



SPRING HILL

C O L L E G E

2022-2023

BULLETIN OF

INFORMATION

ONLINE LEARNING CENTER
AND
NON-TRADITIONAL UNDERGRADUATE
COURSES AND DEGREES

4000 Dauphin Street
Mobile, Alabama 36608

SHC.edu

CONTENTS

ACADEMIC CALENDAR	3
CONTINUING STUDIES & NON-DEGREE PROGRAMS.....	4
General Academic Policies	4
Continuing Studies Admissions Policies	4
Admissions Requirements.....	4
College Level Examination Program (CLEP).....	8
Bachelor of Science in Integrative Studies	10
Easy Listening	10
VETERANS AND ACTIVE MILITARY PERSONNEL	11
COAST GUARD AVIATION TRAINING CENTER COLLABORATION	14
ONLINE LEARNING CENTER PROGRAMS.....	16
General Academic Policies	16
Baccalaureate Programs - Core Curriculum.....	17
Core Curriculum Requirements For Transfer Students	18
Bachelor of Science in Digital Marketing	21
Bachelor of Science in Entrepreneurship.....	24
Bachelor of Arts/Science in Interdisciplinary Studies.....	27
Bachelor of Science Management Information Systems	31
Bachelor of Science in Organizational Leadership	34
Bachelor of Science in Philosophy, Politics, and Economics	42
Bachelor of Science in Sport Management.....	45
Bachelor of Science in Supply Chain Management	48
RN to BSN Track	51
Bachelor of Arts in Theology.....	56
ONLINE LEARNING CENTER CERTIFICATE PROGRAMS	62
Certificate in Business Administration	62
Certificate in Computer Information Systems.....	62
Foundations in Business Certificate	63
Foundations in Medicine Certificate	63
Certificate in Management and Marketing	64
Certificate in Leadership and Ethics.....	64
Certificate in Sport Management	66
Certificate in Supply Chain Management.....	67
Certificate of Theological Studies (CTS).....	67

ACADEMIC CALENDAR

The academic calendar is based on the semester system. It is divided into three semesters which begin in the Fall.

Semester	Part of Semester
Fall	Fall A (F2) August to October Fall B (F3) October to December
Spring	Spring A (F2) January to March Spring B (F3) March to May
Summer	Summer A (F2) June to July Summer B (F3) July to August

2022-2023

	Fall (F1) Full Semester	Fall (F2) First seven weeks	Fall (F3) Second seven weeks	Spring (F1) Full Semester	Spring (F2) First seven weeks	Spring (F3) Second seven weeks
Classes Begin	08/22/22	08/22/22	10/17/22	01/09/23	01/09/23	03/06/23
Last Add Date	08/26/22	08/26/22	10/21/22	01/13/23	01/13/23	03/10/23
Last Day to Drop with No Financial Penalty	08/26/22	08/26/22	10/21/22	01/13/23	01/13/23	03/10/23
Last Day to Withdraw	10/25/22	09/16/22	11/15/22	03/15/23	02/03/23	04/07/23
Last Day of Classes	12/02/22	10/07/22	12/02/22	04/26/23	02/24/23	04/26/23
Final Exams	12/05/22 – 12/09/22	10/10/22 – 10/11/22	12/05/22 – 12/09/22	04/28/23 – 05/03/23	02/27/23 – 02/28/23	04/28/23 – 05/03/23

Visit current calendars on [BadgerWeb](#) (in the Academic Calendars portlet):

CONTINUING STUDIES & NON-DEGREE PROGRAMS

Program Director: TBA

The Continuing Studies and non-degree student programs extends Spring Hill College's educational vision to the regional community through programs that respond to the needs of the growing number of adult students. Since its beginning in 1975, the division has provided programs to help working adults meet their educational goals. Courses are offered in both face-to-face and fully online settings.

The division offers a bachelor degree in Integrative Studies, a certificate in Pre-Medical Studies, and an Easy Listening option (auditing).

GENERAL ACADEMIC POLICIES

The section on "General Academic Policies" in the General Information section of the Bulletin contains several policies and procedures that apply to all Spring Hill students, including the grading system, academic honors, the College's academic dishonesty policy and policies concerning study at other institutions. These general policies apply to both traditional and continuing studies students, unless specifically overridden within the current section of this *Bulletin*.

CONTINUING STUDIES ADMISSIONS POLICIES

Admission to degree and certificate programs in Continuing Studies and is open to an academically qualified student without regard to race, color, sex or creed. Applicants to the Continuing Studies program who completed high school or a GED within the five years prior to application for admission must meet the admission criteria presented in Section II of this Bulletin. Applicants to the Continuing Studies program who completed high school or a GED more than five years from the point of application for admission or who already hold a baccalaureate degree and are seeking additional undergraduate study must meet the admission requirements below.

ADMISSIONS REQUIREMENTS

Unconditional Admission

Unconditional admission may be granted to an applicant who has completed 12 or more credit hours with a cumulative grade point average of at least 2.5 on a 4-point scale and has a status of good standing from the previous institution of higher education.

Conditional Admission

Conditional admission may be granted to an applicant who has either:

- Completed 12 or more credit hours with a cumulative grade point average of at least 2.0 and less than 2.5 on a 4-point scale and has a status of good standing from a previous institution of higher education;

- Completed fewer than 12 credit hours from a previous institution of higher learning with a cumulative grade point average of at least 2.0 and has a high school diploma with at least a 2.0 grade point average on a 4-point scale
- Or has a General Education Diploma (GED) with a minimum standard score of 410 or more on each of the five GED tests, a passing score on the full GED test and a score of two or higher on the essay exam.

Provisional Admission

Provisional admission may be granted with a completed application and an unofficial transcript from the last college attended showing good standing. Failure to complete the admission file with all required documentation within 90 days following initial registration will result in withholding future registration until the file is complete. Financial aid is not available with provisional status.

Probationary Admission

For those not meeting unconditional or conditional admission requirements, the Admission Committee may grant probationary admission. Additional documentation may be submitted to strengthen the application.

INTERNATIONAL STUDENT ADMISSION

Students applying as international students are required to submit additional documents, as outlined below:

1. Letter of recommendation from the Dean of Students at last attended institution.
2. List of current courses.
3. Transcripts from all colleges and universities attended or currently attending. These records must be official school records – sent directly to Spring Hill College by the school – and must bear the official stamp or seal of the school. Certified copies, if sent by the school and bearing the stamp or seal of the school, are acceptable. All college and university courses taken at institutions outside the United States must be evaluated by an approved evaluation service (recommended: The International Credential Advantage Package by World Education Services - www.wes.org).
4. Secondary school academic records, both in the original language and certified English translation, are necessary if student has less than 20 credit hours and/or a cumulative GPA below 2.5.
5. Proof of financial resources showing the student's ability to cover expenses for the first academic year at Spring Hill College. Proof of financial resources includes one of the following:
 - a. An affidavit of support and a confidential bank statement from the student's parents, a relative or personal sponsor showing that sufficient funds are available or
 - b. A sponsorship letter from a government agency, organization, institution or school.

SPECIAL STATUS ADMISSION

A student meeting the classification requirements for continuing studies who wishes to apply as a transient (visiting) student must supply proof of academic good standing from the home institution. All transient and non-degree applicants should apply through the Office of Admissions.

Students transferring credit into Spring Hill from other programs must complete at least 25% of their overall degree requirements and 50% of the courses in their majors at Spring Hill. Generally, students may receive transfer credit for courses taken at regionally accredited degree-granting institutions in which they earned a "C-" or higher. For other restrictions on transfer credits, see the section on "Transfer, Portfolio, and CLEP credit."

APPLICATION PROCEDURES

As part of the application process, an applicant must supply the following documents:

- A completed application form.
- A letter of intent that specifies the student's intended major and discusses the student's personal, professional, or educational goals. (Not required of non-degree applicants.)
- Copies of transcripts from all colleges attended. Unofficial copies are acceptable but official transcripts will need to be provided after the initial acceptance offer.
- Applicants who have fewer than 12 college credits must submit an official high school transcript or official GED scores.

READMISSION

Continuing studies students who have been absent from the College for one or more years must make formal application for readmission through the Office of Admissions and must also submit a transcript of any credits earned since leaving Spring Hill.

CURRENCY OF COURSE WORK

Continuing studies students who are readmitted to Spring Hill after ten years absence are required to complete at least twenty-four hours of additional course work to be granted a degree.

FINANCIAL AID AND TUITION

Application

Students who submit a complete financial aid application are considered for the various federal, state and institutional aid programs for which they qualify. Please refer to the Student Financial Services section of the Bulletin for additional information. Current tuition and fees for Continuing Studies can be found at <http://www.shc.edu/admissions/tuition-and-aid/>.

REGISTRATION PROCEDURES

Registration for each term will take place in BadgerWeb. Students should follow registration instructions published on the College's website and provided by the Office of the Registrar.

Advising for all students is required in person or by phone, fax or mail prior to registration for each term. Before late registration ends, it is the student's responsibility to make certain that his/her official registration accurately reflects only those courses for which he/she plans to enroll for the term. Students not finalizing registration within the designated dates are subject to a late registration fee. Failure to make payment by the specified date will result in cancellation of the registration and will necessitate re-registering during the late registration period. Visit the current Academic Calendar at <https://badgerweb.shc.edu/ICS/Registrar/> (in the Academic Calendars portlet).

PROGRAMS OF STUDY

Requirements for the various degrees and certificate programs available through Continuing Studies are given in the following section.

Checklists of degree and certificate requirements as presented are to be considered generally binding but not totally inflexible. A student may request modifications in requirements according to particular plans and interests, but such variations must be approved by the appropriate departments and the Provost.

From time to time it is necessary to change requirements in various curricula. New requirements become effective at the time of their publication in the *Bulletin of Information* and are not retroactive. A student may voluntarily follow the changed curricula but is then committed to all related changes.

It is the responsibility of the student to know and satisfy the degree requirements of the academic program. The General Academic Policy section of the College *Bulletin* applies to all continuing studies students. Students should familiarize themselves with these policies.

TRANSFER, PORTFOLIO, AND CLEP CREDIT

Up to 96 semester hours can be transferred for coursework completed at four-year colleges or universities. Transfer credit from an accredited junior or community college is limited to a maximum of 64 semester hours. The College reserves the right to accept or reject as direct transfer credit those courses taken at a junior or community college that are upper-division courses at Spring Hill, although such coursework may be considered for general elective credit. Up to 30 semester hours (may vary by program or degree) can be earned through College Level Examination Program (CLEP) or DANTEs Subject Standardized Tests (DSST).

Regardless of the amount of credit transferred to Spring Hill College from other institutions, at least 25 percent of the coursework applied toward meeting the minimum graduation requirement must be taken at Spring Hill College and taught by Spring Hill College faculty. (See sections on Residency Requirement and Currency of Course Work.)

After completing 12 semester hours of coursework at Spring Hill, a student may submit a portfolio which documents college-level learning acquired through life experience. A student can receive up to 30 semester hours of credit for prior experiential learning. (Detailed information about this process can be found in the *Prior Learning Assessment Student Handbook*.)

Credit is awarded for length of military service (see the Veterans subsection, in the Admissions section of this *Bulletin*). In addition, credit can be given for specific courses and training taken in the military at the discretion of the College using the recommendations of the American Council of Education as set forth in its *Guide to the Evaluation of Educational Experiences in the Armed Services*.

Credit can be given for appropriate formal non-collegiate educational training at the discretion of the College using the recommendations of the American Council of Education as set forth in its *National Guide to Credit Recommendations for Non-Collegiate Learning*.

The maximum credit awarded from all sources other than transfer credit from another institution of higher education will be 45 semester hours.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Subject examination scores will be accepted as follows:

- a) General examination scores will be accepted for up to 30 semester hours of academic credit, with scores of 50 or above being accepted automatically, except for History of the U.S. I and II and Western Civilization I and II.
- b) Subject examination scores will be accepted for credit in specific subjects corresponding to semester or full-year courses.

The following chart outlines the basic acceptance guidelines for CLEP examinations:

CLEP GENERAL EXAMINATIONS

CLEP General Exam	Minimum Score	SHC Equivalent	Semester Hours
English Composition	50	General Elective	3
English Comp with Essay	50	General Elective	3
Humanities	50	ART	3
Natural Sciences	50	Science Course	3
Social Sciences & History	50	General Elective	3

CLEP SUBJECT EXAMINATIONS

CLEP Subject Exam	Minimum Score	SHC Equivalent	Semester Hours
Algebra, College	50	MTH 010	3
American Government	50	POL 112	3
American Literature	50	ENG 24X	3
Analyzing & Interpreting Lit	50	ENG 24X	3
Biology	50	BIO 101	3
Business Law, Introductory	50	BUS 301	3
Calculus	50	MTH 121	4
Chemistry	50	Science Course	3
College Composition	50	ENG 121	3
Educational Psycho, Intro to	50	General Elective	3
English Literature	50	ENG 24X	3
French Language, College-Level	50	FRE 101-102	6
German Language, Levels 1 & 2	50	GER 101 & 102	6
History of U.S. I	65	HIS 103	3
History of U.S. II	65	HIS 104	3
Human Growth & Development	50	PSY 204	3
Information Systems & Computer Applications	50	CIS 381	3
Macroeconomics, Principles of	50	ECO 101	3
Management, Principles of	50	MGT 301	3
Marketing, Principles of	50	MKT 311	3
Mathematics, College	50	MTH 113	3

CLEP Subject Exam	Minimum Score	SHC Equivalent	Semester Hours
Microeconomics, Principles of	50	ECO 102	3
Precalculus	50	MTH 111	3
Psychology, Introductory	50	PSY 101	3
Sociology, Introductory	50	SOC 101	3
Spanish Language, Levels 1 & 2	50	SPA 101,102	6
Western Civilization I	65	HIS 101	3
Western Civilization II	65	HIS 102	3

DSST

The following standardized DSST tests will be accepted for credit at Spring Hill College for continuing studies students only. The name of the test, the minimum score required to earn credits, and the credits given are listed below.

Test Title	Minimum Score	Semester Hours	Substitutes For
Art of the Western World	48	3	ARH 299 or Core or Gen Elective
Astronomy	48	3	PHY 115 or Core or Gen Elective
Business, Introduction to	400	3	General Elective only
Business Law II	44	3	BUS 302 or General Elective
Civil War and Reconstruction	47	3	HIS 344 or General Elective
Computing, Introduction to	400	3	General Elective only
Counseling, Fundamentals of	45	3	General Elective only
Criminal Justice	400	3	General Elective only
Education, Foundations of	46	3	General Elective only
Environment & Humanity, the Race to Save the Planet	400	3	BIO 110 or Core or Gen Elective
Ethics in America	400	3	PHL 210 or Core or Gen Elective
Finance, Principles of	400	3	FIN 301 or General Elective
Financial Accounting, Principles of	47	3	ACC 201 or Program/Gen Elective
Geography, Human/Cultural	48	3	General Elective only
Geology, Physical	46	3	General Elective only
History of the Vietnam War	44	3	HIS 497 or General Elective
Human Resources Management	46	3	MGT 421 or General Elective
Management Information System	400	3	CIS 381 or Program/Gen Elective
Modern Middle East, Intro to	47	3	Program or General Elective
Money & Banking	48	3	General Elective only
Organizational Banking	48	3	MGT 320 or General Elective
Personal Finance	400	3	Program or General Elective
Physical Science I, Principles of	47	3	PHY 114 or General Elective
Psychology, Lifespan Develop.	46	3	Core or General Elective
Rise and Fall of the Soviet Union	45	3	HIS 497 or General Elective
Supervision, Principles of	400	3	MGT 301 or Program/Gen Elective
Technical Writing	46	3	General Elective only
Western Europe Since 1945	45	3	HIS 322 or General Elective
World Religions, Introduction to	400	3	THL 261 or Core or Gen Elective

NON-DEGREE ADMISSIONS

Non-degree applicants who wish to register for courses for personal enrichment or professional development must meet continuing studies admission criteria and supply an official copy of the transcript for the last school attended. Non-degree students may register through continuing studies or, on space available basis, in the traditional day program. The non-degree student who wishes to change to degree status must apply for a continuing studies degree program, petition the Provost for a change of status and submit official transcripts for all schools attended. Non-degree students who are not in a specific program are not eligible for financial aid.

BACHELOR OF SCIENCE IN INTEGRATIVE STUDIES

Program Director: Daniel Massey, PhD

The Integrative Studies curriculum is a flexible, individualized program of studies. Its basic advantage is that the adult learner has the opportunity to design a course of study that is best suited to individual needs and interests.

The program is divided into two parts of roughly equal credit-hour requirements. The first part of the program consists of sixty hours of basic core requirements. The second part of the Integrative Studies degree consists of 60 semester hours of electives of which at least 33 semester hours must be taken at the upper-level with a grade of C- or higher; a minimum of half of this 33-hour requirement must be completed at Spring Hill. While a C- in one of these courses will be accepted as a passing grade, all students must attain a cumulative GPA of 2.0, both overall and in the major, in order to graduate. Integrative Studies students must fulfill a comprehensive experience requirement by completing IDS 460, GST 499 or an acceptable and approved substitution.

Although the Integrative Studies degree is characterized by a great deal of flexibility, this degree is intended to have a focus which will be displayed in the comprehensive experience. Students must consult with the advisor in selecting coursework for the Bachelor of Science in Integrative Studies in order to achieve as much curricular coherence and consistency as possible. Such coherence is typically obtained by either designed a course of study that integrates two subjects or by completing two certificate programs (in addition to meeting all other degree requirements).

EASY LISTENING

“Easy Listening” allows participants to attend a regularly scheduled lecture course through Continuing Studies as a first-time experience, for professional development or for personal enrichment. Enrollment is on a space-available basis. The fee is \$50 per semester credit. No transcript record will be kept.

VETERANS AND ACTIVE MILITARY PERSONNEL

SPRING HILL COLLEGE WELCOMES VETERANS AND ACTIVE MILITARY PERSONNEL

Spring Hill College extends a special welcome to all who have served our country. Let us help you create an educational opportunity that will assist you in meeting your personal and professional goals.

Spring Hill operates under many of the core values that you have come to expect from being service men and women: we treat everyone with respect and dignity; our educational philosophy dictates that we provide enrichment for the mind, body and spirit; our environment has been carefully developed to foster a true sense of community; and we have a long tradition of academic excellence.

The College has a staff trained to assist you with your Veterans Administration and/or other service-related benefits pertaining to education. Spring Hill accepts many forms of active military and veterans education benefits and is proud to be an approved participant in the VA's *Yellow Ribbon Program* for those electing to use the Post-9/11 GI Bill benefit.

Spring Hill is pleased to offer "rolling admission" for all of our programs, which means that students are accepted for each term, rather than at the beginning of a school year, giving students the flexibility to be admitted year-around.

Spring Hill College is a member of Servicemembers Opportunity Colleges (SOC) and agrees to uphold the principles and criteria for membership. SOC principles and criteria ensure that quality academic programs are available to military students, their family members, the Coast Guard and veterans.

PROGRAMS OF STUDY

Academically qualified veterans are eligible for the full range of programs offered at Spring Hill College: graduate and undergraduate, traditional and non-traditional. A complete listing of programs may be found in the Summary Listing of Academic Programs section of this *Bulletin*.

UNDERGRADUATE PROGRAMS

VETERANS

The College is approved for the education of veterans under Public Law 89-358, Veterans Readjustment Benefits Act of 1966: Chapters 31, 34, 35, of title 38. Accordingly, it is the policy of the school to afford veterans and, where applicable, their dependents, every opportunity for study compatible with their educational background and the scope of the institution.

Service of at least one year and less than two years will be awarded two semester hours of credit, the equivalent of the freshman-level military science credit. Service of two years or more will be awarded four semester hours of credit, the equivalent of the freshman- and sophomore-

level military science credit. Credit will also be given for courses and training completed in military service if the veteran is qualified according to the norm set down by the American Council of Education in its publication entitled *Guide to the Evaluation of Educational Experiences in the Armed Services*.

ADMISSION REQUIREMENTS

Applicants with fewer than 20 semester-hour credits from a regionally accredited institution of higher learning and/or military transfer credits must have earned a high school diploma with a minimum 2.0 GPA or General Education Diploma (GED) with an average of not less than 450 on the test battery and 410 on area tests.

Applicants with 20 or more semester credits from a regionally accredited institution of higher education must be in good standing or eligible to return to the last institution of higher education.

Unconditional Admission: Unconditional admission usually will be granted to an applicant with a cumulative grade point average of at least 2.5 on a 4-point scale and in good standing from the previous institution of higher education.

Conditional Admission: Conditional admission usually will be granted to an applicant with a cumulative grade point average of at least 2.0 and less than 2.5 on a 4-point scale.

Provisional Admission: Provisional admission may be granted with a completed application and an unofficial transcript from the last college attended showing good standing. Failure to complete the admission file with all required documentation within 90 days following initial registration will result in withholding future registration until the file is complete. Financial aid is not available with provisional status.

Probationary Admission: For those not meeting unconditional or conditional admission requirements, an admission committee may grant probationary admission. Additional documentation may be submitted to strengthen the application.

APPLICATION PROCEDURES

As part of the application process, an applicant must supply a completed application form with the non-refundable application fee (waived for online applications), a personal statement (not required of non-degree applicants), military service transcript and official copies of transcripts from all colleges attended (official high school transcript or GED scores for those who have less than 20 college credits).

Order official copies of transcripts from all previously attended institutions of higher education and have them sent to Spring Hill College at the address below. Remember to include all military transcripts such as AARTS, SMART, CCAF or Joint Services Transcript documents. If Spring Hill is the first college or university you will be attending, order official copies of your high school transcripts or GED to be sent to: Spring Hill College Office of Admissions, 4000 Dauphin Street, Mobile, AL 36608.

VETERAN'S BENEFITS AND RESOURCES

Spring Hill College is approved for the education of veterans under Public Law 89-358, Veterans Readjustment Benefits Act of 1966; Chapters 31, 34, 35, of title 38; and the Post-9/11

Veterans Educational Assistance Act of 2008. Accordingly, it is the policy of the school to afford veterans and, where applicable, their dependents, every opportunity for study compatible with their educational background and the scope of the institution.

Equally as important as applying for admission to the College is applying for your VA benefits. Please use the following web address to access the Veterans Online Application (VONAPP) www.vabenefits.vba.va.gov. If you are unable to apply online, please call 1 (888) GI BILL-1 (1-888-442-4551) to have a form mailed to you.

Once approved by the VA, veterans and their dependents should submit their Certificate of Eligibility (COE) to the College's certifying official to receive benefits. Note that VA benefits are subject to Satisfactory Academic Progress requirements. Institutional aid may be affected by use of VA benefits. Additional resources for veterans can be found at Alabama Department of Veterans Affairs www.va.state.al.us/.

Mobile County Veterans Service Office Bay Haas Building
1150 Government Street
Mobile, AL 36604
Phone: (251) 574-8578

For students receiving VA education benefits, any complaint against the school should be routed through the VA GI Bill Feedback System by going to the following site: <http://www.benefits.va.gov/GIBILL/Feedback.asp>. The VA will then follow up through the appropriate channels to investigate the complaint and resolve it satisfactorily.

COAST GUARD AVIATION TRAINING CENTER COLLABORATION

Students from the Coast Guard Aviation Training have enrolled in a variety of tracks through Spring Hill College. The following tracks are available:

One-credit hour professional development workshops: These courses, taught at the Coast Guard Aviation Training Center, are scheduled in collaboration with and through approval of Coast Guard personnel. Enrollment in these courses requires application, a copy of a current Coast Guard transcript and minimum requirements as defined under Undergraduate Programs, Admissions Requirements.

Undergraduate Degrees: Students may enroll in an undergraduate degree program offered on campus. Admissions requirements for Veterans and Active Military Personnel should be referenced for conditions of acceptance. In addition to a current Coast Guard transcript, all official transcripts from institutions of higher education will be required for consideration.

Additional documents and materials may be requested.

Graduate Certificates in Leadership and Ethics and Logistics and Supply Chain Management: Graduate students may apply to a four-course sequence that qualifies them for a graduate Certificate in Leadership and Ethics or Logistics and Supply Chain Management. Non-degree seeking students must carry an undergraduate GPA of 3.0 to qualify for this program. Students lacking the specified 3.0 may be considered for Admissions through committee approval. Additional documents and materials may be requested. Students are expected to submit a Certificate Completion Form, available on BadgerWeb, after completing all four courses in the sequences.

Graduate Studies: Graduate degree programs, as defined in the Bulletin under Graduate Studies, provide an additional option for students in the Coast Guard seeking advanced higher education. Graduate program policies and information are delineated in the Graduate Studies Policy section of the Bulletin. Completed application packets are forwarded to the appropriate division for final decision of acceptance.

TRANSFER OF MILITARY CREDIT OR CREDIT FROM OTHER INSTITUTIONS

Military transcripts will be evaluated and transfer credit will be given for equivalent coursework identified on the military transcript.

Generally, no transfer credit will be given for coursework already counted for a previous degree. Specific exceptions to the transfer of credits may be found in the policies for the individual programs.

TUITION, FEES, AND FINANCIAL AID

Tuition and other expenses for Traditional Undergraduate Program Expenses and the Continuing Studies Program Expenses at <http://www.shc.edu/admissions/tuition-and-aid/>.

Through a combination of external and internal scholarships, grants and tuition waivers, Spring Hill seeks to make its education financially accessible to veterans. Please review the Student Financial Services section of the Bulletin for additional information regarding Financial Aid.

ONLINE LEARNING CENTER PROGRAMS

Program Director: TBA

The online learning center program is oriented toward the non-traditional student, usually working adults or students who need the flexibility to balance work and study. The online program operates on six semester starts at an accelerated pace (7weeks) fall (A & B) and spring (A&B) and summer (A &B) sessions. In terms of academic standards and quality, the programs are parallel.

SHC offers a number of undergraduate programs that can be completed entirely with online courses. These programs are available to students who are interested in taking online courses exclusively. Newly admitted students who choose this option may not enroll in classes with scheduled face-to-face meetings.

Online students have access to all academic and support services such as financial aid, advising, library services, and career services. Online students also have the support of a dedicated staff of success coaches specifically trained and enabled to meet the needs of students without regular access to the physical campus. Online students are restricted from corresponding campus-based services such as the and Wellness Center and Student Health Services.

GENERAL ACADEMIC POLICIES

The section on “General Academic Policies” in the General Information section of the Bulletin contains several policies and procedures that apply to all Spring Hill students, including the grading system, academic honors, the College’s academic dishonesty policy and policies concerning study at other institutions. These general policies apply to both traditional and Online students, unless specifically overridden within the current section of *this Bulletin*.

UNDERGRADUATE BACCALAUREATE PROGRAMS

- Digital Marketing
- Entrepreneurship
- Interdisciplinary Studies
- Management Information Systems
- Organizational Leadership
- Philosophy, Politics, and Economics
- RN to BSN
- Sport Management
- Logistics and Supply Chain Management
- Theology

UNDERGRADUATE CERTIFICATE PROGRAMS

- Business Administration
- Computer Information
- Foundations in Business
- Foundations in Medicine
- Ignatian Spirituality
- Leadership and Ethics
- Logistics & Supply Chain Management
- Management and Marketing
- Professional Writing
- Project Management
- Sport Management
- Spiritual Direction
- Theological Studies

BACCALAUREATE PROGRAMS - CORE CURRICULUM

Spring Hill's Core Curriculum is organized on the principle of Education for the Common Good of the Global Community and provides a foundation for lifelong learning and vocational discernment.

The Core Curriculum includes skills and foundation courses aligned with the Jesuit mission and the goal of educating responsible leaders in the service of others.

CORE CURRICULUM

Skills		
Required Courses	Credit Hours	Courses for Specific Majors
Composition: ENG 121*	3.0	Honors: 190
Composition: ENG 123*	3.0	Honors: 290
Logic: PHL 101/190	3.0	Honors: 190
THL 101/190	3.0	Honors: 190
MTH	3.0	Nursing: MTH 163
Foreign Language**	0-6	
Foundations I: Understanding the national and global human communities (One course must be in History)		
Required Courses	Credit Hours	Courses for Specific Majors
HIS 120, 213, 214 or POL 112 The American national community	3.0	
HIS 110, 211, 212, 290, or POL 151, 161 The global human community	3.0	Nursing: Soc 101
Foundations II: Understanding nature and the human being through the applications and methodologies of modern science		
Required Courses	Credit Hours	Courses for Specific Majors
Natural Science (BIO, CHM, or PHY)	3.0	Nursing: HSC 136/138
Social Science (PSY, POL, ECO, or SOC)	3.0	Nursing: PSY 101

Foundations III: Understanding human reality through the creative imagination		
Required Courses	Credit Hours	Courses for Specific Majors
Visual/Performing Arts or Public Speaking	3.0	Elementary Ed: EDU 270/271
Literature (ENG (200-level) or WRI 276)	3.0	
Foundations IV: Engagement with philosophical and theological reflection in the Ignatian tradition		
Required Courses	Credit Hours	Courses for Specific Majors
PHL (200/300 level)	3.0	Elementary Ed: EDU 401 Nursing: PHL318
THL (200/300 level)	3.0	
Total Credit Hours for Core Curriculum		39-45

*ENG 121, 123, and 190 are graded A, B, C, or NC (no credit) the first time the student takes this course. A student receiving an NC must retake the course, and in this event, the grading system is A, B, C, D and F, but a student must still earn a C- or higher to move on to the next level English course. Students must receive credit for ENG 121 before attempting ENG 123 and must pass both these courses before taking a sophomore-level course. Once students matriculate, they may not take a freshman-level English course at another institution. **If students have an A or B in ENG 121 and ENG 123 (or in ENG 190 for honors students) and in their first 200- level course, they are eligible to take upper-division courses for any additional ENG course work.**

**Students may fulfill this requirement in any one of the following ways:

1. A satisfactory score on the foreign language proficiency/placement test at the intermediate level (202).
2. The successful completion of one course at the low intermediate level (201).
3. The successful completion of one elementary course and one course at the low intermediate level (102-201) in the same language.
4. The successful completion of the two courses at the elementary level (101-102 or 107-108) in the same language.

CORE CURRICULUM REQUIREMENTS FOR TRANSFER STUDENTS

Transfer students entering Spring Hill College after earning an associate’s degree will be considered to have completed the equivalent of the Core Curriculum.

This policy applies only to students transferring to Spring Hill College from another college or university.

Students who have previously been enrolled, withdrawn, and subsequently been readmitted to Spring Hill, regardless of whether they attended another institution in the interim, should refer to the “Amendment to Spring Hill College Bulletins of Information for the years 2016-17, 2017-18, 2018-19, 2019-20, 2020-21, and 2021-22” to determine their core curriculum requirements. (See [BadgerWeb](#) for the Amendment)

CORE CURRICULUM COURSES

CIS 115. Applications in Computer Information Systems (3) An introduction to the Windows-based applications used for solving business and non-business problems. Emphasis is placed on spreadsheets using Excel, word processing using Word, presentation design using PowerPoint and database design using Access. Substantial Windows lab work will be required. Ethical issues in computer applications are addressed.

ENG 121. Composition I (3) This course cultivates the intensive reading and analytical writing skills necessary for college-level work. Texts are drawn from across the disciplines to cultivate wide-ranging vocabularies and varied analytical approaches. Placement in this course is normally

restricted to students scoring at or above the 50th percentile on a standardized test. A C- or above is required to pass the course; otherwise, an NC (no credit) is assigned and students must retake the class and receive a letter grade (A-F).

ENG 123. Composition II (Writing with Research) (3) This course expands on skills cultivated in ENG 121 by training students to place their ideas within a larger intellectual context by locating, evaluating, and integrating outside research into their writing with appropriate documentation. Course readings on a theme are drawn from literature in any literary period. A C- or above is required to pass the course; otherwise, an NC (no credit) is assigned and students must retake the class and receive a letter grade (A-F). Successful completion of the research component of the course is necessary to receive credit for the course.

ENG 190. Honors Composition and Literature (3) A writing course, at an advanced level, that focuses on the research process in relation to readings from the Classical period through the 18th century. Works might include Homer, Virgil, Sophocles, Aeschylus, Dante, Beowulf, Chaucer, Shakespeare, Donne, Milton and Aphra Behn. Prerequisite: Honors Standing.

ENG 290. Honors Literature (3) A study, at an advanced level, of major works of British, American, and world literature from the 19th century to the present. Representative works might include Jane Austen, the Romantic and Victorian poets, Dickens, Hardy, T. S. Eliot, Hawthorne, Melville, Twain, Achebe, Conrad, Fugard, Dostoevsky, Robert Frost, Jamaica Kincaid, Toni Morrison, August Wilson and others. Prerequisites: Honors Standing and ENG 190.

HIS 110. Introduction to Global Historical Studies (3) An introductory course on historical skills, including: critical reading, writing and thinking, thesis statements, geographical awareness, oral communication and distinguishing between primary and secondary sources. Each course will have a subtitle which would indicate the subject content of the course. This course fulfills one-half of a student's oral communication overlay requirement.

HIS 120. Introduction to American Historical Studies (3) An introductory course on historical skills, including critical reading, writing and thinking, thesis statements, geographical awareness, oral communication and distinguishing between primary and secondary sources. Each course will have a subtitle which would indicate the subject content of the course, which will focus on an American history topic. This course fulfills one-half of a student's oral communication overlay requirement.

HIS 211. Western Civilization to 1648 (3) A survey of Western civilization from the Classical Period to the mid-1600s. Emphasis is given to Classical Greece, the Hellenistic Age, Roman History, the Middle Ages, the Renaissance, the Reformation and the rise of the nation states. Political, social and economic relationships are integrated and analyzed.

HIS 212. Western Civilization Since 1648 (3) A survey of Western civilization from the Scientific Revolution to the present. Emphasis is given to the Scientific Revolution; the Enlightenment; the French Revolution; industrialization; political, social, and intellectual changes in the nineteenth century; the Russian Revolution; the World Wars; the Cold War and the collapse of Communism. Political, social and economic relationships are integrated and analyzed.

HIS 213. America to 1876 (3) An inquiry into the development of American society through the Civil War and Reconstruction.

HIS 214. The United States Since 1876 (3) An inquiry into America's development since 1876 including the Gilded Age, Progressivism, the Great Depression, both world wars, Vietnam and the many diverse social and political developments from the 1950s into the 1990s.

PHL 101. Introductory Logic (3) This course provides sound methods for distinguishing good from bad reasoning through the study of the basic methods of formal or symbolic logic. Techniques covered include: symbolization, truth tables and method of deduction for sentential logic. Possible additional topics include: classical syllogistic logic, Venn diagrams for predicate logic, issues of logic embedded in language. A C- or above is required to pass this course; otherwise, an NC (no credit) is assigned and students must retake the class and receive a letter grade (A-F).

PHL 190. Honors Logic (3) This is an accelerated course in investigating sound methods for distinguishing good from bad reasoning through the study of the basic methods of formal or symbolic logic. Techniques covered include: symbolization, truth tables, and natural deduction proof methods for sentential logic. Possible additional topics for this honors course may include: predicate logic, modal logic, issues in the philosophy of logic, mathematics and language, the application of the techniques of logic to the analysis of difficult philosophical problems. A C- or above is required to pass this course; otherwise, an NC (no credit) is assigned and students must retake the class and receive a letter grade (A-F). Prerequisite: Honors Standing.

POL 112. Introduction to American Politics (3) A comprehensive survey of the basic elements of American political life, national government and the rights and responsibilities of citizenship.

POL 151. Introduction to Comparative Politics (3) An introductory-level survey that compares states, political regimes and patterns of violence across several diverse countries in the world. The empirical emphasis is on contemporary issues and problems.

POL 161. Introduction to International Relations (3) Introduction to principles of international relationships and major contemporary global issues. Topics covered focus on issues that are important for understanding the common good of the global community, including the growth of the state system, human rights, globalization, conflict and war, trade and money, North-South relations and environmental problems.

THL 101. Introduction to Christian Theology (3) An introduction to the theological study of the Christian tradition of faith. The course is divided into two components: biblical and doctrinal. Both components will investigate the historical development and contemporary understandings of Bible and Tradition, the two fundamental expressions of Christianity.

THL 190. Honors Theology I: Introduction to Christian Theology (3) An introduction to the theological study of the Christian tradition designed especially for Honors students. The course has two components: the study of Scripture in the light of contemporary biblical scholarship and the study of leading figures and turning points in the history of doctrine.

WRI 276. Introduction to Creative Writing (3) A multi-genre introduction to creative writing covering poetry, drama, and fiction. Prerequisite: ENG 123.

BACHELOR OF SCIENCE IN DIGITAL MARKETING

Program Director, Sam Khoury, PhD

Marketing professionals must understand consumer digital experiences to be able to craft messages and target consumers at the right time and place. The Bachelor of Science in Digital Marketing at Spring Hill College will offer students a foundational understanding of marketing and digital media strategy. It teaches a strategic research foundation and provides numerous opportunities for students to apply in-class takeaways to real-world situations.

Students will develop a foundation of research and analysis that will inform marketing strategy. They will gain practical experience by working with clients to develop a comprehensive, integrated marketing plan and through completion of industry supported digital certifications. The program will encourage a strategic mindset and data-driven skill set setting the student up for success in many fields. Graduates will have a thorough understanding of marketing principles, how to conduct market research, develop strategic content, define target audiences, and manage a client project.

LOWER-DIVISION

Course	Title	Credit Hours
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263 & 264	Business Statistics and Management Science	6
MTH 111 or 121	Pre-calculus or Calculus I	3-4
BUS 210	Business Communication	3
BUS 220	Business, Society and Sustainability	3

UPPER DIVISION

Course	Title	Credit Hours
BUS 301	Business Law I	3
BUS 320	International Business	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
CIS 381	Information Systems	3
PHL 313	Business Ethics	3
BUS 499	Business Strategy and Policy	3

MAJOR RELATED

Course	Title	Credit Hours
MKT 220	Integrated Marketing Communications	3
MKT 365	Strategic Writing	3
MKT 370	Brand & Digital Experience Management	3
MKT 375	Marketing Analytics*	3

MKT 422	Marketing Research	3
MKT 450	Marketing Management	3
MKT 472	Student Agency	3
MKT 475	Digital Marketing Certifications	3

Choose two from the following: 6

MKT 364	Media Planning & Measurement (3)	
MKT 443	Promotional Strategy (3)	
MKT 495	Special Topics: International Marketing (3)	
MKT 495	Special Topics: Business to Business Marketing Strategies (3)	
MGT 351	Entrepreneurship & Small Business Management (3)	
CIS 470	eCommerce (3)	
CIS 371	Web Development (3)	

REQUIRED COURSES

CIS 371. Website Development (3) A course designed to introduce the student to website development incorporating data technology. Technologies used to create dynamic data-driven web pages will include Dreamweaver, PHP, MySQL, XHTML and CSS. In addition, the student will learn to interact with and manage a website on a remote server. Substantial lab work will be expected. Cross-listed as ART 371.

CIS 470. e-Commerce (3) The course covers the business and technological aspects of business-to-business and business-to-consumer commerce on the Internet. The student will design, construct and present a web business using one of several web page design packages available. Prerequisites: CIS 115 and CIS 381. MKT 311 highly recommended.

MGT 351. Entrepreneurship and Small Business Management (3) A course in the opportunities and challenges associated with starting, owning and managing “new” and “small” businesses. Emphasis will be placed on entrepreneurial activities; legal constraints and advantages for small businesses; and the particular marketing, management, administrative and financial issues related to small businesses. The intent is to provide students the information they need to turn inspiration and dedication into successful businesses. Prerequisite: MGT 301 or permission of instructor.

MKT 220. Integrated Marketing Communications (3) Principles, history, theory and practice of public relations and advertising, including elements of integrated marketing communication and persuasion. Lab Fee: Curriculum.

MKT 364. Media Planning and Measurement (3) Study of the selection and evaluation of media to meet the goals, objectives, strategies and tactics of a promotional plan. A survey of media planning principles, scheduling and buying as well as measurement principles and evaluation, including web analytics. Prerequisite: MKT 311 or CMM 220 or permission of instructor. Cross-listed as CMM 364. Lab Fee: Curriculum.

MKT 365. Strategic Writing (3) (W) A comprehensive writing course which builds upon CMM 251 and is designed to develop professional writing skills for advertising and public relations practitioners including the mechanics, form and style of public relations and business writing as well as advertising copywriting. Students produce written materials for a local nonprofit client.

Prerequisite: CMM 251 or BUS 210 or permission of instructor. Also, cross-listed as CMM and WRI 365.

MKT 422. Marketing Research (3) A study of the application of statistical and other research techniques to the solution of marketing problems. Prerequisites: MKT 311 and BUS 263.

MKT 443. Promotional Strategy (3) Nature, scope and contribution of advertising, personal selling, sales promotion and publicity to the firm's problems of demand stimulation. Emphasis is placed on those principles and concepts that relate to the integration and organization of the promotional effort in achieving optimal allocation of the effort to facilitate movement of goods. Prerequisite: MKT 311.

MKT 450. Marketing Management (3) Strategies and techniques in marketing management. This course focuses on opportunity analysis and problem solving in the context of marketing decision-making in the areas of product, pricing, distribution, and integrated communication strategies. The usual pedagogy will be case analysis. Prerequisite: MKT 311.

MKT 472. Student Agency (3) A course in which students, working in teams, act as a full-service agency to prepare a comprehensive campaign for a real-world client, including research, planning and materials production using all KSAs (knowledge/skills/abilities) expected of an entry-level professional. Industry professionals, the client, and the instructor critique student campaigns. Prerequisite: CMM 366 or permission of instructor. Cross-listed as CMM 472.

MKT 495. Special Topics in Marketing (3) A course designed to address topics of special interest to marketing students. Possible areas include international marketing, personal selling, and retail management. Prerequisites: MKT 311 and permission of instructor.

BACHELOR OF SCIENCE IN ENTREPRENEURSHIP

Program Director, Sam Khoury, PhD

The Bachelor of Science in Entrepreneurship at Spring Hill College will offer students a foundational understanding of entrepreneurship and small business management along with practical experience including small business management consulting and entrepreneurial venture development from business idea to business model. The program will encourage entrepreneurship mindset and skills development, while considering Ignatian principles of impact to society. Coursework will include networking opportunities with business leaders and entrepreneurs.

Students who complete the BS in Entrepreneurship will graduate with a thorough understanding of identifying new market opportunities, conducting market research, developing financial models, and managing new ventures and small businesses. Students will complete their education having real-world experience doing customer discovery, working with small business owners, and pitching a new business idea to potential investors.

LOWER-DIVISION

Course	Title	Credit Hours
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263 & 264	Business Statistics and Management Science	6
MTH 111 or 121	Pre-calculus or Calculus I	3-4
BUS 210	Business Communication	3
BUS 220	Business, Society and Sustainability	3

UPPER DIVISION

Course	Title	Credit Hours
BUS 301	Business Law I	3
BUS 320	International Business	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
CIS 381	Information Systems	3
PHL 313	Business Ethics	3
BUS 499	Business Strategy and Policy	3

MAJOR RELATED

Course	Title	Credit Hours
ENT 101	Foundations in Entrepreneurship	3
ENT 201	Entrepreneurial Markets & Opportunities	3
ENT 301	Entrepreneurial Strategy	3
ENT 345	Entrepreneurial Economics/Finance	3
MGT 351	Entrepreneurship & Small Business MGT	3

CIS 470	eCommerce	3
MGT 495	Social Entrepreneurship	3
BUS 496	Business Internship	3
<i>Choose two from the following:</i>		<i>6</i>
MKT 450	Marketing Management (3)	
MKT 472	Student Agency (3)	
PHL 355	Markets & Morality (3)	
POL 389	Foundations of Free Markets & Free Societies (3)	
CIS 371	Web Development (3)	

REQUIRED COURSES

BUS 496. Business Internship (1-3) Under the supervision of the Division of Business Internship Coordinator and an experienced business professional (Internship Site Supervisor). The internship is a pre-arranged, credit-bearing work experience that allows a student to achieve learning objectives that are aligned with the goals of a supervising professional or organization. Internships provide opportunities to explore career options, test career choices and encourage the development of skills within a chosen field. An internship allows students to relate classroom theory and concepts with practical job experience as well as develop new skills that will be transferable to future employers. Variable credit (up to 3 hours per semester); may be repeated for up to six credit hours. Fee: \$10.

CIS 371. Website Development (3) A course designed to introduce the student to website development incorporating data technology. Technologies used to create dynamic data-driven web pages will include Dreamweaver, PHP, MySQL, XHTML and CSS. In addition, the student will learn to interact with and manage a website on a remote server. Substantial lab work will be expected. Cross-listed as ART 371.

CIS 470. e-Commerce (3) The course covers the business and technological aspects of business-to-business and business-to-consumer commerce on the Internet. The student will design, construct and present a web business using one of several web page design packages available. Prerequisites: CIS 115 and CIS 381. MKT 311 highly recommended.

MGT 351. Entrepreneurship and Small Business Management (3) A course in the opportunities and challenges associated with starting, owning and managing "new" and "small" businesses. Emphasis will be placed on entrepreneurial activities; legal constraints and advantages for small businesses; and the particular marketing, management, administrative and financial issues related to small businesses. The intent is to provide students the information they need to turn inspiration and dedication into successful businesses. Prerequisite: MGT 301 or permission of instructor.

MGT 495. Special Topics in Management (3) A course designed to address topics of special interest to management students. Possible areas include labor relations, leadership and research methods. Prerequisites: MGT 301 and permission of instructor.

MKT 450. Marketing Management (3) Strategies and techniques in marketing management. This course focuses on opportunity analysis and problem solving in the context of marketing decision-making in the areas of product, pricing, distribution, and integrated communication strategies. The usual pedagogy will be case analysis. Prerequisite: MKT 311.

MKT 472. Student Agency (3): A course in which students, working in teams, act as a full-service agency to prepare a comprehensive campaign for a real-world client, including research, planning and materials production using all KSAs (knowledge/skills/abilities) expected of an entry-level professional. Industry professionals, the client, and the instructor critique student campaigns. Prerequisite: CMM 366 or permission of instructor. Cross-listed as CMM 472.

PHL 355. Markets and Morality (3) This course involves an extensive discussion of capitalism and socialism, including the various permutations and sub-types of each theory. Students will explore which economic system best promotes social justice, possible moral limitations of free markets, and potential for synthesizing the productivity and efficiency of capitalism with the Jesuit and Catholic commitment to serve others. PHL 101/190 and a lower-division course.

POL 389. Foundations of Free Markets and Free Societies (3) (E) This course begins with a close look at the Scottish Enlightenment of the 18th Century, when thinkers such as David Hume and Adam Smith first systematically discussed "commercial society" (nowadays termed "capitalism" or "liberal democracy"). The course then traces the key political and economic developments of the subsequent 250 years, as free-market ideas extended in influence well beyond their Anglo-American roots. Among themes explored: the philosophical justifications for and against government regulation; the evolution of key constitutional and legal institutions related to private property and contracts; the social effects of trade, consumption, and competition. Prerequisite: Junior standing and POL 112 or POL 283.

BACHELOR OF ARTS/SCIENCE IN INTERDISCIPLINARY STUDIES

Program Director: Victor DiFate, PhD

The Interdisciplinary Studies Program allows capable and highly-motivated students to construct an interdisciplinary course of study that meets their educational and vocational needs in a fashion that cannot be achieved by a more traditional major. Examples of interdisciplinary courses of study include Bioethics, Cognitive Science and Interdisciplinary Humanities.

Degree Requirements

Interdisciplinary Studies offers both a Bachelor of Arts and Bachelor of Science in Interdisciplinary Studies as appropriate to the student's chosen plan of study. All students must complete the following requirements in order to graduate with a degree in Interdisciplinary Studies:

1. All core curriculum requirements must be met in accordance with the requirements of the relevant degree type (Bachelor of Arts or Bachelor of Science).
2. The student must have at least a cumulative GPA of 2.75.
3. The student must complete his or her proposed course of study with at least a C in every course that counts towards that course of study. Additionally, the student must maintain a 2.75 GPA within the courses in that course of study.
4. The student must complete at least 12 hours of 300/400 level courses in one of the disciplines he or she integrates and at least 6 hours of 300/400 level courses in a second discipline he or she integrates. (Students may integrate more than two disciplines.)
5. If a student is unable to enroll in a course in his or her course of study due to vagaries of college scheduling, any substituted course must be approved by the Interdisciplinary Studies Committee before the student enrolls in the course.
6. The student must complete a capstone experience (including a final presentation before the Interdisciplinary Studies Committee) evaluated as passing by his or her advisory committee.
7. During his or her final semester, the student will enroll in either IDS 495 (Interdisciplinary Synthesis Capstone Paper) or IDS 496 (Capstone Project) in order to complete the student's capstone experience and prepare for the presentation to the Interdisciplinary Studies Committee.

The Course of Study Proposal Process

1. All proposals must be approved before the first semester of the student's junior year. In order to meet this requirement, a student must submit his or her application no later than his or her second semester as a sophomore. Proposals are accepted only during the fall and spring semesters.
2. A proposal must actively integrate two or three disciplines into a coherent plan of study in a way that in the judgement of the IDS committee cannot be accomplished by simply majoring in two or more disciplines.
3. A proposal must include the following: Two letters of support from faculty, a proposed course of study, a proposed capstone experience, and a proposal letter from the student

along with a copy of the student's most recent transcript from Spring Hill College and all other universities and colleges attended. (Unofficial copies are acceptable.)

- a. The proposal must be accompanied by two letters of recommendation from faculty drawn from at least two of the disciplines that will be integrated in the proposed course of study.
 - i. One of the recommending faculty will also commit to acting as the student's adviser and closely supervising the student's studies and capstone experience.
 - ii. The other recommending faculty will commit to joining the student's advisory committee.
 - iii. Letters from faculty are to be unread by the student and should frankly (to the best of the faculty member's knowledge) address the need for the student to pursue an interdisciplinary degree (rather than a traditional major or double major), the merit of the proposed project and the student's ability to complete the proposed project.
4. A proposal must also include a proposed course of study consisting of at least 30 hours of 300- and 400-level courses in the disciplines to be integrated, or IDS courses integrating those disciplines. Students are encouraged to think carefully about future course offerings and prerequisites to create a planned course of study that is feasible as well as conducive to his or her aims.
 - a. The proposed course of study should be organized so as to indicate which classes will be taken in what semester, when the capstone experience will be completed, the timing and content of any independent studies and/or internships or other projects off campus and a projected graduation date.
 - i. Students may not double major in IDS and another field. Minors are however encouraged and any planned minor should be included in the proposal.
 - ii. A student may submit or alter one of the IDS template courses of study rather than creating his or her own.
 - b. A detailed description of a capstone experience to be supervised by the student's adviser that indicates clearly how the proposal will integrate the
 - c. The proposal letter from the student will describe all aspects of the student's proposal, detailing the disciplines to be integrated, why the student wants to pursue an interdisciplinary studies degree rather than a traditional major, and the student's plans for life and work after graduation. The student should aim to demonstrate that his or her proposed degree and plans are uniquely valuable in achieving his or her long-term goals.

STUDENT ADVISORY COMMITTEES

The student will organize an advisory committee to advise his or her work until graduation and to evaluate his or her capstone experience.

- a. The advisory committee will normally comprise three full-time, tenure track or tenured faculty members at Spring Hill College.
 - i. The first member must be the student's advisor.

- ii. The second member will normally be the student's second faculty recommender from the proposal process though it may be a different Spring Hill College full-time tenure track or tenured faculty member.
 - iii. The third member may be drawn from faculty or appropriate experts outside of Spring Hill College.
 - iv. Any such outside member must be approved by the student's advisor and second advisory committee member.
- b. The advisory committee will be responsible for evaluating the student's capstone experience (including presentation of that experience) as passing, passing with honors or failing.
- i. A passing result can only be given if no advisory committee members give the student a failing result.
 - ii. A passing with honors result can only be given if all of the advisory committee members give the student a passing with honors result.

LOWER-DIVISION COURSES - These courses will be taught as either tutorials or seminars.

IDS 290. Special Topics (1-3) Interdisciplinary special topics.

IDS 291. Special Topics (3) (W) Interdisciplinary special topics.

IDS 292. Special Topics (3) (D) Interdisciplinary special topics.

UPPER-DIVISION COURSES

IDS 390. Special Topics (1- 3) Interdisciplinary special topics. The course will be taught either on a tutorial or seminar basis.

IDS 391. Special Topics (3) (W) Interdisciplinary special topics. The course will be taught either on a tutorial or seminar basis.

IDS 392. Special Topics (3) (D) Interdisciplinary special topics. The course will be taught either on a tutorial or seminar basis.

IDS 393. Special Topics (3) (D/W) Interdisciplinary special topics. The course will be taught either on a tutorial or seminar basis.

IDS 394. Special Topics (3) (I) Interdisciplinary special topics. The course will be taught either on a tutorial or seminar basis.

IDS 397. Topics in Gender Studies (3) (W/D) Same course as GDR 397.

IDS 460. Multicultural Environments (3) (W/D) Students are introduced to the role culture plays in forming the ways people think, identify themselves, interact and make decisions. Various culture groups are compared and contrasted in order to understand their different values, social behaviors, and traditions. The relationship between culture and language is also examined.

IDS 490. Interdisciplinary Internship (3-6) Professional experience through a semester of directed part-time employment. Enrollment restricted to juniors and seniors.

IDS 495. Interdisciplinary Synthesis Paper (3) (W) An integrating course intended primarily for interdisciplinary studies majors at the end of their program. The course will be taught either on a tutorial or seminar basis.

IDS 496. Interdisciplinary Synthesis Project (3) An integrating course intended primarily for interdisciplinary studies majors at the end of their program. The course will be taught either on a tutorial or seminar basis.

BACHELOR OF SCIENCE IN MANAGEMENT INFORMATION SYSTEMS

Program Director, Sam Khoury, PhD

The objective of the MIS program is to equip students with the skills and knowledge needed to allow them to work in organizations that have diverse information processing needs or to found businesses of their own, utilizing the knowledge gained in the program and in the overall Business curriculum. In addition to completing the common core of business classes, students choosing the MIS program will study e-commerce, systems analysis and design, database tools and concepts, networking and other key information processing areas. The senior integrating course in MIS is CIS 484 Systems Analysis and Design. The course requires the student to synthesize the concepts and knowledge gained in all the courses in the concentration and, utilizing this knowledge, participate in a substantial group project. The MIS program is particularly designed to prepare students for careers in computer and management information departments of firms and other organizations and for additional graduate study in information systems or business. In conjunction with the entire Business curriculum, students are also trained in the fundamentals of new business creation.

LOWER-DIVISION

Course	Title	Credit Hours
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263 & 264	Business Statistics and Management Science	6
MTH 111 or 121	Pre-calculus or Calculus I	3-4
BUS 210	Business Communication	3

UPPER-DIVISION

BUS 301	Business Law I	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
PHL 313	Business Ethics	3
BUS 499	Business Strategy and Policy	3

MAJOR-RELATED

CIS 221	Introduction to Object-Oriented Programming	3
CIS 322	Advanced Object-Oriented Programming	3
CIS 371	Website Development	3
CIS 381	Information Systems	3
CIS 382	Database Management Systems	3
CIS 383	Enterprise Resource Planning	3
CIS 403	Operating Systems	3
CIS 470	E-Commerce	3
CIS 484	Systems Analysis and Design	3
CIS 486	Digital Communications and Networks	3

CIS 495	Special Topics in Computer Information Systems	3
MGT XXX	Project Management	3

LOWER-DIVISION COURSES

CIS 115. Applications in Computer Information Systems (3) An introduction to the Windows-based applications used for solving business and non-business problems. Emphasis is placed on spreadsheets using Excel, word processing using Word, presentation design using PowerPoint and database design using Access. Substantial Windows lab work will be required. Ethical issues in computer applications are addressed.

CIS 221. Introduction to Object-Oriented Programming (3) An introduction to the design and implementation of algorithmic solutions to problems using an object-oriented programming language such as JAVA. Problem solving methods include: modularity, reliability, testing

UPPER-DIVISION COURSES

CIS 322. Advanced Object-Oriented Programming (3) The course introduces the student to programming and complex data structures in an object-oriented paradigm. Topics include event-driven programming, advanced data structures and problem-solving techniques using an object-oriented approach in a language such as JAVA or C++. Prerequisites: MTH 111 or equivalent and CIS 221.

CIS 371. Website Development (3) A course designed to introduce the student to website development incorporating data technology. Technologies used to create dynamic data-driven web pages will include Dreamweaver, PHP, MySQL, XHTML and CSS. In addition, the student will learn to interact with and manage a website on a remote server. Substantial lab work will be expected. Cross-listed as ART 371.

CIS 381. Information Systems (3) An intensive study of the effective application of database design, development and management functions in businesses. Database projects in Access database software and investigation of e-commerce techniques will be covered. Ethical and policy issues related to database development and e-commerce (data mining, data retrieval, World Wide Web, privacy issues, etc.) will be discussed. Prerequisites: CIS 115 and junior standing.

CIS 382. Database Management Systems (3) Structure, management and design of databases including hierarchical, network and relational database models. Students will utilize Microsoft Access to develop a complex and complete database application. Prerequisite: CIS 381 or consent of the instructor.

CIS 383. Enterprise Resource Planning (3) This course is an introduction to Enterprise Information Systems (ERP) used within manufacturing, logistics, and supply chain management operations. The integration of most of an organization's information systems needs into one system that connects suppliers, manufacturers, and retailers is the focus of the course. The courses will also cover other specialized information systems.

CIS 403. Operating Systems (3) (W) An introduction to computer architecture concepts and an in-depth study of the fundamentals of operating systems. Topics include memory management, CPU scheduling, concurrency, and security issues. Students will be required to demonstrate mastery of

operating systems concepts by researching and presenting how the topics studied are implemented in a specific operating system. Prerequisite: CIS 221.

CIS 470. e-Commerce (3) The course covers the business and technological aspects of business-to-business and business-to-consumer commerce on the Internet. The student will design, construct and present a web business using one of several web page design packages available.

Prerequisites: CIS 115 and CIS 381. MKT 311 highly recommended.

CIS 484. Systems Analysis and Design (3) Designated as the senior integrating course within the CIS concentration. Students will be expected to have completed most of their CIS requirements prior to taking this course. The course will involve a study of the methods of analysis, design and implementation of computer-based information systems. Design of files, user interface, database operation and the organizational structure of a system will be emphasized. A major project involving all the primary components of CIS will be a significant portion of the course. Prerequisites: CIS 381 and senior standing.

CIS 486. Digital Communications and Networks (3) Design of communication systems and components, including modems, multiplexers, switching and routing equipment, transmission protocols and network topologies. Students will consider different networking technologies from the vantage point of business policy and technical implications. Prerequisite: CIS 381.

CIS 495. Special Topics in Computer Information Systems (3) A course designed to address topics of special interest to CIS students. Possible areas include neural networks, Oracle database programming and modeling and simulation. Permission of discipline director.

MGT XXX. Project Management (3) This course explores the project management framework, project management processes, project integration management, project scope management, time management, and cost management. This course will utilize a popular project management software package to apply project management concepts and manage sample projects. Prerequisite: CIS.

BACHELOR OF SCIENCE IN ORGANIZATIONAL LEADERSHIP

Program Director: Stephanie Gapud, PhD

The Organizational Leadership major integrates the SHC liberal arts foundation with courses in management, leadership, organizational analysis and decision making to aid graduates in becoming more effective members of their respective organizations.

CORE SKILLS:

- Effective written presentation: develop clear, concise, expository style and master practical forms used in professional situations.
- Effective oral presentation: deliver informative and persuasive presentations and make effective use of media.
- Analytic thinking and creative problem solving: apply analytic and creative thinking skills to recognize, define and solve personal, professional and social problems.
- Interpersonal communication and group leadership: master active listening, assertiveness and conflict resolution skills to function in one-on-one and group problem-solving situations.

CAREER SKILLS

- Understand basic principles and typical patterns of human and group behavior to provide decision-making leadership in an organizational setting.
- Ability to apply qualitative and quantitative data-gathering and analysis skills to appropriately define the problem and plan solutions.
- Ability to consider and utilize ethical dimensions involved in solving organizational and social problems.
- Demonstrated aptitude with organizational theories and management skills and ability to apply appropriately.
- Demonstrated understanding of contingency-based theories of leadership.
- Demonstrated understanding of social skills required to function in an organization and a global society (including but not limited to etiquette, emotional intelligence, organizational culture, cross-cultural knowledge).
- Demonstrated understanding of key concepts about managing/leading in a diverse environment, conflict resolution and negotiation.
- Self-awareness of nonnegotiable values and strategies to maintain maximum flexibility within that framework.

ORGANIZATIONAL LEADERSHIP

LOWER-DIVISION

Course	Title	Credit Hours
BUS 220	Business, Society, and Sustainability	3
CIS 115	Applications in Computer Information Systems	3
CMM 150	Introduction to Public Speaking	3
CMM 220	Principles of Strategic Communication	3
ECO 101	Principles of Macroeconomics	3
PSY 101	General Psychology	3
PSY200	Social Psychology	3

UPPER-DIVISION

Course	Title	Credit Hours
BUS 376/CMM376	Intercultural Communication	3
PHL 313	Business Ethics	3
MGT 301	Management Principles	3
MGT 320	Organizational Behavior	3
LDR 310	Work, Motivation & Leadership in the New Workplace	3
LDR 410	Managing Diversity in the Workplace	3
LDR 420	Conflict Management & Resolution	3
LDR 490	Senior Seminar/Capstone	3
	<i>Choose one of the following:</i>	3
CMM 375	Gender Communication (3)	
ENG 244	Asian Literature (3)	
ENG 245	Introduction to African American Literature (3)	
ENG 246	Introduction to Hispanic American Literature (3)	
ENG 248	Introduction to American Indian Literature (3)	
HIS 324	Women in American History (3)	
HIS 325	Women's History (3)	
HIS 326	African-American History (3)	
HIS 330	World Cultures (3)	
PSY 310	Psychology of Gender (3)	
SOC 355	Race and Ethnic Relations (3)	
SOC 375	Gender and Society (3)	
	<i>Choose three of the following:</i>	9
ART/CIS 371	Website Development (3)	
BUS 301	Business Law (3)	
BUS 320	International Business (3)	
BUS 395	Pre-Professional Development (3)	
CMM 225	Communication for Non-Profits (3)	
CMM 370	Communication Theory (3)	
BUS 201	Personal Financial Literacy (3)	
HCM 450	Healthcare: Strategy and Management (3)	
PHL 350	Philosophy of Law (3)	
PSY 330	Industrial/Organizational Psychology (3)	
POL 377	Global Health Governance (3)	
POL 379	International Political Economy (3)	

MGT351	Entrepreneurship and Small Business Management (3)
MKT 311	Marketing Principles (3)
MKT/CMM364	Media Planning and Measurement (3)
SPM 410	Sports Facilities Management (3)
SCM 401	Principles and Logistics of Supply Chain (3)
LDR***	(Any 3 of the 1-credit LDR classes) (3)

PROGRAM COURSES

ART 371. Website Development (3) A course designed to introduce the student to website development incorporating data technology. Technologies used to create dynamic data-driven web pages will include Dreamweaver, PHP, MySQL, XHTML and CSS. In addition, the student will learn to interact with and manage a website on a remote server. Substantial lab work will be expected. Cross-listed as CIS 371.

BUS 201. Personal Financial Literacy (3) This course provides a comprehensive examination of the entire financial planning process. Specific areas covered include the budget process, managing money, managing credit, tax planning, insurance, risk management, personal investing, investment planning, retirement planning and estate planning.

BUS 220. Business, Society, and Sustainability (3) An introduction to the role of business in society highlighting the importance of Ignatian business and leadership principles and global business citizenship. Students will also study the traditional business disciplines of accounting, finance, economics, information technology, marketing, management and business ethics and strategy. Moreover, this course will have a service-learning component.

BUS 301. Business Law I (3) This course will give an introduction into many areas of the law, including contracts, torts, criminal law, civil procedure, corporate law, property, the court system and all areas of employment law. Practical application of such law will be heavily emphasized.

BUS 320. International Business (3) An overview of business in an international environment, incorporating economic, management, marketing and financial implications of international transactions. Topics include exchange rates, trade policy, international institutions, global theory and cultural aspects of business.

BUS 376. Intercultural Communication (3) Develops an understanding of the communication process in the context of cultural plurality. Students explore how meaning is formed within cultural frameworks and examine contemporary social phenomena, such as diversity, multiculturalism, transnational media and worldwide popular culture. Cross-listed as CMM 376.

BUS 395. Pre-Professional Development (1) Introduction to professions within business. Course includes internship preparation, resume development, networking fundamentals and featured presentations from business professionals. Permission of instructor recommended to complete this course prior to enrollment in BUS 496 Fee: \$10

CIS 115. Applications in Computer Information Systems (3) An introduction to the Windows-based applications used for solving business and non-business problems. Emphasis is placed on spreadsheets using Excel, word processing using Word, presentation design using PowerPoint and database design using Access. Substantial Windows lab work will be required. Ethical issues in computer applications are addressed.

CIS 371. Website Development (3) A course designed to introduce the student to website development incorporating data technology. Technologies used to create dynamic data-driven web pages will include Dreamweaver, PHP, MySQL, XHTML and CSS. In addition, the student will learn to interact with and manage a website on a remote server. Substantial lab work will be expected. Cross-listed as ART 371.

CMM 150. Introduction to Public Speaking (3) Introduction to the fundamentals of oral communication including how to research, organize, prepare and deliver oral presentations in a one-to-many communication setting. Lab Fees: Curriculum and Equipment.

CMM 220. Principles of Strategic Communication (3) Principles, history, theory and practice of public relations and advertising, including elements of integrated marketing communication and persuasion. Lab Fee: Curriculum.

CMM 225. Communication for Non-Profits (3) An introduction to mission-based communication and fund development for students interested in pursuing professional or volunteer service in the non-profit sector. Lab Fee: Curriculum.

CMM 364. Media Planning and Measurement (3) Study of the selection and evaluation of media to meet the goals, objectives, strategies, and tactics of a promotional plan. A survey of media planning principles, scheduling and buying as well as measurement principles and evaluation, including web analytics. Prerequisite: MKT 311 or CMM 220 or permission of instructor. Cross-listed as MKT 364. Lab Fee: Curriculum.

CMM 370. Communication Theory (3) This course examines major theories of human communication pertaining to media messages, media production and media consumption. Students use various conceptual frameworks to understand the communication process and engage in critical analysis of media applying the theories. Prerequisites: completion of Communication Arts lower-division departmental requirements or permission of instructor. Lab Fee: Curriculum.

CMM 375. Gender Communication (3) Explores the relationship between gender and communication, particularly in the context of our media-saturated culture. Students examine how gender is created through communication by analyzing verbal and nonverbal gendered patterns and media constructions of gender. The course aims to empower students to transcend potential limitations of gender identity and gender barriers in communication. Also offered as CMM 502. Lab Fee: Curriculum.

CMM 376. Intercultural Communication (3) Develops an understanding of the communication processes in the context of cultural plurality. Students explore how meaning is formed within cultural frameworks and examine contemporary social phenomena, such as diversity, multiculturalism, transnational media and worldwide popular culture. Cross-listed as BUS 376. Also offered as CMM 503. Lab Fee: Curriculum.

ECO 101. Principles of Macroeconomics (3) An introduction to the nature and scope of economics. Emphasis is placed upon macroeconomic aspects of the study of economics. Topics include: supply and demand analysis, inflation, unemployment, aggregate output, economic growth and money and banking. Monetary and fiscal policy options are emphasized.

ENG 244. Asian Literature (3) An introduction to the literature in translation of Asian writers. Readings are usually in 20th-century fiction and might include the work of Yukio Mishima (Japan), Pramoedya Ananta Toer (Indonesia), Duong Thu Huong (Vietnam), and Mo Yan (China).

ENG 245. Introduction to African American Literature (3) A multi-genre exploration of the rich literary contributions of African American writers, primarily focusing on the 20th century from the Harlem Renaissance through the Black Arts Movement and contemporary fiction. May include some 19th-century texts, such as slave narratives and early poetic works. Readings might include works from such writers as Frederick Douglass, W. E. B. Du Bois, Langston Hughes, Zora Neale Hurston, James Baldwin, Malcolm X, Toni Morrison, August Wilson and Gwendolyn Brooks.

ENG 246. Introduction to Hispanic American Literature (3) An introduction to literature written by Hispanic Americans living in the US and writing in English. Texts can be essays by Gloria Anzaldúa, novels and short stories by authors such as Junot Díaz, Rudolfo Anaya, Piri Thomas, Cristina García, Julia Alvarez and poetry by assorted authors. The course may offer an opportunity to meet Hispanic American immigrants and hear their stories.

ENG 248. Introduction to American Indian Literature (3) An exploration of myths and legends, fiction, poetry, autobiography and other nonfiction by American Indians spanning from pre-colonial times through the late 20th-century Renaissance in native writing. Readings may include such writers as Zitkala-Sa, Leslie Marmon Silko, Sherman Alexie, Peter Blue Cloud and John (Fire) Lane Deer.

HCM 450. The Business of HealthCare: Strategy and Management (3) An overview of the business of health, emphasis on evaluating the challenges facing healthcare organizations using competitive analysis, identify their past responses, and explore the current strategies they are using to manage these challenges (and emerging ones) more effectively. Prerequisites: MGT 301, MKT 311, FIN 301.

HIS 324. Women in American History (3) A study of the experiences of American women from the colonial era to the present, focusing on the major historical issues and historiographical debates surrounding American women's history. Topics will include: the legal status of women; class, ethnic, racial and regional differences amongst American women; women's education; the suffrage movement; the female economy and feminism. Prerequisite: HIS 110 or HIS 120.

HIS 325. Women's History (3) A study of the cultural, social, legal and political situation of women. Attention is given to the effects of tradition, class, race, education, vocational and professional opportunities and government policies regarding women. Specific topics include women in American history, women in European history and women in the nineteenth and twentieth centuries. Prerequisite: HIS 110 or HIS 120.

HIS 326. African-American History (3) A study of the major issues in African-American history, with a focus on the study of primary documents. Topics include the slave trade, slavery, slave resistance, emancipation, the Jim Crow. Prerequisite: HIS 110 or HIS 120.

HIS 330. World Cultures (3) A historical study of the principal cultures of the world from prehistory to the modern period. Prerequisite: HIS 110 or HIS 120.

LDR 310. Work, Motivation and Leadership in the New Workplace (3) This highly interdisciplinary course deals with the problems, purpose and function of work in our daily lives, especially as they affect our character development and define us as human beings. Given the profound effects of

work on our total development and happiness, it is crucial to examine critically what we choose to do and, therefore, become.

LDR 410. Managing Diversity in the Workplace (3) This course examines management and leadership issues arising from both demographic and legal trends in increasing workplace diversity. Students examine the implications of workplaces characterized by differences in gender, ethnicity, cultural heritage and lifestyle.

LDR 420. Conflict Management and Resolution (3) A study of various methods of conflict resolution at different organizational levels. The course deals with causes of conflict and the process of conflict management and resolution. Different negotiating techniques and approaches to bargaining will be explored through a series of case studies.

MGT 301. Management Principles (3) A study of the nature and principles of management. An integrated approach to the study of principles is taken through consideration of the functional, behavioral and management science schools of thought. Prerequisites: ECO 101 and 102, and ACC 201, or permission of instructor.

MGT 320. Organizational Behavior (3) This course involves the study of individual and group behavior within organizations including motivation, leadership and communication theory. Prerequisite: MGT 301.

MGT 351. Entrepreneurship and Small Business Management (3) A course in the opportunities and challenges associated with starting, owning and managing "new" and "small" businesses. Emphasis will be placed on entrepreneurial activities; legal constraints and advantages for small businesses; and the particular marketing, management, administrative and financial issues related to small businesses. The intent is to provide students the information they need to turn inspiration and dedication into successful businesses. Prerequisite: MGT 301 or permission of instructor.

MKT 311. Marketing Principles (3) A basic study of principles and policy for marketing decisions concerning the distribution of goods and services in both the profit and not-for-profit sectors. Special attention is given to formulation of policies and strategies as they relate to products, price, promotion, and distribution channels within the internal and external environment of the business. Prerequisites: ECO 101 and 102, and ACC 201, or permission of instructor.

MKT 364. Media Planning and Measurement (3) Study of the selection and evaluation of media to meet the goals, objectives, strategies and tactics of a promotional plan. A survey of media planning principles, scheduling and buying as well as measurement principles and evaluation, including web analytics. Prerequisite: MKT 311 or CMM 220 or permission of instructor. Cross-listed as CMM 364. Lab Fee: Curriculum.

PHL 313. Business Ethics (3) An examination of major ethical theories and their application to the professional problems and conduct of persons engaged in business and management. Prerequisites: PHL 101/190.

PHL 350. Philosophy of Law (3) An examination of the nature of law and morality, liberty, justice, equality and punishment. Contemporary social issues such as the right to privacy, obscenity and pornography, capital punishment, equality between the sexes are also discussed. Prerequisites: PHL 101/190 and a lower-division course.

POL 377. Global Health Governance (3) A writing-intensive seminar that probes major themes and issues in the study of public health with attention to international cooperation and human rights. Prerequisite: Sophomore standing.

POL 379. International Political Economy (3) An analysis of international relations in combination with political economy. The course explores the development of a world economic system and the complex synergy among political and economic forces in the world. Prerequisite: POL 151 or POL 161.

PSY 101. General Psychology (3) This course will provide students with a broad introduction to the field of psychology and help them develop a more comprehensive and accurate understanding of human behavior. Among the topics covered are the history of psychology, biological causes of behavior, learning, memory, development, personality and psychological disorders. Required of Psychology, Health Sciences and Nursing majors.

PSY 200. Social Psychology (3) Psychological and group influences on perception; attitude formation and change; the development of social relations, i.e., affiliation, attraction and affective bonds; group processes, especially leadership, group problem-solving, status and role differentiation; group influences on aggression, mob and panic behavior; escalation and resolution of interpersonal, intergroup and international conflict. Prerequisite: PSY 101.

PSY 310. Psychology of Gender (3) This course examines the roots, nature and social construction of gender. It will focus on psychological issues related to the roles assumed by males and females in contemporary society. Prerequisites: PSY 101 and one 200-level course.

PSY 330. Industrial/Organizational Psychology (3) This course offers an introduction to the application of psychological principles and theories to the workplace. Topics include worker attitudes, stress in the workplace, job analysis, training, selection and performance, as well as organizational development, structure and culture. There will be a strong application/experiential learning component to this class. Prerequisites: PSY 101 and one 200-level course. Cross-listed as MGT 330.

SCM 401. Principles of Logistics and Supply Chain Management (3) Principles of contemporary approaches to logistics and supply chain management. Topics discussed include inventory control, forecasting, vendor management, procurement, transportation, warehousing, global logistics, lean logistics, reverse logistics, and supply chain integration techniques.

SOC 355. Race and Ethnic Relations (3) A scientific study of the relationships and problems of the major cultural, ethnic, racial and religious minorities in American society. This course examines ethnic, racial and other minority groups from both a historical and a contemporary perspective. Includes a review of theories concerning prejudice and discrimination, patterns of minority relations and future race relationship patterns in the United States. Requires 20 hours of service to the community. Prerequisites: SOC 101 and any 200 level SOC class, Junior or Senior standing

SOC 375. Gender and Society (3) An examination of the nature and consequences of social differentiation and stratification on the basis of sex and gender. An inquiry into the institutional bases of gender roles and gender inequality, cultural perspectives on gender, gender socialization, feminism and gender-role change. Analysis of social position of women and men in society, focusing on their positions in institutional areas such as the family, politics, work and education. Evaluation of

theories of biological, psychological and sociological bases for the behavior and characteristics of women and men. Emphasis on contemporary American society. Prerequisite: SOC 101 or consent of the instructor.

SPM 410. Sports Facilities Management (3) This course examines the fundamental theories, standards, and recommendations for developing, planning, constructing, and managing various venues in sport.

BACHELOR OF SCIENCE IN PHILOSOPHY, POLITICS, AND ECONOMICS

Program Director: Thomas Metcalf, PhD

Philosophy, Politics, and Economics (“PPE”) is an interdisciplinary program designed with two goals: (1) to prepare students for careers or graduate study in public policy, social or political philosophy, law, applied economics, public service, or social or political nonprofit organizations; and (2) to produce careful, conscientious, informed, and morally perceptive citizens, voters, advocates, and leaders.

Requirements

Bachelor’s degree candidates must complete PHL 498 or POL 491 during their senior year. All majors must show competency in oral communication, which is usually demonstrated by satisfying the speech requirement in PHL 498 or POL 491. The major requires 45 credit hours; the minor requires 21 credit hours. For the purpose of satisfying “free electives,” the student’s major division will be counted as comprising all and only the courses listed in the bulletin as PHL or POL courses.

Suggested Concentrations

Optionally, a student may wish to follow one of these suggested concentrations. These have no effect on the credential earned nor on the number of credits required; they are simply ways of concentrating on one aspect of the potential PPE degree. These concentrations all use the same lower-division courses, but have different sets of upper-division courses, as follows.

Pre-Law or Criminal Justice:

Three courses from the set: PHL 214/311/313/350/351/352;
 three courses from the set: POL 321/324/325/340/341/342/386;
 one course from the set: PHL 355/POL 389; and
 take POL 491.

Economics or Business:

Three courses from the set: PHL 214/310/311/313/351/352;
 three courses from the set: POL 323/324/342/377/379/383/385;
 one course from the set: ECO 301/ECO 434/FIN 321; and
 one course from the set: PHL 498/POL 491.

Social Justice or Non-Profit Organizations:

Three courses from the set: PHL 214/310/311/313/315/316/322/350;
 three courses from the set: POL 323/324/342/377/379/383/385/386;
 one course from the set: PHL 355/POL 389; and
 take PHL 498.

LOWER-DIVISION

Course	Title	Credit Hours
PHL 101/190	Introductory Logic	3
PHL 210/291	Ethics	3
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
POL 112	Introduction to American Politics	3
POL 283	American Political Thought	3
<i>Choose one of the following</i>		3
MTH 163	Basic Statistics for the Sciences (3)	
PSY 263	Statistics for the Social Sciences (3)	
BUS 263	Business Statistics (3)	

UPPER-DIVISION

Course	Title	Credit Hours
<i>Choose three of the following:</i>		9
PHL 214	Environmental Ethics (3)	
PHL 310	Advanced Ethics (3)	
PHL 311	Bioethics (3)	
PHL 313	Business Ethics (3)	
PHL 315	Ethical Theory (3)	
PHL 316	Justice (3)	
PHL 322	Philosophy and Gender (3)	
PHL 350	Philosophy of Law (3)	
PHL 351	Western Political Philosophy I ¹ (3)	
PHL 352	Western Political Philosophy II ¹ (3)	
<i>Choose three of the following:</i>		9
POL 321	Political Parties and Interest Groups (3)	
POL 323	American Foreign Policy (3)	
POL 324	Public Policy (3)	
POL 325	Public Administration (3)	
POL 340	Constitutional Law (3)	
POL 341	Judicial Processes and Procedures (3)	
POL 342	Civil Liberties and Civil Rights (3)	
POL 377	Global Health Governance (3)	
POL 379	International Political Economy (3)	
POL 381	Western Political Philosophy I ¹ (3)	
POL 382	Western Political Philosophy II ¹ (3)	
POL 383	Catholic Social Thought (3)	
POL 385	Marxism and 20 th Century Political Thought (3)	
POL 386	Political Ideologies and Public Opinion (3)	
<i>Choose one of the following:</i>		3
ECO 301	Managerial Economics (3)	
ECO 434	International Trade and Finance (3)	
FIN 321	Money and Capital Markets (3)	
PHL 355	Markets and Morality (3)	

POL 389	Foundations of Free Markets (3)	
<i>Choose one of the following:</i>		3
PHL 498	Senior Seminar (3)	
POL 491	Seminar in American Government and Politics (3)	
<i>Choose one of the following:</i>		0-3
Italy Center or other study-abroad experience ²		
Internship arranged through Division of Business (e.g. BUS 496) through Career Services, or through the Foley Center ²		

¹ Normally, PHL351-352 are cross-listed with POL381-382. Students may not use PHL351 to count also as POL381, nor use PHL352 to count as POL352, nor vice-versa, for the purposes of satisfying the program requirements. For example, students who take PHL351 and PHL352 still need two courses from among POL321, 323, 324, 325, 377, 379, 383, and 386, and may not use POL381 nor POL382 to satisfy this requirement.

² This experience or internship must be of at least 90 days' duration with significant engagement in issues of justice, economics, or development. Other than the Italy Center as an experience, approval decided by program director.

BACHELOR OF SCIENCE IN SPORT MANAGEMENT

Program Director, Sam Khoury, PhD

The Sport Management program combines business management foundations with the ever-growing field of sport. The Sport Management program covers the areas of sport marketing, facilities management, fundraising, law, and governance. The sport management courses, coupled with the business core of the academic program, is designed to prepare students for positions in professional sport, interscholastic and intercollegiate athletics, sport media relations, sports information and promotions, sport coaching, sport facility management/operations, sport marketing, sport consulting and sport administration. In addition, the curriculum prepares students to enter a graduate program after course completion, if desired.

LOWER-DIVISION

Course	Title	Credit Hours
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263 & 264	Business Statistics and Management Science	6
MTH 111 or 121	Pre-calculus or Calculus I	3-4
BUS 210	Business Communication	3
BUS 220	Business, Society and Sustainability	3

UPPER-DIVISION

Course	Title	Credit Hours
BUS 301	Business Law I	3
BUS 320	International Business	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
CIS 381	Information Systems	3
PHL 313	Business Ethics	3
BUS 499	Business Strategy and Policy	3

MAJOR-RELATED

Course	Title	Credit Hours
PSY 160	Psychology of Sport	3
BUS 201	Personal Financial Literacy	3
WRI 251	Introduction of Media Writing	3
SOC 385	Sociology of Sport/Leisure	3
MKT 364	Media Planning & Measurement	3
SPM 401	Sports Law	3
SPM 410	Sports Facilities Management	3
SPM 420	Sports Marketing and Promotion	3

Choose two from the following:

6

SPM 495 Special Topics in Sport Mgmt. (3)

BUS 496 Business Internship (3)

MKT/MGT/CMM 3XX or 4XX-level as approved by program director (3)

REQUIRED COURSES

BUS 201. Personal Financial Planning (3) This course provides a comprehensive examination of the entire financial planning process. Specific areas covered include the budget process, managing money, managing credit, tax planning, insurance, risk management, personal investing, investment planning, retirement planning and estate planning.

BUS 496. Business Internship (1-3) Under the supervision of the Division of Business Internship Coordinator and an experienced business professional (Internship Site Supervisor). The internship is a pre-arranged, credit-bearing work experience that allows a student to achieve learning objectives that are aligned with the goals of a supervising professional or organization. Internships provide opportunities to explore career options, test career choices and encourage the development of skills within a chosen field. An internship allows students to relate classroom theory and concepts with practical job experience as well as develop new skills that will be transferable to future employers. Variable credit (up to 3 hours per semester); may be repeated for up to six credit hours. Fee: \$10.

MKT 364. Media Planning and Measurement (3) Study of the selection and evaluation of media to meet the goals, objectives, strategies and tactics of a promotional plan. A survey of media planning principles, scheduling and buying as well as measurement principles and evaluation, including web analytics. Prerequisite: MKT 311 or CMM 220 or permission of instructor. Cross-listed as CMM 364. Lab Fee: Curriculum.

SCM 301. Principles of Logistics and Supply Chain Management (3) Principles of contemporary approaches to Logistics and Supply Chain management. Topics discussed include inventory control, forecasting, vendor management, procurement, transportation, warehousing, global logistics, lean logistics, reverse logistics, and Logistics and Supply Chain integration techniques.

SCM 410. Transportation Management (3) An analysis of domestic and international transportation in support of Logistics and Supply Chain management operations. Topics include third party evaluation and selection, transportation mode selection, logistics network design, transportation regulations, and routing and scheduling. Prerequisites: SCM 301

SPM 401. Sports Law (3) This course covers the core areas of law relevant to the business of sport. It is intended to introduce students to significant legal issues in sport. Prerequisites: 300 level courses in Business Administration curriculum, or permission of program director.

SPM 410. Sports Facilities Management (3) This course examines the fundamental theories, standards, and recommendations for developing, planning, constructing, and managing various venues in sport. Prerequisites: 300 level courses in Business Administration curriculum, or permission of program director.

SPM 420. Sports Marketing and Promotion (3) This course emphasizes marketing and public relations by addressing the importance of a sport-related organization maintaining a favorable public image through consistent media outreach. Prerequisites: 300 level courses in Business Administration curriculum, or permission of program director.

SPM 495. Special Topics in Sports Management (3) A course designed to address topics of special interest to students interested in the sports management field. Prerequisites: permission of program director.

SOC 385. Sociology of Sport/Leisure (3) An analytic view of institutionalized sport focusing on the social values, culture and ideology manifested in sport. Prerequisite: SOC 101 or consent of the instructor.

WRI 251. Introduction to Media Writing (3) A survey of writing formats, techniques, and styles (journalism, advertising and public relations) for a number of medias: newspapers, magazines, broadcasting and the Internet. Same course as CMM 251. Prerequisite: ENG 123.

BACHELOR OF SCIENCE IN SUPPLY CHAIN MANAGEMENT

Program Director, Sam Khoury, PhD

The objective of the concentration in Logistics and Supply Chain Management (SCM) is to equip students with the management skills needed to manage the flow of goods and services within industries. The movement and storage of raw materials, work-in-process, and finished goods all the way from the point of origin to the point of consumption falls within the scope of SCM. Any organization that deals with goods or services is in some way part of this process and therefore part of a Logistics and Supply Chain. Since organizations are part of Logistics and Supply Chains, they employ Logistics and Supply Chain management professionals that strive to reduce materials and transportation costs, while optimizing efficiency through distribution channels. The knowledge gained from this concentration and the overall business curriculum will prepare students for careers as logistics analysts, transportation managers, purchasing professionals, and other logistics and SCM related positions. In addition to completing the common core of business classes, students will complete courses in Logistics and Supply Chain management, purchasing, transportation, global logistics, and warehousing and distribution.

LOWER-DIVISION

Course	Title	Credit Hours
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263 & 264	Business Statistics and Management Science	6
MTH 111 or 121	Pre-calculus or Calculus I	3-4
BUS 210	Business Communication	3
BUS 220	Business, Society and Sustainability	3

UPPER DIVISION

Course	Title	Credit Hours
BUS 301	Business Law I	3
BUS 320	International Business	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
CIS 381	Information Systems	3
PHL 313	Business Ethics	3
BUS 499	Business Strategy and Policy	3

MAJOR RELATED

Course	Title	Credit Hours
SCM 301	Principles of Logistics and SCM	3
SCM 310	Principles of Procurement	3
CIS 382	Database Management Systems	3
CIS 383	Enterprise Resource Planning	3

SCM 384	Operations and Supply Chain Management	3
SCM 410	Transportation Management	3
SCM 420	Warehousing and Inventory Mgmt.	3
MKT 495	International Marketing	3

Choose two of the following: 6

BUS 496	Business/SCM Internship (3)
BUS 363	Essentials of Business Analytics (3)
SCM 495	Special Topics or course approved by program director Or Course Approved by Program Director (3)

UPPER-DIVISION COURSES

BUS 496. Business Internship (1-3) Under the supervision of the Division of Business Internship Coordinator and an experienced business professional (Internship Site Supervisor). The internship is a pre-arranged, credit-bearing work experience that allows a student to achieve learning objectives that are aligned with the goals of a supervising professional or organization. Internships provide opportunities to explore career options, test career choices and encourage the development of skills within a chosen field. An internship allows students to relate classroom theory and concepts with practical job experience as well as develop new skills that will be transferable to future employers. Variable credit (up to 3 hours per semester); may be repeated for up to six credit hours. Fee: \$10.

CIS 382. Database Management Systems (3) Structure, management and design of databases including hierarchical, network and relational database models. Students will utilize Microsoft Access to develop a complex and complete database application. Prerequisite: CIS 381 or consent of the instructor.

CIS 383. Enterprise Resource Planning (3) This course is an introduction to Enterprise Information Systems (ERP) used within manufacturing, logistics, and supply chain management operations. The integration of most of an organization's information systems needs into one system that connects suppliers, manufacturers, and retailers is the focus of the course. The courses will also cover other specialized information systems.

MKT 495. Special Topics in Marketing (3) A course designed to address topics of special interest to marketing students. Possible areas include international marketing, personal selling and retail management. Prerequisites: MKT 311 and permission of instructor.

SCM 301. Principles of Logistics and Supply Chain Management (3) Principles of contemporary approaches to Logistics and Supply Chain management. Topics discussed include inventory control, forecasting, vendor management, procurement, transportation, warehousing, global logistics, lean logistics, reverse logistics, and Logistics and Supply Chain integration techniques.

SCM 310. Principles of Procurement (3) The course explores the principles of the procurement process within organizations. Purchasing policies and procedures, supply chain management integration, supplier evaluation and selection, supplier management, supplier quality management, supplier development, worldwide sourcing, strategic cost management, negotiation and conflict management, contract management, and purchasing law and ethics are analyzed in this course.

SCM 384. Operations and Supply Chain Management (3) This course will explore supply chain management's (SCM) integration with operations management. Topics covered include measuring

performance in operations and value chains, operations strategy, goods and service design, supply chain design, facility and work design, forecasting and demand planning, capacity management, managing inventories in supply chains, resource management, operations scheduling and sequencing, quality control, and lean operating systems.

SCM 410. Transportation Management (3) An analysis of domestic and international transportation in support of Logistics and Supply Chain management operations. Topics include third party evaluation and selection, transportation mode selection, logistics network design, transportation regulations, and routing and scheduling.

SCM 420. Warehousing and Inventory Management (W) (3) This writing intensive course is an evaluation of warehousing operations and management practices. Topics explored include warehouse design, material handling equipment and techniques, inventory control best practices, productivity improvement, warehouse safety, and an analysis of tools and techniques used in warehouse and inventory management.

SCM 495. Special Topics (3) Course designed to address topics of special interest in Logistics and Supply Chain management and logistics. Prerequisites: SCM 301 or permission of instructor.

RN TO BSN TRACK

Program Director: Erin Sheppard, DNP, APRN, FNP-BC

Spring Hill College offers a Bachelor of Nursing (BSN) degree designed for RNs who hold an associate degree or diploma in nursing to prepare them for leadership in the health care delivery system. The BSN program combines online courses and clinical integration with local preceptors to allow nurses to complete degree requirements in their local communities and work settings. Working with health care partners, the BSN program enables nurses to learn by applying new concepts and approaches to their own professional practice.

Application is made through Admissions and reviewed by the Division of Nursing. Official transcripts are submitted to verify completion of course requirements, both in nursing and general education.

An active unencumbered RN license is also submitted and verified before acceptance into the program is considered. Thirty-seven (37) hours of credit are provided for this unencumbered license.

Requirements for BSN Degree	Credit Hours
General Education	60
Nursing Licensure (active; unencumbered)	35
RN-BSN Courses	25

REQUIRED GENERAL EDUCATION COURSES - ASSOCIATE OR DIPLOMA RNS

Course	Title	Credit Hours
ENG 121	Composition I	3
ENG 123	Composition II	3
ENG 2XX	200-level English course	3
PSY 101	General Psychology	3
PSY 204	Developmental Psychology	3
HIS XXX	History Core course (or equivalent)	3
SOC 101	Introduction to Sociology	3
THL 101	Introduction to Christian Theology	3
PHL 101	Introductory Logic	3
MTH 163	Basic Statistics for the Sciences	3
ART/THR/MUS	Fine Arts course	3
LAN XXX	Foreign Language courses	6
PHL 318	Christian Medical Ethics	3
HSC 136 & 138	Medical Microbiology and Lab	4
HSC 231 & 233	Anatomy and Physiology I and Lab	4
HSC 232 & 234	Anatomy and Physiology II and Lab	4
Electives	Elective course(s)	3

REQUIRED NURSING COURSES - RN TO BSN

Course	Title	Credit Hours
NUR 470	Professional Nursing Roles:	

	Enhancements and Updates for RNs	3
NUR 471	Human Pathophysiology for RNs	3
NUR 472	Evidence Based Nursing for RNs	3
NUR 473	Leadership and Management for RNs	4 (3 theory/1 clinical)
NUR 474	Population Focused Community Health for RNs	4 (3 theory/ 1 clinical)
NUR 475	Health Assessments for RNs	3 (2 theory/ 1 clinical)
NUR 476	Health Policy for RNs	3
NUR 477	Capstone Project for RNs	2

BSN WITH A MINOR

Any minor works well with a Bachelor of Science degree in Nursing. It is suggested that the student work with the Division of Nursing Chair should there be an interest in declaring a minor in a certain area.

LOWER-DIVISION COURSES (TRADITIONAL AND SECOND DEGREE BSN AND BSN/PREMED TRACKS)

(Nursing Core)

NUR 100. Introduction to Professional Nursing and Health (1) The course explores career opportunities in professional nursing. The process of moving toward optimal health through positive changes and lifestyle behaviors is addressed. Prerequisite: Declare a pre-nursing major or permission of Division Chair.

NUR 201. Normal and Therapeutic Nutrition (2) The study of the human body's physiological response to normal nutrition throughout the lifespan. The course further emphasizes nursing care of the patient with health promoting guidelines and patient diet therapy for various system disorders. Prerequisite: Declare a pre-nursing major or permission of Division Chair. Cross-listed as HSC 201.

NUR 202. Med Math (1) Focuses on safety and accuracy in the calculation of medications. Students will understand the differences in the systems of measurement and how to safely calculate between the systems. Drugs will be calculated in the liquid, pill, mixture, and concentration methods. Prerequisite: Declare a pre-nursing major or permission of Division Chair.

NUR 300. Foundations of Nursing Care (3) Assessment of physical, developmental, psychosocial, cultural and spiritual dimensions of the client across the lifespan. Psychomotor skills are introduced that address comfort, personal hygiene, safety, and other advanced nursing skills. Prerequisites: HSC 231/233; Prerequisites/Corequisites: NUR 100, 201, and 202; HSC 232/234. A minimum grade of C must be obtained in the prerequisite and corequisite courses.

UPPER-DIVISION COURSES (BSN AND BSN/PREMED TRACKS)

(Prerequisites for all courses: Completion of the Nursing Core)

The following courses are to be taken sequentially according to the Nursing Paradigm. The Division of Nursing has the option to change the sequencing and the prerequisites/corequisites as the need arises.

NUR 300. Foundations of Nursing Care (3) Assessment of physical, developmental, psychosocial, cultural and spiritual dimensions of the client across the lifespan. Psychomotor skills are introduced

that address comfort, personal hygiene, safety, and other advanced nursing skills. Prerequisites: HSC 231/233; Prerequisites/Corequisites: NUR 100, 201, and 202; HSC 232/234. A minimum grade of C must be obtained in the prerequisite and corequisite courses.

NUR 301. Health Assessment (2) Focuses on the nursing assessment of the whole person and includes physical, psychological, sociocultural and spiritual assessment. The emphasis is on the development of skills in obtaining a health history and performing a health examination. Prerequisite: Admission to the professional component; corequisite: NUR 300 and 303.

NUR 302. Pharmacology (3) Introduction to basic concepts of pharmacology: drug classification, routes of administration, standards, legislation and nursing responsibilities. Mathematics for dosages and solutions and developing drug administration skills are also addressed. Prerequisite: Admission to the professional component or permission of the Division Chair; corequisites: NUR 320, 330, and 340.

NUR 303. Human Pathophysiology (3) An introduction to the study of the phenomena that produce alterations in human physiologic function. Disorders affecting cells, organs, and systems involved in the regulation of structure and functions within the human organism. Disease processes will be explored as they relate to genetics, ethnicity, environment and age. Prerequisite: Admission to the professional component or permission of the Division Chair; corequisites: NUR 300 and 301.

NUR 310. Community Mental Health (5) Focuses on the family as the unit of nursing care, especially on those experiencing alterations in mental health through the life cycle, and those from various cultural and ethnic backgrounds. Prerequisites: NUR 302, 320 and 340; corequisite: NUR 401.

NUR 320. Childbearing Family (5) Focuses on health promotion and maintenance of the pregnant woman and her family in a variety of settings. Prerequisite: NUR 300, 301, and 303; corequisite: NUR 302.

NUR 330. Adult Health I (5) Application of the nursing process to meet the bio-psychosocial needs of the client in relation to age, developmental stage, cultural orientation, resources and environment. Students examine the pathophysiological changes experienced by clients in a variety of settings. Prerequisites: Admission to the professional component, NUR 302, 320, and 340; corequisite: NUR 401.

NUR 340. Community as Client (5) Using community health theory, research findings and practice settings, students assess physical, social and cultural environments of groups; identify at-risk populations; and examine appropriate nursing interventions. The student functions as a change agent within the community. The course will include community health theory, research findings and practice settings which are utilized to promote and maintain wellness and prevent disease. Prerequisite: Admission to the professional component; prerequisites NUR 300, 301, and 303; corequisites: NUR 302.

NUR 401. Scientific Inquiry (3) The primary purpose of this course is to promote interest and participation in the research process, particularly research conducted by health care leaders. Nursing research improves patient care and demonstrates that nurses are key members of the health care team. Critiquing research and understanding the importance of evidence-based

practice is essential to the practice of nursing. Prerequisites: NUR 302, 303, 320 and 340; corequisites NUR 310 and 330.

NUR 410. Adult Health II (5) Students examine the pathophysiological and psychosocial changes in clients in acute care and rehabilitation settings. Students enhance their psychomotor, community and leadership skills while collaborating with other health care workers and with families. Prerequisites: NUR 310, 330 and 401; corequisites: PHL 318.

NUR 411. Child and Adolescent Health (5) Child and Adolescent Health (5) The utilization of developmental theory and nursing process in providing care to children, adolescents and their families. Altered states of health are examined as they affect normal growth and development. Emphasis is on the child/adolescent health maintenance and care when illness occurs. Prerequisite: NUR 410 and 445; corequisites: NUR 430.

NUR 430. Leadership and Management (3) The study of the nurse as leader and case manager of client care. Students synthesize and apply theories of nursing, leadership, change and management; they explore issues of access, availability, utilization, quality of health and the role of health care workers in providing leadership toward resolutions. Prerequisite: Permission of the Division Chair or NUR 401 and 410 and 445; corequisites: NUR 411, 440, and 460.

NUR 440. Practicum: Hospital (3) Working with a preceptor in a hospital setting, the student will actively participate in the management of nursing care for individuals, with an emphasis on clinical practice from a theoretical, holistic and wellness-oriented perspective. Prerequisite: Completion of all clinical courses; corequisites: NUR 430, 440 and 460.

NUR 445. Adult Health III (5) The course offers a continuing learning experience designed to further the students' ability in the application of the nursing process. The emphasis is placed on the assessment and care of patients with complex, life-threatening illnesses. Building on nursing concepts and the liberal arts and sciences, students examine the pathophysiological changes experienced by patients in the acute care setting. The role of the nurse as a caregiver and as a member of the health care team is emphasized. Prerequisites: NUR 401 and 410; corequisite: PHL 318.

NUR 460. Senior Seminar (3) Decision-making, collaboration and the management of change, of power and of conflict are emphasized. The course addresses professional accountability and critical thinking in analyzing contemporary issues; it also focuses on professional development, leadership styles and nursing and management philosophies. Prerequisite: NUR 445; corequisite: NUR 411, 430 and 440.

NUR 499. Special Topics (1-3) A course of individual study or research. Admission by approval of division chair. Hours and credits to be arranged by faculty facilitator.

UPPER-DIVISION COURSES (RN TO BSN)

NUR 470. Professional Nursing Roles: Enhancements and Updates for RNs (3) This course is designed for the RN- BSN and RN-MSN students to enhance their professional nursing roles and scholarly writing. Current and emerging issues and trends related to nursing practice are explored, and activities focus on professional growth and development through readings, discussions, and assignments

NUR 471. Pathophysiology for RNs (3) This course is designed to provide advanced concepts of physiology and pathophysiology for the practicing RN. Illness and disease management, with alterations in all body systems throughout the lifespan will be addressed, with special emphasis on the role of genomics.

NUR 472. Evidence Based Nursing for RNs (3) This course is for the registered nurse to examine how research is used in evidence-based practice and health care in clinical practice. Appropriate utilization of research findings to monitor patient-centered care, quality improvement, safety, and leadership outcomes will be explored. Critical appraisal skills that assist nurses to be research consumers will be identified.

NUR 473. Leadership and Management for RNs (4) This course emphasizes leadership and management theories for the registered nurse in communications and conflict resolution, budgeting, human resource management, quality improvement, risk management, change, delegation, decision making, and management ethics. The integration of technology is emphasized in the clinical experience where nurse leaders and the roles they plan for the management of patients is observed.

NUR 474. Population Focused Community Health for RNs (4) This course introduces the concept of the population as the patient in the healthcare system and the roles of the registered nurse in community services. Nurse roles include public health, provision of primary care, prevention of disease or health risks, education, and health promotion using levels of prevention. The clinical experience will allow the registered nurse to plan and conduct a project within a community setting.

NUR 475. Health Assessment for RNs (3) This course is designed to incorporate basic assessment skills. Through synthesis of the assessment findings, the registered nurse will learn to incorporate critical thinking. The assessment will include physical, psychological, sociocultural and genomics of the individual and family across the lifespan. The clinical experience will allow practice of assessment skills.

NUR 476. Health Policy for RNs (3) This course assists the registered nurse to study public policy which will influence quality safety, access to care, and cost of care. The focus will be on patient care services provided through health care agencies, and will include the financial and reimbursement perspectives.

NUR 477. Capstone Project for RNs (2) This capstone course provides RN students with an experiential learning experience to integrate clinical knowledge with concepts/theories into professional nursing practice. Students will design a project utilizing evidence-based resources to develop an approved topic in collaboration with a faculty member.

BACHELOR OF ARTS IN THEOLOGY

Program Director: Christopher J. Viscardi, SJ

In addition to the basic requirements of the core curriculum, theology majors must take an additional three hours of history and 30 semester hours of theology, which include the six hours required in the core curriculum. The 30 hours must include two courses in the biblical category, two in moral, two in historical, one in systematic and one in pastoral (as indicated in the course descriptions in the Theology section of this Bulletin). At least 18 hours must be upper-division (300 and above), including two sections of THL 495 and the senior seminar, THL 496. In addition, there are 12 hours of upper-division program electives (300 and above), which are to be chosen with the guidance and approval of the academic advisor; these courses are normally chosen from the humanities and social sciences divisions, with no more than three hours in theology. Majors who have completed the Certificate of Theological Studies are not required to take THL 101, but must take two sections of THL 495 and the senior seminar, THL 496. With the approval of the chair of theology, majors may take selected MTS (Master of Theological Studies) courses for undergraduate credit. All courses of the major must have a grade of at least C- and a cumulative average of at least C (2.0).

The comprehensive experience for theology majors is provided by THL 496, which consists of a major research paper (20-30 pages long), either in conjunction with an approved course on the regular schedule or as a special seminar course for graduating seniors. The paper will be read by two faculty

THEOLOGY

LOWER-DIVISION

Course	Title	Credit Hours
THL 101/190	Introductory to Christian Theology	3
THL 2XX/3XX	Theology Electives	9
HIS XXX	History Elective	3

UPPER-DIVISION

Course	Title	Credit Hours
FIN 321	Money and Capital Markets	3
THL 3XX/4XX	Theology Electives (or any THL 5XX taken for undergraduate credit)	9
THL 494/495	Advanced Electives	6
THL 496/497	Senior Seminar	3
3XX/4XX	Upper Division Program Electives ¹	12

¹Selected in consultation with advisor, ordinarily from humanities or social sciences.

PROGRAM COURSES

THL 101. Introduction to Christian Theology (3) An introduction to the theological study of the Christian tradition of faith. The course is divided into two components: biblical and doctrinal. Both components will investigate the historical development and contemporary understandings of Bible and Tradition, the two fundamental expressions of Christianity.

or

THL 190. Honors Theology I: Introduction to Christian Theology (3) An introduction to the theological study of the Christian tradition designed especially for Honors students. The course has two components: the study of Scripture in the light of contemporary biblical scholarship and the study of leading figures and turning points in the history of doctrine.

THL 221. Ritual & Worship (3) P/H A study of Christian worship and its central role in the life of the Church through a historical analysis of sacred time, church architecture, ritual structures and popular piety. Prerequisite: THL 101/190.

THL 230. New Testament Survey (3) (B) An introduction to the literature and social context of the New Testament. Students will examine the historical and religious setting of New Testament gospels and letters, the process of development and literary genres, as well as methods of interpretation of the New Testament in their own lived experience. Ordinarily taught as an online course for the Nursing bridge program.

THL 231. Old Testament Survey (3) (B) An introduction to modern scriptural studies and methodology in the context of a survey of the Old Testament. Prerequisite: THL 101/190.

THL 232. Synoptic Gospels (3) (B) An introduction to the historical-critical study of the Gospels comparing and contrasting the Gospels of Matthew, Mark and Luke in their origins, styles and major themes. Prerequisite: THL 101/190.

THL 242. Catholicism (3) (S/H) An overview of the major areas of Catholic teaching and practice: spirituality, Christology, church, sacraments, biblical interpretation, ethics. This course surveys both the historical roots of the Catholic tradition and the views of contemporary theologians. Prerequisite: THL 101/190.

THL 250. The Good Life: Introduction to Christian Ethics (3) (E/M) An introduction to Christian ethics in three parts: reflection on the theological context of Christian morality, analysis of its traditional methods of moral reasoning, and application of these methods to various contemporary moral issues. Prerequisite: THL 101/190.

THL 261. World Religions (3) (D) (H) A survey course covering the major world religions, such as Animism, Buddhism, Christianity, Confucianism, Hinduism, Islam, Judaism and Taoism. Prerequisite: THL 101/190.

THL 321. Worship as Ethics (3) (P/M) This course draws on liturgical texts, classical authors and modern writers to develop a liturgically based understanding of the Christian moral life and to apply that understanding to selected ethical issues. Prerequisite: THL 101/190.

THL 331. Prophets (3) (W) (B) A study of the major prophets of the Old Testament that will examine the historical context, literary style and theological themes of each. Prerequisite: THL 101/190.

THL 332. Gospel & Letters of John (3) (B) An analysis of the structure and purpose of John's Gospel and Letters, their formation and literary problems. An examination of the distinctive Johannine community. Prerequisite: THL 101/190.

THL 333. Letters of Paul (3) (B) A study of the life and writings of St. Paul with an emphasis on his major theological insights (sin, freedom, faith, and union in Christ) and the pastoral motivation for his letters. Prerequisite: THL 101/190.

THL 342. Vatican II (3) (W) (S/H) A study of the path-breaking work of the Second Vatican Council, called the most significant religious event of the 20th century, and its impact on contemporary Christianity, both Catholic and ecumenical. Prerequisite: THL 101/190.

THL 343. Sacraments (3) (S/H) A study of the history and theology of individual sacraments and of sacraments in general. This course examines both classic views (Cyril of Jerusalem, Augustine, Aquinas, Trent) and recent developments, especially the teaching and reforms of Vatican II. Prerequisite: THL 101/190.

THL 344. Christology (3) (S/H) An investigation into the theology of the personal identity of Jesus Christ. A critical analysis will focus selectively on the New Testament data, the Trinitarian and Christological formulations of dogma, as well as some of the principal modern historical and theological interpretations. Prerequisite: THL 101/190.

THL 345. Religion & Culture (3) (S) A study of religious faith as a central fact of history and world culture through a reflective interpretation of major literary, historical, and theological documents. Prerequisite: THL 101/190.

THL 350. Catholic Social Thought (3) (M) Contemporary Christians face complex social realities increasingly hostile to human flourishing, owing to the industrial and technological revolutions, capitalism, consumerism and globalization. This course explores some of the pivotal documents in the Catholic response to these developments, the social problems underlying these documents, and the stories of persons whose lives were informed by this tradition. Same course as POL 383. Prerequisite: six hours of theology or permission of instructor.

THL 352. Peace and Justice Issues (3) (M) A Christian approach to the basic ethical demands arising from being a citizen in the human family: the responsibility of nations and individuals to pursue, protect or establish peace; the imperative to seek justice in social and political structures. Current issues, e.g., war and peace, economic systems, environmental concern. Prerequisite: THL 101/190.

THL 353. Human Sexuality & Marriage (3) (M) A Christian understanding of human sexuality and the ethical imperative for personal responsibility and integrity in behavior; issues of pre-marital sex and homosexuality. Catholic theology of marriage as sacrament, issues of divorce and remarriage, impediments, requirements for marriage. Prerequisite: THL 101/190.

THL 354. Religion and International Politics (3) (M) This course will explore the ambivalent role played by religion in global affairs: a source both of deadly conflicts and of acts of peacemaking. Particular themes include Islam in the international arena, religion and human rights, conceptions of world order and United States foreign policy. Prerequisite: THL 101/190 and three additional hours of Theology or Social Sciences.

THL 363. American Religious History (3) (H) A study of the principal developments of religious experience and religious thought in the history of America, along with consideration of their impact on American culture. Prerequisite: THL 101/190.

THL 365. Judaism (3) (H) A theological study of the teaching and practice of Judaism. Both its historical traditions and present-day expressions are examined. Prerequisite: THL 101/190.

THL 384. Special Topics in Theology (3) This course satisfies the integrations core overlay requirement. It will explore a particular issue through the study of theology and a complementary discipline. May be repeated for credit as topics vary. Prerequisites: six hours' theology or permission of instructor.

THL 385. Special Topics in Theology I (3) This course satisfies the college-wide diversity requirement. May be repeated for credit as topics vary. Prerequisite: THL 101/190.

THL 386. Special Topics in Theology II (3) This course is recognized as writing intensive. May be repeated for credit as topics vary. Prerequisite: THL 101/190.

THL 387. Special Topics in Theology III (3) This course is writing intensive and also satisfies the college-wide diversity requirement. May be repeated for credit as topics vary. Prerequisite: THL 101/190.

THL 388. Special Topics in Theology IV (3) Content of this course will vary, to offer special areas of study which satisfy the theology core requirement. May be repeated for credit as topics vary. Prerequisite: THL 101/190.

THL 389. Special Topics in Theology V (3) This course is writing intensive and also satisfies the integrations core overlay requirement. It will explore a particular issue through the study of theology and a complementary discipline. May be repeated for credit as topics vary. Prerequisites: six hours of Theology or permission of instructor.

THL 390. Honors Theology II: Major Themes (3) An advanced seminar on a particular topic in religious studies (e.g., Catholicism, Christology, Gospels, Religion & Culture, World Religions), designed especially for Honors students. Prerequisite: THL 101/190.

THL 391. Honors Theology II: Major Themes (3) A course designed for Honors students which has been previously approved for the Diversity designation. Prerequisite: THL 101/190.

SPECIALIZED/ELECTIVES: NON-CORE COURSES

The following courses do not ordinarily satisfy the core requirement in theology. They are sometimes taught as separate, independent courses, but most often are used to designate courses from the graduate program which are taken for undergraduate credit (with appropriate adjustments in assignments and expectations).

THL 421. Religious Education (3) (P) A study of both the theory and practice of religious education. This course is designed for educators who will work either in Catholic schools or in parish programs. Prerequisite: THL 101/190.

THL 425. Special Topics in Pastoral Theology (3) (P) This course will focus on a particular aspect of the theology of Church or ministry, including liturgical and catechetical topics. The course presumes familiarity with basic liturgical and pastoral theology. Prerequisite: THL 101/190.

THL 428. Liturgy, Art & Architecture (3) (P) A study of the development of the history and theology of Christian worship as embodied in art and architecture. Liturgical theology and practice will be examined through an investigation of sacred space. Prerequisite: THL 101/190.

THL 431. Old Testament Topics (1-3) (B) An in-depth study of a special topic in Old Testament literature, such as a major theological theme, a particular literary genre, a period in Israelite history. Prerequisite: THL 101/190.

THL 432. New Testament Topics (1-3) (B) An advanced study of a special topic of interest in the New Testament, such as a particular New Testament book or literary form, or a common theme from various New Testament perspectives. Prerequisite: THL 101/190.

THL 440. Reconciliation (3) (P/S) As an expression of the atoning work of Jesus Christ, reconciliation stands at the center of Christian belief and practice. This course explores the sacrament of reconciliation in its broader theological context, from a variety of angles: historical, systematic, liturgical, and pastoral. Prerequisite: THL 101/190.

THL 441. Eucharistic Theology (3) (W) (S/P/H) A doctrinal study of the Eucharist with special emphasis on its liturgical context, as a sacrament of Christ and Church, and as the source and summit of sacramental life. Prerequisite: THL 101/190.

THL 451. Christian Spirituality (3) (P) An introduction to the meaning of religious experience or spiritual life from a Christian perspective, consisting of both a theoretical classroom presentation and a practical application through personal meditation. Prerequisite: THL 101/190.

THL 452. Special Moral Topics (1-3) (M) This course presumes familiarity with fundamental ethical categories. It will focus on one particular ethical issue for an extensive and thorough treatment. Prerequisite: THL 101/190.

THL 455. History of Spirituality (3) (H/P) A study of major traditions or authors of spirituality throughout the history of Christianity, such as the desert monks, the mystical traditions of the middle ages, Ignatian spirituality, Teresa of Avila or Thomas Merton. Prerequisite: THL 101/190.

THL 461-462. History of Christian Thought I-II (3) (H/S) This course explores the history of Christian theology, focusing on developments during one of the major historical epochs, i.e., early, medieval, reformation, modern. Prerequisite: THL 101/190.

THL 469. Major Theologian (3) (S/H) An in-depth study of the life and works of an eminent theologian, e.g., Origen, Augustine, Anselm, Aquinas, Luther, Calvin, Rahner. Prerequisite: THL 101/190.

THL 471. The Way of Zen (3) (H) A study of the historical and philosophical origins of this major school of Japanese Buddhism, examining the actual experiences of Zen and reflecting on their cross-cultural (American and Christian) appropriation. Prerequisite: THL 101/190.

THL 490. Intensive Reading Seminar (1-3) An in-depth study of a particular theologian or theological school; limited to students with junior or senior standing and includes a formal research paper. Prerequisites: fifteen hours' theology or permission of chair of theology.

THL 494/495. Advanced Topics in Theology (3) Designed primarily for theology majors and minors, the content of this course will vary, but will always include a research paper and a formal oral

presentation of the paper to the class. It offers greater depth of inquiry and assumes a basic foundation in theological study. When this course has an approved D (diversity) designation, it will be listed as THL 494 (D/W). Prerequisite: nine hours' theology or permission of instructor.

THL 496/497. Senior Seminar (3) Designed for graduating theology majors, ordinarily taken during the senior year, it requires independent critical research, culminating in a thesis paper (20-30 pages) and formal oral presentation in a public forum. When this course has an approved D (diversity) designation, it will be listed as THL 497 (D/W). Prerequisite: Senior standing or permission.

THL 499. Theology Seminar (1-4) Special problems in religious thought. Content of course will be varied to meet more specialized needs/interests of the students and instructor. Prerequisite: THL 101/190.

ONLINE LEARNING CENTER CERTIFICATE PROGRAMS

Program Director: TBA

CERTIFICATE IN BUSINESS ADMINISTRATION

The business administration certificate is designed to provide the student with exposure in three of the functional areas of business administration. Student will gain practical business skills in the areas of management, marketing, and finance. In addition, the importance of ethical decision making is emphasized with the course in Business Ethics.

Course	Title	Credit Hours
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
PHL 313	Business Ethics	3
	Total	12

CERTIFICATE IN COMPUTER INFORMATION SYSTEMS

The computer information systems certificate offers students exposure to foundational skills and knowledge needed to allow them to work in organizations that have diverse information processing needs. The CIS certificate is particularly helpful to give students with little background in CIS the exposure needed to work with people in the technical side of business.

Course	Title	Credit Hours
CIS 221	Intro to Object-Oriented Programming	3
CIS 381	Information Systems	3
PHL 313	Business Ethics	3
	Select one of the following or approved courses:	3
CIS 322	Intro to Object-Oriented Programming (3)	
CIS 371	Website Development (3)	
CIS 382	Database Management Systems (3)	
CIS 403	Operating Systems (3)	
CIS 470	E-Commerce (3)	
CIS 484	Systems Analysis and Design (3)	
CIS 486	Digital Communications and Networks (3)	
	Total	12

FOUNDATIONS IN BUSINESS CERTIFICATE

The Foundations of Business Certificate is a four-course curriculum focused on providing students with exposure to the courses that are typically found in business school curriculums. The certificate will also be of value to those students in areas other than business that are looking for an understanding of the foundational areas of business. Students will learn proficiency in Microsoft Office Suite, macroeconomics, the study of accounting principles and concepts related to the preparation of financial statements, and a choice between a course in the foundations of management or marketing. The program is offered each summer and is fully online. To receive the certificate, students must complete the following courses.

Course	Title	Credit Hours
CIS 115	Applications in Computer Information Systems	3
ECO 101	Principles of Macroeconomics	3
ACC 201	Principles of Accounting	3
<i>Choose one of the following:</i>		3
MGT 301	Management Principles	
MKT 311	Marketing Principles	

FOUNDATIONS IN MEDICINE CERTIFICATE

The Foundations of Medicine Certificate is a four-course certificate program that provides students with the fundamental medical knowledge needed for those seeking admissions to nursing, physician's assistant, or other medical programs as well as entry-level positions in medical transcription, medical supply sales, and other fields. The certificate will also be of value to those with a business and administration background seeking to work in hospital administration. The program is offered each summer and is fully online.

This certificate is available to traditional and Continuing Studies students as well as alumni and post-baccalaureate students.

To receive the certificate, students must complete the following courses:

Course	Title	Credit Hours
HSC 231	Anatomy and Physiology I	3
HSC 232	Anatomy and Physiology II	3
HSC 108	Medical Terminology	3
BIO 116	Microbes and Society	3
Total		12

CERTIFICATE IN MANAGEMENT AND MARKETING

The objective of the management and marketing certificate is to provide the student with exposure to the foundations of management and marketing theory, and insight into practical applications of these ideas into the business organization.

Course	Title	Credit Hours
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
PHL 313	Business Ethics	3
Select one of the following or approved courses:		3
MGT 320	Organizational Behavior (3)	
SCM 401	Principles of Logistics and SCM (3)	
Total		12

CERTIFICATE IN LEADERSHIP AND ETHICS

This 12-credit-hour certificate is designed for students who wish to enhance their knowledge of leadership and ethics. This certificate program provides an understanding of leadership, its ethical dimensions and the context for its practical settings. Spring Hill College undergraduate students may pursue this certificate as a complement to any degree offered by the College. Students must achieve a minimum grade point average of 2.5 in the certificate courses and complete the certificate within four years of declaring the certificate and completing the first certificate course. Transfer credit is not accepted toward this certificate.

The undergraduate Certificate in Leadership and Ethics includes:

Course	Title	Credit Hours
PHL 313	Business Ethics	3
Select three from the following:		9
LDR 310	Work, Motivation and Leadership in the New Workplace (3)	
LDR 410	Managing Diversity in the Workplace (3)	
LDR 420	Conflict Management and Resolution (3)	
MGT 320	Organizational Behavior (3)	

COURSES

PHL 313. Business Ethics (3) (W) An examination of major ethical theories and their application to the professional problems and conduct of persons engaged in business and management.

LDR 310. Work, Motivation and Leadership in the New Workplace (3) This highly interdisciplinary course deals with the problems, purpose and function of work in our daily lives, especially as they affect our character development and define us as human beings. Given the profound effects of work on our total development and happiness, it is crucial to examine critically what we choose to do and, therefore, become.

LDR 410. Managing Diversity in the Workplace (3) This course examines management and leadership issues arising from both demographic and legal trends in increasing workplace diversity. Students examine the implications of workplaces characterized by differences in gender, ethnicity, cultural heritage and lifestyle.

LDR 420. Conflict Management and Resolution (3) A study of various methods of conflict resolution at different organizational levels. The course deals with causes of conflict and the process of conflict management and resolution. Different negotiating techniques and approaches to bargaining will be explored through a series of case studies.

MGT 320. Organizational Behavior (3) This course involves the study of individual and group behavior within organizations, including motivation, leadership and communication theory.

ONE-HOUR CREDIT COURSES

LDR 252. Writing (1)* Students entering the program or current students will gain skills to differentiate between rhetorical situations in the workplace (identifying types of writing, formats, audience, information), write informative and persuasive documents and use correct grammar.

LDR 301. Communication and Technology Workshop (1)* This course will examine the process of planning, organizing, developing and delivering an effective presentation. The general concepts involved in presentations will be explored. In particular, technology enhancements and tools for presentations will be explored, using Microsoft PowerPoint as an example.

LDR 302. Intermediate PowerPoint (1)* This course will focus on developing intermediate level Microsoft PowerPoint 2010® skills. The general concept covered will include importing slides from other presentations; creating original slide masters; creating action buttons and other navigational aids; inserting and format-ting charts, diagrams, and other graphic elements; animating text and graphic elements beyond basic animation styles; linking information, data and other materials from Word® and Excel® applications; reviewing options for presenting a slide show; and preparing a presentation for the web. The student enrolled in this course should feel comfortable using and have a good basic understanding of PowerPoint®, including creating slide shows, adjusting layouts and themes, using basic animation and transition elements, and inserting and manipulating basic text and graphics.

LDR 352. Microsoft Office Suite (1)* Students will become familiar with and practice various uses for the programs in Microsoft Office Suite.

LDR 353. Authoring Digital Documents with Adobe Acrobat (1)* Students will explore the use of Adobe Acrobat to author digital documents. The general concepts involved will include an overview of the application software; the workflow of document creation and distribution; and key functionalities of editing, mark-up, importing, distribution and collaboration.

LDR 354. Intermediate Microsoft Excel® (1)* Students will focus on developing intermediate-level Microsoft Excel skills. Concepts covered will include creating and using charts to visually display numeric information, formatting, filtering, IF statements and other formulas, linking worksheets, and other business applications. Prerequisites: Working knowledge of the following Excel functions: basic formulas including SUM, AVERAGE; basic formatting of cells and worksheets; and basic navigation of worksheets and workbooks.

LDR 355. Strategies for Effective Team Building (1)* Students will experience and practice teamwork strategies that can positively impact a team’s ability to accomplish the desired outcomes based on Tuckman’s 1965 Forming, Storming, Norming and Performing group development model.

LDR 356. Business and Social Etiquette Strategies (1)* Students will study and practice theory and strategies for effective business and networking interactions.

LDR 357. LEAN Strategy Overview (1)* The LEAN strategy considers the expenditure of resources for any goal other than the creation of value for the end customer to be wasteful and thus a target for elimination. Students will gain an understanding and appreciation of the LEAN systematic approach to eliminating waste and creating flow within an organization to improve overall customer value.

LDR 358. Introduction to Microsoft Access (1)* Using Microsoft Access as the example application, students will explore and become familiar with the basic components of a modern relational database in this one-day, intensive, hands-on course. Students will examine the process of planning, organizing, developing and using a Microsoft Access database. The general concepts involved in the use of Microsoft Access to store and report on data will be the focus.

LDR 452. Decision Making (1)* Students will study essential concepts of decision making. The course begins with an examination of the function of individual decision making to gain insight into the dynamics of decision-making processes. Then discussion is redirected to the concept of group decision making as it pertains to organizational settings.

LDR 453. Leadership for Learning (Strategies for Effective Training) (1)* Students will study and practice presentation strategies to provide content training for appropriate constituencies. Students will develop an understanding of adult learning principles, effective presentation skills and presentation content development. *Prerequisite: Experience presenting information for adult audiences in formal or informal settings.*

LDR 491. Special Topics Workshop in Leadership (1)* Workshop on a specific area of leadership. Content depends on the needs of the students and the interest of the faculty.

* All one-credit-hour courses will have two of these three components: pre-assignment, post-assignment, or in-class written assignment.

CERTIFICATE IN SPORT MANAGEMENT

The Sport Management certificate is designed to expose the student to the knowledge and skills needed to work in professional sport, interscholastic and intercollegiate athletics, sport media relations, Sport information and promotions, sport coaching, sport facility management/operations, sport marketing, sport consulting, and sport administration.

Course	Title	Credit Hours
SPM 401	Sport Law	3
SPM 410	Sport Facilities Management	3
SPM 420	Sport Marketing and Promotion	3
PHL 313	Business Ethics	3
	Total	12

CERTIFICATE IN SUPPLY CHAIN MANAGEMENT

The objective of the certificate in Supply Chain Management (SCM) is to expose students to the management skills and processes needed to manage the flow of goods and services within industries. The movement and storage of raw materials, work-in-process, and finished goods all the way from the point of origin to the point of consumption falls within the scope of SCM.

Course	Title	Credit Hours
SCM 401	Principles of Logistics and SCM	3
SCM 410	Transportation Management	3
SCM 420	Warehouse and Inventory Management	3
PHL 313	Business Ethics	3
	Total	12

CERTIFICATE OF THEOLOGICAL STUDIES (CTS)

Contact: Christopher J. Viscardi, SJ

The Certificate of Theological Studies requires 30 semester hours selected from these categories: Biblical (two courses), Historical (two courses), Moral (two courses), Pastoral (one course), Systematic (one course) and two additional courses from any of the categories mentioned or from "elective only" offerings. With the approval of the chair of theology, CTS students may also take selected Master of Theological Studies courses for undergraduate credit. The CTS requires an overall B- (2.7) average and may be expanded into a BA degree in Theology by completion of further requirements (see Graduate Programs of Study, Master of Theological Studies Programs).

Ordinarily, transfer credits will be considered for approval only upon admission to the program, following the standards given under Graduate Programs of Study. For undergraduate certificates, a maximum of six hours of approved course work may be accepted.