistry, introduction of biological molecules (proteins, lipids,

carbohydrates and nucleic acids). This course is intended for students desiring a general education in chemistry, those majoring in nursing or allied health fields and those that need it to fulfill the chemistry requirement for fundamentals of cell biology and genetics course. Course will not count for credit in the Chemistry and/or Biology majors or minors. Prerequisite: MATH1280 or one year of high school algebra (C or better strongly recommended). Goal 1A

CHEM1430 Principles of Chemistry I (3-0) 3 s.h.

A study of the general principles, theories, and methods of chemistry. Emphasis is placed on the solving of mathematical problems. Intended for natural science majors and others who require a strong background in chemistry. Prerequisite: Two years of high school mathematics or MATH1280, and one year of high school chemistry or CHEM1330. Corequisite: CHEM1431 Principles of Chemistry I Lab. Goal 1A

CHEM1431 Principles of Chemistry I Lab (0-3) 1 s.h.

Corequisite: CHEM1430 Principles of Chemistry I. Goal 1A

CHEM1440 Principles of Chemistry II (3-0) 3 s.h.

A continuation of CHEM1430. Includes semimicro methods of qualitative analysis and common gravimetric and volumetric methods of quantitative analysis. Prerequisite: CHEM1430/1431. Corequisite: CHEM1441 Principles of Chemistry II Lab. Goal 1A

CHEM1441 Principles of Chemistry II Lab (0-3) 1 s.h.

Corequisite: CHEM1440 Principles of Chemistry II. Goal 1A

CHEM2000 Individual Study Goal 1A 1-3 s.h.

CHEM3000 Individual Study Goal 1A 1-3 s.h.

CHEM3110 Chemistry Seminar I 1 s.h.

Presentation and discussion of current topics from the chemical literature and chemical world. Prerequisite: 16 s.h. of chemistry. Goal 1A

CHEM3120 Internship in Chemistry 1-3 s.h.

Developed in conjunction with and approved by an appropriate faculty member in Chemistry. This internship will be with professionals who are in career areas relating to majors in the department and may be pursued abroad. The student is responsible for arranging their internship. May be repeated for a maximum of 9 semester hours. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent. Goal 1A

CHEM3300 Analytical Chemistry (3-3) 4 s.h.

Study of theory and practice of modern separation and analytical techniques. Includes use of electrochemical, spectrometric and chromatographic instruments. Prerequisite: CHEM1440/1441 with a . grade of C or better is strongly recommended. Goal 1A

CHEM3410 Organic Chemistry I (0-3) 3 s.h.

An in-depth study of modern organic chemistry including nomenclature, structure and bonding, synthesis, reaction mechanisms, and important functional groups and families of both aliphatic and aromatic compounds. Prerequisite: CHEM1440/1441 with a grade of C or better. is strongly recommended. Corequisite: CHEM3411 Organic Chemistry I Lab. Goal 1A

CHEM3411 Organic Chemistry I Lab (0-3) 1 s.h.

Corequisite: CHEM3410 Organic Chemistry I. Goal 1A

CHEM3420 Organic Chemistry II (3-0) 3 s.h.

A continuation of CHEM3410 which is a prerequisite. With a grade of C or better is strongly recommended. Corequisite: CHEM3421 Organic Chemistry II Lab. Goal 1A

CHEM3421 Organic Chemistry II Lab (0-3) 1 s.h.

Corequisite: CHEM3420 Organic Chemistry II. Goal 1A

+ CHEM3610 Physical Chemistry I (3-3) 4 s.h.

A study of thermodynamics, thermochemistry, chemical kinetics, equilibrium, atomic and molecular structure, electrochemistry, and quantum chemistry. Prerequisites: CHEM1440/1441 with a grade of C or better is strongly recommended, PHYS1420 or PHYS2560, and MATH1520. Goal 1A

+ CHEM3620 Physical Chemistry II (3-3) 4 s.h.

Continuation of CHEM3610, which is a prerequisite. Goal 1A

CHEM3900 Special Topics in Chemistry 1-3 s.h.

A study of special topics in chemistry not available to the student in the regular course offerings. May be repeated for credit as topics change. Prerequisite: Instructor's consent. Goal 1A

CHEM4000 Individual Study Goal 1A 1-3 s.h.**CHEM4110 Chemistry Seminar II 1 s.h.**

Continuation of CHEM3110. Prerequisite: 17 s.h. of chemistry including CHEM3110. Goal 1A

CHEM4120 Research I (also BIOL4120) 1 s.h.

Covers the basic elements of scientific research. Brief lectures on research methodologies and design will be provided. The student will develop a research schedule and write a research proposal in cooperation with a faculty mentor. The student will be expected to begin any initial research indicated in the research schedule. Prerequisite: Senior standing or consent of instructor. Goal 1A

CHEM4130 Research II (also BIOL4130) 1 s.h.

The student completes the research that was started in BIOL/CHEM4120. Highlights of the research will be presented orally and through a poster presentation. A final thesis manuscript is required for submission. Prerequisite: BIOL/CHEM4120. Goal 1A

CHEM4310 Biochemistry (also BIOL4310) (3-3) 4 s.h.

An introduction to biologically important molecules and metabolic pathways and the laboratory techniques used to study and characterize them. Prerequisite: BIOL1400 or BIOL2100. CHEM3420/3421 with a grade of C or better is highly recommended. Fundamentals of Cell Biology and Genetics (3-2) BIOL2100 with a grade of C or better is highly recommended. Goal 1A

+ CHEM4330 Instrumental Analysis (3-3) 4 s.h.

A study of the analysis and identification of organic compounds and mixtures by modern instrumental techniques and traditional wet chemical methods. Prerequisite: CHEM3420/3421 with a grade of C or better is strongly recommended. Goal 1A

+Denotes alternate year course.

Communications

B.A. Degree — Communications Major

In addition to the general education requirements, majors in Communications must complete 39 semester hours as prescribed below:

CSIT1020 Microsoft Word and PowerPoint 1 s.h. **and**

CSIT1030 Microsoft Excel 1 s.h. **and**

CSIT1040 Microsoft Access 1 s.h.

COMM1200 Speech Communication: Intro 3 s.h.

COMM1230 Small Group Discussion 3 s.h.

ENGL/COMM2500 Introduction to Mass Media 3 s.h.

COMM3100 Intercultural Communication 3 s.h.

COMM3140 Theories of Persuasion 3 s.h.

COMM/PEAC/SOCI3210 Conflict Resolution 3 s.h.

COMM3300 Theories of Human Communication 3 s.h.

COMM3310 Interpersonal Communication 3 s.h.

COMM3330 Dialogue: Theory and Practice 3 s.h.

COMM3400 Ethical Issues in Communication 3 s.h.

COMM4150 Senior Seminar 3 s.h.

COMM4300 Internship in Communications 3 s.h.

Minor in Communications

A minor in Communications requires 18 or more semester hours in Communications including COMM1200, COMM3310, and COMM3100 or COMM3210.

Teacher Certification in Speech Communication/Theatre

1. FOR SPEECH COMMUNICATION MAJORS WHO WANT A SECONDARY SPEECH COMMUNICATION/THEATRE ENDORSEMENT (5–12): Students majoring in Speech Communication who desire Iowa Teacher Certification with a secondary endorsement must complete the major requirements and the [Secondary Education Program](#) (with COMM4390 Methods of Teaching Theatre and Speech as the appropriate methods course), and the following courses:

COMM1200 Speech Communication: An Introduction **or**

COMM1230 Small Group Discussion 3 s.h.

COMM/ENGL2500 Introduction to Mass Media 3 s.h.

COMM3330 Dialogue: Theory and Practice 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1240 Vocal Presentation Skills 3 s.h.

2. FOR THE NON-COMMUNICATION MAJORS WHO WANT A SECONDARY SPEECH COMMUNICATION/THEATRE ENDORSEMENT (5–12): Non-Communication majors desiring a secondary endorsement (5–12) in Iowa must complete the [Secondary Education Program](#) (with COMM4390 Methods of Teaching Theatre and Speech as the appropriate methods course), a major in a secondary teaching field, and the following courses:

COMM1200 Speech Communication: An Introduction **or**

COMM1230 Small Group Discussion 3 s.h.

COMM/ENGL2500 Introduction to Mass Media 3 s.h.

COMM3330 Dialogue: Theory and Practice 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1240 Vocal Presentation Skills 3 s.h.

One Speech Communication Elective COMM Prefix 3 s.h.

Two Theatre Electives THTR Prefix 6 s.h.

Courses in Communication

COMM1200 Speech Communication: An Introduction 3 s.h.

Introductory course in speech communication exploring the principles of communication theory and techniques of interpersonal communication, group discussion, and public speaking. Goal 3B

+COMM1230 Small Group Discussion 3 s.h.

Theory, principles and practical application of small group problem-solving and decision-making process. Goal 3B

COMM2000 Individual Study 1–3 s.h.

+COMM2400 Introduction to Public Relations 3 s.h.

Theory, principles, and functions of agency, business, governmental and nonprofit public relations. Procedures for researching, planning, implementing, and evaluating public relations campaigns. Goal 3B

+ COMM2500 Introduction to Mass Media (Also ENGL2500) 3 s.h.

Introduction to the primary mass media forms — newspapers, books, magazines, radio, television, sound recording, movies, and the Internet — to gain an understanding of the ways they operate. Included are industries based on mass media—journalism, advertising, and public relations—as well mass media theory, law, and ethics. Emphasis on critical thinking about the mass media.

COMM3000 Individual Study 1–3 s.h.

COMM3100 Intercultural Communication (Also INTD3100) 3 s.h.

An examination of concepts that have application to communication across cultural boundaries, with emphasis on relating them to effective intercultural communication skills. Goal 4

+ COMM3140 Theories of Persuasion 3 s.h.

Theories and techniques of persuasive appeals. Emphasis on learning theories, information processing theories, perception theories, and components of persuasive appeals.

+ COMM3210 Conflict Resolution (Also SOCI/PEAC3210) 3 s.h.

Focuses on the causes and resolution of conflict at the micro level (family, school, community, church, interpersonal, etc.). Goal 3B

+ COMM3300 Theories of Human Communication 3 s.h.

Introduction to major theories underlying the process of human communication. Emphasis on both classical and contemporary theoretical approaches.

+ COMM3310 Interpersonal Communication 3 s.h.

Advanced study in one-to-one human communication. Course seeks to draw from experience, interaction, and theory to encourage behavioral and conceptual understanding of dyadic relationships. Goal 3B

+ COMM3330 Dialogue: Theory and Practice 3 s.h.

Explores the foundational theoretical concepts and models of dialogue as well as guided practice in the art of dialogue. Focuses on dialogue as a means of collaborative action, finding common ground, enlarging the views of participants, challenging assumptions, introspection, and developing best thinking practices. Goal 3B

+ COMM3400 Ethical Issues in Communication 3 s.h.

Examination of ethical principles involved in communication. Includes analysis of personal and institutional responsibilities in all forms of communication. Goal 3E

COMM3900 Topics in Speech Communication 1–3 s.h.

Advanced study in specific topics in speech communication, to be announced the semester before they are offered. May be repeated for credit as topics change.

COMM4000 Individual Study 1–3 s.h.**COMM4150 Senior Seminar 3 s.h.**

Exploration of the world of work (resume writing, interviewing, job search) and practical application of communications skills to a capstone project designed by the student.

COMM4300 Internship in Communication 1–3 s.h.

Off-campus practical experience in a communication related professional setting. Offers an opportunity for application of communication skills and knowledge in monitored individual learning setting related to student's academic and career interests. Pass/fail only. Prerequisite: Permission of instructor. Repeatable to a maximum of six hours.

COMM4390 Methods of Teaching Theatre and Speech (Also THTR4390) 3 s.h.

Consideration of the theatre and speech classroom experience on the secondary level. Provides training in methods, unit preparation, media, evaluation, and directing extracurricular activities. Required of prospective theatre and speech teachers.

COMM4400 Practicum in Information Services (Also ENGL4400) 1–3 s.h.

On-campus practical experience in college relations office, admissions office, media center or alumni relations office. Offers an opportunity for study in a monitored individual learning setting. Pass/fail only. Prerequisite: Permission of instructor and permission of the appropriate college official. Repeatable to a maximum of six hours.

Computer Science & Information Technology

B.S. Degree — Computer Science and Information Technology Major

In addition to the general education requirements, students majoring in Computer Science and Information Technology must complete a concentration of 39 semester hours of CSIT courses and 6 semester hours of MATH as prescribed below:

CSIT1100 Principles of Computing 3 s.h.

CSIT1200 Data Structures 3 s.h.

CSIT1300 Unix and Linux Systems 3 s.h.

CSIT2010 Object-Oriented Programming 3 s.h.

CSIT2100 Intermediate Programming 2 s.h. **or**
CSIT1060 Introduction to Web Programming 3 s.h.

CSIT2200 Computer Organization and Hardware 3 s.h.

CSIT3100 Operating Systems and Networks 3 s.h.

CSIT3200 Systems Analysis and Design 3 s.h.

CSIT3300 Database Concepts and SQL 3 s.h.

Internship, project, or research 1 s.h.

CSIT3700 Internship in Computing and Information Technology **or**
CSIT4100 Systems Development Project **or**
CSIT4000 Individual Study

Upper division CSIT electives 12 s.h.

excluding CSIT3700, CSIT3000/4000, and CSIT4100

A Computer Science and Information Technology major must also complete:

MATH1350 Discrete Mathematics 3 s.h.

MATH1380 Statistics or MATH1510 Calculus I 3 s.h.

We recommend that students interested in graduate study or a career as a computer scientist also minor in mathematics (with two semesters of calculus and linear algebra) and take lab science courses in physics, chemistry, or biology.

We recommend that students interested in a career in information technologies also minor in business administration and take statistics.

Computer Science and Information Technology Minor

A minor in Computer Science and Information Technology requires 18 s.h. of CSIT courses that count toward the major, excluding internships. This excludes CSIT1010-1050, CSIT1900, CSIT2000, CSIT3000, and CSIT3700.

Courses in Computer Science and Information Technology

CSIT1010 Microcomputer Business Applications 3 s.h.

A proficiency-based course to develop intermediate level skills in Microsoft's Windows® and Office Suite®. Does not count towards the CSIT major.

CSIT1020 Microsoft Word® & PowerPoint® 1 s.h.

A proficiency-based course to develop intermediate level word processing and presentation skills using Microsoft Word® and PowerPoint®. Not available to students who have taken CSIT1010. Does not count towards the CSIT major.

CSIT1030 Microsoft Excel® 1 s.h.

A proficiency-based course to develop intermediate level spreadsheet skills using Microsoft Excel®. Not available to students who have taken CSIT1010. Does not count towards the CSIT major.

CSIT1040 Microsoft Access® 1 s.h.

A proficiency-based course to develop intermediate level database skills using Microsoft Access®. Not available to students who have taken CSIT1010. Does not count towards the CSIT major.

CSIT1050 Computer-based Academic Research 1 s.h.

A proficiency-based course to develop skills in finding high quality information useful to academic assignments using a wide variety of web-based research tools and databases. Does not count towards the CSIT major.

CSIT1060 Introduction to Web Programming 3 s.h.

Basics of how the World Wide Web works and web site construction using HTML and CSS. Related technology skills will be covered.

CSIT1100 Principles of Computing 3 s.h.

An introduction to the fundamentals of computer programming through extensive practice developing software in the Python language. Fundamental terminology and topics such as integrated development environments, variables, data types, control structures, functions, and objects will be covered.

CSIT1200 Data Structures 3 s.h.

Continuation of CSIT1100 with emphasis on more advanced programming that involve classic data structures such as arrays, dictionaries, linked lists, queues, stacks, and trees. Recursive techniques and efficiency considerations will also be covered. Prerequisite: CSIT1100.

CSIT1300 Unix and Linux Systems 3 s.h.

An introduction to Linux, a Unix-based operating system that is predominantly known for its use in servers on the Internet and small computing devices. Through extensive practice students will become familiar with Unix shell commands, utilities and file organization on a server account. Students will also do a local Linux installation and some basic systems administration tasks.

CSIT1900 Elementary Topics in Computing or Information Technology 1–3 s.h.

A study of selected elementary topics in computing or information technology that are not offered in the regular curriculum. May be repeated for credit when topics are different.

CSIT2000 Individual Study 1–3 s.h.**CSIT2010 Object Oriented Programming 3 s.h.**

A study in the design and development of object-oriented programs in the Java language for those with basic programming skills. Project assignments will give students extensive practice in designing classes and extending class hierarchies in order to develop software solutions based on interacting objects. UML diagrams and unique features of the Java language will also be covered. Prerequisite: CSIT1100.

CSIT2100 Intermediate Programming 1–3 s.h.

Intermediate-level programming using a specific programming language, tool-set, methodology, or genre such as COBOL, C++, PHP, Ajax, debuggers, etc. May be repeated for credit if the content is different. Scheduled course title and transcript listing will include the programming language or topic; e.g. Intermediate Programming – C++. Prerequisite: CSIT1100.

+CSIT2200 Computer Organization and Hardware 3 s.h.

A study of the internal organization of computer hardware at different levels. Topics to be covered include historical context, binary encoding, digital logic, processor architecture, assembly code, and underlying mechanisms for greater efficiency, memory, speed, and security. Students will do hands-on exercises with PC hardware.

CSIT3000 Individual Study 1–3 s.h.**+CSIT3100 Operating Systems and Networks 3 s.h.**

A study of operating systems and networking concepts such as multithreading, task management, storage management, local and wide area networks, TCP/IP (Internet protocols), security, and distributed systems. Prerequisite: CSIT1300 and CSIT2200.

CSIT3200 Systems Analysis and Design 3 s.h.

A study of current strategies and techniques to analyze and model information system requirements, covering managerial, behavioral, and technical components of the system's analysis and design process. Object-oriented software design will be emphasized. Prerequisite: CSIT2010.

CSIT3300 Database Concepts and SQL 3 s.h.

A study of the concepts and structures required to implement a database system including the logical design and physical organization of the database. Emphasis is given to the design and development of database systems that includes understanding and applying entity-relationship models. Implementation of a database using SQL on a database system is included. Prerequisite: CSIT1010 or CSIT1040 or CSIT1100.

+CSIT3400 Programming Languages 3 s.h.

A study of programming language concepts across a wide variety of computer languages such as scripting languages, object-oriented languages, functional languages, and web-programming languages. A survey of specific languages will be studied and programming projects in several of them will be done. Prerequisite: CSIT1200

CSIT3500 Management of Information Systems 3 s.h.

Study of the fundamentals of information technology and how they support and interact with business organizations. Emphasis is on building a broad, basic technology framework. Prerequisite: CSIT1010 or CSIT1040 or CSIT1100.

+CSIT3600 Electronic Commerce 3 s.h. (Also BUAD3600)

Exploration of the technologies and business environment surrounding the emergence of electronic commerce. There will be both a technical and non-technical track option for students, however, all students will be introduced to technical skills for implementing an electronic commerce website. Prerequisite: CSIT1010 or CSIT1040 or CSIT1100.

CSIT3700 Internship in Computing and Information Technology 1–3 s.h.

This internship allows students to work with professionals in career areas relating to computing and information technology. Student will play an active role in identifying internship opportunities and field sponsors. May be repeated for a maximum of 9 semesters hours. (Graded on Pass/ Fail basis.) Prerequisite: Instructor's consent.

CSIT3800 Current Issues and Technologies 1–3 s.h.

Exploration of an issue or technology that has emerged or exists in a state of change. Typically there will be a significant hands-on component to the course. Course title will include a subtitle; e.g. Current Issues and Technologies – Data Mining. May be repeated for credit when the subtitle is different.

CSIT3900 Topics in Computer Science and Information Technology 1–3 s.h.

A study of selected topics in computer science and information technology. May be repeated for credit when the topics are different.

CSIT4000 Individual Study 1–3 s.h.

Research-level study, especially one in which a conference presentation or published paper is the goal. Prerequisite: Instructor's consent.

CSIT4100 Systems Development Project 1–3 s.h.

In-depth project in consultation with the sponsoring faculty member. Projects will include a technical aspect as well as complete documentation and planning. The project requires a formal presentation at completion. Prerequisite: Instructor's consent.

+CSIT4360 Numerical Analysis (also MATH4360) 3 s.h.

Analysis of numerical methods for computers covering iterative methods for finding roots of equations, numerical integration, interpolation and differentiation, and solution of ordinary differential equations. Error analysis and convergence of algorithms.

Prerequisite: MATH2510 and a computer programming course. Goal 3A

+CSIT4370 Mathematical Modeling (also MATH4370) 3 s.h.

Selected topics to demonstrate the interaction of mathematical thinking with real-world problems. Prerequisites: MATH1350 and MATH1520. Goal 3A

Corrective Exercise & Performance Enhancement

Corrective Exercise and Performance Enhancement

B.A. Degree – Corrective Exercise and Performance Enhancement Major

In addition to the general education requirements, majors in Corrective Exercise and Performance Enhancement must complete the following requirements:

BIOL2300 Anatomy and Physiology I 3 s.h. **or**

BIOL3420 Human Anatomy 4 s.h. and BIOL3440 Human Physiology 4 s.h.

BIOL2560 Nutrition 3 s.h.

HLTH1100 First Aid **or**

HLTH1110 First Aid for Professional Rescuer 1 s.h.

HMSC4320 Organization and Administration in Health, Physical Education, and Athletics
or

HMSC4330 Organization and Administration for the Health Care Professional 3 s.h.

HMSC4900 Research I 2 s.h.

HMSC4910 Research II 1 s.h.

PHED0490 Relaxation and Stress Management 1 s.h.

PHED1200 Motor Learning 2 s.h.

PHED1230 Body Weight Physical Training 2 s.h.

PHED1250 Calisthenics I 2 s.h.

PHED2250 Calisthenics II 2 s.h.

PHED2720 Physical Training Practicum I 1 s.h.

PHED3120 Speed, Agility, and Endurance 2 s.h.

PHED3280 Foundations of Physical Education 3 s.h.

PHED3340 Anatomical and Mechanical Kinesiology 3 s.h.

PHED3720 Physical Training Practicum II 1 s.h.

PHED4360 Physiology of Exercise 3 s.h.

PHED4500 Performance Enhancement Programming 3 s.h.

PHED4720 Physical Training Practicum III 1 s.h.

PHED4800 Fitness and Wellness Internship 3 s.h.

Recommended courses:

ATHT3100 Prevention and Care of Athletic Injuries 3 s.h.

BIOL3420 Human Anatomy 4 s.h.

BIOL3440 Human Physiology 4 s.h.

PHED2240 Theory and Practice in Aquatics 2 s.h.

PHED3350 Psychology of Coaching 3 s.h.

PHED3410 Theory of Coaching 1 s.h.

PHED/RECR3430 Special Physical Education and Leisure 3 s.h.

PSYC2250 Developmental Psychology 3 s.h.

RECR3400 The Program Process: Principle and Application 3 s.h.

Corrective Exercise and Performance Enhancement Minor

A minor in Corrective Exercise and Performance Enhancement requires completion of the

following coursework:

BIOL2300 Anatomy and Physiology I 3 s.h. **or**

BIOL3420 Human Anatomy 4 s.h. and BIOL3440 Human Physiology 4 s.h.

HLTH1100 First Aid **or**

HLTH1110 First Aid for Professional Rescuer 1 s.h.

PHED1200 Motor Learning 2 s.h.

PHED1230 Body Weight Physical Training 2 s.h.

PHED1250 Calisthenics I 2 s.h.

PHED2250 Calisthenics II 2 s.h.

PHED3120 Speed, Agility, and Endurance 2 s.h.

PHED4500 Performance Enhancement Programming 3 s.h.

Criminal Justice

B.A. Degree – Criminal Justice Major

In addition to the general education requirements, students majoring in Criminal Justice must complete 39 semester hours as prescribed below with a grade of C or better in all courses to be counted toward the major:

CRMJ2400 Introduction to Criminal Justice 3 s.h.

CRMJ2510 Policing in America **or**

CRMJ2520 Corrections in America 3 s.h.

POLS3500 Criminal Law **or**

POLS3510 Criminal Procedure **or**

CRMJ3100 Law and the Justice System 3 s.h.

PSYC1300 Introductory Psychology 3 s.h.

SOCI1300 Introduction to Sociology 3 s.h.

SOCI2500 Criminology 3 s.h.

SOCI4330 Social Inequality 3 s.h.

*SOCI4440 Social Research 3 s.h.

Five courses from the following:

CRMJ/SOCI3340 Penology 3 s.h.

CRMJ3350 Community-based Corrections 3 s.h.

CRMJ3410 Police Practices and Problems 3 s.h.

CRMJ/SOCI3520 Juvenile Delinquency and Juvenile Justice 3 s.h.

CRMJ3900 Advanced Topics in Criminal Justice 3 s.h.

CRMJ4100 Correctional Case Management 3 s.h.

**CRMJ4700 Criminal Justice Internship 3 s.h.

PSYC/SOCI3310 Social Psychology 3 s.h.

PSYC3380 Abnormal Psychology 3 s.h. **or**

PSYC3470 Psychological Tests and Measurement

PSYC4430 Theory and Practice of Counseling 3 s.h.

*It is recommended that MATH1380 Statistics be taken prior to enrolling for SOCI4440 Social Research.

**Internships must be approved by instructor prior to enrollment.

B.S. Degree – Criminal Justice Administration Major*

In addition to the general education requirements, students majoring in Criminal Justice Administration must complete 39 semester hours as prescribed below with a grade of C or better in all courses to be counted toward the major:

CRMJ2400 Introduction to Criminal Justice 3 s.h.

CRMJ2510 Policing in America **or**

CRMJ2520 Corrections in America 3 s.h.

CRMJ3100 Law and the Justice System 3 s.h.

CRMJ3200 Multicultural Law Enforcement 3 s.h.

CRMJ4200 Statistical Research in Criminal Justice 3 s.h.

PSYC1300 Introductory Psychology 3 s.h.

SOCI1300 Introduction to Sociology 3 s.h.

SOCI2500 Criminology 3 s.h.

A minimum of five courses from the following:

BUAD3450 Organizational Behavior 3 s.h.

BUAD3490 Human Resource Management 3 s.h.

COMM/PEAC/SOCI3210 Conflict Resolution 3 s.h.

COMM3100 Intercultural Communication 3 s.h.

CRMJ3410 Police Practices and Problems 3 s.h.

CRMJ3900A Advanced Topics in Criminal Justice: Police Management Practices 3 s.h.

PSYC/SOCI3310 Social Psychology 3 s.h.

PSYC3440 Industrial/Organizational Psychology 3 s.h.

*Offered online to students at locations other than the Lamoni Campus.

Courses in Criminal Justice

CRMJ2400 Introduction to Criminal Justice 3 s.h.

A survey of the structure and process of the criminal justice system, including the study of law enforcement, criminal courts, and correctional agencies.

+ CRMJ2510 Policing in America 3 s.h.

History, functions, and organization of law enforcement, including study of internal operation, legal restraints, jurisdictional problems, and community relations.

Prerequisite: CRMJ2400.

+ CRMJ2520 Corrections in America 3 s.h.

Includes the study of theories of punishment and approaches to corrections; the evolution, organization and operation of the correctional system; and corrections issues and policy questions. Prerequisite: CRMJ2400.

CRMJ3100 Law and the Justice System 3 s.h.

An overview of Constitutional law that impacts the American justice system from arrest through trial, punishment to release. Key legal cases and precedents for policing, prosecution, sentencing, and corrections will be covered in depth. Prerequisite: CRMJ2400.

CRMJ3200 Multicultural Law Enforcement 3 s.h.

The course will focus on the need for police administrators to understand the diversity of communities they serve in supervisory and policy-making decisions. All levels of law enforcement need to understand the cross-cultural contacts they will have with citizens and increase awareness and understanding of difference and respect for difference.

Prerequisite: CRMJ2510, 2520.

+ CRMJ3340 Penology (Also SOCI3340) 3 s.h.

Examines various theories of social control, as well as correctional practices, reforms, and their consequences. Research on various punishment and correctional strategies will be discussed. Prerequisite: CRMJ2520 Corrections in America (grade of C or better).

+ CRMJ3350 Community-based Corrections 3 s.h.

Study of the history and design of community-based correctional programs, including probation and parole. The nature and variety of community corrections programs are examined and analyzed. Prerequisite: CRMJ2520 Corrections in America (grade of C or better).

+ CRMJ3410 Police Practices and Problems 3 s.h.

Examines the role of police as formal social control agents, the foundation and evolution of police practices, and the problems and issues characteristic of police institutions. Major topics include: the organization of law enforcement systems; the role of police in society; police discretion and ethics; police and community interaction; and current and future issues. Prerequisite: CRMJ2510 Policing in America (grade of C or better).

+ CRMJ3520 Juvenile Delinquency and Juvenile Justice (also SOCI3520) 3 s.h.

Includes an examination of the nature, extent, and patterns of juvenile delinquency, evaluation of theories and causal explanations of delinquency and investigation of delinquent subcultures, as well as an examination of legal processing and treatment programs for young offenders. PREREQUISITE: SOCI1300 Introduction to Sociology (grade of C or better).

CRMJ3900 Advanced Topics in Criminal Justice 3 s.h.

An in-depth study of topics from the fields of criminal justice, law enforcement, or corrections. Courses may be repeated as topics vary. Prerequisites: CRMJ2400 (grade of C or better).

+ CRMJ4100 Correctional Case Management 3 s.h.

This course examines the role and techniques of casework in corrections with emphasis on integrating casework and counseling responsibilities and procedures. The course includes examining of therapy techniques and processes in various correctional settings and studying of service delivery programs tailored to the specific needs of correctional clients. Prerequisite: CRMJ/SOCI3340 Penology or CRMJ3350 Community-based Corrections (grade of C or better).

CRMJ4200 Statistical Research in Criminal Justice 3 s.h.

A capstone course that the key statistical measures and social research methodologies used to analyze all areas of the justice system. The course will cover important methods of measuring crime and criminal activity, of resource allocation, of the effectiveness of policy and program initiatives, and of the efficiency and productivity of criminal justice agencies. Prerequisites: A minimum of 12 s.h. of upper division courses in the major, senior standing.

CRMJ4700 Criminal Justice Internship 3 s.h.

An intensive internship program in appropriate agencies or departments directly related to criminal justice, law enforcement, or corrections. Placements will be supervised by department faculty and developed in conjunction with the interests of the student. (Graded on a Pass/Fail basis.) Prerequisites: CRMJ2400, minimum 3 s.h. upper division Criminal Justice course, major in Criminal Justice, junior/senior status, a minimum GPA of 2.75 or better in the major, and instructor's consent.

Developmental Courses

Two courses from this area may count toward graduation.

DEVL0900 Developmental Mathematics: Beginning Algebra 3 s.h.

Designed for students with little or no background in algebra. A review of basic arithmetic skills and an introduction to algebra. The algebra component includes the language of algebra, signed numbers, an overview of equations and inequalities, an introduction to polynomials, and laws of exponents. Does not count for general education credit. This course and DEVL1200 are prerequisites to all freshman level MATH courses for students with Enhanced ACT Math scores 16 and below or SAT Math scores 370 and below. Students required to enroll in this course must achieve a "C" or better.

DEVL1100 Processing Skills in Language Development 3 s.h.

An introductory course developing language processing skills by assisting students who, because of learning dysfunctions, need remediation in reading, spelling, and comprehension. Prerequisite: Permission of Chance program coordinator.

DEVL1120 Auditory Conceptual Development 3 s.h.

Analysis and practice in the integration of auditory, visual, and motor information in assisting students who require remediation in essential language process skills. Prerequisite: Permission of Chance Program coordinator.

DEVL1140 Visualizing and Verbalizing for Language Comprehension 3 s.h.

Analysis and practice of using imagery to stimulate language comprehension and expression. Prerequisite: Permission of Chance Program coordinator.

DEVL1160 Literacy Skills Application 1 s.h.

Analysis and practice in the application of auditory conceptualization and/or concept imagery skills to appropriate college materials. Prerequisites: Permission of Chance Program coordinator.

DEVL1180 Application of Academic Skills 0 s.h.

Analysis and practice in the application of academic skills, with an emphasis on attendance, communication with faculty, and goal setting. Prerequisite: Permission of Chance Program coordinator.

DEVL1200 Developmental Mathematics: Intermediate Algebra 3 s.h.

Designed for students who have completed DEVL0900 or with instructor approval. Includes factoring, algebraic fractions, graphing linear equations, exponents, radicals and quadratic equations. Does not count for general education credit. Students required to enroll in this course must achieve a "C" or better.

DEVL1250 Basics of English 3 s.h.

Deals with difficulties common to underprepared writers. Emphasizes control of writing mechanics and organization. This course is a prerequisite to ENGL1410 Modern Rhetoric for students with Enhanced ACT English scores 15 and below or SAT English scores 400 and below. Students must achieve at least a "C" before being permitted to take ENGL1410.

DEVL1930 Topics: Basics of English II 3 s.h.

Designed to supply additional instruction to help students improve their skills in writing correct sentences, paragraphs, short essays, basic research papers, and reading responses. Prerequisite: DEVL1250 and instructor's consent. For Student Support Services participants only.

Economics

B.A. Degree — Economics Major

In addition to the general education requirements, majors in Economics must complete 33 semester hours in Economics, and Mathematics including:

ECON1300 Principles of Macroeconomics 3 s.h.

ECON1320 Principles of Microeconomics 3 s.h.

ECON3350 Intermediate Microeconomic Theory 3 s.h.

ECON3360 Intermediate Macroeconomic Theory 3 s.h.

ECON4300 Research Seminar 3 s.h.

Upper Division Electives in Economics 12 s.h.

An Economics major must also complete:

BUAD1420 Math for Decision Making **or**
MATH1510 Calculus I 3 s.h.

MATH1380 Introduction to Statistics 3 s.h.

Economics Minor

A minor in Economics consists of 18 semester hours including ECON1300, ECON1320, ECON3350 and ECON3360.

Teacher Certification in Economics

1. FOR NON-ECONOMICS MAJORS WHO WANT A SECONDARY ECONOMICS ENDORSEMENT (5–12):

Non-Economics majors desiring a secondary Economics endorsement (5–12) in Iowa must complete the Secondary Education Program (with SOSC3390 Methods of Teaching Social Studies as the appropriate methods course), a major in a secondary teaching field, and one of the following: (A.) 24 s.h. in Economics, (B.) 30 s.h. in the broad area of Social Sciences to include 15 s.h. in Economics.

Courses in Economics

ECON1200 Economics of Contemporary Issues 3 s.h.

An introduction to economics and economic analysis through the examination of a variety of social, economic and political issues. Goal 1C

ECON1300 Principles of Macroeconomics 3 s.h.

Analysis of the fundamental principles of the American economic system, centering on price, national income, fiscal policy, monetary policy, money, and banking. Prerequisite: 1 year high school algebra; geometry recommended. Goal 1C

ECON1320 Principles of Microeconomics 3 s.h.

Analysis of the fundamental principles of the American economic system, centering on price, production, market structures, international trade and finance, and a survey of contemporary economic problems. Goal 1C

ECON2000 Individual Study Goal 1C 1–3 s.h.

ECON3000 Individual Study Goal 1C 1–3 s.h.

+ ECON3200 Public Finance 3 s.h.

An examination of the taxation policies and expenditure programs of the public sector. Related topics include public goods, income distribution, and public choice theory. Prerequisite: ECON1320. Goal 1C

+ ECON3220 Economics of Sports 3 s.h.

An application of economic theory to the business of sports. Areas include labor economics, public finance, and the theory of the firm. Prerequisite: ECON1320. Goal 1C

+ ECON3250 Entrepreneurship and Free Enterprise (Also BUAD3250) 3 s.h.

To study and hear from the cast of entrepreneurs who have been, or are involved, in the drama of U.S. business. To help each student evaluate their own spirit and personality to see if they have entrepreneurial skills and talents. Prerequisite: ECON1320. Goal 1C

ECON3280 Economic Development (also GEOG3280) 3 s.h.

A survey of various analytic approaches to the problem of economic development in Asia, Africa, and Latin America, and an examination of their significant policy problems. Goal 4

ECON3320 Money and Banking 3 s.h.

A study of monetary institutions, monetary theory and policy implications, and the principles of our banking system. Prerequisite: ECON1320. Goal 1C

ECON3350 Intermediate Microeconomic Theory 3 s.h.

A study of contemporary consumption, production, pricing resource allocation, and distribution theory. Prerequisite: ECON1320. Goal 1C

ECON3360 Intermediate Macroeconomic Theory 3 s.h.

A study of national income determination theory and stabilization policies. Prerequisite: ECON1320. Goal 1C

+ ECON3430 Managerial Economics 3 s.h.

Considers the business enterprise as an economic and social institution. Particular attention is given to the theory of the firm and the application of the theory in problem-solving. Prerequisites: MATH1380 and ECON3350. Goal 1C

ECON3440 International Economics 3 s.h.

Theories of international trade, foreign exchange markets, resource movements and international economic policies. Prerequisite: ECON1320. Goal 1C

ECON3900 Topics in Economics 1–3 s.h.

Study of selected topics from areas in economics such as industrial, agricultural, governmental, and historical economics. Topics are announced prior to each semester they are offered. May be repeated for credit when the topics vary. Goal 1C

ECON4000 Individual Study Goal 1C 1–3 s.h.**+ECON4100 Investment Analysis (also BUAD4100) 3 s.h.**

A study of the fundamental principles underlying the analysis of investments. Prerequisites: ACCT2320, BUAD3380, and ECON1320. Goal 1C

ECON4300 Research Seminar 3 s.h.

Students investigate theoretical and applied topics and present their findings. Prerequisites: ECON3350, ECON3360. Goal 1C

+Denotes an alternate year course.

Education (Undergraduate)

Accreditation

The Teacher Education Programs of Graceland University have been approved by the Iowa Department of Education and are accredited by the National Council for Accreditation of Teacher Education (NCATE).

Teacher Education Programs

The Teacher Education Programs of Graceland University have been approved by the Iowa Department of Education and are accredited by the National Council for Accreditation of Teacher Education (NCATE). Information about the Graceland Teacher Education Program Title II Report is on the internet at www.graceland.edu. When planning to teach in a state other than Iowa, students will plan their programs in accordance with the requirements of the other state. The following endorsements are available:

- Elementary Education (K–6 grade levels).
- Secondary Education (5–12 grade levels).
- Combination (K–8 and 5–12 grade levels — an option for secondary majors in Art, Music, and P.E. only).

Specific requirements for these programs can be found in the education section of the catalog and in the appropriate departmental sections for major and second teaching area requirements at the secondary level. Students enrolling at Graceland University to complete requirements for teacher licensure in Iowa or to add an additional endorsement(s) to a current Iowa teaching license will receive an official transfer credit evaluation and program of study from the Registrar. Students, who do not plan to complete education courses leading to licensure or an approved teaching endorsement, will be considered as being enrolled for personal enrichment and will not be eligible for an institutional recommendation from Graceland.

The student teaching field experience required for individuals who already have teacher licensure and are adding a mild/moderate special education endorsement is fulfilled with EDUC3450 or EDUC3550.

Coaching Endorsement (K–12 levels)

Students in Elementary, Secondary, or Combination Programs (see above) may seek a coaching endorsement. Requirements are listed in the Physical Education section of the catalog.

Admission to Teacher Education

Students should apply for admission to the Teacher Education Program after successfully completing EDUC2420 Entry Workshop. Application for admission is made through the Director of Teacher Education. Final approval is given by the Teacher Education Committee. Applicants must have:

1. a minimum grade point average of 2.75 for all work attempted,
2. a grade of “C” or higher in all education courses and a successful field work evaluation in EDUC1410 Clinical Experience Lab
3. verification of completion of the English and Mathematics sections of the College Basic Academic Subjects Examination (C–BASE) with scores of 235 or higher,
4. completed a technology survey and a diversity survey,
5. a current graduation plan signed by their advisor,

6. submit application and disclose revoked or suspended education related license or criminal convictions, and
7. submitted three or more professional references (two of which must come from the GSOE), in which applicants will be evaluated on the following criteria: caring attitude, collaboration, reflection, leadership, academic success, communication skills, organization, dependability, and integrity.

Admission to Student Teaching

Admission to the Teacher Education Program and admission to Student Teaching are required to enroll in course work and student teaching during the student teaching semester. Candidates must apply for admission by March 1 of the year prior to student teaching. Applicants must have

1. been admitted to the Teacher Education Program,
2. completed required education courses with e-portfolio assessed,
3. maintained a 2.75 cumulative GPA,
4. earned a "C" or higher grade in all required education classes,
5. completed a successful practicum or internship,
6. removed incomplete grades in required education courses or other courses. If completion of an incomplete grade is pending, submit a plan for completion before participation in student teaching.

Teacher Licensure

At the close of their final semester, students normally apply to the state for licensure. Teaching certificates are then issued by Iowa to applicants who meet these requirements:

1. a cumulative grade point average of 2.75 or higher and "C" or higher grades in all education courses,
2. specific program completion with a "Pass" grade for student teaching,
3. completion of program surveys and assessments,
4. successful completion of e-portfolio,
5. All Teacher Education candidates (Elementary and Secondary) must pass two PRAXIS II tests: a Principles of Learning and Teaching (PLT) test, as well as a Content Knowledge test for your major (not endorsement area), and
6. university recommendation.

When planning to teach in a state other than Iowa, students will plan their programs in accordance with the requirements of the other state. They will in turn be recommended by the university for those certificates for which they qualify.

B.A. Degree – Elementary Education (K–6 grade level)

In addition to the general education requirements, majors in Elementary Education must complete the Education requirements and one approved concentration:

Education Requirements:

BIOL1400 Fundamentals of Biological Science **or**

BIOL1260 Environmental Biology 3 s.h.

SCIE1310 Fundamentals of Physical Science 3 s.h.

ENGL1410 Modern Rhetoric 3 s.h.

Any General Education Goal 3b course with COMM prefix

MATH1310 Mathematical Concepts I 3 s.h.

* Mathematics elective (MATH1250, MATH1320, MATH1380 recommended) 3 s.h.

HIST1320 World Civilizations II **or**

HIST2420 U.S. History since 1877 3 s.h.

POLS1300 American Government or an approved American Government with civic literacy class

EDUC1400 Introduction to Education 3 s.h.

EDUC1410 Clinical Experience Lab for EDUC1400 1 s.h.

EDUC2300 Children's Literature in Elementary Education 3 s.h.

EDUC2420 Teacher Education Entry Workshop 0 s.h.

EDUC3100 Human Relations for Educators 3 s.h.

EDUC3300 Foundations of Reading/Literacy Instruction 3 s.h.

EDUC3400 Elementary Reading in the Content Areas 3 s.h.

EDUC3480 Language Arts, Reading, and Social Studies Methods 3 s.h.

EDUC3511 Methods of Teaching Elementary Science 3 s.h.

EDUC3530 Methods of Teaching Elementary Math 3 s.h.

EDUC3540 Methods Lab 1 s.h.

EDUC3580 Psychology of Exceptional Child and Adult 3 s.h.

EDUC3590 Educational Psychology and Measurement 3 s.h.

EDUC3710 K-6 Elementary Education Practicum

(may be met by electing EDUC3280, EDUC3290, EDUC3330, or EDUC3450).

Students with concentrations in Art, Music, or Physical Education must conduct the internship in the appropriate subject area. 2-3 s.h.

EDUC4100 Legal, Ethical, and Pedagogical Responsibilities in Education 2 s.h.

EDUC4200 Elementary Classroom Management 3 s.h.

** EDUC4400 Elementary Student Teaching 14 s.h.

PSYC2250 Developmental Psychology 3 s.h.

EDUC2500 Teaching Elementary Physical Education, Health/Wellness, Visual and Performance Arts 1-3 s.h.

OR Methods courses in 1. Elementary Physical Education 2. Health/Wellness 3. Visual Arts 4. Performance Arts
(Music or Creative Drama)

*A Computer Science course will not meet the mathematics elective.

**Students with majors in Elementary Education and another teaching discipline who are seeking endorsements at both the elementary and secondary levels should substitute EDUC4450 Combination Student Teaching. Students with a concentration in K-8 Mild/Moderate Special Education should substitute EDUC4460 Elementary and Mild/Moderate Student Teaching.

Art (K-8)

ARTS1100 Design Principles 3 s.h.

ARTS1200 Artists and Materials 3 s.h.

ARTS1230 Drawing 3 s.h.

ARTS2300 Art History Survey: Ancient to Medieval **or**

ARTS2310 Art History Survey: Renaissance to Modern 3 s.h.

ARTS3100 Modern to Contemporary Art History 3 s.h.

Approved Art electives (not to include ARTS4350) 9 s.h.

ARTS3300 Art for Elementary School 3 s.h.

EDUC3710 K-6 Elementary Education Practicum (in Art) 2 s.h.

English/Language Arts (K–8)

COMM1200 Speech Communication: An Introduction 3 s.h.
 EDUC2150 Literacy Instruction for Early Reading and Language Acquisition 3 s.h.
 EDUC2300 Children's Literature in Elementary Education 3 s.h.
 EDUC3300 Foundations of Reading Instruction 3 s.h.
 EDUC3480 Language Arts, Reading, and Social Studies Methods 3 s.h.
 ENGL2330 American Literature to 1900 3 s.h.
 ENGL3200 Business and Professional Writing **or**
 ENGL3210 Essay Writing **or**
 ENGL3220 Technical Report Writing **or**
 ENGL3250 Advanced Composition: Honors **or**
 ENGL3270 Media Writing **or**
 ENGL3280 Newswriting 3 s.h.
 Approved English Electives (ENGL Prefix) 3 s.h.
 THTR1220 Beginning Acting **or**
 THTR1240 Vocal Presentation Skills 3 s.h.

Health (K–8)

BIOL1400 Fundamentals of Biological Science **or**
 BIOL2300 Anatomy and Physiology I 3 s.h.
 BIOL2560 Nutrition **or**
 HLTH2300 Children's Health, Safety & Nutrition 3 s.h.
 HLTH1100 First Aid **or**
 HLTH1110 First Aid for Professional Rescuer 1 s.h.
 HLTH1300 Lifetime Health and Fitness Lab 2 s.h.
 HLTH2200 Contemporary Issues in Health 2 s.h.
 HLTH3200 Community Health 3 s.h.
 HLTH3370 Methods of Teaching K–12 Health 3 s.h.
 PHED0490 Relaxation and Stress Management 1 s.h.
 PSYC2250 Developmental Psychology 3 s.h.
 Health related electives: 7 s.h.
 ATHT3100 Care and Prevention of Athletic Injuries 2 s.h.
 BIOL2310 Anatomy and Physiology II 3 s.h.
 BIOL2360 Microbiology 4 s.h.
 BIOL2560 Nutrition **or**
 HLTH2300 Children's Health, Safety & Nutrition (if not counted above) 3 s.h.
 HLTH3300 Theory and Practice of Safety 2 s.h.
 HLTH3900 Advanced Topics in Health 3 s.h.
 SOCI2320 Marriage and the Family 3 s.h.

Mathematics (K–8)

Approved Computer Programming Elective 3 s.h.
 EDUC3530 Methods of Teaching Elementary Math 3 s.h.
 MATH1250 Informal Geometry **or**
 MATH3320 Modern Geometry 3 s.h.
 MATH1280 College Algebra 3 s.h.
 MATH1310 Mathematical Concepts I 3 s.h.
 MATH1320 Mathematical Concepts II 3 s.h.

MATH1380 Introduction to Statistics 3 s.h.

Approved Mathematics Electives (MATH prefix) 6 s.h.

Middle School:

EDUC3560 Nature and Needs of the Middle Grades Child 3 s.h.

EDUC3570 Curriculum for Middle Grades Education 3 s.h.

EDUC3400 Elementary Reading in the Content Area **or**

EDUC3520 General Secondary Methods and Content Reading 3 s.h.

Completion of coursework in two of the following content areas--Candidates receive Iowa Teaching Endorsements in Middle School for selected content areas:

A. Twelve semester hours of coursework in social studies to include coursework in all of the following:

1. United States History 3 s.h.

HIST2410 United States History to 1877 **or**

HIST2420 United States History since 1877 **or**

HIST/POLS3240 United States Constitutional History **or**

HIST3370 The United States Presidency **or**

HIST3550 Recent United States History **or**

HIST/POLS3460 United States Foreign Relations **or**

HIST3540 United States Military History **or**

HIST3560 United States Environmental History **or**

Approved United States History elective (HIST prefix)

2. World History 3 s.h.

HIST1310 World Civilizations I **or**

HIST1320 World Civilizations II **or**

HIST2200 Survey of Latin American History I **or**

HIST2210 Survey of Latin American History II **or**

HIST2340 Middle Eastern Civilizations I **or**

HIST2360 Middle Eastern Civilizations II **or**

HIST3110 Gender and Women's History **or**

HIST/POLS3470 History of British Foreign Relations **or**

HIST3530 History of the Palestinian-Israeli Conflict **or**

HIST3620 The Middle Ages **or**

HIST3640 Early Modern Europe, 1350-1815 **or**

HIST3660 Modern Europe, 1789-Present **or**

Approved World History electives (HIST prefix)

3. Government 3 s.h.

POLS1300 United States Government **or**

POLS2350 Comparative Politics **or**

POLS2380 International Politics **or**

POLS3200 State and Local Government **or**

POLS3220 Global Peace Issues **or**

HIST/POLS3240 United States Constitutional History **or**

POLS3340 Political Parties and Pressure Groups **or**

POLS3430 American Constitutional Law **or**

HIST/POLS3470 History of British Foreign Relations **or**

Approved United States Government electives (POLS prefix)

4. Geography 3 s.h.

GEOG/INTD/POLS1200 Introduction to International Studies **or**

Approved elective (GEOG prefix)

B. Twelve semester hours in mathematics to include coursework in Algebra;

MATH1280 College Algebra **or**

MATH3330 Modern Algebra

Select 3 courses from the following:

Approved Mathematics electives (9 s.h. MATH prefix)

C. Twelve semester hours in science to include coursework in all of the following:

1. Life Science

Approved life science electives (BIOL prefix) 3 s.h.

2. Earth Science
SCIE2100 Earth Science 3 s.h.
 3. Physical Science
Approved Physical Science classes (SCIE prefix) 3 s.h.
 4. Any class with SCIE, BIOL, CHEM, or PHYS prefix 3 s.h.
- D. Twelve semester hours in language arts to include coursework in all of the following:
1. ENGL1410 Modern Rhetoric 3 s.h.
 2. ENGL1500 Introduction to Literature 3 s.h.
 3. COMM1200 Speech Communication: An Introduction 3 s.h.
 4. ENGL2330 American Literature to 1900 3 s.h.
- Note: The following courses required for Elementary Education Majors and English Majors seeking Secondary Endorsement also contain content that applies to the Language Arts course work: EDUC2300 Children's Literature in the Elementary School (Elementary Majors) **or** ENGL3370 Methods of Teaching English (Secondary Majors) 3 s.h.

****K–8 Mild and Moderate Special Education:**

EDUC3200 Introduction to Mild/Moderate Disabilities K–12 3 s.h.
 EDUC3220 K–8 Methods and Strategies for Mild/Moderate Learners 4 s.h.
 EDUC3350 Behavior Management for Mild/Moderate Disabilities 3 s.h.
 EDUC3390 Analysis and Correction of Reading Disabilities 3 s.h.
 EDUC3450 K–6 Mild/Moderate Special Education Practicum 2 s.h.
 EDUC3470 Collaborative Consultation 3 s.h.
 EDUC3630 Assessment, Diagnosis, and Evaluation Strategies 3 s.h.
 EDUC4200 Elementary Classroom Management 3 s.h.
 EDUC3580 Psychology of Exceptional Child and Adult 3 s.h.
 EDUC4460 Elementary and Mild/Moderate Student Teaching 14 s.h.

******Licensed teachers may meet student teaching requirement with EDUC3450 K–6 Mild/Moderate Special Education Practicum, 2 s.h.

*****5–12 Mild and Moderate Special Education**

EDUC3200 Introduction to Mild/Moderate Disabilities K–12 3 s.h.
 EDUC3230 5–12 Methods and Strategies for Mild/Moderate Learners 4 s.h.
 EDUC3260 Transition Programming 2 s.h.
 EDUC3350 Behavior Management for Mild/Moderate Disabilities 3 s.h.
 EDUC3390 Analysis and Correction of Reading Disabilities **or**
 EDUC3520 General Secondary Methods and Content Reading 3 s.h.
 EDUC3470 Collaborative Consultation 3 s.h.
 EDUC3550 7–12 Mild/Moderate Special Education Practicum 2 s.h.
 EDUC3630 Assessment, Diagnosis, and Evaluation Strategies 3 s.h.
 EDUC4300 Secondary Classroom Management **or**
 EDUC4200 Elementary Classroom Management 3 s.h.
 EDUC3580 Psychology of Exceptional Child & Adult 3 s.h.
 EDUC4470 Secondary and Mild/Moderate Student Teaching **or**
 EDUC4480 Elementary and Secondary Mild/Moderate Student Teaching 14 s.h.

*******Licensed teachers may meet student teaching requirement with EDUC3550 7–12 Mild/Moderate Special Education Practicum, 2 s.h.

Physical Education (K–8)

BIOL2300 Anatomy and Physiology I 3 s.h.

EDUC3710 K–6 Elementary Education Practicum (in P.E.) 2 s.h.

HLTH1100 First Aid **or**

HLTH1110 First Aid for Professional Rescuer 1 s.h.

PHED1200 Motor Learning 2 s.h.

PHED1250 Calisthenics I 2 s.h.

PHED2360 Teaching Sports and Games 3 s.h.

PHED2380 Movement and Rhythm Activities 3 s.h.

PHED3320 Assessment of K–12 Physical Education 1 s.h.

PHED3330 Methods of Teaching K–12 Physical Education 3 s.h.

PHED/RECR3430 Special Physical Education/Leisure 3 s.h.

Physical Education Electives (PHED prefix, only 2 s.h. of which may be Intercollegiate Athletics) 5 s.h.

Reading (K–8)

EDUC2150 Literacy Instruction for Early Reading and Language Acquisition 3 s.h.

EDUC2300 Children's Literature in Elementary Education 3 s.h.

EDUC3300 Foundations of Reading Instruction 3 s.h.

EDUC3330 K–6 Reading Practicum 2–3 s.h.

EDUC3390 Analysis and Correction of Reading Disabilities 3 s.h.

EDUC3400 Elementary Reading in the Content Areas 3 s.h.

EDUC3480 Language Arts, Reading, and Social Studies Methods (Elementary) 3 s.h.

EDUC3630 Assessment, Diagnosis and Evaluation Strategies 3 s.h.

EDUC3540 Methods Lab 1 s.h.

Science–Basic (K–8)

SCIE1250 Descriptive Astronomy 3 s.h.

SCIE1310 Fundamentals of Physical Science 3 s.h.

Six hours from the following:

CHEM1330 Introduction to General, Organic, and Biochemistry 3 s.h.

CHEM1430 Principles of Chemistry I and CHEM1431 Principles of Chemistry I Lab 4 s.h.

CHEM1440 Principles of Chemistry II and CHEM1441 Principles of Chemistry II Lab 4 s.h.

Six hours from the following:

BIOL1260 Environmental Biology 3 s.h.

BIOL1400 Fundamentals of Biological Science 3 s.h.

BIOL2100 Fundamentals of Cell Biology and Genetics 4 s.h.

BIOL2430 Animal Biology 4 s.h.

BIOL2440 Plant Biology 4 s.h.

BIOL2560 Nutrition 3 s.h.

SCIE3030 The Nature of Science 3 s.h.

Elective of any class with BIOL, SCIE, CHEM, or PHYS prefix 3 – 4 s.h.

EDUC3511 Methods of Teaching Elementary Science 3 s.h.

Social Science–History (K–8)

HIST1310 World Civilizations I 3 s.h.
 HIST1320 World Civilizations II 3 s.h.
 HIST2400 Historical Inquiry 3 s.h.
 HIST2410 United States History to 1877 3 s.h.
 HIST2420 United States History Since 1877 3 s.h.
 American History Electives 3 s.h.
 World History Electives 3 s.h.
 History Electives 3 s.h.
 EDUC3480 Language Art, Reading, and Social Studies Methods 3 s.h.

Social Science–Social Studies (K–8)

ECON1300 Principles of Macroeconomics 3 s.h.
 EDUC3480 Language Arts, Reading, and Social Studies Methods 3 s.h.
 HIST1310 World Civilizations I 3 s.h.
 HIST1320 World Civilizations II 3 s.h.
 HIST2410 United States History to 1877 3 s.h.
 HIST2420 United States History Since 1877 3 s.h.
 History Elective 3 s.h.
 POLS1300 United States Government 3 s.h.
 PSYC2250 Developmental Psychology 3 s.h.
 SOCI1300 Introduction to Sociology 3 s.h.

Speech Communication/Theatre (K–8)

COMM1200 Speech Communication: An Introduction 3 s.h.
 EDUC2150 Literacy Instruction for Early Reading and Language Acquisition 3 s.h.
 EDUC3480 Language Arts, Reading, and Social Studies Methods 3 s.h.
 THTR1200 Introduction to Theatre 3 s.h.
 THTR1220 Beginning Acting 3 s.h.
 THTR1310 Introduction to Stagecraft 3 s.h.
 THTR1240 Vocal Presentation Skills **or**
 One Speech elective 3 s.h.
 Two Speech Communication Electives COMM Prefix 6 s.h.

PK–3 Early Childhood Education

EDUC2150 Literacy Instruction for Early Reading and Language Acquisition 3 s.h.
 EDUC2390 Early Childhood Education (Infants/Toddlers) 3 s.h.
 EDUC3200 Introduction to Mild/Moderate Disabilities K–12 3 s.h.
 EDUC3290 Early Childhood Practicum 2.5 s.h.
 EDUC3310 Early Childhood Education (Preprimary/Kindergarten) 3 s.h.
 EDUC3470 Collaborative Consultation 3 s.h.
 EDUC3580 Psychology of Exceptional Child and Adult 3 s.h.
 EDUC3620 Administration of Early Childhood Programs 2 s.h.
 EDUC3630 Assessment, Diagnosis, and Evaluation Strategies 3 s.h.
 EDUC4200 Elementary Classroom Management 3 s.h.
 EDUC4440 Early Childhood Student Teaching (substitutes for EDUC4400) 14 s.h.

HLTH2300 Children's Health, Safety, and Nutrition 3 s.h.

PHED2380 Movement and Rhythm Activities 3 s.h.

PSYC2250 Developmental Psychology 3 s.h.

Secondary Education Program (5–12 grade level)

Education Requirements:

EDUC1400 Introduction to Education 3 s.h.

EDUC1410 Clinical Experience Lab for EDUC1400 1 s.h.

EDUC2420 Teacher Education Entry Workshop 0 s.h.

EDUC3100 Human Relations for Educators 3 s.h.

EDUC3520 General Secondary Methods and Content Reading 3 s.h.

EDUC3580 Psychology of Exceptional Child and Adult 3 s.h.

EDUC3590 Educational Psychology and Measurement 3 s.h.

*EDUC3720 7–12 Secondary Education Practicum 2 s.h.

EDUC4100 Legal, Ethical, and Pedagogical Responsibilities in Education 2 s.h.

EDUC4300 Secondary Classroom Management 3 s.h.

**EDUC4420 Secondary Student Teaching 14 s.h.

PSYC2250 Developmental Psychology 3 s.h.

The appropriate methods course 3–5 s.h.

*Majors in Art, Music, and Physical Education may substitute EDUC3710 K–6 Elementary Education Practicum or EDUC3730 Combination K–6 and 7–12 Education Practicum. Secondary subject–area majors with a 5–12 Mild/Moderate Special Education endorsement must enroll in EDUC3550 Mild/Moderate Special Education Practicum. Secondary candidates with more than one 5–12 teaching major should have an internship for each major to meet the pre–student teaching requirement of the state of Iowa for teaching majors.

**Students with majors in Elementary Education and another teaching discipline who are seeking endorsements at both the elementary and secondary levels should substitute EDUC4450 Combination Student Teaching. Students with a concentration in 5–12 Mild/Moderate Special Education should substitute EDUC4470 Secondary and Mild/Moderate Student Teaching.

Teaching Major Requirements

All secondary education candidates must complete at least one teaching major. The University offers the following secondary teaching major endorsements (see the corresponding departmental section of the catalog for specific major requirements):

Art (Studio)

Basic Science

Biology

Chemistry

Communications

English

Health

History

Mathematics

Music

Physical EducationTheatre**Second Teaching Fields:**

In addition to the teaching major, students may seek endorsements for the following second teaching fields:

American History
 American Government
 Art
 Biological Science
 Chemistry
 Economics
 English/Language Arts
 General Science
 Health
 Mathematics
 Middle School
 Music
 Mild/Moderate Special Education
 Physical Education
 Psychology
 Speech Communication/Theatre
 Sociology
 World History

Secondary education students majoring in any teaching major, who desire Iowa Teacher Certification with endorsements in K–8 Mild/Moderate Special Education, 5–12 Mild/Moderate Special Education, must complete the Secondary Teacher Education Program and the appropriate concentration, substituting EDUC4300 Secondary Classroom Management for EDUC4200 Elementary Classroom Management.

Combination Program (K–8 and 5–12 grade level)

A secondary education student majoring in Art, Music, or Physical Education may also complete a modified Teacher Education program adding an elementary level endorsement in the same field (e.g., secondary and elementary music).

Combination Requirements and Modifications

Completion of the Secondary Education Program with a major in Art, Music, or P.E. except as modified below:

Elementary methods courses in art, music, or P.E. 3–13 s.h.

EDUC4450 Combination Student Teaching 14 s.h.

Note: This combination includes 14 s.h. of student teaching credit, 7 s.h. elementary and 7 s.h. secondary.

Elementary Program (K–8 Art, Music, and Physical Education)

Art, Music, or Physical Education majors desiring a K–6 endorsement must complete the Secondary Education Program (5–12 grade-level requirements), substituting an elementary methods course in art, music, or physical education and EDUC4400 for a secondary methods course and EDUC4420.

Courses in Education

EDUC1400 Introduction to Education 3 s.h.

Emphasis is upon social, historical, and philosophical foundations of education; ethics; reflection; and professional development. Students must earn a grade of C or higher in this class for admission to the Teacher Education Program and to enroll in junior-level education classes. Prerequisite: At least second semester freshman standing. Co-requisite: EDUC1410

EDUC1410 Clinical Experience for EDUC1400 1 s.h.

A robust series of well-sequenced early clinical field experiences that connect to and integrate the content of EDUC1400. Students will observe and participate in teaching activities in a variety of P-12 classroom settings monitored by licensed professional educators as well as university faculty. Corequisite: EDUC1400 (concurrent registration required). (Graded on a Pass/Fail basis.)

EDUC2000 Individual Study 1-3 s.h.

EDUC2100 Technology Applications in Education 3 s.h.

Focus on effective and appropriate use of technologies commonly used in the field of education, including administrative applications, multimedia applications and hardware, and Personal Digital Assistant. Emphasis on understanding functional aspects, legal issues, and be able to create educational products with each technology.

EDUC2150 Literacy Instruction for Early Reading and Language Acquisition 3 s.h.

Study the psychological, socio-cultural, and linguistic foundations of reading and writing processes and instruction. Apply knowledge of language development, reading acquisition (birth through third grade), and the variations related to culture and linguistic diversity to provide effective instruction in reading and writing. Acquire knowledge of the unique needs and backgrounds of students with language differences and delays and uses effective strategies for facilitating the learning of standard English by all learners.

EDUC2300 Children's Literature in Elementary Education 3 s.h.

A survey of literature for children. Prepare to use knowledge of children's literature for modeling the reading and writing of varied genres, fiction and nonfiction, technology- and media-based information, and non-print materials; for motivating through the use of texts at multiple levels, representing broad interests, and reflecting varied cultures, linguistic backgrounds, and perspectives; and for matching text complexities to the proficiencies and needs of readers. Includes a brief survey of literature for the adolescent. Does not apply toward literature for general education.

+EDUC2390 Early Childhood Education (Infants/Toddlers) 3 s.h.

Focuses on the development and the implementation of integrated learning experiences that facilitate cognition, communication, social and physical development of typical and atypical infants and toddlers, including developmentally appropriate assessments and adaptations for children at risk or have exceptional needs, within the context of parent-child and care giver-child relationships. Co-requisite: EDUC3310, EDUC3620.

EDUC2420 Teacher Education Entry Workshop 0 s.h.

Acquire information pertaining to teacher education requirements and candidate responsibilities for the program assessment system. Take the C-BASE examination and complete other testing required for program participation. Enroll the semester after completion of EDUC1400 Introduction to Education. Also required for all transfer students during their first semester or term at Graceland. (Graded on a Pass/Fail basis.)

EDUC2500 Teaching Elementary Physical Education, Health/Wellness, Visual and Performance Arts 1–3 s.h.

Development of skills and abilities related to learning physical education, health/wellness, visual and performance arts methods for teaching in the elementary classroom.

EDUC3000 Individual Study 1–3 s.h.**EDUC3100 Human Relations for Educators 3 s.h.**

Development of awareness of various societal subgroups, recognizing and dealing with dehumanizing biases, and learning to relate effectively to various groups in order to foster respect for diversity. Emphasis on self-awareness in human relations issues and how this awareness can be translated into positive relationships. Introduction to pedagogical, curricular, and social considerations involved in educating various societal subgroups. Pre- or co-requisite: EDUC1400. Goal 3E

EDUC3200 Introduction to Mild/Moderate Disabilities K–12 3 s.h.

Understand the general developmental, academic, social, career, and functional characteristics of individuals with mild and moderate disabilities. Examine educational alternatives and related services, including the role of the multidisciplinary team in studying etiologies of disabilities and providing appropriate educational programming. Prerequisites: EDUC1400 and junior standing. Co- or prerequisites: EDUC3580.

EDUC3220 K–8 Methods and Strategies for Mild/Moderate Special Education 4 s.h.

Learn to facilitate instructional methodologies for elementary-level learners with exceptional needs, including learning, behavioral, emotional, mental, and language disabilities in a mild/moderate setting. Prepare to plan individual educational programs and to implement curricula for the development of cognitive, academic, language, and functional life skills. Address remedial methods and techniques, including alternative methods for teaching skills and strategies, as well as appropriate assistive technology. One semester hour of this course is a supervised field experience. Prerequisites: EDUC1400, EDUC3200, EDUC3580 and junior standing.

EDUC3230 5–12 Methods and Strategies for Mild/Moderate Special Education 4 s.h.

Learn to facilitate instructional methodologies for secondary-level learners with exceptional needs, including learning, behavior, emotional, mental, and language disabilities in a mild/moderate setting. Prepare to plan individual educational programs and to implement curricula for the development of cognitive, academic, language, and functional life skills. Address remedial methods and techniques, including alternative methods for teaching skills and strategies, as well as appropriate assistive technology. One semester hour of this course is a supervised field experience. Prerequisites: EDUC1400, EDUC3200, EDUC3580 and junior standing.

EDUC3260 Transition Programming 2 s.h.

An introduction to organizing and implementing career-vocational programs for secondary students with mild disabilities. Prerequisites: EDUC1400, EDUC3580 and junior standing.

EDUC3280 Middle School Practicum 1–2 s.h.

A two-week practicum in a middle school classroom. Prerequisites: EDUC3560 and admission to the Teacher Education Program. (Graded on a Pass/Fail basis).

EDUC3290 Early Childhood Practicum 1–2.5 s.h.

A pre-student teaching practicum of at least 100 clock hours, normally offered during winter term. Work with three age levels: (1) infant and toddler, (2) preprimary, and (3) primary students in two different settings such as rural and urban, and encompassing

differing socioeconomic status, ability levels, cultural and linguistic diversity and program types and sponsorship. Prerequisites: EDUC2390, EDUC3200, EDUC3310 and admission to the Teacher Education Program. (Graded on a Pass/Fail basis.)

EDUC3300 Foundations of Reading/Literacy Instruction 3 s.h.

Study a range of research pertaining to reading, writing, and learning, including scientifically-based reading research, and knowledge of histories of reading. Examine major components of reading. Use a variety of assessment strategies to identify reading proficiencies and evaluating needs for planning and instruction and communicating results of assessments. Match text complexities to the proficiencies and needs of readers.

Use knowledge of a range of research-based strategies and instructional technology for designing and delivering effective instruction across the curriculum, for grouping students, and for selecting materials appropriate for learners at various stages of reading

and writing development and from varied cultural and linguistic backgrounds.

Prerequisite EDUC1400 and EDUC1410.

+EDUC3310 Early Childhood Education (Pre-primary/Kindergarten) 3 s.h.

Focuses on the development and the implementation of integrated learning experiences for typical and atypical preprimary and kindergarten children with focus on multicultural and nonsexist content that includes, aesthetic, physical, cognitive, social and emotional development and developmentally appropriate adaptations for children at risk or have exceptional needs. Co-requisite: EDUC2390, EDUC3620.

EDUC3330 K-6 Reading Practicum 1-3 s.h.

A three-week practicum offered during winter term in elementary school literacy programs for struggling students. Work with a licensed professional who observes, evaluates, and provides feedback on knowledge, dispositions, and performance of the teaching of reading and writing. Effectively use reading and writing strategies, materials, and assessments based upon appropriate reading and writing research and work with colleagues and families in the support of reading and writing development.

Prerequisites: EDUC3390, and admission to the Teacher Education Program. (Graded on a Pass/Fail basis.)

EDUC3340 7-12 Reading Practicum 1-6 s.h.

A three-week practicum offered during winter term in middle or high school literacy programs for struggling students. Work with a licensed professional who observes, evaluates, and provides feedback on knowledge, dispositions, and performance of the teaching of reading and writing. Effectively use reading and writing strategies, materials, and assessments based upon appropriate reading and writing research and work with colleagues and families in the support of reading and writing development.

Prerequisites: EDUC3390, and admission to the Teacher Education Program. (Graded on a Pass/Fail basis.)

EDUC3350 Behavior Management for Mild/Moderate Disabilities 3 s.h.

Preparation in behavior management theories, methods, and techniques for K-12 students with mild/moderate learning, behavior, emotional, mental, and language disabilities. Address use of diagnostic instruments and non-aversive techniques for controlling targeted behaviors and attention deficits. Prepare to design, implement, and evaluate instructional programs that enhance an individual's social participation in family, school, and community activities.

EDUC3390 Analysis and Correction of Reading Disabilities 3 s.h.

Use knowledge of assessment instruments, procedures, and practices for the identification of students' reading proficiencies and needs, for planning and revising instruction for all students as well as those with reading difficulties. Examine policies and procedures related to special programs, including Title I. Use knowledge of a range

of research-based strategies and instructional technology for designing and delivering effective instruction and for selecting materials appropriate for learners at various stages of reading and writing development and from varied cultural and linguistic backgrounds. Prerequisites: EDUC1400, EDUC1410, EDUC3300.

EDUC3400 Elementary Reading in the Content Areas 3 s.h.

Examine text structure and the dimensions of content area vocabulary and comprehension (e.g. literal, interpretive, critical, and evaluative). Focus on content area instruction in reading and writing that effectively uses a variety of research-based strategies and practices. Integrate curricular standards with student interests, motivation, and background knowledge. Prerequisites: EDUC1400, EDUC1410, EDUC3300.

EDUC3450 K-6 Mild/Moderate Special Education Practicum 1-2 s.h.

A two-week practicum in Mild/Moderate Special Education Programs in elementary schools. Prerequisites: EDUC3200, EDUC3220, and admission to the Teacher Education Program. (Graded on a Pass/Fail basis.)

EDUC3470 Collaborative Consultation 3 s.h.

A study of methods and strategies for working with parents, support services personnel, regular classroom teachers, paraprofessionals, and other individuals involved in the education program. Prerequisite: EDUC1400, EDUC3580 or EDUC3200.

EDUC3480 Language Arts, Reading, and Social Studies Methods 3 s.h.

Curriculum and strategies for instructing language arts, reading, and the social sciences in the elementary school. Use knowledge and assessment of reading-writing-speaking connections, listening and viewing, the writing process, the stages of spelling development, writing genres and the connections between oral and written language development to effectively teach writing as communication and integrating within the areas of history, geography, and economics. Technology and classroom management as it applies to social science and literacy methods is included. Enroll during the semester prior to enrollment in student teaching. Prerequisite: EDUC1400, and junior standing. Co-requisite: EDUC3511, EDUC3540.

EDUC3511 Methods of Teaching Elementary Science 3 s.h.

An introduction to best-practice, research-based methods of inquiry based teaching and learning of science. Curriculum and strategies introduced for instructing in the areas of physical, earth/space, and life science. Integration of technology and classroom management as it applies to science methods included. Prerequisite: EDUC1400, junior standing.

EDUC3520 General Secondary Methods and Content Reading 3 s.h.

Study of theory and research related to content area reading in the secondary school. Apply techniques for evaluating textbooks, assessing achievement, improving comprehension and critical thinking, enhancing study skills, and developing vocabulary. Prerequisite: EDUC1400.

EDUC3530 Methods of Teaching Elementary Math 3 s.h.

An introduction to best-practice, research-based methods of teaching and learning mathematical processes to include problem solving, reasoning, communication, making connections and representations to the real life experiences for student learning. Curriculum, instruction, assessment, diagnosis and evaluation strategies introduced in the areas of numbers/operations, algebra, geometry, measurement, data analysis, and probability. Integration of technology and classroom management as it applies to math methods included. Prerequisites: MATH 1310, EDUC1400, and junior standing. Co-requisite: EDUC3540.

EDUC3540 Methods Lab 1 s.h.

Students apply curriculum planning and instructional strategies for teaching literacy and mathematics in a pre-student teaching clinical experience. Students are placed in two different grade levels to include one primary and one intermediate placement. Enroll during the semester prior to enrollment in student teaching. Prerequisite: EDUC1400, Co-requisite: EDUC3530, 3480.

EDUC3550 7-12 Mild/Moderate Special Education Practicum 1-2 s.h.

A two-week practicum in Mild/Moderate Special Education Programs in secondary schools. Prerequisites: EDUC3200, EDUC3230, and admission to the Teacher Education Program. (Graded on a Pass/Fail basis.)

+EDUC3560 Nature and Needs of the Middle Grades Child 3 s.h.

The nature and needs of the middle grades child (grades 5-8) as they relate to the middle school philosophy and curriculum. An overview of the history of the middle school movement in this country. Prerequisite: EDUC1400.

+EDUC3570 Curriculum for Middle Grades Education 3 s.h.

A study of the curriculum needs for the middle grades student with emphasis upon the unique transitional function of the middle school concept in curricular planning and materials selection. Prerequisite: EDUC1400, EDUC3560.

EDUC3580 Psychology of Exceptional Child and Adult 3 s.h.

Examine the philosophical, historical and legal bases for special education, including the definitions and etiologies of individuals with disabilities and exceptional learning needs. Study gifted individuals and those with exceptional needs from culturally and linguistically diverse backgrounds. Prerequisites: EDUC1400, PSYC1300.

EDUC3590 Educational Psychology and Measurement 3 s.h.

The relationship between psychology and education with emphasis on the individual as a learner and the psychology of the learning process. A review of teaching models and classroom test construction will be covered. Prerequisite: EDUC1400, PSYC1300.

+EDUC3620 Administration of Early Childhood Programs 2 s.h.

Examines principles of administration, organization and operation of programs for ages 0-8 and their families, including staff and program development, supervision and evaluation of staff, and continuing improvement of programs and services. Examine legal aspects, historical, philosophical, and social foundations of early childhood education. Co-requisite: EDUC2390, EDUC3310.

EDUC3630 Assessment, Diagnosis, and Evaluation Strategies 3 s.h.

Examine legal provisions, regulations and guidelines regarding unbiased assessment and use of psychometric instruments and instructional assessment measures with disabilities as infants through high school age. Study a variety of instruments, procedures, and practices that range from individual to group and from formal to informal to alternative for the identification of students' reading proficiencies and needs, for planning and revising instruction for all students, and for communicating results of ongoing assessment to all stakeholders. Practice administering, scoring and interpreting diagnostic tests used by schools to individualize program development and management, and identify the relationship between assessment and placement decisions. Prerequisite: EDUC1400, EDUC1410, EDUC3580, and junior standing.

EDUC3710 K-6 Elementary Education Practicum 1-2 s.h.

A required two-week internship for Elementary Education majors. Interns with endorsements in English/Language Arts, Health, Mathematics, Science, Social Studies, and Speech Communication/Theatre have full-day placements in regular elementary classroom programs. Interns with endorsements in Art, Foreign Language, Music and

Physical Education have placements in these specialty-area classrooms. Elementary majors may substitute PHED3400. Prerequisites: endorsement-area methods class, and admission to the Teacher Education Program. (Graded on a Pass/Fail basis.)

EDUC3720 7–12 Secondary Education Practicum 1–2 s.h.

A required two-week internship for Secondary Teacher Education Program. Interns have full-day placements in secondary school subject-area programs. Prerequisite: subject-area methods class, EDUC3520, and admission to the Teacher Education program. (Graded on a Pass/Fail basis.)

EDUC3730 Combination K–6 and 7–12 Education Practicum 1–2 s.h.

Candidates with majors in art, music, and physical education complete two weeks of internship in art, music, or physical education. Interns have full-day placement with half of experience at the secondary level and half at the elementary level. Prerequisite: subject-area methods courses, EDUC3520, admission to the Teacher Education program, and approval for student teaching. (Graded on a Pass/Fail basis.)

EDUC3900 Topics in Education 1–3 s.h.

Content may vary and will be announced at time of offering. May be repeated for credit when topics vary. Prerequisite: EDUC1400.

EDUC4000 Individual Study 1–3 s.h.

EDUC4100 Legal, Ethical, and Pedagogical Responsibilities in Education 2 s.h.

A study of professional ethics, school law, educational policy, and professional organizations. As evidence of readiness for student teaching, students present a pedagogically sound portfolio which has been developed to meet the outcomes specified in the Graceland Teacher Education Program Model.. Prerequisites: application to the Graceland Teacher Education Program.

EDUC4200 Elementary Classroom Management 3 s.h.

Designed for the Elementary major in preparation for student teaching. Review several theoretical models for managing groups of students and develop a plan for structuring an appropriate learning environment. Understand strategies that motivate students and techniques to monitor student engagement in active learning. Analyze and discuss the application of concepts and techniques. Credit cannot be received for this course and EDUC4300. Prerequisites: application to the Teacher Education Program. Enroll during the semester that precedes student teaching.

EDUC4300 Secondary Classroom Management 3 s.h.

Designed for the Secondary major in preparation for student teaching. Review several theoretical models for managing groups of students and develop a plan for structuring appropriate learning environment. Understand strategies which motivate students and techniques to monitor student engagement in active learning. Analyze and discuss the application of concepts and techniques. Credit cannot be received for this course and EDUC4200. Prerequisites: application to the Teacher Education Program. Enroll during the semester that precedes student teaching.

*** EDUC4400 Elementary Student Teaching (K–6) 6–14 s.h.**

Elementary Education Majors complete 14 weeks of elementary student teaching in accordance with the policies in the Teacher Education Handbook. Prerequisites: Senior standing, admission to the Teacher Education Program, and approval for student teaching. (Graded on a Pass/Fail basis.)

*** EDUC4420 Secondary Student Teaching (7–12) 6–14 s.h.**

Secondary Education Candidates complete 14 weeks of secondary student teaching in accordance with the policies in the Teacher Education Handbook. Prerequisites: Senior standing, admission to the Teacher Education Program, and approval for student teaching. (Graded on a Pass/Fail basis.)

*** EDUC4440 Early Childhood Student Teaching 6–14 s.h.**

Elementary Education Majors complete 14 weeks of student teaching. Will include a placement with preprimary children and a placement from kindergarten to grade three. Prerequisites: Senior standing, admission to the Teacher Education Program, and approval for student teaching. (Graded on a Pass/Fail basis.)

EDUC4450 Combination K–6 and 7–12 Student Teaching 6–14 s.h.

Candidates with majors in art, music, and physical education complete 14 weeks of student teaching in art, music, or physical education. Half (7 s.h.) of the experience is secondary level and half is elementary level. Prerequisites: Senior standing, admission to the Teacher Education Program, and approval for student teaching. (Graded on a Pass/Fail basis.)

****EDUC4460 Elementary and Mild/Moderate Student Teaching 6–14 s.h.**

Elementary Education Majors complete 14 weeks of student teaching. Will include a mild/moderate special education setting and a mainstream elementary classroom. This course substitutes for EDUC4400. Prerequisites: Senior standing, admission to the Teacher Education Program, and approval for student teaching. (Graded on a Pass/Fail basis.)

***** EDUC4470 Secondary and Mild/Moderate Student Teaching 6–14 s.h.**

Secondary Education Candidates complete 14 weeks of student teaching to include placements in a mild/moderate special education setting and a secondary subject area classroom. This course substitutes for EDUC4420. Prerequisites: Senior standing, admission to the Teacher Education Program, and approval for student teaching. (Graded on a Pass/Fail basis.)

EDUC4480 Elementary and Secondary Mild/Moderate Student Teaching 6–14 s.h.

Elementary Education Majors complete 14 weeks of student teaching. Will include a placement in a secondary mild/moderate special education setting and a mainstream elementary classroom. Prerequisites: Senior standing, admission to the Teacher Education Program, and approval for student teaching. (Graded on a Pass/Fail basis.)

+ Denotes an alternate year course.

* If a candidate with more than one teaching major completes 14 semester hours of student teaching for one major (or endorsements that require student teaching), an additional six semester hours of student teaching will meet the student teaching requirement for the asterisked second teaching major.

** This is the only student teaching course required for elementary majors completing the K–12 Mild/Moderate Special Education endorsement.

***This is the only student teaching course required for secondary majors completing the K–12 Mild/Moderate Special Education endorsement.

English

B.A. Degree – English Major

In addition to the general education requirements, majors in English must complete a program of 42 s.h.

All survey courses 12 s.h.

ENGL2310 English Literature to 1800 3 s.h.

ENGL2320 English Literature from 1800 to 1919 3 s.h.

ENGL2330 American Literature to 1900 3 s.h.

ENGL2340 20th Century English and American Literature 3 s.h.

English electives 15 s.h. (2000 designation or higher; 6 s.h. must be upper-division.)

The advanced composition course required by general education cannot be counted towards this requirement.

Creative writing/practicum course 3 s.h. of the following:

ENGL2410 Creative Writing: Poetry 3 s.h.

ENGL2420 Creative Writing: Fiction 3 s.h.

ENGL3530 Digital Filmmaking 3 s.h.

ENGL3540 Screenwriting 3 s.h.

THTR3140 Playwriting 3 s.h.

All of the following: (12 s.h.)

ENGL3110 Critical Theory 3 s.h.

ENGL3420 Culture, Language, and Text 3 s.h.

ENGL3480 Cultural Studies 3 s.h.

ENGL4150 Senior Project 3 s.h.

English Minor

A minor in English requires 18 or more semester hours in English including ENGL3420 or ENGL3480 and two of the following: ENGL2310, ENGL2320, ENGL2330, ENGL2340.

The following courses are **not** acceptable for credit in the minor: ENGL1410, ENGL1440, ENGL3200–3280, ENGL3370.

Cinema Studies Minor

A minor in Cinema Studies requires 18 or more semester hours from the following:

ENGL2510 Introduction to Film 3 s.h.

ENGL3110 Critical Theory **or**
ENGL3480 Cultural Studies 3 s.h.

ENGL3520 American Cinema History 3 s.h.

Other Cinema Studies electives (ENGL2520, ENGL3520, ENGL3530, ENGL3540) 9 s.h.

Teacher Certification in English

1. FOR ENGLISH MAJORS WHO WANT A SECONDARY ENDORSEMENT (5–12): In addition to satisfying major requirements, English majors desiring an English/Language Arts secondary endorsement (5–12) in Iowa must complete the Teacher Education

Program (with ENGL3370 Methods of Teaching English as the appropriate methods course).

2. FOR NON-ENGLISH MAJORS WHO WANT A SECONDARY ENGLISH ENDORSEMENT (5-12): Non-English majors desiring a secondary English/ Language Arts endorsement (5-12) in Iowa must complete the Secondary Education Program (with ENGL3370 Methods of Teaching English as the appropriate methods course), a major in a secondary teaching field and the following courses:

COMM1200 Speech Communication: An Introduction 3 s.h.

ENGL1410 Modern Rhetoric **or**

ENGL1440 English Honors 3 s.h.

ENGL3200 Advanced Composition: Business and Professional Writing **or**

ENGL3210 Advanced Composition: Essay Writing **or**

ENGL3220 Advanced Composition: Technical Report Writing **or**

ENGL3270 Advanced Composition: Media Writing **or**

ENGL3280 Advanced Composition: Newswriting 3 s.h.

ENGL2310 English Literature to 1800 **or**

ENGL2320 English Literature from 1800 to 1919 3 s.h.

ENGL2330 American Literature to 1900 3 s.h.

ENGL3420 Culture, Language, and Text 3 s.h.

Approved English Electives 6 s.h.

Courses in English

ENGL1410 Modern Rhetoric 3 s.h.

Designed to help students improve their writing skills by combining extensive writing practice with a study of the various forms of written discourse (exposition, narration, argumentation, description). Prerequisite for students with Enhanced ACT English score of 15 and below, or an SAT English score of 400 and below: DEVL1250 or two high school English courses, one of which must be or prominently require composition (not creative writing), with a grade of "C" or better in both. (Students whose native language is not English must have the approval of the instructor of English as a Second Language before enrolling in Modern Rhetoric.) Goal 3C

ENGL1440 English Honors 3 s.h.

Designed to help exceptional students improve their writing skills and increase their understanding of their linguistic environment by combining extensive writing practice with a study of language, the basic principles of logic, and the various forms of written discourse (exposition, narration, argumentation, description). Admission by selection only. Goal 3C

ENGL1500 Introduction to Literature 3 s.h.

Introduction to the major genres of literature: fiction, poetry and drama. Designed for students with little or no background in literature. Recommended as preparation for other literature courses. Goal 2B

ENGL2000 Individual Study 1-3 s.h.

ENGL2220 Frankenstein in Text and Film 3 s.h.

Examines the history of the Frankenstein myth by studying several significant film representations as well as Mary Shelley's text. Addresses psychoanalytic, feminist, historicist, and Marxist interpretation of Shelley's important text. Goal 2B

ENGL2270 Literature by Women 3 s.h.

This interdisciplinary class offers close, careful readings of a range of literary works by women writers from the English-speaking world. These texts describe their authors' sometimes problematic, sometimes triumphant relationships to culture and society. The material is arranged chronologically from the middle ages to the present in order to suggest a general historical overview of women's experiences in western culture. Also this structure should help readers see that there is an important female literary tradition that, for several centuries, has coexisted with, revised, and influenced male literary

models. We will explore both the diversity and commonality of women's experiences, as expressed in issues like culture, race, class, sexual preference, education, geography, and religion. Goal 2B

ENGL2310 English Literature to 1800 3 s.h.

An introduction to major English writers and literary movements from the Old English period through the 18th century with emphasis on Chaucer, Shakespeare and Milton. Goal 2B

ENGL2320 English Literature from 1800 to 1919 3 s.h.

An introduction to major English writers and literary movements from the Romantic Period through the First World War. Goal 2B

ENGL2330 American Literature to 1900 3 s.h.

Survey of American writers beginning with the Colonial period and continuing throughout the 19th century. Goal 2B

ENGL2340 Twentieth-Century English and American Literature 3 s.h.

Survey of the major English and American writers of the 20th century. Emphasis on poetry and fiction. Goal 2B

+ ENGL2410 Creative Writing: Poetry 3 s.h.

Designed to increase students' understanding and appreciation of poetry through extensive poetry writing and class discussion. Emphasis on poetry as a means of self-discovery as well as an art form. Goal 2B

+ ENGL2420 Creative Writing: Fiction 3 s.h.

Designed to increase students' understanding and appreciation of fiction through extensive fiction writing and class discussion. Emphasis on fiction as a means of self-discovery as well as an art form. Goal 2B

+ ENGL2500 Introduction to Mass Media (Also COMM2500) 3 s.h.

Introduction to the primary mass media forms — newspapers, books, magazines, radio, television, sound recording, movies, and the Internet — to gain an understanding of the ways they operate. Included are industries based on mass media—journalism, advertising, and public relations—as well mass media theory, law, and ethics. Emphasis on critical thinking about the mass media.

ENGL2510 Introduction to Film 3 s.h.

Study of cinema as an artistic endeavor, form of rhetoric, cultural mirror, and purveyor of ideology. Introduces the fundamentals of the discipline, to include vocabulary, concepts of film production, film reception, film analysis, film interpretation, and film criticism. Exploration of the artistic, commercial, entertainment, and ideological relationships between cinema and American culture, along with practice in the film literacy skills needed to qualitatively assess and communicate cinema's artistic and cultural contributions. Goal 2B

ENGL2520 Film Adaptations of Literature 3 s.h.

A representative sampling of literary adaptations to film. Designed to increase understanding of the relationship between and interdependence among cinema and literature. Goal 2B

ENGL2530 Film Topics 3 s.h.

An introduction to contemporary and historical film topics as they relate to film form and cultural practice. Topics will vary, but may include Politics in Cinema; Resisting Hollywood; Race, Class and Gender in Film; International Film; Representing Nature. May be repeated for credit when topic changes. Goal 2B.

ENGL2550 The Politics in/of Cinema 3 s.h.

An analysis of films that take politics as their narrative topic. "Politics" will be defined in two ways. The first way examines the various and sometimes conflicting ways films portray politics, politicians, criminals, the law, and government. The second way examines how films question or reinforce stereotypes centering on issues of race, gender, class, and sexuality. Ultimately, the course foregrounds such questions as "how stable is the boundary between politics and art," and "what does it mean to call a work of art political." Goal 2B

ENGL2570 Protest and Propaganda

An investigation of propaganda and social protest films, novels, and art of the 20th century. Analysis of how political or social struggle is fused into a creative, entertaining, or aesthetic product for purposes of affecting social change. Issues pertaining to the use of culture as a political tool will be discussed. Goal 2B

ENGL2900 Topics in English 3 s.h.

Special studies in English designed primarily for the non-English major. Content may vary and will be announced at time of offering. When content changes, course may be repeated for credit.

ENGL3000 Individual Study 1–3 s.h.**+ ENGL3110 Critical Theory 3 s.h.**

Advanced study of literary, cultural, and moving image theory, and the application to written and filmic texts.

ENGL3150 Film, Theatre, and the American Dream 3 s.h.

Explores a fundamental component of American mythology referred to as "The American Dream." Examines some of the ways in which the American Dream has been defined, promulgated, and evaluated in films and plays. Implications of gender, ethnicity, income, geography, and historical period on perceptions of the American Dream also will be investigated. Goal 2B

ENGL3200 Advanced Composition: Business and Professional Writing 3 s.h.

Designed to increase the writing skill of upper-division students. Strong emphasis on writing for professional purposes. Techniques of writing for specified audiences. Practice in planning and writing, in self-criticism, and in editing. Prerequisites: ENGL1410 and Junior standing. Goal 3D

ENGL3210 Advanced Composition: Essay Writing 3 s.h.

Designed to increase the writing skill of upper-division students. Emphasis on critical thinking, reading and writing and on applying complex principles of style. Prerequisites: ENGL1410 and Junior standing. Goal 3D

ENGL3220 Advanced Composition: Technical Report Writing 3 s.h.

Designed to increase the writing skill of upper-division students. Focus on writing that enables readers to act—to meet needs or perform tasks associated with their jobs. Emphasis on technical reports, both formal and informal. Prerequisites: ENGL1410 and Junior standing. Goal 3D

ENGL3250 Advanced Composition: Honors 3 s.h.

Designed to increase the writing skill of upper-division Honors students. Emphasis on the interconnections of critical thinking, reading, writing and the sustained scholarly research process. Prerequisites: ENGL1410 or ENGL1440 and Junior standing. Admission for Honors students or by instructor consent. Goal 3D

ENGL3270 Advanced Composition: Media Writing 3 s.h.

An introduction to writing for broadcast and print media. Emphasis is on writing clear, concise, and concrete prose appropriate to most mass media audiences. Course also includes an introduction to the principles of advertising and public relations writing. Prerequisites: ENGL1410 and junior standing. Goal 3D

ENGL3280 Advanced Composition: Newswriting 3 s.h.

Designed to increase students' knowledge of newswriting and to help them develop skills in writing news stories. Includes study and practice of the principles of clear and forceful newspaper writing. Also includes practice in news gathering, story planning, copy editing and proofreading. Prerequisites: ENGL1410 and junior standing. Goal 3D

+ ENGL3350 Shakespeare (Also THTR3350) 3 s.h.

Study of a representative group of Shakespearean plays and sonnets. Primary emphasis is placed on the dramatic and poetic elements in the plays with some study of various aspects of the Renaissance. Goal 2B

+ ENGL3370 The Methods of Teaching English 3 s.h.

Presents an overview of the secondary school curriculum in English and methods of teaching English including language, composition, and literature. Special emphasis on a review of teaching grammar and the development of a unit lesson plan. Required of prospective English teachers.

+ ENGL3400 Literary Genre 3 s.h.

Designed to focus on a single genre: prose fiction, poetry, drama, or nonfiction. Topic announced at time of offering. May be repeated for credit when category changes. Goal 2B

+ ENGL3420 Culture, Language, and Text 3 s.h.

Study of the ways in which culture and language intersect to shape how literature is read and written. A general and interdisciplinary introduction to linguistic theory and its application to the study of literature.

+ ENGL3440 Major English Author 3 s.h.

An intensive study of the work of a single English author, with attention given to his or her literary, historical, and social milieu. May be repeated for credit when subject changes. Goal 2B

+ ENGL3450 Major American Author 3 s.h.

An intensive study of the work of a single American author, with attention given to his or her literary, historical, and social milieu. May be repeated for credit when subject changes. Goal 2B

+ ENGL3460 Periods in Literary History 3 s.h.

A detailed study of a single literary age. Work will focus on the literature of the period, but attention will also be given to the historical, intellectual, and artistic background. Subjects will vary, chosen from the following: Chaucer and His Contemporaries; Literature of the English Renaissance; Restoration and 18th Century Literature; Romantic and Victorian Literature and Contemporary English Literature; Contemporary American Literature. May be repeated for credit when subject changes. Goal 2B

ENGL3480 Cultural Studies 3 s.h.

Explores cultural systems of meaning and attendant issues of power, particularly in terms of class, gender, nation, race, nature, and sexuality. Emphasis on commercial and media culture.

ENGL3520 American Cinema History 3 s.h.

A detailed study of the following film eras: Silent and Early Sound Eras, Hollywood's Classical or "Golden Age," and the Post-Classical era. Work will focus on the films of the period, along with production values and methods, but attention will also be given to the historical, intellectual, and artistic background. Recurring themes and innovative technical and artistic approaches will be highlighted. Changing gender, racial, and ethnic roles will be analyzed. Goal 2B

+ ENGL3530 Digital Filmmaking 3 s.h.

A hands-on introduction to digital film production and editing. Introduces the technical knowledge need to investigate the creative possibilities of composition, light, motion, color and sound in shooting digital film. Examines the fundamentals of nonlinear editing, including continuity development, logging clips, audio tracks, and transitions. Prerequisites: ENGL2510 or instructor consent. Goal 2B

+ ENGL3540 Screenwriting 3 s.h.

Intensive exploration of and hands-on practice in screenwriting, with emphasis on format, plot, character development, and dialogue. Prerequisite: ENGL2510 or instructor consent.

ENGL3550 Film Studies 3 s.h.

A detailed study of significant film practices and themes. Themes will focus on film genres, directors, and historical trends. Topics will vary, but may include, Documentary Film; Independent Film; Queer Cinema; Film Theory; Experimental Film; Kubrick; Hitchcock. May be repeated for credit when topic changes. Prerequisite: ENGL2510 or Instructor Consent. Goal 2B

ENGL3900 Topics in English 1–3 s.h.

Study of selected topics of interest in English, to be announced prior to the semester when the course is offered. May be repeated for credit as topics change.

ENGL4000 Individual Study 1–3 s.h.**ENGL4150 Senior Project 3 s.h.**

Planning, preparing, and presenting a senior project in the student's area of concentration.

ENGL4300 Internship in English 1–3 s.h.

Off-campus practical experience in a communication related professional setting. Offers an opportunity for application of communication skills and knowledge in monitored individual learning setting related to student's academic and career interests. Pass/Fail only. Prerequisite: Permission of instructor. Repeatable to a maximum of six hours.

ENGL4400 Practicum in Information Services (Also COMM4400) 1–3 s.h.

On-campus practical experience in college relations office, admissions office, media center or alumni relations office. Offers an opportunity for study in a monitored individual learning setting. Pass/Fail only. Prerequisite: Permission of instructor and permission of the appropriate college official. Repeatable to a maximum of six hours.

+Denotes an alternate year course.

English as a Second Language

Courses in English as a Second Language

ENSL1000 Academic Reading for Non-Native Speakers 3 s.h.

Designed for the non-native speaker of English, this course will help students to increase their academic vocabulary by combining reading, responding, and writing. Students will question, compare, and evaluate readings and employ critical reading skills to prepare them for regular college required classes such as Modern Rhetoric (ENGL1410). Required for students with TOEFL score of 500–549 (paper test). This course cannot be used to complete a general education requirement.

ENSL1300 Engaged College Reading for Non-Native Speakers 3 s.h.

Designed for the non-native speakers of English, this course will expand their vocabulary through reading various articles, textbook examples, online newspapers, and memoirs. They will identify purpose and tone, recognize stated and implied main idea, find and identify supporting details, identify organizational patterns and signal words, as well as question, compare and evaluate reading materials using critical reading skills. The students will use techniques to develop an essay topic with appropriate examples and logical support.

Environmental Studies

Environmental Studies Minor

A minor in Environmental Studies requires a minimum of 18 semester hours.

Core Courses – Choose at least 4 courses from the following list:

BIOL1260 Environmental Biology 3 s.h.

BIOL3400 Ecology 4 s.h.

HIST3560 U.S. Environmental History 3 s.h.

PHIL1200 Environmental Ethics 3 s.h.

RELG2340/3340 Religion and Ecology 3 s.h.

Electives – Choose 1 or 2 courses to total 18 s.h. from the following list:

ECON1320 Principles of Microeconomics 3 s.h.

ECON/GEOG3280 Economic Development 3 s.h.

ENGL2570 Protest and Propaganda 3 s.h.

ENGL3480 Cultural Studies 3 s.h.

SCIE2100 Earth Science 3 s.h.

SOCI/PSYC3310 Social Psychology 3 s.h.

Independent study or internship (3 s.h.) in an approved area.

General

Courses in General Electives

GNRL1100 Library and Information Studies 3 s.h.

A study of the many kinds of information sources available and how they may be accessed. Emphasis on teaching students to locate needed information using a variety of search and retrieval tools. Designed to better prepare students for academic research and assignments and also improve information literacy in general.

GNRL1900 Topics 1–3 s.h.

Specific courses that may be approved by the division responsible for their implementation, subject to the approval of the Academic Council.

GNRL2200 Applied Communication Skills 2 s.h.

Emphasis on developing skills in the areas of job interviewing, resumé writing, social and business introduction, and telephone etiquette. Practice in constructing and delivering the various kinds of speeches needed in social and business situations. Understanding the basic format and developing self-confidence are major emphasis. For Student Support Services participants only.

GNRL2910 Peer Mentor Practicum 1 s.h.

A practical application of the principles and skills of effective peer mentoring with emphasis on providing the academic support necessary to help Student Support Services participants remain in school and reach graduation. Prerequisite: Instructor's consent.

GNRL3710 Leadership Practicum 0–3 s.h.

The practicum provides students with an opportunity to link theory and practice in the study of leadership. On-campus practical experience in student leadership positions, (e.g. house presidents, GSG offices, and etc.) Offers an opportunity for study in a monitored individual learning setting. Repeatable to a maximum of six hours. (Graded on Pass/Fail basis.) Prerequisite: Instructor's consent and permission of the appropriate university official.

GNRL3900 Topics 1–3 s.h.

Specific courses that may be approved by the division responsible for their implementation, subject to the approval of the Deans Council.

Geography

Courses in Geography

GEOG1200 Introduction to International Studies (also INTD/POLS1200) 3 s.h.

An overview of the major disciplines represented in the International Studies major. This course will also offer an introduction to contemporary global concerns through a study of current political, economic, and social issues. Discussion of important global issues will lead to a more critical analysis of news and an awareness of the responsibilities of national and international citizenship. Goal 4

GEOG2000 Individual Study 1–3 s.h.

GEOG3000 Individual Study 1–3 s.h.

GEOG3280 Economic Development (also ECON3280) 3 s.h.

A survey of various analytic approaches to the problem of economic development in Asia, Africa, and Latin America, and an examination of their significant policy problems. Goal 4

GEOG3900 Advanced Topics in Geography 3 s.h.

An in-depth study of topics from various areas of geography. Course topics to be announced prior to each semester they are offered. May be repeated for credit.

GEOG4000 Individual Study 1–3 s.h.

+Denotes an alternate year course.

Health

B.A. Degree — Health Major

In addition to the general education requirements, majors in Health must complete 42 semester hours as prescribed below:

BIOL1400 Fundamentals of Biological Science 3 s.h.

BIOL2300 Anatomy and Physiology I 3 s.h. **or**
BIOL3420 Human Anatomy 4 s.h.

BIOL2360 Microbiology 4 s.h.

BIOL2560 Nutrition 3 s.h.

HLTH1100 First Aid **or**
HLTH1110 First Aid for Professional Rescuer 1 s.h.

HLTH1300 Lifetime Health and Fitness Lab 2 s.h.

HLTH2200 Contemporary Issues in Health 2 s.h.

HLTH3200 Community Health 3 s.h.

HLTH3300 Theory and Practice of Safety 2 s.h.

HLTH3900 Advanced Topics in Health 3 s.h.

*HLTH4700 Internship in Health 6 s.h.

HMSC4900 Research I 2 s.h.

HMSC4910 Research II 1 s.h.

PHED0490 Stress Management and Relaxation 1 s.h.

PSYC2250 Developmental Psychology 3 s.h.

SOCI2320 Marriage and the Family 3 s.h.

*Waived for students completing the teacher education program.

Recommended Electives:

BIOL3310 Fundamentals of Genetics 4 s.h.

PSYC3330 Biopsychology 3 s.h.

Health Minor

A minor in Health consists of 18 semester hours from the following courses:

BIOL2300 Anatomy and Physiology I 3 s.h. **or**
BIOL3420 Human Anatomy 4 s.h.

HLTH1100 First Aid **or**

HLTH1110 First Aid for Professional Rescuer 1 s.h.

HLTH1300 Lifetime Health and Fitness Lab 2 s.h.

HLTH2200 Contemporary Issues in Health 2 s.h.

HLTH3200 Community Health **or**
NURS4340 Community Health Care 3 s.h.

PHED0490 Stress Management and Relaxation 1 s.h.

6 s.h. of electives from: BIOL2310 **or** BIOL3440, BIOL2360, BIOL2560, HLTH2300, HLTH3300, HLTH3900, PSYC2250

Teacher Certification in Health

1. FOR HEALTH MAJORS WHO WANT A SECONDARY ENDORSEMENT (5–12):
Students majoring in Health who desire Iowa Teacher Certification with a Health secondary endorsement must complete the Health major requirements above and the Secondary Education Program (with HLTH3370 Methods of Teaching Health as the appropriate methods course).
2. FOR NON-HEALTH MAJORS WHO WANT A SECONDARY HEALTH ENDORSEMENT (5–12):
Non-Health majors desiring a secondary Health endorsement (5–12) in Iowa must complete the Secondary Education Program (with HLTH3370 Methods of Teaching Health as the appropriate methods course), a major in a secondary teaching field, and the following 24 semester hours of courses:
 BIOL2300 Anatomy and Physiology I 3 s.h.
 BIOL2560 Nutrition **or**
 HLTH2300 Children's Health, Safety and Nutrition 3 s.h.
 HLTH1100 First Aid **or**
 HLTH1110 First Aid for Professional Rescuer 1 s.h.
 HLTH/PHED1300 Lifetime Health and Fitness Lab 2 s.h.
 HLTH2200 Contemporary Issues in Health 2 s.h.
 HLTH3200 Community Health 3 s.h.
 PHED0490 Relaxation and Stress Management 1 s.h.
 9 s.h. of Health electives from:
 ATHT3100 Care and Prevention of Athletic Injuries 2 s.h.
 BIOL2310 Anatomy and Physiology II 3 s.h.
 BIOL2360 Microbiology 4 s.h.
 BIOL2560 Nutrition **or** HLTH2300 Children's Health, Safety and Nutrition (if not counted above) 3 s.h.
 HLTH3300 Theory and Practice of Safety 2 s.h.
 HLTH3900 Advanced Topics in Health 3 s.h.
 PHED3340 Anatomical and Mechanical Kinesiology 3 s.h.
 PHED4360 Physiology of Exercise 3 s.h.
 SOCI2320 Marriage and the Family 3 s.h.

Courses in Health

HLTH1100 First Aid 1 s.h.

The development of practical skills in the emergency treatment of the injured. Some attention will be given to the prevention of injuries. The content to be covered will include the Standard and Advanced levels of the First Aid program sponsored by the National Red Cross. Students holding current, equivalent certifications will receive an automatic waiver for the class. This is to be verified by the instructor of the class or the Health and Movement Science Division Chair.

HLTH1110 First Aid for Professional Rescuer 1 s.h.

Provide the professional responder with the knowledge and skills necessary to recognize and provide care for injuries, sudden illnesses, breathing and cardiac emergencies to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until more advanced medical personnel arrive and take over. Meets emergency cardiac care (ECC) standards and includes skill in adult and pediatric CPR, airway obstruction, 2nd rescuer CPR, AED and barrier devices. Recommended for student in health-related fields. Students holding current, equivalent certifications will receive an automatic waiver for the class. This is to be verified by the instructor of the class or the Health and Movement Science Division Chair.

HLTH1300 Lifetime Health and Fitness Lab 2 s.h.

The basic knowledge, understanding, components, and values of fitness and health as they relate to optimal healthful living. Theory and practical application of the basic concepts related to overall fitness and health will be provided by classroom and laboratory experiences (physical activity required). Goal 3F

HLTH2000 Individual Study 1–3 s.h.**HLTH2200 Contemporary Issues in Health 2 s.h.**

An in-depth study of nutrition, drugs, consumer health, and other areas of current concern.

HLTH2300 Children's Health, Safety, and Nutrition 3 s.h.

Interrelationship of health, safety, and nutrition. Emphasis on promoting good health practices and developing behaviors to prevent disease. This course meets the requirement for the Early Childhood endorsement in the Elementary Education major.

HLTH3000 Individual Study 1–3 s.h.**HLTH3200 Community Health 3 s.h.**

This course is designed to acquaint students with various aspects of health as implemented in community settings. The nature and structure of official government health programs, voluntary health agencies, professional health groups and individual efforts in improving health practices will be explored.

HLTH3300 Theory and Practice of Safety 2 s.h.

General safety education in elementary and secondary schools. The emphasis will be on accident causes and prevention in the environments of home, school, recreation, work, and traffic.

HLTH3370 Methods of Teaching Health 3 s.h.

The study of the objectives, methods, techniques, materials and activities related to teaching health education, elementary through secondary levels. Prerequisite: Junior standing and seeking teacher certification.

HLTH3900 Advanced Topics in Health 3 s.h.

A study of selected topics in health to be announced prior to the semester when the course is offered. Probable topics to be addressed include: human diseases, environmental health, human sexuality, substance abuse, death education, aging, and etc. May be repeated for credit as topics change.

HLTH4700 Internship in Health 3–6 s.h.

Laboratory internship experience providing for practical application of knowledge and theory in a professional setting. Student acquires experience in all phases of the operation with highly qualified personnel in a selected health agency. Six weeks of involvement preferably taken consecutively. Waived for student completing teacher education program. Repeatable to a maximum of six hours.

Health and Movement Science

Courses in Health and Movement Science

HMSC4320 Organization and Administration of Health, Physical Education, and Athletics 3 s.h.

A study of the administrative structure in health, physical education, and athletics, and the interrelatedness of these programs to the specific needs of the community.

HMSC4330 Organization and Administration for the Health Care Professional 3 s.h.

Provide an understanding of concepts and applications when administering a sports medicine program. Sports medicine professionals may include, but are not limited to, athletic trainers, nurses, physical therapists, physicians, and community health professionals.

HMSC4900 Research I 2 s.h.

The development of a research project with current issues and trends in health and movement science. Research methods will be presented. Students will be required to select a topic and a review of related literature. Prerequisite: Health and Movement Science majors with junior standing.

HMSC4910 Research II 1 s.h.

The design, implementation, analysis and presentation of results of the research project developed in HMSC4900 Senior Seminar I. Prerequisite: HMSC4900.

See also:

[Physical Education](#)

Health Care Management

B.A. Degree – Health Care Management Major*

In addition to the general education requirements, Healthcare Management majors must complete 30 semester hours as prescribed below:

BUAD3330 Principles of Marketing 3 s.h.

HCAD3330 Healthcare Finance and Economics 3 s.h.

HCAD3420 Human Resources and Organizational Behavior for Healthcare 3 s.h.

HCAD4100 Internship in Healthcare Management 3 s.h.

HCAD4300 Introduction to Healthcare Informatics 3 s.h.

HCAD4310 Healthcare Electronic Database Systems 3 s.h.

HCAD4320 Electronic Data Management 3 s.h.

HCAD4400 Quality Assurance in Operation Management 3 s.h.

HCAD4500 Leadership in Healthcare 3 s.h.

INTD3720 Legal Aspects of Healthcare Management 3 s.h.

*Offered at Graceland University locations other than the Lamoni Campus.

Courses in Health Care Management

INTD3720 Legal Aspects of Health Care Management 3 s.h.

Overview of the doctrines and principles of law which are foundational to legally sound health care. Current legal dilemmas faced in the health care professions will be explored.

HCAD3330 Healthcare Finance and Economics 3 s.h.

Focuses on the study of healthcare delivery systems from an economic perspective. Provides an introduction to the most commonly used financial concepts, principles, and techniques of healthcare financial management of both for-profit and not-for-profit healthcare organizations.

HCAD3420 Human Resources and Organizational Behavior for Healthcare 3 s.h.

Explores the impact of individual behavior, group behavior, and structure on organizational effectiveness. Focuses on topics such as motivation, leadership, decision-making, power and politics, interpersonal communication, group structure and processes, human resource needs, change processes, conflict, organizational culture, organizational change, work design, appraisal of job performance, training and development, and technological advances.

HCAD4100 Internship in Health Care Management 3 s.h.

Internship that allows students to work with professionals in a health care management setting. The student will play an active role in identifying potential field sponsors.

HCAD4300 Introduction to Healthcare Informatics 3 s.h.

Focuses on the components of the informatics field, the impact of information systems and emerging information technology roles on the dynamic field of healthcare. Emphasis is placed on the functions of the informatics specialists, the licensing, accrediting, and regulatory compliance aspects, as well as the potential of electronic management records to improve the quality of patient care.

HCAD4310 Healthcare Electronic Database Systems 3 s.h.

Focuses on the theories and concepts of file and database structures; how data is captured, stored, structured, processed, and retrieved as well as the most common tools and techniques used. Emphasis is based on comparing various database systems regarding strengths and weaknesses.

HCAD4320 Electronic Data Management 3 s.h.

Focuses on specific knowledge management techniques including data structures and models, manipulation of data using queuing language, data mining, and database security methods. Emphasis is based on application of decision making steps: identification, acquisition, analysis, interpretation, and application of data to a specific knowledge management system.

HCAD4400 Quality Assurance in Operation Management 3 s.h.

Examination of voluntary and governmental efforts to address quality in the U.S. Health Care System. Includes a study of historical methods and current quality assurance, quality improvement and performance improvement models used in a variety of health care settings.

HCAD4500 Leadership in Health Care 3 s.h.

Examination of leadership, management, and change theories. Emphasis on integrating the knowledge, skills, and abilities required to collaborate in creating, mobilizing, and motivating multidisciplinary health care teams to achieve excellence and high quality outcomes.

History

B.A. Degree — History Major

In addition to the general education requirements, History majors must complete 34 semester hours as described below:

Core Requirements 13 s.h.

HIST1310 World Civilizations I 3 s.h.

HIST1320 World Civilizations II 3 s.h.

HIST2400 Historical Inquiry 3 s.h.

HIST/POLS4900 Senior Seminar I 1 s.h.

HIST/POLS4910 Senior Seminar II 3 s.h.

Pre-1800 Courses 3 s.h.

Students complete one of the following courses:

HIST2340 Middle Eastern Civilizations I 3 s.h.

HIST3110 Gender and Women's History 3 s.h.

HIST/REL3520 History of Christianity – The Last 1000 Years 3 s.h.

HIST3600 The Ancient Mediterranean World 3 s.h.

HIST3620 The Middle Ages 3 s.h.

Survey Courses 6 s.h.

Students complete two of the following courses:

HIST2200 Survey of Latin American History I 3 s.h.

HIST2210 Survey of Latin American History II 3 s.h.

HIST2360 Middle Eastern Civilizations II 3 s.h.

HIST2410 United States History to 1877 3 s.h.

HIST2420 United States History Since 1877 3 s.h.

Specialized Upper Division Courses 9 s.h.

Students complete three of the following courses:

HIST/POLS3240 United States Constitutional History 3 s.h.

HIST3360 The Civil Rights Movement 3 s.h.

HIST/POLS3370 The American Presidency 3 s.h.

HIST/POLS3460 United States Foreign Relations 3 s.h.

HIST/POLS3470 British Foreign Relations 3 s.h.

HIST3550 Recent United States History 3 s.h.

HIST3640 Early Modern Europe, 1350 – 1815 3 s.h.

HIST3660 Modern Europe, 1789 – Present 3 s.h.

HIST3530 History of the Palestinian-Israeli Conflict 3 s.h.

Additional History Electives 3 s.h.

Students must take an additional history course of their choice.

Students are strongly encourage to take at least two semesters of a foreign or

classical language.

History Minor

A History minor consists of 18 hours or more in history including HIST2400, six upper division hours, and at least three hours in each of the following areas: United States History, European History, Non-Western or Ancient History.

Teacher Certification in History

FOR HISTORY AND NON-HISTORY MAJORS WHO WANT A SECONDARY AMERICAN OR WORLD HISTORY ENDORSEMENT (5-12):

Students desiring Iowa Teacher Certification with a secondary endorsement must complete the Secondary Education Program (with SOS3390 Methods of Teaching Social Studies as the appropriate methods course), a major in History or Secondary teaching field, and

(A.) for American History endorsement:

- (1) 24 s.h. in American History or
- (2) 30 s.h. in the broad area of Social Sciences to include 15 s.h. of American History, or

(B.) for World History endorsement:

- (1) 24 s.h. in European and/or non-Western History or
- (2) 30 s.h. in the broad area of Social Sciences to include 15 s.h. in European and/or non-Western History.

Courses in History

HIST1100 The History of Iowa 3 s.h.

A survey of Iowa from the 1600s to the present, including Native Americans, early European and U.S. settlement, the path to statehood, the development of agriculture, military conflicts, religion, education, and Iowa's role in the nation and world, with opportunities for students to explore local history resources. Offered online only. Does not fulfill a general education requirement.

HIST1280 History of the Community of Christ (Also RELG1280) 3 s.h.

The rise of the Latter Day Saint movement, the migration to the Midwest, the disruption at Nauvoo, the development of the Reorganization and other factions, and a survey of the conditions, trends, and problems in the contemporary Community of Christ and other factions of this unique American religious movement.

HIST1310 World Civilizations I 3 s.h.

An introductory survey of selected world civilizations from earliest times to approximately 1500 A.D., combining broad chronological coverage with intensive concentration on a small number of selected topics. Those social, political, economic and intellectual themes which have a direct bearing upon contemporary culture and society will be stressed. Goal 4

HIST1320 World Civilizations II 3 s.h.

An introductory survey of selected world civilizations from the emergence of Western Europe as a center of world power. The impact of Western civilizations upon the development of other world civilizations and the contemporary emergence of a global perspective will be stressed. Goal 4

HIST1700 History Museum Management Internship (Also HIST3700) 1-15 s.h.

A work-study program under the direction of the professional staff of a recognized historical collection, historical society, or historical site. This program consists of on-

the-job training in various areas as determined by the student's interests and needs. Areas available for study include museum interpretation, administration, management and staffing, display, publicity, preservation and restoration methods, acquisitioning, archives, research, records management, and development and care of properties. NOTE: No more than 6 hours of the internship will be applied to the normal history and social science major requirements. The hours involved will count as resident credit.

HIST2000 Individual Study Goal 1B 1–3 s.h.

HIST2200 Survey of Latin American History I 3 s.h.

A history of the peoples of the Americas, from their arrival in the western hemisphere through the 19th century. Topics to be addressed include Native American societies and states, the encounter with Europe, the long colonial period, and struggles for political and economic independence. Goal 1B

HIST2210 Survey of Latin American History II 3 s.h.

A history of the peoples of Mexico, Central America, the Caribbean, and South America, from the 19th century to the present. Topics to be addressed include struggles for political and economic independence, social movements, and the influence of North American and other outside powers. Goal 1B

+ HIST2340 Middle Eastern Civilization I 3 s.h.

A survey of Middle Eastern civilization from the pre-Islamic Middle East to 1500 with attention to the origins and growth of Islam, the cultural and economic impact of the Islamic empire and the relationship with other regions. Goal 1B

+ HIST2360 Middle Eastern Civilization II 3 s.h.

A survey of the Middle East from 1500 to the present, beginning with the rise of the Ottoman and Safavid empires. Attention will be given to the growth of European interests in the Middle East and the response to that interest, as well as the making of modern states in the Middle East. Goal 1B

HIST2400 Historical Inquiry 3 s.h.

An exploration of the nature, uses, and methodologies of historical inquiry. Designed to help students with an interest in history to better understand the discipline. Students formulate historical questions, engage in basic research, review literature, and investigate the nature of historical interpretation.

HIST2410 United States History to 1877 3 s.h.

A survey of the personalities, events, and ideas which have shaped United States history from the earliest colonial settlements to the Civil War and Reconstruction. Emphasis upon the struggle for independence, the establishment of government under the Constitution, and the succeeding political, social, and economic movements that culminated in the Civil War. Goal 1B

HIST2420 United States History Since 1877 3 s.h.

A survey of the personalities, events, and ideas that have shaped United States history since the Civil War and Reconstruction. Emphasis upon the rise of the industrial United States, 20th century adjustments to prosperity, depression and world war, and the political, social, and economic changes since World War II. Goal 1B

HIST2900 Topics in History Goal 1B 1–3 s.h.

HIST3000 Individual Study Goal 1B 1–3 s.h.

HIST3110 Gender and Women's History 3 s.h.

A research-based study of how "gendered" persons are related to the history of work, family, politics, education and social behavior in various world cultures throughout

history. Upon successful completion of this course, students will have an understanding of how gender labels were applied throughout history, how they affected a group's access to power, and how those applications affected perceptions and societal roles.

Goal 1B

+ HIST3240 United States Constitutional History (Also POLS3240) 3 s.h.

A study of the history of the creation and evolving interpretation of the U.S.

Constitution, with emphasis on important issues decided by the Supreme Court. Goal 1B

+ HIST3370 The United States Presidency (Also POLS3370) 3 s.h.

The evolution of the office of the President, the recruitment of Presidents, and the various functions performed by the President. Goal 1B

+ HIST3460 United States Foreign Relations (Also POLS3460) 3 s.h.

A history of the interaction of the United States with the people and governments of foreign nations from 1898 to the present. Topics include United States imperial ambitions, the world wars, the Cold War, and United States concerns with foreign nationalist movements. Goal 1B

+ HIST3470 British Foreign Relations (Also POLS3470) 3 s.h.

Survey of Britain's relations with governments and peoples in Europe, Asia, Africa, and the Americas in the period 1815–1970. Topics include Britain's role in shaping the post-Napoleonic order, development of imperial policy in the 19th century, Britain and the pre-World War I alliance system, the policy of appeasement, and the transition to a diminished world role after World War II. Goal 1B

+ HIST3520 History of Christianity – The Last 1000 Years (Also RELG3520) 3 s.h.

An advanced study of the history of Christianity as it developed from the Crusades into the 20th Century. Topics will include the Crusades, the Avignon Papacy and Great Schism, the push for unity, early reform groups, the Reformation, wars of religion, religious imperialism, modern challenges to Christianity, and the Church to Vatican II. Aspects of both continuity and change within the doctrine, popular belief and structure of Christianity will be emphasized. Goal 1B

HIST3530 History of the Palestinian–Israeli Conflict 3 s.h.

A history of one of the world's most intractable conflicts; examines the origins of this conflict; the concept of Zionism and the establishment of the State of Israel; the development of Palestinian nationalism; and outside forces—including Arab nationalism, colonialism and great power interests—that have had a major impact on the conflict. Goal 1B

HIST3540 United States Military History 3 s.h.

Role and evolution of the armed forces in the United States from the Revolutionary War to the present. Emphasis on the major wars fought by the United States with an exploration of their causes and effects. Other topics will include the impact of technology and leadership on the armed forces and the relationship between the military and U.S. society. Goal 1B

+ HIST3550 Recent United States History 3 s.h.

The history of the United States since 1945 emphasizing political, economic, diplomatic, and social trends. Goal 1B

HIST3560 United States Environmental History 3 s.h.

An examination of the complex relationship between human society and nature from early settlements to the present in what is now the United States. Important topics include the impact of human settlement, population growth, use of land and natural resources, the effects of industrialization, and the development of the conservation and environmental movements. Goal 1B

+ HIST3600 The Ancient Mediterranean World 3 s.h.

A thematic study of continuity and developments in the ancient Mediterranean world. Civilizations to be covered include Mesopotamia, Egypt, the development of Judaism as a culture and religion, Persia, Greece and the Alexandrian Empires, and the Roman Republic and Empire. Historical research and writing practices will be emphasized. Goal 1B

+ HIST3620 The Middle Ages 3 s.h.

A thematic study of the mingling of Germanic, Roman and Christian traditions in Europe from circa 300 through 1450. Major topics will include the establishment of Papal authority, the Crusades, Chivalry, and the Black Death, and the changes in political and religious authority throughout the period. Historical research and writing practices will be emphasized. Goal 1B

+ HIST3640 Early Modern Europe, 1350 – 1815 3 s.h.

An advanced study of the continuity, change and revolutions in Europe in the period between 1350 and 1815. Major topics will include the Hundred Years War, the Reformation, the Scientific Revolution, the Witch Hunts, the Enlightenment, the French Revolution, and the Napoleonic Empire. Historical research and writing practices will be emphasized. Goal 1B

+ HIST3660 Modern Europe, 1789 – Present 3 s.h.

An advanced study of the national and international developments in Europe from the French Revolution to the present. Major topics will include the Industrial Revolution, the revolutions of 1848, the rise of nationalism, World Wars I and II, and de-colonization during the Cold War. Historical research and writing practices will be emphasized. Goal 1B

HIST3700 History Museum Management Internship 1–15 s.h.

A work–study program under the direction of the professional staff of a recognized historical collection, historical society, or historical site. This program consists of on–the–job training in various areas as determined by the student's interests and needs. Areas available for study include museum interpretation, administration, management and staffing, display, publicity, preservation and restoration methods, acquisitioning, archives, research, records management, and development and care of properties. NOTE: No more than 6 hours of the internship will be applied to the normal history and social science major requirements. The hours involved will count as resident credit.

HIST3800 History Practicum: Conference Presentation 1–3 s.h.

An advanced experiential course of study in which students propose, research, write and present a paper at a professional or student conference. Students will gain a detailed understanding of a particular topic in history as well as the process of abstract submissions, preparation of a paper of appropriate structure and length for professional acceptance, the process of presentation itself, and the following critique. Students will be encouraged to rework a paper that they have written for a previous history or political science class and earn 1 semester hour of credit. In exceptional circumstances, students may write a new paper and earn 3 semester hours of credit. Students need not be history majors to make a request to sign up for this course, but must work closely with a history or political science faculty member in order to prepare an appropriate conference paper. Prerequisite: Instructor consent. Pass/Fail only. May be repeated for a maximum of 6 semester hours. No more than 6 hours may be applied to the history, political science, and social science major requirements. No credits earned through the Practicum may be applied to History area distribution requirements; all credits will be treated as electives. Goal 1B

HIST3900 Advanced Topics in History 1–3 s.h.

An in–depth study of topics selected from various areas of history such as Civil War, American West, American Constitutional History, Russian History, German History, etc. Course topics will be announced prior to each semester they are offered. May be repeated for credit. Goal 1B

HIST4000 Individual Study 1–3 s.h.

HIST4900 Senior Seminar I (Also POLS4900) 1 s.h. Designed to help the history majors professionalize their knowledge and experience through writing a scholarly paper. History majors only. Prerequisite: Minimum grade of "C" in HIST2400 Historical Inquiry. (Graded on a Pass/Fail basis.)

HIST4910 Senior Seminar II (Also POLS4910) 3 s.h.

The research, writing, and evaluation of the completed seminar paper. Prerequisite: HIST4900.

+Denotes an alternate year course.

Honors Program

B.A. (Honors) Degree

B.S. (Honors) Degree

B.S.N. (Honors) Degree

In addition to meeting all other graduation and major requirements, students wishing to earn an honors degree from Graceland University must be formally admitted to the honors program by the Honors Council, graduate with a minimum grade point average of 3.50, both cumulative and in their honors work, and complete a minimum of 21 s.h. of honors credit, including:

Twelve required hours:

ENGL3250 Advanced Composition: Honors 3 s.h.

INTD3800 Junior Honors Seminar 3 s.h.

INTD4800 Senior Honors Seminar 3 s.h.

ACCT–THTR4850 Honors Thesis/Senior Project (discipline number assigned to correspond to topic) 3 s.h.

Three 3 s.h. honors courses earned through specially designed individual study, honors contracts that convert regular class offerings to honors courses, or specially designed honors offerings (e.g. Honors English) 9 s.h.

Application for admission to the Honors Program may be made upon admission to the university or anytime during a student's college career provided they plan to remain active in the Honors program for a minimum of two full years. Successful applicants are normally expected to meet both of the following criteria:

1. A composite Enhanced ACT score of 25 (SAT 1140) or above.
2. A minimum 3.50 cumulative grade point average at the time of admission into the program.

The Honors Council is, however, free to admit other students who present alternative evidence of exceptional academic promise. Students interested in admission to the program but for whom ACT or SAT scores are low or not available are urged to consult with the program director.

Honors Courses

ENGL1440 English Honors 3 s.h.

Designed to help exceptional students improve their writing skills and increase their understanding of their linguistic environment by combining extensive writing practice with a study of language, the basic principles of logic, and the various forms of written discourse (exposition, narration, argumentation, description). Admission by selection only. Goal 3C

ENGL3250 Advanced Composition: Honors 3 s.h.

Designed to increase the writing skill of upper-division Honors students. Emphasis on the interconnections of critical thinking, reading, writing and the sustained scholarly research process. Prerequisites: ENGL1410 or ENGL1440 and Junior standing. Admission for Honors students or by instructor consent. Goal 3D

INTD2330 Honors Humanities: Ways of Seeing 3 s.h.

An interdisciplinary foundation course in the shared and unique approaches to human experience of the visual artist, musician, creative writer, and philosopher. Course content draws freely on major cultural landmarks from each discipline. Prerequisite: Honors Program or instructor consent. Goal 2B

INTD3800 Junior Honors Seminar 3 s.h.

A series of weekly discussions of topics selected by seminar participants for a broad cross section of intellectual disciplines. Each participant is required to prepare specified readings in advance of weekly sessions and to share in planning and conducting discussions. Offered in the fall semester only. Prerequisites: Admission to the Honors Program and junior or senior standing.

INTD4800 Senior Honors Seminar 3 s.h.

A series of weekly discussions of topics selected by seminar participants for a broad cross section of intellectual disciplines. Each participant is required to prepare specified readings in advance of weekly sessions and to share in planning and conducting discussions. Offered in the fall semester only. Prerequisites: Admission to the Honors Program and junior or senior standing.

ACCT–THTR4850 Honors Thesis/Senior Project 3 s.h.

A major scholarly paper or senior project planned by the honors student and executed in consultation with an approved faculty member. To count toward an honors degree, the student must receive a grade of A or B. The thesis/project will be evaluated on the basis of its originality, quality of research, and presentation. A prospectus must be approved by the Honors Council before significant work is begun. The subject of the thesis/project may be outside the student's major and may be interdisciplinary in scope. Prerequisites: Senior standing and admission to the Honors Program.

Human Services

B.A. Degree – Human Services Major

In addition to the general education requirements, majors in Human Services must complete 42 s.h. as prescribed below:

HMSV2300 Introduction to Social Welfare and Human Services 3 s.h.

HMSV2430 Methods and Ethics of Social Work Practice 3 s.h.

HMSV3400 Human Behavior in the Social Environment 3 s.h.

HMSV4100 Social Welfare Programs and Policies 3 s.h.

HMSV4500 Human Services Practicum 3 s.h.

PSYC1300 Introductory Psychology 3 s.h.

PSYC/SOCI3310 Social Psychology 3 s.h.

PSYC4430 Theory and Practice of Counseling 3 s.h.

SOCI1300 Introduction to Sociology 3 s.h.

SOCI4330 Social Inequality 3 s.h.

*SOCI4440 Social Research 3 s.h.

Three courses from: 9 s.h.

HMSV3900 Advanced Topics in Human Services 3 s.h.

PSYC3370 Cross Cultural Psychology 3 s.h.

PSYC3470 Psychological Tests and Measurement 3 s.h.

PSYC3380 Abnormal Psychology 3 s.h.

SOCI2320 Marriage and the Family 3 s.h.

*It is recommended that MATH1380 Statistics be taken prior to enrolling for SOCI4440 Social Research.

Human Services Minor

A minor in Human Services requires 18 s.h. of the following courses:

HMSV2300 Introduction to Social Welfare and Human Services 3 s.h.

HMSV2430 Methods and Ethics of Social Work Practice 3 s.h.

HMSV3400 Human Behavior in the Social Environment 3 s.h.

PSYC1300 Introductory Psychology 3 s.h.

SOCI1300 Introduction to Sociology 3 s.h.

SOCI4330 Social Inequality 3 s.h.

Courses in Human Services

HMSV2300 Introduction to Social Welfare and Human Services 3 s.h.

An examination of society's commitment to solving social problems in order to improve the welfare of individuals, groups, and communities. The students examine the organized system of social services and social institutions in the United States. Students are exposed to the systems approach used to analyze social problems and social welfare issues. Prerequisites: SOCI1300 (grade of C or better).

HMSV2430 Methods and Ethics of Social Work Practice 3 s.h.

An introduction to the knowledge, values, and skills required of the beginning social worker. Special emphasis on methods of intervention to promote change within individuals, families, small groups, and communities. Prerequisite: HMSV2300 (grade of C or better).

HMSV3400 Human Behavior in the Social Environment 3 s.h.

A social systems perspective is applied to understand the relationships among individuals, families and the broader social environment, addressing behavior within diverse contexts including ethnicity, race, social class, gender, sexual orientation, age, and disability. Prerequisite: HMSV2300 Introduction to Social Welfare and Human Services.

HMSV3900 Advanced Topics in Human Services 3 s.h.

An in-depth study of topics from one or more areas of Social Welfare. Topics will be announced prior to each semester in which they are offered. May be repeated for credit as topics change. Prerequisite: HMSV2300 Introduction to Social Welfare and Human Services.

HMSV4100 Social Welfare Programs and Policies 3 s.h.

An overview of American social welfare programs and policies. Students will be introduced to social policy analysis. Emphasis will be given to poverty, welfare programs, and welfare reform. An overview of current social policy associated with economic support, housing, food, and immigration will be provided. Prerequisite: HMSV2300 Introduction to Social Welfare and Human Services.

HMSV4500 Human Services Practicum 3-6 s.h.

A supervised practicum which serves as a capstone course. This course integrates the knowledge, values, and skills developed throughout the human services curricula, in a community agency setting. Graceland faculty, field supervisors, and students collaborate to facilitate the transition from classroom to practice in the human services field. (Graded on a Pass/Fail basis) Prerequisite: HMSV3430, PSYC4430, Senior status and Instructor's consent.

Interdisciplinary

Interdisciplinary Courses

INTD1000 Transition 1 s.h.

A required course designed to provide additional support to non-native speakers of English and non-North American international students transitioning into university life during their first semester in the USA. This course serves as an extended orientation that will help students integrate into campus life and navigate through cultural adjustment while learning about the USA/State/Local/Graceland cultures and procedures. Course may be taken with instructor consent for students that are not required to take the course.

INTD1100 Critical Thinking in the Liberal Arts and Sciences 3 s.h.

An interdisciplinary course providing a common academic experience for all first year students. Introduces students to college-level thinking in the arts and sciences. Emphasis on developing a community of learners with an appreciation for the arts and sciences and with the tools for academic success. NOTE: Withdrawal from this course is only allowed through student petition.

INTD1200 Introduction to International Studies (also GEOG/POLS1200) 3 s.h.

An overview of the major disciplines represented in the International Studies major. This course will also offer an introduction to contemporary global concerns through a study of current political, economic, and social issues. Discussion of important global issues will lead to a more critical analysis of news and an awareness of the responsibilities of national and international citizenship. Goal 4

INTD1300 Sexuality: The Human Experience 3 s.h.

Designed to expand students' awareness of themselves as sexual beings and to examine such topics as anatomy, psychology, behavior, and ethics as they relate to human sexuality in a value-oriented environment.

INTD1900 Topics 1-3 s.h.

Specific courses that may be approved by the division responsible for their implementation, subject to the approval of the Deans Council.

INTD2000 Individual Study 1-3 s.h.**INTD2300 Humanities I: Ways of Seeing 3 s.h.**

An interdisciplinary foundation course in the shared and unique approaches to human experience of the visual artist, musician, creative writer, and philosopher. Course content draws freely on major cultural landmarks from each discipline. Goal 2B

INTD2330 Honors Humanities: Ways of Seeing 3 s.h.

An interdisciplinary foundation course in the shared and unique approaches to human experience of the visual artist, musician, creative writer, and philosopher. Course content draws freely on major cultural landmarks from each discipline. Prerequisite: Honors Program or instructor consent. Goal 2B

INTD3000 Individual Study 1-3 s.h.**INTD3100 Intercultural Communication (also COMM3100) 3 s.h.**

An examination of concepts which have application to communication across cultural boundaries, with emphasis on relating them to effective intercultural communication skills. Goal 4

INTD3200 Exploration of Third World Cultures 3 s.h.

Focus will be on the political, socio-economic, geographical, health, and cultural determinants of life circumstances of people living in third world countries. Literature of specific cultures will be studied for insights into cultural beliefs and behaviors that are at variance with student's culture. Resource persons with extensive experience in third world countries will be available for class interactions. Preparation requirements for travel abroad will be discussed. Offered in Independence, Missouri.

INTD3800 Junior Honors Seminar 3 s.h.

A series of weekly discussions of topics selected by seminar participants for a broad cross section of intellectual disciplines. Each participant is required to prepare specified readings in advance of weekly sessions and to share in planning and conducting discussions. Offered in the fall semester only. Prerequisites: Admission to the Honors Program and junior or senior standing.

INTD3900 Topics 1-3 s.h.

Specific courses that may be approved by the division responsible for their implementation, subject to the approval of the Deans Council.

INTD4000 Individual Study 1-3 s.h.**INTD4100 Internship in International Studies 1-3 s.h.**

An internship that allows students to work with professionals who are in career areas relating to the field of international studies. The student will play an active role in identifying potential field sponsors. (Graded on a Pass/Fail basis). Prerequisite: Instructor's consent.

INTD4200 Study Abroad Retrospective 1 s.h.

An evaluation and analysis of intercultural experience and its implications within a framework of current theory, concepts, and methods in the field of intercultural communication. This course is designed to immediately follow the International Studies major's residence abroad and must be successfully completed no later than one year from the student's return from study abroad. (Graded on a Pass/Fail basis.) Prerequisite: INTD3100 and Instructor's consent.

INTD4800 Senior Honors Seminar 3 s.h.

A series of weekly discussions of topics selected by seminar participants for a broad cross section of intellectual disciplines. Each participant is required to prepare specified readings in advance of weekly sessions and to share in planning and conducting discussions. Offered in the fall semester only. Prerequisites: Admission to the Honors Program and junior or senior standing.

+ Deonotes an alternate year course.

International Studies

B.A. Degree – International Studies Major

A Bachelor of Arts degree with a major in International Studies is designed to prepare students

(1) for careers in Foreign Service, other government agencies, international organizations, and

(2) for the many opportunities of international dimension in business, medicine, the humanities, the church, etc. It is an interdisciplinary major and is structured to allow the student a broad spectrum of courses with international emphasis, a concentration in one discipline, and a depth of knowledge of one area of the world. Students are encouraged to complete an internship in an area related to International Studies.

In addition to the general education requirements, the student majoring in International Studies must complete at least 40 semester hours including:

Core Requirements 7 s.h.

INTD/GEOG/POLS1200 Introduction to International Studies 3 s.h.

INTD/COMM3100 Intercultural Communication 3 s.h.

INTD4200 Study Abroad Retrospective 1 s.h.

Political Science/Economics Options 6 s.h.

Students complete two of the following courses:

BUAD1440 International Business 3 s.h.

ECON/GEOG3280 Economic Development 3 s.h.

ECON3440 International Economics 3 s.h.

HIST/POLS3460 United States Foreign Relations 3 s.h.

HIST/POLS3470 British Foreign Relations 3 s.h.

PEAC/POLS2200 Introduction to Peace Studies 3 s.h.

PEAC/POLS3220 Global Peace Issues 3 s.h.

Behavioral Options 6 s.h.

Students complete two of the following courses:

COMM/PEAC/SOCI3210 Conflict Resolution 3 s.h.

PSYC3320 Research Design and Experimental Methods 3 s.h.

PSYC3370 Cross Cultural Psychology 3 s.h.

SOCI1350 Cultural Anthropology 3 s.h.

Cultural Options 3 s.h.

Students complete one of the following courses:

ARTS2300 Art History Survey: Ancient to Medieval 3 s.h.

ARTS2310 Art History Survey: Renaissance to Modern 3 s.h.

INTD3300 Language and Culture 3 s.h.

MUSC2350 Musics of the World 3 s.h.

THTR3380 Theatre History II 3 s.h.

Religion Options 3 s.h.

Students complete one of the following courses:

PHIL/RELG3100 World Philosophies and Religion: Great Texts 3 s.h.

RELG3200 Religions of the World 3 s.h.

History Options 6 s.h.

Students complete two of the following courses:

HIST1310 World Civilizations I 3 s.h.

HIST1320 World Civilizations II 3 s.h.

HIST2340 Middle Eastern Civilizations I 3 s.h.

HIST2360 Middle Eastern Civilizations II 3 s.h.

HIST2200 Survey of Latin American History I 3 s.h.

HIST2210 Survey of Latin American History II 3 s.h.

HIST3110 Gender and Women's History 3 s.h.

Area Studies Requirement 9 s.h.

Students must complete nine semester hours of study pertaining to one country or area of the world, excluding courses chosen above, which corresponds to the area chosen for their Approved Study Abroad experience. Of these nine semester hours, students must participate in an approved study abroad or internship abroad experience at a nationally or internationally accredited institution for a minimum of six semester hours. The intention is that students will complete at least six semester hours of their area studies while completing their study abroad. The student is required to spend at least six weeks in residence in the area of the world chosen for the area studies concentration. International students whose ordinary residence is not the United States and/or whose primary language is not English, who choose the United States for their area concentration, are required to participate in the Internship option.

It is recommended that International Studies majors also complete the following courses: Introduction to Statistics, Principles of Microeconomics, Principles of Macroeconomics, Environmental Biology, and at least two semesters of a single foreign language.

International Studies Minor

A minor in International Studies consists of 18 semester hours, including the core requirements and one course chosen from each of the four different categories.

Core Requirements 6 s.h.

INTD/GEOG/POLS1200 Introduction to International Studies 3 s.h.

COMM/INTD3100 Intercultural Communications 3 s.h.

Political Science/Economics Options 3 s.h.

Students complete one of the following courses:

BUAD1440 International Business 3 s.h.

ECON/GEOG3280 Economic Development 3 s.h.

ECON3440 International Economics 3 s.h.

HIST/POLS3460 United States Foreign Relations 3 s.h.

HIST/POLS3470 British Foreign Relations 3 s.h.

PEAC/POLS2200 Introduction to Peace Studies 3 s.h.

PEAC/POLS3220 Global Peace Issues 3 s.h.

Behavioral Options 3 s.h.

Students complete one of the following courses:

COMM/PEAC/SOCI3210 Conflict Resolution 3 s.h.

PSYC3320 Research Design and Experimental Methods 3 s.h.

PSYC3370 Cross Cultural Psychology 3 s.h.

SOCI1350 Cultural Anthropology 3 s.h.

Cultural/Religion Options 3 s.h.

Students complete one of the following courses:

ARTS2300 Art History Survey: Ancient to Medieval 3 s.h.

ARTS2310 Art History Survey: Renaissance to Modern 3 s.h.

INTD3300 Language and Culture 3 s.h.

MUSC2350 Musics of the World 3 s.h.

PHIL/RELG3100 World Philosophies and Religion: Great Texts 3 s.h.

RELG3200 Religions of the World 3 s.h.

THTR3380 Theatre History II 3 s.h.

History Options 3 s.h.

Students complete one of the following courses:

HIST1310 World Civilizations I 3 s.h.

HIST1320 World Civilizations II 3 s.h.

HIST2340 Middle Eastern Civilizations I 3 s.h.

HIST2360 Middle Eastern Civilizations II 3 s.h.

HIST2200 Survey of Latin American History I 3 s.h.

HIST2210 Survey of Latin American History II 3 s.h.

HIST3110 Gender and Women's History 3 s.h.

Liberal Studies

B.A. Degree — Liberal Studies Major

The Liberal Studies major offers the student an opportunity to devise, in concert with the faculty advisor, a program of study matched to the student's particular needs and interests. Beyond the graduation requirements, the student's program may consist of either:

1. A concentrated area of study not already offered as a major. This area of study should include a minimum of 39 s.h. of course work, or
2. The prescribed General Studies concentration which provides enriched study in at least three topic areas chosen from communications, natural sciences and mathematics, humanities, social sciences, and professional fields. This area of study includes at least 36 s.h. of study of which 24 s.h. must be upper division courses.

The student, in cooperation with a faculty adviser, submits the electronic [application](#) for the major.

Programs presented for approval must be submitted one semester or summer session in advance of graduation. Final approval for designed concentrations rests with the faculty adviser, two additional faculty members knowledgeable about the area of concentration and the Special Programs Office. General studies proposals approval rests with the faculty adviser and Special Programs Office.

Mathematics

B.A. Degree — Mathematics Major

Majors in Mathematics must complete the general education requirements and the following courses:

CSIT1100 Principles of Computing 3 s.h.
MATH1350 Discrete Mathematics 3 s.h.
MATH1380 Introduction to Statistics 3 s.h.
MATH1510 Calculus I 3 s.h.
MATH1520 Calculus II 3 s.h.
MATH2510 Calculus III 3 s.h.
MATH2520 Calculus IV 3 s.h.
MATH3200 Probability and Stochastic Processes 3 s.h.
MATH3330 Modern Algebra 3 s.h.
MATH3340 Linear Algebra 3 s.h.
MATH4370 Mathematical Modeling 3 s.h.
Upper division Mathematics elective 6 s.h.

Completion of the Mathematics Assessment Exam A student completing a double major in Computer Science/Information Technology and Mathematics will be granted a Bachelor of Science degree.

Mathematics Minor

A minor in Mathematics requires 18 semester hours of Mathematics, to include MATH1510 and 6 s.h. of Mathematics electives numbered 2000 or higher. May not include DEVL1200 or MATH1280.

Teacher Certification in Mathematics

1. FOR MATHEMATICS MAJORS WHO WANT A SECONDARY ENDORSEMENT (5–12):
Students majoring in Mathematics who desire Iowa Teacher Certification with a Mathematics secondary endorsement must complete the Mathematics major requirements above, the Secondary Education Program (with MATH3360 Methods of Teaching Science and Mathematics as the appropriate methods course), and the following courses:

MATH3320 Modern Geometry 3 s.h.
MATH3370 History of Mathematics 3 s.h.

2. FOR NON-MATHEMATICS MAJORS WHO WANT A SECONDARY MATHEMATICS ENDORSEMENT (5–12):
Non-Mathematics Majors desiring a secondary Mathematics endorsement (5–12) in Iowa must complete the Secondary Education Program (with MATH3360 Methods of Teaching Science and Mathematics as the appropriate methods course), a major in a secondary teaching field, and the following courses:

CSIT1100 Principles of Computing 3 s.h.
MATH1350 Discrete Mathematics 3 s.h.
MATH1510 Calculus I 3 s.h.
MATH1520 Calculus II 3 s.h.
MATH3320 Modern Geometry 3 s.h.
MATH3330 Modern Algebra 3 s.h.
MATH3370 History of Mathematics 3 s.h.
MATH1380 Introduction to Statistics 3 s.h.

Courses in Math

MATH1250 Informal Geometry 3 s.h.

Major ideas from the various fields of geometry. Topics include analytical, transformational, Euclidean and non-Euclidean geometries, constructions, tiling the plane, and topology. Goal 3A

MATH1280 College Algebra 3 s.h.

Solutions of polynomial, rational and radical equations and inequalities, systems of equations, matrices, sequences, series, combinatorics, mathematical induction. Prerequisite: 2 years high school algebra or DEVL1200. Goal 3A

MATH1310 Mathematical Concepts I 3 s.h.

A systematic development of whole number systems, geometry, and measurement. Prerequisite: 1 year high school algebra; geometry recommended. Goal 3A

MATH1320 Mathematical Concepts II 3 s.h.

A systematic development of the real number system and its subsystems, symbolic logic. Prerequisite: MATH1310. Goal 3A

MATH1330 Elementary Functions 3 s.h.

Functions and relations, special functions and their graphs including logarithmic and exponential functions, trigonometric functions and their inverses. Prerequisite: 2 years of high school algebra or MATH1280. Goal 3A

MATH1350 Discrete Mathematics 3 s.h.

A survey of topics in discrete mathematics: mathematical induction, set theory, determinants/matrices, combinatorics, graph theory, Boolean algebra. Prerequisite: 2 years high school algebra or MATH1280. Goal 3A

MATH1380 Introduction to Statistics 3 s.h.

Data analysis and measures of central tendency, dispersion, and correlation. Introduction to probability. Estimation and hypothesis testing. Bivariate regression. Elementary ANOVA. Introduction to nonparametric techniques. Prerequisite: 1 year high school algebra. Goal 3A

MATH1510 Calculus I 3 s.h.

Limits, continuity, derivative, mean-value theorem, simple integration, fundamental theorem of calculus. Prerequisite: 2 years high school algebra. Goal 3A

MATH1520 Calculus II 3 s.h.

Calculus of exponential, logarithmic, trigonometric, hyperbolic and inverse functions; techniques of integration and applications. Prerequisite: MATH1510 and trigonometry. Goal 3A

MATH1900 Elementary Topics in Mathematics 1–3 s.h.

A study of selected elementary topics in mathematics that are not offered in the regular curriculum. May be repeated for credit when topics are different. Goal 3A

MATH2000 Individual Study Goal 3A 1–3 s.h.

MATH2510 Calculus III 3 s.h.

Conic sections, polar coordinates, indeterminate forms, improper integrals, sequences, series, vectors in the plane. Prerequisite: MATH1520. Goal 3A

MATH2520 Calculus IV 3 s.h.

Vectors in space, functions of several variables, multiple integration, line integrals. Prerequisite: MATH2510. Goal 3A

MATH3000 Individual Study Goal 3A 1–3 s.h.**MATH3200 Probability and Stochastic Processes 3 s.h.**

Introduction to probability, classical probability models and processes, random variables, conditional probability, Markov Chains, and application. Prerequisite: MATH1520. Goal 3A

MATH3300 Differential Equations 3 s.h.

Methods of solving first order differential equations and linear second order differential equations, power series solutions, Laplace transforms, Fourier series, and boundary value problems. Prerequisite: MATH2520. Goal 3A

MATH3320 Modern Geometry 3 s.h.

Foundations of Euclidean and non-Euclidean geometries. Prerequisite: MATH1510 or consent of instructor. Goal 3A

+ MATH3330 Modern Algebra 3 s.h.

Axiomatic algebra, groups, rings, fields. Prerequisite: MATH1510. Goal 3A

MATH3340 Linear Algebra 3 s.h.

Matrices, vector spaces, linear transformations. Prerequisite: MATH1510. Goal 3A

MATH3360 Methods of Teaching Science and Mathematics (Also SCIE3360) 3 s.h.

A study of the objectives, methods, techniques, materials, and activities related to teaching science and mathematics in the secondary schools. Prerequisite: 20 hours in science or mathematics.

+ MATH3370 History of Mathematics 3 s.h.

Origins, philosophy and development of the mathematical sciences.
Prerequisite: MATH1510. Goal 4

MATH3900 Advanced Topics in Mathematics 1–3 s.h.

A study of selected advanced topics in mathematics which is not offered in the regular curriculum. May be repeated for credit when topics are different. Goal 3A

MATH4000 Individual Study Goal 3A 1–3 s.h.**+ MATH4360 Numerical Analysis (Also CSIT4360) 3 s.h.**

Analysis of numerical methods for computers covering iterative methods for finding roots of equations, numerical integration, interpolation and differentiation, and solution of ordinary differential equations. Error analysis and convergence of algorithms.
Prerequisite: MATH2510 and a computer programming course. Goal 3A

+ MATH4370 Mathematical Modeling (Also CSIT4370) 3 s.h.

Selected topics to demonstrate the interaction of mathematical thinking with real-world problems. Prerequisites: MATH1350 and MATH1520. Goal 3A

MATH4900 Advanced Topics in Mathematics 1–3 s.h.

A study of selected advanced topics in mathematics which is not offered in the regular curriculum. May be repeated for credit when topics are different. Goal 3A

+Denotes an alternate year course.

Music

B.A. Degree — Music Major

In addition to the general education requirements, majors in Music must complete a minimum of 42 semester hours to include the courses listed below.

Basic Musicianship 16 s.h.

MUSC1120 Introduction to Music Technology 2 s.h.

MUSC1210 Music Theory I 3 s.h.

MUSC1220 Music Theory II 3 s.h.

MUSC1230 Aural Theory I 1 s.h.

MUSC1240 Aural Theory II 1 s.h.

MUSC2100 Form and Analysis 3 s.h.

MUSC3220 Post Tonal Theory and History 3 s.h.

Competency on the Music Theory Placement Exam (70% or better)

(Student's who do not receive 70% or better must enroll in MUSC1200 Fundamentals of Music 3 s.h.)

Music History and Literature 9 s.h.

MUSC1260 Music History I 3 s.h.

MUSC2400 Music History II 3 s.h.

Choose one of the following:

MUSC2310 Music in the Church 3 s.h.

MUSC2350 Musics of the World 3 s.h.

MUSC2360 Jazz History 3 s.h.

Applied Music 10 s.h. in a single performance area

Music Majors: a jury is required at the end of semester in which lessons are taken.

Choose from the following:

Lower Division 4 s.h.

- MUSC1510 Organ
- MUSC1530 Piano
- MUSC1610 Brass
- MUSC1630 Percussion
- MUSC1650 Strings
- MUSC1670 Woodwinds
- MUSC1750 Voice

Upper Division 6 s.h.

- MUSC3510 Organ
- MUSC3530 Piano
- MUSC3610 Brass
- MUSC3630 Percussion
- MUSC3650 Strings
- MUSC3670 Woodwinds
- MUSC3750 Voice

Recital 0 s.h.

Recital MUSC4700

*Senior Recital required for graduation. Recital must have 40 minutes of prepared music.

Ensemble Music 0–1 s.h.

Students must enroll in an ensemble for 0–1 s.h. each semester of degree study and receive a grade of C or better to receive course credit for the music major. A minimum of 4 s.h. is required for graduation.

Choose from the following:

Lower Division

- MUSC1140 Chamber Singers
- MUSC1300 Concert Choir
- MUSC1400 Orchestra
- MUSC1600 Jazz Ensemble
- MUSC1700 Symphonic Band

Upper Division

- MUSC3140 Advanced Chamber Singers
- MUSC3150 Advanced Concert Choir
- MUSC3160 Advanced Graceland Orchestra
- MUSC3180 Advanced Jazz Ensemble
- MUSC3190 Advanced Symphonic Band

Performance Attendance 0 s.h.

Students must enroll in MUSC1000 Performance Attendance in each semester of degree study.

Conducting 1 s.h.

MUSC2340 Conducting I

Piano Proficiency 2 s.h. or competency

MUSC2120 Piano Class for Proficiency 1 s.h.

MUSC2120 Piano Class for Proficiency 1 s.h.

Students must pass a piano proficiency examination for graduation. Consisting of major and minor scales, sight-reading, harmonization, transposition and a prepared piece.

Music Minor

A minor in Music consists of a minimum of 18 semester hours in Music including:

Basic Musicianship 8 s.h.

MUSC1210 Music Theory I 3 s.h.

MUSC1220 Music Theory II 3 s.h.

MUSC1230 Aural Theory I 1 s.h.

MUSC1240 Aural Theory II 1 s.h.

Music History 3 s.h.

MUSC2400 Music History II or MUSC2350 Musics of the World

Applied Music 4 s.h. in a single performance area

Music Minors: a jury is required at the end of semester in which lessons are taken. Must be taken in the first four consecutive semesters after a Music Minor has been declared.

Choose from the following:

Lower Division

- MUSC1510 Organ
- MUSC1530 Piano
- MUSC1610 Brass
- MUSC1630 Percussion
- MUSC1650 Strings
- MUSC1670 Woodwinds
- MUSC1750 Voice

Ensemble Music

Students must enroll in an ensemble for 0–1 s.h. each semester of degree study and receive a passing grade of C or better to receive course credit in the music minor.

Choose from the following:

Lower Division

- MUSC1140 Chamber Singers
- MUSC1300 Concert Choir
- MUSC1400 Orchestra
- MUSC1600 Jazz Ensemble
- MUSC1700 Symphonic Band

Upper Division

- MUSC3140 Advanced Chamber Singers
- MUSC3150 Advanced Graceland Choir
- MUSC3160 Advanced Orchestra
- MUSC3180 Advanced Jazz Ensemble
- MUSC3190 Advanced Symphonic Band

Music Technology 2 s.h.

MUSC1120 Music Technology

Performance Attendance 0 s.h.

Enroll each semester applied lessons are taken in MUSC1000 Performance Attendance

Conducting 1 s.h.

MUSC2340 Conducting I

Teacher Certification in Music

COMBINATION ENDORSEMENT (K–12) in Music: Students majoring in Music who desire Iowa Teacher Certification with an elementary and secondary Music endorsement must complete the BA degree in Music, the Music Endorsement (MUSC3240, 3 courses from MUSC3270, MUSC3280, MUSC3290, and MUSC3400; and both MUSC3360 and MUSC3390 as the appropriate methods courses) and the Combination Program.

Courses in Music**Theory, Literature, and Methods****MUSC1000 Performance Attendance 0 s.h.**

Required attendance at regularly scheduled recitals, concerts, and special music programs. A corequisite of all applied music courses for Music majors and Music minors.

Goal 2A

MUSC1120 Introduction to Music Technology 2 s.h.

Introduction to the use of computers in music production, music notation, and music education. Basic software and concepts in educational and music technology will be emphasized. Sources, selection, evaluation, creation, and implementation of electronic media for the musician and music educator will be covered. Prerequisite: Declared Music major. Corequisite: MUSC1210 Music Theory I and MUSC1230 Aural Theory I. Goal 2A

MUSC1200 Fundamentals of Music 3 s.h.

Introduction to fundamentals of music to develop understanding and skill in music notation and musical language. Topics covered include music notation, rhythm, meter, intervals, scales, key signatures, treble and bass clef, and triads. A grade of 70% or higher on Music Theory Placement Exam is needed to test out of MUSC1200. Goal 2A

MUSC1210 Music Theory I 3 s.h.

Encompasses the study of diatonic chords in major and minor keys, principles of voice leading, root position part writing, harmonic progression, triads in first and second inversions, cadences, and dominant seventh chords. Prerequisites: Grade of 70% or higher on Music Theory Placement Exam or successful completion of MUSC1200 Fundamentals of Music with a grade of C or higher. Corequisite (for Music Majors only): MUSC1230 Aural Theory I. Goal 2A

MUSC1220 Music Theory II 3 s.h.

Continuation of Music Theory I. Topics covered include non-chord tones, diatonic seventh chords, secondary dominants chords, secondary leading-tone chords, modulation, mode mixture, the Neapolitan chord, and augmented sixth chords. Prerequisites: Successful completion of MUSC1210 Music Theory I and MUSC1230 Aural Theory I with grades of C or higher. Corequisite: (for Music Majors only): MUSC1240 Aural Theory II. Goal 2A

MUSC1230 Aural Theory I 1 s.h.

Sight singing and dictation of diatonic scales, intervals, triads, rhythmic groups, harmonic function, and tonal melodies. Prerequisite: Grade of 70% or higher on Music Theory Placement Exam or successful completion of MUSC1200 Fundamentals of Music with a grade of C or higher. Corequisite (for Music Majors only): MUSC1210 Music Theory I. Goal 2A

MUSC1240 Aural Theory II 1 s.h.

Continuation of Aural Theory I. Sight singing of tonal melodies, canons, and part music, treble, bass, and C-clefs. Dictation of tonal and chromatic melodies, rhythmic groups, harmonic intervals, and two- and four-part harmony. Prerequisite: Successful completion of MUSC1210 Music Theory I with grade of C or higher. Corequisite: MUSC1220 Music Theory II. Goal 2A

MUSC1250 Survey of Music Literature 3 s.h.

Introduction to the history of western art music, providing the basic terminology, styles of composition, listening skills, and learning techniques required to understand classical music. Focus on the western art music tradition, specifically from antiquity through the twentieth century. This course is only offered through the ACE program and is not taught on the Lamoni Campus. Goal 2A

+ MUSC1260 Music History I 3 s.h.

Detailed examination of music from the beginnings of Western Civilization through the conclusion of the Baroque period. Emphasis is placed on the listening and study of musical examples. Goal 2A

MUSC2000 Individual Study Goal 2A 3 s.h.

+ MUSC2100 Form and Analysis 3 s.h.

Study of form in music, this course covers music literature drawn principally from, but not limited to, the baroque through classical eras. Analysis of phrases, periods, binary and ternary forms, rondo, sonata-allegro, and concerto forms. Prerequisite: Grade of C or better in MUSC1220 Music Theory II. Goal 2A

MUSC2120 Piano Class for Proficiency 1 s.h.

Designed to aid students who need further study to pass the piano proficiency requirement. May be repeated for credit. Prerequisites: Music major status and consent of instructor. Goal 2A

MUSC2310 Music in the Church 3 s.h.

Study of music in worship from antiquity through the Christian Reformers of Luther, Calvin into the Twenty-First Century of multiple genres of expression. A multi-denominational exploration including the song history of Community of Christ. Also explores hymn and praise song composition. Goal 2A

+ MUSC2340 Conducting I 1 s.h.

Study of conducting patterns and fundamental techniques including entrance, release, cue, dynamics, and tempo change. Prerequisite: MUSC1220 Music Theory II with a grade of C or better. Goal 2A

MUSC2350 Musics of the World 3 s.h.

Explores the musical history of the planet's diverse human communities. Music is not one universal language but a group of languages that express, shape and record human experience. An intensive study of how music works within the social and cultural context including a specific examination of indigenous music of West Africa, Latin America, China, Indonesia, and Japan. Goal 4

MUSC2360 Jazz History 3 s.h.

Introduction to various jazz styles and performers through the listening, discussion, and lecture of important and representative musical works from each of these periods. A significant focus will be on the relationship between the music, style, and social and economic fabric. Goal 2A

+ MUSC2400 Music History II 3 s.h.

Study of music from the Classical through the Romantic periods, with attention to the evolution of styles and forms during these eras. Emphasis is placed on listening to examples of the music studied. Goal 2A

MUSC3000 Individual Study Goal 2A 1–3 s.h.**+ MUSC3220 Post Tonal Theory/History 3 s.h.**

Study of the techniques of 20th-century compositions and investigation of composition practices, such as impressionism, atonality, serialism, aleatory or chance music, and electronic music all placed within their historical context. Prerequisite: Grade of C or better in MUSC2100 Form and Analysis and MUSC2410 Music History III. Goal 2A

+ MUSC3240 Conducting II 1 s.h.

Continuation and application of Conducting I skills with one-half emphasis on choral conducting applications and one-half emphasis on instrumental conducting applications. Prerequisite: MUSC2340 Conducting I with a grade of C or better. Goal 2A

+ MUSC3270 Brass and Percussion Methods and Pedagogy 2 s.h.

For music education students. Methods of teaching brass and percussion instruments and development of a minimal playing proficiency on each. Survey of materials for both private and class instruction. Goal 2A

+ MUSC3280 String Methods and Pedagogy 2 s.h.

For music education students. Methods of teaching string instruments and development of a minimal playing proficiency on each. Survey of materials for both private and class instruction. Goal 2A

+ MUSC3290 Woodwind Methods and Pedagogy 2 s.h.

For music education students. Methods of teaching woodwind instruments and development of a minimal playing proficiency on each. Survey of materials for both private and class instruction. Goal 2A

+ MUSC3360 Music in the Secondary School 3 s.h.

Organization of junior and senior high school instrumental and choral classes including methods, materials, and program building. Several class sessions emphasize the subjects of a general music curriculum for the general student or nonperformer. Goal 2A

+ MUSC3390 Music in the Elementary School 3 s.h.

To provide the music major with the necessary knowledge, methods, and skills to build and administer an effective general music program in grades K–6. In addition to the fundamental learnings of the elementary classroom teacher, there is exploration of dominant trends in music teaching, current learning theories, and measurement and evaluation. Survey of materials, observation, and teaching of actual music classes in the elementary schools. Goal 2A

+ MUSC3400 Vocal Methods and Pedagogy 2 s.h.

Basic principles and practical methods underlying the teaching of singing to individuals and/or groups. Prerequisite: MUSC1410 or MUSC1750. Goal 2A

MUSC4000 Individual Study Goal 2A 1–3 s.h.**MUSC4700 Senior Recital 0 s.h.**

Required of all music majors. Students will present a solo recital on their major instrument/voice consisting of 40 minutes of music. Students must perform and "pass" a pre-recital jury before the music faculty one month prior to the scheduled senior recital. Student may pick up a recital syllabus/application from the Division of Visual and Performing Arts office in Shaw Center. Prerequisite: Music majors must pass all components of the Piano Proficiency exam before registering for this course.

Applied Music — Group Instruction**MUSC1410 Voice Class I 1 s.h.**

Introduction to the basic principles of vocal production and performance using the small class approach. Emphasis on folk songs, art songs, and easy arias in English. (No applied music fee.) Goal 2A

MUSC1420 Voice Class II 1 s.h.

Continuation of MUSC1410. Prerequisite: MUSC1410 and/or consent of instructor. (No applied music fee.) Goal 2A

MUSC1740 Piano Class 1 s.h.

For beginning piano students. Class approach to the learning of basic keyboard technique and orientation to both treble and bass clefs. With the aid of electronic equipment, students are able to work either individually or with other members of the class. May be repeated once for credit. Goal 2A

Applied Music — Individual Instruction

Applied Keyboard: (MUSC1510 Organ, MUSC1530 Piano) 1–2 s.h.

Individual instruction (private lessons) with emphasis on developing skills, improving technique, and learning repertoire. May be repeated for credit. (Applied music fee.) Goal 2A

Applied Instruments (MUSC1610 Brass, MUSC1630 Percussion, MUSC1650 Strings, MUSC1670 Woodwinds) 1–2 s.h.

Individual instruction (private lessons) with emphasis on developing skills, improving technique and learning repertoire. May be repeated for credit. (Applied music fee.) Goal 2A

MUSC1750 Applied Voice 1–2 s.h.

Individual instruction (private lessons) in vocal technique, performance, and repertoire. Emphasizes the study of English, American, and Italian art songs and arias. Vocal seminar is required. May be repeated for credit. (Applied music fee.) Goal 2A

Advanced Applied Keyboard (MUSC3510 Organ, MUSC3530 Piano) 1–2 s.h.

For students who have had four semesters of lower division applied music study on the specific instrument. May be repeated for credit. (Applied music fee.) Goal 2A

Advanced Applied Instruments (MUSC3610 Brass, MUSC3630 Percussion, MUSC3650 Strings, MUSC3670 Woodwinds) 1–2 s.h.

For students who have had four semesters of lower division applied music study on the specific instrument. May be repeated for credit. (Applied music fee.) Goal 2A

MUSC3750 Advanced Applied Voice 1–2 s.h.

Advanced individual instruction (private lessons) in vocal technique, performance, and repertoire. Emphasizes the study of arias and art songs in a variety of languages. For students who have had four semesters of MUSC1750. Vocal seminar required. May be repeated for credit. (Applied music fee.) Goal 2A

Ensemble Music**MUSC1140 Chamber Singers 0–1 s.h.**

Vocal chamber ensemble of sixteen to twenty-four singers selected on the basis of voice quality, musicianship, blend, and sight-singing ability. Chamber Singers form on and off campus. Audition required. Goal 2A

MUSC1300 Concert Choir 0–1 s.h.

Graceland's largest choir offers students from all majors the opportunity to express themselves through secular and sacred choral music. Concert Choir performs both on and off campus. Audition required. Goal 2A

MUSC1400 The Graceland Orchestra 0–1 s.h.

The Graceland Orchestra offers students from all majors the opportunity to express themselves through the study, preparation, and performance of a wide range of orchestral literature. Performances on and off campus. Audition required. Goal 2A

MUSC1500 Yellowjacket Drumline 0–1 s.h.

The Yellowjacket Drumline offers students from all majors the opportunity to study and perform standard contemporary percussion literature. Students will perform at selected athletic & recruitment events as determined by the course syllabus. Additional information: 1) Not a required course for the B.A. Music Degree; 2) May not be counted toward elective hours within a major or minor; 3) May be counted solely as an elective course whose credits count toward graduation. Prerequisite: Students are required to audition. Goal 2A.

MUSC1600 Jazz Ensembles 0–1 s.h.

The Graceland Jazz Ensemble offers students from all majors the opportunity to express themselves through the study and preparation of standard jazz band literature. Repertoire for the GU Jazz Band is chosen from high quality jazz 'tunes' spanning a diverse range of styles/genres including Swing, Big Band, Latin, Funk, Be-Bop, Cool, and Ballads. The Jazz Band performs at least two concerts each semester. Audition required. Goal 2A

MUSC1700 Symphonic Band 0–1 s.h

The Graceland Symphonic Band offers students from all majors the opportunity to express themselves through the study and preparation of standard and contemporary band literature. The repertoire is chosen from a diverse selection of high quality wind band and chamber wind masterworks by well-known composers. The Symphonic Band performs two concerts per semester. No audition required. Goal 2A

MUSC1800 Chamber Ensemble Performance 0–1 s.h.

The study and performance of music through participation in a small ensemble. Regularly scheduled rehearsals and public performance. May be repeated. Consent of Instructor required. Goal 2A

MUSC3130 Advanced Chamber Ensemble Performance 0–1 s.h.

Participation on a leadership level in a small ensemble. May be repeated for credit. Consent of instructor required. Goal 2A

Advanced Ensemble Music**MUSC3140 Advanced Chamber Singers 0–1 s.h.**

Vocal chamber ensemble of sixteen to twenty-four singers selected on the basis of voice quality, musicianship, blend, and sight-singing ability. Members are expected to participate on a leadership level. Chamber Singers perform on and off campus. Audition required. Goal 2A

MUSC3150 Advanced Graceland Choir 0–1 s.h.

Graceland's largest choir offers students from all majors the opportunity to express themselves through secular and sacred choral music. Members are expected to participate on a leadership level. Concert Choir performs on and off campus. Audition required. Goal 2A

MUSC3160 Advanced Graceland Orchestra 0–1 s.h.

Study, preparation, and performance of a wide range of orchestral literature. Performances on and off campus. Audition required. Goal 2A

MUSC3180 Advanced Jazz Ensemble 0–1 s.h.

The Graceland Jazz Ensemble offers students from all majors the opportunity to express themselves through the study and preparation of standard jazz band literature. Participation is on a leadership level. Repertoire for the GU Jazz Band is chosen from high quality jazz 'tunes' spanning a diverse range of styles/genres including Swing, Big Band, Latin, Funk, Be-Bop, Cool, and Ballads. The Jazz Band performs at least two concerts each semester. Audition required. Goal 2A

MUSC3190 Advanced Symphonic Band 0–1 s.h.

The Graceland Symphonic Band offers students from all majors the opportunity to express themselves through the study and preparation of standard and contemporary band literature. Participation is on a leadership level. The repertoire is chosen from a diverse selection of high quality wind band and chamber wind masterworks by well-known composers. The Symphonic Band performs two concerts per semester. No audition required. Goal 2A

+Denotes an alternate year course.

#Will not count as an ensemble for music majors.

Nursing

Nursing (Undergraduate)

The Nursing curriculum is carefully designed to integrate professional education with liberal arts and sciences. The program accommodates students beginning their education in nursing as well as students eligible for advanced placement. Graduates are prepared to provide nursing care in hospital and community health settings where beginning professional competence is expected.

The Nursing Programs are accredited by the Commission on Collegiate Nurse Education (CCNE) and are fully approved by the Iowa Board of Nursing, and the Missouri State Board of Nursing.

In accordance with Missouri requirements (4 CSR 200–4.020,C) completion of the Graceland BSN degree does not guarantee eligibility to write the licensure examination since all applicants must be approved by the Board and have completed at least the high school course of study, or the equivalent thereof as determined by the State Board of Education, as well as the basic professional curriculum at Graceland (4 CSR 200–4.020,B). A complete copy of the State of Missouri Nursing Practice Act 335.066 can be obtained from the Missouri State Board of Nursing. A resource for information regarding tuition, fees, and length of program is: Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036–1120, (202)887–6791.

The Undergraduate Curriculum

Successful achievement in the humanities is basic to understanding the whole person and his/her response in health and illness. The well-prepared high school student usually spends four academic years completing the requirements for the Nursing major. The freshman and sophomore years are spent on the Lamoni campus, where the student enrolls in supporting science and humanities courses.* The nursing courses are taught on the Independence Campus in Independence, Missouri. The first three nursing courses are taught the summer before the junior year. Students will go to a variety of health care agencies for hands-on clinical experience while simultaneously completing the general education and Nursing major requirements.

*Transfer students may take these courses at other colleges.

Undergraduate Admission

Application for admission into the nursing program is evaluated on the basis of academic scholarship, writing ability, potential for success, references, and professionalism.

Admission to the major is competitive and is based on overall ranking. To be considered for admission, applicants must meet the following criteria:

1. Admission to Graceland University.
2. Indication of potential for academic success.
 - a. Minimum of 2.75 cumulative or pre-requisite grade point average (GPA).
 - b. Minimum grade of "C" in each course required for the major. Pass/fail options are not permitted in the required courses for the nursing major.
 - c. Prior to enrollment in the spring semester of the sophomore year, the applicant must have completed the following courses with a minimum number of hours listed and a minimum grade of "C" in each course:
 1. Introduction to Chemistry with evidence of inorganic, organic and biochemistry components. (3 s.h.)

- *Waive for students who earn a minimum score of 4 in Advanced Placement or IB high school course exams.
- 2. Anatomy and Physiology with lab for all transfer students (6 s.h.)
 - * BIOL3420 Human Anatomy and BIOL3440 Human Physiology will be required for all current Graceland students (8 s.h.)
- 3. Microbiology with lab (4 s.h.)
- 4. College level mathematics course from the following: MATH1280 College Algebra or MATH1330 Elementary Functions or MATH1350 Discrete Mathematics or MATH1510 Calculus I (3 s.h.)
- d. Successful completion (with a minimum number of hours listed and a minimum grade of C in each course) by the end of the spring semester the sophomore year:
 1. Introduction to Psychology (3 s.h.)
 2. Developmental Psychology (3 s.h.)
 3. Introduction to Sociology or Cultural Anthropology (3 s.h.)
 4. Nutrition (3 s.h.)
 5. Introduction to Statistics (3 s.h.)
 6. *BIOL3420 Human Anatomy and BIOL3440 Human Physiology (8 s.h.) will be required for all current Graceland students.
 7. Introduction to Philosophy or other acceptable philosophy course.
 - a. Acceptable *GU courses* include: PHIL2300 Basic Issues in Philosophy, PHIL3100 World Philosophies and Religions, PHIL1120 Basic Ethics and PHIL2520 Medical Ethics.
 - b. Acceptable MCC courses include: PHIL100 Introduction to Philosophy and PHIL102 World Philosophy.
 - c. Courses not listed above will be accepted on a case-by-case matter.
 8. Medical Terminology (2 s.h.)
- e. Prior to beginning the first nursing classes at Graceland, students applying must present a minimum of 68 s.h. of acceptable college work from an accredited college, including the courses listed previously in this section.
- f. Minimum acceptable score on all required admission examinations.
- 3. Nursing essay including personal statement of goals.
- 4. Two reference letters from an academic and occupational source (two academic references may be used if applicant has never held a job).
- 5. Personal interview.
- 6. Any R.N.–B.S.N. student whose GPA falls in the range of 2.0 to 2.494 may be conditionally accepted to the major and allowed to take 12 s.h. of nursing courses. Students can continue in the program if they achieve a GPA of 2.50 (2.495) or better on those courses.
- 7. 2.5(5) from the Iowa Administrative Code, chapter 2, nursing educational programs: Nursing courses with a clinical component may not be taken by a person:
 - a. who has been denied licensure by the board,
 - b. whose license is currently suspended, surrendered or revoked in any United States jurisdiction,
 - c. whose license/registration is currently suspended, surrendered or revoked in another country due to disciplinary action.

Early Decision Option Program of Study

Students can apply for the Early Decision Option Program of Study following their junior year of high school. Students who have demonstrated exceptional academic achievement and want to pursue a professional career in nursing may apply for early acceptance into the nursing program. Admission into this program is competitive.

The requirements for application include:

1. ACT of 24 or better (or SAT combined score of 1650)
2. Completion of college bound high school graduation requirements with a B or greater.
Requirements include:
 - a. 4 units of English/language arts
 - b. 3 units of math
 - c. 3 units of science
 - d. 3 units of social studies
3. Maintain a 3.0 GPA on current coursework in high school
4. Submit two reference letters from an academic and employment source (two academic references may be used).
5. Submit an essay describing why you want to enter the profession of nursing and why you should be chosen for this program

Once accepted into the program, the progression requirements include:

1. Maintain a 3.0 on all college coursework (must obtain a C grade or better in all courses)
2. Follow suggested program of study
3. Send updated transcript following the end of each semester (unless attending GU)
4. Earn an acceptable score on all required admission examinations

Graduation Requirements

To qualify for graduation, each degree candidate must have:

- Completed sufficient credit to total 124 semester hours.
- Successfully completed all upper division (junior and senior level) semester hours.
- Completed the University's general education requirements.
- Earned a cumulative GPA of at least 2.0 on all work and at least a 2.0 GPA in major.
- Fulfilled all financial obligations to Graceland University.
- Filed an application for graduation with the Office of the Registrar at least six months prior to anticipated graduation date.

School of Nursing requests that the audit be completed spring of the junior year to ensure all requirements except for nursing have been met prior to the start of the senior year.

Academic Policies for the Nursing Major

1. Student whose cumulative grade point average falls below 2.00 will be placed on academic probation and be subject to review by the Undergraduate Student Affairs Committee.
2. A minimum grade of "C" must be earned in all nursing courses and in all supporting required courses. Students may be allowed to repeat or withdraw from a course one time. Students will be dismissed after failing the same nursing course two times. A student who earns a "D" or "F" in a second nursing course will be dismissed from the program.
3. Students may not move to another clinical nursing level until the current one is satisfactorily completed.
4. Non-academic dismissal:
 - a. The Undergraduate Student Affairs Committee on behalf of the nursing faculty reserves the right to dismiss any student from the program whose health, professional conduct, theoretical, and/or clinical performance or conduct demonstrates an inability to continue preparation for a career in nursing. This may include violation of the academic integrity policy or breach of confidentiality.

Added Requirements

Nursing education maintains a close relationship with nursing practice. Students will be expected to meet additional requirements and expenses related to health examinations and immunizations, uniforms, transportation to clinical agencies, and liability insurance while enrolled in the junior and senior clinical nursing courses. Each student in the third and fourth year of the Nursing major needs to have their own reliable transportation. Specific information about these matters can be obtained from the School of Nursing.

B.S.N. Degree — Nursing Major (Beginning Professional Students)

In addition to the general education requirements, beginning professional students majoring in Nursing must complete a concentration of 59.5 semester hours of professional Nursing courses and 38 semester hours of supporting course work. The minimum total of semester hours required for graduation in Nursing is 124.

Required Nursing Courses:

NURS2420 Professional Nursing 2 s.h.
NURS2460 Health Assessment 4 s.h.
NURS2470 Informatics for Health Care 2 s.h.
NURS3120 Fundamentals of Health Care 5 s.h.
NURS3160 Evidence Based Practice 2 s.h.
NURS3250 Adult Health Care I 4 s.h.
NURS3260 Adult Health Care II 4 s.h.
NURS3270 Psychosocial Aspects of Client Care 4 s.h.
NURS3290 Gerontology 2.5 s.h.
NURS3440 Pathophysiology 3 s.h.
NURS3451 Pharmacology I 2 s.h.
NURS3452 Pharmacology II 2 s.h.
NURS4170 Manager of Patient Care 3.5 s.h.
NURS4220 Maternal and Newborn Care 4 s.h.
NURS4240 Pediatric Nursing 4 s.h.
NURS4260 Advanced Health Care 4 s.h.
NURS4340 Community Health Care 2.5 s.h.
NURS4390 Role Transition Practicum 3 s.h.
NURS4480 Trends and Issues 2 s.h.

Required Supporting Courses:

ATHT2500 Medical Terminology 2 s.h.
BIOL3420 Human Anatomy 4 s.h.
BIOL3440 Human Physiology 4 s.h.
BIOL2360 Microbiology 4 s.h.
BIOL2560 Nutrition 3 s.h.
CHEM1330 Introduction to General, Organic, and Biochemistry 3 s.h.
MATH1280 College Algebra (preferred) **or**
MATH1310 Mathematical Concepts I 3 s.h.
MATH1380 Introduction to Statistics 3 s.h.

PHIL2300 Basic Issues in Philosophy 3 s.h. **or one of the following courses:**

PHIL3100 World Philosophies and Religions

PHIL1120 Basic Ethics

PHIL2520 Medical Ethics

SOCI1300 Introduction to Sociology (preferred) **or**

SOCI1350 Cultural Anthropology 3 s.h.

PSYC1300 Introductory Psychology 3 s.h.

PSYC2250 Developmental Psychology 3 s.h.

B.S.N. Degree — Nursing Major (RN–BSN Students)

Registered Nurses looking for online B.S.N. programs have several advanced placement options. Recent graduates of Iowa schools approved to participate in the Iowa Articulation Program may receive 64 s.h. of credit upon admission to Graceland. Students may also receive 64 s.h. of credit after successfully completing three Iowa Articulation courses that are offered at various community colleges in the state. Students from out of state may receive 28 s.h. of upper division escrow credit upon successful completion of NURS3460 Professional Seminar I and payment of recording fees for upper division courses. For complete information see School of Nursing brochure “articulation options”.

The following required nursing courses will be met by the Iowa Articulation Program or escrow credit:

NURS2420 Professional Nursing 2 s.h.

NURS3120 Fundamentals of Health Care 5 s.h.

NURS3250 Adult Health Care I 4 s.h.

NURS3260 Adult Health Care II 4 s.h.

NURS3270 Psychosocial Aspects of Client Care 4 s.h.

NURS4220 Maternal and Newborn Care 4 s.h.

NURS4240 Pediatric Nursing 4 s.h.

NURS4910 Leadership Roles in Nursing 1 s.h.

Nursing courses required to be taken at Graceland:

NURS2460 Health Assessment 3 s.h.

NURS3160 Evidence Based Practice 3 s.h.

NURS3440 Pathophysiology 3 s.h.

NURS3450 Pharmacology 3 s.h.

NURS3460 Professional Seminar I 3 s.h.

NURS4160 Leadership Roles in Nursing 3 s.h.

NURS4280 Global Health and Policy Issues 3 s.h.

NURS4350 Community Health Nursing 3 s.h.

NURS4410 Reflective Practice in Nursing 2 s.h.

NURS4420 Professional Seminar II 2 s.h.

Required Supporting Courses:

BIOL3420 Human Anatomy 4 s.h.

BIOL3440 Human Physiology 4 s.h.

BIOL2360 Microbiology 4 s.h.

BIOL2560 Nutrition 3 s.h.

CHEM1330 Introduction to General, Organic, and Biochemistry 3 s.h.

MATH1380 Introduction to Statistics 3 s.h.

SOCI1300 Introduction to Sociology (preferred) **or**

SOCI1350 Cultural Anthropology 3 s.h.

PSYC1300 Introductory Psychology 3 s.h.

PSYC2250 Developmental Psychology 3 s.h.

Courses in Nursing (Undergraduate)

Non-Clinical Course Offerings

NURS2000 Individual Study 1–3 s.h.

NURS2420 Professional Nursing 2 s.h.

Introduces the roles and responsibilities of professional nursing. Introduces students to the historical, economic, political and legal/ethical trends in nursing. Introduces concepts necessary for scholarly writing using APA formatting.

NURS2460 Health Assessment 3–4 s.h.

Systematic holistic nursing process approach to health history and physical examination for the purpose of differentiating normal from abnormal states of health and critical assessment of client needs. Application of concepts are facilitated in laboratory experience. Prerequisite: NURS2010 (for online RN–BSN students only.)

NURS2470 Informatics for Health Care 2 s.h.

An introduction to the basic concepts and skills associated with the use of technology as it relates to nursing and electronic healthcare systems. The content will provide a conceptual foundation and hands-on exposure to the use of information management in nursing which is necessary in providing quality patient care.

NURS3000 Individual Study 1–3 s.h.

NURS3120 Fundamentals of Health Care 5 s.h.

Introduction to basic concepts and psychomotor skills necessary to provide therapeutic interventions for individual clients. Laboratory and clinical experience provided. Prerequisites: NURS2420, 2460, 2470.

NURS3160 Evidence Based Practice 2–3 s.h.

Study of the evidence-based practice research process to develop informed consumers of nursing research. Exploration of the application of the research evidence to the health care environment. Prerequisites: NURS3120, 3270, 3440, 3451.

NURS3290 Gerontology 2.5 s.h.

An examination of the basic conceptual and theoretical perspectives of gerontology. Topics discussed relate to adjustments to physiological and psychosocial changes and the aging process. Examination of special concerns of the older adult, specifically age-related health problems, sexuality, religion, finances, caregiver role, Alzheimer's disease and other dementias, depression, and loss of spouse/peers. Prerequisites: NURS3120, 3270, 3440, 3451.

NURS3440 Pathophysiology 3 s.h.

Study of the concepts and altered processes of organs, cells, and biochemical functions of the systems related to homeostasis, neural control and integration. Prerequisites: NURS2420, 2460, 2470.

NURS3450 Pharmacology 3 s.h.

Study of principles of pharmacology and their application to nursing. Emphasis on major categories of pharmacological agents, their actions, side effects, uses and nursing responsibilities regarding administration and calculations of medications. Prerequisite: NURS2420, 2460 (BSN–RN students only).

NURS3451 Pharmacology I 2 s.h.

Introduces students to the principles of pharmacology and their application to nursing. Emphasizes drug classifications of pharmacological agents, their actions, side effects, uses and nursing responsibilities regarding administration and basic calculations of medication administration for all routes of administration. Prerequisites: NURS2420, 2460, 2470.

NURS3452 Pharmacology II 2 s.h.

Continues investigation of pharmacology with specific medications that are seen in the clinical setting from the various drug classifications and medications used in advanced adult health settings. Drug calculations include those for the critical care setting and those using the intravenous route.

NURS3460 Professional Seminar I 3 s.h.

A transitional course to prepare the RN student for entry into baccalaureate nursing and continuing socialization into the profession. Exploration of major curricular and historical concepts. Prerequisite: Nursing major with junior standing.

NURS3900 Topics in Nursing 1–3 s.h.

An in–depth study of a specific, timely topic in nursing. May be repeated for credit when the topic varies.

NURS4000 Individual Study 1–3 s.h.**NURS4280 Global Health and Policy Issues 3 s.h.**

The course focuses on an analysis of the forces shaping our community and global health patterns. Drawing on multidisciplinary sources, this course explores the impact of these global processes as they manifest in the health of our own and other societies. Emphasis is placed on analysis of the broad cultural, environmental, social–economic, and political systems that contribute to health status and outcomes, health policies, and health care delivery around the world.

NURS4420 Professional Seminar II 2 s.h.

Continuing exploration of current health care issues facing the nursing profession using a critical thinking process designed to move the RN student into the professional baccalaureate role for practice in the 21st century. Prerequisites: Nursing major with senior standing and NURS3460.

NURS4480 Trends and Issues 2 s.h.

Examines the social, cultural, political, legal, economic, and ethical issues that surround the practice of professional nursing. Explores the concepts that prepare the graduate for entry into the professional role. Prerequisites: NURS3160, 3250, 3260, 3290, 4340.

Clinical Course Offerings

Each of the following clinical course offerings provides students practical opportunity to utilize components of the nursing process in a caring, professional way; to promote positive adaptation of families and individuals with specific health needs; and to function as a member of a health care team that utilizes research findings and scientific rationale in planning and implementing nursing action.

NURS3250 Adult Health Care I 4 s.h.

Focus on the development of abilities to manage the care of adults, at various life stages, in a variety of health care settings. Emphasis on person-centered communication and application of cognitive, psychomotor and affective skills in providing basic nursing care to clients and their families. Prerequisites: NURS3120, 3270, 3440, 3451.

NURS3260 Adult Health Care II 4 s.h.

Focus on the development of abilities to manage the care of adults, at various life stages, in a variety of health care settings. Emphasis on person-centered communication and application of cognitive, psychomotor and affective skills in providing family centered nursing care to individuals and groups of clients. Prerequisites: NURS3120, 3270, 3440, 3451.

NURS3270 Psychosocial Aspects of Client Care 4 s.h.

Emphasis on promotion of healthy individual and family system responses to psychosocial stressors (violence, poverty, substance abuse). Psychopathology will be explored with opportunities to practice primary, secondary, and tertiary nursing interventions in the clinical setting. Prerequisites: NURS2420, 2460, 2470.

NURS4160 Leadership Roles in Nursing 3 s.h.

Examination of leadership, management, role, and change theories. Emphasis on acquiring the knowledge, skills, abilities, and resources required to lead an interdisciplinary team to achieve excellence and high quality outcomes. Prerequisites: Junior level nursing courses.

NURS4170 Manager of Patient Care 3.5 s.h.

Discusses management of patient care in a clinical setting in the capacity of unit manager, charge nurse and patient care coordinator. Focuses on knowledge, skills, abilities, and resources required to lead an interdisciplinary team to achieve excellence and high quality outcomes. Prerequisites: NURS3160, 3250, 3260, 3290, 4340.

NURS4220 Maternal and Newborn Care 4 s.h.

Study of women's health across the lifespan with an emphasis on maternity/newborn care. Employs holistic approach to health promotion and intervention. Prerequisites: Junior level nursing courses. Prerequisites: NURS3160, 3250, 3260, 3290, 4340.

NURS4240 Pediatric Nursing 4 s.h.

Investigates a holistic, family focus on acute illness and health promotion for pediatric patients from birth through adolescence. An emphasis on developmental stages of childhood and nursing interventions within the home and acute care settings and the impact of societal and family decisions on childhood growth and development. Prerequisites: NURS4170, 4220, 4480.

NURS4260 Advanced Health Care 4 s.h.

Emphasis on the key concepts required to deliver care to clients and their families during severe physiological stress. Importance placed on critical thinking to analyze the relationship between multidimensional stressors in the midst of critical illness. Prerequisites: NURS4170, 4220, 4480.

NURS4340 Community Health Care 2.5 s.h.

Focuses on community/public health issues with the family and community as clients, including community assessment and the examination of a variety of core concepts in the practice of community/public health nursing. Topics include epidemiology, community focused health promotion, and prevention within a sociopolitical environment. Prerequisites: NURS3120, 3270, 3440, 3451.

NURS4350 Community Health Nursing 3 s.h.

Emphasis on the community as client and population groups within the community, including a comprehensive community assessment, the exploration of epidemiology, disaster nursing, community-focused health promotion, and prevention within sociopolitical environment.

NURS4390 Role Transition Practicum 3 s.h.

Emphasis on advanced cognitive, psychomotor and affective skills and therapeutic communication in the care of clients and families in acute-care settings. Prerequisites: NURS4170, 4220, 4480.

NURS4410 Reflective Practice in Nursing 2 s.h.

Emphasis on knowing in nursing with practice field experiences designed to guide the student toward becoming a more reflective practitioner.

Nursing (RN–BSN/MSN)

The RN–BSN/MSN Program offers Registered Nurses the opportunity to complete their BSN and MSN degrees via an accelerated process through the Distance Learning program. This program is available in two career options: Family Nurse Practitioner, and Nurse Educator. Students enrolling in this program need to declare their preference for the program prior to completing nursing courses. Depending on the career option chosen, this program requires 4 fewer semester hours of course work than would be required if both degrees were sought independently.

Students who are enrolled in this program will have the option to “stop-out” and earn a BSN only if they desire. Also, all requirements for admission for the MSN program will be met prior to starting graduate level courses.

Admission Requirements

1. Current license to practice as a registered nurse in the U.S.A.
2. Strongly recommend two years of experience as an RN
3. Indication of academic success:
 1. An initial GPA of 2.5. Prior to taking graduate level courses, students would then be required to have a GPA of 3.00.
4. Evaluation of professional qualifications and potential for success in graduate studies
5. Clearance from the RN–BSN faculty
6. 2.5(5) from the Iowa Administrative Code, chapter 2, nursing educational programs: Nursing courses with a clinical component may not be taken by a person:
 1. who has been denied licensure by the board,
 2. whose license is currently suspended, surrendered or revoked in any United States jurisdiction,
 3. whose license/registration is currently suspended, surrendered or revoked in another country due to disciplinary action.

Graduation Requirements

1. Completed the College's general education requirements
2. Completed sufficient credit to total 158 semester hours
3. Completed sufficient credit to meet the total required graduate semester hours within 6 years of enrollment
4. Completed at Graceland University:
47 total graduate semester hours with a minimum 37 at Graceland for Family Nurse Practitioner track
40 total graduate semester hours with a minimum 30 at Graceland for the Nurse Educator track
5. Earned a grade of B or above on all graduate course work
6. Satisfactorily completed the required thesis or research project option
7. Fulfilled all financial obligations to Graceland University
8. Filed an application for graduation with the office of the Registrar at least 6 months prior to anticipated graduation date.

Organizational Leadership

B.A. Degree – Organizational Leadership Major*

In addition to the general education requirements, majors in Organizational Leadership must complete 45 s.h. in the following courses:

ACCT2310 Financial Accounting 3 s.h.
ACCT2320 Managerial Accounting 3 s.h.
BUAD3320 Principles of Management 3 s.h.
BUAD3450 Organizational Behavior 3 s.h.
BUAD3490 Human Resource Management 3 s.h.
COMM/INTD3100 Intercultural Communication 3 s.h.
COMM/PEAC/SOCI3210 Conflict Resolution 3 s.h.
COMM3310 Interpersonal Communication 3 s.h.
CSIT1010 Microcomputer Business Applications 3 s.h.
CSIT3500 Management of Information Systems 3 s.h.
ECON1320 Principles of Microeconomics 3 s.h.
PSYC3440 Industrial/Organizational Psychology 3 s.h.
ORGL3100 Skills in Organizational Leadership 3 s.h.
ORGL3200 Concepts and Theories of Leadership 3 s.h.
ORGL4100 Ethical Leadership in a Global Society 3 s.h.

***Offered at Graceland University locations other than Lamoni Campus.**

Courses in Organizational Leadership

ORGL3100 Skills in Organizational Leadership 3 s.h.

Emphasis on being a change agent in the organization; diagnosis, solution, and monitoring of system-wide change issues; developing the workforce by building effective teams and monitoring career development. Anticipation of change, overcoming resistance; intervention and negotiation strategies, and effective communication. Includes a focus on development as a systematic, continuing process designed to improve an organization and its employees' ability to deal with change.

ORGL3200 Concepts and Theories of Leadership

Promotes leadership development through the study of leadership theory and concepts and encourages the practical application of leadership at all levels. Includes historical approaches to leadership and focuses on important contemporary leadership perspectives such as Situational Leadership, Transformational Leadership, Servant Leadership and Principle-Centered Leadership. Through an examination of leadership theory, individual research, self-assessments and reflection as well as case studies, students will create a personal leadership assessment and development plan.

ORGL4100 Ethical Leadership in a Global Society 3 s.h.

Emphasis on dealing with leadership issues and challenges in a global context, taking into account factors such as social mores, norms, folkways, traditions, legal systems, religions, customs, business and cultural contexts, and government influence. Dealing with ethical issues in an organization considering the social, traditional, and legal aspects. Understanding and avoiding pressures of ethnocentrism, situational ethics, and other leadership challenges in a poly-cultural and multinational work environment. A work/study project, done in a work environment, or a significant research paper on a timely organizational leadership topic will be required.

Peace Studies

Peace Studies Minor

A minor in Peace Studies consists of 18 semester hours or more of Peace Studies and selected electives. Nine semester hours, including POLS/PEAC2200, are required from the following:

POLS/PEAC2200 Introduction to Peace Studies 3 s.h.

POLS/PEAC3220 Global Peace Issues 3 s.h.

COMM/SOCI/PEAC3210 Conflict Resolution 3 s.h.

PEAC3700 Peace and Conflict Resolution Internship 3 s.h.

Nine semester hours of electives from the following courses are also required. Students must choose from at least three separate disciplines; cross-listed courses may not be counted as separate disciplines:

ARTS2400 Ethics, Politics, and Controversy in Art

BIOL1260 Environmental Biology

BIOL3400 Ecology

COMM/INTD3100 Intercultural Communications

COMM3310 Interpersonal Communication

COMM3330 Dialogue: Theory and Practice

COMM3400 Ethical Issues in Communication

ECON/GEOG3280 Economic Development

ECON3440 International Economics

ENGL2570 Protest and Propaganda

ENGL3480 Cultural Studies

HIST3110 Gender and Women's History

HIST/POLS3240 United States Constitutional History

HIST/RELG3520 History of Christianity: The Last 1000 Years

HIST3530 History of the Palestinian-Israeli Conflict

HIST3560 United States Environmental History

PHIL1200 Environmental Ethics

POLS2350 Comparative Government and Politics

POLS2380 International Politics

PSYC/SOCI3310 Social Psychology

PSYC4430 Theory and Practice of Counseling

RELG3100 World Philosophies and Religions: Great Texts

RELG3200 Religions of the World

RELG3340 Religion and Ecology

SOCI1350 Cultural Anthropology

SOCI4330 Social Inequality

Courses in Peace Studies

PEAC2200 Introduction to Peace Studies (Also POLS2200) 3 s.h.

Introduces the field of peace studies with a survey of the historical and philosophical bases for peacemaking, patterns of conflict resolution, nonviolence, history of peace movements, world order models, alternative futures, positive peace, and career options.

Goal 3E

+ PEAC3210 Conflict Resolution (Also COMM/SOCI3210) 3 s.h.

Focuses on the causes and resolution of conflict at the micro level (family, school, community, church, interpersonal, etc.). Goal 3B

+PEAC3220 Global Peace Issues (Also POLS3220) 3 s.h.

Focuses on the causes and resolution of conflict at the macro level (global violence and international peacemaking).

PEAC3700 Peace and Conflict Resolution Internship 3 s.h.

An experienced-based program under the direction of the professional staff of a recognized service or policy-making agency. (Graded on a Pass/Fail basis.) Prerequisite: Instructor approval

+Denotes an alternate year course.

Philosophy

Philosophy Minor

A minor in Philosophy consists of 18 semester hours or more in Philosophy.

Courses in Philosophy

PHIL1120 Basic Ethics (also RELG1120) 3 s.h.

Introduction to basic ways of thinking and acting ethically. Examines basic ethical theories, both religious and philosophical, but focuses on practical, daily application of sound values and ethical consciousness. Goal 3E

PHIL1200 Environmental Ethics 3 s.h.

An overview of environmental ethics, which analyzes the ethical responsibilities of human beings toward the natural world. Explores the diverse perspectives on and responses to environmental problems and analyzes the ethical underpinnings of these responses and perspectives. Goal 3E

PHIL1350 Basic Logic 3 s.h.

An introduction to the fundamental principles of inductive and deductive logic.

PHIL2260 The Ethics of Technology 3 s.h.

This course introduces the ethical concerns and considerations inherent in modern technology. Focused on key ethical principles (human dignity, goodness, justice, truth, and freedom), the course considers the impact of technology on the human condition. The application of Kant's Categorical Imperative and the precepts of Utilitarianism will be explored, compared, and contrasted. The course fosters a deeper understanding of the ways in which technology, broadly defined, profoundly affects the individual, the society, and the culture. Goal 3E

PHIL2300 Basic Issues in Philosophy 3 s.h.

An introduction to some of the traditional theories of knowledge, reality, and value, and an interpretation of their relevance to the modern world. Goal 3E

PHIL2360 Literature and Philosophy: Ways of Criticizing 3 s.h.

Designed to expose the student to the theory and practice of criticism and help the student develop critical abilities, especially the skills used in responding to works of literature. Includes the study and application of both classic texts and contemporary trends in criticism. Provides active learning opportunities involving the student in the process of criticism. Goal 2B

PHIL2370 Literature and Philosophy: Ways of Thinking 3 s.h.

Designed to familiarize students with the ideas, issues and influences important to the literary and philosophical processes and traditions, such as the concept of self, the problem of evil, and the nature of reality. Goal 2B

PHIL2400 Science and Religion (also RELG2400) 3 s.h.

A survey of historical and contemporary relationships between science and religion (mainly in Western culture) from ancient mythology and the pre-Socratic philosophers, through medieval scholasticism, the rise of modern science and theological responses to it, and an examination of selected contemporary perspectives. Students will also examine the nature of faith and the role of faithfulness in scientific inquiry. Goal 2B

PHIL2490 Suffering and Meaning 3 s.h. (Also RELG2490)

The first Noble Truth of Buddhism is that all life involves suffering. Much of human life, religion, and the arts is an effort to create meaningful responses to our suffering. This course will examine some of those responses. Goal 3E

PHIL2520 Medical Ethics 3 s.h.

An exploration of contemporary ethical issues in modern medicine. The course will begin with an introduction to ethical theories and principles, and then apply these to specific problems in health care. Goal 3E

PHIL2530 Postmodernism 3 s.h.

"Postmodern" thinkers like Richard Rorty are challenging "foundationalism," the claim that our social beliefs and values — in ethics, the arts, language, and even science — have eternal and universal foundations. Beginning with ancient clash between mythology and the earliest Greek philosophers, but focusing on the 20th century, this course will historically review the interplay of our struggles with truth and meaning, leading to current postmodernism, with special attention to Rorty's work in Neopragmatism. Goal 2B

PHIL2900 Topics in Philosophy 1–3 s.h.**PHIL3000 Individual Study 1–3 s.h.****PHIL3100 World Philosophies & Religion: Great Texts (Also RELG3100) 3 s.h.**

A reading of great texts in world philosophies and religions; E.g., The Qu'ran (Islam), The Upanishads and The Bhagavad Gita (Hinduism), The Dhammapada (Buddhism), The Analects of Confucius and Tao Te Ching (Confucianism), the Bible, and other works by important religious/philosophical thinkers, old and new. Goal 3E

PHIL3440 Process Philosophy and Theology (Also RELG3440) 3 s.h.

An examination of a major modern movement in Christian theology that responds to the challenges of science and human sufferings by arguing that God's power is persuasive rather than coercive, and the supporting view of reality as a web of relationships in process. Special attention will be given to the problems of God, freedom, power, creativity and suffering, and the interpretation of process theology in terms of Christian symbols. Goal 2B

+ PHIL3450 Philosophy of Religion (Also RELG3450) 3 s.h.

This course is designed to investigate the nature of religious beliefs by applying the philosophical attitude to the practice of religion. The investigation will apply the principles of inquiry: clarity in the meaning of words and assumptions, consistency in statements about the subjects, respect for all discoverable facts that bear upon the issues under investigation, and impartiality in interpretation of pertinent facts. Goal 3E

PHIL3900 Topics in Philosophy 3 s.h.

Selected in–depth topics in philosophy. Will deal with perennial problems of epistemology, ontology, cosmology, ethics, and values. Course may be repeated for credit when topics change.

PHIL4000 Individual Study 1–3 s.h.**PHIL4200 Senior Religion & Philosophy Thesis/Project 3 s.h.**

A capstone thesis or project for Philosophy & Religion majors in which students demonstrate the ability to conduct research in the academic field of philosophy &/or religion, to articulate in writing their own, well reasoned position on a significant philosophical &/or religious question, to integrate the ideas of other people into their own intellectual journey, and, through the thesis or project preparation and oral presentation, engage with peers, faculty, and written texts in well reasoned dialogue which reflects an ability to treat other people and ideas with fairness and thoughtful criticism. Prerequisite: Philosophy & Religion major.

+Denotes an alternate year course.

Physical Education

B.A. Degree — Physical Education Major

In addition to the general education requirements, majors in Physical Education must complete the following program:

BIOL2300 Anatomy and Physiology I 3 s.h. **or**
BIOL3420 Human Anatomy 4 s.h. and BIOL3440 Human Physiology 4 s.h.

HLTH1100 First Aid **or**
HLTH1110 First Aid for Professional Rescuer 1 s.h.

HLTH1300 Lifetime Health and Fitness Lab 2 s.h.

PHED1200 Motor Learning 2 s.h.

PHED1230 Body Weight Physical Training 3 s.h.

PHED1250 Calisthenics I 2 s.h.

PHED2360 Teaching Sports and Games 3 s.h.

PHED2380 Movement and Rhythm Activities 3 s.h.

PHED3280 The Foundations of Physical Education 3 s.h.

PHED3320 Assessment of K–12 Physical Education 1 s.h.

PHED3330 Methods of Teaching K–12 Physical Education 3 s.h.

PHED3340 Anatomical and Mechanical Kinesiology 3 s.h.

PHED3430 Special Physical Education/Leisure 3 s.h.

PHED4360 Physiology of Exercise 3 s.h.

HMSC4320 Organization and Administration of Health, Physical Education, and Athletics 3 s.h.

HMSC4900 Research I 2 s.h.

HMSC4910 Research II 1 s.h.

Swimming Proficiency
(This requirement can be met through PHED0140, PHED0360, PHED0480, PHED0610, or PHED2240 or completion of a prescribed sequence of swimming skills under the observation of a trained instructor.)

Completion of teacher education requirements as presented by the School of Education.

Fitness Leadership Minor

A minor in Fitness Leadership requires 14 semester hours as follows:

BIOL2300 Anatomy and Physiology I 3 s.h. **or**
BIOL3420 Human Anatomy 4 s.h. and BIOL3440 Human Physiology 4 s.h.

PHED1230 Body Weight Physical Training 2 s.h.

PHED1250 Calisthenics I 2 s.h.

PHED2250 Calisthenics II 2 s.h.

PHED3120 Speed, Agility, and Endurance 2 s.h.

PHED3280 Foundations of Physical Education 3 s.h.

Teacher Certification in Physical Education

1. FOR PHYSICAL EDUCATION MAJORS EARNING K–8 and 5–12 ENDORSEMENTS:
Students majoring in Physical Education who desire Iowa Teacher Certification with elementary and secondary Physical Education endorsement must complete the Secondary Education Program.

2. FOR NON-PHYSICAL EDUCATION MAJORS WHO WANT A SECONDARY PHYSICAL EDUCATION ENDORSEMENT (5-12): Non-Physical Education majors desiring a Physical Education secondary endorsement (5-12) in Iowa must complete the Secondary Education Program (with PHED3330 Methods of Teaching K-12 Physical Education and PHED3320 Assessment in K-12 Physical Education as the appropriate methods courses), a major in a secondary teaching field, and the following courses:
 - BIOL2300 Anatomy and Physiology I 3 s.h.
 - HLTH1100 First Aid **or**
 - HLTH1110 First Aid for Professional Rescuer 1 s.h.
 - PHED1200 Motor Learning 2 s.h.
 - PHED1230 Body Weight Physical Training 2 s.h.
 - PHED1250 Calisthenics I 2 s.h.
 - PHED2360 Teaching Sports and Games 3 s.h.
 - PHED2380 Movement and Rhythm Activities 3 s.h.
 - PHED3280 Foundations of Physical Education 3 s.h.
 - PHED3340 Anatomical and Mechanical Kinesiology 3 s.h.
 - PHED/RECR3430 Special Physical Education/Leisure Theory 3 s.h.
3. FOR PHYSICAL EDUCATION OR NON-PHYSICAL EDUCATION MAJORS WHO WANT A COACHING ENDORSEMENT (K-12):

Students who will be eligible for an Iowa Teacher's certificate with a teaching endorsement may earn an Iowa coaching endorsement by completing the following courses:

- ATHT3100 Prevention and Care of Athletic Injuries 3 s.h.
- BIOL2300 Anatomy and Physiology I 3 s.h.
- HLTH1100 First Aid **or**
- HLTH1110 First Aid for Professional Rescuer 1 s.h.
- PHED3410 Theory of Coaching 1 s.h.
- PSYC2250 Developmental Psychology 3 s.h.

Students who are not eligible for an Iowa Teacher's certificate may complete the requirements for an Iowa coaching authorization by completing the following courses:

- ATHT3100 Prevention and Care of Athletic Injuries 3 s.h.
- BIOL2300 Anatomy and Physiology I 3 s.h.
- HLTH1100 First Aid **or**
- HLTH1110 First Aid for the Professional Rescuer 1 s.h.
- PHED3410 Theory of Coaching 1 s.h.
- PSYC2250 Developmental Psychology 3 s.h.

Courses in Physical Education

Lecture-lab hours are noted following the titles of courses that have labs.

Physical Education Activities 1-2 s.h.

A wide variety of classes in team, individual and recreational activities. Goal 3F. Classes include:

- PHED0010 Advanced Tennis**
- PHED0050 Yoga**
- PHED0060 Aerobic Dance**
- PHED0070 Tennis, Paddleball, Badminton**
- PHED0140 Beginning and Intermediate Swimming**
- PHED0150 Bowling**

PHED0220 Fencing
PHED0270 Golf
PHED0320 Jogging and Conditioning
PHED0330 New Games
PHED0360 Scuba
PHED0430 Beginning Tennis
PHED0450 Beginning Volleyball
PHED0470 Beginning Weight Training and Conditioning
PHED0480 Advanced Swimming
PHED0490 Relaxation and Stress Management
PHED0560 Archery and Table Tennis
PHED0570 Personal Activity
PHED0590 Beginning Basketball
PHED0600 Advanced Basketball
PHED0610 Life Guard Training
PHED0660 Dance

PHED0750–0990 Intercollegiate Athletics 0–1 s.h.

Participation as a member of a GU athletic team. Goal 3F. Intercollegiate athletic classes include:

PHED0510 Cheerleading
PHED0530 Gadets
PHED0750 Basketball (Men)
PHED0760 Basketball (Women)
PHED0770 Baseball
PHED0780 Wrestling
PHED0790 Cross Country (Men)
PHED0800 Cross Country (Women)
PHED0810 Bowling (Men)
PHED0820 Bowling (Women)
PHED0830 Football
PHED0850 Golf (Men)
PHED0860 Golf (Women)
PHED0880 Softball
PHED0890 Tennis (Men)
PHED0900 Tennis (Women)
PHED0910 Track (Men)
PHED0920 Track (Women)
PHED0930 Volleyball (Men)
PHED0940 Volleyball (Women)
PHED0970 Soccer (Men)
PHED0980 Soccer (Women)

PHED1200 Motor Learning 2 s.h.

Introduction to the principles involved in learning and teaching motor skills.

PHED1230 Body Weight Physical Training 2 s.h.

Theory and practice of training methods that employ one's body weight and/or the weight of others to develop functional fitness capacity. This course will employ the four common pillars of human movement to include locomotion, level changes, pushing/pulling, and rotation. Emphasis will be on rational progression, variety and precision.

PHED1250 Calisthenics I 2 s.h.

Theory and application of basic conditioning drills, dumbbell drills, medicine ball drills and other training designed to correct postural deformities and enhance operational effectiveness.

PHED2000 Individual Study 1–3 s.h.**PHED2240 Theory and Practice in Aquatics 2 s.h.**

Survey of the aquatics area: analysis and evaluation of swimming, diving, and lifesaving skills. The course leads to certification as a Water Safety Instructor by the American Red Cross. Prerequisite: Advanced Lifesaving.

PHED2250 Calisthenics II 2 s.h.

Theory and application of intermediate conditioning drills, dumbbell drills, medicine ball drills and other training designed to correct postural deformities and enhance operational effectiveness. PHED1250 with a "C" or better.

PHED2360 Teaching Sports and Games 3 s.h.

Introduction and use of teaching techniques, analysis of skills, and principles of skill development through a variety of sports and games. Prerequisite: Physical Education major, Elementary Education major (PE Concentration), or consent of instructor.

PHED2380 Movement and Rhythm Activities 3 s.h.

Exploration and use of various teaching methods used in movement activities including basic locomotor, non-locomotor, and rhythm and dance activities. Prerequisites: PE or Elementary Education major, or PE or PK–3 teaching endorsement.

PHED2720 Physical Training Practicum I 1 s.h.

This practicum is designed to allow students to apply appropriate postural and functional movement screening to various populations. In addition, students will continue to incorporate and master skills learned in previous core coursework. Practical experience outside the scheduled classroom will be required. Prerequisites: CEPE Major, PHED1200, 1230, 1250 with a "C" or better, and sophomore standing. Must pass with "C" or better.

PHED2900 Topics in Physical Education 1–3 s.h.

Study of selected topics in Physical Education to be announced prior to the semester when the course is offered. May be repeated for credit as topics change.

PHED3000 Individual Study 1–3 s.h.**PHED3120 Speed, Agility and Endurance 2 s.h.**

Theory and practical application of running, jumping, directional change, stability and other related mobility skills designed to enhance on and off-the-ground performance.

PHED3280 The Foundations of Physical Education 3 s.h.

An introduction to the body of knowledge encompassing the discipline of physical education and the role of the professional physical educator. The course includes the historic philosophies, biologic, anatomic, psychologic, sociologic, and anthropologic foundations of physical education and their impact on human performance and values in sport.

PHED3320 Assessment in K–12 Physical Education 1 s.h.

Development and implementation of assessment and evaluation techniques through classroom and practical experiences. Prerequisites: PHED2360, Pre- or Co-requisite: PHED3330.

PHED3330 Methods of Teaching K–12 Physical Education 3 s.h.

Theory, methods, and development of teaching competence for prospective teachers of physical education at all levels. Prerequisite: PHED2360.

PHED3340 Anatomical and Mechanical Kinesiology 3 s.h.

A systematic study of the bones, joints, and muscles of the human body as well as internal external forces initiating and modifying movement. Prerequisite: BIOL2300 must show grade of "C" or higher. Goal 10 (Goal 10 Catalog 0809+)

PHED3350 Psychology of Coaching 3 s.h.

Analysis and application of psychological and sociological data related to the participation of the coach and the athlete in competitive sports programs. Prerequisites: Junior standing or instructor's permission.

PHED3400 Practicum in Physical Education 1–3 s.h.

Advanced teaching experience in college physical education activity classes. Prerequisite: PHED3330.

PHED3410 Theory of Coaching 1 s.h.

Knowledge and understanding of the techniques and theory of coaching interscholastic athletics, including professional ethics in coaching.

PHED3420 Practicum in Coaching 2 s.h.

Field experience for practical application of knowledge and theory in a professional setting. Student acquires experience in all phases of coaching with highly qualified personnel in a selected sport. (Note – no one may participate with students on a team in Iowa PK–12 schools unless they hold a coaching authorization or endorsement.) Pre-/corequisite: PHED3410 Theory of Coaching.

PHED3430 Special Physical Education/Leisure Theory 3 s.h.

Theory and techniques of adaptive, corrective and developmental activities to meet the needs of "special persons."

PHED3720 Physical Training Practicum II 1 s.h.

This practicum is designed to allow students to apply appropriate corrective exercises to various populations. In addition, students will continue to incorporate and master skills learned in previous core coursework. Practical experience outside the scheduled classroom will be required. Prerequisites: CEPE Major, PHED2720, 2250 with a "C" or better, and junior standing. Must pass with "C" or better.

PHED3900 Topics in Physical Education 1–3 s.h.

Study of selected topics in Physical Education to be announced prior to the semester when the course is offered. May be repeated for credit as topics change.

PHED4000 Individual Study 1–3 s.h.**PHED4100 Tactical Aquatics 3 s.h.**

Theory and practical application of approved operational skills required to effectively function in an aquatic environment. Prerequisite: Fitness Leadership major.

PHED4360 Physiology of Exercise 3 s.h.

The principles and practices of energizing the human body for physical exercise. Prerequisite: BIOL2300 must show grade of "C" or better.

PHED4500 Performance Enhancement Programming 3 s.h.

Study of the variety of tools available to assess human performance. A broad range of instrumentation will be utilized. Prescriptive models will be studied and applied as a practical means of directing client performance training. Prerequisites: PHED1230 and PHED2250 and PHED3120, or ATHT4260 with a "C" or better. Goal 4ab

PHED4710 Internship in Physical Education 3–6 s.h.

Field experience providing practical application of knowledge and theory in a professional setting with qualified personnel. Example areas may include sports information, sports management, eligibility, equipment management, facility management, and others as approved by the HMS internship coordinator. Experiences may come from a single setting or a combination of settings. Six weeks or 240 hours preferably taken consecutively are required. Up to 3 s.h. may be waived for students completing internships from other majors within HMS. Repeatable to a maximum of six hours. Prerequisites: Approval of coordinator and completion of all lower division physical education requirements.

PHED4720 Physical Training Practicum III 1 s.h.

This capstone practicum is designed to allow students to design and initiate fitness and performance enhancement programming for various populations. In addition, students will continue to incorporate and master skills learned in previous and concurrent coursework. Practical experience outside the scheduled classroom will be required. Prerequisites: CEPE Major, PHED3120, 3720 with a "C" or better. Pre- or Corequisite: PHED4500. Must pass with "C" or better.

PHED4800 Fitness and Wellness Internship 3 s.h.

Student will acquire experience with qualified personnel in a selected agency. Six weeks of involvement preferably taken consecutively. Repeatable to a maximum of six hours.

Physics

Courses in Physics

The number of lecture hours and lab hours are noted next to the titles of courses that have labs (lecture hours–lab hours).

PHYS1410 Elements of Physics I (3–2) 4 s.h.

An elementary physics course emphasizing the fundamental concepts associated with the physical universe. Topics include Newtonian mechanics, fluids, heat thermodynamics, wavemotion, and sound. Designed to meet the needs of biology majors and students preparing for the medical profession and related fields. Prerequisites: Two years high school algebra and one year geometry; plane trigonometry recommended. Goal 1A

PHYS1420 Elements of Physics II (3–2) 4 s.h.

A continuation of PHYS1410. Topics included are electricity, magnetism, electromagnetic waves, light, relativity, quantum mechanics, and nuclear physics. Prerequisite: PHYS1410. Goal 1A

+Denotes an alternate year course.

Political Science

Political Science Minor

A minor in Political Science consists of 18 semester hours or more of Political Science including 6 or more upper division hours.

Teacher Certification in Political Science

FOR STUDENTS WHO WANT A SECONDARY AMERICAN GOVERNMENT ENDORSEMENT (5-12): Students desiring Iowa Teacher Certification with a secondary American Government endorsement must complete the Secondary Education Program (with SOS3390 Methods of Teaching Social Studies as the appropriate methods course), a major in a secondary teaching field, and 30 s.h. in the broad area of Social Sciences to include 15 s.h. in American Government.

Courses in Political Science

POLS1200 Introduction to International Studies (also GEOG/INTD1200) 3 s.h.

An overview of the major disciplines represented in the International Studies major. This course will also offer an introduction to contemporary global concerns through a study of current political, economic, and social issues. Discussion of important global issues will lead to a more critical analysis of news and an awareness of the responsibilities of national and international citizenship. Goal 4

POLS1300 United States Government 3 s.h.

The nature, philosophy, and history of the United States federal system with major consideration given to the national government, its organization, and the interrelation and functions of its component parts. A consideration of the political processes and legal concepts implicit in the American government. Goal 1B

POLS2000 Individual Study Goal 1B 1-3 s.h.

POLS2200 Introduction to Peace Studies (Also PEAC2200) 3 s.h.

Introduces the field of peace studies with a survey of the historical and philosophical bases for peacemaking, patterns of conflict resolution, nonviolence, history of peace movements, world order models, alternative futures, positive peace, and career options. Goal 3E

+ POLS2350 Comparative Government and Politics 3 s.h.

An introduction to the theories and concepts employed in comparative politics, with emphasis on methodology rather than on particular areas. Goal 1B

+ POLS2380 International Politics 3 s.h.

A study of the system of national states and of the concept of national interest, the goals of foreign policy, the conduct of diplomacy, and the elements bearing on the problem of peace. Goal 1B

POLS3000 Individual Study Goal 1B 1-3 s.h.

POLS3200 State and Local Government 3 s.h.

A systematic and intensive study of the forms of government and political processes in the different states of the United States, with special inquiry as to constitutional and administrative relationships between states and nation and among states. Goal 1B

+ POLS3220 Global Peace Issues (Also PEAC3220) 3 s.h.

Focuses on the causes and resolution of conflict at the macro level (global violence and international peacemaking). Goal 1B

+ POLS3240 United States Constitutional History (Also HIST3240) 3 s.h.

A study of the history of the creation and evolving interpretation of the U.S. Constitution, with emphasis on important issues decided by the Supreme Court. Goal 1B

+ POLS3340 Political Parties and Pressure Groups 3 s.h.

Development of the American two-party system. Role of parties in relationship to public opinion, pressure groups and public officials. Goal 1B

+ POLS3360 Politics of the Contemporary Middle East 3 s.h.

An overview of critical political developments among the peoples of the Middle East in the 20th century. Among the themes to be addressed are the struggles for political, economic, and cultural independence; the making of present-day borders and states; the rights of minority groups and nationalities; the influence of outside powers; and the quest for self-determination. Goal 1B

+ POLS3370 The United States Presidency (Also HIST3370) 3 s.h.

The evolution of the office of the president, the recruitment of presidents, and the various functions performed by the president. Goal 1B

+ POLS3430 American Constitutional Law 3 s.h.

A study of the courts and the judicial process in the United States, with special emphasis on the development of the constitutional system, the interpretation of the law by the courts and effects on the American system of government, both state and national. Supreme Court cases are extensively studied. Goal 1B

+ POLS3460 United States Foreign Relations (Also HIST3460) 3 s.h.

A history of the interaction of the United States with the people and governments of foreign nations from 1898 to the present. Topics include United States imperial ambitions, the world wars, the Cold War, and United States concerns with foreign nationalist movements. Goal 1B

+ POLS3470 British Foreign Relations (Also HIST3470) 3 s.h.

Survey of Britain's relations with governments and peoples in Europe, Asia, Africa, and the Americas in the period 1815–1970. Topics include Britain's role in shaping the post-Napoleonic order development of imperial policy in the 19th century, Britain and the pre-World War I alliance system, the policy of appeasement, and the transition to a diminished world role after World War II. Goal 1B

POLS3500 Criminal Law 3 s.h.

Survey of the history, scope, and nature of criminal law in the United States. Includes study of the legal process and rules of evidence. Goal 1B

POLS3510 Criminal Procedure 3 s.h.

Through study of US Supreme Court decisions, students explore the meaning of criminal procedure, the 4th Amendment and the exclusionary rule, arrest and stop procedures, search warrants, warrantless searches, right to counsel, interrogation and confessions, identification of suspects, pretrial process and trial process. Special readings are used to teach the workings of US Supreme Court, and to examine use of expert witnesses in criminal cases, false confession issues, special issues relating to interrogation of children, problems of eyewitness identification, and comparative police line-up techniques. Students learn legal research techniques and write motion to suppress illegal search as final project. Goal 1B

POLS3700 Internship in Political Science 1–3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of political science. The student will play an active role in identifying

potential field sponsors. No more than 3 hours of internship will be applied to the political science minor requirements. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent. Goal 1B

POLS3800 Political Science Practicum: Conference Presentation 1–3 s.h.

An advanced experiential course of study in which students propose, research, write and present a paper at a professional or student conference. Students will gain a detailed understanding of a particular topic in history as well as the process of abstract submissions, preparation of a paper of appropriate structure and length for professional acceptance, the process of presentation itself, and the following critique. Students will be encouraged to rework a paper that they have written for a previous history or political science class and earn 1 semester hour of credit. In exceptional circumstances, students may write a new paper and earn 3 semester hours of credit. Students need not be history majors to make a request to sign up for this course, but must work closely with a history or political science faculty member in order to prepare an appropriate conference paper. Prerequisite: Instructor consent. Pass/Fail only. May be repeated for a maximum of 6 semester hours. No more than 6 hours may be applied to the history, political science, and social science major requirements. No credits earned through the Practicum may be applied to History area distribution requirements; all credits will be treated as electives. Goal 1B

POLS3900 Advanced Topics in Political Science 1–3 s.h.

An in-depth study of topics from various areas of political science such as Europe, Middle East, war and peace, etc. Course topics to be announced prior to each semester they are offered. May be repeated for credit as topics change. Goal 1B

POLS4000 Individual Study 1–3 s.h.

POLS4900 Senior Seminar I (Also HIST4900) 1 s.h.

Designed to help the political science–history majors professionalize their knowledge and experience through writing a scholarly paper. Majors only. Prerequisite: Minimum grade of "C" in HIST2400 Historical Inquiry. (Graded on a Pass/Fail basis.)

POLS4910 Senior Seminar II (Also HIST4910) 3 s.h.

The research, writing, and evaluation of the completed seminar paper. Prerequisite: POLS4900.

+Denotes an alternate year course.

Psychology

B.A. Degree — Psychology Major

In addition to the general education requirements, majors in Psychology must complete a concentration of 34 or more semester hours in Psychology and 6–7 semester hours of supporting courses.

PSYC1300 Introductory Psychology 3 s.h.

PSYC2250 Developmental Psychology 3 s.h.

PSYC3250 Professional Seminar 1 s.h.

SOCI/PSYC3310 Social Psychology **or**
PSYC3340 Personality 3 s.h.

PSYC3320 Research Design and Experimental Methods 3 s.h.

PSYC3330 Biopsychology 3 s.h.

PSYC3350 History and Systems 3 s.h.

PSYC3380 Abnormal Psychology 3 s.h.

PSYC3500 Principles of Learning **or**
PSYC3390 Cognitive Psychology 3 s.h.

PSYC4340 Senior Research 3 s.h.

Electives in Psychology 6 s.h.

Support courses:

MATH1380 Introduction to Statistics 3 s.h.

BIOL1400 Fundamentals of Biological Science **or**
BIOL2300 Anatomy and Physiology I 3–4 s.h.

Psychology Minor

A minor in Psychology consists of 18 semester hours in psychology including PSYC1300, 9 s.h. from psychology core listed above, and 6 additional semester hours of psychology electives. (Sociology majors may substitute SOCI/SOSC3610 for PSYC3320.)

Teacher Certification in Psychology

ONLY FOR NON-PSYCHOLOGY MAJORS WHO WANT A SECONDARY PSYCHOLOGY ENDORSEMENT (5–12): Non-Psychology Majors desiring a secondary Psychology endorsement (5–12) in Iowa must complete the [Secondary Education Program](#) (with SOSC3390 Methods of Teaching Social Studies as the appropriate methods course), a major in a secondary teaching field, and 24 s.h. in Psychology including the following courses:

PSYC1300 Introductory Psychology 3 s.h.

SOCI/PSYC3310 Social Psychology 3 s.h.

PSYC3320 Research Design and Experimental Methods 3 s.h.

PSYC3340 Personality 3 s.h.

PSYC3350 History and Systems 3 s.h.

PSYC3500 Principles or Learning 3 s.h.

Or a student may take 30 s.h. in the broad area of Social Sciences to include 15 s.h. in Psychology including the following courses:

PSYC1300 Introductory Psychology 3 s.h.

PSYC3320 Research Design and Experimental Methods 3 s.h.

SOCI/PSYC3310 Social Psychology **or**

PSYC3340 Personality **or**

PSYC3350 History and Systems **or**

PSYC3500 Principles or Learning 3 s.h.

Psychology Electives 6 s.h.

Courses in Psychology

PSYC1300 Introductory Psychology 3 s.h.

An introductory survey of psychological methods and thoughts as they relate to human experience and behavior. Topics include the role of the central nervous system in mediating behavior, learning and memory, states of awareness, motivation and emotion, personality, psychological disorders, and therapy. Goal 1C

PSYC2000 Individual Study Goal 1C 1–3 s.h.

PSYC2100 Life Skills Mentoring 0–1 s.h.

Graceland student volunteers attend one hour of orientation and three hours of mentoring training, covering such topics as the mentoring life cycle, relationship trouble–shooting, and responsible reporting. Each student then provides one–to–one mentoring and on–line mentoring services to an assigned area at–risk high school student over a period of 12 weeks, with the dual goal of assisting the at–risk student to graduate high school and to encourage him/her to pursue post–secondary education. May be repeated for credit up to four semester hours, only three of which may be used for Psychology elective credit. Prerequisite: 2.5 or above GPA, completion of and clearance by background checks. (Graded on a Pass/Fail basis.) Goal 1C

PSYC2250 Developmental Psychology 3 s.h.

The study of human development over the entire lifespan. Focus is on the interaction of physical, intellectual, social, and emotional aspects of development. Prerequisite: PSYC1300. Goal 1C

PSYC3000 Individual Study Goal 1C 1–3 s.h.

PSYC3250 Professional Seminar 1 s.h.

Examination of professional issues and careers in psychology, including discussion of graduate school and presentations by professional psychologists. Prerequisite: Psychology major. Goal 1C

+ PSYC3280 Psychology and Law 3 s.h.

An examination of the legal system – both criminal and civil – through the use of psychological concepts, methods, and research findings. Prerequisite: PSYC1300 or instructor consent. Goal 1C

+ PSYC3300 Sensation and Perception 3 s.h.

Consideration of how humans receive and interpret information from their environment through receptor systems and brain mechanisms. Including theories of perception, biology of sensory and perceptual systems, and practical applications of findings from research. Prerequisite: PSYC1300. Goal 1C

PSYC3310 Social Psychology (Also SOCI3310) 3 s.h.

The study of how people think, feel, and behave in social situations. Attention given to research and application to social perception, interaction, and influence. Prerequisite: SOCI1300 or PSYC1300 (grade of C or better). Goal 1C

PSYC3320 Research Design and Experimental Methods 3 s.h.

Scientific rationale applied to behavioral research with emphasis on experimental design. Students design research, analyze and interpret data, and learn to write in scientific journal style. Prerequisites: MATH1380 and PSYC1300. Goal 1C

+ PSYC3330 Biopsychology 3 s.h.

Examination of the biological substrates of behavior. Topics include synaptic transmission and patterns of neural activity, sleep and arousal, learning and memory, and motivation and emotion. Prerequisites: PSYC1300 and one of the following: BIOL1300, BIOL1400, BIOL2300. Goal 1C

PSYC3340 Personality 3 s.h.

A study of personality from dispositional, psychodynamic, humanistic, and behavioral perspectives and of the application of personality perspectives to current issues. Prerequisite: PSYC1300. Goal 1C

PSYC3350 History and Systems 3 s.h.

A historical analysis of systematic foundations in psychology. Includes Structuralism, Functionalism, Behaviorism, Gestalt psychology, and Psychoanalysis. Prerequisite: PSYC1300. Goal 1C

PSYC3370 Cross Cultural Psychology 3 s.h.

Study of psychological theories and empirical findings relating to variations in cultures. Goal 4

PSYC3380 Abnormal Psychology 3 s.h.

A study of the disorders outlined in the current diagnostic statistical manual. Emphasis will be on etiology, symptoms, and methods of treatment. Prerequisite: Five semester hours in Psychology. Goal 1C

+ PSYC3390 Cognitive Psychology 3 s.h.

Research and theory in areas of cognitive psychology, including attention; memory acquisition, storage, and retrieval; language comprehension; and problem solving. Prerequisite: PSYC1300. Goal 1C

PSYC3440 Industrial/Organizational Psychology 3 s.h.

Psychological theory applied to problems of work: workplace design; group behavior; labor-management relations; leadership; employee selection and retention; psychological evaluation of workers. Goal 1C

PSYC3470 Psychological Tests and Measurements 3 s.h.

Assessment information applied to decision making in education and psychology. Tests of processes and skills will be reviewed as well as the technical aspects of measurement. Credit not allowed for this course and EDUC3630. Goal 1C

+ PSYC3500 Principles of Learning 3 s.h.

Explores a variety of theories of learning. Considers both conceptual and applied aspects of learning. Prerequisite: PSYC1300. Goal 1C

PSYC3900 Topics in Psychology 1 – 3 s.h.

In-depth study of topics in the field of psychology. May be repeated for credit as topics vary. Prerequisite: PSYC1300. Goal 1C

PSYC4000 Individual Study Goal 1C 1–3 s.h.**PSYC4340 Senior Research 3 s.h.**

Development and implementation of an original research project. Prerequisite: PSYC3320, senior standing, psychology major. Goal 1C

PSYC4360 Senior Internship 3 s.h.

Practical application of knowledge, theory and skills in a professional setting.

Prerequisite: Senior standing, psychology major, instructor's consent. Goal 1C

PSYC4430 Theory and Practice of Counseling 3 s.h.

A course designed to explore characteristics of counselors, characteristics of clients, basic counseling techniques, and current theories of counseling. Prerequisite:

PSYC1300. Goal 1C

+Denotes an alternate year course.

Publication Writing & Design

B.A. Degree — Publication Writing & Design Major

In addition to the general education requirements, majors in Publication Writing & Design must complete 42 semester hours as prescribed below:

ARTS1100 Design Principles 3 s.h.

ARTS1710 Introduction to Visual Communication 3 s.h.

ARTS2390 History of Graphic Design 3 s.h.

ARTS3630 Systems in Design 3 s.h.

ARTS3640 Interactive Design 3 s.h.

ARTS4440 Portfolio Development 3 s.h.

ARTS4500 Advanced Studio Practices 3 s.h.

ARTS4700 Senior Exhibition 0 s.h.

COMM/ENGL2500 Introduction to Mass Media 3 s.h.

COMM3310 Interpersonal Communication **or**
SOCI/PSYC3310 Social Psychology 3 s.h.

One literature survey course (selected from ENGL1500, ENGL2310, ENGL2320, ENGL2330, ENGL2340) 3 s.h.

Creative writing course (ENGL2410 or ENGL2420) 3 s.h.

Either ENGL3270 Media Writing or ENGL3280 Newswriting (3 s.h.) in addition to the Advanced Composition General Education Requirement.

ENGL3420 Culture, Language, and Text 3 s.h.

ENGL3480 Cultural Studies 3 s.h.

Recreation

B.A. Degree — Recreation Major

In addition to the general education requirements, majors in Recreation must complete the 42 semester hours prescribed below:

HMS Division Service Courses: 3 s.h.

HMSC4900 Research I 2 s.h.

HMSC4910 Research II 1 s.h.

Core Theory Courses: 15 s.h.

RECR1100 Introduction to Leisure Services 3 s.h.

RECR1210 Theory in Group Leadership and Recreation 3 s.h.

RECR3400 The Program Process: Principle and Application 3 s.h.

RECR3500 Life and Leisure 3 s.h.

RECR4400 Administration in Parks and Recreation 3 s.h.

Required Fieldwork/Internship Experiences: 12 s.h.

RECR2500 Fieldwork in Recreation 3 s.h.

RECR4500 Practicum in Recreation 9 s.h.

Guided Electives: 12 s.h.

These will be very targeted to student career interest and approved by the major academic advisor. They may be selected from among major electives or from other departments offering courses appropriate to the career interest.

Courses in Recreation

+ RECR1100 Introduction to Leisure Services 3 s.h.

Examines the purpose and function of leisure services delivered by governmental and private agencies. Introduction to department curriculum and student professional involvement. Course is prerequisite to all upper division courses.

+ RECR1210 Theory in Group Leadership and Recreation 3 s.h.

Designed to help students develop creative leadership methods and techniques that can be applied to all leisure settings with a variety of groups.

RECR2000 Individual Study 1–3 s.h.

+ RECR2500 Fieldwork in Recreation 3 s.h.

A minimum of 120 clock hours work experience in an approved leisure service setting. An orientation to the leisure service profession. Prerequisite: Prior consent of coordinator.

RECR3000 Individual Study 1–3 s.h.

+ RECR3350 Sport Facility Management 3 s.h.

Explores problems, principles, and techniques of management, design, and operation of selected elite sport, mass sport and recreation facilities.

+ RECR3360 Outdoor Education (Also EDUC3360) 3 s.h.

The organization, administration, and program activities of outdoor education in the school curriculum and other community agencies.

+ RECR3400 The Program Process: Principle and Application 3 s.h.

Explores the purpose and functions of programs, planning, principles, objectives, organizational behavior, and evaluation. Translation of program theory into practical situations. Opportunity to explore and experiment with programs through 25-hour laboratory exercise.

+RECR3500 Life and Leisure 3 s.h.

An introduction to the broad range of historic and philosophic perspectives which have shaped and continue to influence perceptions of leisure in present life settings. Students will be asked to thoroughly examine personal views in light of these perspectives with an objective of establishing a tentative base of concepts from which to operate as a leisure service professional. Prerequisite: RECR1100.

+ RECR3900 Topics in Recreation 1–3 s.h.

Study of selected topics in recreation, to be announced prior to the semester when the course is offered. May be repeated for credit as topics change. Prerequisite: RECR1100.

RECR4000 Individual Study 1–3 s.h.**+ RECR4400 Administration in Parks and Recreation 3 s.h.**

Provides basis for understanding the administrative process related to delivery of leisure services. Explores legal foundations, management systems and principles, organizational behavior, and evaluation. Prerequisite: RECR1100.

+ RECR4500 Practicum in Recreation 3–12 s.h.

Twelve hours to be taken concurrently. Laboratory field experience provides for practical application of knowledge and theory in a professional setting. Student acquires experience in all phases of leisure service delivery with highly qualified personnel in a selected agency with college faculty supervision. Repeatable to a maximum of twelve hours. Prerequisites: Approval of coordinator and RECR1100.

+Denotes an alternate year course.

Religion (Undergraduate)

B.A. Degree — Religion and Philosophy Major

In addition to the general education requirements, majors in Religion and Philosophy must complete a concentration of 39 semester hours with a minimum of 15 upper division credits from the following:

Core Courses 18 s.h.

PHIL2300 Basic Issues in Philosophy

RELG1100 Faith, Love, and Thought 3 s.h.

PHIL/RELG1120 Basic Ethics 3 s.h.

RELG2100 Introduction to Religion 3 s.h.

RELG2320 Introduction to Christian Theology 3 s.h.

RELG4200 Senior Religion and Philosophy Thesis/Project 3 s.h.

Bible 6 s.h.

RELG1310 Introduction to Old Testament 3 s.h.

RELG1320 Introduction to New Testament 3 s.h.

World Religions 3 s.h.

Choose one:

PHIL/RELG3100 World Philosophies and Religions: Great Texts 3 s.h.

RELG3200 Religions of the World 3 s.h.

History 3 s.h.

Choose at least one:

HIST/RELG1280 History of the Community of Christ

HIST/RELG3520 History of Christianity – The Last 1000 Years

RELG3530 Theology of the Community of Christ

RELG3540 Great Christian Thinkers 3 s.h.

Electives 9 s.h.

Choose from the following:

PHIL1200 Environmental Ethics 3 s.h.

PHIL2520 Medical Ethics 3 s.h.

PHIL2530 Postmodernism 3 s.h.

PHIL/RELG2400 Science and Religion 3 s.h.

PHIL/RELG2490 Suffering and Meaning 3 s.h.

RELG2200 Religion and Popular Culture in America 3 s.h.

RELG2340/3340 Religion and Ecology 3 s.h.

RELG3430 Restoration Scriptures

PHIL/RELG3440 Process Philosophy and Theology 3 s.h.

RELG3550 Ministries of the Church 3 s.h.

Religion Minor

A minor in Religion consists of 18 semester hours or more of courses in Religion,

including RELG2100 Introduction to Religion.

Church Leadership Minor

A minor in Church Leadership requires 18 or more semester hours to include the following:

I. CORE

Choose at least three:

RELG1310 Introduction to Old Testament

RELG1320 Introduction to New Testament

RELG2320 Introduction to Christian Theology

RELG3550 Ministries of the Church

II. RESTORATION STUDIES

(Students from other traditions may petition for alternatives to these courses.)

Choose one:

HIST/RELG1280 History of the Community of Christ

RELG3430 Restoration Scriptures

RELG3530 Theology of the Community of Christ

III. ELECTIVES 6 s.h.

MUSC2310 Music in the Church 3 s.h.

RELG1100 Faith, Love, and Thought 3 s.h.

PHIL/RELG2490 Suffering and Meaning 3 s.h.

PHIL/RELG3100 World Philosophies and Religion: Great Texts 3 s.h.

RELG3200 Religions of the World 3 s.h.

RELG2340/3340 Religion and Ecology 3 s.h.

PHIL/RELG3440 Process Philosophy and Theology 3 s.h.

RELG3540 Great Christian Thinkers 3 s.h.

Students may graduate with only one of the following courses of study offered in Religion: a Religion and Philosophy major, a Religion minor, or a Church Leadership minor. However, Religion and Philosophy majors may participate in the Church Leadership Program.

Courses in Religion (Undergraduate)

RELG1100 Faith, Love, and Thought 3 s.h.

An exploration of the many rich meanings of "faith" as faithfulness, love, fidelity, integrity, courage, ultimate commitment, and openness to creative transformation, as well as the creative role of doubt in faithfulness. We will examine concepts of faith within different traditions like Christianity, Judaism, Hinduism, Buddhism, and Humanism. Attention will be given to the relationships of faithfulness, trust, hope, and love in human relationships such as marriage, parenting, and friendship. Goal 3E

RELG1120 Basic Ethics (also PHIL1120) 3 s.h.

Introduction to basic ways of thinking and acting ethically. Examines basic ethical theories, both religious and philosophical, but focuses on practical, daily application of sound values and ethical consciousness. Goal 3E

RELG1280 History of the Community of Christ (Also HIST1280) 3 s.h.

The rise of the Latter Day Saint movement, the migration to the Midwest, the disruption at Nauvoo, the development of the Reorganization and other factions, and a survey of the conditions, trends, and problems in the contemporary Community of Christ and other factions of this unique American religious movement.

RELG1310 Introduction to Old Testament 3 s.h.

A study of the community of Israel and the literature that it produced. The history, literature, and theology involved is combined into one unified approach. The course aims to discover the meaning of the Old Testament in its time and for our present day.

Goal 2B

RELG1320 Introduction to New Testament 3 s.h.

A study of the early Christian community and the literature that it produced. It seeks to enable the student to discern the contemporary relevance of the New Testament faith.

History, literature, and theology are unified into one approach. Goal 2B

RELG2000 Individual Study 1–3 s.h.**RELG2100 Introduction to Religion 3 s.h.**

An inquiry into the fundamental issues involved in an understanding of the place and meaning of religion in human experience. Goal 2B

RELG2200 Religion and Popular Culture in America 3 s.h.

Examines religion in American popular culture. Focus on the use of contemporary media by religion and the presentation of religious motifs and themes in popular culture. Goal 2B

RELG2320 Introduction to Christian Theology 3 s.h.

An introductory overview of the contents of the Christian faith, including interpretations of the major symbols of that tradition for today. Goal 2B

RELG2340 Religion and Ecology 3 s.h.

An introduction to theology as it addresses and is informed by ecological concerns. How is global climate change a religious problem? What does religious faith have to do with the environment? Do religious beliefs address questions of species conservation and extinction? Students will explore beliefs regarding the natural world from the perspectives of several major world religions. Goal 2B

RELG2400 Science and Religion (also PHIL2400) 3 s.h.

A survey of historical and contemporary relationships between science and religion (mainly in Western culture) from ancient mythology and the pre-Socratic philosophers, through medieval scholasticism, the rise of modern science and theological responses to it, and an examination of selected contemporary perspectives. Students will also examine the nature of faith and the role of faithfulness in scientific inquiry. Goal 2B

RELG2490 Suffering and Meaning 3 s.h. (Also PHIL2490)

The first Noble Truth of Buddhism is that all life involves suffering. Much of human life, religion, and the arts is an effort to create meaningful responses to our suffering. This course will examine some of those responses. Goal 3E

RELG2700 Internship in Church Leadership 0–6 s.h.

An internship designed to give practical experience in a field setting where ministry is taking place in the Community of Christ or related institution, and where effective church leadership skills are being modeled. The student will play an active role in identifying potential field sponsors. (Graded on a pass/fail basis.) Prerequisite: Instructor's consent.

RELG2900 Topics in Religion 1–3 s.h.**RELG3000 Individual Study 1–3 s.h.****RELG3100 World Philosophies & Religion: Great Texts (Also PHIL3100) 3 s.h.**

A reading of great texts in world philosophies and religions; E.g., The Qu'ran (Islam), The Upanishads and The Bhagavad Gita (Hinduism), The Dhammapada (Buddhism), The Analects of Confucius and Tao Te Ching (Confucianism), the Bible, and other works by important religious/philosophical thinkers, old and new. Goal 3E

RELG3200 Religions of the World 3 s.h.

An introduction to the thought, practice, and history of the major religions of the world. Goal 4

RELG3340 Religion and Ecology 3 s.h.

An introduction to theology as it addresses and is informed by ecological concerns. How is global climate change a religious problem? What does religious faith have to do with the environment? Do religious beliefs address questions of species conservation and extinction? Students will explore beliefs regarding the natural world from the perspectives of several major world religions. Goal 2B

RELG3430 Restoration Scriptures 3 s.h.

A study of the Book of Mormon, the Doctrine and Covenants, and Joseph Smith's "New Translation" of the Bible, considered in light of their historical setting, literary qualities, and theology.

RELG3440 Process Philosophy and Theology (Also PHIL3440) 3 s.h.

An examination of a major modern movement in Christian theology which responds to the challenges of science and human sufferings by arguing that God's power is persuasive rather than coercive, and the supporting view of reality as a web of relationships in process. Special attention will be given to the problems of God, freedom, power, creativity and suffering, and the interpretation of process theology in terms of Christian symbols. Goal 2B

+ RELG3450 Philosophy of Religion (Also PHIL3450) 3 s.h.

This course is designed to investigate the nature of religious beliefs by applying the philosophical attitude to the practice of religion. The investigation will apply the principles of inquiry; clarity in the meaning of words and assumptions; consistency in statements about the subject; respect for all discoverable facts that bear upon the issues under investigation; and impartiality to interpretation of pertinent facts. Goal 3E

+ RELG3520 History of Christianity – The Last 1000 Years (Also HIST3520) 3 s.h.

An advanced study of the history of Christianity as it developed from the Crusades into the 20th Century. Topics will include the Crusades, the Avignon Papacy and Great Schism, the push for unity, early reform groups, the Reformation, wars of religion, religious imperialism, modern challenges to Christianity, and the Church to Vatican II. Aspects of both continuity and change within the doctrine, popular belief and structure of Christianity will be emphasized.

RELG3530 Theology of the Community of Christ 3 s.h.

An examination of major themes and issues in Restoration thought. Particular attention will be paid to the development of theology in the Reorganization. Non-Community of Christ students will participate in this course by exploring how the basic issues addressed are related to their own religious communities.

RELG3540 Great Christian Thinkers 3 s.h.

Christian theology use terms like "Trinity," "incarnation," "predestination," and "mystical union," but who originated these ideas and why? What can we know of the figures whose

passionate wrestling with the meaning of their faith shapes western culture to this day? This course will explore selected influential thinkers in the Christian tradition and their enduring contributions to theology. Among others, we will argue with Augustine, journey with Julian of Norwich, and converse with John Calvin, becoming familiar with their life stories and their thought in context. We will ask why the questions they struggled with and the answers they proposed are still worth engaging in the give-and-take of theological conversation today. Goal 2B

RELG3550 Ministries of the Church 3 s.h.

An examination of the nature and purpose of the church as an important institution in society. The study of major functions such as worship, education, outreach, and administration will be included.

RELG3900 Topics in Religion 1–3 s.h.

Study of selected topics of interest in religion, to be announced prior to the semester when the course is offered. May be repeated for credit as topics change.

RELG4000 Individual Study 1–3 s.h.**RELG4200 Senior Religion and Philosophy Thesis/Project 3 s.h.**

A capstone thesis or project for Religion and Philosophy majors in which students demonstrate the ability to conduct research in the academic field of religion and/or philosophy, to articulate in writing their own, well reasoned position on a significant religious and/or philosophical question, to integrate ideas of other people into their own intellectual journey, and, through the thesis or project preparation and oral presentation, engage with peers, faculty, and written texts in well reasoned dialogue which reflects an ability to treat other people and ideas with both fairness and thoughtful criticism. Prerequisite: Religion and Philosophy major.

+Denotes an alternate year course.

Science

B.S. Degree — Basic Science Major

In addition to the general education requirements, students majoring in Basic Science must complete the following courses.

Requirements 41 s.h.

BIOL1400 Fundamentals of Biological Science 3 s.h.

BIOL2360 Microbiology 4 s.h.

BIOL2430 Animal Biology 4 s.h.

BIOL2440 Plant Biology 4 s.h.

CHEM1430 Principles of Chemistry I 3 s.h.

CHEM1431 Principles of Chemistry I Lab 1 s.h.

CHEM1440 Principles of Chemistry II 3 s.h.

CHEM1441 Principles of Chemistry II Lab 1 s.h.

CHEM3410 Organic Chemistry I 3 s.h.

CHEM3411 Organic Chemistry I Lab 1 s.h.

MATH1510 Calculus I 3 s.h.

MATH1520 Calculus II 3 s.h.

PHYS1410 Elements of Physics I 4 s.h.

PHYS1420 Elements of Physics II 4 s.h.

Teacher Certification in General Science

FOR BASIC SCIENCE AND NON-BASIC SCIENCE MAJORS WHO WANT A SECONDARY SCIENCE ENDORSEMENT (5–12) IN GENERAL SCIENCE: Students who desire Iowa Teacher Certification with a General Science secondary endorsement must complete 24 s.h. in science to include 12 s.h. in biological sciences, 3 s.h. in physics, 3 s.h. in chemistry, 6 s.h. in physical science (SCIE prefix), and the Secondary Education Program (with SCIE3360 Methods of Teaching Science and Mathematics as the appropriate methods course).

Courses in Science

SCIE1250 Descriptive Astronomy 3 s.h.

A descriptive presentation of the theory and structure of the universe to include celestial coordinates, laws of orbital motion, evolution of the solar system, comets and meteoroids, stellar and galactic structure. Some use of the observatory is included. Goal 2A

SCIE1251 Descriptive Astronomy Lab 1 s.h.

Observational laboratory exercises, demonstration exercises, and elementary calculations to illustrate methods used in astronomy. The student will learn to locate and observe astronomical phenomena using optical devices. Specifically the student will learn to identify constellations and how to use a telescope. There will be evening observations, visits to virtual and real world planetariums. Experiments will include geometrical optics and the construction of telescopes. In addition, there will be labs based on astronomical calculations that will include a rudimentary investigation of navigation systems, star charts and astronomical coordinate systems. Co-requisite: SCIE1250. Goal 2A

SCIE1310 Fundamentals of Physical Science 3 s.h.

An integrated study of selected principles and concepts of physics, earth science, and chemistry. (Not intended for science majors.) Goal 2A

SCIE2000 Individual Study Goal 2A 1–3 s.h.**+ SCIE2100 Earth Science (3–0) 3 s.h.**

A study of physical geology, using plate tectonics as the unifying theory. The major components of the Earth's crust (rocks and minerals) and forces that shape the Earth's surface (winds, streams, glaciers, volcanoes, earthquakes, etc.) will be considered. Goal 2A

SCIE3000 Individual Study Goal 2A 1–3 s.h.**SCIE3030 The Nature of Science 3 s.h.**

An overview of the history and philosophy of science and an investigation of contemporary problems, issues, and concepts in the sciences. A study of the interrelatedness of the several fields of science as well as the relation of science to other areas of scholarship. Prerequisite: Any college biological or physical science course. Goal 2A

SCIE3360 Methods of Teaching Science and Mathematics (Also MATH3360) 3 s.h.

A study of the objectives, methods, techniques, materials, and activities related to teaching science and mathematics in the secondary schools. Prerequisite: 20 hours in science or mathematics. Goal 2A

SCIE3900 Advanced Topics in Science 3 s.h.

Designed to cover current areas of advancement in biology, chemistry, and medicine. Topics will be selected from various areas such as biotechnology, bioinformatics, genomics, molecular modeling, drug discovery and drug design, and disease pathology and therapeutic approaches (cancer, inflammatory and bone disorders, and AIDS). The course will consist of lectures, discussions, and journal article reviews/presentations. Prerequisites: BIOL1300 or CHEM1320 or Instructors consent. Goal 2A

SCIE4000 Individual Study Goal 2A 1–3 s.h.

+Denotes an alternate year course

Social Science

Courses in Social Science

SOSC2000 Individual Study 1–3 s.h.

SOSC3000 Individual Study 1–3 s.h.

SOSC3390 Methods of Teaching Social Studies 3 s.h.

Discussions of the general and specific objectives of social studies in the secondary school system, the materials and resources available, techniques in teaching the social studies, types of curricula, and methods of evaluation.

SOSC4000 Individual Study 1–3 s.h.

Sociology

Sociology Minor

In addition to the general education requirements, minors in Sociology must complete 15 semester hours in Sociology, including SOCI1300 Introduction to Sociology and SOCI4330 Social Inequality. Courses used to complete a Criminal Justice major or a Human Services major may not be used to meet the requirements for the minor in Sociology.

Teacher Certification in Sociology

ONLY FOR NON-SOCIOLOGY MAJORS WHO WANT A SECONDARY SOCIOLOGY ENDORSEMENT (5-12). Non-Sociology majors desiring a secondary Sociology endorsement (5-12) in Iowa must complete the [Secondary Education Program](#) (with SOSOC3390 Methods of Teaching Social Studies as the appropriate methods course), a major in a secondary teaching field, and 24 s.h. in Sociology or 30 s.h. in the broad area of Social Sciences to include 15 s.h. in Sociology.

Courses in Sociology

SOCI1300 Introduction to Sociology 3 s.h.

Introduction to the perspective of sociology, its basic concepts and principles and an overview of the field. Includes study of social classes, sex roles, crime and deviance, socialization, social movements and others. Goal 1C

+ SOCI1350 Cultural Anthropology 3 s.h.

Survey and analysis of diverse cultural patterns. Goal 4

SOCI2000 Individual Study 1-3 s.h.

+ SOCI2320 Marriage and the Family 3 s.h.

Sociological study of the family institution. Topics include dating, marital roles and interaction patterns, socialization, divorce, and others. Goal 1C

SOCI2500 Criminology 3 s.h.

Study of the nature, extent and causes of crime, and the analysis of various types of crimes. Prerequisite: SOCI1300 and Sophomore standing.

SOCI3000 Individual Study 1-3 s.h.

+ SOCI3210 Conflict Resolution (Also COMM/PEAC3210) 3 s.h.

Focuses on the causes and resolution of conflict at the micro level (family, school, community, church, interpersonal, etc.). Goal 3B

SOCI3310 Social Psychology (Also PSYC3310) 3 s.h.

The study of how people think, feel, and behave in social situations. Attention given to research and application to social perception, interaction, and influence. Prerequisite: SOCI1300 or PSYC1300 (grade of C or better).

+ SOCI3340 Penology (Also CRMJ3340) 3 s.h.

Examines various theories of social control, as well as correctional practices, reforms, and their consequences. Research on various punishment and correctional strategies will be discussed. Prerequisite: CRMJ2520 Corrections in America (grade of C or better).

SOCI3350 Topics in Anthropology 1-3 s.h.

An in-depth study of topics from one or more fields of anthropology. May be repeated for credit as topics vary. Prerequisite: SOCI1350 (grade of C or better).

+ SOCI3520 Juvenile Delinquency and Juvenile Justice (also CRMJ3520) 3 s.h.

Includes an examination of the nature, extent, and patterns of juvenile delinquency, evaluation of theories and causal explanations of delinquency and investigation of delinquent subcultures, as well as an examination of legal processing and treatment programs for young offenders. PREREQUISITE: SOCI1300 Introduction to Sociology (grade of C or better).

SOCI3900 Advanced Topics in Sociology 1–3 s.h.

Study of topics from one or more fields of sociology, including Collective Behavior, Aging and Society, Social Change, and others. May be repeated for credit as topics vary. Prerequisite: SOCI1300 (grade of C or better).

SOCI4000 Individual Study 1–3 s.h.**SOCI4330 Social Inequality 3 s.h.**

Examines the intersection of race, ethnicity, class, gender, and other minority statuses and the relationships to personal identity and social structure. Helps to develop an awareness and understanding of diverse values, life-styles, beliefs, and attitudes of various racial, cultural, and ethnic minorities. Focuses on the social, legal, economic, and political aspects of prejudice and discrimination on socially disadvantaged groups. Prerequisite: SOCI1300 (with grade of C or better) and senior standing.

SOCI4440 Social Research 3 s.h.

A survey of the principles and practices of social research, including data analysis, research ethics, and the design and implementation of surveys, experiments, and field studies. Prerequisites (with grade of C or better): SOCI1300 and either SOCI2500 or HMSV2300 and senior standing. (It is recommended that MATH1380 be taken prior to enrolling in Social Research.)

+Denotes an alternate year course.

Spanish

Spanish Minor

A minor in Spanish consists of 15 semester hours or more in Spanish courses.

Students with a background in Spanish are required to take the Language Placement Examination. Depending upon where their score places them at the second-year level, they may obtain a minor with six or nine semester hours.

Courses in Spanish

SPAN1410 Beginning Spanish I 3 s.h.

Designed to practice and obtain a fundamental knowledge of listening/understanding, speaking, reading and writing Spanish while introducing students to the Hispanic culture and people. Goal 4

SPAN1420 Beginning Spanish II 3 s.h.

A continuation of SPAN1410. Prerequisite: SPAN1410 or equivalent. Goal 4

SPAN2000 Individual Study Goal 4 1–3 s.h.

SPAN2380 Advanced Grammar 3 s.h.

Review of the grammatical structures introduced in Beginning Spanish II; an introduction to the most challenging structures in the Spanish language. Prerequisite: SPAN1420. Goal 4

SPAN2440 Conversation and Composition 3 s.h.

Develop the oral and writing skills of the students, especially at a level such that a student can engage functionally in a Hispanic community. Prerequisite: SPAN2380 or equivalent. Goal 4

SPAN2450 Hispanic Culture 3 s.h.

Study of the culture of Spain and Spanish America, with a focus on the main historical events, traditions, and Spanish contributions to the Western culture. Prerequisite: SPAN2380. Goal 4

SPAN3110 Hispanic Culture Through Film 3 s.h.

Explores film representations of Hispanic culture, including significant historical events and traditions, the rituals of daily life, and contributions to U.S. culture. Prerequisite: SPAN2450. Goal 4

SPAN3120 Hispanic Culture Through Print 3 s.h.

Designed to enhance students' knowledge of Hispanic culture through selected readings in journalism and literature. Prerequisite: SPAN2450. Goal 4

SPAN2700 Internship in Spanish 1 – 3 s.h.

An internship developed in conjunction with and approved by the appropriate foreign language instructor. This internship will be with professionals who are in career areas relating to the field of Spanish. The internship may be pursued in the United States or abroad. The internship credit will be counted toward the minor in the language, but is not required. (Graded on a Pass/Fail basis.) Goal 4

Speech Communication

See requirements for Teacher Certification in Speech Communication/Theatre under Communications or Theatre.

Sport Management

B.A. Degree – Sport Management Major

In addition to the general education requirements, majors in Sport Management must complete 42 s.h. in Sport Management, Business, Economics, Accounting, Physical Education, and Recreation including:

ACCT2310 Financial Accounting 3 s.h.
BUAD3320 Principles of Management 3 s.h.
ECON1320 Principles of Microeconomics 3 s.h.
ECON3220 Economics of Sports 3 s.h.
PHED3350 Psychology of Coaching 3 s.h.
RECR3350 Sport Facility Management 3 s.h.
SPMT1200 Introduction to Sport Management 3 s.h.
SPMT2300 Legal & Ethical Issues in Sport 3 s.h.
SPMT3300 Sport Marketing 3 s.h.
SPMT3400 Event Management 3 s.h.
SPMT4500 Seminar in Sport Management 3 s.h.
SPMT4700 Internship in Sport Management 3 s.h.

Choose two courses from one of the following areas (6 total s.h.):

Sport Marketing/Sport Information: COMM2400 Introduction to Public Relations, COMM2500/ENGL2500 Introduction to Mass Media, BUAD3330 Principles of Marketing, BUAD3500 Marketing Strategies.

Sport Administration: ECON1300 Principles of Macroeconomics, ACCT2320 Managerial Accounting, BUAD3450 Organizational Behavior, BUAD3490 Human Resource Management, BUAD4400 Operations Management, HMSC4320 Organization & Administration of Health, PE, and Athletics.

Sport Management Minor

A minor in Sport Management consists of 18 semester hours from the following courses:

ACCT2310 Financial Accounting 3 s.h.
ECON1320 Principles of Microeconomics 3 s.h.
ECON3220 Economics of Sports 3 s.h.
SPMT1200 Introduction to Sport Management 3 s.h.
Any two of the following:
RECR3350 Sport Facility Management 3 s.h.
SPMT2300 Legal and Ethical Issues in Sport Management 3 s.h.
SPMT3300 Sport Marketing 3 s.h.
SPMT3400 Event Management 3 s.h.

Courses in Sport Management

SPMT1200 Introduction to Sport Management 3 s.h.

An introduction to the field of sport management, including history of sport, leadership, management process, marketing and communication, and legal and ethical aspects in non-profit and for profit organizations.

SPMT2300 Legal and Ethical Issues in Sports 3 s.h.

A study of the laws, rules, regulations, and codes of ethics related to sports at all levels. A variety of viewpoints, including financial, regulatory, and societal will be explored.

SPMT3300 Sport Marketing 3 s.h.

An analysis of the field of marketing from a sports perspective with focus on the elements of and development of a marketing plan. Prerequisite: ECON1320.

SPMT3400 Event Management 3 s.h.

Application and study of the management process to hosting and organizing elite, recreation, and mass sporting events. Includes investigation of social, financial, and environmental factors involved in the process. Prerequisite: BUAD3320

SPMT4500 Seminar in Sport Management 3 s.h.

A series of discussions of current topics in the field of sport management. Each participant is required to prepare a presentation on a specific topic under direction of the instructor and share in conducting discussions. Prerequisites: Junior or senior standing.

SPMT4700 Internship in Sport Management 3 s.h.

An internship that allows students to work with professionals who are in career areas relating to the field of sport management. The student will play an active role in identifying potential field sponsors. Repeatable to a maximum of 12 hours. (Graded on a Pass/Fail basis.) Prerequisite: Instructor's consent.

Theatre

B.A. Degree – Theatre Major

In addition to the general education requirements, Theatre majors must complete 45 semester hours as prescribed below:

ENGL3530 Digital Filmmaking 3 s.h.

THTR1200 Introduction to Theatre 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1310 Introduction to Stagecraft 3 s.h.

THTR2240 Stagecrafts 2 3 s.h.

THTR2260 Acting 2 3 s.h.

THTR3260 Acting 3 3 s.h.

THTR3370 Theatre History 1 3 s.h.

THTR3380 Theatre History 2 3 s.h.

THTR3140 Playwriting 3 s.h.

THTR4100 Directing I 3 s.h.

THTR4120 Directing 2 3 s.h.

THTR4200 Seminar 1 1 s.h.

THTR4210 Seminar 2 2 s.h.

One of the following film courses:

ENGL2520 Film Adaptations of Literature 3 s.h.

ENGL2530 Film Topics 3 s.h. (May be repeated when topic changes.)

ENGL3550 Film Studies 3 s.h. (May be repeated when topic changes.)

One Upper-Division THTR or film Electives 3 s.h.

B.A. Degree – Theatre and Film Major

In addition to the general education requirements, Theatre and Film majors must complete 45 semester hours as prescribed below:

ENGL2510 Introduction to Film 3 s.h.

ENGL3530 Digital Filmmaking 3 s.h.

THTR1200 Introduction to Theatre 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1310 Introduction to Stagecraft 3 s.h.

THTR2260 Acting 2 3 s.h.

THTR3370 Theatre History 1 3 s.h.

THTR3380 Theatre History 2 3 s.h.

THTR4100 Directing I 3 s.h.

THTR4200 Seminar 1 1 s.h.

THTR4210 Seminar 2 2 s.h.

15 s.h. of Film electives (ENGL2530 and ENGL3550 may be repeated for elective credit when topics change.)

Theatre and Speech Communications Minor

A minor in Theatre and Speech Communication requires 18 semester hours of courses in theatre/speech communication as prescribed below:

COMM1200 Speech Communication: An Introduction 3 s.h.

Choose one:

THTR1200 Introduction to Theatre 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1240 Vocal Presentation Skills 3 s.h.

THTR1310 Introduction to Stagecraft 3 s.h.

Choose one:

ENGL/THTR3350 Shakespeare 3 s.h.

THTR3370 Theatre History I 3 s.h.

THTR3380 Theatre History II 3 s.h.

Communication electives 3 s.h.

Theatre electives 3 s.h.

Theatre Minor

A minor in Theatre requires 17 semester hours to include:

THTR1200 Introduction to Theatre 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1310 Introduction to Stagecraft 3 s.h.

One of the following: 3 s.h.

THTR3370 Theatre History I s.h.

THTR3380 Theatre History II 3 s.h.

THTR4100 Directing I 3 s.h.

THTR2350/4350 Theatre Production Studies 1 s.h.

(Must be repeated twice for credit in the minor.)

Teacher Certification in Speech Communication/Theatre

1. FOR SPEECH COMMUNICATION MAJORS WHO WANT A SECONDARY SPEECH COMMUNICATION/THEATRE ENDORSEMENT (5–12): Students majoring in Speech Communication who desire Iowa Teacher Certification with a secondary endorsement must complete the major requirements and the Secondary Education Program (with COMM4390 Methods of Teaching Theatre and Speech as the appropriate methods course), and the following courses:

COMM1200 Speech Communication: An Introduction **or**

COMM1230 Small Group Discussion 3 s.h.

COMM/ENGL2500 Introduction to Mass Media 3 s.h.

COMM3330 Dialogue: Theory and Practice 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1240 Vocal Presentation Skills 3 s.h.

2. FOR THE NON-COMMUNICATION MAJORS WHO WANT A SECONDARY SPEECH COMMUNICATION/THEATRE ENDORSEMENT (5–12): Non-Communication majors desiring a secondary endorsement (5–12) in Iowa must complete the Secondary Education Program (with COMM4390 Methods of Teaching Theatre and Speech as the appropriate methods course), a major in a secondary teaching field, and the following courses:

COMM1200 Speech Communication: An Introduction **or**

COMM1230 Small Group Discussion 3 s.h.

COMM/ENGL2500 Introduction to Mass Media 3 s.h.

COMM3330 Dialogue: Theory and Practice 3 s.h.

THTR1220 Beginning Acting 3 s.h.

THTR1240 Vocal Presentation Skills 3 s.h.

One Speech Communication Elective COMM Prefix 3 s.h.

Two Theatre Electives THTR Prefix 6 s.h.

Courses in Theatre

THTR1200 Introduction to Theatre 3 s.h.

Designed to develop an appreciation and enjoyment of dramatic art and to foster an understanding of some of the basic principles which underlie theatre practice and theatre technique. Students should develop an appreciation for the work of the artists who help to bring the playwright's pages to life as well as consider their contribution as members of an audience. Goal 2A

THTR1220 Beginning Acting 3 s.h.

Study and practice of the fundamentals of acting through improvisation and exploratory exercises. Basic principles of stage performance designed to enhance the student's appreciation of the art form are emphasized. Goal 2A

THTR1240 Vocal Presentation Skills 3 s.h.

The study and use of effective physical and vocal presentation methods. Goal 3B

THTR1310 Introduction to Stagecraft 3 s.h.

Introduction to the elements and practices of theatrical construction and scene design. Concentration on the techniques of theatrical construction, costume construction, lighting technology, stage mechanics, alternative methods of staging and shifting stage scenery, backstage organization, and development through practical experience of essential woodworking and stagecraft skills. Laboratory session required. Goal 2A

THTR2000 Individual Study Goal 2A 1–3 s.h.

THTR2110 Performance Studies 3 s.h.

Introduction to the contemporary concept of "performance", a key way of thinking about theatre in contemporary scholarship. It will provide an overview of organized human behavior as performance—from ritual to play to theatre to live art. Goal 2A

THTR2120 Theatre, Performance, and Society 3 s.h.

Examines the social and cultural functions of theatre and performance and how they serve as tools for cultural learning, social activism, political indoctrination, and education of the people. This separates theatre and performance from its aesthetic qualities and instead focuses on its function. Goal 2A

THTR2240 Stagecrafts 2 3 s.h.

Continued study of the elements and practices of theatrical construction and scene design, lighting design, and costume design. Laboratory session required. Prerequisite: THTR1310. Goal 2A.

THTR2260 Acting 2 3 s.h.

Continued study of the basic principles of acting through scene work and monologues. In addition to realism, period styles such as Ibsen, Checkhov and Shaw will be studied. Continued voice and movement work will also be applied. Prerequisite: THTR1220. Goal 2A.

THTR2350 Theatre Production Studies 0–1 s.h.

Participation in a theatrical production: acting, directing, technical production, design. (Total credits accumulated in this course plus THTR4350 may not exceed eight.)

Students approved for credit work in this course by faculty-director must contribute a minimum of 45 clock hours of activity, which shall be exclusive of assignments, and activities pertaining to other courses. Goal 2A

THTR3000 Individual Study Goal 2A 1–3 s.h.

THTR3100 Dramatic Literature 3 s.h.

Exploration and analysis of an individual genre or topic in dramatic literature, with an emphasis on common themes and characteristics of texts that make up the categories. Subjects will vary, but may include the following: feminist theatre, postcolonial drama, multi-cultural theatre, American Realism, global theatre, theatre of the absurd, avant-garde theatre, theatre of the Holocaust, LGBT theatre, and Irish drama. May be repeated for credit when course subject changes. Goal 2A

THTR3260 Acting 3 3 s.h.

Continued study of the basic principles of acting through scene work and monologues. In addition to realism period styles such as Greek and Shakespeare will be studied. Continued voice and movement work will also be applied. The student will also have the opportunity to produce an audition package. Prerequisite: THTR2260. Goal 2A.

+ THTR3350 Shakespeare (Also ENGL3350) 3 s.h.

Study of a representative group of Shakespearean plays and sonnets. Primary emphasis is placed on the dramatic and poetic elements in the plays with some study of various aspects of the Renaissance. Goal 2B

+ THTR3370 Theatre History I 3 s.h.

Study of the development of theatre, drama, and stagecraft from their beginnings through the 17th century, with reading of representative plays. Prerequisite: ENGL1410 Modern Rhetoric or THTR2100 Script Analysis and Dramatic Criticism. Goal 2A

+ THTR3380 Theatre History II 3 s.h.

Study of the development of theatre, drama, and stagecraft from the 18th century to the present, with readings of representative plays. Prerequisite: THTR3370 Theatre History I, or ENGL1410 Modern Rhetoric and consent of instructor. Goal 2A

THTR3140 Playwriting 3 s.h.

Study and application of playwriting techniques and theory. In addition to a number of creative writing exercises, students will write a one-act by the conclusion of the course. Goal 2A.

THTR3700 Theatre Internship 1–3 s.h.

An opportunity for advanced students to link theatrical theory and practice by working with established theatre organizations. Students will consult with the instructor in researching and obtaining appropriate internships. May be repeated for credit up to 6 s.h. (Graded on a Pass/Fail basis.) Prerequisite: Theatre major/minor. Goal 2A

THTR3950 Topics in Theatre 2–3 s.h.

Advanced study of a selected area in theatre: performance, design, technology, history, management, dramaturgy, trends. May be repeated for credit. Goal 2A

THTR4000 Individual Study Goal 2A–3 s.h.

+ THTR4100 Directing I 3 s.h.

Study and application of stage direction, including conceptualization, staging, rehearsal techniques, issues of style, and communication with actors and designers. Prerequisites: Theatre Major/Minor or consent of instructor, THTR1220 Introduction to Acting, THTR2100 Script Analysis and Dramatic Criticism. Goal 2A

THTR4120 Directing II 3 s.h.

Application of directing principles and techniques demonstrated by directing a one-act play. Prerequisite: THTR4100. Goal 2A.

THTR4200 Senior Seminar I 1 s.h.

Reading, discussion, and analysis of modern critical theory pertaining to theatre and performance. Restricted to theatre or theatre and film majors with Senior standing. Goal 2A.

THTR4210 Senior Seminar II 3 s.h.

Student-designed project in acting, directing, playwriting, or technical theatre. Restricted to theatre or theatre and film majors with Senior standing who have taken THTR4200 Senior Seminar I. Goal 2A.

THTR4350 Advanced Theatre Production Studies 0-1 s.h.

Participation in a theatrical production: acting, directing, technical production, design. Students approved for credit work in this course by faculty-director must complete a minimum of 45 clock hours of activity which shall be exclusive of assignments and activities pertaining to other courses. Prerequisite: THTR2350 and junior or senior standing. (Total credits accumulated in this course plus THTR2350 may not exceed 8.) Goal 2A

+ THTR4390 Methods of Teaching Theatre and Speech (Also COMM4390) 3 s.h.

Consideration of the theatre and speech classroom experience on the secondary level. Provides training in methods, unit preparation, media, evaluation, and directing extracurricular activities. Required of prospective theatre and speech teachers. Goal 2A

+Denotes an alternate year course.

Web Design

B.A. Degree – Web Design Major

In addition to the general education requirements, majors in Web Design must complete 39–41 s.h., to include the following courses:

ARTS1100 Design Principles 3 s.h.

ARTS1710 Introduction to Visual Communication 3 s.h.

ARTS3620 Illustration and Imaging 3 s.h.

ARTS3630 Systems in Design 3 s.h.

ARTS3640 Interactive Design 3 s.h.

ARTS4700 Senior Exhibition 0 s.h.

CSIT1060 Introduction to Web Page Programming 3 s.h.

CSIT1100 Principles of Computing 3 s.h.

CSIT2100 Intermediate Programming 3 s.h.

CSIT3200 Systems Analysis and Design 3 s.h.

CSIT3300 Database Concepts and SQL 3 s.h.

CSIT4100 Systems Development Project 1–3 s.h.

ENGL3270 Advanced Composition: Media Writing 3 s.h.

One of following three courses:

CSIT3600 Electronic Commerce 3 s.h.

ENGL3530 Digital Filmmaking 3 s.h.

Approved Upper Division Elective (Course to be approved by CSIT or ARTS coordinator for Web Design major.)

One of following two courses:

ARTS4450 Visual Communication Internship 3 s.h.

CSIT3700 Internship in CSIT 1–3 s.h.

Web Design Minor

The requirements for a minor in Web Design are 18 s.h., to include:

ARTS1100 Design Principles 3 s.h.

ARTS1710 Introduction to Visual Communication 3 s.h.

ARTS3620 Illustration and Imaging **or**

ARTS3630 Systems in Design **or**

ARTS3640 Interactive Design

CSIT1060 Introduction to Web Page Programming 3 s.h.

CSIT1100 Principles of Computing 3 s.h.

CSITXXXX One 3 s.h. CSIT course that is required for the Web Design major, excluding internships.

Faculty and Administration

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Board of Trustees

Harry J. Ashenhurst, PhD, Chair (2018), Scottsdale, Arizona

W. Gary Howard, PhD, Vice–Chair (2016), Cantonment, Florida

Cheryl F. Hansen, Secretary (2018), St. Louis, Missouri

Cherry M. Hartnett, Treasurer (2020), Devon, Pennsylvania

Robert G. (Bob) Ackerley, (2016), Houston, Texas

Sue Bevington, (2020), Kirkland, Washington

Hon. Leonard L. Boswell, (2016), Davis City, Iowa

John A. (Jack) Cave, (2020), Honolulu, Hawaii

Denise Dudley, PhD, (2016), Santa Margarita, California

Ronald E. (Ron) Gillilan, MD, (2020), Reisterstown, Maryland

Sharon Graybill, (2016), Coppell, Texas

Laurie Heintz, (2018), Fort Myers, Florida

Tom Hiles, (2020), Columbia, Missouri

Karen Jewell, JD, (2016), Houston, Texas

Sue Johnson, (2020), Bethesda, Maryland

Michael D. Lewis, JD, (2018), Los Angeles, California

Kay Johnson Mussell, PhD, (2018), Washington, DC

Becky Savage, (2018), Lee's Summit, Missouri

David Seda, (2020), Los Altos, California

Mickey Seeman, (2018), Jonesboro, Arkansas

John Sheehy, (2020), Blue Springs, Missouri

Dennis Shields, JD, (2020), Platteville, Wisconsin

Samuel G. (Sam) Smalldon, (2016), Calgary, Alberta, Canada

Michelle Waite, (2016), Des Peres, Missouri

Robert L. (Bob) White, (2020), Lee's Summit, Missouri

Janet Ward Worthington, (2018), Redmond, Washington

K. Michael (Mike) Zabel, MD, (2018), Lawrence, Kansas

(Terms expire at midnight the day before the summer meeting of the year indicated.)

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Executive Council

John D. Sellars, PhD, CPA, President

Steven L. Anders, PhD, Dean, C.H. Sandage School of Business and Interim Dean,
College of Liberal Arts and Sciences

Kathleen M. Clauson Bash, PhD, Vice President for Institutional Effectiveness

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Matt Shelton, MS, Interim Athletic Director

Jodi L. Seymour, Executive Assistant to the President and Assistant Secretary to the
Board of Trustees

Janice K. Tiffany, JD, Vice President for Business Services

Office of the President

John D. Sellars, PhD, CPA, President

Jodi L. Seymour, Executive Assistant to the President and Assistant Secretary to the
Board of Trustees

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Academic Affairs

Tammy Everett, PhD, Vice President for Academic Affairs and Dean of Faculty

Danise A. Remmenga, MEd, Administrative Assistant to the Vice President for Academic Affairs and Dean of Faculty

Justin Akers, MS, Director, Center for the Study of Free Enterprise and Entrepreneurship

Steven L. Anders, PhD, Dean, C.H. Sandage School of Business and Interim Dean, College of Liberal Arts and Sciences

Judy Badder, MS, Director, Educational Talent Search

Diane Bartholomew, DHSc, Chair, Division of Health and Movement Science

Don Compier, PhD, Dean, Community of Christ Seminary

Scott Huddleston, EdD, Interim Dean, Edmund J. Gleazer School of Education

Sandra Hamar, EdD, Associate Dean of Undergraduate Programs, Edmund J. Gleazer School of Education

Pat Hoffman, Coordinator, Special Programs

Claudia Horton, PhD, Dean, School of Nursing

Cathie L. Hosie, MEd, Director, Student Support Services and Academic Skills Center

Kevin Brunner, PhD, Director, Ackerley Computer Science and Technology Scholars Program

Susan Knotts, MSE, Director, Chance Program and Student Disabilities Services

Deborah Nalani Leiloha, PhD, Associate Dean of Graduate Studies, Edmund J. Gleazer School of Education

M. Joyce Lighthill, MA, Registrar

Sharon Little-Stoetzel, PhD, Associate Dean of Undergraduate Programs, School of Nursing

Daniel V. Pratt, PhD, Chair, Division of Science and Math

Janet Rice, PhD, Associate Dean, School of Nursing

Brian C. Smith, PhD, Chair, Division of Social Science

Zane Vredenburg, MFA, Chair, Division of Visual and Performing Arts

Brian J. White, PhD, Chair, Division of Humanities

Constance Wright, MA, Director of Instructional Design

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Business Services

Janice K. Tiffany, JD, Vice President and Treasurer

Paula M. Smith, Associate Treasurer

Ondrea Dory, BA, Director, Human Resources

Katie Still, BA, Director, Accounting Services

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Enrollment

Kirk D. Bjorland, BA, Vice President for Enrollment Management

Lee Bash, PhD, Special Consultant

Kevin Brown, MEd, Director of Admissions

Talia Brown, BA, Director of Enrollment Operations

Matt Shelton, MS, Interim Athletic Director

Greg Sutherland, BA, Director of Affiliate Relations

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Information Technology and Facility Services

Paul Davis, MA, Chief Information and Facilities Officer

Jim Collins, MSM, Director of Information Services

Ronald A. Ellis, PhD, Director of Instructional Technology Services

Alisha M. Linam, MA, MLIS, Director of Frederick Madison Smith Library

Jim McKinney, BS, Director of Facility and Technology Services

Lee A. Williams, MLIS, AHIP, Director of the Charles F. Grabske Library

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Independence Campus

Paul Binnicker, MBA, Director, Center for Graduate and Continuing Studies

Matt Curtis, Information Technology Specialist

Stephanie Hunt, AS, Financial Aid Advisor

Lisa Libich, MS, Director of Retention Operations

Drew Schaefer, MBA, Director of Marketing

Cheri Testerman, MEd, Associate Registrar

Lee Williams, MLIS, Director of the Charles F. Grabske Library

Constance Wright, MA, Director of Instructional Design

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Institutional Advancement

Kelly W. Everett, BA, Vice President for Institutional Advancement

Pam Combs, Associate Director of Development

Paul J. Davis, BA, Senior Director of Development/Alumni Programs Director

Rick Isham, MBA, Senior Director of Development

Tom Morain, PhD, Director of Government Relations

Stuart Sherman, MS, Senior Director of Development

Peggy J. Sturdevant, BA, Director of Annual Fund/Stewardship

Amber Shelton, Donor Relations

Wade Wallace, BA, Director of Development

Institutional Effectiveness

Kathleen M. Clauson Bash, PhD, Vice President for Institutional Effectiveness

Debbie J. Kepple-Mamros, MA, Director of Institutional Research

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Student Life

David D. Schaal, MA, Vice President for Student Life and Dean of Students

Christi Dickerson, Administrative Assistant to Vice President

A. Bradford Carr, BS, Student Activities Director; Director of Conferences and Events

Catharine Craig, MEd, CAP Center Director

Darrin Dickerson, AA, Executive Chef/General Manager, Food Service

Benna L. Easter, ARNP-BC, Health Services Director

Matthew Frizzell, PhD, Campus Minister

Diana J. Jones, BA, DSO, International Programs Director

Deb Skinner, MEd, Director of Residence Life

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Administrators/Professionals with Faculty Status 2014–15

Year in parentheses designates date of appointment.

Francis Acland (1991), Division of Humanities
BA, University of Lancaster, England; MLS, Brigham Young University

Justin J. Akers (2008), C.H. Sandage School of Business
BS, MS, Iowa State University

Steven L. Anders (1978), C. H. Sandage School of Business
BA, Graceland University; MA, PhD, Kansas State University

John A. Bartholomew (2013), Division of Health and Movement Science
AA, Butler County Community College; BS, South Dakota State University; MS, Indiana State University

Kathleen M. Clauson Bash (2001), Division of Social Science
AA, Kirkwood Community College; BA, Coe College; MA, University of Iowa;
PhD, Iowa State University

Ronald A. Ellis (1994), School of Education
BA, Graceland College; MS, University of Wyoming; PhD, Iowa State University

Tammy E. Everett (1999), School of Education
BS, University of Missouri–St. Louis; MS, National Louis University; PhD, University of Iowa

Matt Frizzell (2011), Division of Humanities
BA, Graceland University; MTS, Saint Paul School of Theology; PhD, Chicago Theological Seminary

Richard G. Harrop (1990), Division of Health and Movement Science
BA, Graceland College; MEd, Miami University of Ohio

Claudia D. Horton (1994), School of Nursing
BSN, Graceland College; MSN, University of Missouri; PhD, University of Missouri–Kansas City

Cathie Hosie (1999), School of Education
BA, Graceland College; MS, Drake University

Deborah Kepple–Mamros (2005), Division of Social Science
BA, Washington & Jefferson College; MA, Royal Holloway, University of London

M. Joyce Lighthill (2004), School of Education
BA, Graceland College; MA, University of Missouri – Kansas City

Alisha Linam (2013), Division of Social Science
BA, MLIS, University of Alabama, MA, Middle Tennessee State University

M. Valora Long (2001), School of Education
BS, Graceland College; MS, PhD , Iowa State University

Mary Ann Manuel (1998), School of Education
BA, MEd, Graceland University

Chad S. McDole (2004), Division of Health and Movement Science
BA, Graceland University; MS, University of Kansas

Thomas J. Morain (2001), Division of Social Science
BA, PhD, University of Iowa

John Sellars (2007), President
BA, University of Central Missouri; MPA, PhD, University of Missouri–Kansas City; CPA, Missouri

Jessica Hilsabeck Wallace (2010), Division of Health and Movement Science
BS, Northwest Missouri State University; MA, University of Nebraska–Omaha

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Full-time Faculty 2014–15

Year in parentheses designates date of appointment.

Ezzeldin Aly (2009), Assistant Professor of Physical Education
BS, MS, Helwan University; PhD, Whittier College

Diane Bartholomew (2000), Professor of Athletic Training
BS, University of Wisconsin–LaCrosse; MS, Indiana State University; DHSc, Nova Southeastern University

Paul M. Beck (1992), Professor of Economics
BA, DePauw University; MA, University of Missouri–Kansas City;
PhD, University of Missouri–Columbia

Jacob Belmore (2014), Instructor of Computer Science and Information Systems
BS, Graceland University; MS, University of Central Missouri

Kevin Brunner (1998), Associate Professor of Information Technology
BS, Graceland College; MS, PhD, Nova Southeastern University

Katharine Burnett (2013), Assistant Professor of English
BA, University of Tennessee–Knoxville; MA, University of Mississippi; PhD, University of Tennessee–Knoxville

Jane Hall Chaillie (2014), Assistant Professor of Education
BA, Graceland College; MEd, University of Missouri–Columbia

Anthony J. Chvala-Smith (1997), F. Henry Edwards Chair of Religious Studies
BA, Central Michigan University; MDiv, Princeton Theological Seminary; Advanced Studies, Toronto School of Theology; PhD, Marquette University

Tanya Coffelt (2006), Assistant Professor of Education
BS, Iowa State University; MA, Ed Specialist, University of Missouri – Kansas City; EdD, Drake University

Linda M. DeBarthe (1990), Professor of Accounting and Business Administration
BA, Graceland College; MPA, University of Texas–Austin; PhD, University of Iowa

David C. Devonis (1997), Professor of Psychology
BA, Temple University; MA, PhD, University of New Hampshire

Michele Dickey-Kotz (2000), Associate Professor of Education
BA, MA, University of Northern Iowa; EdD, University of Missouri–Columbia

Allison Dudley (2009), Assistant Professor of Education
BSE, MA, Truman State University; EdD, University of Missouri–Columbia

Priscilla Eppinger (2002), Associate Professor of Religion
BA, Agnes Scott College; MDiv, Andover Newton Theological School;
PhD, Northwestern University and Garrett–Evangelical Theological Seminary

Jack Ergo (2001), Associate Professor of Music
BM, MM, Peabody Institute of Johns Hopkins University

Teri Foster (2005), Associate Professor of Biology
BA, BS, PharmD, University of Kansas

John K. Franklin (2006), Associate Professor of History
BA, MA, Midwestern State University; PhD, Texas Christian University

Julia A. Franklin (2001), Professor of Art
BFA, Midwestern State University; MFA, Texas Christian University

Margo Frizzell (2011), Instructor of Education
BA, MEd, Graceland University

Kerry D. Gale (2000), Assistant Professor of Business
BS, MBA, Brigham Young University

Bryan Gatzke (2014), Instructor of Health and Movement Sciences
BS, University of Wisconsin–Parkside; MS, University of Wisconsin–La Crosse

Steven A. Glazer (1996), Professor of History
BA, Union College; MA, PhD, Georgetown University

Beth Gregory (2011), Assistant Professor of Education
BS, MS, Northwest Missouri State University; EdD, University of Missouri–Columbia

Adam Groh (2013), Assistant Professor of Music
DMA, University of Texas–Austin

Nancy E. Halferty (1997), Professor of Education
BA, University of Missouri–Kansas City; MA, Northeast Missouri State University; EdD, Nova Southeastern University

Sandy Hamar (2005), Assistant Professor of Education
BA, Graceland College; MEd, University of Missouri–St. Louis, EdD, Grand Canyon University

Gary L. Heisserer (2008), Professor of Theatre
BA, St. John's University, Collegeville, MN; MS, Boise State University; PhD, University of Wisconsin, Madison

Jason Hoffman (2012), Assistant Professor of Health and Movement Science
BSS, Cornell College; MS, Illinois State University; DHSc, Nova Southeastern University

Michelle Hornack (2010), Assistant Professor of Nursing
BSN, Rockhurst University–Research College of Nursing; MSN, Research College of Nursing

Lin Howell (2007), Assistant Professor of Nursing
BS, MSN, Webster University

Scott Huddleston (2010), Assistant Professor of Education
BS, MS, EdS, University of Central Missouri; EdD, University of Missouri–Columbia

Enrique Jimenez (2003), Professor of Spanish
BA, MA, University of California–Davis; PhD, University of California–Santa Barbara

Paul A. Johnson (2007), Associate Professor of Mathematics
BS, Western Illinois University; MA, Eastern Illinois University; PhD, University of Iowa

Cristina S. Karmas (1999), Professor of English
BA, University of Nevada; MA, PhD, Ohio State University

Linda Koehler (2011), Professor of Education
AA, Graceland College; AB, Washington University; MA, University of Iowa; PhD,
University of Kansas

Brittany Lash (2014), Assistant Professor of Communication
BS, Ohio University; MA, University of Kentucky

Leonardo Lebas (2010), Assistant Professor of Music
MM, Pennsylvania State University, Catholic University of Argentina; DMA, University of
Nebraska–Lincoln

Shelly Leialoha–Hartsack (2004), Associate Professor of Education
BS, Northwest Missouri State University; MEd, Graceland University; PhD, Walden
University

Sherry Leialoha–Waipa (2007), Associate Professor of Education
BS, Bellevue University; MEd, Graceland University; PhD, Walden University

Deborah Nalani Leialoha (2001), Professor of Education
BS, Southern Illinois University; MAT, Webster University; PhD, University of Missouri–
Kansas City

Kathleen Lenz (2012), Clinical Instructor of Nursing
BS, University of Missouri–Columbia; MS, University of Missouri–Columbia, Sinclair
School of Nursing

Sharon Little–Stoetzel (2012), Associate Professor of Nursing
BS, Truman State University; MSN, University of Missouri–Columbia; PhD, University of
Phoenix

Adam Martin (2012), Assistant Professor of Political Science
BA, California Lutheran University; MA, PhD, University of California–Irvine

Jeffrey R. McDade (2003), Associate Professor of Sociology
BS, MA, MS, PhD, Kansas State University

Stewart L. McDole (1982), Professor of Health, Physical Education and Recreation
BA, Graceland College; MS, ReD, Indiana University–Bloomington

Dennis McElroy (2000), Associate Professor of Education
BS, MS, PhD, Iowa State University

Jeffery McElroy (2008), Assistant Professor of Business Administration
BA, Graceland University, MBA, Drake University

Carrie Melcher (2007), Assistant Professor of Accounting
BS, Ohio State University; MPA, Drake University

Bradley D. Mercer (2003), Associate Professor of Chemistry
BS, Graceland College; PhD, Texas Christian University

Barbara Hiles Mesle (1987), Professor of English
BA, Graceland College; MA, University of Chicago; PhD, University of Kansas

C. Robert Mesle (1980), Professor of Philosophy
BA, Graceland College; MA, University of Chicago Divinity School;
PhD, Northwestern University and Garrett–Evangelical Theological Seminary

Raquel Moreira (2014), Assistant Professor of Communication

BA, Estacio de Sa University, Brazil; MA, Federal Fluminense University, Brazil

Frank Perez (2009), Instructor of Music, Music Education
BM, MMEd, University of Southern California

Charles Persall (2008), Assistant Professor of Education/Psychology
BA, Graceland College; MS, University of Houston–Clear Lake

Max Pitt (1999), Assistant Professor of Business
BS, Graceland College; MBA, University of Texas

Jennifer L. Poulton (2001), Professor of Biology
BA, Wittenberg University; PhD, Pennsylvania State University

Robert A. Poulton (2003), Assistant Professor of Economics
BA, Wittenberg University; PhD, Pennsylvania State University

Daniel V. Pratt (1999), Professor of Chemistry
BS, Graceland College; PhD, University of Washington

Isaac Pressnell (2011), Assistant Professor of English
BA, The Ohio State University; MFA, West Virginia University–Morgantown

Jan Rice (2007), Professor of Nursing
RN, MSN, PhD, University of Kansas

Tracy Salter (2010), Associate Professor of Theatre
BA, Graceland University; MFA, University of Florida

Brandy Schneider (2010), Assistant Professor of Health and Movement Science
BS, Truman State University; MS, University of Arkansas; EdD, University of Tennessee–Chattanooga

Michelle Septer (2009), Assistant Professor of Nursing
BSN, University of Kansas; MSN, Graceland University

Mary Shawgo (2011), Assistant Professor of Biology
BS, Northern Michigan University; PhD, Kansas University Medical Center

Larry Simmons (2013), Assistant Professor of Nursing
BSN, MSN, PhD, University of Missouri–Kansas City

Jeri A. Sindt (2009), Assistant Professor of Nursing
BSN, Graceland University; MSN, Research College of Nursing–Kansas City

Brian C. Smith (1999), Professor of Psychology
BA, Rice University; JD, University of Texas–Austin; PhD, University of Minnesota

Jason Smith (2012), Assistant Professor of Mathematics
BA, University of Minnesota; MS, University of North Dakota; PhD, Iowa State University

Ronald K. Smith (1978), Professor of Mathematics
BA, Graceland College; MS, PhD, Iowa State University

Beverly South (2008), Assistant Professor of Nursing
BSN, St. Luke's College of Nursing; MSN, University of Missouri–Kansas City

Robert F. Stephens, II (2000), Professor of Art
BA, BFA, Southern Methodist University; MFA, Ohio State University

Thelma Sword (2002), Associate Professor of Nursing
BSN, Graceland College; MSN, Drake University; EdD, University of Phoenix

Lisa Thomas (2004), Associate Professor of Education
BS, MS, PhD, Mississippi State University

Diana Tilton (2013), Assistant Professor of Nursing
BSN, MSN, University of Missouri–Kansas City

David Trehwitt (2012), Instructor of Education
BA, Graceland University; MEd, Missouri State University

James Uhlenkamp (2007), Assistant Professor of Education
BA, University of Iowa; MA, Viterbo College; EdD, University of Nebraska–Lincoln

Barbara A. Voshall (1999), Professor of Nursing
BS, Graceland College; MN, University of Kansas/Lawrence; DNP, Oakland University

Zane Vredenburg (2007), Associate Professor of Visual Communications
BA, Grand View College; MFA, Iowa State University

Cindy Waits (2010), Assistant Professor of Nursing
BSN, Webster University; MSN, University of Phoenix

Nancy Wallace (1977), Assistant Professor of Human Services
BA, Graceland College; MSW, University of Iowa

Brian J. White (2004), Professor of English
BA, Graceland College; MS, Utah State University; PhD, University of North Dakota

Ru Zhu (2011), Assistant Professor of Physics and Computer Science and Information Technology
BS, University of Science and Technology of China; PhD, University of Alabama–Tuscaloosa

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Part-time Faculty 2014–15

Year in parentheses designates date of appointment.

Jen Abraham (2010), Adjunct Faculty
BS, Graceland University; MS, Utah State University

Daniel Alvarado (2011), Part-Time Faculty
BA, Graceland University

Judith Anders (2013), Faculty Associate
BSN, Avila University; MS, Central Missouri State University; Adult Health; CNS, Texas Women's University

James Ash (2003) Adjunct Faculty, Division of Business
BA, University of California–Los Angeles; JD, University of California– Los Angeles

Debra Bell (2005), Faculty Associate
BS(N), University of Wisconsin; MSN, University of Phoenix

Bryn Braddock (2012), Part-Time Faculty
BA, MEd, Graceland University

Siobhan Calandrelli (2013), Faculty Associate
BSN, St. Louis Univeristy; MN(N), University of Maryland

Anthony Chvala Smith (1978, 1993) Part-Time Faculty, Division of Humanities
BA, Central Michigan University; PhD, Marquette University

Garnet Coulthard (2007), Adjunct Faculty, Division of Business
BA, Graceland College; MAC, Golden Gate University

Bryan Courtney (1998), Adjunct Faculty, Division of Health and Movement Science
BA, Graceland College

Catharine Craig (2002), Adjunct Faculty
BA, Graceland College; MEd, Graceland University

Jaymi Crozier (2012), Part-Time Faculty
BA, Graceland University

Jerome DeNuccio (1987) Part-Time Faculty, Division of Humanities
BS, University of Wisconsin; MA, University of Minnesota; PhD, University of Minnesota

Sandra Dickerson (2012), Adjunct Faculty
BA, Purdue University

Jeffrey Douglas (2010), Part-Time Faculty
BA, Graceland University; MA, Northwest Missouri State University

Gregory M. Edwards (2003), Adjunct Faculty Division of Humanities
BA, University of Missouri – Kansas Ctiy; MA, Baker University

Gregory Foreman (2014), Adjunct Faculty
BM, Evangel University; MA, Webster University

Douglas Foster (1978), Adjunct Faculty, Division of Math and Science
BA, Graceland College

Melissa Jane Garrow (2012), Clinical Adjunct
BSN, Research College of Nursing; MSN, Graceland University

Linda Glasgow (2007), Adjunct Faculty
BS, Central Missouri State University; MEd, Central Missouri State University

Jean Gordon (2007), Faculty Associate
BSN, University of Miami; MS/HRM, DBA, Nova Southeastern University

Patrick Greenwood (2004), Adjunct Faculty, Division of Business
BS, Iowa State University; JD, Drake Law School

Colleen Halupa (2006), Faculty Associate
BS, Southern Illinois University; MS, Central Michigan University; EdD, University of West Florida

Jeffery Hamilton (2008), Part-Time Faculty
BS, Florida Atlantic University; MA, Campbellsville University

Dylan Hogan (2011) Part-Time Faculty
BA, Graceland University; MS, University of Northern Iowa

Mary Huntimer (2012), Adjunct Faculty Division of Visual & Performing Arts
BME, South Dakota State University; MM, University of Nebraska–Lincoln; DMA, University of Kansas

Shawwna Jackson (2011), Faculty Associate
BSN, Graceland University; MS, University of Missouri–Columbia

Kenneth Johnston (2008), Adjunct Faculty
BS, Graceland University; MA, Lesley College

Diana Jones (1995), Adjunct Faculty
BA, Graceland College

Erin Lundy (2010) Part–Time Faculty, Division of Health and Movement Science
BA, Graceland University; MS, University of South Carolina

Toni Mallams (2010), Adjunct Faculty
BS, MA, University of Missouri

Charles Manuel (2004), Adjunct Faculty Division of Visual & Performing Arts
BA, Graceland University; MFA, University of Puget Sound

Kimberly Manuel (2011), Adjunct Faculty Division of Visual & Performing Arts
BA, Graceland University; MFA, California Institute of the Arts

Amber McDole (2005), Adjunct Faculty Division of Visual & Performing Arts
BA, Graceland University; MEd, Lesley University

Brady McKillip (2009), Part–Time Faculty
BA, Graceland University; MS, Emporia State University

Barbara McMahill (2009), Adjunct Faculty
BS, Missouri Western State College; MA, University of Missouri – Kansas City, MEd University of Kansas

Deb Miller (2010), Clinical Adjunct
ADN, Neosho Community College; MSN, University of Mary

Peggy Mothershead (2011), Adjunct Faculty Division of Visual & Performing Arts
BA, Graceland University

Zachary Mullins (2013), Part–Time Faculty
BA, MA, Briar Cliff University

Janene Nalivaiko (2013), Clinical Adjunct
BSN, Graceland University

Phyllis O'Daniels (1969) Adjunct Faculty, Division of Health and Movement Science
BA, Graceland College; MS, Indiana University

Catherine Persall (2013), Part–Time Faculty, Division of Education
BA, Graceland College; MEd, Graceland University

Brenda Peterson (2005), Adjunct Faculty
BS, Northeast Missouri State; MEd, University of Missouri

Cathy Phillips (2010), Clinical Adjunct
BSN, Webster University; MSN, Wichita State University; Post–MSN NP, University of Kansas

Camie Pontius (2013), Clinical Adjunct
BSN, Missouri Western University; M Nursing Admin, MBA, University of Mary

Angela Radloff (2013), Adjunct Faculty
BS, Iowa State University; MS, Northwest Missouri State University, MEd, Central Missouri State University

Jim Robinson (2001), Adjunct Faculty
BA, Graceland University

William Russell (1966–2007), Part–Time Faculty, Division of Humanities
BA, Graceland College; MDiv, St. Paul School of Theology; JD, University of Iowa

Carolyn Schmidt (2007), Adjunct Faculty
BS, MEd, Graceland University

Larrison Seidle (2013), Adjunct Faculty, Division of Visual and Performing Arts
BFA, MFA, Iowa State University

Matt Shelton (2012), Adjunct Professor of Sport Management
BA, Graceland University; MA, California University of Pennsylvania

James Smith (2013), Adjunct Faculty, Division of Special Services
BA, MA, University of Northern Iowa

Amy Stout–Jeffers (2004), Adjunct Faculty Division of Visual & Performing Arts
BA, Graceland University; MM, University of Kansas

Pat Trachsel (1992), Faculty Associate
BSN, Mid–America Nazarene College; MSN, University of Kansas; PhD, Walden University

A. Lynn Vogel (2012), Adjunct Faculty Division of Visual & Performing Arts
BA, Graceland University; MM, University of Tennessee

Angeline Vredenburg (2007), Adjunct Faculty Division of Visual & Performing Arts
BA, Grand View University

Monroe Walker (2011), Part–Time Faculty
BS, Xavier University; MSA, Tennessee State University

Kerry Welch (2007), Adjunct Faculty
BA, Graceland University

William Whited (2000), Adjunct Professor of Criminal Justice
BS, MS, Sacred Heart College

Carol Widner (2008), Clinical Adjunct
BSN Graceland College; MSN, University of Phoenix

Kathy Wilson (2014), Adjunct Faculty
BS, Graceland University; MA, Lesly University

Doug Zimmerman (2013), Part–Time Faculty
BS, Northwest Missouri State University

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Faculty Emeriti

Catherine M. Anthony (1971–1991)/Nursing
BSN, University of Kansas; MSN, The Catholic University of America

William L. Armstrong (1991–2010)/Education
BA, Graceland College; MA, University of West Florida; EdD, University of Kansas

Shirley M. Atkinson (1978–1997)/Nursing
BSN, University of Denver; MSN, University of Texas–El Paso

Alma R. Blair (1955–1994)/History
BA, MA, University of Iowa

Howard J. Booth (1969–2000)/Religion
BA, Graceland College; MA, University of Missouri–Kansas City; PhD, University of Iowa

Raymonde A. Bulger (1980–1992)/French
BS, University of North Dakota; MA, DML, Middlebury College

Richard I. Clothier (1960–77; 1980–2000)/Music
BA, Pittsburg State University; MA, University of Iowa; EdD, University of Northern Colorado

Jerome D. DeNuccio (1987–2012)/English
BS, MST, University of Wisconsin–Stevens Point; MA, PhD, University of Minnesota

John A. Edwards (1959–1989)/Biology
BS, University of Maryland; MBS, University of Colorado

Paul M. Edwards (1960–1982)/Religion
BA, Washburn University; MA, University of South Dakota; PhD, University of St. Andrews

MaryBeth C. Evans (1952–1988)/Education
BS, Northwest Missouri State University; MA, University of Iowa; EdD, Wayne State University

Tom S. Freeman (1960–1997)/Psychology and Education
BSEd, Northwest Missouri State University; MS, Colorado State University; EdD, University of Northern Colorado

Arthur L. Gardner (1973–1996)/History
BA, MA, PhD, University of Hawaii

Bruce M. Graybill (1961–1994)/Chemistry
BS, Iowa State University; PhD, Florida State University

Gerald E. Hampton (1960–2010)/Physical Education
BS, William Jewell College; MS, Northwest Missouri State University; EdD, Columbia University Teachers College

Thomas J. Hart (1986–2010)/Music
BA, Olivet College; MM, DMA, Michigan State University

Nicholas L. Hartwig (1965; 1967–2000)/Biology
BS, MS, University of Washington; PhD, University of Iowa

William E. Heath (1994–2003)/Business Administration
BA, Bellevue College; MA, Webster University; PhD, Colorado State University

Clayton G. Henry (1966–1982)/Physical Education and Mathematics

BA, MA, University of Iowa

Winston E. Inslee (1955–1985)/Theatre and Speech
BA, MA, University of Washington

Mary Jean Jeanae (1975–2004)/Education
BA, Graceland College; MEd, University of Missouri–Columbia; EdD, University of Northern Colorado

Robert L. Johnson (1965–1991)/Education
BS, MS, Central Missouri State University; PhD, University of Oregon

James S. Jones (1983, 2002–2014)/Computer Science
BS, University of Missouri–Rolla; MA, DePaul University; PhD, University of Iowa

William E. Juhnke (1974–2009)/History
BA, Bethel College; PhD, University of Kansas

Sharon M. Kirkpatrick (1980–2010)/Nursing
BSN, California State University; MN, PhD, University of Kansas

Richard K. Lindgren (1980–1985, 2002–2008)/Business
BBA, MBA, University of Michigan; MAT, Xavier University

Betty W. Mortimore (1965–1988)/Biology
BA, Graceland College; MA, Drake University; PhD, University of Illinois

Stephen K. Murdock (1984–2012)/Mathematics
BA, Graceland College; MA, Northwest Missouri State University; PhD, University of Iowa

William H. Norman (1984–2010)/Sociology
BA, MA, University of Northern Iowa; PhD, University of Iowa

Phyllis O'Daniels (1987–2010)/Education/Physical Education
BA, Graceland College; MS, HSD, Indiana University

Brenda S. Parkes (1978–1998)/Nursing
BSN, MPH, University of Michigan; PhD, University of Texas–Austin

Bob N. Ramsey 1960; 1968–2003)/Chemistry
BS, MS, Pittsburg State University

Velma N. Ruch (1946–1986)/English
BA, University of Iowa; MA, University of Michigan; PhD, University of Wisconsin

William D. Russell (1966–2007)/Political Science and History
BA, Graceland College; MDiv, St. Paul School of Theology; JD, University of Iowa

Mildred Camp Smith (1969–1986)/Nursing
BS, Washington University; MS, University of Colorado

Patricia K. Trachsel (1992–2012)/Nursing
BSN, Mid–America Nazarene College; MSN, University of Kansas; PhD, Walden University

Glen E. Trullinger (1971–1990)/Business Education
BA, Graceland College; MEd, Northwest Missouri State University; EdS, Central Missouri State University

Betty L. Welch (1959–1985)/Physical Education

BS, University of Kansas; MS, University of Colorado

Darlene V. Wight (1961–1987)/Speech and English
BA, MA, University of Kansas

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Non-Formal Education

In addition to its regular, for credit, educational programs Graceland University offers a variety of non-formal educational opportunities. These may or may not carry Continuing Education Unit credit. Specific non-formal programs are often designed to fit client objectives, needs and time frames. Such programs are offered under the auspices of Centers.

Center for Christian Leadership

Through this center the university seeks to serve the need for expanded theological education, a deepening of faith, and competence in worldwide ministry. Activities include an annual Congregational Leaders Workshop and a Theology Colloquy.

Center for Health Education

The Center seeks to foster health education at the undergraduate level. That includes the nursing program, pre-professional programs and community health services.

Center for Professional Development and Life-Long Learning, Inc.

Two extremely successful entities comprise this Center: SkillPath Seminars and The Center for the Study of Free Enterprise and Entrepreneurship.

SkillPath Seminars

In 1995, Graceland acquired Skillpath Seminars, Inc. magazine's 32nd fastest-growing privately held company in America. Currently, Skillpath develops and presents more than 12,000 one and two-day public seminars annually, over a wide variety of business management, personal growth and development, and technical skill topics (also under the name, CompuMaster) throughout the U.S., Canada, and several other countries. Seminars also are offered on-site to companies and organizations who want the benefits of this training tailored for their own unique interests and needs. The division also publishes and markets business and personal growth "how-to" books, audio programs, video training, and computer-based learning products. The Graceland-Skillpath partnership makes possible a long-sought objective: the potential for many to experience the joy and benefits obtained through lifelong learning and professional development.

Center for the Study of Free Enterprise and Entrepreneurship

By establishing this Center, Graceland University seeks to perpetuate the spirit of free enterprise in students, faculty, and the community. The study of America's entrepreneurial tradition enhances and strengthens our economy by encouraging innovation and by familiarizing young people with a knowledge of the principles and history of free enterprise. That body of economic values, purposes, concepts, processes and structures which constitutes the American system has allowed our society to deploy its resources, both physical and human, to achieve an outstanding quality of life for most Americans. Although it is not perfect, our economic system is inextricably interwoven with the individual freedoms that Americans cherish. Of primary importance is the belief that enduring political and economic freedom rests on the expectation of society for ethical and compassionate behavior. The successful entrepreneur should understand the importance of behavior, and return value to the system that has provided for his/her success.

The Center is pursuing several major goals:

One—Administer the annual Entrepreneurial Roundtable. This spring event gathers

business practitioners, faculty, and students to the Lamoni campus to learn, question, network, and be inspired by each other. Through a combination of active participation and exposure to nationally-recognized entrepreneurs, participants will eliminate some of their self-imposed limitations.

Two—Support and encourage Graceland Enactus (formerly Students in Free Enterprise, or SIFE). This is a worldwide organization with chapters in over 500 U.S. colleges and universities. Its mission is to provide college students the best opportunity to make a difference and to develop leadership, teamwork and communication skills through learning, practicing and teaching the principles of free enterprise. In 2006 the Graceland SIFE team was named National Champion, and went on to place second at the World Expo in Paris, France. The 2014 Team placed among the top twelve US teams at the Enactus National Exposition.

Three—Sponsor courses in the area of entrepreneurship and free enterprise. When possible, successful entrepreneurs are designated as adjunct faculty and employed to bring another perspective to the classroom. Graceland Enactus is not only a student organization, but is also offered as the C.H. Sandage School of Business course entitled Free Market Practicum, which can be taken for upper division academic credit.

Four—Market and administer the USDA Rural Development Revolving Loan Fund. This program is designed to be a credit outlet for small businesses and startups in Decatur and Ringgold Counties that need extra assistance when starting or expanding their business. Applications are collected and reviewed by the Revolving Loan Board, which is made up of bankers, entrepreneurs and other local business people. Loans are administered by Center staff, and if desired, business consulting is also carried out by the Center Director and Graceland Enactus students.

Special Programs

Pre-Med, Pre-Dental, Pre-Optometry, or Pre-Chiropractic

Students interested in pursuing a Doctor of Medicine (M.D.), Doctor of Osteopathic Medicine (D.O.), Doctor of Dental Surgery (D.D.S.), Doctor of Dental Medicine (D.M.D.), Doctor of Optometry (O.D.), or Doctor of Chiropractic (D.C.) degree should major in Biology or Chemistry (with a Biology minor). For the best preparation, we recommend a double major in both Biology and Chemistry. Students should review the admissions requirements for the professional schools of their choice. We recommend that students complete the following courses (in addition to major requirements) for preparation for admission and success in medical, dental, optometry, or chiropractic school:

BIOL2360 Microbiology

BIOL3310 Molecular Genetics

BIOL4450 Cell Biology

BIOL4460 Cancer Biology

BIOL3500 Applied Pharmacology

MATH1380 Introduction to Statistics

MATH1510 Calculus I

During summers, students should consider internships or volunteer experiences at local hospitals, clinics, or private practices to gain practical experience. Most students take the MCAT (medicine), DAT (dentistry), or OAT (optometry) exam in April of their junior year and begin to apply to professional schools during the summer following their junior year. Early application using the AMCAS (medicine), AADSAS (dentistry), OptomCAS (optometry) or another appropriate application service is strongly recommended.

Pre-Pharmacy

Students interested in pursuing a Doctor of Pharmacy (Pharm.D.) degree should major in Biology or Chemistry (with a Biology minor). For the best preparation, we recommend a double major in both Biology and Chemistry. Students should review the admissions requirements for the pharmacy schools of their choice. We recommend that students complete the following courses (in addition to major requirements) for preparation for admission and success in pharmacy school:

BIOL3120 Internship in Biological Sciences

BIOL3420 Human Anatomy

BIOL3440 Human Physiology

BIOL3500 Applied Pharmacology

BIOL4310 Biochemistry

BIOL4400 Immunology

BIOL4450 Molecular and Cellular Biology

MATH1380 Introduction to Statistics

MATH1510 Calculus I

During summers, students should consider internships or volunteer experiences at local hospitals or pharmacies to gain practical experience. Most students take the PCAT exam in June of their junior year and begin to apply to pharmacy schools during the summer following their junior year. Early application using the PharmCAS application service is strongly recommended.

Pre-Veterinary Medicine

Students interested in pursuing a Doctor of Veterinary Medicine (D.V.M.) degree should major in Biology. Students should review the admissions requirements for the veterinary schools of their choice. We recommend that students complete the following courses (in addition to major requirements) for preparation for admission and success in veterinary school:

BIOL2560 Nutrition

BIOL3120 Internship in Biological Sciences

BIOL3420 Human Anatomy

BIOL3440 Human Physiology

BIOL3500 Applied Pharmacology

BIOL4310 Biochemistry

BIOL4400 Immunology

BIOL4450 Molecular and Cellular Biology

MATH1380 Introduction to Statistics

MATH1510 Calculus I

During summers, students should consider internships or volunteer experiences at local veterinary hospitals or clinics to gain practical experience. Most students take the GRE exam (or MCAT for some schools) in April of their junior year and begin to apply to veterinary schools during the summer following their junior year. Early application using the VMCAS application service is strongly recommended.

Pre-Physical Therapy and Other Allied Health Professions

Students interested in pursuing a Masters (M.P.T.) or Doctor of Physical Therapy (D.P.T.) degree should major in Biology or another appropriate major from the Division of Health and Movement Science. Students should review the admissions requirements for the physical therapy schools of their choice. We recommend that students complete the following courses (in addition to major requirements) for preparation for admission and success in physical therapy school:

ATHT2500 Medical Terminology

BIOL3120 Internship in Biological Sciences

BIOL3420 Human Anatomy

BIOL3440 Human Physiology

MATH1380 Introduction to Statistics

MATH1510 Calculus I

PHED3340 Anatomical and Mechanical Kinesiology

PHED4360 Exercise Physiology

PSYC1300 Introductory Psychology

PSYC2250 Developmental Psychology

SOCI1300 Introduction to Sociology

During summers, students should consider internships or volunteer experiences working with licensed physical therapists at local hospitals or clinics to gain practical experience. Most students take the GRE exam in April of their junior year and begin to apply to physical therapy schools during the summer following their junior year. Early application using the PTCAS application service is strongly recommended.

Students interested in other allied health professions should follow similar recommendations. As always, students should review the admissions requirements for the programs of their choice and seek practical experience in the field.

Forensic Science and Other Graduate Programs

Students interested in pursuing a M.S. or Ph.D. in forensic science or another related field should major in Biology or Chemistry. For the best preparation, we recommend a double major in both Biology and Chemistry. Students should review the admissions requirements for the graduate schools of their choice. We recommend that students complete the following courses (in addition to major requirements) for preparation for admission and success in a forensic science program:

BIOL3120 Internship in Biological Sciences

BIOL3420 Human Anatomy

BIOL3440 Human Physiology

BIOL4310 Biochemistry

BIOL4450 Molecular and Cellular Biology

CHEM3300 Analytical Chemistry

CHEM4330 Instrumental Analysis

MATH1380 Introduction to Statistics

MATH1510 Calculus I

During summers, students should consider internships or volunteer experiences in the criminal justice system or research opportunities in forensic science programs to gain practical experience. Most students take the GRE exam in April of their junior year and begin to apply to graduate schools during the summer following their junior year. Early application is strongly recommended.

Major universities offer a diverse array of graduate programs in the sciences. Students will find an interesting selection of M.S. and Ph.D. programs, including Biochemistry, Molecular Genetics, Bioinformatics, Microbiology, Pathology, Marine Biology, Wildlife Biology, Environmental Science, and many more. Students should review the admissions requirements for the graduate schools of their choice and plan their coursework accordingly. During summers, students should consider internships or research opportunities at major universities to gain practical experience. Most students take the GRE exam in April of their junior year and begin to apply to graduate schools during the summer following their junior year. Early application is strongly recommended.

Pre-law

Students interested in pursuing a legal education are encouraged to attend Graceland. Accredited law schools in the United States require a bachelor's degree for admission. They seek students who can analyze problems critically, who can reason logically, and who can clearly express themselves both in writing and aloud. Law schools admit students from a very broad range of majors. The intensity and depth of the undergraduate major, along with the student's ability to meet academically rigorous standards, are most important (see the Law School Admissions Council at <http://www.lsac.org>).

Pre-engineering

Graceland maintains a program of advising and information sharing for pre-engineering students. Students are encouraged to major in [Chemistry](#) or [Mathematics](#) while attending Graceland University. For additional information about the engineering program at Iowa State University, see www.eng.iastate.edu. For additional information

about the engineering program at the University of Iowa, see www.engineering.uiowa.edu. For additional information about the engineering program at the University of Missouri at Rolla see <http://www.mst.edu/>.

Financial Aid

Graceland University is committed to managing our costs while maintaining a quality education to each and every student. Over 98% of Graceland students receive financial aid. There are several forms of Financial Aid available to students, which include Federal, State and Institutional. Graceland offers academic merit and need based aid to students who qualify. Other institutional aid includes scholarships, grants, loans and work study. Financial aid is supplementary to the effort of the family with whom rests the primary responsibility for financing a college education.

Student Financial Services is the only office at Graceland University authorized to offer financial aid to students. Only awards originating from this office will constitute a commitment on behalf of Graceland University. Recommendations for awards can be made by faculty or staff on campus, and these are taken into consideration before the award letter is sent.

In order to receive federal or state financial aid, students must file a Free Application for Federal Student Aid (FAFSA) each year and be making satisfactory academic progress as defined in this Catalog. (A FAFSA is required for each applicant. When more than one student from the same family plans to attend college, a FAFSA must be filed yearly for each student. To file the FAFSA, go online at <http://www.fafsa.ed.gov/>. Financial assistance is awarded without regard to race, color, sex, religion, sexual orientation, or politics.

NOTE: Information about the various types of financial aid is subject to change when federal regulations change. Please see the explanation of Graceland's Refund Policy for charges and for return of federal, state and institutional aid.

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Federal Pell Grant

Teacher Education Assistance for College and Higher Education (TEACH) Grant

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Federal Direct Unsubsidized Loan only

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Evaluating Financial Need

Students applying for federal and state financial aid must file a Free Application for Federal Student Aid (FAFSA) to determine financial need. Indicate on the FAFSA that you want the results of this analysis sent to Graceland University, code #001866.

When documents are received, all related factors in combination with this analysis are considered in granting aid and an award letter is sent to the student.

Procedure in Applying for Financial Aid

The Free Application for Federal Student Aid (FAFSA) should be submitted as soon as possible after January 1. Awards will be made beginning approximately March 1.

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Renewal of Financial Assistance

All forms of financial assistance are granted for a period of one academic year providing the student is making satisfactory academic progress at the beginning of each term. Students who wish to receive assistance in subsequent years must file the Free Application for Federal Student Aid (FAFSA) each year so that their eligibility may be reviewed annually.

Returning students may file a renewal FAFSA online at <http://www.fafsa.ed.gov/>. Renewal of most types of financial aid is based upon continuing financial need and academic achievement.

Graceland University institutional aid may be awarded to eligible students for up to but not to exceed ten full-time semesters.

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Institutional Scholarships and Grants

Graceland University administers a program of academic scholarships and grants. Grants are awarded to full-time students on the Lamoni Campus and to students in the residential nursing program on the Independence Campus in the areas of athletics, performing arts, Community of Christ Leadership, and faith based scholarships and matches. Academic scholarships, when applicable, are awarded for an academic year and renewed annually in combination with other institutional aid.

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Study Abroad

Students who are approved to participate in a study abroad program may, if eligible, receive Federal Financial Aid. Students must (1) file a Free Application for Federal Student Aid (FAFSA), (2) submit estimated costs to Student Financial Services for the study abroad program in which he/she wishes to participate; and (3) secure a statement from the Registrar indicating that all credits earned will be accepted at full value at Graceland University.

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Types of Financial Aid

Student Employment: Part-time employment of five but no more than twenty hours per week on the university campus is available for many students. Priority is given to those who have financial need. Employment opportunities in university departments include office assistants, library assistants, catering assistants, custodians, receptionists, music accompanists, photographers, lifeguards, audio-visual equipment operators, and other similar positions. Earnings are paid every two weeks. Graceland participates in the Federal Work-Study Program authorized by the Higher Education Act of 1965 as amended.

Students wishing to work who do not have financial need may apply for employment. These students will be approved for employment according to the needs of the institution.

Federal Perkins Loans: Loans are provided to students who show exceptional financial need, have filed a FAFSA and are making satisfactory academic progress. The loan funds are “reasonably available” to all students who meet the federal eligibility requirements. The repayment period is up to ten years at an interest rate of five percent per annum, and begins nine months after the student ceases to be enrolled at least half-time as a regular student. Payments are to be made monthly, but may be deferred during periods when the borrower is pursuing at least a half-time course of study at an institution of higher education, and during other periods described in the regulations. Additional benefits of partial or complete loan cancellation are available to those who enter certain areas of service, relative to the regulations in effect at the time the promissory note is signed. Examples are full-time teaching service with the handicapped or special education students, Head Start, or in designated low-income school districts published in a federal directory; law enforcement; nursing (loans issued after 7/23/92 only), and other specified areas.

Federal Supplemental Educational Opportunity Grant (SEOG): The Federal Supplemental Educational Opportunity Grant provides grants to low-income undergraduates with the greatest demonstrated financial need. Priority is given to students who receive Federal Pell Grants. Recipients must maintain satisfactory academic progress and be enrolled at least half-time. This grant does not have to be repaid. Students may receive SEOG until they earn a bachelor’s degree if they continue to meet the eligibility requirements and funds are available. However, the amount of the grant may change each year according to the family financial situation, availability of funds and changes in awarding guidelines.

Federal Pell Grant: This Federally funded grant program provides grants to low-income undergraduates with the greatest demonstrated financial need. Application is made by completing the Free Application for Federal Student Aid (FAFSA) and submitting it to the Department of Education. The federal government determines the student’s eligibility for this award. The student must maintain satisfactory academic progress. This grant does not have to be repaid.

TEACH Grant: The Teacher Education Assistance for College and Higher Education (TEACH) Grant Program provides grants of up to \$3,496 per year to students who agree to teach a high need field in a public or private elementary or secondary school that serves students from low-income families. As a recipient of a TEACH Grant, you must teach for at least four academic years within eight calendar years of completing the program of study for which you received a TEACH Grant. **IMPORTANT:** If you fail to complete this service obligation, all amounts of TEACH Grants that you received will be converted to a Federal Direct Unsubsidized Stafford Loan. You must then repay this loan to the U.S. Department of Education. You will be charged interest from the date the grant(s) was disbursed. Note: TEACH Grant recipients will be given a 6-month grace period prior to entering repayment if a TEACH Grant is converted to a Direct Unsubsidized Loan. Application is made by completing the Free Application for Federal Student Aid (FAFSA) and signing the TEACH Grant Agreement to Serve and completing the counseling. The student must meet certain academic achievement requirements (generally, scoring above the 75th percentile on a college admissions test or maintaining a cumulative GPA of at least 3.25). The student must maintain satisfactory academic progress.

William D. Ford Direct (Subsidized and Unsubsidized) Student Loan Program: Provides low-interest loans to financially needy undergraduate students. Interest on the loans is paid by the government while borrowers are in school. Borrowing is subject to annual and aggregate loan limits. Borrowers begin repaying loans six months after ceasing at least half-time enrollment in postsecondary education, unless borrower qualifies for deferment. Cancellation of loans is available for employment in certain designated fields, under certain conditions. This is a loan from the federal government. While eligibility for the subsidized Direct Loan requires proof of financial need, financial need

is not a consideration for the unsubsidized Direct Loan. The student must file a Free Application for Federal Student Aid (FAFSA) annually to determine eligibility for participation in this program, and be enrolled at least half-time. The fixed interest rate is 6.8% for subsidized loans and 6.8% for unsubsidized loans, first disbursed between July 1, 2013 and June 30, 2013. The interest rate is determined on July 1st for the succeeding academic year. Borrowers of a Direct Loan are charged a 1.05% loan origination fee, which will be subtracted from the loan proceeds at disbursement. Dependent undergraduate students may be eligible to borrow up to:

\$3,500 as a first-year student		
\$4,500 as a second-year student		
\$5,500 as a third through fifth year student		
Independent undergraduate students may be eligible to borrow up to \$4,000 more during the first and second years and \$5,000 more during the third through fifth years. Graduate and professional students may borrow up to \$20,500 per year, if the student's cost of attendance allows		

Federal Direct Subsidized Loan only: No payments are due from the student and the government pays all interest while the student is in school.

Federal Direct Unsubsidized Loan only: Repayment on the principal amount of the loan does not begin until six months after the student leaves school or drops below half-time status, BUT the student is responsible for the interest from the date of the last disbursement of the loan. The student may pay the interest monthly or quarterly, or may defer interest payments during school or the six-month grace period. Arrangements for payment are made by the student with the Department of Education. For independent students and dependent students whose parents cannot obtain a Federal Direct Plus Loan or for whom Financial Aid Services has made a professional judgment decision, the student may have additional unsubsidized loan eligibility up to:

	Dependent Student	Independent Student
Year 1-2	\$2,000	\$6,000
Year 3-5	\$2,000	\$7,000
For maximum undergraduate degree amounts available, see your financial aid advisor.		

William D. Ford Federal Direct Parent Loan for Undergraduate Students (PLUS): The Federal Direct Parent PLUS Loan is available to parents of dependent undergraduate students. The student must file a FAFSA. Approval of a PLUS Loan is contingent upon credit approval by the U.S. Department of Education. The parent may borrow up to the cost of attendance minus other financial aid received. The interest rate is fixed at 7.9% with interest accrual beginning at disbursement. Repayment of principal and interest begins within 60 days of full disbursement, or a deferment may be available to postpone repayment until 6 months after the student graduates or drops below part-time enrollment. The U.S. Department of Education charges a 4.204% loan origination fee which will be subtracted from the loan proceeds at disbursement.

For more information, please visit www.federalstudentaid.ed.gov.

Iowa Tuition Grant: Iowa Tuition Grants are funded by the State and are awarded to Iowa residents that demonstrate need and attend an independent (private) college in Iowa. Application for the Iowa Tuition Grant is accomplished by completing a Federal

Application for Federal Student Aid (FAFSA). The FAFSA must be received at the processing center by the July 1 deadline. The student must maintain satisfactory academic progress.

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Academic Scholarship (Merit Award) Program

High School and Transfer Students

Scholarships for incoming freshmen are based on high school GPA and composite ACT or combined SAT scores. For transfer students who have attempted 12 or more semester hours, scholarships are based on cumulative college GPA.

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Financial Aid – Undergraduate Distance and Online Programs

Graceland offers undergraduate degree programs through a variety of delivery methods including off-campus classroom, on-line and correspondence, and sometimes a blended model of two or more methods. All of these degree programs are eligible for financial aid, either Title IV federal student aid or private loans. Graceland University has chosen to establish a reasonable tuition rate rather than offer institutional aid for these degree programs.

To apply for Title IV federal student aid, students must file a Free Application for Federal Student Aid (FAFSA) as described in the Financial Aid section of this catalog.

To establish eligibility for private loans, students apply directly to the lender of choice. Graceland's Financial Advisors can assist with this process.

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Student Life

Graceland's student life program joins the academic sector in an effort to educate the whole person. As a partner in the educational enterprise, student life enhances and supports the academic mission. In addition, Graceland's student life program encourages personal development. A unique housing system offered through Residence Life partners with student government to provide broad based student participation. Numerous clubs and organizations provide students opportunities for involvement that enhance learning and contribute to building a supportive community. The Graceland community helps students learn to work together, make and keep friends, care about the welfare of others, balance freedom and responsibility, and appreciate human differences.

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Residence Life

The House System

Graceland's basic unit of student life is known as a "house". The house system is a unique program based on the principle of inclusion that recognizes the importance of each student attending the university and celebrates the individuality of each person. Members of each house elect six students to hold dual house/student government leadership positions for each house. Under their direction, social, religious, and academic support activities are planned for the house members. In addition, through the leadership of those six student leaders, the student voice is effectively communicated to the six branches of Student Government.

House membership cuts across academic classification, geographic regions, socio-economic backgrounds, racial and cultural backgrounds, as well as across all interest areas. This diversity ensures full-time students have the opportunity to examine long-held belief systems and to learn to appreciate and celebrate diversity in a supportive caring environment.

The Room Placement Process

Graceland University believes a significant portion of a student's learning experience can be achieved through association with other students in residence hall living. At the beginning of their first year of enrollment, all full-time students (whether living on or off campus) are assigned to a house during the room placement process. They will remain members of that house through the duration of their education at GU.

The process of placing new students in rooms begins the end of May. At that time, the Residence Life Office generates reports about the returning members of each of the 17 houses. Those reports gather the following information: academic areas of study, athletic team membership, and home towns. New incoming students are then placed in a manner which spreads out those groupings as evenly as possible, thus helping ensure

the richness of the Graceland residential experience. The first round of placement is completed by mid-June, and is sent out to students via their GU e-mail account. For help logging into GU email accounts, students may contact InfoCentral at 641-784-5167.

Housing requests can be completed online after acceptance to the university and through June 9th. Roommate requests are considered when the request is received from both parties and space is available. Chances of being placed with the roommate of your choice are greatest if the request is submitted prior to June 9th.

The On Campus Living Policy

On the Lamoni campus, residence hall living is required of all students unless approval is received from the Residence Life Office. A limited number of returning upper classmen students are approved to live off campus each year. Seniors receive priority. Students exempt from this policy are: students who are 23 years of age or older, military veterans, married students, or students living with legal dependents. Students who qualify for one of these exemptions need to complete an Exemption to the On Campus Living Policy Form along with the necessary documentation to verify their exempt status, i.e.: copy of marriage license, dependent birth certificates, military ID card.

The deadline for returning students to apply to live off campus is April 1 of the previous academic year. The number of upperclassmen approved to live off campus is determined by comparing the total number of current students enrolled, with the size of the graduating senior class, and the current number of off campus students returning for the next academic year.

Students who live with their parent(s) or legal guardian(s) within a 25 mile radius of the GU Lamoni campus may qualify for a local vicinity exception. Student and parent(s) legal guardian(s) must complete and submit a signed notarized copy of the Local Vicinity Exception Form. Students who are found not living with their parent(s) or legal guardian(s) will be billed full room and board for the semester in question.

Other exceptions to the On Campus Living Policy are rare, but are considered on a case-by-case basis. Students who do not meet the above exemptions to the policy need to submit an Off Campus Application to the Residence Life Office for consideration. Students living off campus are responsible for their own arrangements, however, the Residence Life Office keeps a list of the names and contact information of local landlords willing to rent to college students.

The Housing Contract

Students are required to sign and submit an online housing contract. The online form is available on MyGraceland. A link to the form will be included on the Enrollment Checklist. Signed housing contracts are valid for the academic year unless cancelled under the terms of the contract. Returning GU students sign contracts in the Spring during the Spring room selection process for the following academic year. Returning students who do not select a room nor turn in a signed room contract during the Spring room selection process, will be placed where rooms are available by the Residence Life Office.

Residence Hall Closures

University-owned traditional residence halls are closed during the official breaks of the university, with the exception of Fall Break. However, if students have no other alternative, arrangements can be made to stay in the residence halls for a fee. As the dining facilities are closed during breaks, meals are not provided. Students living in the Small, Thomas or Tower Apartments are not required to leave their residences during official breaks of the university.

Meal Plans

All of GU's housing facilities are located near the Floyd M. McDowell Commons. Students living in the four traditional residence halls (Graybill, Gunsolley, Tess Morgan and Walker Halls) are required to purchase a full board plan in the Floyd McDowell Commons. Additional information regarding dining options available online (<http://www.gracelanddining.com/plans/index.html>). Students residing in the Small & Thomas Apartments are required to purchase the 5-meal plan, but may also choose to purchase the full board plan. The full board plan, the 5-meal plan, and Gbucks are available to students who reside off campus. Gbucks are dollars which can be loaded onto a student's Graceland ID card and can be used on campus for food, or at five Lamoni restaurants for food, as well as the Lamoni Coliseum movie theater. Gbucks are available to all students.

Students living in the Tower Apartments, designed for married students and students with legal dependents, are not required to purchase a meal plan.

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Campus Ministries

The Graceland community – students, faculty, and staff – is diverse. While many students are Community of Christ, students and staff profess a variety of different religious preferences. Campus Ministries recognizes that each life has its own story. Each person emerges from a community and is on a unique journey with God. In Graceland Campus Ministries, we strive to share our journey with others to grow as persons and deepen our unique sense of community. Through exploring faith and sharing with others, we learn more about the rich diversity of faith traditions as well as deepen our experience and understanding of our own.

Graceland shares a rich heritage with the Community of Christ. Reflecting the mission and vision of Community of Christ, Graceland Campus Ministries strives to be an inclusive Christian community. We celebrate unity in diversity. All are important and valued members of our on-campus family of faith.

Graceland Campus Ministries offers a variety of weekly religious activities on campus that are student led and supported by Graceland's Campus Ministers, faculty and staff. Several styles of Christian worship are provided on-campus each week at various times to meet the needs of students, faculty and staff. For students who want to attend worship off campus, we provide assistance in locating a house of worship or community that will be familiar and meet student needs.

The Campus Ministers' offices are located in the Memorial Student Center (MSC). Graceland has two Campus Ministers and two graduate interns. Office and staff are virtually always open to students who wish to meet and chat. In addition, each residence house has a student Chaplain whose job it is to be available to students who need further or immediate peer support.

The success of Graceland Campus Ministries depends on the involvement of students who provide leadership in personal relationships as well as ministry activities. In addition to worship, Graceland offers religion and philosophy courses, Peace and Justice events, Spiritual Wholeness activities, and small group ministries available on campus.

Community of Christ Church Leadership Program

The Community of Christ Leadership Program (CCLP) is a cooperative effort between Graceland University and the Community of Christ. It is designed to create an intentional track for persons desiring to pursue their giftedness in ministry and church leadership. Please go to the [CCLP website](#) for more information.

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Graceland Student Government (Lamoni Campus)

All students enrolled at Graceland are members of the Graceland Student Government (GSG). Student government is involved in all campus areas which affect students. The GSG is organized to express their views on issues of institutional policy and on matters of general interest to the student body. The branches of student government and their corresponding bodies include:

- Executive — composed of Graceland Student Government President, Executive Advisory Committee (EAC), and Council of House Presidents (CHP)
- Legislative — Student Senate
- Academic — Academic Student Council (ASC)
- Social — Campus Organization for Social Activities (COSA) and Intramural Athletics (IM)
- Judicial — Council on Student Welfare (CSW)
- Spiritual — Council of House Chaplains

Each body has specific functions and responsibilities.

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The Career, Academic, and Personal Counseling (CAP) Center

The CAP Center is located in the north wing of Patroness Hall. Its purpose is to help students understand themselves and realize their career, academic and personal goals by integrating three services:

CAREER PLANNING — Career Development Specialists guide students through the process of self-assessment, choosing a major, exploring possible career fields, and then the job search process. They help students locate resources for securing internships and summer jobs. A career resource library and a computerized career guidance program are available at the CAP Center. Students may enroll in a career exploration experience during the winter term. Career planning courses are offered each semester as well as resumé and interviewing workshops for job seekers. Graceland has their own resume and job posting site to aid students in the job search.

ACADEMIC ADVISING — Academic Advising Specialists help all new students with the academic planning process as well as to explore life and career goals. Advisers share information about campus resources, educational options including choice of major, and academic policies and procedures. Students begin to work with their Academic Advisers during New Student Orientation prior to the beginning of classes.

PERSONAL COUNSELING — Personal Counseling staff helps all students with problems such as depression, anxiety, and other behavioral concerns that interfere with their academic and social life on campus through individual, group or couples counseling, crisis intervention, or brief problem-solving sessions. Through the counseling process, students may explore their interpersonal relationships and their college experience. Personal Counseling staff is also available to talk with students or groups on personal development topics such as assertiveness, eating disorders, date rape, and conflict resolution. The personal counselor(s) may refer students to other professional services when necessary.

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Student Publications

The Tower is an online newspaper published by Graceland students that covers the happenings of the campus community in addition to voicing student and faculty opinion. Two print versions are published per year. **The Vespiary** is a student-run literary magazine produced annually. **The Acacia** is the university yearbook, which is also published by students. All three of these publications are under the supervision of sponsors.

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Music Groups

Graceland's organized musical groups are the orchestra, band, jazz ensembles, choir, chamber singers, and other choral and instrumental ensembles. Some ensembles perform both on and off campus.

Choral and instrumental chamber music ensembles are organized and scheduled individually according to available instrumentation and voices.

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Recreational Facilities

The Eugene E. and Julia Travis Closson Physical Education Center includes an indoor junior Olympic-size pool; indoor track; weight room; and racquetball, basketball, tennis and volleyball courts. Outdoor facilities include two small lakes, an 18-hole disc golf course, the Hal McKain Tennis Courts, and the Bruce Jenner Sports Complex with the Ackerley 200M outdoor track, the Rasmussen soccer field, and the football field. By special arrangement, Graceland students are welcome to join the Lamoni Golf and Country Club.

The Fitz Center is a state-of-the-art facility equipped with cardiovascular equipment (treadmills, elliptical machines, stationary bikes, stair climbers and rowing machines), weight equipment (including free weights), and a group fitness studio for group fitness classes. Full-time students have access to this facility with payment of their student activity fee. The center is open 6am – midnight seven days a week.

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Student Health

The University maintains an outpatient Health Service Clinic where students may be seen for all illnesses and injuries. Graceland's Health Service is staffed full-time by a nurse practitioner and an office manager. All records are kept confidential. Student Health Services works closely with the medical clinics located in Lamoni. Students will be referred to health care providers outside of Health Services when necessary.

Students attending classes on the Lamoni campus must have a completed health form on file at Health Services. In addition, students living in the University's residence halls are required to have written documentation of two MMRs (Mumps, Measles, and Rubella) given no less than one month apart after the first birthday. Exemption from the MMR will be permitted to those for whom immunization is contradicted and verified by a doctor. Students from countries with a high risk of tuberculosis will be tested for TB.

Health Requirements:

1. Students are required to submit a completed Health History & Immunization Form. This only needs to be completed once for the entire enrollment period.
2. Students are required to purchase the Graceland Student Health Insurance Plan. If a student is currently covered by another health insurance plan, you may request that

this requirement be waived by completing the Student Health Insurance Waiver before the first day of classes. This is an annual requirement and will need to be done before the beginning of each academic year. (Please note: International students (including Canadians) and students with out-of-state Medicaid do not qualify for the waiver option).

Students in the Nursing major are required to have another physical examination prior to entrance into the clinical nursing courses. At this time the student must show evidence that they have current immunizations for polio, tetanus, diphtheria, MMR, and Hepatitis B. A Titer must be documented to prove immunity to varicella. A two-step TB skin test is also required. A chest X-ray is required only if the TB skin test is positive.

Effective upon enrollment in nursing courses and every year thereafter, all nursing students are required to provide proof of hospitalization insurance. Nominal charges are assessed by Health Services for physical examinations and diagnostic tests.

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Student Handbook

A [student handbook](#) is available online. This handbook includes the Code of Conduct, campus policies, academic calendars, and general information.

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Student Persistence

47% of new high school graduates who entered Graceland University in Fall 2007 graduated by 2013. 80.2% of the transfer students who entered Graceland in Fall 2007 completed the baccalaureate degree at Graceland by 2013. Graduation rates of students with athletically related aid are available [here](#).

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2013–2014 Cumulative Summary of Enrollment

Undergraduate			
Lamoni			1,487
Independence			102
CGCS			427
Total Undergraduate			2,016
Graduate			
CGCS			1,124
Total Graduate			1,124
Total University Enrollment			3,140

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Cumulative Geographical Distribution of Undergraduate

Students for 2013–2014

(Lamoni and Independence Campuses – Fall and Spring Semesters)

44 States plus American Somoa, Armed Forces Europe, District of Columbia and Puerto Rico are represented. 30 Countries are represented.

UNITED STATES		COUNTRIES	
Alabama	6	Albania	1
Alaska	2	Australia	2
American Somoa	1	Bahamas	1
Arizona	19	Brazil	2
Arkansas	6	Canada	30
Armed Forces Europe	1	Chile	1
California	87	China	3
Colorado	23	Columbia	10
Connecticut	1	Dominican Republic	1
Delaware	2	Egypt	5
District of Columbia	1	Ethiopia	1
Florida	66	Fiji	1
Georgia	4	France	1
Hawaii	24	Georgia	1
Idaho	3	Germany	2
Illinois	34	Honduras	1
Indiana	4	Hungary	2
Iowa	622	Iceland	1
Kansas	52	Kosovo	4
Kentucky	2	Malaysia	1
Louisiana	1	Mexico	10
Maryland	7	Mongolia	1
Massachusetts	1	Nepal	1
Michigan	13	Pakistan	2
Minnesota	11	Russia	3
Mississippi	1	Serbia	2
Missouri	313	Spain	1
Montana	1	Tahiti	1

Nebraska	7	United Kingdom	2
Nevada	5	United States	1,485
New Jersey	2	Venezuela	11
New Mexico	1	TOTAL COUNTRIES	1,590
New York	5		
North Carolina	7		
Ohio	7		
Oklahoma	15		
Oregon	15		
Pennsylvania	6		
Puerto Rico	29		
South Carolina	1		
South Dakota	1		
Tennessee	3		
Texas	41		
Utah	1		
Virginia	2		
Washington	14		
Wisconsin	14		
Wyoming	1		
TOTAL UNITED STATES	1,485		

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Student Rights & Code of Conduct

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Code of Conduct

As a Christian institution, Graceland University seeks to foster relationships that reflect mutual concern, dignity, and individual worth. Consistent with its religious heritage and commitment to a healthful life-style, Graceland values and promotes:

- An alcohol-free environment.
- A smoke-free environment.
- An environment free of substance abuse.
- An environment free of harassment and exploitation in sexual relationships, and
- premarital abstinence.

Our Code of Conduct reflects these values. All members of the Graceland community are expected to abide by all federal, state, and local laws as well as rules and regulations of the University. The Code of Conduct is administered by the Dean of Students.

EXPECTATIONS AND VIOLATIONS

The following types of behavior have been identified as inappropriate, and a violation may result in disciplinary action. Although specific violations have been identified, it is recognized that other types of inappropriate behavior, which are detrimental to the best interests of the University or members of its faculty, staff, or student body, may be referred for disciplinary review.

Class A Violations

1. Burning candles and/or incense in University housing.
2. Excessive noise, including violation of quiet hours.
3. Littering.
4. Pets (other than fish or snails) in University housing.
5. Removal of window screen in University housing.
6. Violation of the visitation policy which is contained in the Student Handbook – Lamoni campus. (First Offense)
7. Violations of other stated residence hall rules and regulations.

Class B Violations

1. Consumption or possession of alcoholic beverages or their containers in University housing. Please note: Possession also means being in the presence of alcohol or their containers. (First Offense)
2. Destroying, defacing or tampering with public property within University housing.
3. Failure to identify self, falsely identifying self and/or failure to comply with the directions of a residence hall staff member acting in the performance of his/her duties.
4. Illegal gambling.

5. Use or evidence of use of tobacco in any form or use of electronic cigarettes in University housing.
6. Use of University property or services without express authorization within university housing.
7. Violation of the visitation policy which is contained in the Student Handbook – Lamoni campus. (Second Offense).
8. Violation of Residence Hall Probation.

Class C Violations (Anywhere, Anytime)

1. Any disruptive and/or abusive behavior which disrupts a class, an official University function or the living/learning environment of the institution. Please note: Alcohol impairment may be deemed disruptive behavior.
2. Any form of theft or stealing.
3. Consumption/possession of alcoholic beverages or their containers on campus (excluding University housing) or at University sponsored activities. Please note: Possession also means being in the presence of alcohol or their containers.
4. Destroying, damaging, endangering or vandalizing private, public, or University property.
5. Destroying, tampering with or altering smoke detectors, fire alarms or other safety equipment.
6. Discrimination, including but not limited to, verbal abuse, racial slurs, sexual innuendos, or the threat of physical abuse, expressed verbally or in written or electronic communications.
7. Endangering the health or safety of self, another person or University faculty/staff or threats of endangerment.
8. Failure to comply with the directions of a University official or failure to identify self to, falsely identifying self to, providing false information to a University official.
9. Hazing.
10. Intentional misuse/abuse of the University computer system, or repeated unintentional misuse/abuse. (See Computer Ethics and Use Policy contained in the Student Handbook)
11. Lying to University officials or to a disciplinary council.
12. Second offense and beyond of consumption/possession of alcoholic beverages or their containers in the residence halls.
13. Sexual behavior, which is offensive or fails to respect other's rights.
14. Sexual contact or sexual touching of another person without consent.
15. Striking another person without consent.
16. Use or evidence of use of tobacco in any form or use of electronic cigarettes on campus (excluding University housing) or at University sponsored activities.
17. Use, possession or distribution of any controlled substance, including, but not limited to, narcotic drugs, marijuana, stimulants, barbiturates and/or hallucinogenic drugs, unless prescribed by a licensed physician. Please note: Possession also means being in the presence of controlled substance.
18. Use or possession of firearms, ammunition, fireworks (including smoke bombs), explosives, incendiary devises, weapons, dangerous substances, drug paraphernalia and/or materials prohibited by law while on campus or in attendance at University sponsored activities. Please note: Possession also means being in the presence of any of the aforementioned items.
19. Viewing or displaying pornography in a public access area or computer lab.
20. Violation of University policies, city ordinances and/or state and federal laws.
21. Violation of Conduct Probation or Strict Campus Conduct Probationary status.

We believe that violation of the Code of Conduct impinges directly on the rights of others. Lack of mention in the Code of Conduct with regard to objectionable actions does not imply approval, and may result in disciplinary action.

DISCIPLINARY HEARINGS AND COUNCILS

The following disciplinary hearings and councils have been formed to hear cases based upon where the violation took place, the severity of the violation, and which council, in the opinion of the Dean of Students or designated Residential Life Professional is best equipped to handle the hearing of a particular violation.

Students who admit they are "in violation" may ask for an **administrative hearing** with either a Residence Hall Director (Class A and Class B violations) or the Dean of Students or Director of Residence Life (Class C violations). The administrator has the right to not hear a case. If the case is not heard by the administrator, the case will be referred to the appropriate disciplinary council.

The **Residence Life Council (RLC)** is a council composed of Residence Hall Directors and four students appointed by the Residence Life Director. The Residence Life Council will hear Class A and Class B violations when students agree they are "in violation".

The **Council on Student Welfare (CSW)** is a council composed of three faculty members, one administrator and four students as outlined in the GSG Constitution. The Dean of Students or Residence Life Director will serve as advisory members to the CSW. The Council on Student Welfare may hear Class C violations and any case in which dismissal from the University is a possible sanction.

PLEASE NOTE: The Dean of Students may opt to handle any alleged violation at any time. Local authorities may also be called to handle potentially dangerous situations. Actions taken by local authorities will be in addition to disciplinary action by the University.

SANCTIONS

The listed disciplinary actions are courses of action which may be taken when a student is found to have committed a violation as defined in the Code of Conduct. The sanction(s) taken depend(s) upon the severity of the violation, previous offenses, degree of involvement, and the individual circumstances as determined and is at the sole discretion of the administrator/Council hearing the case. These sanctions and their descriptions shall serve as guidelines for the University and may be modified and used in any combination to meet the needs of the University and the individual student involved.

A record of the disciplinary action will go to the student. A copy of the action will be kept in the Dean of Student's Office. Disciplinary actions are not recorded on a student's permanent file unless a student is dismissed from the University.

ACQUITTAL

Student is found not to be in violation of the charge against him/her and the matter is dismissed.

RESTITUTION

Payment for repair or replacement costs of property damaged or lost. Full payment is due in the Student Life Office within 21 calendar days (three weeks) from the date the sanction is issued.

COMMUNITY SERVICE

A community service sanction depends upon the severity of the violation, degree of involvement and the circumstances surrounding the incident. The work, not less than five hours and not more than ten hours per violation, may be assigned.

Community service may be administered as a sanction in place of or in addition to a fine. It is most appropriate when it is believed that the student will learn the consequences of his or her actions as a result of the service. It is also appropriate when the action which brought the student to disciplinary review involved a lack of concern for the community. Community service must be completed within 21 calendar days (three weeks) from the date the sanction is issued. If hours are not completed within this time frame, a fine (amount to be determined by the administrator/council) will be applied to the student's account.

FINES

Fines will depend upon the severity of the violation, previous offenses, degree of involvement, and the circumstances. Fines may be levied as a sanction according to the following guidelines:

- Class A violations: Fines may be assessed up to \$50 per violation.
- Class B violations: Fines may not exceed \$100 per violation.
- Class C violations and other cases heard: The fine will not exceed \$250 per violation – with the exception of violations of C5 which will not exceed \$500 per violation. Full payment is due in the Student Life Office within 21 calendar days (three weeks) from the date the sanction is issued.
- The student may be ordered to make restitution to the University for vandalism or to another injured party, in addition to any fine that may be given.

DRUG RESPONSE PROGRAM – Class C Only

First time offenders may be required to notify his/her parents or guardians.

ANGER MANAGEMENT COUNSELING

A student issued this sanction will be required to meet with a counselor until released by the counselor. The first session must be scheduled by the student within one week from the date the sanction is issued.

COMPUTER USAGE RESTRICTIONS

A student may be restricted from certain privileges for a given time.

PARENTAL NOTIFICATION

A decision to notify parents depends upon the severity of the violation, degree of involvement and the circumstances surrounding the incident and for any drug-related violation. Students issued this sanction will be required to notify his/her parents or guardians. Within 24 hours of the meeting with the student, the parent/guardian must inform the Dean of Students that they have been notified.

PROGRAM DIRECTOR NOTIFICATION

Program directors including coaches may be notified if a student is in violation of a Class C Violation. The program director may impose further sanctions at their discretion.

RESIDENCE HALL PROBATION

This is a formal probationary status for a period of time not to exceed one semester. The terms and conditions will be set by the RLC/CSW or Dean of Students or the Residence Life Director depending on the circumstances and the individual needs of the student.

REQUIRED HOUSE CHANGE

The student will be required to change houses. If the student is living in the residence halls, the student will be required to change floors. The student will not be allowed to attend house-sponsored events of the previous house membership.

BAN FROM RESIDENCE HALLS

A ban from the residence halls prohibits you from entering any of the residence halls on campus for any reason, unless specific exceptions are allowed in your sanction letter, e.g. for purposes of attending house meetings. Refer to Violation of Sanctions.

CONDUCT PROBATION – Class C Only

This is a formal probationary status for a period of time determined by CSW, the Dean of Students or the Residence Life Director. Restrictions and provisions of this probation are individualized to allow for the particular need of the student, the University and/or the situation. The student will be prohibited from holding office in extracurricular clubs and/or house councils. Any further violations while on probationary status means that the student is subject to further disciplinary action.

STRICT CONDUCT PROBATION – Class C Only

This term describes a set of conditions making it possible for a student to remain a student in the University in spite of a serious violation. This action is a formal probationary status during which the student is removed from good standing at the University. This status is very near dismissal from the University and indicates the extreme seriousness of the probation.

The student may have the following conditions imposed when removed from good standing. These conditions will remain in effect until the student is returned to good standing at the University.

- Student will be ineligible to graduate until the student is returned to good standing.
- Student will be restricted from representing the University in any public performance or exhibit, sporting event, intramural event, committee assignment or in running for and/or holding any governmental office or any office in a recognized student organization.
- Student will be ineligible to receive scholarships and/or or grants from the University with the exception of need-based aid.
- Any further violation of University standards while on probationary status means that a student is subject to suspension from the University.

DISMISSAL FROM RESIDENCE HALLS – Class C Only

The student will be required to move out of the residence halls within 72 hours after issue of this sanction. The terms of the dismissal as well as the length of time this dismissal will remain in effect will be determined by the CSW or the Dean or Associate Dean of Students. A student placed on probationary status will be banned from all residence halls and may not attend house sponsored events without the specific permission of the Dean of Students.

DISMISSAL FROM THE UNIVERSITY – Class C Only

A student may be dismissed immediately from the University for a period of time to be designated by the CSW or the Dean of Students.

APPEAL PROCEDURES

Any student found in violation of the Code of Conduct has the right to appeal his/her case. In cases heard by the Residence Life Council, the Hall Director or the Residence Life Director appeals will be heard by the Dean of Students. In cases heard by the Council on Student Welfare or the Dean of Students, appeals will be heard by the Vice President Council. The Vice President Council is composed of the Vice President for Academic Affairs (chair) and one other Vice President.

If a student wishes to appeal a decision he/she must submit a written appeal within three days (72 hours) after the student has been notified of the decision. Appeals will be heard based on the following:

- Insufficient evidence
- Lack of due process
- Prejudice on part of person/council hearing the case
- Improper notification of the hearing

Questions concerning policies or procedures may be directed to Marian Killpack, Dean of Students.

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Harassment, Discrimination, and Sexual Misconduct Policy

Graceland affirms the importance of community. The University's commitment to the principle of mutual interdependence reflects a view of the worth and dignity of all persons. Graceland seeks to foster an environment of learning and work that encourages open, supportive, nonthreatening relationships among students, faculty, administration and staff.

Since harassment, discrimination and sexual misconduct may damage the possibility of a desirable environment, such behavior will not be tolerated at Graceland. All Graceland University employees and students are personally responsible for their own actions and behaviors. This policy shall apply to all employees and students as well as guests and visitors.

This policy applies to all complaints occurring on campus or at any university-sponsored activity, regardless of location. This policy may also apply to complaints that occur off campus and/or during semester breaks or between semesters, if the Complainant(s) and/or Respondent(s) are either employees or students and the conduct is likely to have an impact on campus life and/or activities, or if the conduct poses a threat of danger to an employee or student.

As part of our commitment to providing a working and learning environment free from harassment, discrimination, and sexual misconduct, this policy shall be widely disseminated to the university community through orientations, websites, handbooks, and other appropriate channels of communication. In addition, the university shall provide periodic awareness training for employees, students, as well as investigatory training for Title IX response team members. Prevention education and awareness campaigns will be offered to students throughout the year.

The complete policy including procedures and resources relating to this policy is available [here](#).

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Photo and Videotape Policy

Graceland University takes photographs and videotapes of students throughout the year. These images often include students in classrooms, residence halls, microlabs, at athletic events and other university activities. Graceland reserves the right to use these photographs and videotapes in the promotion of the university. Students who enroll at Graceland University do so with the understanding that photographs may be taken which would include them and these photos may be used in university publications, newspapers and other media for promotional purposes only. Names of students may be released to the press regarding student involvement in academic and extracurricular activities.

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Dismissal or Removal

The university may dismiss or remove a student whose mental or physical condition constitutes a threat or undue burden to himself/herself or others. A student may also be suspended/expelled for cause if his or her actions are found to be detrimental to the university community. In case of suspension/expulsion for cause, the student will receive failing grades for the semester. Re-enrollment requires permission from the Dean of Students.

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Grievance Procedure for Students**

Graceland University will generally handle complaints or concerns of students through the grievance procedure. This procedure is designed to handle situations expediently. Academic issues will be handled under the supervision of the Vice President for Academic Affairs, student-related ones by the Vice President for Student Life, athletics-related ones by the Athletic director, etc. Graceland University will handle complaints or concerns with sensitivity, confidentiality, and with respect to the Graceland community.

PROCEDURE Any member of the Graceland student body who has a complaint or concern may initiate the following informal and formal actions. Access of information provided by the complainant will be available only to those persons on a reasonable need-to-know basis.

Informal Procedure. The purpose of the informal procedure is to provide an opportunity to mediate a mutually acceptable resolution between the parties. A complainant is encouraged to use the informal procedure prior to a formal complaint process.

1. A complainant may initiate an informal procedure for resolution by contacting the Dean of Students or designee of the Dean of Students (Lamoni) for counseling and assistance or the respective School Dean (Independence) or designee. In the case of academic matters, the designee will be the chair of the division or dean of the school.
2. In an informal procedure, the university official will counsel the complainant concerning options and, at the complainant's request, may help the complainant mediate the complaint informally.
3. If the complainant chooses to proceed with an informal complaint, the university official will inform the accused person(s) of the nature of the complaint, identity of the complainant and the actions available. If the complainant chooses not to proceed with an informal or formal complaint, no written record of the complaint will be kept.
4. An informal mediation process must be addressed within seven days. If mediation is successful, the results of that process are final. Unsuccessful resolution moves the matter to the formal procedure level of mediation. The process of complaint, response, and mediation will not normally exceed ten calendar days.
5. A written summary of the informal mediation proceedings will be made and retained by the university official, at the level where the matter is resolved. A copy of the summary will also be sent to the appropriate vice president, where it will be filed in his/her office.

Formal Procedure.

1. If a complaint cannot be resolved informally or if the complainant chooses to take the complaint through the formal procedure, the complainant may elect to initiate the formal complaint procedure.
2. A formal complaint must be made, in writing, to the Dean of Students or designee of the Dean of Students (Lamoni), or respective School Dean (Independence) or designee. The written complaint must include the following information: name, address and telephone number of the complainant; date(s) and location of the occurrence; evidence on which the complaint is based and redress sought by the

complainant. In the case of academic matters, the designee will be the chair of the division or dean of the school.

3. The Dean of Students or designee of the Dean of Students (Lamoni), or respective School Dean (Independence) or designee will normally begin an investigation. An investigation of the complaint will normally begin within seven days of receipt of the written complaint.
4. The investigation will provide an opportunity for both the complainant and the accused person(s) to submit facts and to identify witnesses to be interviewed. The investigator shall be authorized to interview witnesses identified by any party. Upon completion of the investigation, the investigator will provide a written report of the formal investigation which details the findings and any recommended actions. If the facts are so disputed that the investigator cannot make fact findings, the investigator shall issue a finding of probable cause to institute further proceedings.
5. If the report recommends action against a faculty member that could lead to severe sanctions, including possible dismissal, the investigator shall recommend that the Dean of Faculty initiate the process leading to official hearings in accordance with the principles and procedures specified in the faculty handbook.
6. If the report recommends action against a person who is not a faculty member, the investigator shall recommend that the designated university official initiate official hearings and appropriate procedures as detailed in the Student Handbook or Personnel Handbook.
7. If no probable cause is shown from the investigation, the complainant may appeal, in writing, to the President of the university within 72 hours of the no probable cause finding. The complainant will be notified from the President's Office in writing of his/her decision, which is final.

**Issues dealing with harassment, including sexual harassment, will be handled in accordance with the University Harassment Policy. Issues involving student final grades are not subject to this grievance policy. Refer to the "Student Appeal of Final Grade" policy and procedure.

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2014 – 2015 Undergraduate Tuition, Expenses and Financial Requirements

For specific fee or tuition amounts, please refer to the specific program or general fee section. All costs are quoted in United States currency. All payments are due in U.S. funds. The University reserves the right to change its rates without notice. Rates may change for 2015 – 2016.

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Application Fee

A *nonrefundable application fee is required for the processing of transcripts and the determination of admissibility. Re-entry, degree-seeking students who have allowed a major semester (or the equivalent of a major semester) to elapse since last enrollment must pay a reactivation fee.

*Missouri Program students have a three business day right of rescission. Not applicable to the Lamoni Campus traditional Program.

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Institutional Deposit

An institutional deposit of \$200.00 is required for all full-time students on the Lamoni Campus. This deposit must be paid prior to receiving a room assignment or registering for classes. The deposit is refundable until May 1 for new or re-entry students entering fall semester, and November 1 for new or re-entry students entering spring semester. For enrolled students, the deposit is refundable (net of any outstanding charges) after termination of enrollment at Graceland University. Failure to initiate the withdrawal process or to complete the checkout process at the time of withdrawal from the university, either midsession or at the close of the session or academic year, can result in the forfeiture of the institutional deposit. Costs arising from damage to university

property, supplies or equipment, as well as fines or other charges placed on the student account will be deducted from the deposit. In the event that the deposit is forfeited, it will not be available to help pay these costs.

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Tuition and Auditing

Undergraduate students on the Lamoni Campus and undergraduate students in the Nursing Program on the Independence Campus are charged full-time tuition if enrolled in 10 – 18 semester hours. The part-time hourly fee is charged to students enrolled in less than 10 semester hours and to full-time undergraduate students for each hour registered over 18. Students who exceed the 18 semester hour limit by virtue of having applied lessons as part of their schedule are allowed to take the lessons without additional per hour tuition fees. Added tuition is waived for students officially admitted to the Honors Program who are taking over 18 semester hours in a given semester.

An audit fee of one-half the per semester hour part-time rate is charged for audited courses when the total of semester hours for audit and credit is less than 10. There is no audit fee charged for auditing courses if the total of semester hours of courses for credit and audit is 10 or more, including hours over 18.

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Room Rates (Lamoni Campus)

Lamoni Campus residence hall room rates are based on the number of students expected to be assigned to the room. All freshman students are required to have roommates. Semi-private and private rooms are available on a limited basis to upper-class students. Returning students are given priority. If a student living on campus withdraws from housing (but not from school) anytime after the first week of the semester, the semester charge for housing remains assessed in full with no refund.

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Board (Lamoni Campus)

Lamoni Campus residence hall students are required to purchase full board meal plans. Lamoni Campus students residing in the Small and Thomas apartments are required to purchase a 5 meal plan. Full meal plans or flex point meal purchases are available to students residing off campus. There are no refunds for missed meals. Food services will be closed during the official breaks of the university. Special dietary needs may be discussed with the Director of Food Services.

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Additional Costs

The cost of books and supplies varies by program. The amount provided as expected budget is \$520.00 per semester for purchase of books and supplies for undergraduate on-campus programs.

Special lesson and/or course fees exist. Please refer to the Lamoni Campus Program Tuition & Fees for specific information.

Athletic equipment costs vary by sport and student. Please contact your coach for cost information.

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General Fees

2014 – 2015

(applicable to all programs unless otherwise specified)

Acacia Yearbook	\$	50.00	
Application Fee (Missouri Program students have a 3 business day right of rescission.) (Not applicable to the Lamoni Campus traditional Program)	\$	50.00	
Audit Fee (Course Audit is not offered in all programs; there is no audit fee or additional tuition charge for Lamoni Campus or Independence Campus Nursing Program full-time students auditing courses when the total of semester hours of courses for credit and audit is 10 or more, including hours over 18)		50% Program's Regular Tuition	
Excess Check Overnight Mailing Fee (nonrefundable)	\$	35.00	
Experiential Learning Credit Fee (nonrefundable)	\$	75.00	semester hour
Extension Fee for Incomplete Course (nonrefundable)	\$	100.00	
Online Access Extension Fee (Online Access beyond Course Dates)	\$	110.00	
Graduation Fee (Due with application for graduation) (nonrefundable)	\$	75.00	
ID Card Replacement Fee (nonrefundable)	\$	15.00	
International Travel SOS Emergency Assistance Fee (nonrefundable) (Travel outside the U.S., including students in Independent Studies or Internships, unless already a component of an existing charge)	\$	100.00	
Late Change of Registration Fee (Requires official approval) (nonrefundable)	\$	50.00	
Late Financial Clearance Fee (nonrefundable)	\$	200.00	
Payment Plan Processing Fees (nonrefundable)	\$	40.00	Plans > 2 months
Proficiency Examination Fee (nonrefundable)	\$	75.00	semester hour
Online access for Proficiency Exam (nonrefundable)	\$	110.00	per online exam
Program Re-sequencing Fee (applicable as determined by Program)(nonrefundable)	\$	100.00	
Reactivation Fee (Missouri Program students have a 3 business day right of rescission.) (Applied if students have had a major semester elapse since their last enrollment.) (nonrefundable)	\$	50.00	
Recording Fee (nonrefundable)			
CEU Credit Recording Fee for Seminars and Workshops (May have additional costs)	\$	20.00	event
College Level Examination Program (CLEP)	\$	20.00	semester hour

Excelsior College Exam (Non-Nursing)	\$	20.00	semester hour
Internship Recording Fees			
Blank Park Zoo	\$	125.00	student
Des Moines Botanical Center	\$	125.00	student
Joseph Smith Historical Center	\$	60.00	student
Kirtland Temple Historic Center	\$	60.00	student
Living History Farms	\$	60.00	student
Science Center of Iowa	\$	125.00	student
Returned Check Service Charge (nonrefundable)	\$	30.00	check
Student Health Insurance (nonrefundable) (Students under Age 26)			
Full Year	\$	TBD	year
Fall Semester only (Must be registered for Fall only)	\$	TBD	Fall Only
Spring Semester only(Must be registered for Spring only)	\$	TBD	Spring only
(Contact Health Services for coverage information and rates for Dependents and for Students Age 26 and over)			
Transcript Fee (nonrefundable)			
Official	\$	10.00	each transcript
Unofficial		Available free online through MyGraceland	
Faxing Fee	\$	3.00	each transcript
Overnight Mailing Fee	\$	35.00	
Visiting Student Fee (Global Campus) (Missouri Program students have a 3 business day right of rescission) (nonrefundable)			

Lamoni Campus

2014 – 2015 Tuition and Fees

Tuition, Room, Board & Student Activity Fees

Total for Full-time Tuition, Standard 2 Person Room, Full Meal Plan, and Student Activity Fee	\$ \$	32,980.00 16,490.00	year semester
Full-time Tuition (Semester Hours 10–18)	\$ \$	24,570.00 12,285.00	year semester
Part-time Tuition (Semester Hours less than 10 or over 18)	\$	750.00	semester hour
Rooms (non-refundable after the first week of school)			
Standard 2 Person Room	\$ \$	3,230.00 1,615.00	year semester
Semi-Private Room	\$ \$	3,680.00 1,840.00	year semester
Private Room	\$ \$	4,100.00 2,050.00	year semester
Small & Thomas Apartments Rental (per student rate) (unfurnished)	\$	450.00	deposit
2 Students	\$ \$	4,610.00 2,305.00	year semester
3 Students	\$ \$	4,250.00 2,125.00	year semester
4 Students	\$ \$	4,060.00 2,030.00	year semester
Tower Apartment Rental		360.00 360.00 3,240.00 1,800.00 1,440.00	deposit month year Fall (5 months) Spring (4 months)
Board			
Full Meal Plan (available to all students)	\$ \$	4,830.00 2,415.00	year semester
Five Meal Plan (available to students in apts & off campus)	\$ \$	1,990.00 995.00	year semester
Student Activity Fee (Students in 10 or more hours) (\$50 of this fee is nonrefundable because it provides \$50 of Dining Program G Bucks)	\$ \$	350.00 175.00	year semester

Fees			
Athletic Training Professional Fee (Athletic Training Majors)	\$	60.00	semester
C-BASE Testing Fee (Education Majors)	\$	60.00	test
Career Planning Course Fees			

CRPL1100 – Career Planning	\$	20.00	course
CRPL3100 – Job Search	\$	40.00	course
Deposit	\$	200.00	
Development Course Fees			
Chance Course Fee (DEVL1100, DEVL1120, DEBL1140, DEVL1180) (Two semesters are required except for DEVL1180)	\$	1,375.00	semester
Program Access Fee (DEVL0900, DEVL1200)	\$	10.00	course
Education Technology Fee (Education Majors)(non-refundable)	\$	110.00	year
English Course Fees			
ENGL3530 Digital Filmmaking	\$	125.00	course
ENGL3540 Screenwriting	\$	125.00	course
G Bucks Dining Program (non-refundable) (\$50 of the \$150 Student Activity Fee)	\$	50.00	semester
Health and Movement Science Course Fees			
ATHT1400 Introduction to Athletic Training	\$	10.00	course
ATHT1500 Acute Care and Management	\$	45.00	course
ATHT4730 Capstone Clinical	\$	30.00	course
ATHT4901 Instrument Assisted Soft Tissue Mobilization	\$	25.00	course
HLTH1100 First Aid	\$	30.00	course
HLTH1110 First Aid for the Professional Rescuer	\$	40.00	course
PHED2240 Aquatics Theory	\$	120.00	course
PHED0150 Bowling	\$	100.00	course
PHED0610 Life Guard Training	\$	40.00	course
PHED0360 Scuba Diving	\$	150.00	course
PHED2250 Calisthenics II	\$	20.00	course
PHED2720 Practicum I	\$	25.00	course
PHED4720 Practicum II	\$	200.00	course
iPad Initiative Fee (non-refundable)	\$	700.00	one time
Keyboard/Piano Class Lab Fees	\$	35.00	course
Music Instrument Rental Fee	\$	25.00	semester
Music Lesson Course Fees			
1 semester hour	\$	365.00	
2 semester hours	\$	480.00	
3 semester hours	\$	510.00	

4 semester hours	\$	550.00	
Online Technology fee (eCollege Online Courses)	\$	110.00	
Online Access Extension Fee (Online Access beyond Course Dates)	\$	110.00	
Retired Citizen Administration Fee (Tuition waived for one course per semester.)	\$	50.00	semester
Science Laboratory Course Fee			
BIOL2430, BIOL2440	\$	10.00	course
BIOL2100, 2360, 3400, 3420, 3440	\$	15.00	course
BIOL3310, 4310, 4450	\$	20.00	course
CHEM1431, CHEM1441	\$	40.00	course
CHEM3300, 3411, 3421, 3610, 3620, 4310, 4330	\$	20.00	course
Shuttle Fee	\$	50.00	one way
Student Teaching Fee	\$	165.00	
(Additional costs may result if Student Teaching outside a 90-mile radius of either the Lamoni or Independence campus.) (Elementary Education Majors: State of Iowa requires PRAXIS Testing. Charges for this are paid directly to the testing service.)			

Studio Art Course Fees	\$	10.00	course
Study Abroad Enrollment Fee (non-refundable)			
Fall or Spring Semester	\$	500.00	
Summer Session	\$	300.00	
Internship Only/Individual Study (Any session FA/SP/SU)	\$	150.00	
Theatre Stagecrafts Course Fee – THTR1310	\$	30.00	course
Vehicle Registration Fee (non-refundable) (whether residing on or off campus)	\$	50.00	year

Lamoni Campus – Discounts

Honors Program Tuition Waiver 100% Waiver Over 18 hours

Tuition waiver for hours over 18, for students officially admitted to the Honors Program.

Music Lesson Tuition Waiver 100% Waiver Over 18 hours

Applicable to Music Majors, Minors, and Lamoni Campus full-time students.

Retired Citizen Tuition Waiver 100% Waiver

Tuition waived for one course per semester and requires a \$50.00 Administration Fee.

Lamoni Campus – Winter Term

Winter Term tuition applies to students who are not enrolled as full-time status for fall or spring semester. Students that are full-time status for fall or spring semester may take a Winter Term with no additional charge for tuition.

Tuition	\$	750.00	semester hour
Course Fees (non-refundable)		Vary by Course	
Room			
2 Person Room	\$	110.00	Per Week (3 weeks)
Semi-private Room	\$	120.00	Per Week (3 weeks)
Private Room	\$	135.00	Per Week (3 weeks)
Small & Thomas Apartments	\$	140.00	Per Week (3 weeks)
Tower Apartments		Not Available for Winter Term	
Board	\$	23.00	Per Day (21 days)
International Travel SOS Emergency Assistance Fee (non-refundable)	\$	100.00	
(Travel outside the U.S., including students in Independent Studies or Internships, unless already a component of an existing charge)			
Non-Student Winter Term Administration Fee (non-refundable)	\$	100.00	
(Applicable to non-students taking Winter terms outside the U.S. Additional charges related to the trip will also apply.)			

Lamoni Campus – Summer Session

Tuition	\$	310.00	semester hour
Room			
Graybill, Gunsolley & Tess Morgan Halls			
Standard Two Person Room	\$	110.00	week
Private Room	\$	120.00	week
Walker Hall			
Standard Two Person Room	\$	135.00	week
Private Room	\$	165.00	week

Small & Thomas Apartments			
2 Students	\$	1,485.00	student
3 Students	\$	1,370.00	student
4 Students	\$	1,235.00	student
Summer Storage	\$	200.00	student
Tower Apartments (see Housing Contract for dates)	\$	1,080.00	
Summer Storage – Per Student Rate (Current Students Only)	\$	180.00	student
Residence Hall Summer Charges for International Students (Not taking Summer classes but remaining on Campus)			
G Bucks Dining Program	\$	700.00	(14 Weeks @ \$50/Week)
Two Person Room + G Bucks Dining Program	\$	1,355.00	(14 Weeks @ \$50/Week)
Private Room + G Bucks Dining Program	\$	1,715.00	(14 Weeks @ \$50/Week)
Study Abroad Enrollment Fee (non-refundable)			
Summer Session	\$	300.00	
Internship Only/Individual Study	\$	150.00	

For more information regarding additional fees, please see **General Fees**.

Accelerated College Education Program (ACE)

Tuition			
Online Standard Option	\$	250.00	course
In-School Option (High school supplies instructor & book)	\$	30.00	semester hour

For more information regarding additional fees, please see **General Fees**.

Center for Graduate and Continuing Studies (CGCS)

2014 – 2015 Tuition and Fees

General Education Online Courses

(General Education courses offered in other formats are assessed tuition rates according to their program. Traditional campus program students may include these hours as part of their 10–18 hours full-time rate.)

Tuition – Online and Classroom Courses	\$	385.00	semester hour
Technology Fee (online courses)	\$	110.00	course
Online Access Extension Fee (Online Access beyond Course Dates)	\$	110.00	

Undergraduate Business Programs

Tuition – Online (Courses for Major, Electives & Gen. Ed.)	\$	295.00	semester hour
Tuition – Classroom (Courses for Major, Electives & Gen. Ed.)	\$	245.00	semester hour
Online Access Extension Fee (Online Access beyond Course Dates)	\$	110.00	

For more information regarding additional fees, please see [General Fees](#).

School of Education Undergraduate Programs

2014 – 2015 Tuition and Fees

Bachelor of Education Programs

Independence MO Campus

Centerville IA – Indian Hills Community College

Trenton MO – North Central Missouri College

Tuition	\$	295.00	semester hour
Campus Fee (Independence Campus)	\$	70.00	year
C-BASE Testing Fee	\$	60.00	
Education Technology Fee (non-refundable)	\$	110.00	year
iPad Initiative Fee (non-refundable)	\$	700.00	one time
Student Activity Fee (Independence Campus) (Full-time students in 12 or more hours)	\$	95.00	semester (Fall & Spring)
Student Teaching Fee	\$	165.00	

Additional costs may result if Student Teaching outside a 40 mile radius of either the Lamoni or Independence campus.

(Elementary, Secondary, and K-12 Education Majors: State of Iowa requires PRAXIS Testing. Charges for this are paid directly to the testing service.)

For more information regarding additional fees, please see **General Fees**.

2013–2014 School of Nursing Undergraduate Tuition and Fees

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[Distance Learning BA–HCM Program – Tuition and Fees](#)

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[Distance Learning RN–MSN Program – Tuition and Fees](#)

Traditional B.S.N.–R.N. Program

2014 – 2015 Tuition and Fees

Tuition			
Full-time Tuition (Semester Hours 10–18)	\$	12,285.00	semester
Part-time Tuition (Semester Hours less than 10 or over 18)	\$	750.00	semester hour
Late Registration Fee	\$	100.00	

Junior Year

Summer 2014			
Tuition – 8 hours @ \$750/semester hour	\$	6,000.00	
Campus Fee	\$	70.00	
Clinical Fee (nonrefundable)	\$	750.00	
Materials Fee	\$	10.00	
Testing Fee	\$	292.00	
Fall 2014			
Full-time (Semester Hours 10–18)	\$	12,285.00	
Activity Fee	\$	95.00	
Clinical Fee	\$	155.00	
Liability Insurance	\$	70.00	
Materials Fee	\$	95.00	
Testing Fee	\$	262.00	
Spring 2015			
Full-time (Semester Hours 10–18)	\$	12,285.00	
Activity Fee	\$	95.00	
Technology Fee – NURS4340 Community Health Care	\$	110.00	

Senior Year

Summer 2014			
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Tuition – 9.5 Hours @ \$750/semester hour	\$	7,125.00	
Activity Fee	\$	95.00	
Fall 2014			
Full-time (Semester Hours 10–18)	\$	12,285.00	
Activity Fee	\$	95.00	
Campus Fee	\$	70.00	
Clinical Fee	\$	75.00	
Liability Insurance	\$	70.00	
Materials Fee	\$	95.00	
Technology Fee – NURS3290 Gerontology	\$	20.00	
Testing Fee	\$	325.00	

Winter Term

Tuition	\$	750.00	semester hour
Course Fee (nonrefundable)		Vary by course	
International Travel SOS Emergency Assistance; Fee (nonrefundable) (Travel outside the U.S., including students in Independent Studies or Internships, unless already a component of an existing charge)	\$	100.00	
Non-student Winter Term Administration Fee (nonrefundable)	\$	100.00	

Tuition Waivers and Discounts

Honors Student Tuition Waiver		100% Waiver over 18 hours	
(Waiver of tuition charges for hours over 18 due to Honors Program enrollment)			

For more information regarding additional fees, please see **General Fees**.

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Distance Learning B.A.–H.C.M. Program**2014 – 2015 Tuition and Fees**

Tuition	\$	425.00	semester hour
Group tuition rates:			
Group of 3 receives a 5% per semester hour tuition reduction			
Group of 5 receives a 7% per semester hour tuition reduction			

Group of 10 receives a 10% per semester hour tuition reduction			
Fees			
Experiential Learning Credit Recording Fee	\$	50.00	semester hour
Late Registration Fee	\$	100.00	
Re-sequencing Fee	\$	100.00	course

For more information regarding additional fees, please see [General Fees](#).

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Distance Learning R.N.–B.S.N. Program

2014 – 2015 Tuition and Fees

Tuition			
RN–BSN Programs	\$	395.00	semester hour
All Other Programs	\$	495.00	semester hour
Group tuition rates:			
Group of 3 receives a 5% per semester hour tuition reduction			
Group of 5 receives a 7% per semester hour tuition reduction			
Group of 10 receives a 10% per semester hour tuition reduction			
Fees			
Clinical Fees			
Leadership Roles in Nursing	\$	90.00	course
Community Health Care	\$	90.00	course
Senior Clinical Practicum	\$	90.00	semester hour
Recording Fees (non–refundable)			
CLEP Exam	\$	20.00	semester hour
Dantes Exam	\$	20.00	semester hour
Excelsior Exam	\$	20.00	semester hour
Junior Level Nursing Course (Escrow)	\$	25.00	semester hour
Re-sequencing Fee	\$	100.00	course

Research Fee – Intro to Evidence Based Nursing	\$	50.00	course
Technology Fee	\$	100.00	course

For more information regarding additional fees, please see [General Fees](#).

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Distance Learning R.N.–M.S.N. Program

2014 – 2015 Tuition and Fees

Undergraduate Level Courses

Tuition	\$	495.00	semester hour
Fees			
Clinical Fees			
Leadership Roles in Nursing	\$	90.00	course
Community Health Care	\$	90.00	course
Senior Clinical Practicum	\$	90.00	semester hour
Recording Fees (non-refundable)			
CLEP Exam	\$	20.00	semester hour
Dantes Exam	\$	20.00	semester hour
Excelsior Exam	\$	20.00	semester hour
Junior Level Nursing Course (Escrow)	\$	25.00	semester hour
Re-sequencing Fee	\$	100.00	course
Research Fee – Intro to Evidence Based Nursing	\$	50.00	course
Technology Fee	\$	110.00	course

Graduate Level Courses

Tuition			
Family Nurse Practitioner program and FNP post masters certificate	\$	695.00	semester hour
Nurse Educator program and NE post masters certificate	\$	550.00	semester hour
Fees			
Core Course Fee – Scholarly Project	\$	150.00	course
Focus Session Campus Fee (non-refundable)	\$	80.00	
Lab Course Fee – Advanced Practice Competencies Lab	\$	200.00	course
Late Registration Fee	\$	100.00	
Practicum Fees			

Family Nurse Practitioner – Pediatrics / Adults / Family	\$	150.00	semester hour
Nurse Educator	\$	110.00	semester hour
Re-sequencing Fee	\$	100.00	course
Research Fee			
Theory in Nursing	\$	100.00	course
Research Methods and Evidence Based Practice	\$	150.00	course
Scholarly Project	\$	100.00	course

For more information regarding additional fees, please see **General Fees**.

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Seminary**2014 – 2015 Tuition and Fees****Master of Arts in Religion**

Tuition	\$	240.00	semester hour
Continuing Education Unit (CEU) Charge	\$	240.00	course
Non-Degree Seeking Administration Fee (Missouri Program students have a 3 business day right of rescission.)	\$	30.00	course
Portfolio Fee (Thesis/Project Binding)	\$	40.00	
Re-sequencing Fee	\$	100.00	course
Technology Fee (Online Courses)	\$	110.00	course
Online Access Extension Fee (Online Access beyond Course Dates)	\$	110.00	

For more information regarding additional fees, please see [General Fees](#).

Financial Arrangements

Fees and charges are considered late if not paid on or before the program start date of each term. Financial Clearance (payment of the balance due or approved payment arrangements) must be completed by the program start date of each term. Failure to be financially cleared by the program start date may result in the assessment of a \$200.00 Late Financial Clearance Fee. Continued failure to become financially cleared or to maintain payment arrangements may result in registration suspension; registration cancellation; withdrawal from the university; and withholding of a transcript, grade, or degree.

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How do I pay my bill?

(All payments are due in U.S. funds.)

Pay Online

Pay online using credit card, debit card or checking account.

Mail your payment to:

Graceland University, Student Accounts, 1 University Place, Lamoni, IA 50140

Pay in person at InfoCentral:

Located on Lamoni Campus in Memorial Student Center (MSC)

Contact Student Accounts to pay by phone:

641-784-5260 or toll free 1-866-786-2792

Student Account Advisors

Option 1 – Bobby Reum

Option 2 – Reta Ury

Option 3 – Debbie Lundy

Or e-mail Student Accounts at studentaccounts@graceland.edu

Fax Number: 641-784-5242

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Payment Plans

Graceland University is pleased to offer a payment plan allowing a monthly payment schedule. Plans are interest free and are assessed a non-refundable processing fee of \$40.00 for plans 3 months or longer. Students or parents interested in a payment plan should contact the office of Student Accounts.

Late Payments

Registration as a student at Graceland University signifies the student's agreement to do the following:

- Pay all charges and/or fees as posted to the student account when due.
- Acknowledge that failure to make a required payment by the stated deadline can result in late fee(s); registration suspension; registration cancellation; withdrawal from the university; and withholding of a transcript, grade, or degree.
- Acknowledge that obligations not paid in full prior to the due date shall be payable on demand and shall bear interest at the rate of 8% per annum, computed from the withdrawal date until the obligation is paid in full.
- Pay all costs, expenses, and collection agency or attorney fees related to the collection of the obligation, to the extent permitted by law and in accordance with the laws of the State of Iowa.
- Acknowledge that Graceland University will report any delinquency, default or other credit experience pertaining to this agreement to any or all credit reporting agencies.

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Excess Policy

Balance of funds in excess of charges created by financial aid will be paid directly to the student (with the exception of Parent Plus Loans which will be payable to the parent). These funds are available to the student for use in paying non-Graceland costs such as books, off-campus housing, personal expenses and transportation.

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Withdrawal from the University

Graceland University students not returning to Graceland for the next term, including GRADUATES and students who leave during a term, are required to initiate the withdrawal process. Lamoni Campus students must formally notify the Student Life Office of their intent to withdraw. Independence Campus students, Off-Campus Program students or Global Campus students must formally notify their Site Coordinator or Program Consultant of their intent to withdraw. Non-attendance does not constitute withdrawal notification. The notification date is used to determine financial aid award adjustments and calculate refunds for mid-semester withdrawals as per the Refund Policy. When Official Notification is not provided by the student, the date the university determines the student needs to be withdrawn is used as the notification date.

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Refunds and Return of Financial Aid for University Withdrawals

Graceland University's Refund Policy follows the Federal Return of Title IV Aid Refund Policy to determine return of financial aid and to calculate refunds for withdrawals. Calculations use the notification date to pro-rate aid as well as tuition and refundable charges through the 60 percent point in the semester, based on calendar days from the first day of the semester through the last scheduled day of the semester, including weekends and mid-semester breaks of less than five days. After the 60 percent point in

the semester, financial aid will not be reduced for any withdrawal, nor will any refund be granted. This policy applies to all university withdrawals whether student initiated or administrative withdrawals.

Financial aid awarded (if any) will be returned to the federal, state and Graceland programs on a pro rata basis through the 60 percent point in the semester. Outside scholarship or non-federal loan assistance will not be returned unless specifically requested by the provider.

Eligible charges due or paid will be refunded on a pro rata basis through the 60 percent point in the semester. Some fees are non-refundable and therefore not pro-rated. Additionally, some programs may assess an Administrative Withdrawal Fee. If a student living on campus withdraws from housing (but not from school) anytime after the first week of the semester, the semester charge for housing remains assessed in full. Board charges will be pro-rated. Refunds are processed within 45 days of withdrawal. Students should note that withdrawal may or may not result in an actual refund of money to the student. Circumstances may occur in which the student still owes money to the University even after appropriate withdrawal credit.

Contact Financial Aid Services or Student Accounts with specific questions.

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Course Withdrawals

Graceland University students may withdraw from a course through the 13 percent point of the semester without a "WD" grade. A grade of "WD" is recorded in any course when the student withdraws after the 13 percent point and through the 60 percent point of the semester. After 60 percent of the semester is complete, the student is not allowed to withdraw from the course, and will be awarded the appropriate grade in the course. Please refer to the Class Attendance Policy regarding Course Withdrawal by Instructor and Administrative Withdrawals.

Course withdrawals must be initiated by students. Non-attendance does not constitute withdrawal notification. Notification dates are used to calculate withdrawal credit and financial aid award adjustments for mid-semester withdrawals as per the Refund Policy. When Official Notification is not provided by the student, the date the university determines the student needs to be withdrawn is used as the notification date.

Contact your Program Consultant, Site Coordinator or the Registrar's Office with specific questions.

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Refunds and Return of Financial Aid for Course Withdrawals

Financial aid awards will be re-evaluated as appropriate for course withdrawals or changes in enrollment status. Refunds for course withdrawals will follow the pro rata schedule used for university withdrawals as per the Refund Policy. Exceptions to the pro rata schedule for course withdrawal are:

1. For programs assessing hourly tuition rates, withdrawals from courses only one sub-session in length will calculate refunds through the 60 percent point in the sub-session using the notification date and the date range of the sub-session.
2. For programs assessing full-time tuition rates, course withdrawals through the 20 percent point of the semester reducing enrollment from full-time to part-time will result in a refund of the full-time tuition charge and a reassessment of tuition at the part-time hourly rate. Full-time students withdrawing from courses in these programs after the 20 percent point do not qualify for refunds.

Contact Financial Aid Services or Student Accounts with specific questions.

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Return of Institutional Deposit

Failure to initiate the withdrawal process or complete the checkout process (if applicable) may result in the forfeiture of the institutional deposit. Following withdrawal from the university, return of the institutional deposit balance, net of any outstanding charges, will be mailed to the student's home address as soon as processing can be completed following the end of the semester or term.

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Retired Citizen Tuition Waiver

Retired citizens, 60 years of age or over, will receive a tuition waiver equal to the tuition (or audit) charge for one regularly scheduled Lamoní on-campus undergraduate course per session. An Administration Fee is assessed and should accompany the completed application for Admission/Retired Citizen Tuition Waiver Form. The scheduling of the chosen course will be based upon the number of tuition paying students. Course fees will not be waived. Additional courses may be taken by paying full tuition and fees.