# William Penn University

# 2025-2026

# Academic Catalog

For information call 800-779-7366

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|---|---|
| Main Number | 673-1000 |
| Academic Dean \| Vice President for Academic Affairs | 673-1010 |
| Admissions | 673-1012 |
| Advancement | 673-1044 |
| Athletic Director | 673-2168 |
| Business Office | 673-1039 |
| Career Services | 673-2173 |
| Counseling Center | 673-1703 |
| Education Office | 673-1100 |
| Financial Aid | 673-1060 |
| Information Technology Services | 673-2100 |
| Marketing & Communication | 673-1078 |
| Nursing Program | 673-1298 |
| Online Program | 295-0979 |
| President | 673-1076 |
| Registrar | 673-1082 |
| Student Employment | 673-1060 |
| Student Services \| Residence Life | 673-1083 |
| Student Success Center | 673-1394 |
| Wilcox Library | 673-1096 |

All numbers are (641) area code unless otherwise noted.

**Please keep in mind that although courses and programs are published, this information is subject to change. A catalog is not a contract.**

August 2025

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# Introducing William Penn University

William Penn University is a liberal arts university affiliated with the Society of Friends. The university was founded by Quaker pioneers in 1873 to provide a quality education to all interested men and women regardless of race, creed, or socioeconomic status. One hundred and forty-nine years later, William Penn University remains devoted to this ideal. The university is firmly rooted in its Christian heritage, with certain characteristics distinctive to Quakers, but welcomes faculty, staff, and students from all faiths.

William Penn University is devoted to student learning, with a mission to provide a quality education in man disciplines. Traditional liberal arts with a leadership focus are the core of WPU's educational program, for liberally educated women and men have the skills and confidence to face whatever the future holds. The academic program encourages intellectual inquiry and critical self- awareness but also serves the specific career interests of students in each area of study.

Students at William Penn University are expected to take an active role in their education. They should participate fully in the intellectual and social experience of higher education by learning to ask probing questions that deal with both substance and process.

William Penn University admits students of any race, gender, age, marital status, national or ethnic origin, religion, creed, sexual orientation, or disability, and does not discriminate in the administration of any university-administered programs. While every effort is made to provide accurate and current information:

- William Penn University reserves the right to change policies, fees, curricula, calendar, or other matters without notice.
- Students enrolled at the university agree to comply with the university's Code of Conduct and applicable regulations.

## Mission Statement

William Penn University provides the opportunity for an educational experience with a focus on leadership, technology, and the Quaker principles of simplicity, peace-making, integrity, community, and equality.

We fulfill our mission by working toward seven goals derived from the principles listed in the Mission Statement. Though each campus Department and Division interprets the goals in ways relevant to their areas of expertise, all Departments and Divisions work to realize these seven goals that are directly connected to the Mission Statement.

## Oskaloosa: Play, Stay, Enjoy, Live, Grow

Oskaloosa is a place where you can play, stay, enjoy, live, and grow. Since its founding in 1853, Oskaloosa has become an attractive and thriving community, offering a wide range of economic, educational, and industrial opportunities.

In Oskaloosa, residents work together to meet the challenges of a changing world—supporting economic development, expanding educational access, and continually enhancing an already outstanding quality of life. These collaborative efforts have led to the arrival and expansion of local businesses and industries that export worldwide, the construction of new playgrounds, the growth of arts and cultural amenities, upgraded recreational facilities, and access to the latest in communications technology.

Whether you're looking to build a future, raise a family, or simply enjoy life, Oskaloosa is a place where you can do it all—play, stay, enjoy, live and grow.

| Mission Statement Principles | **Goals that guide the University**<br>These goals identify how the principles listed in the Mission Statement will be pursued at William Penn University, how the University will provide an educational opportunity for its students, through the University's Academic Programs and Co-Curricular Departments. |
|---|---|
| Leadership | We will influence others to worthy action. |
| Technology | We will master relevant technology. |
| Simplicity | We will focus on essential ideas and values. |
| Peacemaking | We will understand various view points and be able to respectfully and peaceably embrace, negotiate, or decline those views. |
| Integerity | We will create new and relevant knowledge and methods. |
| Community | We will cooperate, communicate, and coordinate our efforts. We will also participate in communities beyond the University. |
| Equality | We will create the opportunity for all to learn and to share their experience. |

# Campus

Three buildings—Penn Hall, Lewis Hall, and the heating plant—were constructed in 1916 and 1917, following a devastating fire that destroyed the original campus. These became the hub of what is now a 75-acre campus on the north side of Oskaloosa. Spencer Chapel was added in 1923, and several other buildings were constructed throughout the 1960s and 1970s. The Ron Randleman Fitness Center was added in 1995, and the Twin Towers residence hall was completed in 2000. Two additional buildings opened in 2008: the Musco Technology Center and the Penn Activity Center (PAC). Market Street residence hall was opened in 2012.

***Penn Hall*** houses classrooms and many offices, including those of the president, the business office, the academic dean and the registrar. Also housed in Penn Hall are the Education Division curriculum labs, a computer lab and the mail room/service center.

***Wilcox Library*** provides an inviting atmosphere in which students may enjoy studying, reading, and relaxing. The library holds 68,000 volumes. Its resources include two classrooms and access to over 106,000 full text journals. The library is also the home of the Foyer Art Gallery, the Rains Quaker Collection, the A. Willard and Christina Hendry Jones Collection of Mid-East art and artifacts and a student lounge/study area.

***Spencer Memorial Chapel*** was donated to the university by Elizabeth Spencer as a memorial to her late husband, Harry L. Spencer. The chapel, in its Georgian Colonial design, was the first building to be erected after the college became established on the new campus. Its cornerstone was laid in October 1921 and the building was dedicated in 1923.

***Dana M. Atkins Memorial Union*** houses the campus bookstore, student mailboxes, a game room and the main dining hall. Meeting rooms available for use are the Mahaska State Bank Room, Chief Mahaska Room and the Scheuermann Room. Offices for Student Life, Residence Life, Career Services, Counseling Center,

Campus Safety, Campus Ministries, and Student Success Center (SCC) are also located in the Union. A computer lab is located on the lower level of the building.

***Market Street Hall***, our newest of the five residence facilities, was finished late in 2012 and is located on the east side of campus; ***Eltse Hall*** is located just north of Market Street Hall; ***Watson Hall*** is an all-male residence located west of Atkins Memorial Union; ***Lewis Hall***, is located east of Penn Hall; and ***Twin Towers*** is located directly north of Lewis Hall. ***Rosenberger Apartments*** are located on the southwest edge of campus and are available to married students and students with children.

The ***gymnasium*** was constructed in three phases, beginning in 1957. All home basketball games are held on this court, which received a new floor in 1993 and new bleachers in 2006. In 1969, the upper gym was added and included a regulation-size basketball court and classrooms. In 2021, that upper gym was renovated into a multipurpose facility featuring three full-sized batting cages, synthetic turf, and a dedicated room for women's wrestling. In 1995, the ***Ron Randleman Fitness Center*** was added to the west side of the original gymnasium. The softball diamond is located on the west side of campus.

***Edwin H. McGrew Fine Arts Center*** includes ***Ware Recital Hall***, a rehearsal room for band and choir, and an art classroom.

***The Musco Technology Center (MTC)*** opened in 2008 and is home to the Industrial Technology classrooms and programs in New Media. The MTC offers film studios and editing bays along with labs for industrial technology and applied computer science. The MTC is also home to the Communication Research Institute of William Penn University (CRI).

The ***PAC (Penn Activity Center)*** offers a fitness center, ball courts, nearly 50 yards of artificial turf, locker rooms, athletic training facilities, a wrestling room, and an elevated running track. The PAC Café serves up sandwiches, salads and other snacks. Academically, there are state-of-the-art science labs, Nursing skills and simulation labs, classrooms, faculty offices, and the Ware Auditorium.

The ***Statesmen Community Stadium***, located at the Lacey Recreation Complex, is an athletic facility that is utilized by a wide range of users and groups. The stadium currently consists of a synthetic turf football field, a natural grass soccer pitch and an all-weather 8-lane track. ***Statesmen Ballpark***, home of WPU Baseball, is located on the West end of Lacey Recreation Complex.

In 2014, the ***Statesmen Lanes***, located at 1700 A Avenue East in Oskaloosa, was gifted to William Penn University. It remains a separately managed entity, serving the public in the greater Mahaska County community, as well as providing a home for the Statesmen Men’s and Women’s Bowling Programs. The building houses 16 natural wood Brunswick lanes with computerized scoring and a Pro Shop for any bowling equipment needs. Leagues and Open Bowling are offered year-round. The lower level has a banquet room and partial kitchen for receptions and events.

On the North side of Penn Hall, the ***George Daily Pavilion*** was completed in 2017. The area features two covered pavilions and a sand volleyball court for student, faculty/staff, and alumni usage. On the east side of this area, the recreated famous “P” has been revived, made from pavers purchased by Penn alumni and friends.

# Student Services

Every aspect of the university experience contributes to the growth and development of the individual. Education at William Penn is viewed as inclusive. This involves the development of the total person--spiritual, social, physical, and intellectual. William Penn University promotes development in these areas that can best be attained by adopting a healthy lifestyle. William Penn University's Student Services department exists to support and complement the central mission of the university while concentrating on meeting the needs of students and promoting their personal, professional, and social development. The mission of the Student Services Department is to empower every student to thrive by cultivating a culture of belonging, growth, and lifelong learning by creating a supportive and positive student experience and affect student success by focusing on four key areas to support students: Academic Achievement, Wellbeing, Sense of Purpose, and Belonging. The Student Services office seeks to enhance student life by offering students diverse opportunities leading to the development of the "whole" person. The Student Services staff assists with the activities of dozens of student organizations and encourages students to join one or more of these organizations to develop their social and leadership skills.

The responsibilities of the Student Services department include Residence Life, Campus Safety, Counseling Center, Career Services, Student Success Program/Academic Skills Center, Student Life/Activities, Judicial Board, Title IX, and the Game Room. Student Services staff advise the following student organizations: Student Government Association (SGA) and the Campus Activities Board (CAB).

The Student Services staff plan, implement, and evaluate activities that facilitate the developmental process of the overall student life program. The university community strives to make student life educational and enjoyable, thus enhancing the growth of each individual. Students are encouraged to take advantage of a great variety of clubs and organizations, including cultural organizations, performing arts groups, recreational clubs, religious groups, student government, social organizations, fraternities and sororities, professional associations, and special interest groups.

# Student Code of Conduct

The William Penn University Student Code of Conduct defines the minimum standards of behavior expected of students while they are on campus and in the community. Students are responsible for complying with university rules and policies as described in the Student Handbook, Housing Agreement, and catalog. While individual freedom and development are of central concern, the student is expected to make choices with awareness that his/her actions may influence the rights and freedoms of other individuals and groups. Students enrolled in the university must assume responsibility for any action that is contrary to the William Penn Student Code of Conduct. All students are responsible for understanding and abiding by the student code of conduct.

The Student Code of Conduct identifies academic conduct, conduct towards society, general conduct, and conduct towards others. A complete listing of student policies and procedures is in the student handbook.

# Student Organizations & Activities

**Performing Arts**

Performing arts organizations offer students the opportunity to become involved in music and stage activities outside of the classroom.

- Foyer Gallery Art Shows
- Intramural Sports
- Pep / Marching Band
- Student Theatre Productions
- William Penn Singers
- William Penn University Jazz Ensemble

**Special Interest Groups**

William Penn students interested in academic discussions, hobbies, social action, or a variety of other concerns have many different organizations to choose from, including:

- Association of Student Athletes (ASA)
- Black Leadership Initiative (BLI)
- Business Club
- Campus Activities Board (CAB)
- Computer Club
- Creative Ink (Literary Club)
- ISEA Aspiring Educators
- Engineering Club
- Fellowship of Christian Athletes (FCA)
- Film Club
- Fishing Organization
- Greek Life
- Kinesiology Club
- Penn Zone Club
- Pre-Professional Majors Club
- President's Diplomats
- Psychology / Sociology Organization
- Residence Hall Association
- SNO - Statesmen Nursing Organization
- Spike Ball Club
- Student Ambassadors
- Student Ambassadors
- Technology & Engineering Education Collegiate Association (TEECA)
- Wildlife Ecology Club
- World Club

**Student Government**

SGA helps build the structure of the collegiate experience, provides programs, works with the administration and assists with the allocation of student life fees.

**Religious Groups**

Student organizations focus on religion and offer spiritual growth and social interaction.

- Campus Ministries
- Fellowship of Christian Athletes (FCA)
- Inter-Varsity Christian Fellowship

**Campus Media**

Campus media groups offer students the opportunity to develop their communication and artistic talents outside the classroom.

- KWPU-FM Radio Station
- Penn & Ink (Literary Magazine)

**Honor Societies**

These organizations encourage academic excellence and leadership development, while providing recognition for student achievement.

Alpha Chi (National College Honor Scholarship Society)
Alpha Lambda Delta (First Year Student Honor Society)
Alpha Sigma Lambda (Nontraditional college student honor society)
Chi Alpha Sigma (Athletics Honor Society)
Phi Alpha Theta (History Honorary Society)
Sigma Beta Delta (National Business Society)

**Professional Associations**

Professional associations offer students the opportunity to develop their knowledge and appreciation for academic disciplines outside the classroom.

ISEA Aspiring Educators (Iowa State Education Association - Student Program)
National Student Nursing Association and State-Iowa Student Nursing Association
Order of the Computing Professional
Sigma Theta Tau (International Honor Society of Nursing)
WPC² (William Penn Computer Club, student section of Association for Computing Machinery)

**Greek Life**

Greek Life provides students with the opportunity to increase their leadership, academic, and social skills in an atmosphere of friendship and support.

Alpha Sigma Chi
Delta Beta Phi
Greek Council
Nu Psi Tau
Pi Gamma Xi
Sigma Phi Sigma
Theta Kappa Psi
Tau Kappa Epsilon

**Student Programming**

CAB provides a variety of activities and entertainment to the campus community and opportunities for students to develop their leadership skills.

# Admission to William Penn University

In keeping with the Quaker tradition of individual worth, William Penn University considers each applicant in the light of individual potential to benefit from a William Penn education.

***UNDERGRADUATE TRADITIONAL AND ONLINE ADMISSIONS POLICY:***

***FIRST TIME FRESHMEN:*** Entrance requirements for admission include graduation from an accredited secondary school, a 2.0 high school cumulative grade point average (GPA) or higher on a 4.0 scale, a class rank in the top 50%, and a composite score of 18 on the ACT or equivalent SAT score. Exceptions are made only by the Admissions and Financial Aid Committee.

Students who wish to be considered for admission should forward the following items to the Admissions office:

- High school transcripts or GED results.
- ACT or SAT scores (if taken, not required)
- College transcript for dual credit

Both the ACT and SAT are acceptable. Each student should arrange to take one of these tests as early as possible, preferably in the junior year or early in the senior year of high school. The ACT or SAT scores are waived if the student completed high school more than 5 years prior to the anticipated enrollment term. Students are not required to submit an ACT or SAT score to be considered for admission. However, eligibility for academic scholarships for first-time freshmen is determined by both cumulative high school GPA and composite score on ACT or SAT.

***TRANSFER STUDENTS:*** Students who wish to transfer from another college or university should supply an official transcript from each institution attended in addition to the items listed above. A high school transcript and test scores are not required for students who have successfully completed at least one year of transferrable college work (at least 24 credit hours).

***INTERNATIONAL STUDENTS:*** An international student application requires a $50 application fee and statement of financial support. International students seeking an I-20 and student visa may only enroll in the traditional campus; they may not be Online. A TOEFL exam score is required if the student has not taken the ACT or SAT for all non-native English speakers. TOEFL score minimum requirement is 500 (pencil/paper), 173 (computer-based), or 61 (Internet-Based).

Official transcripts are required to be sent through an international transcript evaluation service. Some prominent options are InCred, (IncredEvals.org), World Education Services (WES) or Educational Credential Evaluators (ECE). Individual cases of students with lower scores will be reviewed by the Admissions Committee.

The admissions decision is made on each applicant as soon as all materials are received. Following notification of acceptance, the applicant is requested to confirm the intention to enroll by submission of a $50 tuition deposit. This deposit is applied toward the student's tuition upon enrollment. In the event of notification in writing of withdrawal prior to May 1 (or December 1 for spring semester), the deposit will be refunded in full.

***BACHELOR OF SCIENCE IN NURSING COMPLETION (RN-BSN):*** All students entering the RN-BSN completion program are TRANSFER students from their pre-license program and other colleges attended. Admission requirements are as follows:

Acceptance to William Penn University with a transcript evaluation completed and on file.

Nursing Transfer Policy: All courses being evaluated for transfer into William Penn University's RN-BSN program must be completed with "C-" or above to be accepted for this nursing program. Required courses below this standard will need to be repeated, either at the community college or at William Penn University. This policy pertains to the William Penn University RN-BSN only.

Evidence of current unencumbered Registered Nurse licensure in the State of Iowa prior to enrollment into courses with a preceptor component. License must remain current while enrolled in William Penn's RN-BSN nursing program. Nursing courses with a clinical or preceptorship component may not be taken if the following has occurred:

- Denied licensure by the Iowa Board of Nursing
- Registered Nurse license is currently suspended, surrendered or revoked in any US jurisdiction
- Registered Nurse license is currently suspended, surrendered or revoked in another country due to disciplinary action
- Student has failed a criminal background check

Registered nurse applicants must have an admission cumulative GPA of 2.50 on a 4.0 scale and must maintain a cumulative GPA of 2.5 throughout the program. Students with an admission cumulative GPA of 2.0 may be admitted to the University and conditionally admitted to the Division of Nursing with the stipulation of earning at least a cumulative 2.50 GPA the first semester and maintaining the cumulative 2.50 GPA throughout the program.

The RN-BSN student must provide verification of the following admission requirements:

- Criminal Background Check and Abuse Registry
- Current CPR Card
- Nursing Student Physical Examination
- Immunization Requirements
- TD/tdap, Mantoux test, Seasonal Influenza, Mumps, Measles, Rubella, Chickenpox, Hepatitis B
- Mandatory Reporter: Child and Dependent Adult Abuse
- HIPAA & Standard Precautions trainings

It is the student's financial and educational responsibility to keep verifications current through the program.

***BACHELOR OF SCIENCE IN NURSING (4-year Pre-licensure BSN)***

***Regular Admission:***

The regular admission process is to complete steps for admission at William Penn University. Select the 4-year Bachelor of Science in Nursing major. Acceptance requirements for William Penn University will be applied. The student will be assigned an advisor in the nursing division to assure they are on track to complete all required courses prior to starting the final two years of the 4-year Pre-Licensure BSN program.

To be accepted into the final two years of the 4-year Pre-Licensure BSN program, the student must complete the following requirements:

- Maintain appropriate professional behavior on/off-campus, classroom, clinical sites, and labs.

- Nursing or correlative courses have not been repeated more than one time.
- Complete a Test of Essential Academic Skills (TEAS), with a score of 63 or higher.
- The TEAS test can be taken up to three times, with remediation on each attempt.
- Satisfactorily complete required general education courses and a CNA (Certified Nursing Assistant) certification course.
- Cumulative GPA of 2.8
- Minimum grade of C (2.0) in each of the following courses (or equivalent courses):
    - CHEM 101
    - BIOL 202, 308, 314, 315
    - MATH 102 or 120

A cumulative GPA of 2.8 must be maintained. A grade of C (2.0) or above must be attained in each nursing course.

***Early Admission:***

The early admission process is a formal understanding between the high school student and William Penn University in which a student may be granted admission to William Penn University and provisional admission into the 4-year Pre-Licensure BSN program. ***Early admission students must also meet the requirements for final admission to nursing (acceptance into the last two years of the program).***

Application Process for Early Admission:

- Students who are seeking the early admission option must submit their application by March 1st of their senior year of high school.
- The student must provide documentation of the following requirements:
    - ACT/SAT of 23 composite and/or
    - High School transcript showing completion of the following courses with a cumulative GPA of 3.0 or better on a 4.0 grade scale:
        - Biology (2 semesters)
        - Chemistry (2 semesters)
        - English (4 semesters)
        - Math (2 semesters including algebra)

The student must also maintain the following requirements while at William Penn University in order to enroll into the final two years of the nursing program:

- Maintain appropriate professional behavior on/off-campus, classroom, clinical sites, and labs.
- Nursing or correlative courses have not been repeated more than one time.
- Complete a Test of Essential Academic Skills (TEAS), with a score of 63 or higher.
    - The TEAS test can be taken up to three times with remediation on each attempt.
- Satisfactorily complete required general education courses and a CNA (Certified Nursing Assistant) certification course.
- Cumulative GPA of 2.8
- Minimum grade of C (2.0) in all the following courses (or equivalent courses):
    - CHEM 101
    - BIOL 202, 308, 314, 315
    - MATH 102 or 120

A cumulative GPA of 2.8 must be maintained. A grade of C (2.0) or above must be attained in each nursing course.

***GRADUATE STUDENTS***

Students applying for graduate studies at William Penn University will need to supply a complete application that will be reviewed by the Admissions and Financial Aid Committee. The following documents are required:

- Graduate Application for Admission
- Official Transcript from the institution that granted the undergraduate degree with a minimum cumulative GPA of 3.0 on a 4.0 scale
- Current resume, including work experience and educational background
- Submission of two academic or professional recommendation forms and recommendation letters
- 500-word Statement of Purpose discussing professional goals and how, in light of strengths, a graduate degree will bring the student closer to the realization of described goals

# FERPA Policy

***WHAT IS FERPA?***

The United States Congress passed the Family Educational Rights and Privacy Act (FERPA) in 1974 to afford certain rights to students concerning their education records. The primary rights afforded to students who attend a postsecondary school such as William Penn University are the right to inspect and review their education records, the right to seek to have their records amended and the right to have some control over the disclosure of information from the records.

William Penn University may not disclose information contained in education records without the student's written consent except under certain limited conditions.

***FERPA PROCEDURE***

These procedures, in compliance with the Family Educational Rights and Privacy Act, (FERPA) govern access to student education records and identify the procedures students may follow to obtain or restrict access to their education records.

The University Registrar is responsible for university compliance with these procedures. These procedures apply to the records of students who are both admitted and actively enrolled or who have previously attended the university on campus or via video conferences, satellite, internet, or by other electronic means. The rights are effective on the first day of each student's attendance. They do not apply to applications of persons who were not admitted or to other correspondence with the university.

***EDUCATION RECORDS***

These procedures apply to any education record (in handwriting, print, tapes, film, electronic or other media) maintained by WPU regardless of its date of origin which is directly related to a student. The following are NOT classified as education records under FERPA:

- Records kept by faculty, staff, administrative or auxiliary personnel for their own use as memory aids or reference tools if kept in the personal possession of the person who made them and if the record has not been made available to any other person except the maker's temporary substitute. These personal notes are to be referred to in divisional and administrative records policies as "sole possession" records. Records that contain information taken directly from a student or that are used to make decisions about the student are not sole possession records.
- An employment-related record which does NOT result from student status.
- Parents' confidential financial statements, income tax records and reports received by the university.
- Records maintained by WPU health or counseling services that are used only for treatment and made available only to those individuals providing the diagnosis and treatment. Patient access to medical or counseling records is provided upon submission of written patient authorization according to university policy.
- Alumni records which contain only information about a student after he or she is no longer attending the university and do not relate to the person as a student.

***ANNUAL NOTIFICATION***

***THIS INFORMATION IS TIME-SENSITIVE AND CONSTITUTES AN ANNUAL NOTIFICATION TO STUDENTS.***

Student education records at WPU are generally accessible to eligible students according to the provisions of the Family Educational Rights and Privacy Act (FERPA).

The following explains student rights to their education records, summarizes the procedures for exercising those rights, and describes student directory information that may be disclosed to the public without the students consent as required by law.

Eligible students, admitted and enrolled at WPU, generally have the right to:

1. Inspect and review their education records within a reasonable period upon submitting to the Registrar or appropriate office or division managing their education records a written request, with proof of identification, specifying the records to be inspected. The Registrar or appropriate office or division will notify the student of the time and place the records may be inspected.
2. Petition WPU to amend or correct any part of the education record believed to be inaccurate, misleading, or in violation of their privacy rights. Students may submit a written request to the office holding the record, clearly identifying the part of the record they want changed and specify why it is inaccurate or misleading. If the office decides not to amend the record as requested, the office will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the university hearing process may be provided to the student when notified of the right to a hearing.
3. Control the disclosure of personally identifiable information contained in the student's education record, except as otherwise authorized by law. Examples of exceptions to consent for disclosure include:
    a. Access of education records by WPU officials and agents having a legitimate educational interest in the records.
    b. This category generally includes any WPU official or agent who accesses student educational records for the purpose of performing a task or responsibility relating to his or her employment or professional responsibility at the university. These individuals may include faculty, administration, staff and other university agents who manage student education record information including, but not limited to, student education, discipline, and financial aid.
    c. Parents who establish the student's dependency for federal income tax purposes.
    d. Upon request, WPU will disclose education records or information without consent to officials of another college or university to which the student seeks or intends to enroll, or to a school in which the student is currently enrolled.
4. File a complaint with the U.S. Department of Education concerning failures by WPU to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202-4605. www.ed.gov/offices/om/fpco/

***Possible Federal and State Data Collection Use***

As of January 3, 2012, the U.S. Department of Education's FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records–including your Social Security Number, grades, or other private information–may be accessed without your consent.

First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution.

Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities.

In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

### *DIRECTORY INFORMATION*

WPU has designated the following student information as directory information that we may disclose to the public without the consent of the student:

- Name
- Addresses and telephone numbers
- E-mail address
- Date and birthplace
- Major field(s) of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Pictures
- Dates of attendance (current and past)
- Class standing (freshman, sophomore, etc.)
- Enrollment status (full-time, part-time, less than half-time)
- Academic honors, degrees and awards received
- Previous educational institutions attended
- Anticipated future enrollments
- Current individual student course schedule (as of the date the request is received.)
- Graduation date or Anticipated date of graduation
- Dates of Student Employment

Students have the right to restrict disclosure of the above directory information. To request restriction of disclosure, students must file a written request in the Registrar's Office.

Please note that although the University is permitted to release Directory Information without a student's written permission (unless the student has requested restriction of such information, see next section, we generally are not compelled to do so), in many cases we may choose to not release Directory Information when we feel such refusal may be in the best interests of the student. For instance, as standard practice, we do not release Directory Information to third parties in the form of mailing lists or labels.

### *RESTRICTING ACADEMIC RECORDS*

The University determines the personal information regarding its students that can be given to the public according to the FERPA guidelines. Any William Penn University student may request restriction of the disclosure of this personally identifiable information by the following procedure:

1. Come to the Office of the Registrar in Penn Hall with a University ID card or other picture ID.
2. Request a Directory Information restriction be placed on his or her educational records.
3. Fill out and sign the written agreement provided.
4. Please note that requests must be received prior to the fall semester to avoid being published in the Student Directory.

Restrictions on education records are valid until the student has removed them or separated from the University for a period of six months or has been verified as deceased. To remove a restriction on education records, a student should bring a University ID card or other picture and request that the restriction be removed from his or her records. Such transactions must be completed in person or in writing.

The above processes are completed through the University Registrar for the protection of students and to comply with FERPA.

### *LOCATIONS OF STUDENT EDUCATION RECORDS*

The following list describing the type, location and custodian of university student education records is illustrative and not comprehensive. Other student education records may be found in a variety of locations throughout campus. A student having questions concerning the location of education records should direct an inquiry to the Office of the Registrar.

| RECORD TYPE | LOCATION | CUSTODIAN |
|---|---|---|
| Academic Records | PENN 217 | Registrar |
| Admissions | PAC 203 | Director of Admissions |
| Alumni Information | PENN 213B | Director of Alumni Relations |
| Business Office | PENN 223 | VP for Financial Operations |
| Education | PENN 101 | Education Office Manager |
| Faculty Records | PENN 221 | VP Academic Affairs |
| Financial Aid | PAC 204 | Director of Financial Aid |
| Graduate Studies | PENN 217 | Registrar |
| Housing | UNION 107 | Director Residence Life |
| Information Services | PENN 111 | Director of Information Services |
| Online Program | PENN 217 | Registrar |
| Security | UNION 107 | Dean of Students |
| Inquiries for other records may be directed to the office of the Registrar where your request will be received or referred to the appropriate University Official | PENN 217 | Registrar |

### *PROCEDURE TO INSPECT EDUCATION RECORDS*

FERPA controls access to student education records. WPU will make a reasonable effort to provide eligible students and qualifying parents the rights granted by the Act. Under circumstances that prevent alteration or mutilation of records, a student with proper identification will be permitted to inspect all education records

not restricted by a pledge of confidentiality or considered to be private records of university personnel. In those instances when the university is willing to allow copies, those with legitimate access to the records will be charged a reasonable fee for the copies.

Students are encouraged to submit to the record custodian or to appropriate university personnel a written request that identifies as precisely as possible the record the student wishes to inspect. However, oral requests may be honored upon proper presentation of identification and in circumstances where a written request would be burdensome or impractical. The record custodian or appropriate university personnel will make reasonably prompt arrangements, generally within 45 days, for access and notify the student of the time and place where the records may be inspected.

When a record contains information about more than one student, the student may inspect and review only that portion relating to the requesting student.

### *RIGHT OF UNIVERSITY TO REFUSE ACCESS*

The following records are not available for review by students:

- The financial statements and tax returns of the student's parents.
- Letters and statements of recommendations to which the student has waived the right of access, or which were placed in the student's file before January 1, 1975.
- Records connected with an application to attend WPU or a component unit of WPU if that application was denied.
- Any records which are not education records as defined by FERPA or these procedures and which are not otherwise accessible pursuant to law.

### *REFUSAL TO PROVIDE COPIES*

WPU reserves the right to deny transcripts or copies of education records if:

- The student has an unpaid financial obligation to the university;
- The student is in default under any federal loan program,
- There is an unresolved disciplinary action against the student;
- There is unresolved litigation between the student and the university;
- Other cases as determined by the university procedures on Registration and Academic Holds;
- Or as otherwise determined appropriate by the university.

WPU will not provide copies of those education records related to disciplinary action taken against a student, even at that student's request, unless refusal of such a request would unreasonably limit the student's right to inspect and review those record.

### *COPIES OF RECORDS*

If for any valid reason such as distance from a student's place of residence to a record location, distance between record location sites, or health, a student cannot inspect and review his or her education record in person, WPU may arrange for the student to obtain copies. A reasonable fee for copies and any applicable postage fees will be charged. The fee for copies at the Office of the Registrar will be $.50 per page unless otherwise specified. There is no charge for search or retrieval of education records nor for personal inspection of education records.

***DISCLOSURE OF STUDENT EDUCATION RECORDS***

WPU will disclose student education records to a third party with written consent from the student. This written consent must:

- Specify the records to be released,
- State the purpose of the disclosure,
- Identify the party or class of parties to whom disclosure may be made, and
- Be signed and dated by the student.

WPU will disclose student education records without the written consent of the student in the following limited circumstances:

- To school officials and to specified agents of the university who have a legitimate educational interest in the records.
    - A school official or specified agent of the university is:
        - the Board of Trustees or its agents; or
        - a person employed by the university in an administrative, supervisory, academic, research or support staff position, (including security personnel and health staff); or
        - a person or company, with whom the university has contracted as its agent to provide a service instead of using university employees or officials (such as Student Clearinghouse, an attorney, auditor or collection agent); (the contracted party is subject to the same conditions of use and re-disclosure of education records that govern other school officials); or
        - a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or
        - a person employed by, under contract to, or designated by the university to perform a specific task.
    - A school official or specified agent has a legitimate educational interest if the official is:
        - performing a task that is specified in his or her position description or by contract agreement;
        - performing a task related to a student's education;
        - performing a task related to student discipline; or
        - performing a service or benefit relating to the student or the student's family, such as health care, counseling, job placement or financial aid.
    - To officials of another school, upon request, in which a student is enrolled or seeks or intends to enroll.
- To the Secretary of the U.S. Department of Education, the Attorney General of the United States, the Comptroller General of the United States, and state and local educational authorities, in connection with certain state or federally supported education programs.
- In situations where a student has sued the university, or the university has taken legal action against a student, as necessary for the university to proceed with legal action as a plaintiff or to defend itself.
- In connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid.
- To organizations conducting certain studies for or on behalf of the university on condition that the organizations conducting the studies not permit the personal identification of students by anyone other than the organizations' representatives. Additionally, all information provided must be destroyed by the requesting organizations when no longer needed for the study's purposes.
- To accrediting organizations to carry out their functions.
- To either parent of an eligible student if the student is claimed as a dependent for income tax purposes regardless of which parent claims the student as a dependent. Parents requesting information from a

student's file shall be responsible to demonstrate that the student in question is a dependent pursuant to Section 152 of the Internal Revenue Code. In addition, WPU may disclose to parents of an eligible student information regarding violations of local, state or federal law.

- To comply with a judicial order or a lawfully issued subpoena. The university will make a reasonable attempt to notify the student in advance of disclosure when non-directory information is released in response to subpoenas or court orders.
- To appropriate parties, including parents or guardians, in a health or safety emergency.

WPU may (without the consent of the perpetrating student) disclose to the victim of a crime of violence or a sex-offense, (as defined in the Clery Act) the results of any disciplinary proceeding conducted by WPU against the alleged student perpetrator regardless of the outcome of the proceeding.

### *RECORD OF REQUEST FOR DISCLOSURE*

Each custodian of education records at WPU will maintain a record of all requests for and disclosures of information from a student's education records file made by anyone other than a school official or the student. The record will indicate the name of the party making the request and the reason for the release. The record of the request for disclosure may be reviewed by an eligible student. Re-disclosure of education records by a third party is prohibited.

### *CORRECTION OF EDUCATION RECORDS*

Students have the right to ask to have education records corrected that are inaccurate, misleading or maintained in violation of their privacy or other rights. In all cases of challenge to the content of a student's education records, not otherwise governed by established university policy, these procedures will apply. Under these procedures, the process must be initiated within one year from the semester or term in question. The following are the applicable procedures.

- A student must file a written request with the custodian of the applicable WPU education record to amend the record.
- The request should identify the part of the record requested to be changed and specify why the student believes it to be inaccurate, misleading or in violation of the student's privacy or other rights.
- The dean or supervisor of the university area maintaining the records shall promptly review the facts and seek to resolve the complaint by informal discussions with the student.
- If the dean or supervisor decides not to comply with the request, WPU will notify the student in writing.
- A student who disagrees with the decision has a right to a hearing to challenge the information believed to be inaccurate, misleading or in violation of the student's rights. Upon written request to the University Registrar, a hearing will be scheduled, and the student will be provided reasonable advance notification of the date, place and time of the hearing. The hearing will be conducted by a University FERPA Committee consisting of three disinterested individuals appointed from the Office of the Dean and the Office of the University Registrar or another appropriate custodian of the student education records. The student shall be afforded a meaningful opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may have one or two individuals, physically present at the hearing panel to confer with him or her. Because the hearing is not intended to be adversarial, however, such individuals will not be allowed to address the hearing panel nor advocate, unless specifically invited to do so by the Chair. The hearing panel will prepare a written decision based on the evidence presented and/or considered at the hearing. The decision will include a summary of the evidence and the reasons for the decision.

- The hearing panel will strive to ascertain the truth and to make determinations that are reasonably supported by the evidence. Note: this hearing is an administrative proceeding and no attempt shall be made to apply the formal rules of evidence applicable in judicial proceedings. In general, any evidence, whether oral testimony or documentary, which is considered by the hearing panel to be relevant should be received subject to the discretion of the hearing panel to exclude frivolous, repetitive or merely cumulative testimony.
- If the hearing panel finds that the information is not inaccurate, misleading or in violation of the student's right of privacy or other rights, the record will be maintained, but the student will be notified of the right to place in the record a statement commenting on the challenged information and/or a statement setting forth reasons for disagreeing with the decision. The statement will be maintained as part of the student's education records as long as the contested portion is maintained. If WPU discloses the contested portion of the record, it will also disclose the statement. If the hearing panel decides that the information is inaccurate, misleading or in violation of the student's right of privacy or other rights, it will amend the record and notify the student, in writing, that the record has been amended.
- Generally, the university will follow the procedural guidelines as outlined above. However, the procedures set forth above are merely guidelines and are not intended to create any contractual obligations or expectations. The university reserves the right, at its reasonable discretion, to vary these procedures according to the circumstances of individual matters, provided that the student is not significantly prejudiced.

***INTERPRETATION***

Questions concerning the application of these procedures should be addressed to the Office of the Registrar, William Penn University, 201 Trueblood Avenue, Oskaloosa, IA 52577. The Registrar, in consultation with the Vice President for Academic Affairs, will determine all questions of interpretation.

# Student Complaint Policy & Procedure

***POLICY***

William Penn University is committed to a respectful learning environment for all members of the campus community. Students have the right to seek a remedy for a dispute or disagreement when they believe they have been treated in an improper, unfair or arbitrary manner. Additionally, students have the right to seek a remedy for issues of institutional or program quality such as William Penn University's compliance with the standards of our accrediting body, the Higher Learning Commission (HLC). No retaliation of any kind shall be taken against a student for participation in a complaint or grievance.

***DEFINITIONS***

A. Complaint: a written claim raised by a student alleging improper, unfair, arbitrary or discriminatory action by an employee involving the application of a specific provision of a university rule/regulation or a William Penn University policy or procedure. A grievance may also be about issues of institutional or program quality.
B. Appeal: a request for reconsideration of a grievance application of a policy or procedure.
C. Retaliation: retribution of any kind taken against a student for participating in a complaint or grievance.
D. Student: an individual student, a group of students, or the student government.

***PROCEDURES***

Complaints about sexual assault, relationship misconduct, or harassment should be directed to the Title IX Coordinator:

Caree Gordon
Title IX Coordinator
641-673-1703
William Penn University
Counseling Center
Dana Atkins Memorial Union LL

The procedures for all other types of complaints is as follows:

1. When a student has a complaint, she or he shall first meet on an informal basis with the WPU employee directly involved in the dispute in an attempt to resolve the complaint or grievance. For full consideration, the complaint or grievance should be discussed in the semester in which the concern arises, or within the first two weeks of the subsequent term.
2. When a student has a complaint, which remains unresolved after consultation with the WPU employee directly involved in the dispute, she or he may submit a written complaint via his or her WPU Access Student Portal. The submission of the grievance will be assigned an ombudsperson that will notify the appropriate supervisor that a complaint has been filed.
    a. This notification shall contain a statement indicating the intention of the student(s) to proceed with the complaint and the relief requested. The appropriate supervisor shall respond in writing to the student(s) within fourteen (14) days of receipt of the submitted complaint.
3. If the complaint is not resolved at the point of the supervisor, the student(s) may appeal to the area Vice President via the WPU Access Student Portal. The submission of the grievance will be assigned an ombudsperson that will notify the area Vice President that a complaint or grievance has been filed. The area Vice President shall consider the appeal and make a decision. The area Vice President shall

respond in writing to the student within fourteen (14) days of receipt WPU Access Student Portal grievance submission.

4. If the complaint is not resolved with the area Vice President, the student(s) may appeal to the University President via the WPU Access Student Portal. The submission of the grievance will be assigned an ombudsperson that will notify the President that a complaint or grievance has been filed. The University President shall respond in writing to the student within fourteen (14) days of receipt of the submitted notice of appeal. The decision of the President is final and binding.
5. If the initial complaint is with the area Vice President, the student may appeal to the President of the University using the same process described above.

### *COMPLAINTS TO THE HIGHER LEARNING COMMISSION*

William Penn University is accredited by the Higher Learning Commission (HLC). A student who wishes to file a complaint about William Penn University with the HLC should contact the Commission:

The Higher Learning Commission
230 South LaSalle Street, Suite 7-500
Chicago, Illinois 60604-1411

(800) 621-7440 / (312) 263-0456
Fax: (312) 263-7462
mailto:info@hlcommission.org

### *RECORD KEEPING*

The University maintains a record of complaints submitted via the WPU Access Student Portal. All submitted student complaints will be stored by the Vice President for Academic Affairs. Summary information regarding student complaints are presented by the Vice President for Academic Affairs to the president's Cabinet annually in June. Trends are reviewed and utilized in developing policies and procedures to help mitigate further complaints.

The log of complaints and resulting University actions is provided to the Higher Learning Commission, upon their request, and in compliance as part of the University's periodic accreditation review.

Questions regarding the student complaint policy and associated procedures should be directed to the Vice President for Academic Affairs, in person at Penn Hall, room 221, or by telephone, (641) 673-1010.

# Academic Policy for Transfer Credit

It is the student's responsibility to secure an official transcript from any previous institution. Transfer students have approximately 4 weeks from the beginning of their first enrolled term to provide official transcripts to William Penn University. At the end of this period, if official transcripts have not been received, financial aid may be modified, and academic credit will not be awarded for this prior work. A student may appeal to the Dean's Office to have past credit transferred in, after the allowable time frame has passed.

Policies relating to the acceptance of transfer credits are as follows:

1. All academic courses passed at another accredited (Regional or CHEA approved accreditation) degree granting institution may be accepted providing the overall grade point average for those courses is 2.0 or above. A minimum grade of "C-" is required in English Composition I and English Composition II. Only computer courses that are ten years old or less may be accepted. For those students with an overall grade point average of less than 2.0, only courses with a grade of "C-" or above will transfer. WPU may accept up to 94 credit hours as needed for the student's degree program at William Penn University.
2. AA, BA and BS degree graduates of (Regional or CHEA approved) accredited degree-granting institutions are accepted as having completed all Penn Leadership Core requirements, except for LDRS 290 Quaker Values and LDRS 390 Contemporary Leadership, with possible exceptions into certain majors.
3. Course work from non-accredited institutions (corporate universities and other extra-institutional learning providers) may be accepted based on recommendations from the American Council on Education (ACE), the National Program for Non-collegiate Sponsored Instruction (PONSI), the College Level Examination Program (CLEP), the Defense Activity for Non-Traditional Education Support (DANTES, DSST), non-standard coursework such as Straighterline or Sophia, and individualized articulation agreements with other institutions.
4. Official transcripts of all work must be submitted for credit to be granted. Transcripts must be sent from the originating institution directly to the Admissions Office at William Penn University.
5. Coursework from non-United States institutions will be evaluated based upon receipt of an official line-by-line international credit evaluation performed by the World Education Services (www.wes.org/index.asp) or the AACRAO Foreign Education Credential Service (www.ies.aacrao.org/evaluations/). Please access their website to order evaluations to be sent to William Penn University.
6. Students desiring credit for military experience must provide an official transcript from the Joint Services Transcripts (JST).
7. The Education Division only accepts transfer credits of courses within the major which are ten years old or less with a C- or above. The transferability of coursework in the education professional education core will be determined by the Registrar's Office in consultation with the Education Division Chair and Licensure Official. In addition to the above requirements, transfer students must complete at least nine credits in the Education Division Professional Core and at least nine credits in the teaching major at William Penn University prior to student teaching.

For additional transfer credit information, contact Admissions or the Office of the Registrar.

# Coordinating Programs

In addition to accepting an AA degree, William Penn University has agreements with several Iowa community colleges which enable students to include their vocational course of study with their liberal arts studies.

Students who complete the requirements for the AAS or AS/CO at these community colleges and the specified requirements for coordinating program at William Penn University will receive a BA with the major specified below.

Specific course requirements for these coordinating programs are available in the offices of Admissions, the Registrar, and the Dean of the College of Arts, Sciences, and Professional Studies.

### *DES MOINES AREA COMMUNITY COLLEGE*

Bachelor of Arts with a major in Technical Studies for numerous AAS degrees from DMACC. In addition, a Bachelor of Science in Nursing for students who have completed their Associates Degree in Nursing.

### *PELLA CAREER ACADEMY*

William Penn University has an articulation agreement with the "Career Academy" to provide a framework for students transitioning from a high school diploma at area high schools to further a BSN degree at WPU. The program does provide an application and acceptance of students to WPU, assuming all nursing and admissions requirements are met.

This agreement permits admission to WPU to a student who has earned their high school diploma prior to matriculation at WPU.

Courses taken successfully at PHS and DMACC will transfer to WPU as identified in this agreement. Upon completion of this, the student will earn a Bachelor of Science in Nursing from WPU.

Student advising on this pathway is seen as collaborative agreement with the "Career Academy" and WPU.

### *WPU/DRAKE UNIVERSITY LAW SCHOOL 3+3 PROGRAM*

Penn students who want to attend law school can apply to our 3+3 program with Drake University's School of Law. Requirements for first-year students at Penn include:

- High school GPA of 3.2
- Minimum composite ACT score of 20 (Combined SAT score of 950)
- Cumulative Penn GPA of 3.3 or higher
- Complete a minimum of 87 credits by the end of the third year at William Penn.
- Complete the Penn Leadership Core requirements
- Complete the requirements of an approved 3+3 degree track major
- Achieve a Law School Admission Test (LSAT) score no lower than the median LSAT of Drake's entering law school class for the prior year
- Complete all required law school application materials and comply with all law school admission requirements
- Complete the William Penn and Drake combined equivalent of 124 credit hours
- Submit an essay during the fourth semester at Penn specifying and discussing the reasons for applying to the program and describing the anticipated value of a law degree

William Penn undergraduate degree will be bestowed upon the student once 124 combined William Penn and Drake credit hours have been completed.

Transfer students are not eligible for the 3+3 program.

For additional details, contact Dr. Michael D. Collins or the Academic Dean, Noel C. Stahle.

### *INDIAN HILLS COMMUNITY COLLEGE*

Coordinating programs are available in the following areas and more:

| IHCC | WPU |
|---|---|
| Agricultural / Biofuels Process Technology | Industrial Technology |
| Automotive Technology | Industrial Technology |
| Aviation Maintenance Tech | Industrial Technology |
| Certified Nursing Assistant (CNA) | Pre-requisite for 4-year Pre-Licensure |
| Computer Networks and Security | Applied Computer Science<br>Industrial Technology |
| Computer Software Development | Applied Computer Science |
| Construction Management | Industrial Technology |
| Construction Technology | Industrial Technology |
| Criminal Justice | Sociology / Criminology |
| Diesel Power Systems | Industrial Technology |
| Early Childhood Associate | Elementary Education |
| Electronic Engineering Tech | Applied Computer Science<br>Industrial Technology |
| Health Information Technology | Biology<br>Exercise Science |
| Industrial Technology | Secondary Education<br>Industrial Technology |
| Laser / Electro-Optics Technology | Industrial Technology |
| Machine Technology | Industrial Technology |
| Nursing, Associate Degree | Bachelor of Science in Nursing<br>Biology<br>Exercise Science |
| Paramedical Specialist | Biology |
| Physical Therapist Assistant | Biology<br>Exercise Science |
| Radiologic Technology | Biology<br>Exercise Science |
| Robotics / Automation Technology | Industrial Technology |

*Degrees over 10 years old are not eligible as a coordinating program.*

### *IOWA CENTRAL COMMUNITY COLLEGE*

A coordinating program is available in the following area:

| ICCC | WPU |
|---|---|
| Nursing (ADN) | Bachelor of Science in Nursing |

### *IOWA STATE UNIVERSITY*

Students choosing to major in Civil, Industrial or Mechanical Engineering enroll in a 3+2 program. They will attend William Penn University for the first three years, studying mathematics, physics, chemistry, computer science, engineering, economics, writing, and completing the Penn Leadership Core program. During the last two years of college, they will attend Iowa State University, Ames, Iowa to complete a Bachelor of Science in Civil, Industrial or Mechanical Engineering degree. Upon completing their college work, they will transfer the necessary credits back to William Penn University and receive their WPU B.A. in addition to the ISU B.S.C.E., B.S.I.E. or B.S.M.E.

Students must come to WPU with a 'C' grade or better in a high school or college Pre-Calculus course or have completed MATH 140 at WPU with a 'C' grade or better before declaring engineering as their major. Students will begin as Industrial Technology- Engineering Technology majors until they meet this requirement.

### *IOWA VALLEY COMMUNITY COLLEGE*

Coordinating programs are available in the following areas and more:

| IVCC | WPU |
|---|---|
| Broadcast / Mass Media Studies (AS/CO)<br>Communications / Public Relations / Journalism (AA) | New Media |
| Industrial Maintenance Technology (AAS) | Industrial Technology |
| Nursing (ADN) | Bachelor of Science in Nursing |

*Degrees over 10 years old may not be eligible as a coordinating program.*

### *IOWA WESTERN COMMUNITY COLLEGE*

| IWCC | WPU |
|---|---|
| Music (AA) | Music |
| Nursing (ADN) (2+1) | Bachelor of Science in Nursing |
| Technical Music (AA) | Music Education – K-12<br>Creative Arts – Fine Arts emphasis |

*Degrees over 10 years old may not be eligible as a coordinating program.*

### *KIRKWOOD COMMUNITY COLLEGE*

Coordinating programs (2+2) are available in the following areas and more:

| KCC | WPU |
|---|---|
| CAD/Mechanical Engineering Technology | Industrial Technology |
| Electronics Engineering Technology | Industrial Technology |
| Construction Management Career Option | Industrial Technology |
| Computer Software Development | Software Engineering |
| Computer Science | Computer Science |
| Computer Support Specialist | Information Technology |
| Network & System Management | Information Technology |
| Nursing, Associates Degree (2+1) | Bachelor of Science in Nursing |

*Degrees over 10 years old may not be eligible as a coordinating program.*

### *NORTH IOWA AREA COMMUNITY COLLEGE*

A coordinating program is available in the following area:

| NIACC | WPU |
|---|---|
| Nursing (AAC) | Bachelor of Science in Nursing |

### *SOUTHEASTERN COMMUNITY COLLEGE*

A student earning an AS in Drafting Technology/Manufacturing Specialization at SECC may transfer to William Penn University to complete a BA in Industrial Technology, Secondary Education. The specific coursework is outlined in the current articulation agreement.

Students who have completed their Associates in Applied Science degree in Nursing at Southeastern are able to complete their Bachelor of Science in Nursing at William Penn University.

### *SOUTHWESTERN COMMUNITY COLLEGE*

| SWCC | WPU |
|---|---|
| Criminal Justice AA | Sociology w/ Criminology<br>Human Services |
| Nursing (AAS) | Bachelor of Science in Nursing |

# Cost of Attendance

***University Fees***

| | |
|---|---|
| Audit Fee per Credit Hour | $100 |
| Duplicate Tax Form | $25 |
| Elementary/Secondary Student Teaching Fee (16 week) | $500 |
| Elementary/Secondary Student Teaching Fee (8 week) | $250 |
| Graduation Fee | $100 |
| Lab Fees | Varies |
| National, State & Local Nursing Association Dues | $50 |
| NSF Charge | $25 |
| Private Music Lessons | $225 |
| Stop Payment Fee | $35 |
| Tuition Deposit | $50 |
| Housing Deposit | $100 |

William Penn University makes every effort to develop financial assistance packages so that few students pay the entire cost of their college education. Endowment funds and gifts from individuals, corporations, foundations, and the Society of Friends (Quakers) provide additional income for student grants and scholarships. William Penn University makes every effort to hold down costs for our students. Occasionally, changing economics require adjustments to our costs. Contact the Business Office for more details.

| | **Tuition** | **Meals*** |
|---|---|---|
| 1st Semester | $ 15,400 | $ 2,330 |
| 2nd Semester | $ 15,400 | $ 2,330 |
| Annual | $ 30,800 | $ 4,660 |

### *Tuition*

Full-time tuition charges (12 through 18 hours) are stated above. Part-time tuition is based on $420 per semester hour of credit for those enrolled in 1 through 11 hours of credit. Hours above 18 are charged the full-time tuition charge and $420 per credit hour over 18 hours.

### *Meals*

All full-time residential students except for Rosenberger residents must have a board plan. William Penn University offers three board plans.

- The unlimited board plan allows students unlimited entry into the dining hall during open hours.
    - Freshmen and Sophomores must take this option.
- The 200-block plan allows students to eat 200 times in the dining hall during the semester, plus have an additional $100/semester in Penn Bucks.
    - This option is only available to Juniors and Seniors.

- The 110-block plan allows students to eat 110 times in the dining hall during the semester plus an additional $200/semester in Penn Bucks.
    - This option is only available to Juniors and Seniors.

### *Housing*

**Optional room and apartment rates:

| Room / Apartment | Cost Per Semester | Cost Annually |
|---|---|---|
| Watson Room | $1,475 | $2,950 |
| Lewis Double Room | $1,475 | $2,950 |
| Lewis Single Room | $1,775 | $3,550 |
| Twin Towers Double Room | $1,850 | $3,700 |
| Twin Towers Single Room | $2,150 | $4,300 |
| Eltse Double Room | $1,850 | $3,700 |
| Eltse Single Room | $2,150 | $4,300 |
| Market Street–2 Bedroom | $2,800 | $5,600 |
| Market Street–4 Bedroom | $2,350 | $4,700 |
| Rosenberger Apartments | $2,500 | $5,000 |

Contact Residence Life for additional housing information.

### *Housing Deposit*

A $100 per semester housing deposit is required. The $100 is transferred from the student's account to a holding account. Once a student has notified Student Services, prior to the move out deadline, the student's account will be credited for $100. Any charges assessed by Student Services as a result of check-out will be charged against that deposit. Please contact Student Services for more information.

### *Room and Board Cancellation*

Once a student signs a housing contract and/or receives a dorm key, he/she will be required to pay 50% of the total room and board costs if he/she leaves campus before Census Day and remain enrolled in classes. Remaining enrolled in classes and moving off-campus after Census Day will result in a charge for 100% of room and board costs.

When a room and board reservation has been made and a housing contract signed for an upcoming year, cancellation may be made before the deadline without penalty. Cancellations for room and board made after May 1 for the fall semester, or December 1 for the spring semester, will result in forfeiture of your $100 housing deposit.

A student may be released from his/her housing contract at the end of a semester as long as he/she meets the criteria for being exempt from the housing requirement. The housing deposit will be refunded in total only

after room inspection and damage assessment has been forwarded to Business Services. Any charges assessed by room inspection will be withdrawn from the housing deposit and the remainder of the deposit will be returned to the student. Should damages exceed the deposit, the student will be billed for the balance.

### *Room Change*

Room changes prior to Census Day will be billed at 100% of the room to which the student moves. Room changes after Census Day will be prorated (both refund and billing) according to the schedule below. Residence Life reserves the right to ask students to remain in their assigned rooms for the first week of school to avoid confusion.

Following the second week of school, the Residence Life Director will implement room consolidation for students living in double rooms without a roommate. Students will be charged for a single room if they choose not to consolidate.

Requests for room changes may be made on the form found at www.wmpenn.edu/student-life/housing/housing-process/room- change-request/. No room changes may be made without a Residence Life Director's approval. A room change request does NOT guarantee a change will be granted.

***Single Room Policy:*** if a student requests a single room, one will be granted based on seniority and availability. Should a student be placed in a double room and the roommate moves out prior to Census Day, the remaining student will be given another roommate or pay the single room rate.

If a student is found residing in a room not assigned by the Residence Life Director, that student, along with any roommate(s), will be fined a minimum of $200; the student must remove all personal items on the day the discrepancy is discovered.

| Fall 2025 Housing Refund | | |
|---|---|---|
| **Date From** | **Date To** | **% Refunded** |
| | 8/24/2025 | 100% |
| 8/25/2025 | 8/31/2025 | 94% |
| 9/1/2025 | 9/7/2025 | 88% |
| 9/8/2025 | 9/14/2025 | 82% |
| 9/15/2025 | 9/21/2025 | 76% |
| 9/22/2025 | 9/28/2025 | 70% |
| 9/29/2025 | 10/5/2025 | 64% |
| 10/6/2025 | 10/12/2025 | 58% |
| 10/13/2025 | 10/19/2025 | 52% |
| 10/20/2025 | 10/26/2025 | 46% |
| 10/27/2025 | 10/27/2025 | 40% |
| 10/28/2025 | End of Term | 0% |

| Spring 2026 Housing Refund | | |
|---|---|---|
| **Date From** | **Date To** | **% Refunded** |
| | 1/11/2026 | 100% |
| 1/12/2026 | 1/18/2026 | 94% |
| 1/19/2026 | 1/25/2026 | 88% |
| 1/26/2026 | 2/1/2026 | 82% |
| 2/2/2026 | 2/8/2026 | 76% |
| 2/9/2026 | 2/15/2025 | 70% |
| 2/16/2026 | 2/22/2026 | 64% |
| 2/23/2026 | 3/1/2026 | 58% |
| 3/2/2026 | 3/15/2026 | 52% |
| 3/16/2026 | 3/22/2026 | 46% |
| 3/23/2026 | 3/26/2026 | 40% |
| 3/27/2026 | End of Term | 0% |

### *Student Health Insurance*

All students at William Penn University, undergraduate and graduate students taking classes on the Oskaloosa campus, are required to maintain primary health insurance for the academic year. All students at William Penn University, undergraduate and graduate students taking classes on the Oskaloosa campus will be enrolled in a student health insurance plan and billed the fee until the following waiver is completed and proof of acceptable primary coverage is provided prior to August 1st, 2025. International students cannot waive out of this plan. State Medicaid insurance other than Iowa Medicaid is not acceptable to waive the student health insurance.

William Penn University student-athletes are required to maintain primary insurance coverage for the entire academic year in order to qualify for the William Penn University secondary insurance policy. If a student athlete's primary health insurance coverage lapses, he/she is immediately ineligible for practice and competition and all other athletic activity. It is your responsibility to provide us with new information if coverage changes. It is imperative that any change to health insurance coverage is reported as soon as possible.

William Penn University offers a Health Insurance Plan to all undergraduate and graduate students attending classes on the Oskaloosa campus.

***Summer Term Charges***

Tuition is charged at a rate of $420 per credit hour plus pro-rated fees. Summer housing is available to students taking summer classes or working on campus or in the Oskaloosa Community. Housing is charged at a rate of $300 per month. Rosenberger Apartments and Market Street Hall are charged at a rate of $350 per month. The meal plan is not available. Contact Residence Life for more information.

| ***Distance Learning Costs-at-a-Glance*** | |
|---|---|
| | **Tuition** |
| 1st Semester | $15,400 |
| 2nd Semester | $15,400 |
| Annual Totals | $30,800 |

| ***RN-BSN Costs-at-a-Glance*** | | |
|---|---|---|
| **Tuition** | **Lab Fees per Course** | |
| $483 per credit hour | NURS 300 | $150 |
| | NURS 302 | $50 |
| | NURS 303 | $50 |

| ***Graduate & Online Program Costs-at-a-Glance*** | | |
|---|---|---|
| | **Undergrad Online** | **Graduate On-Campus & Online** |
| **Tuition** | $450 per credit hour | $500 per credit hour |

# Payment Options

Satisfactory payment arrangements must be made with the Business Office in writing if full payment cannot be made at the beginning of each semester. Students will not be registered or admitted to class unless the accounts are settled, or appropriate arrangements completed. There is a 1% per month (12% annually) service

charge on all outstanding balances due on a William Penn University student account. Academic Records are placed on hold until balance is paid in full. Student tuition, fees, room, board, and other charges are payable with the following payment plans.

1. ***Monthly Payment Plan***
   The Tuition Pay Plan is administered by the Student Account Officer and provides a way to pay educational expenses through manageable monthly installments for each semester. The Tuition Payment Plan is not a loan, thus there are no interest charges. Prepayments may occur at any time without penalty. The first installment should be paid before the first day of class and remaining monthly payments are due by the 10th of each month. Late payments will be assessed a late fee of $50.If you neglect to make your payment when due, you will be assessed a late fee of $50, termination of the tuition payment plan, and your account will be charged a monthly service charge of 1%.
2. ***Work-Study Payment Plan***
   This is NOT an interest free plan (12% APR). The amount of this plan cannot exceed your semester awarded amount. You must realize that this amount is not automatically credited to your account; you must obtain a job and work the necessary hours. Your monthly paychecks will then be automatically credited to your student account until the student account is paid in full if you sign up for this plan.

***Note:*** Failure to meet financial obligations will result in the student's account being charged for associated collection costs, including late charges, collection agency fees, litigation costs, attorney fees, witness fees, and long-distance phone charges associated in collecting the account. Additionally, diplomas, transcripts, and certificates will not be released until all accounts with William Penn University are settled.

# Financial Aid Assistance

***Student Financial Assistance***

It is the purpose of the Financial Aid Office, located in the Penn Activity Center, room 204, to assist the student in financial planning for college. In doing this, William Penn University attempts to make it financially manageable for fully accepted students in a degree seeking or teacher certification program at William Penn University to experience the advantages of a college education. Generous gifts by alumni, trustees, and friends of the university, in addition to state and federal student assistance programs, make this possible.

The primary criterion for determining the amount of assistance a student is eligible to receive is the financial need of the student. The type or kind of assistance available is related to the financial need, enrollment status (determined at census day), housing plans, scholastic achievement, music/theater talent, and athletic ability of the student.

For more details, visit our website at https://www.wmpenn.edu/admissions-aid/financial-aid.

# Institutional Refund Policy

***Institutional Policy for Refund of Credit Balances***

Credits showing on the student's account, created due to overpayments or from financial assistance, including loans, will be disbursed in full within 14 days from the date the credit was created. All credit balance refunds will be written on Wednesday and checks will be available on Fridays in the Business Office. Charges may be incurred after credit balance is disbursed and payment for these charges is due immediately.

### *Refund Policy for Withdrawing from Class*

Students who choose to withdraw from any class are well advised to check with the Financial Aid Office regarding the effects of the withdrawal on their financial assistance. The amount of the refund, if any, will be determined based on the percentage of the courses that were completed. All dropped courses will be pro-rated prior to census day according to the attached refund schedule.

Students charged per credit hour at census day will be pro-rated for a partial withdrawal per the attached refund schedule. Full Time Traditional and Distance Learning students will not be adjusted for a partial withdrawal from courses that were attended at census day. Full Time Traditional and Distance Learning students could be adjusted for courses dropped they have not attended.
During the summer all courses will be pro-rated for a partial withdrawal.

### *Refund Policy for Completely Withdrawing from the University*

A student who is withdrawing from William Penn University should pick up a withdrawal form from the Financial Aid Office and make an appointment with the Financial Aid Office. WPU will prorate tuition, room and meals according to the WPU refund schedule for a student that withdraws before the 60% point of the semester. All fees such as, but not limited to, general, infrastructure, technology, and lab fees charged to the student's accounts are not refundable. William Penn University's refund schedule will be made available to all students at the beginning of each semester. If funds have been released to the student because of a credit balance on the student's account, then the student may be required to repay some of the financial assistance released to the student. Examples of the application of the refund policy are available upon request from the Financial Aid Office and/or Business Office.

### *Refund Policy for Administrative Withdrawal from the University*

Students who do not go through the official withdrawal process will be deemed to have attended through the last date of attendance that can be documented and will have their charges pro-rated according to the William Penn University refund schedule and the policies stated in the previous paragraph. Students may also be administratively withdrawn for non-attendance of all classes for a two-week consecutive period.

### *Officially Withdrawing from All Classes Due to Active Duty*

A student called to active duty and needing to withdraw from all classes at William Penn University must contact the registrar's Office as well as the Director of Financial Aid to begin the withdrawal process. The student will receive 100% refund of the following charges: tuition, fees, room/board (if applicable).

### *Refund Policy for Dismissal from the University*

Residential students who are dismissed from the university must vacate their rooms within 24 hours. University housing is for enrolled students only. Tuition, fees, room, and/or meals will be refunded according to the William Penn University refund schedule.

### *Refund Policy for Fees*

Fees are non-refundable on/after the 1st day of class.

***Tuition Refund Schedule***

| Fall 2025 Full Semester Course | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 8/24/2025 | 100% |
| 8/25/2025 | 8/31/2025 | 94% |
| 9/1/2025 | 9/7/2025 | 88% |
| 9/8/2025 | 9/14/2025 | 82% |
| 9/15/2025 | 9/21/2025 | 76% |
| 9/22/2025 | 9/28/2025 | 70% |
| 9/29/2025 | 10/5/2025 | 64% |
| 10/6/2025 | 10/12/2025 | 58% |
| 10/13/2025 | 10/19/2025 | 52% |
| 10/20/2025 | 10/26/2025 | 46% |
| 10/27/2025 | 10/27/2025 | 40% |
| 10/28/2025 | End of Term | 0% |

| Fall 2025 1st 8 Week Module | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 8/24/2025 | 100% |
| 8/25/2025 | 9/1/2025 | 80% |
| 9/2/2025 | 9/8/2025 | 60% |
| 9/9/2025 | 9/15/2025 | 40% |
| 9/16/2025 | 9/22/2025 | 20% |
| 9/23/2025 | End of Module | 0% |

| Fall 2025 2nd 8 Week Module | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 10/19/2025 | 100% |
| 10/20/2025 | 10/26/2025 | 80% |
| 10/27/2025 | 11/2/2025 | 60% |
| 11/3/2025 | 11/9/2025 | 40% |
| 11/10/2025 | 11/16/2025 | 20% |
| 11/17/2025 | End of Module | 0% |

| Spring 2026Full Semester Course | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 1/11/2026 | 100% |
| 1/12/2026 | 1/18/2026 | 94% |
| 1/19/2026 | 1/25/2026 | 88% |
| 1/26/2026 | 2/1/2026 | 82% |
| 2/2/2026 | 2/8/2026 | 76% |
| 2/9/2026 | 2/15/2025 | 70% |
| 2/16/2026 | 2/22/2026 | 64% |
| 2/23/2026 | 3/1/2026 | 58% |
| 3/2/2026 | 3/15/2026 | 52% |
| 3/16/2026 | 3/22/2026 | 46% |
| 3/23/2026 | 3/26/2026 | 40% |
| 3/27/2026 | End of Term | 0% |

| Spring 2026 1st 8 Week Module | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 1/11/2026 | 100% |
| 1/12/2026 | 1/18/2026 | 80% |
| 1/19/2026 | 1/25/2026 | 60% |
| 1/26/2026 | 2/1/2026 | 40% |
| 2/2/2026 | 2/8/2026 | 20% |
| 2/9/2026 | End of Module | 0% |

| Spring 2026 2nd 8 Week Module | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 3/15/2026 | 100% |
| 3/16/2026 | 3/22/2026 | 80% |
| 3/23/2026 | 3/29/2026 | 60% |
| 3/30/2026 | 4/5/2026 | 40% |
| 4/6/2026 | 4/12/2026 | 20% |
| 4/13/2026 | End of Module | 0% |

| Summer Session 1 | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 5/17/2026 | 100% |
| 5/18/2026 | 5/24/2026 | 70% |

| Summer Session 3 | | |
|---|---|---|
| Date From | Date To | % Refunded |

| | | |
|---|---|---|
| 5/25/2026 | 5/31/2026 | 40% |
| 6/1/2026 | 6/2/2026 | 10% |
| 6/3/2026 | End of Module | 0% |

| Summer Session 2 | | |
|---|---|---|
| Date From | Date To | % Refunded |
| | 6/15/2025 | 100% |
| 6/16/2025 | 6/22/2025 | 80% |
| 6/23/2025 | 6/29/2025 | 60% |
| 6/30/2025 | 7/6/2025 | 40% |
| 7/7/2025 | 7/13/2025 | 20% |
| 7/14/2025 | End of Term | 0% |

| | | |
|---|---|---|
| | 5/17/2026 | 100% |
| 5/18/2026 | 5/24/2026 | 87% |
| 5/25/2026 | 5/31/2026 | 75% |
| 6/1/2026 | 6/7/2026 | 62% |
| 6/8/2026 | 6/14/2026 | 50% |
| 6/15/2026 | 6/21/2026 | 37% |
| 6/22/2026 | 6/28/2026 | 25% |
| 6/29/2026 | 7/5/2026 | 12% |
| 7/6/2026 | End of Module | 0% |

# Financial Policies

### *Liability Waiver*

The university does not carry insurance on personal property for faculty, staff, students, or other workers while on campus, and is not responsible for the loss or damage of such property.

### *Audit Records of the University's Operations*

Each year William Penn University acquires the services of an independent auditing firm to perform an audit on the University's financial operations. A copy of this annual report is on file in the Wilcox Library of William Penn University.

### *Veterans Benefits and Transition Act of 2018*

William Penn University will not impose any penalty including: 1) the assessment of late fees; 2) the denial of access to classes; 3) libraries or other institutional facilities and/or 4) the requirements that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet his or her financial obligations to institution due to the delayed disbursement of a payment by the U.S. Department of Veteran Affairs.

# Academic Information & Policy

***Accreditation***

William Penn University (WPU), a private, not-for-profit, post-secondary institution is accredited by the Higher Learning Commission www.ncahlc.org. The Higher Learning Commission's telephone number is (800) 624- 7440. In addition, all certification and endorsement programs offered William Penn University's Division of Education are approved and accredited by the Iowa Department of Public Instruction, pursuant of Chapter 79, Code of Iowa.

***The Higher Learning Commission (HLC)*** is an independent corporation is one of six regional institutional accreditors in the United States. The Higher Learning Commission accredits degree-granting post-secondary educational institutions in the North Central region.

***Academic Honesty*** Students at William Penn University are assumed to hold academic honesty in high regard. Cheating will be taken seriously, and disciplinary measures will be taken when appropriate. It is the student's responsibility to learn the academic standards and expectations of each professor.

***Academic Dishonesty*** refers to copying the work of others, using unauthorized aids while taking an examination, misrepresenting others' work as your own, or helping others engage in cheating. This list is not exhaustive, and individual professors may impose more specific definitions of what constitutes academic dishonesty. Professors have sole authority over assignment of grades and use their best judgment in dealing with cases of academic dishonesty.

***Right of Appeal:*** In the event students feel that the grade received is not accurate, they should submit a written request to the Academic Council via the Academic Dean within six weeks of the last day of the class. Students will be notified of the results in writing.

***Academic Majors***

In addition to the Penn Leadership Core requirements, each student will complete a major. Some majors require concentrations. Majors are offered by William Penn University in the following subject areas:

***Applied Technology Division***

Applied Computer Science
- Computer Science
- Information Technology
- Software Engineering

Engineering *(3+2 w/Iowa State University)*
- Civil
- Industrial
- Mechanical

Industrial Technology *w/emphases in*
- Engineering Technology
- Management of Technology
- Technical

Mathematics
- Applied
- General

***Business Administration Division***

Accounting
Business Management
Entrepreneurship/Small Business Management
Human Resource Management

***Education Division***
*(# also offered in Distance Learning format)*
Elementary Education K-6 #

K-12 Education Endorsements *(stand-alone)*
Music (K-8/5-12)
Physical Education/Health/Coaching (K-8/5-12)#

Secondary Education 5-12 Endorsements *(stand-alone)*
- All Social Sciences
- American Gov't/American History
- American Gov't/Psychology
- American Gov't/Sociology
- American History/Psychology
- American History/Sociology
- Basic Social Sciences
- Biology/Basic Science
- Biology/Chemistry
- Biology/Earth Science
- Biology/Physics
- Business-All
- English/Language Arts/Journalism
- Industrial Technology
- Mathematics

Add-on Endorsements
*(can be added to any education endorsement)*
- Athletic Coaching (K-12)#
- Economics (5-12)
- Health (K-8/5/12)#
- Math (K-8)
- Reading (K-8/5-12)#
- Special Ed Instruction Strategist (K-8)#
- Special Ed Instruction Strategist (5-12)#
- Speech Communication/Theatre (5-12)
- World History (5-12)

***Humanities Division***
Creative Arts *w/emphases in*
- Fine Arts
- Theatre

English
Music

***Kinesiology & Life Sciences Division***
Bachelor of Science majors
- Biology
- Exercise Science

Bachelor of Arts majors
- Kinesiology
- Sport Management
- Wellness & Recreation

*WPU / Palmer Chiropractic dual degree program

***New Media Division***
New Media with tracks in:
- Film & Video Production
- Digital Design/Content Creation

***Nursing Division***
4-year Pre-Licensure BSN in Nursing, Traditional on-campus program
RN-BSN Online program

***Social and Behavioral Sciences Division***

History
Political Science
Sociology *w/ emphases in*
Criminology
General Sociology
Human Services
Psychology

*Law School (3+3) w/Drake University

***Online Majors***

Business Management
Human Resource Management
Leadership
Psychology
RN-BSN

***Graduate Programs***

Master of Organizational Leadership
Master of Sport Management

***Academic Minors***

Students may complete an academic minor. The minor consists of at least 15 hours in a discipline. Minors are available in the following subject areas :

Art
Biology
Business Management
Chemistry
Computer Science
Creative Writing
Criminology
Digital Leadership
Earth Science
Economics
Entrepreneurship/Small Business Management
English
Graphic Art
History
Human Services
Industrial Technology
Information Technology
Insurance
Kinesiology
Mathematics
Music
New Media
Physics
Political Science
Psychology
Religion
Sociology
Theatre

***Online Minors***

Business Management
Entrepreneurship/Small Business Management
Human Resource Management
Leadership
Psychology

### *Academic Honors*

The Dean's List and President's List are announced after each semester of the regular academic year. They include names of all students enrolled in the university completing at least 12 semester hours of credit with a grade point average for the semester of 3.5 - 3.89 for the Dean's List and 3.9 and above for the President's List. Students ending the semester with an Incomplete grade or a grade change resolved after the list is published will not be included. (Students in the Graduate programs are not eligible for academic honors.)

### *Academic Classification, Probation, Dismissal and Warning (UNDERGRAD students. See GRADUATE section for GRAD information)*

Students are classified according to the number of semester credit hours completed. A student is making satisfactory progress toward graduation as long as the cumulative grade point average does not fall below the following minimums during any semester of attendance:

| Classification | Credit Hours | Cum Required GPA |
|---|---|---|
| Freshmen | 0-27 | 1.7 |
| Sophomore | 28-57 | 1.9 |
| Junior | 58-87 | 2.0 |
| Senior | 88-124+ | 2.0 |

In the event a student's cumulative GPA does not meet the specified requirements, the student will be placed on Academic Probation for the following semester. During that probation semester, the student is limited to a maximum of 14 credit hours of new course work or a maximum of 16 credit hours if one or more courses are repeated.

Students on academic probation will be enrolled in a mandatory Academic Coaching program. This program involves educational workshops and one-on-one developmental meetings with Academic Coaching staff members. It is designed to identify the issues, concerns and perceived barriers the student must address to be successful at William Penn University. Academic Coaches work with the students, instructors, advisors, and others, to form a partnership to support the students' efforts to improve their grade point average. The goal of coaching is to promote the individual's self-efficacy and confidence during their time at WPU. Depending upon the student's individual needs, required educational workshops may include any or all of the following:

| | |
|---|---|
| Career Exploration* | Reading Strategies* |
| Financial Literacy* | Self-Management* |
| Motivation & Goal Setting | Test Anxiety |
| Note Taking | Test Taking |
| Paper Writing* | Time Management |

[*Whether these workshops are held may depend on the participation by faculty/staff members to lead workshops.]

Although the criteria for satisfactory progress are defined by class standing and cumulative grade point average, the University reserves the right to place a student on probation if the grade point average for any given semester falls below 1.7 for freshmen, 1.9 for sophomores, and 2.0 for juniors and seniors.

Failure to achieve the specified grade point average will result in Academic Dismissal at the end of the probationary semester unless extenuating circumstances are demonstrated, and an exception is granted by the Academic Dean. Students who earn a semester GPA of 0.0 in any given semester will be academically dismissed. The University reserves the right to evaluate and possibly academically dismiss any student with a semester GPA of under .5. The student will be notified of that dismissal

1. by WPU email and
2. by registered mail.

### *Academic Warning*

Students whose semester GPA for any given semester does not meet the minimums established above will be placed on Academic Warning for the following semester. Although the Academic Warning status carries no load restrictions, the student should meet with his/her advisor to develop a plan to raise the GPA to acceptable levels.

### *Right to Appeal*

A student who has been academically dismissed may appeal to the Dean and Academic Council. To appeal, students should follow carefully the instructions and guidance provided in the dismissal letter, including the deadlines for appealing. The Dean and Academic Council will give careful consideration to students who can

1. cite and document extenuating circumstances,
2. include a letter of support from his or her advisor or a supportive faculty member, and
3. provide a detailed and concrete plan for academic success.

### *Student Success Program*

The Student Success Program's mission is to promote independent learning within a secure environment, meeting the diverse needs of the William Penn community. Services available include Academic Coaching/Mentoring, 1:1 peer tutoring with Academic Skill Center staff on a drop-in or scheduled basis. The Academic Skill Center provides a welcoming learning environment for all students. The hours of the Academic Skill Center are 9:00am-3:00pm and 5:00pm-9:00pm Monday through Thursday and Friday's 9:00am-3:00pm. Tutoring on Saturday and Sunday is available by appointment only.

In addition to providing tutoring in specific subjects, tutors are also available to assist students in the areas of time management, organization, note taking, and test preparation.

### *Advising System*

Students are assigned a faculty advisor for individual guidance when they first enroll. Students may change advisors at any time by contacting the Office of the Registrar. The major emphasis of the advisory system concerns the academic program of students, but the advisor also serves as a role model and mentor. While the advisor is expected to help the student in scheduling courses, academic planning and success are ultimately the responsibility of the student.

### *Athletic and Extracurricular Eligibility*

William Penn University is affiliated with the National Association of Intercollegiate Athletics (NAIA) and adheres to its policies regarding eligibility to participate in intercollegiate athletics. The University and the conferences with which William Penn is voluntarily affiliated may establish additional eligibility requirements.

In order to be eligible, freshmen must meet two of the following three requirements: A 2.0 high school GPA; a ranking in the top 50% of their graduating class; an ACT score of 18 or an SAT equivalent. Transfer student eligibility will be determined on a case by case basis. Contact the Athletics Compliance Officer for additional information.

Students on Academic Probation at William Penn University may be ineligible to practice or compete in intercollegiate athletics and may not be allowed to represent the University in any extracurricular activities.

The Judicial Board of William Penn reserves the right to issue sanctions for violating campus policies. Students who violate campus policy may not be allowed to participate in athletics and extracurricular activities.

### *Attendance Policy*

Student engagement and active participation in the learning process is critical to quality instruction. Students are expected to be in class on time every time, without exception.

1. Students are responsible for notifying the instructor(s) before they miss class. In those rare instances when students find it impossible to be in class for good cause, they are expected to make arrangements with the instructor as much ahead of time as possible.
2. Students will not be penalized for missing class for university-sponsored events, provided:
    a. the student makes prior arrangements with the professor(s) to make up class work.
    b. the university-sponsored event is verified through proper channels (e.g., e-mail from coach or event sponsor).

However, regardless of the reason for missing class, the real issue is not just being excused, but being personally responsible for the learning that was missed. Faculty will facilitate the learning process to the best of their ability and time, but students are expected to take primary responsibility for making up missed assignments in a timely manner. Any student who fails to attend a specific class during the first week of a semester may lose his or her seat in the class.

In accordance with federal guidelines, any student who is recorded as absent in all classes for a period of two consecutive weeks may be administratively withdrawn from the University. Presence in intercollegiate athletic participation classes (PHLA 150-170) or fine arts performance ensemble classes will not preclude that withdrawal.

### *Online Attendance*

Although the online environment is such that there is no specific meeting time, students are still expected to fully participate in the class in a substantial way. For the purposes of attendance, students must log in and participate academically in one or more of the following:

- Submission of an academic assignment
- Examination/interactive tutorial or computer assisted instruction
- Post to the study group forum
- Participation in online discussions about the academic subject

Minimum attendance requirement of one interaction per week. Note: successful completion of course work requires more than a single interaction.

### *Auditing Classes*

Students who desire to audit a course must indicate this at the time of registration and obtain permission from the instructor. The audit fee is $100 per credit hour.

### *Calculating Major, Emphasis, and Minor GPA*

When calculating the GPA, all courses required for a given program taken at William Penn University will be used, including those listed under such headings as "Other required courses," or "Required supporting courses." GPA is calculated by the following formula: "Quality Points divided Quality Hours equals GPA"

### *Calendar (Academic)*

The academic year at William Penn University consists of a 16-week fall semester, a 16-week spring semester, and a summer session. The Online Program has 8-week classes that fit into the 16-week semester. The Fall Semester begins in late August and ends before Christmas. The Spring Semester extends from January to May. A Summer Session is available which allows students to take up to 12 credit hours.

### *Career Development*

William Penn University provides an academic program that stresses the fusion of liberal arts with career development and leadership skills. Faculty members assist students in planning a course of study that provides the skills necessary to meet the demands of various career pursuits.

### *Career Services*

William Penn University offers a variety of career development and job search assistance. Starting with career planning, the services continue with career counseling, career information and exploration, job search strategies, outreach programming, part- time and summer job information, internships, and more. Assistance is available regarding resumes, cover letters, credential files, interviewing, company profiles, and a host of resources. Graduate school information is also available in Career Services, and all services are extended to William Penn alumni. The Career Services office is located on the lower level of the Dana Atkins Memorial Union.

### *Counseling Center*

The Counseling Center provides individual and group counseling for students experiencing personal, emotional, and academic concerns along with seasonal wellness initiatives and campus wide workshops and mental health awareness programming. The Counseling Center is located on the lower level of the Dana Atkins Memorial Union.

### *Course Load*

Full-time enrollment is 12-18 credit hours per semester. Students who enroll for more than 18 hours pay the tuition-per-hour cost for the hours over 18 and must have permission from the Dean. A student Conditionally Admitted or on Academic Probation is limited temporarily to 14 semester hours of new course work. Full-time

enrollment in the Online Program is 12 credit hours in a semester or two 8-week courses in a term. (For a graduate student, fulltime enrollment is 9 credit hours.)

### *Course Numbering*

Courses numbered 100 to 299 are designed for freshmen or sophomores but are available to other students. Courses numbered 300 to 399 are designed primarily for juniors and seniors but are available to qualified sophomores if all prerequisites have been met. Courses numbered 400 to 499 are designed for seniors only. Courses numbered 500-599 are graduate-level courses. Courses numbered below 100 are not degree applicable.

### *Credit by Examination or Other Non-traditional Options*

William Penn University accepts a maximum of 32 credit hours by examination. Hours earned through credit by examination are recorded on the student's transcript but will not affect the cumulative GPA. Credit awarded for national testing programs, such as AP, CLEP and DANTES, will be based on their recommended scores. Credit for institutional tests will be evaluated on a case by case basis. Credit by examination will not be awarded in duplication of college courses already taken and is recorded only for regularly matriculated students.

Credit earned through other non-degree-granting ACE recommended organizations, is limited to a maximum of 9 hours, must be given individual prior-approval for extenuating circumstances, and earn a grade of C or higher.

### *Credit Hour Policy*

All William Penn University courses must adhere to the credit hour standard established below. Written requests for exceptions must include a rationale supported by documentation and be approved by the Division and the Academic Dean. During any reaccreditation process of William Penn University, compliance with these standards will be reviewed by the Higher Learning Commission. The definition of the credit hour, both at the Federal level and as applied by William Penn University, is given below.

The Federal definition states that "A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than:

- One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks;
- Or at least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by an institution, including laboratory work, internships, practicums, studio work and other academic work leading toward the awarding of credit hours.

### *William Penn University Equivalencies of the Credit Hour*

The institutionally established equivalencies to the Federal definition of the credit hour at William Penn University are given below. These standards apply to both undergraduate and graduate courses.

1. For each semester hour of credit, classes that meet face-to-face must include one 50-minute period with the instructor and two hours of outside of class work for 15 weeks.
    a. 1 credit hour = 50 minutes contact + 120 minutes outside work over 15 weeks for a total of 2,550 minutes of student effort.

2. One hour of credit may be awarded for laboratory and discussion sections that meet a minimum of 50 minutes per week and a maximum of 150 minutes per week. No more than one credit may be awarded for lab and discussion sections without documented approval of the Division and the Academic Dean.
    a. 1 credit hour = 1 to 3 lab and discussion sessions ranging from a total of 50 to 150 minutes.
3. Classes that do not meet the required face-to-face contact time (for example, hybrid or online courses) will meet the credit hour standard if they meet all four (4) of the following criteria;
    a. The course covers the same material in the same depth as a face-to-face version of the same course;
    b. The course has been evaluated by the division for content and rigor; and
    c. the Division has approved the credit to be awarded;
    d. Approval must be documented.

Some courses may be approved to be offered as Hybrid courses which meet Face-to-Face or Remotely through Zoom or Teams one or two days per week with online components.

***NOTE:*** Standard undergraduate and graduate courses on campus or online are offered from one to four credit hours. Courses that do not meet the credit hour standards outlined above, including those offered for more than four hours, must be reviewed and approved by the Division first, then by the Office of the Academic Dean. Written requests for credit hour exceptions should be directed to the Office of the Academic Dean.

### *Degrees*

William Penn University grants the Master of Organizational Leadership (MOL), Master of Sport Management, (MSM) Bachelor of Science in Nursing (BSN), Bachelor of Arts (BA) and Bachelor of Science (BS).

### *Degree Requirements - Bachelor of Arts/Bachelor of Science/Bachelor of Science in Nursing*

Students must satisfy the degree requirements of any one catalog in effect during their attendance. Students who have had a five-year or more interruption of their college courses at William Penn must use either the catalog of re-entry or one of a later year. In order to receive a degree, students must have fulfilled the requirements as set forth in the catalog. A bachelor's degree requires 124 semester hours of degree applicable credit with a minimum grade point average of 2.0 in all courses taken at Penn and in all courses comprising a major and minor. Some majors have more stringent GPA requirements.

All degree candidates must complete a minimum of thirty credit hours at William Penn University, with the last fifteen credit hours completed at William Penn University. Additionally, a minimum of six credit hours in the major numbered 300 or above must be completed at William Penn University. Students enrolled in the Education Division BA Distance Learning Program must meet the requirements of the Education Division.

Students who intend to graduate (complete ALL degree requirements) within one year will file a Declaration of Intent to Graduate form. This application constitutes a request for an evaluation by the Registrar's Office, and students are strongly encouraged to schedule a personal interview with their Academic Advisor to review graduation requirements. ***The student is responsible for meeting all graduation requirements.***

There is one Commencement ceremony each year, held in May. It is the expectation that students will participate in the Commencement following completion of all degree requirements. Students completing final requirements in the summer following that year's commencement may choose to participate in that spring's ceremony. However, using the following criteria, students not completing all degree requirements until the following fall semester, may appeal to 'walk early':

1. Formal appeal to the Academic Dean with the Intent to Graduate

2. Minimum GPA at time of request of 2.25
3. Proof of summer/fall registration that accounts for all requirements
4. Explanation of why walking early is requested
5. Understanding that graduation honors will not be available and that an asterisk will be included by the student's name in the Commencement program

A graduation fee will be added to the student's balance for term in which the degree is conferred. This fee is added to all graduates, regardless of participation in the ceremony.

The University reserves the right to alter graduation requirements and will make every effort to ensure that such changes do not cause undue hardship for currently enrolled students.

Right of Appeal: In the event students feel that the evaluation of course work and/or transfer credits is not accurate, they should submit a written request to the Academic Dean via the Dean of the respective college. Students will be notified of the results in writing.

### *Disabilities*

A student who plans to request accommodations must first disclose their disability to the Coordinator of the Office of Services for Students with Disabilities (OSSD) by submitting a report that documents his or her disability and related needs in a timely fashion. Documentation guidelines are available on request. The OSSD is dedicated to improving the education experience of students with disabilities. This office provides access, accommodations, and advocacy for William Penn University students who have documented disabilities. Various factors influence the decision for each individual student–the Americans with Disabilities Act (1990), Section 504 of the Rehabilitation Act (1973), the student's diagnosis and documentation of strengths and weaknesses, and the specific William Penn University course and its requirements.

The OSSD Coordinator assists qualified students with disabilities and serves as a confidential contact for these students to discuss policies, procedures, and academic and personal concerns. The Coordinator provides information, accommodation requests, referral, support, and consulting services to assist the University community in meeting its obligations for students with disabilities.

### *Service Animals*

Service Animals are permitted on campus but may not reside in housing without prior notification and registration with Residence Life staff. Support animals may be permitted on campus on a case-by-case basis. Before bringing a support animal onto campus grounds, the requesting individual must submit a request and appropriate supporting documentation. Service Animal requests are handled through the Academic Dean's Office and Emotional Support Animal requests are handled through the Student Services Office. (The complete policy regarding animals on campus is in the student handbook.)

### *Grading System*

Starting in fall 2025, the University is using the following standard grading scale.

| | | |
|---|---|---|
| 93.0 - 100% = A | 90.0 – 92.9 = A- | |
| 87.0 – 89.9 = B+ | 83.0 – 86.9 = B | 80 – 82.9 = B- |
| 77.0 – 79.9 = C+ | 73.0 – 76.9 = C | 70.0 – 72.9 = C- |
| 67.0 – 69.9 = D+ | 63.0 – 66.9 = D | 60.0 – 62.9 = D- |
| Less than 60.0 = F | | |

Course grades are assigned as follows for calculating GPA:

| Grade | | Points | Grade | | Points | Grade | | Points |
|---|---|---|---|---|---|---|---|---|
| A | = | 4.0 | C | = | 2.0 | I (Incomplete) | = | No points |
| A- | = | 3.7 | C- | = | 1.7 | P (Pass) | = | No points |
| B+ | = | 3.3 | D+ | = | 1.3 | AU (Audit) | = | No points |
| B | = | 3.0 | D | = | 1.0 | CR (Credit) | = | No points |
| B- | = | 2.7 | D- | = | 0.7 | NC (No Credit) | = | No points |
| C+ | = | 2.3 | F | = | 0.0 | W (Withdrawal) | = | No points |

Grades are submitted at the end of each academic term. Incomplete grades may be changed up to six weeks into the following semester. All other requests for grade changes must be submitted to the Dean within six weeks of the last day of class. Grades can be changed only if:

1. The student received an Incomplete for a course and subsequently completed the requirements.
2. The grade was miscalculated, or a clerical error was made.
3. The class is later repeated at William Penn University.
4. The grade is appealed through the Academic Council.

### *Credit/No Credit Option*

Traditional campus students in good standing will be allowed to register for one course per semester on a Credit/No Credit basis, for a maximum of 24 credit hours, but it cannot count in the student's major, minor, Penn Leadership Core, or in professional education courses. The student must declare the intention to take the Credit/No Credit option by completion of the 7th day of the semester. The student has the opportunity to change a course from a Credit/No Credit option to a letter grade by the end of the ninth week of the semester. CR or NC grades do not affect your GPA.

### *Incomplete Grades*

The student must have a current passing grade in the course when requesting the incomplete. Campus students will file a "Request for an Incomplete" in the Registrar's Office by the last day of class for the semester, before exams. Online students must file a "Request for an Incomplete" in the Registrar's Office before the start of week 8 of the current module. The form must have his or her signature, the faculty signature, and the Division Chair signature. The faculty member must enter the last date of attendance on the form.

At the deadline (the end of the sixth week of the next semester for traditional students or two weeks following the 8-week module for online students) an uncorrected incomplete grade will automatically become "F."

No further grade changes will be possible after the end of the sixth week of the next semester for traditional students or after the end of the second week following the 8-week module for online students. An exception to this policy will be considered by the Academic Council, based on a student's appeal letter and recommendation of the faculty member involved.

Students with Incomplete Grades at the end of the semester will not be included in the President's or Dean's Lists.

### *Grade Appeals*

Any other changes to final grades must be appealed by the end of the sixth week of the next semester for traditional students and two weeks following the end of the 8-week module for online students. An exception to this policy will be considered by the Academic Council, based on a student's appeal letter and recommendation of the faculty member involved, accompanied by the Grade Appeal form.

### *Repeated Courses*

Additional credit will not be given for a repetition of the same course unless noted in the catalog. When a course is repeated to improve a grade, the higher grade will be used in computing the student's GPA.

### *Graduation Honors*

To be eligible for honors at William Penn University, the student must complete a minimum of 44 credit hours at William Penn University. Honors are based only on credit earned at William Penn University. Honors are categorized by Summa Cum Laude (3.9 - 4.0 GPA), Magna Cum Laude (3.8 - 3.89 GPA), and Cum Laude (3.5 - 3.79 GPA), recorded on the permanent record of the student, and recognized at the graduation ceremony. Students walking in a ceremony prior to completion of all requirements will not be recognized with honors at the ceremony. Graduate students are not eligible for honors.

### *Late Registration*

Students will not be allowed to register after the fifth day of the semester without authorization of the Dean and instructors. Online registration closes 10 days prior to the beginning of the term.

### *Online Course Requirements*

1. Guiding principle: Oskaloosa campus students should take mostly Face-to-Face courses.
2. Guiding principle: Division chairs may request an online section (FA and SP semesters) as needed in coordination with the academic dean, only after Face-to-Face sections are fully subscribed and additional sections are needed, supported by documentation and approval.
3. Guiding principle: Oskaloosa campus faculty first must meet their 12-credit hour teaching load with Face-Face courses (established by Cabinet June 2016)
4. First-year transfer students without online experience may not enroll in online courses. Beginning the second semester at Penn, transfer students with a 2.5 GPA may take online courses.
5. First-year students (FFF) may not take online courses until the second academic year (no credit hour requirement).
6. GPA: students must possess a 2.5 cumulative GPA before they may enroll in online courses.
7. Student requests for exceptions must be submitted in writing to the Academic Dean, with written support from his/her Advisor.
8. Before the first online course is taken, the zero-credit "Required Orientation for Online Learning" course must be successfully completed. It will be available one week before the class starts. If not completed, the student may be removed from the online course.

### *Schedule Changes for Oskaloosa Campus*

Students may obtain Change of Registration forms online through the Student Portal. The completed form is returned to the Registrar. The following procedures apply in making changes in registration:

1. Students may add courses for the fall or spring semesters until the completion of the fifth day of classes of that semester with the instructors' permission. After the fifth day a student must obtain permission of the respective Dean and the course instructor.
2. Students may drop courses until the completion of the fifth day of classes of the fall or spring semesters and the course will be deleted from the student's record.
3. Students may withdraw from courses until the end of the ninth week of the semester. If a student withdraws from a course after the seventh day of classes and prior to the end of the ninth week, a grade of "W" will be recorded and will not affect the student's grade point average. After the ninth week of the semester, a course cannot be removed from the student's record. All withdrawals require signatures.
4. The last date to change a course from Credit/No Credit to a letter grade is the end of the ninth week of that semester.
5. All changes of registration for students participating in athletics requires the Athletic Compliance Officer's signature.
6. Students may withdraw from the university [including all unfinished courses] through the last day of classes. [not the last day of exams]

### *Senior Citizens Program*

William Penn University provides study opportunities for persons 65 years of age and older. Senior citizens may audit one (1) course free of charge each semester at the traditional campus in Oskaloosa as a non-degree seeking student. This includes only face-to-face classroom instruction and does not include Distance Learning, independent studies or correspondence courses. This program is offered only if seats are available in the requested course and section.

### *Transcripts*

In compliance with federal law as established by the Family Education Rights and Privacy Act (FERPA) of 1974 as Amended, transcripts must be ordered by the student him/herself. All transcripts are issued through our Third-Party vendor, Parchment, Inc. and may be ordered by using the link on the William Penn web site at www.wmpenn.edu/alumni/transcript-request. Transcripts may be sent as an eTranscript (a certified, electronically delivered official PDF transcript sent securely to the e-mail address you designate). eTranscripts are digitally certified as official using Adobe's Blue-Ribbon digital certificate and are identical to a paper transcript. Or transcripts may be sent as an official paper transcript mailed via U.S.P.S. (standard delivery).

### *University Communication with Students*

Students should read their William Penn University email regularly. Official communication with students will occur via university email.

# Academic Affairs

The faculty and staff have identified four foundational principles that, taken together, describe the mission of the complex organization called William Penn University. The central responsibility of Academic Affairs is to carry out curricula and other activities that facilitate the achievement of these purposes. Our contribution is to provide our students with a solid intellectual foundation for future service, a lifetime of learning, enlightened leadership, and ethical practice. For these reasons, the main focus is on the companion activities of teaching and learning. The University mission statement focuses these activities in order to achieve the learning outcomes necessary for leaders. And, at the same time, the highly educated scholars who make up the faculty are an intellectual resource that is of great current and potential value to the community of Oskaloosa, Mahaska County, Southeastern Iowa, and the nation, and to their respective disciplines.

# Academic Organization

***The Curriculum***

The curriculum of William Penn is organized to provide a student with three elements:

1. An integrated sequence of courses in the Penn Leadership Core designed to offer the student opportunities to achieve learning outcomes.
2. A major concentration in a selected field of personal interest.
3. An optional minor concentration in a selected field of personal interest.

***Divisions of Instruction***

| | | |
|---|---|---|
| **Applied Technology** | Co-Chairs | Breanne Garrett & Ted McCoy |
| **Business Administration** | Co-Chairs | Jennifer Crull & Jihna Jenkins |
| **Education** | Chair | Jamie Nelson |
| **Kinesiology & Life Sciences** | Chair | Pete Eyheralde & Jennifer Peterson |
| **Humanities** | Chair | Wilton Wright |
| **New Media** | Chair | Samantha Allen Wright & Kaitlin Ardolino |
| **Nursing** | Chair | Kimberly Brown |
| **Social & Behavioral Sciences** | Chair | Michael Collins |

***Discipline Codes***

| | |
|---|---|
| APCS | Applied Computer Science |
| ART | Art |
| BIOL | Biology |
| BUSI | Business |
| CHEM | Chemistry |
| COMM | Communications |
| EASC | Earth Science |
| ECON | Economics |
| EDSP | Special Education |
| EDUC | Education |
| ENGL | English |
| ENGR | Engineering |
| EXSC | Exercise Science |
| GEOG | Geography |
| INSR | Insurance |
| INTR | Interdisciplinary |
| KINS | Kinesiology |
| LDRS | Penn Core /Leadership |
| MATH | Mathematics |
| MOL | Master of Organizational Leadership |
| MSM | Master of Sport Management |
| MUAP | Applied Music |
| MUSI | Music |
| NURS | Nursing |
| PHLA | Physical Activity |
| PHSC | Physical Science |
| PHYS | Physics |
| PLSC | Political Science |

| | | | |
|---|---|---|---|
| HIST | History | PSYC | Psychology |
| HRMC | Human Resource Management | RELI | Religion |
| HS | Human Services | SMGT | Sport Management |
| INDU | Industrial Technology | SOCI | Sociology |
| | | THEA | Theatre |

# Leadership Core

The Penn Leadership Core is comprised of two areas of studies: 1) the Mission Core and 2) the Liberal Arts Core. By completing the Penn Leadership Core, students are given an opportunity to learn leadership skills and knowledge with a foundation in the liberal arts. The Penn Leadership Core requires the completion of 39-42 total credit hours.

### *Mission Core Requirements*

The Mission Core consists of 21 credit hours of coursework (8 courses) intentionally selected to support the three components of the William Penn University Mission statement: 1) leadership, 2) technology and 3) Quaker values. Mission Core coursework emphasizes communication, aesthetic awareness and appreciation, technology, values and the practice of self-assessment, self-reflection and critical thinking.

### *Liberal Arts Core Requirements*

The Liberal Arts Core consists of 18-21 credit hours of coursework (6 courses). These courses provide a diverse program of study necessary for liberal arts education. The areas of study include mathematics, natural science, humanities, social and behavioral science, history, and religion.

### *Math and English Composition Placement*

New students and transfer students without math or English composition credit will be placed according to the following recommendations. Without ACT/SAT scores, grades in high school courses will be reviewed:

| ACT English | SAT Verbal | Recommended Class | Grade to Advance |
|---|---|---|---|
| < 17 | | LDRS 090–Successful Writing | C- |
| 18–24 | > 430 | LDRS 101–English Composition I | C- |

| ACT Math | SAT Math | Recommended Class | Grade to Advance |
|---|---|---|---|
| 17–20 | > 410 | MATH 095/096– | |
| > 21 | > 500 | MATH 105–Math for Leaders -OR-<br>MATH 210 -OR- | D- |
| 21-24 | | MATH 102–Intermediate Algebra<br>(depends on major/course prerequisites) | D- |
| > 25 | | MATH 140–Pre-Calculus | D- |

Exceptions to the placement policy may be granted on a case-by-case basis after satisfactory evidence of achievement in either English composition or mathematical literacy at the level expected of the Liberal Arts Core. No exceptions will be made to the Grade to Advance criteria.

### *Sequence of Study*

Course designated at the 100 or 200 level should be taken during the student's first two years while those designated at the 300 or 400 level should be taken during the last two years. Many of these courses include prerequisites. Transfer students with an A.A. degree are required to take only two (2) courses–Quaker Values and Contemporary Leadership– to fulfill Penn Leadership Core requirements (exceptions by major). Any Penn Leadership Core requirement satisfied prior to Fall 2012 may be substituted for the corresponding Penn Leadership Core requirement listed below.

***Mission Core Requirements*** *(also available in online format)*

| Course | Title | Credits |
|---|---|---|
| LDRS 100 / LDRS 110 | College Foundations | 2 |
| LDRS 101 | English Composition I* | 3 |
| LDRS 102 | English Composition II* | 3 |
| LDRS 105 | Computers and Technology* | 3 |
| LDRS 200 | Principles of Communication* | 3 |
| LDRS 220 – OR - LDRS 221 | Arts and Society I* - *OR* - Arts and Society II* | 3 |
| **LDRS 290 | Quaker Values | 1 |
| **LDRS 390 | Contemporary Leadership* | 3 |
| ***Total Mission Core*** | | ***21*** |

**See course description for prerequisite or placement criteria.*
***Required by all graduates of William Penn University.*

### *Liberal Arts Core Requirements*

Liberal Arts Core Requirements are satisfied by passing, testing out of, or transferring equivalent credit for at least three credit hours under each of the six requirement areas below. Liberal Arts Core for the RN-BSN degree has no Humanities or Religion requirement.

*Some classes are only offered on the Oskaloosa campus. Online Program students should see their advisor for help with selecting courses.

***Requirement Area 1: Mathematics***

At least one of the following courses:

| Course | Title | Credits |
|---|---|---|
| MATH 105 | Math for Leaders* | 3 |
| MATH 120 | Applied Mathematical Reasoning | 3 |
| MATH 140 | Pre-Calculus* | 4 |
| MATH 205 & 206 | Math for Elementary Educators† | 6 |
| MATH 210 | Financial Mathematics | 3 |
| MATH 303 | Statistical Methods* | 3 |
| Any course with MATH 140 as a prerequisite (e.g., MATH 241) | | 3 - 4 |

***Requirement Area 2: Science***

| At least one of the following courses: | Credits |
|---|---|
| Any lab science course: biology, chemistry, earth science, or physics | 3 - 5 |

***Requirement Area 3: Humanities***

At least one of the following courses:

| Course | Title | Credits |
|---|---|---|
| LDRS 220 | Arts and Society I*<br>(unless taken in Mission Component) | 3 |
| LDRS 221 | Arts and Society II*<br>(unless taken in the Mission Component) | 3 |
| EDUC 265 | Children's Literature<br>(for elementary education majors only) | 3 |
| ENGL 220 | Introduction to Literature* | 3 |
| OR other literature course under ENGL; or any ART‡, MUSI‡, MUAP‡, or THEA‡ | | 3 |

***Requirement Area 4: Social & Behavioral Science***

At least one of the following courses:

| Course | Title | Credits |
|---|---|---|
| PSYC 102 | Introduction to Psychology | 3 |
| PSYC 108 | Lifespan Psychology | 3 |
| SOCI 101 | Introduction to Sociology | 3 |
| SOCI 123 | Sociology of Contemporary Issues | 3 |
| PSYC 303 | Developmental & Educational Psychology*<br>(for education majors only) | 3 |

***Requirement Area 5: History***

At least one of the following courses:

| Course | Title | Credits |
|---|---|---|
| HIST 130 | American History to 1900 | 3 |
| HIST 132 | American History Since 1900 | 3 |
| HIST 151 | History of Western Civilization to 1648 | 3 |
| HIST 152 | History of Western Civilization Since 1648 | 3 |
| HIST 216 | Perspectives in World History | 3 |
| HIST 217 | Perspectives in American History | 3 |
| HIST 221 | Women in American History | 3 |
| HIST 234 | African American History | 3 |
| HIST 236 | America in the Modern World | 3 |
| HIST 251 | Ancient History | 3 |
| HIST 252 | Medieval History | 3 |

| ***Requirement Area 6: Religion*** | **Credits** |
|---|---|
| Any Religion course | 3 |

| ***Total Liberal Arts Core*** | ***18 - 21*** |
|---|---|

**See course description for prerequisite or placement criteria.*

*†Both MATH 205 & 206 required to meet the Mathematics core requirement.*

# Applied Technology Division

As a pioneering academic division, we provide an exciting, nurturing community that:

- requires academic excellence and strong social development and seeks to develop problem solving and leadership skills.
- welcomes learners with a wide range of abilities and backgrounds.
- approaches our task with a visionary and collaborative spirit, practicing the responsible use of technology and quality management principles.

***Majors***

Applied Computer Science
- Computer Science
- Information Technology
- Software Engineering

Engineering - *3+2 program w/Iowa State*
- Civil
- Industrial
- Mechanical

Mathematics
- Applied
- General

Industrial Technology *w/emphases in:*
- Engineering Technology
- Management of Technology
- Technical

***Minors***

Applied Computer Science
Digital Leadership
Industrial Technology
Information Technology
Mathematics
Physics

***Secondary Teaching Endorsements***

Industrial Technology
Mathematics
Physics

# Applied Computer Science Majors

The mission of Applied Computer Science is to provide students with a basic proficiency in computer science and the skills necessary to adapt to changing environments through a mixture of fundamental theory, problem solving, and application utilizing relevant technology, as well as to provide individuals selecting these programs a nurturing learning environment in which to develop understanding of foundational concepts and methodologies and opportunities for teams to expand that knowledge through laboratory experiences, major projects, participation in off-campus professional meetings or internships.

Students in Applied Computer Science take the common Computer Science/Mathematics Core and select a major in Computer Science, Information Technology or Software Engineering, as well as an application area minor.

***Applied Computer Science Core***

*Core Required courses:*

| | | |
|---|---|---|
| APCS 101 | Introduction to Computing Professions | 1 |
| APCS 201 | Programming Fundamentals | 2 |
| APCS 220 | Computer Organization & Digital Circuits | 3 |
| APCS 265 | Systems Analysis & Design Methods | 3 |
| APCS 312 | Operating Systems | 3 |

| | | |
|---|---|---|
| APCS 326 | Database Management Systems | 3 |
| APCS 360 | Software Engineering Project | 3 |
| APCS 390 | Professional Development Seminar | 2 |
| MATH 140 | Pre-Calculus | 4 |
| MATH 211 | Discrete Mathematics | 3 |
| MATH 303 | Statistical Methods (or higher Stats) | 3 |
| ***Applied Computer Science Core*** | | ***30*** |

***Computer Science Major***

*Applied Computer Science Core plus the following:*

| | | |
|---|---|---|
| APCS 206 | Object Oriented Programming | 2 |
| APCS 305 | Programming Techniques | 1 |
| APCS 306 | Introduction to Data Science | 3 |
| APCS 336 | Web Programming | 3 |
| APCS 345 | Numerical Analysis Methods | 3 |
| APCS 350 | Data Structures & Algorithm Analysis | 4 |
| APCS 395 | Prof Dev Seminar II (research) | 1 |
| MATH 212 | Intro to Abstract Math | 3 |
| MATH 241 | Calculus I | 4 |
| PHYS 211 | College Physics I | 5 |
| PHYS 212 | College Physics II | 5 |

*Take two of the following courses:*

| | | |
|---|---|---|
| APCS 207 | Command Line Interface & Scripting Language | 3 |
| APCS 215 | Visual Programming | 3 |
| APCS 236 | Virtual Reality and Interactive Graphics | 3 |
| APCS 255 | Testing & Quality Assurance | 3 |
| APCS 311 | Networks | 3 |
| APCS 321 | The Internet of Things | 3 |
| APCS 370 | Systems Implementation | 3 |
| ENGL 215 | Business & Technical Writing | 3 |
| ***Applied Computer Science Core*** | | ***30*** |
| ***Computer Science Major*** | | ***40*** |
| ***Total Computer Science**** | | ***70*** |

***Information Technology Major***

*Applied Computer Science Core plus the following:*

| | | |
|---|---|---|
| APCS 207 | Command Line Interface & Scripting Language | 3 |
| APCS 242 | Computer and Network Management | 3 |
| APCS 311 | Networks | 3 |
| APCS 321 | The Internet of Things | 3 |
| APCS 344 | Training Practicum | 1 |
| APCS 346 | Information & Security Assurance | 3 |
| BUSI 230 | Principles of Management | 3 |
| ENGL 215 | Business & Technical Writing | 3 |

*Take three of the following courses:*

| | | |
|---|---|---|
| APCS 114 | Business Computer Applications | 3 |

| | | |
|---|---|---|
| APCS 116 | Geographic Information Systems (GIS) | 3 |
| APCS 206 | Object Oriented Programming | 2 |
| APCS 215 | Visual Programming | 3 |
| APCS 236 | Virtual Reality and Interactive Graphics | 3 |
| APCS 255 | Testing & Quality Assurance | 3 |
| APCS 336 | Web Programming | 3 |
| ***Applied Computer Science Core*** | | ***30*** |
| ***Information Technology Major*** | | ***30 - 31*** |
| ***Total Information Technology**** | | ***60 - 61*** |

***Software Engineering Major***

*Applied Computer Science Core plus the following:*

| | | |
|---|---|---|
| APCS 206 | Object Oriented Programming | 2 |
| APCS 215 | Visual Programming | 3 |
| APCS 255 | Testing & Quality Assurance | 3 |
| APCS 311 | Networks | 3 |
| APCS 336 | Web Programming | 3 |
| APCS 350 | Data Structures & Algorithm Analysis | 4 |
| APCS 370 | Systems Implementation | 3 |
| BUSI 230 | Principles of Management | 3 |
| ENGL 216 | Business and Technical Writing | 3 |
| *Take two of the following courses:* | | |
| APCS 114 | Business Computer Applications | 3 |
| APCS 116 | Geographic Information Systems (GIS) | 3 |
| APCS 207 | Command Line Interface & Scripting Language | 3 |
| APCS 236 | Virtual Reality and Interactive Graphics | 3 |
| APCS 242 | Computer and Network Management | 3 |
| APCS 306 | Introduction to Data Science | 3 |
| APCS 321 | The Internet of Things | 3 |
| APCS 346 | Information & Security Assurance | 3 |
| ***Applied Computer Science/Math Core*** | | **30** |
| ***Software Engineering Major*** | | **33** |
| ***Total Software Engineering**** | | **63** |

** Plus an approved minor*

# Mathematics Majors

The mission of Mathematics is to provide:

1. students the opportunity to develop and acquire necessary undergraduate knowledge in a variety of related mathematics topics and essential skills to utilize mathematics in changing environments through a mixture of problem solving, application, and fundamental theory.
2. individuals who select the study of mathematics a nurturing learning environment in which to develop foundational concepts, growth and mathematical maturity, related applications, and the appreciation and use of theoretical rigor.

***Mathematics Core***

*Core required courses:*

| | | |
|---|---|---|
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| MATH 211 | Discrete Mathematics | 3 |
| MATH 212 | Introduction to Abstract Mathematics | 3 |
| MATH 241 | Calculus I | 4 |
| MATH 242 | Calculus II | 4 |
| MATH 353 | Linear Algebra | 3 |
| MATH 390 | Professional Development Seminar | 2 |
| ***Mathematics Core*** | | ***23*** |

***General Mathematics Major***

*Mathematics Core plus the following:*

| | | |
|---|---|---|
| MATH 335 | Differential Equations | 4 |
| MATH 336 | Mathematical Statistics | 3 |
| MATH 343 | Calculus III | 4 |
| MATH 354 | Abstract Algebra | 3 |
| MATH 395* | Professional Development II | 1 |
| PHYS 211 | College Physics I | 5 |

*Take three of the following:*

| | | |
|---|---|---|
| APCS 306 | Introduction to Data Science | 3 |
| MATH 332 | College Geometry | 3 |
| MATH 345 | Numerical Analysis Methods | 3 |
| MATH 360 | Selected Topics in Mathematics | 3 |
| PHYS 212 | College Physics II | 5 |

**Math 395 will include a project on real analysis*

| | |
|---|---|
| ***Mathematics Core*** | ***23*** |
| ***General Mathematics Major*** | ***29 - 31*** |
| ***Total General Mathematics*** | ***52 - 54*** |

***Applied Mathematics Major***

*Mathematics Core plus the following*

| | | |
|---|---|---|
| MATH 345 | Numerical Analysis Methods | 3 |
| MATH 395 | Professional Development Seminar II** | 1 |

*One or more of the following courses:*

| | | |
|---|---|---|
| MATH 303 | Statistical Methods | 3 |
| MATH 336 | Mathematical Statistics | 3 |

*Three of the following courses, including at least one with MATH 212 as a prerequisite**** ***9 - 12***

| | | |
|---|---|---|
| APCS 306 | Introduction to Data Science | 3 |
| MATH 332 | College Geometry*** | 3 |
| MATH 335 | Differential Equations | 4 |
| MATH 343 | Calculus III | 4 |
| MATH 354 | Abstract Algebra*** | 3 |
| MATH 360 | Selected Topics in Mathematics | 3 |
| PHYS 211 | College Physics I | 5 |

*At least 21 approved credits in some other area, including an approved minor where appropriate, where the coursework and minor must be approved by the head of the mathematics department.*

***MATH 395 will include a project applying mathematics to the second area of study*

****MATH 332, 336 and 354 have MATH 212 as a prerequisite.*

| | |
|---|---|
| ***Mathematics Core*** | ***23*** |
| ***Applied Mathematics Major*** | ***16 - 19*** |
| ***Approved Minor*** | ***21+*** |
| ***Total Applied Mathematics*** | ***60+*** |

# Industrial Technology Majors

The Technology area allows students to focus their studies in industrial technology or engineering. The two areas complement and support each other in terms of classes, equipment, and learning spaces.

Industrial technology majors may choose emphases in Technical, Engineering Technology, Management of Technology, or a grade 7-12 teaching endorsement. Students choosing Civil, Industrial or Mechanical Engineering participate in a 3+2 program, attending William Penn University for the first three years, and then continuing their education at Iowa State University, Ames, Iowa.

The mission of Industrial Technology is to help men and women become the outstanding leaders of the 21st century-- broadly educated, technologically adept, and solidly prepared for an outstanding career. Leadership development is at the heart of everything we do. In addition, responsible technology use, global quality movement, cutting edge of technology, and a visionary outlook are all critical dimensions of this study.

***Technical Emphasis***

| | | |
|---|---|---|
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 102 | Engineering Graphics II | 3 |
| ENGR 125 | Industrial Manufacturing Processes | 3 |
| ENGR 215 | Materials & Processes | 3 |
| INDU 107 | Industrial Wood Processes | 3 |
| INDU 221 | Applied Mechanical Engineering Technology | 4 |
| INDU 227 | Electrical & Energy Circuits | 4 |
| INDU 357 | Internship - *OR* - | 3 or 2 |
| INDU 390 | Professional Development Seminar | |
| INDU | Electives | 14 |
| APCS | Electives | 6 |
| ***Total Technical Emphasis*** | | ***45 - 46*** |

***Engineering Technology Emphasis***

*Required Courses*

| | | |
|---|---|---|
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| APCS 220 | Computer Organization & Digital Circuits | 3 |
| APCS 345 | Numerical Analysis Methods | 3 |
| ENGR 100 | Introduction to Engineering | 1 |
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 102 | Engineering Graphics II | 3 |
| ENGR 125 | Industrial Manufacturing Processes | 3 |
| ENGR 215 | Materials & Processes | 3 |
| ENGR 327 | Engineering & Thermodynamics | 3 |

| | | |
|---|---|---|
| ENGR 341 | Statics | 3 |
| ENGR 342 | Dynamics & Kinematics | 3 |
| ENGR 343 | Mechanics of Materials | 3 |
| INDU 227 | Electrical Energy & Circuits | 4 |
| INDU 350 | Manufacturing & Entrepreneurialism | 4 |
| INDU 357 | Internship - *OR* - | 3 |
| INDU 390 | Professional Development Seminar | 2 |
| MATH 211 | Discrete Mathematics | 3 |
| MATH 241 | Calculus I | 4 |
| PHYS 201<br>PHYS 211 | General Physics I - *OR* -<br>College Physics I | 4 or 5 |
| PHYS 202<br>PHYS 212 | General Physics II - *OR* -<br>College Physics II | 4 or 5 |
| *Major Electives - 11 hours from the following* | | |
| APCS 116 | Geographic Info Systems | 3 |
| APCS 265 | Systems Analysis & Design Methods | 3 |
| ENGR 260 | Introduction to Engineering Design | 2 |
| INDU 223 | Welding Technology | 4 |
| INDU 226 | Industrial Metal Processing | 4 |
| INDU 315 | Industrial Plastics | 3 |
| INDU 329 | Advanced Solid Modeling | 3 |
| INDU 333 | Industrial Electronics | 4 |
| INDU 216 | Automated Manufacturing Processes (CAM) | 4 |
| INDU 346 | Alternate Energy | 3 |
| ***Total Engineering Technology Emphasis*** | | ***70 - 73*** |

| | | |
|---|---|---|
| ***Management of Technology Emphasis*** | | |
| ***Industrial Technology Area*** | | ***29 - 31*** |
| *Required Courses* | | |
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 125 | Industrial Manufacturing Processes | 3 |
| ENGR 215 | Materials & Processes | 3 |
| INDU 221 | Applied Mechanical Engineering Tech | 4 |
| INDU 227 | Electrical Energy & Circuits | 4 |
| INDU 350 | Manufacturing & Entrepreneurialism | 4 |
| INDU 357 | Internship - *OR* - | 2 |
| INDU 390 | Professional Development Seminar | 2 |
| *Six - eight hours from the following* | | |
| ENGR 102 | Engineering Graphics II | 3 |
| INDU 216 | Automated Manufacturing Processes | 4 |
| INDU 223 | Welding | 4 |
| INDU 226 | Industrial Metal Processing | 4 |
| INDU 315 | Industrial Plastics | 3 |
| INDU 329 | Advanced Solid Modeling | 3 |
| INDU 333 | Industrial Electronics | 4 |
| INDU 346 | Alternate Energy | 3 |

| | | |
|---|---|---|
| ***Applied Computer Science Area*** | | ***22*** |
| APCS 114 | Computer Applications for Business | 3 |
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| APCS 220 | Computer Organization & Digital Circuits | 3 |
| APCS 265 | Systems Analysis & Design | 3 |
| APCS 360 | Software Engineering Project | 3 |
| APCS 370 | Systems Implementation | 3 |
| MATH 211 | Discrete Mathematics | 3 |
| | | |
| ***New Media Area*** | | ***6*** |
| *Six hours from the following* | | |
| COMM 102 | Media Writing | 3 |
| COMM 104 | Social Media and Identity | 3 |
| COMM 120 | Studio Production | 3 |
| ENGL 215 | Business and Technical Communication | 3 |

| | | | |
|---|---|---|---|
| ***Business Management Minor*** | | | |
| *Required courses - 15 hours* | | | |
| BUSI 130 | Contemporary Business | | 3 |
| BUSI 201 OR BUSI 204 | Principles of Accounting I OR Understanding Financial Accounting Info | | 3 |
| BUSI 230 | Principles of Management | | 3 |
| *Six hours from the following* | | | *6* |
| BUSI 240 | Entrepreneurship & Innovation | 3 | |
| BUSI 332 | Operations Management | 3 | |
| BUSI 334 | Marketing Management | 3 | |
| BUSI 336 | Human Resource Management | 3 | |
| BUSI 338 | Financial Management | 3 | |
| BUSI 345 | Organizational Behavior | 3 | |
| BUSI 349 | International Business | 3 | |

| | |
|---|---|
| ***Industrial Technology*** | ***28 - 30*** |
| ***Applied Computer Science*** | ***22*** |
| ***New Media*** | ***6*** |
| ***Business Management Minor*** | ***15*** |
| ***Total Management of Technology Emphasis*** | ***72-74*** |

# Engineering Majors

Students choosing to major in engineering enroll in a 3+2 program. They will attend William Penn University for the first three years, studying mathematics, physics, chemistry, computer science, engineering, communication, and completing the Penn Leadership Core program. During the last two years of college, they will attend Iowa State University, Ames, Iowa to complete a Bachelor of Science degree in Civil, Industrial or Mechanical Engineering. Upon completing their college work, they will transfer the necessary credits back to William Penn University and receive their WPU B.A. in addition to the ISU B.S.C.E., B.S.I.E., or B.S.M.E.

Students who come to WPU with a 'C' or better in a high school or college Pre-Calculus course or have completed MATH 140 at WPU with a 'C' or better may declare engineering as their major. Students will begin as Industrial Technology– Engineering Technology majors until they meet this requirement.

***Program Requirements vary slightly depending upon degree path.***

***Civil Engineering***

*While attending William Penn University*

***Year 1***

| | | |
|---|---|---|
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| CHEM 101 | Chemistry I w/Lab | 4 |
| CHEM 102 | Chemistry II w/Lab | 4 |
| ENGR 100 | Introduction to Engineering | 1 |
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 102 | Engineering Graphics II | 3 |
| LDRS 100 | College Foundations | 2 |
| LDRS 101 | English Composition I | 3 |
| LDRS 105 | Computers and Technology | 3 |
| MATH 140 | Pre-Calculus *(depending on Math assessment)* | 4 |
| MATH 241 | Calculus I | 4 |
| | | ***35*** |

***Year 2***

| | | |
|---|---|---|
| ENGR 341 | Statics | 3 |
| HIST choice | HIST 221 Women in Am History[USD] - *OR* - HIST 151 - *OR* - 152 History West Civilization[IP] - *OR* - HIST 234 African Am History | 3 |
| LDRS 102 | English Composition II | 3 |
| LDRS 200 | Principles of Communication | 3 |
| LDRS 220 / LDRS 221 | Arts & Society I - *OR* - LDRS 221 Arts & Society II | 3 |
| LDRS 290 | Quaker Values | 1 |
| MATH 242 | Calculus II | 4 |
| MATH 343 | Calculus III | 4 |
| PHYS 211 | College Physics I | 5 |
| PHYS 212 | College Physics II / BIOL 111 Environmental Biology+ | 5 to 3 |
| PSYC 102 / 108 | Intro to Psychology – OR - Lifespan Psychology - *OR* - | 3 |
| SOCI 101 / 123 | Intro to Sociology – OR - Sociology of Contemporary Issues[USD] | |
| | | ***37 - 39*** |

***Year 3***

| | | |
|---|---|---|
| ENGR 260 | Introduction to Engineering Design | 2 |
| APCS 345 | Numerical Analysis Methods | 3 |
| BIOL 308 | Microbiology+ | 4 |
| CHEM 201 | Organic Chemistry I+ | 4 |
| ENGR 215 | Materials & Processes | 3 |
| ENGR 342 | Dynamics | 3 |
| ENGR 343 | Mechanics of Materials *(recommended)* | 3 |
| LDRS 390 | Contemporary Leadership | 3 |
| MATH 335 | Differential Equations | 4 |
| MATH 336 | Mathematics Statistics | 3 |
| RELI 300 | Comparative Religion[IP] | 3 |
| ART / MUSI / THEA | Electives | 3 |
| | | ***29 - 36*** |

**required for Civil Engineering environmental track only*

***Total Hours taken at William Penn University*** ***100 - 105***

*While attending Iowa State University*

***Years 4 - 5***

| | | |
|---|---|---|
| LIB 160 | Information Literacy | 1 |
| *General Education | American Diversity[USD]/International Perspective[IP] *(if not taken at WPU)* | 6 |

*major courses will depend upon which track you choose and will be selected while working with your ISU advisor*

***Industrial Engineering***

*While attending William Penn University*

***Year 1***

| | | |
|---|---|---|
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| ENGR 100 | Introduction to Engineering | 1 |
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 102 | Engineering Graphics II | 3 |
| ENGR 125 | Industrial Manufacturing Processes | 3 |
| ENGR 215 | Materials & Processes | 3 |
| LDRS 100 | College Foundations | 2 |
| LDRS 101 | English Composition I | 3 |
| LDRS 102 | English Composition II | 3 |
| LDRS 105 | Computers & Technology | 3 |
| MATH 140/ CHEM 101 | Pre-Calculus *(depending on Math assessment)*/ Chemistry I w/Lab | 4 |
| MATH 241 | Calculus I | 4 |
| | | ***36*** |

***Year 2***

| | | |
|---|---|---|
| ENGR 341 | Statics | 3 |
| HIST choice | HIST 221 Women in Am History[USD] - *OR* - HIST 151 - *OR* - 152 History of West Civ[IP] - *OR* - HIST 234 African American History | 3 |
| LDRS 200 | Principles of Communication | 3 |
| LDRS 220 | Arts & Society I - *OR* - LDRS 221 Arts & Society II | 3 |
| LDRS 290 | Quaker Values | 1 |
| MATH 242 | Calculus II | 4 |
| MATH 343 | Calculus III | 4 |
| PHYS 211 | College Physics I | 5 |
| PHYS 212 | College Physics II | 5 |
| PSYC 102 / 108 SOCI 101 / 123 | Intro to Psychology – OR - Lifespan Psychology - *OR* - Intro to Sociology – OR - Sociology of Contemporary Issues[USD] | 3 |
| | | ***36*** |

***Year 3***

| | | |
|---|---|---|
| ENGR 260 | Introduction to Engineering Design | 2 |
| APCS 345 | Numerical Analysis Methods | 3 |
| CHEM 101 | General Chemistry I *(or Year 1, depending on schedule)* | 4 |
| *ECON211/212/BUSI 201 | Principles of Microeconomics - OR - Principles of Macroeconomics - *OR* - Principles of Accounting I | 3 |
| ENGR 327 | Engineering Thermodynamics | 3 |

| | | |
|---|---|---|
| ENGR 343 | Mechanics of Materials *(recommended)* | (3) |
| LDRS 390 | Contemporary Leadership | 3 |
| MATH 335 | Differential Equations | 4 |
| RELI 300 | Comparative Religion[IP] | 3 |
| APCS/INDU | Electives | 3 |
| ART/MUSI/THEA | Electives | 3 |
| | | ***32*** |
| ***Total Hours taken at William Penn University*** | | ***101*** |

*While attending Iowa State University*

***Years 4 - 5***

| | | |
|---|---|---|
| LIB 160 | Information Literacy | 1 |
| *General Education | American Diversity[USD]/International Perspective[IP] *(if not taken at WPU)* | 6 |

*major courses will depend upon which track you choose and will be selected while working with your ISU advisor*

***Mechanical Engineering***

*While attending William Penn University*

***Year 1***

| | | |
|---|---|---|
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| ENGR 100 | Introduction to Engineering | 1 |
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 102 | Engineering Graphics II | 3 |
| ENGR 125 | Industrial Manufacturing Processes | 3 |
| ENGR 215 | Materials & Processes | 3 |
| LDRS 100 | College Foundations | 2 |
| LDRS 101 | English Composition I | 3 |
| LDRS 102 | English Composition II | 3 |
| LDRS 105 | Computers & Technology | 3 |
| MATH 140/ CHEM 101 | Pre-Calculus *(depending on Math assessment)*/ Chemistry I w/Lab | 4 |
| MATH 241 | Calculus I | 4 |
| | | ***36*** |

***Year 2***

| | | |
|---|---|---|
| ENGR 341 | Statics | 3 |
| HIST choice | HIST 221 Women in Am History[USD] - *OR* - HIST 151 - *OR* - 152 History of West Civ[IP] - *OR* - HIST 234 African American History | 3 |
| LDRS 200 | Principles of Communication | 3 |
| LDRS 220 | Arts & Society I - *OR* - LDRS 221 Arts & Society II | 3 |
| LDRS 290 | Quaker Values | 1 |
| MATH 242 | Calculus II | 4 |
| MATH 343 | Calculus III | 4 |
| PHYS 211 | College Physics I | 5 |
| PHYS 212 | College Physics II | 5 |
| PSYC 102 / 108 SOCI 101 / 123 | Intro to Psychology – OR - Lifespan Psychology - *OR* - Intro to Sociology - OR - Sociology of Contemporary Issues[USD] | 3 |
| | | ***36*** |

***Year 3***

| | | |
|---|---|---|
| APCS 345 | Numerical Analysis Methods | 3 |
| CHEM 101 | General Chemistry I<br>*(or Year 1, depending on schedule)* | 4 |
| *ECON211/212 | Principles of Micro/Macroeconomics | 3 |
| ENGR 342 | Dynamics | 3 |
| ENGR 343 | Mechanics of Materials *(recommended)* | (3) |
| *ENGR 327 | Engineering Thermodynamics | 3 |
| LDRS 390 | Contemporary Leadership | 3 |
| MATH 335 | Differential Equations | 4 |
| MATH 336 | Mathematical Statistics | 3 |
| RELI 300 | Comparative Religion[IP] | 3 |
| ART/MUSI/THEA | Electives | 3 |
| | | ***29 - 35*** |

**May be taken at William Penn University or Iowa State University*

***Total Hours taken at William Penn University*** ***109***

*While attending Iowa State University*

***Year 4***

| | | |
|---|---|---|
| LIB 160 | Information Literacy | 1 |
| MatE 273 | Introduction to Materials | 3 |
| ME 202 | Career Planning | R |
| *ME 231 | Engineering Thermodynamics I | 3 |
| ME 270 | Intro to Mechanical Engineering Design | 3 |
| ME 324 | Manufacturing | 3 |
| ME 325 | Mechanism & Machine Design | 4 |
| ME 332 | Engineering Thermodynamics II | 3 |
| ME 370 | Engineering Measurements & Instrumentation | 3 |
| EE 442 | Introduction to Circuits & Instruments | 2 |
| EE 448 | Intro to AC Circuits & Motors | 2 |
| *ECON 201 - *OR* - 202 | Microeconomics or Macroeconomics | 3 |
| *General Education | American Diversity[USD]/International Perspective[IP]<br>*(if not taken at WPU)* | 6 |
| | | ***24 - 36*** |

***Year 5***

| | | |
|---|---|---|
| ME 335 | Fluid Flow | 3 |
| ME 421 | Mechanical Systems & Control | 4 |
| ME 436 | Heat Transfer | 4 |
| | Design Elective | 3 |
| | Technical Electives<br>*(could take INDU 315/329 & MATH 355 at WPU)* | 15 |
| | | ***29*** |

**May be taken at William Penn University or Iowa State University*

***Total Hours at Iowa State University*** ***53 - 65***

# Applied Technology Minors

***Applied Computer Science Minor***

*Required Courses*

| | | |
|---|---|---|
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| APCS 220 | Computer Organization & Digital Circuits | 3 |
| APCS 265 | Systems Analysis & Design Methods | 3 |
| MATH 211 | Discrete Mathematics | 3 |
| *One of the following* | | |
| APCS 306 | Introduction to Data Science | 3 |
| APCS 326 | Database Management Systems | 3 |
| APCS 345 | Numerical Analysis Methods | 3 |
| *One of the following (3-4 credits)* | | |
| APCS 207 | Command Line Interface & Scripting Language | 3 |
| APCS 236 | Virtual Reality and Interactive Graphics | 3 |
| APCS 255 | Testing & Quality Assurance | 3 |
| APCS 312 | Operating Systems | 3 |
| APCS 321 | The Internet of Things | 3 |
| APCS 336 | Web Programming | 3 |
| APCS 350 | Data Structures & Algorithm Analysis | 4 |
| ***Total Applied Computer Science Minor hours*** | | ***19 - 20*** |

***Digital Leadership Minor***

*Required Courses*

| | | |
|---|---|---|
| BUSI 230 | Principles of Management | 3 |
| APCS 242 | Computer & Network Management | 3 |
| APCS/BUSI 265 | Systems Analysis & Design Methods | 3 |
| APCS 360 | Software Engineering Project | |
| *Six hours from the following* | | |
| APCS 112 | Communications Computer Applications | 3 |
| APCS 114 | Business Computer Applications | 3 |
| APCS 216 | GIS for Decision Makers | 3 |
| ***Total Digital Leadership Minor hours*** | | ***18*** |

***Information Technology Minor***

*Required Courses*

| | | |
|---|---|---|
| APCS 114 | Business Computer Applications | 3 |
| APCS 201 | Programming Fundamentals | 2 |
| APCS 207 | Command Line Interface & Scripting Language | 3 |
| APCS 220 | Computer Organization & Digital Circuits | 3 |
| APCS 242 | Computer & Network Management | 3 |
| APCS 311 | Networks | 3 |
| APCS 344 | Training Practicum | 1 |
| *One of the following (2-3 credits)* | | |
| APCS 116 | Geographic Info Systems | 3 |
| APCS 206 | Object Oriented Programming | 2 |
| APCS 265 | Systems Analysis & Design Methods | 3 |
| APCS 321 | The Internet of Things | 3 |

| | | |
|---|---|---|
| APCS 326 | Database Management Systems | 3 |
| APCS 336 | Web Programming | 3 |
| APCS 346 | Information & Security Assurance | 3 |
| ***Total Information Technology Minor hours*** | | ***20 - 21*** |

***Industrial Technology Minor***

| | | |
|---|---|---|
| *Required Courses* | | |
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 125 | Industrial Manufacturing Processes | 3 |
| ENGR 215 | Materials & Processes | 3 |
| INDU 227 | Electrical Energy & Circuits | 4 |
| INDU/ENGR | Electives | 4 to 6 |
| ***Total Industrial Technology Minor hours*** | | ***17 - 19*** |

***Mathematics Minor***

| | | |
|---|---|---|
| *Required Courses* | | |
| MATH 211 | Discrete Mathematics | 3 |
| MATH 212 | Intro to Abstract Mathematics | 3 |
| MATH 241 | Calculus I | 4 |
| MATH 242 | Calculus II | 4 |
| MATH 353 | Linear Algebra | 3 |
| *One of the following courses (3-4 credits)* | | |
| MATH 303 | Statistical Methods | 3 |
| MATH 332 | Geometry | 3 |
| MATH 335 | Differential Equations | 4 |
| MATH 336 | Mathematical Statistics | 3 |
| MATH 343 | Calculus III | 4 |
| MATH 345 | Numerical Analysis Methods | 3 |
| MATH 354 | Abstract Algebra | 3 |
| MATH 360 | Selected Topics in Mathematics | 3 |
| ***Total Mathematics Minor hours*** | | ***20 - 21*** |

***Physics Minor***

| | | |
|---|---|---|
| *Required Courses* | | |
| PHYS 201 - *OR* - 211 | General Physics I - *OR* - College Physics I | 4 or 5 |
| PHYS 202 - *OR* - 212 | General Physics II - *OR* - College Physics II | 4 or 5 |
| PHYS 390 | Professional Development Seminar | 2 |
| PHYS | Electives | 8 to 10 |
| ***Total Physics Minor hours*** | | ***20*** |

# Business Administration Division

The mission of the Business Administration Division is to:

- provide students with the knowledge and skills necessary to rise to their potential in the business setting of their choosing.
- develop leadership skills that will allow students to have an immediate impact on organizational effectiveness.
- encourage students to pursue excellence in dealing with challenges to success at work, at home and in the community.

**Majors**
Accounting
Business Management*
Entrepreneurship & Small Business Management*
Human Resource Management*

**Minors**
Accounting
Business Management*
Economics*
Human Resource Management*
Insurance

**Secondary Teaching Endorsements**
Business Management

**Also available in online format*

# Business Majors

***Business Core***
*Required Courses*

| | | |
|---|---|---|
| APCS 114 | Computer Applications for Business | 3 |
| BUSI 201 | Principles of Accounting I | 3 |
| BUSI 202 | Principles of Accounting II | 3 |
| BUSI 230 | Principles of Management | 3 |
| BUSI 347 | Business Ethics | 3 |
| BUSI 460 | Corporate Strategy | 3 |
| ECON 211 | Principles of Microeconomics | |
| ECON 212 | Principles of Macroeconomics | 3 |
| MATH 3033 | Statistical Methods | 3 |
| ***Total Business Core*** | | **27** |

## *Accounting*

*Business Core plus the following*

| | | |
|---|---|---|
| BUSI 301 | Intermediate Accounting I | 3 |
| BUSI 302 | Intermediate Accounting II | 3 |
| BUSI 305 | Managerial Cost Accounting I | 3 |
| BUSI 310 OR BUSI 311 | Commercial Law OR Contemporary Business Law | 3 |
| BUSI 314 | Federal Tax Accounting I | 3 |
| BUSI 338 | Financial Management | 3 |
| BUSI 353 OR | Advanced Accounting I | 3 |

| | | |
|---|---|---|
| BUSI 354 | Advanced Accounting II | |
| BUSI 355 | Auditing | 3 |
| ***Three Credits from the following*** | | |
| BUSI 265 | Systems Analysis & Design Methods | 3 |
| BUSI 306 | Managerial Cost Accounting II | 3 |
| BUSI 315 | Federal Tax Accounting II | 3 |
| BUSI 353 OR | Advanced Accounting I | |
| BUSI 354 | Advanced Accounting II | 3 |
| BUSI 357 | Business Internship | 3 |
| ***Business Core*** | | 27 |
| ***Accounting Major*** | | 27 |
| ***Total Accounting Major*** | | **54** |

## *Business Management Major*

*Business Core plus the following*

| | | |
|---|---|---|
| BUSI 310 *OR* | Commercial Law *OR* | |
| BUSI 311 | Contemporary Business Law | 3 |
| BUSI 332 | Operations Management | 3 |
| BUSI 334 | Marketing Management | 3 |
| BUSI 336 | Human Resource Management | 3 |
| BUSI 338 | Financial Management | 3 |
| BUSI 345 | Organizational Behavior | 3 |
| BUSI 349 | International Business | 3 |
| ECON 309 | Managerial Economics | 3 |
| ***Business Core*** | | **27** |
| ***Business Management Major*** | | **24** |
| ***Total Business Management Major*** | | **51** |

## *Entrepreneurship and Small Business Management Major*

*Business Core plus the following*

| | | |
|---|---|---|
| BUSI 240 | Entrepreneurship and Innovation | 3 |
| BUSI 246 | Consumer Behavior & Research | 3 |
| BUSI 270 | Accounting Software & Research | 3 |
| BUSI 309 | Business Law | 3 |
| BUSI 324 | E-commerce | 3 |
| BUSI 328 | Small Business Finance | 3 |
| BUSI 330 | Small Business Management | 3 |
| BUSI 334 | Marketing Management | 3 |
| INSR 101 | Foundations of Risk Management and Insurance | 3 |
| ***Business Core*** | | **27** |
| ***Entrepreneurship and Small Business Management Major*** | | **27** |
| ***Total Entrepreneurship and Small Business Management Major*** | | **54** |

## Human Resource Management Major

*Business Core plus the following:*

| | | |
|---|---|---|
| BUSI 336 | Human Resource Management | 3 |
| BUSI 338 | Financial Management | 3 |
| BUSI 345 | Organizational Behavior | 3 |
| BUSI 349 | International Business | 3 |
| HRMC 353 | Employment Law | 3 |
| HRMC 354 | Strategic Management | 3 |
| HRMC 355 | Strategic Staffing | 3 |
| HRMC 356 | Compensation and Benefits | 3 |
| HRMC 359 | Training and Development | 3 |
| **Business Core** | | **27** |
| **Human Resource Management Major** | | **27** |
| **Total Human Resource Management Major** | | **54** |

*Note: This major is fully aligned with the Society for Human Resource Management (SHRM). Students completing this major will be eligible to apply for the SHRM certification exam.*

# Business Minors

***Accounting Minor***

*Fifteen hours from the following*

| | | |
|---|---|---|
| BUSI 201 | Principles of Accounting I | 3 |
| BUSI 202 | Principles of Accounting II | 3 |
| BUSI 301 | Intermediate Accounting I | 3 |
| *Six hours from the following* | | 6 |
| BUSI 265 | Systems Analysis & Design Methods 3 | |
| BUSI 302 | Intermediate Accounting II 3 | |
| BUSI 305 | Managerial Cost Accounting I 3 | |
| BUSI 306 | Managerial Cost Accounting II 3 | |
| BUSI 314 | Federal Income Tax I 3 | |
| BUSI 315 | Federal Income Tax II 3 | |
| BUSI 353 | Advanced Accounting I 3 | |
| BUSI 354 | Advanced Accounting II 3 | |
| BUSI 355 | Auditing 3 | |
| BUSI 357 | Business Internship 3 | |

***Total Accounting Minor***

***Business Management Minor***

*Required Courses*

| | | |
|---|---|---|
| BUSI 130 | Contemporary Business | 3 |
| BUSI 201 | Principles of Accounting | 3 |
| BUSI 230 | Principles of Management | 3 |
| *Six hours from the following* | | 6 |
| BUSI 240 | Entrepreneurship & Innovation 3 | |
| BUSI 332 | Operations Management 3 | |
| BUSI 334 | Marketing Management 3 | |
| BUSI 336 | Human Resource Management 3 | |
| BUSI 338 | Financial Management 3 | |
| BUSI 345 | Organizational Behavior 3 | |
| BUSI 347 | International Business 3 | |
| ***Total Business Management Minor*** | | ***15*** |

***Economic Minor***

*Required Courses*

| | | |
|---|---|---|
| ECON 211 | Principles of Microeconomics | 3 |
| ECON 212 | Principles of Macroeconomics | 3 |
| ECON | Electives | 9 |
| ***Total Economics Minor*** | | **15** |

**Entrepreneurship and Small Business Management Minor**

*Required courses*

| | | |
|---|---|---|
| BUSI 130 | Contemporary Business | 3 |
| BUSI 201 | Principles of Accounting I | 3 |
| BUSI 230 | Principles of Management | 3 |
| BUSI 240 | Entrepreneurship and Innovation | 3 |
| BUSI 328 | Small Business Finance | 3 |
| BUSI 330 | Small Business Management | 3 |
| **Total Entrepreneurship and Small Business Management Minor** | | **18** |

***Human Resource Management Minor***

*(available only with a Business Administration area major)*

*Required Courses*

| | | |
|---|---|---|
| BUSI 336 | Human Resource Management | 3 |
| HRMC 453 | Employment Law | 3 |
| HRMC 454 | Strategic Management | 3 |
| HRMC 455 | Strategic Staffing | 3 |
| HRMC 457 | Compensation & Benefits | 3 |
| HRMC 459 | Training & Development | 3 |
| ***Human Resource Management Minor*** | | ***18*** |

***Insurance Minor***

*Required Courses*

| | | |
|---|---|---|
| INSR 101 | Foundations of Risk Mgmt & Insurance | 3 |
| INSR 102 | Insurance Company & Agency Operations | 3 |
| INSR 203 | Personal Insurance | 3 |
| INSR 204 | Commercial Insurance | 3 |
| INSR 205 | Delivering Insurance Services | 3 |
| ***Total Insurance Minor*** | | **15** |

# Education Division

William Penn University offers a full program in elementary and secondary teacher education with endorsements for both the elementary and the secondary levels. The Education Division promotes personal, social, and professional development of teachers.

The Education Division also offers a Distance Learning Bachelor of Arts program. Students completing the BA program have the opportunity to become endorsed in Elementary Education (K-6), Physical Education/Health/Coaching (K- 8/5-12), Reading (K-8/5-12) or Special Education - Strategist I (K- 8/5-12).

William Penn University's Teacher Education Program is approved by the Iowa Department of Education.

***Education Division Mission***

Developing Effective Educational Leaders

***Education Division Vision***

The William Penn University Education Division develops teachers by challenging them to become highly qualified classroom leaders who continue to learn and engage within their diverse learning communities.

The William Penn University Education Division Develops Effective Educational Leaders who are:

- Knowledgeable teachers
    - In content and pedagogical strategies
- Skilled teachers
    - In delivery and leadership in diverse educational communities
- Dispositionally Effective Teachers
    - In professional behavior, initiative, reflection, and problem solving

***Education Majors & Endorsements***

Elementary Education (K-6) - stand-alone endorsement
*May elect to earn Elementary Education (K-6) with either of three pathways:*

- *Elementary Education (K-6) with Reading (K-8/5-12)*
- *Elementary Education (K-6) with Special Education Instructional Strategist I* (K-8/5-12)
- *Elementary Education (K-6) with both Reading and Special Education Instructional Strat*

Secondary Education (5-12) - requires a stand-alone endorsement; may elect an add-on endorsement

***K-12 Education Endorsement Areas*** *(stand-alone)*

Music (K-8/5-12)
Physical Education/Health/Coaching (K-8/5-12)#

***K-12 Education Endorsement Areas*** *(stand-alone)*

All Social Sciences
American Gov't/American History
American Gov't/Psychology
American Gov't/Sociology
American History/Psychology
American History/Sociology
Basic Social Sciences
Biology/Chemistry
Biology/Earth Science
Biology/Physics
Business - All
English/Language Arts/Journalism
Industrial Technology
Mathematics

***Add-on Endorsements*** *(may be combined with another education endorsement)*

Athletics Coaching (K-12)#
Economics (5-12)
Health (K-8/5-12)#
Reading (K-8/5-12)#
Special Education Instructional Strategist I (K-8/5-12)#
Speech Communication/Theatre (5-12)

Math (K-8) World History (5-12)

*# offered in a Distance Learning format*

### *General Requirements for the Education Program*

1. Students will not be considered for admission to or retention in the Teacher Education and Student Teaching programs during any semester in which they are on academic probation.
2. Graduates of other institutions who wish to be recommended for Initial Licensure by William Penn University must complete a minimum of 30 semester hours at William Penn.
3. Graduates of other institutions may complete additional teaching endorsements at William Penn.
4. The transferability of coursework in the education professional education core will be determined by the Registrar's Office in consultation with the Education Division Chair and Licensure Official.
5. To be recommended for teacher licensure, students must demonstrate acceptable performance on the InTASC Standards. This will be facilitated by completion of Key Assignments. Initial information regarding this process will be provided in Introduction to Education and William Penn University Seminar. Students are responsible for successful completion of all Key Assignments throughout their undergraduate studies.
6. Students must demonstrate dispositions (behaviors) expected of school employees.

### *Admission to the Teacher Education Program*

- Proficiency of at least a "C-" in:
  - All courses in the major
- Proficiency of at least a "C" in:
  - Both required freshman English courses
  - A college math course (not a computer math course)
  - All courses in the Education Division Professional Core
- Cumulative grade point average of 2.5
- Completion of EDUC 200, Social Foundations of American Education
- Completion of a Field Experience of at least 15 contact hours
- Three positive Dispositions from faculty members, with at least one from an Education Division faculty at William Penn University
- Submission and acceptance of Benchmark I Key Assignments
- DCI background check
- Submission of the TEP application and signed WPU EPP Licensure Disclosure Attestation

Students will be required to respond to and sign the following:

**Background Information**

- Have you ever had an education-related license revoked or suspended? Yes No
- Have you ever been convicted of a crime other than a parking or traffic violation? Yes No
- Have you ever been convicted of a felony? Yes No

- Have you ever had a founded report of child abuse made against you? Yes No

- For any "Yes" response students must attach a written explanation that includes the date of the violation.
- Are you a United States citizen? Yes No

    - If you answered "No," indicate whether you are
        - ☐ A qualified alien (as defined in 8 U.S.C.A. 1641). If so, please provide appropriate documentation.
        - ☐ An alien who is paroled into the United States under 8 U.S.C.A. 1182(d)(5) for less than one year. If so, please provide appropriate documentation.
        - ☐ A foreign national not physically present in the United States.
        - ☐ Other. Please provide a detailed explanation on a separate 8 1/2 x 11" sheet of paper.

***Statement of Fraud***

An application will be considered fraudulent, and may be denied, if it contains any false representation or omission of material fact, or if false records are submitted in support of the application.

**I certify under penalty of perjury and pursuant to the laws of the state of Iowa that the preceding information is true and correct.**

***Teacher Education Program***

In addition to the above requirements, transfer students must have completed at least one course from the Education Division Professional Core and at least one course from the teaching major at William Penn University before applying to enter the Teacher Education Program.

Applicants will be notified in writing of their status within two weeks following completion of the entrance requirements. If the student is admitted conditionally, or denied admission, the reasons for the decision will be explained in writing when the student is notified of the status of their application. The student name will be submitted to the Teacher Education Committee for formal approval at the next meeting. This committee meets once each semester. The student will then be awarded a certificate acknowledging full admission into the program.

** Apply for the TEP by checking with the Education Office Manager stating requirements are finished.

***Elementary Education Majors***

May take up to 30 credit hours of education required coursework prior to entrance of TEP (Special permission by faculty if a transfer student)

***Secondary Education Majors***

May take up to 15 credit hours of education required coursework prior to entrance of TEP (Special permission by faculty if a transfer student).

Teacher licensure is granted by the Iowa Board of Educational Examiners. Students must comply with any legislative changes affecting licensure. This includes, but is not limited to, admission to the Teacher Education Program and addition of coursework. Students will be notified by email should licensure requirements

change. These changes will also be reflected in the Education Division Guidebook posted on the William Penn University website, and on the Education Information Moodle site.

***Transfer Students:*** The transferability of course work in the education professional education core will be determined by the Registrar's Office in consultation with the Education Division Chair and Licensure Official. In addition to the above requirements, transfer students must complete at least nine credits in the Education Division Professional Core, and at least nine credits in the teaching major at William Penn University to student teaching.

***Student Teaching:*** Students must register for the student teaching experience the semester prior to student teaching. Students must apply for student teaching February 15, if a spring student teacher, or September 15, if a fall student teacher. In order to be placed, the following requirements must be met:

- Prior acceptance into the Teacher Education Program
- Successful completion of 75 semester hours or second semester junior status
- Successful completion of the First Field Experiences
- Proficiency of at least "C-" in:
    - All course work in the major
- Proficiency of at least "C" in:
    - All course work in the Education Division Professional Core
- Cumulative Grade Point Average of 2.75
- Completion of all major and Education Division Professional Core requirements

***Special Education Student Teaching Requirements***

- Successful completion of or concurrent registration in Elementary or Secondary Student Teaching

# Elementary Education

***Elementary Education (K-6) Endorsement #102***

Course sections numbered in the 20's and 70's are reserved for Distance Learning students who work in schools.

***Elementary Education Core***

| | | |
|---|---|---|
| EDUC 100 | Introduction to Education | 3 |
| EDUC 100FE | Introduction to Education Field Experience | 0 |
| EDUC 200 | Social Foundations of American Education* | 3 |
| EDUC 350 | Technology in the Classroom* | 3 |
| EDUC 355 | Classroom Management* | 3 |
| EDUC 365 | Human Relations for Teachers* | 3 |
| EDUC 370 | Literacy Methods* | 3 |
| EDUC 370FE | Literacy 25-Hour Field Experience* | 0 |
| EDUC 372 | Math Methods* | 3 |
| EDUC 372FE | Elementary Math Methods* | 0 |
| EDSP 100 | Introduction to Exceptional Learners* | 3 |
| EDSP 100FE | Introduction to Exceptional Learner Field Experience | 0 |
| EDSP 385 | Differentiated Instruction Methods & Strategies (K-12)* | 3 |
| PSYC 303 | Developmental & Educational Psychology* | 3 |

| | | |
|---|---|---|
| EDUC 400 | Elementary Student Teaching | 14 |

***Successful completion of student teaching, key assignments, graduation, fingerprint (background check) are the prerequisites for all candidates seeking recommendation for teacher licensure.***

***Candidates seeking a license out-of-state may need to take the Praxis II Content and PLT tests for that state's license. - OR -***

| | | |
|---|---|---|
| Electives | Education General Studies (Non-Teaching) | 14 |

*Candidates must earn a **C-** or higher in the following courses*

| | | |
|---|---|---|
| EDUC 250 | Language Acquisition* | 3 |
| EDSP 280 | Collaboration Strategies | 2 |
| EDSP 370 | Educational Assessment* | 3 |
| EDUC 203 | Foundations of Reading | 3 |
| EDUC 218 | Elementary PE/Health Methods | 2 |
| EDUC 240 | Elementary Fine Art Methods | 2 |
| EDUC 265 | Children's Literature** | 3 |
| EDUC 375 | Elementary Language Arts Methods* | 3 |
| EDUC 376 | Elementary Science Methods* | 3 |
| EDUC 378 | Elementary Social Studies Methods* | 3 |
| SS Elect | Choice *(in addition to LDRS requirement)* | |
| | HIST 130, 132, 151, 152, 216, 217; PLSC 100, 125, 210; SOCI 101, 123; ECON 211, 212 | 3 |
| MATH 205 | Math for Elementary Educators** | 3 |
| MATH 206 | Math for Elementary Educators** | 3 |
| PHSC 100 | Physical Science for Elementary Educators | 3 |

***Required Supporting Courses***

*Candidates must earn a **C-** or higher in the following courses*

Biological Science Course
Computer Course
Speech

*Students must receive a grade of at least a C in each of the following:*
Composition I & II
Mathematics

***Elementary Education Core Total***
**Pre-requisite required*
***Included in Penn Leadership Core*
*An additional 8 credits required*
*(can come from endorsement coursework or electives)*

# Secondary Education

***Secondary Education Professional Core***

| | | |
|---|---|---|
| EDUC 100 | Introduction to Education | 3 |
| EDUC 100FE | Introduction to Education Field Experience | 0 |
| EDUC 200 | Social Foundations of American Education* | 3 |
| EDUC 350 | Technology in the Classroom* | 3 |
| EDUC 355 | Classroom Management* | 3 |
| EDUC 360 | Content Area Reading* | 1 |
| EDUC 365 | Human Relations for Teachers* | 3 |
| EDUC 380 | General Methods* | 3 |
| EDUC 380FE | 25-Hour Field Experience* | 0 |
| EDSP 100 | Introduction to Exceptional Learners | 3 |
| EDSP 100FE | Introduction to Exceptional Learner Field Experience | 0 |
| EDSP 385 | Differentiated Instruction Methods & Strategies (K-12)* | 3 |
| PSYC 303 | Developmental & Educational Psychology* | 3 |
| EDUC 401 | Secondary Student Teaching | 14 |

*Students will choose one Secondary Methods & corresponding 25-Hour Field Experience*

| | | |
|---|---|---|
| EDUC 377 | Secondary Computer Science Methods +<br>25-Hour Field Experience | 3 |
| EDUC 382 | Secondary Business Methods *with** | 3 |
| EDUC 382FE | 25-Hour Field Experience - Business* | |
| EDUC 384 | Secondary English Methods *with** | 3 |
| EDUC 384FE | 25-Hour Field Experience - English* | |
| EDUC 386 | Secondary Industrial Technology Methods *with** | 3 |
| EDUC 386FE | 25-Hour Field Experience - Industrial Technology* | |
| EDUC 388 | Secondary Math Methods *with** | 3 |
| EDUC 388FE | 25-Hour Field Experience - Math* | |
| EDUC 391 | Secondary PE/Health Methods *with** | 3 |
| EDUC 391FE | 25-Hour Field Experience - PE/Health* | |
| EDUC 393 | Secondary Science Methods *with** | 3 |
| EDUC 393FE | 25-Hour Field Experience - Science* | |
| EDUC 395 | Secondary Social Studies Methods *with** | 3 |
| EDUC 395FE | 25-Hour Field Experience - Social Studies* | |
| EDUC 397 A,B,C | K-12 Music Methods *with** | 3 |
| EDUC 397FE | 25-Hour Field Experience - Music* | |
| ***Secondary Education Professional Core Total*** | | ***45*** |

**Pre-requisite required*

*Required Supporting Courses: Students must receive a grade of at least a C- in each of the following:*

Lab Science
Computers & Technology
Principles of Communication
Survey History

*Students must receive a grade of at least a C in each of the following:*

Composition I & II
Mathematics

# K-12 Education Endorsements (Stand-Alone)

***Music Endorsement #144/145***

| | | |
|---|---|---|
| EDUC 255 | Elementary Music Methods | 3 |
| HUMA 390 | Applied Communications Seminar | 3 |
| LDRS 220 | Arts and Society I | 3 |
| MUSI 123 | Music Theory I | 3 |
| MUSI 124 | Music Theory II | 3 |
| MUSI 201 | Woodwind Methods | 1 |
| MUSI 202 | Brass Methods | 1 |
| MUSI 203 | String Methods | 1 |
| MUSI 204 | Percussion Methods | 1 |
| MUSI 216 | History of Music I | 3 |
| MUSI 217 | History of Music II | 3 |
| MUSI 223 | Music Theory III | 3 |
| MUSI 224 | Music Theory IV | 3 |
| MUSI 336 | Conducting I | 2 |
| MUSI 337 | Conducting II | 2 |
| MUSI 339 | Ear Training/Sight Singing I | 2 |
| MUSI 340 | Ear Training/Sight Singing II | 2 |

| | | |
|---|---|---|
| ***Performance Ensembles*** | | ***7*** |
| *Sections may be repeated to achieve required credits:* | | |
| MUAP 130 | WPU Jazz Ensemble | 1 |
| MUAP 131 | WPU Pep Band | 1 |
| MUAP 250 | William Penn Singers | 1 |
| MUAP 251 | WPU Concert Band | 1 |

| | | |
|---|---|---|
| ***Vocal Emphasis - MUAP 109*** | | ***8*** |
| MUAP 105 | Piano/Keyboard | 2 |
| MUAP 109 | Voice | 6 |
| MUSI 100 | Applied Music Seminar | 0 |
| *OR* | | |

| | | |
|---|---|---|
| ***Instrumental Emphasis - MUAP 105 - 111*** | | ***8*** |
| *(except for MUAP 109)* | | |
| MUAP 105 | Piano/Keyboard | 2 |
| MUAP 106-111 | Primary Instrument | 6 |
| MUSI 100 | Applied Music Seminar | 0 |

| | | |
|---|---|---|
| ***Music Total*** | | ***54*** |

**Physical Education / Health / Coaching (K-8/K-12)**
**Endorsement #101 / 137 / 138 / 146 / 147**

| | | |
|---|---|---|
| BIOL 216 | Anatomy and Physiology | 4 |
| EDUC 368 | Elementary Physical Education Methods | 3 |
| EXSC 325 | Sports & Exercise Nutrition | 3 |
| EXSC 377 | Motor Behavior Development | 3 |
| KINS 110 | Wellness and Fitness | 3 |

| | | |
|---|---|---|
| KINS 150 | Introduction to Kinesiology | 3 |
| KINS 217 | Adapted Physical Education | 3 |
| KINS 218 | Prevention and Care of Sports Injuries | 3 |
| KINS 221 | Teaching Individual & Team Sports | 3 |
| KINS 227 | Community Health | 3 |
| KINS 334 | Tests & Measurements in Kinesiology | 3 |
| KINS 336 | Organization & Administration of Physical Education | 3 |
| PSYC 240 | Health Psychology | 3 |
| SMGT 240-250, 319 | Any Theory of Coaching course - *OR* - Concepts of Coaching | 2 or 3 |
| SOCI 311 | Marriage & Family | 3 |
| ***Physical Education/Health/Coaching (K-12) Total*** | | ***45-46*** |

*First aid certification is required*

# Secondary Education (Stand-Alone) (5-12) Endorsements

***Secondary education students must complete the Secondary Professional Education core in addition to at least one of the following endorsement areas.***

***Students completing their education at William Penn are required to take all courses for bundled (multiple) endorsements.***

Example: A new or transfer student seeking the English/Language Arts endorsement must also complete the requirements for the bundled Journalism endorsement.

***Licensed teachers seeking additional endorsements should see the Education Division Licensure Official for course requirements.***

Example: A licensed teacher seeking the Journalism endorsement need only take courses for that endorsement and is not required to take courses for the English/Language Arts endorsement.

***All Business Endorsement #1171***

| | | |
|---|---|---|
| APCS 114 | Computer Applications for Business | 3 |
| BUSI 201 | Principles of Accounting I | 3 |
| BUSI 202 | Principles of Accounting II | 3 |
| BUSI 230 | Principles of Management | 3 |
| BUSI 240 | Entrepreneurship and Innovation | 3 |
| BUSI 310 | Commercial Law | 3 |
| BUSI 334 | Marketing Management Financial Management | 3 |
| BUSI 338 | Financial Management | 3 |
| ECON 211 | Principles of Microeconomics | 3 |
| ECON 212 | Principles of Macroeconomics | 3 |
| ENGL 215 | Business & Technical Communications | 3 |
| ***Business-General Total*** | | ***33*** |

***All Social Sciences Endorsement #186***

| | | |
|---|---|---|
| HIST 130 | American History to 1900 | 3 |
| HIST 132 | American History since 1900 | 3 |
| HIST 151 | Western Civilization to 1648 | 3 |

| | | |
|---|---|---|
| HIST 152 | Western Civilization since 1648 | 3 |
| HIST 216 | Perspectives in World History | 3 |
| HIST | American History Elective | 3 |
| PLSC 125 | U.S. National Government | 3 |
| PLSC 230 | Congress and President | 3 |
| PLSC | Political Science elective | 3 |
| SOCI 101 | Introduction to Sociology | 3 |
| SOCI | Sociology Elective | 3 |
| PSYC 102 | Introduction to Psychology | 3 |
| PSYC | Psychology Elective | 3 |
| GEOG 102 | Introduction to Geography | 3 |
| GEOG 103 | Regional Geography of the Nonwestern World | 3 |
| ECON 211 | Principles of Microeconomics | 3 |
| *ECON 212* | Principles of Macroeconomics | 3 |
| ***All Social Sciences Total*** | | ***54*** |

***American Government Endorsement #157***

| | | |
|---|---|---|
| *PLSC 125* | U.S. National Government | 3 |
| PLSC 230 | Congress & the Presidency | 3 |
| *Twelve hours from the following:* | | |
| PLSC 100 | International Relations | 3 |
| PLSC 150 | Comparative Politics – Western Democracies | 3 |
| PLSC 210 | State & Local Government | 3 |
| PLSC 250 | American Political Parties and Elections | 3 |
| PLSC 331 | Law & Society | 3 |
| PLSC 332 | American Constitutional History | 3 |
| PLSC 333 | Constitutional Rights & Liberties | 3 |
| ***American Government Total*** | | ***18*** |

***American History Endorsement #158***

| | | |
|---|---|---|
| HIST 130 | American History to 1900 | 3 |
| HIST 132 | American History since 1900 | 3 |
| *Twelve hours from the following:* | | |
| HIST 217 | Perspectives in American History | 3 |
| HIST 221 | Women in American History | 3 |
| HIST 234 | African American History | 3 |
| HIST 236 | America in the Modern World | 3 |
| HIST 332 | American Constitutional History | 3 |
| HIST 353 | Civil War & Reconstruction | 3 |
| HIST 370 | Second World War | 3 |
| ***American History Total*** | | ***18*** |

*The following combination Social Science endorsements are available:*
*American History/American Government;*
*American Government/Psychology;*
*American Government/Sociology.*

*American History/Psychology;*
*American History/Sociology;*

*Students are required to complete 36 total credit hours, 18 in each area. A Psychology/Sociology combination is not available.*

***Basic Social Science #1861***

| | | |
|---|---|---|
| HIST 130 | American History to 1900 | 3 |
| HIST 132 | American History since 1900 | 3 |
| HIST 151 | Western Civilization to 1648 | 3 |
| HIST 152 | Western Civilization since 1648 | 3 |
| HIST 216 | Perspectives in World History | 3 |
| HIST | American History Elective | 3 |
| PLSC 125 | U.S. National Government | 3 |
| PLSC 230 | Congress and President | 3 |
| PLSC | Political Science Elective | 3 |

Holders of the 5-12 Social Sciences - Basic endorsement may add the following endorsements with 6 semester hours per endorsement area:

5-12 Economics, 5-12 Geography, 5-12 Sociology, 5-12 Psychology

*Six hours in Economics:*

| | | |
|---|---|---|
| ECON 211 | Principles of Microeconomics | 3 |
| ECON 212 | Principles of Macroeconomics | 3 |

*Six hours in Sociology:*

| | | |
|---|---|---|
| SOCI 101 | Introduction to Sociology | 3 |
| SOCI | Sociology Elective | 3 |

*Six hours in Psychology (other than educational psychology):*

| | | |
|---|---|---|
| PSYC 102 | Introduction to Psychology | 3 |
| PSYC | Psychology Elective | 3 |

*Six hours in the following:*

| | | |
|---|---|---|
| GEOG 102 | Introduction to Geography | 3 |
| GEOG 103 | Regional Geography of the Nonwestern World | 3 |
| ***Basic Social Sciences Total*** | | ***30*** |

***Biology/Basic Science Endorsement #151/1541***

| | | |
|---|---|---|
| BIOL 101 | General Biology I | 4 |
| BIOL 102 | General Biology II | 4 |
| BIOL 220 | Vertebrate Fauna - *OR* - | 4 |
| BIOL 304 | Plant Taxonomy & Local Flora | |
| BIOL 307 | General Ecology | 4 |
| BIOL 308 | Microbiology | 4 |
| BIOL 313 | Comparative Anatomy - *OR* - | 4 |
| BIOL 314 | Human Anatomy | |
| BIOL 315 | Physiology | 4 |
| BIOL 335 | Genetics | 4 |
| CHEM 101 | General Chemistry I | 4 |
| CHEM 102 | General Chemistry II | 4 |

| | | |
|---|---|---|
| EASC 100 | Introduction to Earth Science | 3 |
| EASC 104 | Physical Geology | 4 |
| PHYS 201 | General Physics I | 4 |
| PHYS 202 | General Physics II | 4 |
| ***Biology/Basic Science Total*** | | ***55*** |

***Biology/Chemistry Endorsement #151/152***

| | | |
|---|---|---|
| BIOL 101 | General Biology I | 4 |
| BIOL 102 | General Biology II | 4 |
| BIOL 220 | Vertebrate Fauna - *OR* - | 4 |
| BIOL 304 | Plant Taxonomy & Local Flora | |
| BIOL 307 | General Ecology | 4 |
| BIOL 308 | Microbiology | 4 |
| BIOL 313 | Comparative Anatomy - *OR* - | 4 |
| BIOL 314 | Human Anatomy | |
| BIOL 315 | Physiology | 4 |
| BIOL 335 | Genetics | 4 |
| CHEM 101 | General Chemistry I | 4 |
| CHEM 102 | General Chemistry II | 4 |
| CHEM 201 | Organic Chemistry I | 4 |
| CHEM | Electives | 4 |
| ***Biology/Chemistry Total*** | | ***48*** |

***Biology/Earth Science Endorsement #151/153***

| | | |
|---|---|---|
| BIOL 101 | General Biology I | 4 |
| BIOL 102 | General Biology II | 4 |
| BIOL 111 | Environmental Biology | 3 |
| BIOL 220 | Vertebrate Fauna - *OR* - | 4 |
| BIOL 304 | Plant Taxonomy & Local Flora | |
| BIOL 307 | General Ecology | 4 |
| BIOL 308 | Microbiology | 4 |
| BIOL 313 | Comparative Anatomy - *OR* - | 4 |
| BIOL 314 | Human Anatomy | |
| BIOL 315 | Physiology | 4 |
| BIOL 335 | Genetics | 4 |
| EASC 100 | Introduction to Earth Science | 3 |
| EASC 104 | Physical Geology | 4 |
| EASC 150 | Geology Field Trip | 1 |
| EASC 300 | Natural Science Seminar | 1 |
| EASC | Earth Science Elective | 3 |
| ***Biology/Earth Science Total*** | | ***47*** |

***Biology/Physics Endorsement #151/156***

| | | |
|---|---|---|
| BIOL 101 | General Biology I | 4 |
| BIOL 102 | General Biology II | 4 |
| BIOL 220 | Vertebrate Fauna - *OR* - | 4 |
| BIOL 304 | Plant Taxonomy & Local Flora | |

| | | |
|---|---|---|
| BIOL 307 | General Ecology | 4 |
| BIOL 308 | Microbiology | 4 |
| BIOL 313 | Comparative Anatomy - *OR* - | 4 |
| BIOL 314 | Human Anatomy | |
| BIOL 315 | Physiology | 4 |
| BIOL 335 | Genetics | 4 |
| PHYS 201 | General Physics I | 4 |
| PHYS 202 | General Physics II | 4 |
| PHYS 227 | Electrical Energy & Circuits | 4 |
| PHYS 327 | Engineering Thermodynamics | 3 |
| PHYS 341 | Statics | 3 |
| ***Biology/Physics Total*** | | ***50*** |

***English/Language Arts/Journalism Endorsement #120/141***

| | | |
|---|---|---|
| ENGL 330 | Information Design & Usability - OR - | 3 |
| EDUC 223 | Adolescent Literature for Teachers | |
| ENGL 200 | Theory of Language | 3 |
| ENGL 219 | Media Literacy | 3 |
| ENGL 220 | Introduction to Literature | 3 |
| ENGL 223 | Adolescent Literature - OR - | 3 |
| EDUC 223 | Adolescent Literature for Teachers | |
| ENGL 226** | British Literature to 1784 - *OR* - | 3 |
| ENGL 227** | British Literature since 1784 | |
| ENGL 231 | Creative Writing - *OR* - | 3 |
| ENGL 310 | Advanced Writing | 3 |
| ENGL 238** | American Literature to 1865 - *OR* - | 3 |
| ENGL 239** | American Literature since 1865 | |
| ENGL 301 | Technical Editing | 3 |
| ENGL 307 | Shakespeare | 3 |
| ENGL 319 | Rhetoric & Technology | 3 |
| ENGL 350** | Early World Literature - *OR* - | 3 |
| ENGL 351** | Modern World Literature | |
| LDRS 200 | Principles of Communication | 3 |

***Students must complete one additional course to complete one literature course sequence:*

ENGL 226 and 227, or ENGL 238 and 239, or ENGL 350 and 351

| | |
|---|---|
| ***English/Language Arts/Journalism Total*** | ***45**** |

**Includes 1 credit in EDUC 360 from the Secondary Education Core*

***Industrial Technology Endorsement #140***

| | | |
|---|---|---|
| ENGR 101 | Engineering Graphics I | 3 |
| ENGR 102 | Engineering Graphics II | 3 |
| ENGR 125 | Industrial Manufacturing Processes | 3 |
| ENGR 215 | Materials and Processes | 3 |
| INDU 107 | Industrial Wood Processes* | 3 |
| INDU 216 | Automated Manufacturing Processes (CAM) | 4 |
| INDU 218 | Industrial Wood Processing* - *OR* - | 4 |
| INDU 290 | Building Construction* | |

| | | |
|---|---|---|
| INDU 221 | Applied Mechanical Engineering Technology* | 4 |
| INDU 227 | Electrical Energy & Circuits* | 4 |
| INDU | Electives | 9 |
| ***Industrial Technology Total*** | | ***40*** |

| | | |
|---|---|---|
| ***Mathematics Endorsement #143*** | | |
| APCS 201 | Programming Fundamentals | 2 |
| APCS 206 | Object Oriented Programming | 2 |
| MATH 211 | Discrete Mathematics | 3 |
| MATH 212 | Introduction to Abstract Mathematics | 3 |
| MATH 241 | Calculus I | 4 |
| MATH 242 | Calculus II | 4 |
| MATH 332 | College Geometry | 3 |
| MATH 336 | Mathematical Statistics | 3 |
| MATH 353 | Linear Algebra | 3 |
| MATH 354 | Abstract Algebra | 3 |
| *Three of the following courses* | | |
| APCS 306 | Introduction to Data Science | 3 |
| MATH 335 | Differential Equations | 4 |
| MATH 343 | Calculus III | 4 |
| MATH 345 | Numerical Analysis Methods | 3 |
| MATH 360 | Selected Topics in Mathematics | 3 |
| PHYS 211 | College Physics I | 5 |
| ***Mathematics Total*** | | ***40 - 43*** |

# Add-On Endorsements

***Add-on endorsements in the following curricular areas are available to be taken in conjunction with any stand-alone endorsement. Links to course requirements are provided. All endorsement curriculum exhibits may be found on the William Penn University website under the Secondary Education link with current course requirements. For more information, please contact the education division office at 641-673-1100.***

| | | |
|---|---|---|
| ***Athletic Coaching (K-12) #101*** | | ***12*** |
| PSYC 303 | Developmental & Educational Psychology | 3 |
| SMGT 240+ | Any Coaching Theory Class | 2 |
| KINS 218 | Care and Prevention of Sports Injuries | 3 |
| BIOL 216 | Anatomy and Physiology | 4 |
| *** Current CPR Certification and Concussion Training Certification* | | |
| ***Economics (5-12) #160*** | | ***15*** |
| ECON 111 | Personal and Family Finance | 3 |
| ECON 211 | Principles of Microeconomics | 3 |
| ECON 212 | Principles of Macroeconomics | 3 |
| ECON 309 | Managerial Economics | 3 |
| ECON 349 | International Business | 3 |

| | | |
|---|---|---|
| ***Mathematics (K-8) #142*** | | ***24*** |
| MATH 140 | Precalculus | 4 |
| MATH 205 | Mathematics for Elementary Educators I | 3 |

| | | |
|---|---|---|
| MATH 206 | Mathematics for Elementary Educators II | 3 |
| MATH 303 | Statistical Methods | 3 |
| LDRS 105 | Computers and Technology | 3 |
| *Nine additional Math credits = suggested coursework:* | | |
| MATH 105 | Math for Leaders | 3 |
| MATH 211 | Discrete Mathematics | 3 |
| MATH 241 | Calculus I | 4 |

***Reading (K-8) #148 24***

*Added to an Elementary Ed Major – 24 hours (can be Elem Ed degree with Reading Pathway)*

| | | |
|---|---|---|
| EDSP 360 | Diagnosis and Treatment of Reading Difficulties* | 3 |
| EDSP 370 | Educational Assessment* | 3 |
| EDUC 203 | Foundations of Reading* | 3 |
| EDUC 250 | Language Acquisition* | 3 |
| EDUC 265 | Children's Literature* | 3 |
| EDUC 370 | Literacy Methods* | 3 |
| EDUC 370FE | Literacy Field Experience | 0 |
| EDUC 374 | Language Arts Methods* | 3 |
| EDUC 375 | Reading Practicum | 3 |

***Reading (5-12) #149 25***

*Added to a Secondary Ed Major – 25 hours*

| | | |
|---|---|---|
| EDSP 360 | Diagnosis and Treatment of Reading Difficulties | 3 |
| EDSP 370 | Educational Assessment | 3 |
| EDUC 203 | Foundations of Reading | 3 |
| EDUC 223 | Adolescent Literature for Teachers | 3 |
| EDUC 250 | Language Acquisition | 3 |
| EDUC 360 | Content Area of Reading | 3 |
| EDUC 370 | Literacy Methods | 3 |
| EDUC 370FE | Literacy Field Experience | 0 |
| EDUC 374 | Language Arts Methods | 3 |
| EDUC 375 | Reading Practicum | 3 |

***Special Education–Instructional Strategist I (K-8) #260 27***

*Added to Elementary Education - 27 hours (can be Elem Ed degree with Reading Pathway)*

| | | |
|---|---|---|
| EDSP 100 | Introduction to Exceptional Learners with EDSP 100FE)* | 3 |
| EDSP 358 | Behavioral Management | 3 |
| EDSP 280 | Collaboration Strategies* | 2 |
| EDSP 360 | Diagnosis and Treatment of Reading Difficulties | 3 |
| EDSP 370 | Educational Assessment* | 3 |
| EDSP 385 | Differentiated Instruction Methods and Strategies (K-12)* | 3 |
| EDSP 390 | Special Education Practicum | 1 |
| EDSP 400 | Student Teaching | 7 |
| EDUC 203 | Foundations of Reading | 3 |

***Instructional Strategist I (5-12) #261 29***

*Added to a Secondary Education Major – 35 hours*

| | | |
|---|---|---|
| EDUC 203 | Foundations of Reading | 3 |
| EDUC 370 | Literacy Methods | 3 |
| EDUC 370FE | Literacy Field Experience | 0 |

| | | |
|---|---|---|
| EDSP 100 | Introduction to Exceptional Learners with EDSP 100FE)* | 3 |
| EDSP 280 | Collaboration Strategies | 2 |
| EDSP 290 | Transition Education | 2 |
| EDSP 358 | Behavioral Management | 3 |
| EDSP 360 | Diagnosis and Treatment of Reading Difficulties | 3 |
| EDSP 370 | Educational Assessment | 3 |
| EDSP 385 | Differentiated Instruction Methods and Strategies (K-12)* | 3 |
| EDSP 390 | Special Education Practicum | 1 |
| EDSP 401 | Student Teaching Special Education 5-12 | 7 |

| | | |
|---|---|---|
| ***Speech Communication/Theatre (5-12) #168*** | | ***24*** |
| ENGL 219 | Media Literacy | 3 |
| ENGL 360<br>ENGL 390 | Advanced Argument - *OR* -<br>Special Topics in Technical Communication | 3 |
| LDRS 200 | Principles of Communication | 3 |
| THEA 104 | Basic Production | 3 |
| THEA 212 | Oral Interpretation | 3 |
| THEA 304 | Directing and Advanced Production | 3 |
| *Six hours of the following:* | | |
| ENGL 200 | Theory of Language | 3 |
| ENGL 307 | Shakespeare | 3 |
| THEA 106 | Acting I | 3 |
| THEA 216 | History of Theatre | 3 |

| | | |
|---|---|---|
| ***World History (5-12) #166*** | | ***15*** |
| *Added to the broad area of Social Studies – 30 hours* | | |
| *Fifteen hours of the following:* | | |
| HIST 151 | History of Western Civilization to 1648 | 3 |
| HIST 152 | History of Western Civilization since 1648 | 3 |
| HIST 216 | Perspectives in World History | 3 |
| HIST 251 | Ancient History | 3 |
| HIST 252 | Medieval History | 3 |
| HIST 354 | Modern Middle East, Africa and Asia | 3 |
| HIST 370 | Modern Europe | 3 |

# Humanities Division

The mission of the Humanities Division is to help students develop strong leadership, technical, and communication skills. As the Humanities Division, we cultivate expressive, communicative, and interpretive skills by exposing students to a variety of cultural and social learning opportunities and by developing learning communities that will provide opportunities in education, service, and leadership with practical experience in performances, presentations, and writings.

| ***Majors*** | | ***Minors*** |
|---|---|---|
| Creative Arts *w/emphases in* | | Art |
| Fine Arts | | English |
| Theatre | | Creative Writing |
| English | | Graphic Art |
| Music | | Music |
| ***Education Endorsements*** | Theatre | Technical Communication |
| English/Language Arts | | |
| Journalism | | |
| Music | | |
| Speech | | |
| Communication/Theatre | | |

# Creative Arts Major

***Creative Arts Core***

| | | |
|---|---|---|
| ART 121 | Drawing I | 3 |
| ENGL 215 | Business & Technical Writing | 3 |
| HUMA 357 | Internship | 3 |
| HUMA 390 | Communication Seminar | 3 |
| MUSI 104 | Fundamentals of Music | 3 |
| THEA 212 | Oral Interpretation | 3 |
| ***Total Creative Arts Core*** | | ***18*** |

***Fine Arts Emphasis***

| | | |
|---|---|---|
| ART 215 | History of Art | 3 |
| MUSI 216 | History of Music | 3 |
| THEA 110 | Improvisation and Movement | 3 |
| THEA 216 | History of Theatre | 3 |

*Select twelve credits from the following*

| | | | | | |
|---|---|---|---|---|---|
| ART 116 | 3 | MUAP 131 | 1 | THEA 104 | 3 |
| ART 117 | 3 | MUAP 140 | 1 | THEA 106 | 3 |
| ART 211 | 3 | MUAP 250 | 1 | THEA 114 | 1 |
| ART 217 | 3 | MUAP 251 | 1 | THEA 119 | 3 |
| ART 235 | 3 | MUSI 123 | 3 | THEA 124 | 3 |
| ART 331 | 3 | MUSI 124 | 3 | THEA 304 | 3 |
| EDUC 240 | 3 | MUSI 217 | 3 | THEA 306 | 3 |
| MUAP 105-111 | 1 | MUSI 339 | 3 | THEA 307 | 3 |
| MUAP 130 | 1 | MUSI 340 | 3 | | |

| | |
|---|---|
| ***Creative Arts Core*** | ***18*** |
| ***Fine Arts Emphasis*** | ***12*** |

| | |
|---|---|
| ***Fine Arts Electives*** | ***12*** |
| ***Fine Arts Emphasis Total*** | ***42*** |

***Theatre Emphasis***

*Creative Arts Core plus the following*

| | | |
|---|---|---|
| THEA 104 | Basic Production | 3 |
| THEA 106 | Acting I | 3 |
| THEA 110 | Improvisation and Movement | 3 |
| THEA 124 | Stage Lighting and Sound | 3 |
| THEA 130 | Scenic Design and Construction | 3 |
| THEA 216 | History of Theatre | 3 |
| THEA 304 | Directing and Advanced Production | 3 |

*Select nine credits of electives from the following*

| | | | | | |
|---|---|---|---|---|---|
| Any ART | 3 | ENGR 101 | *3* | MUSI 336 | 1 |
| BUSI 130 | 3 | ENGR 102 | 3 | THEA 114** | 1 |
| BUSI 201 | 3 | ENGR 125 | 3 | THEA 119 | 3 |
| BUSI 230 | 3 | ENGR 220 | 3 | THEA 307 | 3 |
| COMM 102 | 3 | MUAP 105-111** | 3 | | |
| COMM 104 | 3 | MUAP 250** | 1 | | |
| COMM 225 | 3 | MUSI 123 | *3* | | |

***May be taken up to 3 times each*

| | |
|---|---|
| ***Creative Arts Core*** | ***18*** |
| ***Theatre Required Classes*** | ***21*** |
| ***Theatre Electives*** | ***9*** |
| ***Theatre Emphasis Total*** | ***48*** |

# English Major

The English degree requires completion of the English Core courses plus credits in the Literature and Writing classes, totaling 32 credit hours.

***English Core***

| | | |
|---|---|---|
| ENGL 170 | Rhetoric in a Post-Truth World | 3 |
| ENGL 220 | Introduction to Literature | 3 |
| ENGL 307 | Shakespeare | 3 |
| ENGL 370 | Sociolinguistics | 3 |
| ENGL 460 OR | Capstone Project OR | 2 |
| | Internship | 3 |

*Complete three of the following* 9

| | | |
|---|---|---|
| ENGL 216 | Literary Genres | 3 |
| ENGL 223 | Adolescent Literature | 3 |
| ENGL 226 | British Literature to 1784 | 3 |
| ENGL 227 | British Literature since 1784 | 3 |
| ENGL 238 | American Literature to 1865 | 3 |
| ENGL 239 | American Literature since 1865 | 3 |
| ENGL 350 | Early World Literature | 3 |
| ENGL 351 | Modern World Literature | 3 |

| | | | |
|---|---|---|---|
| *Complete three of the following* | | | 9 |
| ENGL 219 | Media Literacy | 3 | |
| ENGL 231 | Creative Writing | 3 | |
| ENGL 300 | Technical Editing | 3 | |
| ENGL 310 | Advanced Writing | 3 | |
| ENGL 319 | Rhetoric and Technology | 3 | |
| ENGL 330 | Information Design and Usability | 3 | |
| ENGL 331 | Advanced Creative Writing, Poetry & Fiction | 3 | |
| ENGL 345 | Grant and Proposal Writing | 3 | |
| ENGL 390 | Special Topics in Technical Communication | 3 | |
| ***Required core courses*** | | | **14/15** |
| ***Literature courses*** | | | ***9*** |
| ***Writing courses*** | | | **9** |
| ***Total English Core*** | | | **32** |

# Technical Communications Certificate (TCC)

The TCC will be awarded after students complete any four (totaling 12 credits) of the courses listed below with a grade of a C- or higher and, in accordance with the university's graduation requirement, complete the certificate courses with at least a 2.0 GPA in the certificate program.

Please note that degree-seeking students will earn a minor in Technical Communication instead of the certificate. Degree-seeking students will also need to take ENGL 215: Business and Technical Communication.

| | | |
|---|---|---|
| ***Technical Communication Certificate (TCC)*** | | |
| *Select four of the following* | | |
| ENGL 219 | Media Literacy | 3 |
| ENGL 300 | Technical Editing | 3 |
| ENGL 319 | Rhetoric and Technology | 3 |
| ENGL 330 | Information Design and Usability | 3 |
| ENGL 345 | Grant and Proposal Writing | 3 |
| ENGL 390 | Special Topics in Technical Communication | 3 |
| ***Total Technical Communication Certificate*** | | ***12*** |

# Music Major

| | | |
|---|---|---|
| ***Music Core*** | | |
| LDRS 220 | Art & Society I | 3 |
| MUAP 105<br>MUAP 102 | Piano/Keyboard - *OR* -<br>Class Piano | 1 |
| MUSI 123 | Music Theory I | 3 |
| MUSI 124 | Music Theory II | 3 |
| MUSI 223 | Music Theory III | 3 |
| MUSI 224 | Music Theory IV | 3 |
| MUSI 216 | History of Music I | 3 |
| MUSI 217 | History of Music II | 3 |
| MUSI 336 | Conducting I | 2 |
| MUSI 337 | Conducting II | 2 |
| MUSI 339 | Ear Training/Sight Singing I | 2 |

| | | |
|---|---|---|
| MUSI 340 | Ear Training/Sight Singing II | 2 |
| MUSI 100 | Applied Music Seminar | |
| HUMA 390 | Communications Seminar | 3 |
| *Eight hours from the following; courses may be repeated* | | |
| MUAP 130 | WPU Jazz Ensemble | 1 |
| MUAP 131 | Marching Band | 1 |
| MUAP 250 | WM Penn Singers | 1 |
| MUAP 251 | Concert Band | 1 |
| *Required course for Vocal Emphasis* | | |
| *Eight hours of* | | |
| MUAP 109 | Private Instruction in Voice | 1 |
| *Required course for Instrumental Emphasis* | | |
| *Eight hours of* | | |
| MUAP 105-111 | Private Instruction | 1 |
| ***Total Music with either Vocal or Instrumental Emphasis*** | | ***49*** |

# Humanities Minors

***Art Minor***

| | | |
|---|---|---|
| ART 116 | Painting I | 3 |
| ART 121 | Drawing I | 3 |
| ART 130 | 3-Dimensional Design | 3 |
| ART 134 | 2-Dimensional Design | 3 |
| ART 215 | History of Art | 3 |
| *Six hours from the following:* | | |
| ART 117 | Pen and Ink Drawing | 3 |
| ART 211/COMM 211 | Digital Photography | 3 |
| ART 217 | Painting II | 3 |
| ART 221 | Drawing II | 3 |
| ART 230 | Sculpture | 3 |
| ART 235 | Graphic Art | 3 |
| ART 331 | Ceramics I | 3 |
| ART 332 | Ceramics II | 3 |
| ***Total Art Minor*** | | **21** |

***Creative Writing Minor***

| | | |
|---|---|---|
| *Required courses* | | |
| ENGL 220 | Introduction to Literature | 3 |
| ENGL 231 | Creative Writing | 3 |
| ENGL 331 | Advanced Creative Writing, Poetry & Fiction | 3 |
| ENGL 216 OR | Literary Genres OR | 3 |
| *Choose one of the following* | | |
| ENGL 226 | British Literature to 1784 | 3 |
| ENGL 227 | British Literature since 1784 | 3 |
| ENGL 238 | American Literature to 1865 | 3 |
| ENGL 239 | American Literature since 1865 | 3 |
| ENGL 350 | Early World Literature | 3 |

| | | | |
|---|---|---|---|
| ENGL 351 | Modern World Literature | 3 | |
| ***Total Creative Writing Minor*** | | | **12** |

***English Minor***

*Required courses*

| | | |
|---|---|---|
| ENGL 170 | Rhetoric in a Post-Truth World | 3 |
| ENGL 220 | Introduction to Literature | 3 |
| ENGL 307 OR | Shakespeare - OR - | |
| ENGL 216 OR | Literary Genres - OR - | |
| ENGL 370 | Sociolinguistics | 3 |
| *Choose two English classes: Literature/Writing/Technical Writing* | | 6 |
| ***Total English Minor*** | | 15 |

***Technical Communications Minor***

ENGL 215 Business and Technical Communication

*Select 12 Hours from the following:* 12

| | | | |
|---|---|---|---|
| ENGL 219 | Media Literacy | 3 | |
| ENGL 300 | Technical Editing | 3 | |
| ENGL 319 | Rhetoric and Technology | 3 | |
| ENGL 330 | Information Design and Usability | 3 | |
| ENGL 345 | Grant and Proposal Writing | 3 | |
| ENGL 390 | Special Topics in Technical Communication | 3 | |
| ***Total Technical Communications minor*** | | | **15** |

***Music Minor***

*Required courses for the Music Minor:*

| | | | |
|---|---|---|---|
| MUSI 123 | Music Theory I | | 3 |
| MUAP 140 | Music in the Electronic Medium | | 1 |
| MUSI 216 | History of Music | | 3 |
| MUSI 336 | Conducting | | 2 |
| MUSI 339 | Ear Training and Sight Singing | | 2 |
| *Five hours from the following:* | | | 5 |
| MUAP 105-111 | Private Lessons | 1 | |
| MUAP 102 | Class Piano Instruction I | 1 | |
| MUAP 130 | WPU Jazz Ensemble | 1 | |
| MUAP 131 | Pep Band | 1 | |
| MUAP 202 | Class Piano II | 1 | |
| MUAP 250 | Penn Singers | 1 | |
| THEA 124 | Stage Lighting & Sound | 3 | |
| *Piano proficiency requirement must be met.* | | | |
| ***Total Music Minor*** | | | ***16*** |

***Theatre Minor***

*Required courses for the Theatre Minor:*

| | | |
|---|---|---|
| THEA 104 | Basic Production | 3 |
| THEA 106 | Acting II | 3 |
| THEA 110 | Improvisation & Movement | 3 |
| THEA 212 | Oral Interpretation | 3 |

| | | | |
|---|---|---|---|
| THEA 216 | History of Theatre | | 3 |
| *Six hours from the following:* | | | 6 |
| THEA 114 | Theatre Production | 3 | |
| THEA 119 | Special Production Elements | 3 | |
| THEA 130 | Scenic Design and Construction | 3 | |
| THEA 304 | Directing and Advanced Production | 3 | |
| THEA 306 | Acting II | 3 | |
| THEA 307 | Shakespeare | 3 | |
| ***Total Theatre Minor*** | | | **21** |

# Interdisciplinary Studies

***Bachelor of Arts in Interdisciplinary Studies***

The Interdisciplinary major is designed to meet individual needs and goals of students by providing a broad range of topics rather than one specific major. This major will consist of 45+ credits from 2-3 separate disciplines plus an introductory seminar course (1 credit), a career exploration course (1 credit), and a capstone course (3 credits). All courses used in this major must be passed with a grade of C or better.

Students choosing to declare interdisciplinary studies major will need to include the following elements:

1. Students must either transfer or complete the leadership core requirements as defined by the University catalog.
2. Students may choose 2 or 3 concentrations and must meet the requirements of those credit numbers.
3. Students must meet all pre-requisite requirements if necessary, before completing coursework
4. At least ½ of all selected discipline courses must be 300 level or higher.

Credit distribution:

- Leadership Core (39)
- Capstone (3)
    - Students may choose to fulfill the capstone requirement through a division practicum capstone course. Students choosing to take a division practicum course will need the follow the guidelines for that division. Students still must meet the 124 credits for graduation.
- Career exploration class (1)
- Introductory seminar (1)
- Choice of 2 or 3 concentration areas (minimum of 45 credits in total)
    - It is the intent that concentration areas be credit-balanced as much as possible

Concentration Areas

Accounting
Applied Computer Science
Applied Mathematics
Biology
Business Management
English
History
Human Resources
Human Services
Industrial Technology
Kinesiology
New Media
Political Science
Psychology
Sociology

# Kinesiology & Life Sciences Division

The Division of Kinesiology and Life Sciences believes that an educated person is a whole person. We endeavor to instill in each student an understanding of life and an appreciation for living. We want to ensure that our students' understanding of life is not a substitute for living. To that end, we encourage students to cross disciplinary boundaries, broaden the scope of their studies, and develop as whole persons. The mission of the Division of Kinesiology and Life Sciences, then, is to:

- develop a scientific learning community that prepares students for life and living in a global environment;
- offer practical experiences and leadership opportunities which prepare students for careers in kinesiology, health, and life sciences;
- develop and maintain rigorous academic programs consistent with recognized professional standards; and support and encourage diversity among our students.

***Majors***
Biology
*Dual Degree Program w/ Palmer Chiropractic College*
Exercise Science (BS)
Kinesiology (BA)
Sport Management (BA)
Wellness & Recreation (BA)

***Minors***
Biology
Chemistry
Earth Science
Kinesiology

***Education Endorsements***
Athletic Coaching (K-12)
Biology
Biology / Basic Science
Biology / Chemistry
Biology / Earth Science
Biology / Physics
Health (K-8)
Health (K-12)
Physical Education

# Biology Major (BS)

The Biology area offers the Bachelor of Science in Biology as well as offering several teacher education endorsement areas. A common core of classes is required. Students, in consultation with their advisor, then choose electives in an area of interest to round out the curriculum.

The Biology Major (BS) teaches students about the functions of humans and other organisms at the organism, cellular, and molecular levels. It will prepare students for further education in ecology, medicine, dentistry, optometry, veterinary science, physical therapy, forensic science, and other life science professions. It is also appropriate preparation for a career in laboratory research or biotechnology, either in an academic or industrial setting.

***Kinesiology & Life Sciences Foundation***

*Required Courses - 3 hours*

| | | |
|---|---|---|
| KINS 110 | Wellness and Fitness | 3 |

***Biology Core***

*Required Courses 43-44 hours*

| | | |
|---|---|---|
| BIOL 101 | General Biology I | 4 |
| BIOL 102 | General Biology II | 4 |
| BIOL 307 | General Ecology - *OR* - | 4 |
| BIOL 322 OR | Medical Biology | [3] |

| | | |
|---|---|---|
| BIOL 308 | Microbiology | 4 |
| BIOL 313 OR | Comparative Anatomy - *OR* - | 4 |
| BIOL 314 | Human Anatomy | [4] |
| BIOL 335 | Genetics | 4 |
| BIOL 356 | Pre-Internship | 1 |
| BIOL 357 | Internship | 2 |
| BIOL 390 | Biology Practicum | 2 |
| CHEM 101 | General Chemistry I | 4 |
| CHEM 102 | General Chemistry II | 4 |
| MATH 140 | Precalculus | 4 |
| MATH 303 | Statistical Methods | 3 |
| ***Electives*** | ***The student and advisor should carefully consider which electives are most appropriate to the student's chosen career or area of interest.*** | ***27*** |
| *Choose 27 credits from the following:* | | |
| Any BIOL course (except 216) not taken for Biology Core | | |
| Any CHEM course not taken for Biology Core | | |
| Any EASC course | | |
| Any 300-400 level EXSC Course | | |
| APCS 116 | Geographic Information Systems (GIS) | 3 |
| APCS 216 | GIS for Decision Makers | 3 |
| BIOL/EASC 150 | Field Trip (may be taken 3x) | 1 |
| MATH 241 | Calculus I | 4 |
| PSYC 240 | Health Psychology | 3 |
| PSYC 326 | Abnormal Psychology | 3 |
| PSYC 335 | Experimental Psychology | 3 |
| PHYS 201 or 211 | General Physics I or College Physics I | 4 or 5 |
| PHYS 202 or 212 | General Physics II or College Physics II | 4 or 5 |
| ***Total credits*** | | ***76-78*** |

## WPU/Palmer Chiropractic College Dual Degree Program

Under this agreement, a dual degree program leading to a Bachelor's Degree in Biology from William Penn University and a Doctor of Chiropractic degree from Palmer Chiropractic College (PCC) will be available to qualified students. This agreement is with the Davenport, IA, campus of PCC. This agreement is not available to transfer students.

Students are guaranteed admission to PCC-Davenport provided they:

- Complete 94 or more credits at WPU, including 24 credits of science lab classes
- Attain a minimum WPU GPA of 3.0
    - Students with a 2.75 GPA may apply, but are not guaranteed admission to PCC
- Complete all requirements for the WPU Leadership Core
- Receive a positive recommendation from the Chair of the Division of Kinesiology and Life Sciences
- Meet the admissions requirements and deadlines at PCC

Upon successful completion of the first year at PCC, 30 credits may be transferred from PCC to WPU to fulfill the remaining requirements of the Biology degree, at which time the student may participate in WPU commencement exercises and be awarded the Bachelor of Science in Biology from WPU. Upon successful completion of the remainder of the PCC curriculum, students will be eligible to participate in PCC commencement exercises and will be awarded the Doctor of Chiropractic degree.

For more information about the WPU/PCC dual degree program, interested students should contact Dr. Janet Ewart, Division of Kinesiology and Life Sciences. ewartj@wmpenn.edu.

# Exercise Science Major

The Bachelor of Science in Exercise Science provides students with a thorough understanding of the scientific principles behind human movement, physical activity, and physiology. This rigorous, science-based program prepares students for advanced graduate studies in fields such as physical therapy, occupational therapy, sports medicine, exercise physiology, and high-level strength and conditioning. The curriculum is grounded in human motion analysis, exercise physiology, motor behavior, and foundational sciences. Students will engage in an in-depth study of the human body's structure and function, exploring how physical activity impacts various body systems and overall health.

***Kinesiology & Life Sciences Foundation***

*Required Courses - three hours*

| | | |
|---|---|---|
| KINS 110 | Wellness & Fitness | 3 |

***Kinesiology Core***

*Required Courses - 18 hours*

| | | |
|---|---|---|
| PSYC 101 - *OR* - 108 | Intro to Psychology - OR - Lifespan Psychology | 3 |
| BIOL 216 | Anatomy and Physiology | 4 |
| KINS 150 | Introduction to Kinesiology | 3 |
| KINS 218 | Prevention & Care of Sports Injuries | 3 |
| KINS 334 | Tests and Measurements in Kinesiology | 3 |
| KINS/EXSC 390 | Exercise Science Practicum | 2 |

***Exercise Science Area Courses***

*Required courses - 52 hours*

| | | |
|---|---|---|
| BIOL 314 | Human Anatomy | 4 |
| BIOL 315 | Physiology | 4 |
| CHEM 101 | General Chemistry I | 4 |
| CHEM 102 | General Chemistry II | 4 |
| MATH 140 | Pre-Calculus | 4 |
| PHYS 201 | General Physics I | 4 |
| PHYS 202 | General Physics II | 4 |
| EXSC 325 | Sport/Exercise Nutrition | 3 |
| EXSC 332 | Analysis of Human Motion | 3 |
| EXSC 335 | Exercise Physiology | 4 |
| EXSC 377 | Motor Behavior and Development | 3 |
| EXSC 420 | Biomechanics | 4 |
| EXSC 437 | Exercise Prescription | 3 |
| KINS 356 | Pre-Internship | 1 |
| KINS 357 | Internship | 3 |

| | |
|---|---|
| ***Kinesiology & Life Sciences Foundation*** | ***3*** |
| ***Kinesiology Core*** | ***18*** |
| ***Exercise Science Area Courses*** | ***53*** |
| ***Total hours for Exercise Science Major*** | ***73*** |

# Kinesiology Major

The Bachelor of Arts in Kinesiology focuses on the science of human movement and the promotion of physical activity across diverse populations. This interdisciplinary degree equips students with the knowledge and skills to understand the mechanics of movement, the benefits of physical activity, and strategies to lead individuals and communities in adopting healthy, active lifestyles.

Students will explore key areas such as community health, exercise physiology, motor behavior, and sports leadership, while gaining practical experience in promoting wellness, coaching, and designing fitness programs. Through hands-on learning and leadership development, graduates will be prepared for careers in health and wellness, fitness training, coaching, and community recreation, or for further study in related fields such as athletic training, community wellness and sport management.

***Kinesiology & Life Sciences Foundation***

*Required Courses - three hours*

| | | |
|---|---|---|
| KINS 110 | Wellness & Fitness | 3 |

***Kinesiology Core***

*Required Courses - 15 hours*

| | | |
|---|---|---|
| PSYC 101 - *OR* - 108 | Intro to Psychology - OR - Lifespan Psychology | 3 |
| BIOL 216 | Anatomy & Physiology | 4 |
| KINS 150 | Introduction to Kinesiology | 3 |
| KINS 218 | Prevention & Care of Sports Injuries | 3 |
| KINS 334 | Tests and Measurements in Kinesiology | 3 |
| KINS 390 | Kinesiology Practicum | 2 |

***Kinesiology Major***

| | | |
|---|---|---|
| BIOL 314 | Human Anatomy | 4 |
| CHEM 101 | General Chemistry I | 4 |
| EXSC 205 | Theory and Practice of Strength and Conditioning | 3 |
| EXSC 325 | Sports/Exercise Nutrition | 3 |
| EXSC 335 | Exercise Physiology | 3 |
| EXSC 377 | Motor Behavior and Development | 3 |
| EXSC 437 | Exercise Prescription | 3 |
| KINS 208 | Leadership in Sport/ Exercise/Recreation | 3 |
| KINS 227 | Community Health | 3 |
| KINS 295 | Kinesiology Seminar | 2 |
| KINS 356 | Pre-Internship | 1 |
| KINS 357 | Internship | 3 |
| SMGT 319 | Concepts of Coaching | 3 |
| SMGT 351 OR | Paradigms in Sport OR | 3 |
| KINS 336 | Organization/Administration of PE | [3] |

| | |
|---|---|
| ***Kinesiology & Life Sciences Foundation*** | ***4*** |
| ***Kinesiology Core*** | ***18*** |
| ***Kinesiology Area Courses*** | ***42*** |
| ***Total hours for Kinesiology Major*** | ***63*** |

# Sport Management Major

The Bachelor of Arts in Sport Management prepares students for dynamic careers in the sports industry by combining foundational knowledge in sport operations, event planning, facility management, marketing, and leadership with critical business competencies. This program emphasizes both theoretical and practical learning, equipping students to work in professional, collegiate, recreational, and community sports settings. A required Business minor is integrated into the degree to ensure graduates possess essential skills in finance, management, and other areas in business that are relevant to the graduate's degree path. Together, these areas of study prepare students for leadership roles and entrepreneurial opportunities in the expanding field of sports. Internship experiences and hands-on coursework provide real-world application and professional networking opportunities.

***Health & Life Sciences Foundation***

*Required Courses - three hours*

| | | |
|---|---|---|
| KINS 110 | Wellness & Fitness | 3 |

***Kinesiology Core***

*Required Courses - 15 hours*

| | | |
|---|---|---|
| PSYC 101 - *OR* - 108 | Intro to Psychology -OR - Lifespan Psychology | 3 |
| BIOL 216 | Anatomy & Physiology | 4 |
| KINS 150 | Introduction to Kinesiology | 3 |
| KINS 218 | Prevention & Care of Sports Injuries | 3 |
| KINS 335 | Tests and Measurements in Kinesiology | 3 |
| KINS 390 | Kinesiology Practicum | 2 |

***Sport Management***

*Required Courses*

| | | |
|---|---|---|
| KINS 217 | Adapted Physical Education - *OR* - | |
| SMGT 319 | Concepts of Coaching - *OR* - | 3 |
| SMGT/HIST 222 | American Sports History | |
| SMGT 351 | Paradigms in Sport | 3 |
| KINS 356 | Pre-Internship | 1 |
| KINS 357 | Internship | 6 |
| SMGT 228 | Sports Communication | 3 |
| SMGT 260 | Field Experience (May be repeated once for credit) | 1 |
| SMGT 321 | Sports Marketing | 3 |
| SMGT 445 | Sport Facility & Event Management | 3 |
| SMGT 454 | Fundamental Legal Topics in Kinesiology | 3 |

*Six hours from the following*

| | | |
|---|---|---|
| SMGT 240-253 | Theory of Coaching (sport specific) | 2 |
| SMGT 251 | Theory and Practice of Officiating | 2 |
| SMGT 360 | Field Experience (may be repeated once for credit) | 1 |

***Business Management Minor***

*Required courses:*

| | | |
|---|---|---|
| BUSI 130 | Contemporary Business | 3 |
| BUSI 201 OR BUSI 204 | Principles of Accounting I OR Understanding Financial Accounting Information | 3 |
| BUSI 230 | Principles of Management | 3 |

*Six hours from the following:*

| | | |
|---|---|---|
| BUSI 240 | Entrepreneurship & Innovation | 3 |
| BUSI 332 | Operations Management | 3 |
| BUSI 334 | Marketing Management | 3 |
| BUSI 336 | Human Resource Management | 3 |
| BUSI 338 | Financial Management | 3 |
| BUSI 345 | Organizational Behavior | 3 |
| BUSI 349 | International Business | 3 |
| ***Total Business Minor*** | | **15** |

| | |
|---|---|
| ***Kinesiology & Life Sciences Foundation*** | ***3*** |
| ***Kinesiology Core*** | ***18*** |
| ***Sport Management Area Courses*** | ***33*** |
| ***Business Management Minor*** | ***15*** |
| ***Total hours for Sport Management Major*** | ***69*** |

# Wellness & Recreation Major

The Wellness & Recreation major is designed for students interested in careers that promote active lifestyles, community engagement, and leadership through sport and leisure activities. This program focuses on developing strong leadership and coaching skills, while emphasizing the planning and management of recreational programs and facilities. Students will explore topics such as community wellness, inclusive programming, facility operations, and team development. With a blend of classroom learning and field experience, graduates will be prepared to lead in settings such as parks and recreation departments, youth and community organizations, campus recreation, and coaching environments. The curriculum fosters practical skills, ethical leadership, and a commitment to building healthy, active communities.

***Kinesiology & Life Sciences Foundation***

*Required Courses - three hours*

| | | |
|---|---|---|
| KINS 110 | Wellness & Fitness | 3 |

***Kinesiology Core***

*Required Courses - 15 hours*

| | | |
|---|---|---|
| PSYC 101 - *OR* - 108 | Intro to Psychology - OR - Lifespan Psychology | 3 |
| BIOL 216 | Anatomy & Physiology | 4 |
| KINS 150 | Introduction to Kinesiology | 3 |
| KINS 218 | Prevention & Care of Sports Injuries | 3 |
| KINS 334 | Tests and Measurements in Kinesiology | 3 |
| KINS 390 | Kinesiology Practicum | 2 |

***Wellness & Recreation***

*Required Courses*

| | | |
|---|---|---|
| KINS 208 | Leadership in Sport | 3 |
| KINS 210 | Camp Management and Outdoor Education | 3 |
| KINS 221 | Team & Individual Sports | 3 |
| KINS 227 | Community Health | 3 |
| KINS 356 | Pre-Internship | 1 |
| KINS 357 | Internship | 3 |
| KINS 377 | Recreation Program Planning | 3 |
| SMGT 251 | Theory and Practice in Officiating | 2 |
| SMGT 260 | Field Experience | 1 |
| SMGT 319 | Concepts of Coaching | 3 |
| SMGT 351 -*OR* - KINS 336 | Paradigms in Sport - *OR* - Organization & Administration of PE | 3 |
| EXSC 205 - *OR* - EXSC 377 | Theory/Practice of Strength & Conditioning - *OR* - Motor Behavior | 3 |
| SMGT 445 | Facility and Event Management | 3 |
| SMGT 454 | Legal Issues in Sport | 3 |

| | |
|---|---|
| ***Kinesiology & Life Sciences Foundation*** | ***3*** |
| ***Kinesiology Core*** | ***18*** |
| ***Wellness & Recreation Major*** | ***38*** |
| ***Total hours for Wellness and Recreation Major*** | ***59*** |

# Kinesiology & Life Sciences Minors

***Biology Minor***

*Required Courses*

| | | |
|---|---|---|
| BIOL 101 | General Biology I | 4 |
| BIOL 102 | General Biology II | 4 |
| BIOL | Electives | 10 |
| ***Total Biology Minor hours*** | | ***18*** |

***Chemistry Minor***

*Required Courses*

| | | |
|---|---|---|
| CHEM 101 | General Chemistry I | 4 |
| CHEM 102 | General Chemistry II | 4 |
| CHEM 201 | Organic Chemistry I | 4 |
| CHEM | Electives | 4 |
| ***Total Chemistry Minor hours*** | | ***16*** |

***Earth Science Minor***

*Required Courses*

| | | |
|---|---|---|
| EASC | Electives | 16 |
| ***Total Earth Science Minor hours*** | | ***16*** |

***Kinesiology Minor***

*Required Courses*

| | | |
|---|---|---|
| KINS 150 | Introduction to Kinesiology | 3 |
| EXSC / KINS / SMGT | Electives | 17 |
| ***Total Kinesiology Minor hours*** | | ***20*** |

# New Media Division

New Media explores the professional practice of creative storytelling leading to an understanding of and employment in the media profession, including filmmaking, game design, sports production, video production, visual communication, and other fields where digital tools are used to communicate creatively with a mass audience. This major is based around a hands-on curriculum that is based extensively in praxis, or hands-on work in real media environments. The curriculum in New Media is likened to that of a medical degree, where students learn in real-world settings in close collaboration with industry professionals. To assure students are never alone in this process, we use a cohort system that rapidly moves students through traditional courses so that they can spend the majority of their stay at William Penn University working closely with our Communication Research Institute on professional programming, giving them practical experience each year as if they were employed part-time.

**Majors**

New Media

- Track 1: Film & Video Production
- Track 2: Content Creation & Digital Design

**Minors**

New Media

# New Media Major

| | | |
|---|---|---|
| ***New Media Core*** | | |
| COMM 120 | Studio Production | 3 |
| COMM 128 | Audio Production | 3 |
| COMM 221 | Production I | 3 |
| COMM 222 | Production II | 3 |
| COMM 211 | Digital Photography | 3 |
| COMM 225 | Digital Storytelling | 3 |
| ENGL 219 | Media Literacy | 3 |
| ***Total New Media Core*** | | ***21*** |
| | | |
| ***New Media Practicums*** | | |
| COMM 141 | Practicum (taken six times) | 6 |
| COMM 235 | Advanced Practicum (taken at least once) | 3 |
| COMM 357 | Internship (taken at least once) | 3 |
| COMM 390 | Applied Communications Seminar | 3 |
| ***Total New Media Praxis*** | | ***15*** |
| | | |
| ***Film and Video Production Track*** | | |
| COMM 102 | Media Writing | 3 |
| COMM 299 | Introduction to Film Studies | 3 |
| COMM 321 | Production III | 3 |
| COMM 322 | Production IV | 3 |
| *Nine Hours from the following areas* | | 9 |
| ART, ENGL, THEA, MUSI, additional COMM | | |
| ***Total Film and Video Production Track*** | | ***21*** |
| ***Total New Media Major*** | | ***57*** |
| | | |
| ***Digital Design and Content Creation Track*** | | |
| COMM 104 | Social Media Marketing | 3 |

| | | |
|---|---|---|
| ART 130 | Three-Dimensional Design | 3 |
| ART 134 | Two-Dimensional Design | 3 |
| ENGL 319 | Rhetoric and Technology | 3 |
| *Nine Hours from the following areas* | | 9 |
| ART, ENGL, THEA, MUSI, additional COMM | | |
| ***Total Digital Design/Content Creation Track*** | | ***21*** |
| ***Total New Media Major*** | | ***57*** |

# New Media Minor

| | | |
|---|---|---|
| ***New Media Core*** | | |
| COMM 102 | Media Writing | 3 |
| COMM 104 | Social Media Marketing | 3 |
| COMM 123 | Media Past/Digital Future | 3 |
| | or substitute any COMM | |
| COMM 131 | Explorations in Media | 3 |
| | or COMM 225 Dig Storytelling | |
| COMM 211 | Digital Photography | 3 |
| ***Total New Media Core*** | | ***15*** |
| ***New Media Praxis*** | | |
| COMM 141 | Practicum (taken three times) | 3 |
| ***Total New Media Praxis*** | | ***3*** |
| ***Total New Media Minor*** | | ***18*** |

# Nursing Division

### *Nursing Mission*

The mission of the William Penn University Nursing program is to prepare BSN graduates with enhanced leadership skills that are essential to nursing practice in a diverse and ever-changing healthcare environment. Educational preparation is grounded in the nursing program's outcomes and William Penn's mission statement and principles.

### *Nursing Philosophy*

The Division of Nursing embraces a commitment to The Theory of Human Caring and the Ten Caritas Processes embedded in Dr. Jean Watson's Theory and William Penn University's mission statement and principles which provide the student an opportunity to develop complex decision-making skills to provide safe and holistic care to self and all communities.

### *Nursing Approval*

The William Penn University RN–BSN Program is approved by the Iowa Board of Nursing. The Pre-licensure BSN program has interim approval from the Iowa Board of Nursing.

The baccalaureate program at William Penn University is accredited by the Commission on Collegiate Nursing Education, 655 K Street NW Suite 750, Washington DC 20001. 202-887-6791

### *RN-BSN Policies*

All RN-BSN nursing students are required to maintain a grade of "C" (74%) or above in nursing courses. If a student receives a "C-", "D" or an "F" as a final grade in a nursing course, the student must repeat the nursing course when the nursing course is offered again. For nursing courses retaken, the most recent grade is computed into the GPA.

A cumulative GPA of 2.5 must be maintained for progression in the program. If the student's GPA falls below 2.5, the student will be placed on academic probation for one semester. If the student's GPA is below 2.5 after one semester of academic probation, the student will be suspended from the nursing program. They may resume nursing course work when they have a cumulative GPA of at least 2.5. See the University Grade Point System.

Upon admission, unless special circumstances are agreed upon, at least one-half of the total credit required for the RN-BSN degree in nursing are granted and applied to the program, based on academic transfer credit. The Nursing Division only accepts transfer credits with a "C-" or above. Additional course credits may be transferred as determined by WPU Registrar.

Students in the RN-BSN program must have their RN license prior to enrollment in a preceptor course.

BSN courses are only good for five years and some courses are offered in sequence, unless provisions are made.

***RN-BSN Nursing Curriculum (online format only)***

| | |
|---|---|
| Health Assessment / Pathophysiology | 3 |
| Professional Nursing for the RN-BSN | 5 |
| Nursing Leadership | 4 |

| | |
|---|---|
| Community Health Nursing | 4 |
| Nursing Informatics | 3 |
| Enhancing Nursing Health for the RN-BSN | 3 |
| Introduction to Evidence-Based Practice for Nursing | 2 |
| Evidence-Based Practice for Nursing | 3 |
| Mathematics for Leaders | 3 |
| ***Total RN to BSN hours*** | ***30*** |
| ***Total BSN hours (includes Penn Core, supporting requirements, and RN-BSN courses)*** | ***124*** |

### *4-year Pre-Licensure BSN Policies*

All 4-year Pre-Licensure students must maintain a cumulative GPA of 2.8. A grade of C (2.0) or above must be attained in each nursing course. If a student receives a "C-", "D" or an "F" as a final grade in a nursing course, the student must repeat the nursing course when the nursing course is offered again. A minimum grade of C (2.0) in all the following courses (or equivalent courses):

- CHEM 101
- BIOL 202, 308, 314, 315
- MATH 102 or 120

For nursing courses retaken, the most recent grade is computed into the GPA. Nursing or correlative courses have not been repeated more than one time. A cumulative GPA of 2.8 must be maintained for progression in the program. If the student's GPA falls below 2.8, the student will be placed on academic probation for one semester. If the student's GPA is below 2.8 after one semester of academic probation, the student will be suspended from the nursing program. They may resume nursing course work when they have a cumulative GPA of at least 2.8. See the University Grade Point System.

A cumulative GPA of 2.8 must be maintained. A grade of C (2.0) or above must be attained in each nursing course.

BSN courses are only good for five years and some courses are offered in sequence, unless provisions are made.

### *4-year Pre-licensure Nursing Curriculum*

*Supporting Requirements:*

| | | |
|---|---|---|
| BIOL 102<br>BIOL 216 | General Biology II - *OR* -<br>Anatomy & Physiology | 4 |
| BIOL 202 | Medical & Scientific Terminology | 2 |
| BIOL 308 | Microbiology | 4 |
| BIOL 314 | Human Anatomy | 4 |
| BIOL 315 | Physiology | 4 |
| CHEM 101 | General Chemistry I | 4 |
| MATH 102<br>MATH 120 | Intermediate Algebra - OR -<br>Applied Mathematical Reasoning | 3 |
| MATH 105<br>MATH 303 | Math for Leaders - OR -<br>Statistical Methods | 3 |
| ***Total Pre-licensure Supporting requirements*** | | ***28*** |

*Required courses 60 hours:*

| | | |
|---|---|---|
| NURS 202 | Introduction to Nursing | 2 |
| NURS 210 | Nutrition | 3 |

| | | |
|---|---|---|
| NURS 214 | Pharmacology | 3 |
| NURS 304 | Nursing Fundamentals & Skills | 4 |
| NURS 306 | Nursing Assessment | 4 |
| NURS 307 | Professionalism in Nursing | 3 |
| NURS 308 | Maternal, Newborn, & Women Nursing | 4 |
| NURS 309 | Pediatric Nursing | 4 |
| NURS 310 | Mental Health Nursing | 4 |
| NURS 315 | Introduction to EBP for Nursing | 2 |
| NURS 316 | Adult Health I | 4 |
| NURS 320 | Community Health Nursing | 4 |
| NURS 326 | Adult Health II | 4 |
| NURS 413 | Transition to Nursing Practice | 4 |
| NURS 414 | Nursing Leadership | 4 |
| NURS 415 | Evidence-Based Practice for Nursing | 3 |
| NURS 416 | Adult Health III | 3 |
| ***Total NURS hours*** | | ***59*** |
| NURS 201 | Nursing Essentials (CNA) | 4 |
| ***Total Pre-licensure BSN hours*** | | ***63*** |

# Social and Behavioral Sciences Division

The Division of Social and Behavioral Sciences endeavors to:

- promote the personal, social, and professional development of its students
- cultivate the necessary skills, knowledge, and attitudes, which facilitate a broad and deep understanding of oneself and society within a larger personal, social, cultural, and historical context.

| ***Majors*** | ***Minors*** |
|---|---|
| History | Criminology |
| Human Services | History |
| Political Science | Human Services* |
| Psychology* | Political Science |
| Sociology *w/emphases in* | Psychology* |
| Criminology | Religion |
| General Sociology | Sociology |

3+3 Pre-Law w/Drake University Law School

| ***Secondary Education Endorsements*** | |
|---|---|
| All Social Sciences | Psychology |
| American Government | Sociology |
| American History | |

**Also available in online format*

# History Major

The History major increases students' historical consciousness, assesses significant trends and patterns, relates the past to the present, examines political institutions and constitutional issues, and provides a better foundation upon which to solve contemporary problems. Students experience American and world history through digital resources, small group discussions, lectures, projects, internships, and other engaging methods. Career opportunities are available in academia, government, public service, public administration, law, business, communications, journalism, historical organizations, libraries, museums, archives, research, writing, publications, preservation, restoration, and related areas.

| *Required Courses* | | |
|---|---|---|
| HIST 130 | American History to 1900 | 3 |
| HIST 132 | American History since 1900 | 3 |
| HIST 151 | History of Western Civilization to 1648 | 3 |
| HIST 152 | History of Western Civilization since 1648 | 3 |
| HIST 390 | History/Government Practicum | 3 |
| HIST | Electives | 15 |
| ***Total History Major*** | | ***30*** |

# Political Science Major

The Political Science major provides an understanding of political, constitutional, economic, social, cultural, and international policy issues and implications. This major enhances students' perceptions of significant trends and patterns associated with political institutions and constitutional issues. Majors experience the political world through digital resources, small group discussions, lectures, projects, internships, and other engaging methods. Career opportunities are available in academia, government, public service, public administration, law, business, communications, journalism, political organizations, libraries, museums, archives, research, writing, publications, and related areas.

| *Required Courses* | | |
|---|---|---|
| PLSC 100 | International Relations | 3 |
| PLSC 125 | United States National Government | 3 |
| PLSC 310 | Political Thought | 3 |
| PLSC 390 | History/Government Practicum | 3 |
| PLSC | Electives | 18 |
| ***Total Political Science*** | | ***30*** |

## WPU/Drake University Law School 3+3 Program

Penn students who want to attend law school can apply to our 3+3 program with Drake University's School of Law.

Requirements for first-year students at Penn include:

- High school GPA of 3.2
- Minimum composite ACT score of 20 (Combined SAT score of 950)
- Cumulative Penn GPA of 3.3 or higher
- Complete a minimum of 87 credits by the end of the third year at William Penn.
- Complete the Penn Leadership Core requirements
- Complete the requirements of an approved 3+3 degree track major
- Achieve a Law School Admission Test (LSAT) score no lower than the median LSAT of Drake's entering law school class for the prior year
- Complete all required law school application materials and comply with all law school admission requirements
- Complete the William Penn and Drake combined equivalent of 124 credit hours
- Submit an essay during the fourth semester at Penn specifying and discussing the reasons for applying to the program and describing the anticipated value of a law degree

William Penn undergraduate degree will be bestowed upon the student once 124 combined William Penn and Drake credit hours have been completed.

Transfer students are not eligible for the 3+3 program. For additional details, contact Dr. Michael D. Collins or the Academic Dean, Noel C. Stahle.

# Human Services Major

Drawing primarily from psychology and sociology, the Human Services program presents students with the interdisciplinary perspective necessary for the provision of human and social services to individuals and

communities. The program curriculum fosters the development of knowledge, skills, and experiences required of professionals who work in public and private human service agencies and organizations. The major prepares students for entry-level positions in the human services - e.g., community mental health, psychological counseling, community social services, criminal justice, and other human welfare agency settings – as well as further graduate-level study. Career opportunities are available in case management, crisis counseling, direct service provision, administrative and supervisory roles, and related areas.

| | | |
|---|---|---|
| ***Psychology*** | | ***12*** |
| PSYC 108 | Lifespan Psychology | 3 |
| PSYC 221 | Introduction to Counseling | 3 |
| PSYC 331 | Human Services in Contemporary America | 3 |
| PSYC 348 | Crisis Intervention | 3 |
| | | |
| ***Sociology*** | | ***12*** |
| SOCI 123 | Sociology of Contemporary Issues | 3 |
| SOCI 217 | Ethnic and Race Relations OR | |
| SOCI 219 | Sex and Gender in Society | 3 |
| SOCI 220 | Social Organization | 3 |
| SOCI 335 | Social Research Methods | 3 |
| | | |
| ***Kinesiology*** | | ***6*** |
| KINS 231 | Substance Abuse | 3 |
| KINS 208 | Leadership in Sport, Exercise, & Recreation OR | |
| KINS 210 | Camp Management and Outdoor Education OR | 3 |
| KINS 336 | Organization & Administration of Physical Education | |
| *Select two of the following courses:* | | **6** |
| KINS 334 | Tests and Measurements in Kinesiology | 3 |
| PSYC 240 | Health Psychology | 3 |
| PSYC 305 | Theories and Systems of Counseling | 3 |
| PSYC 322 | Multicultural Counseling Approaches | 3 |
| PSYC 326 | Abnormal Psychology | 3 |
| SOCI 211 | Introduction to Criminology | 3 |
| SOCI 218 | Juvenile Delinquency | 3 |
| SOCI 311 | Marriage and Family | 3 |
| | | |
| ***Human Services*** | | **3** |
| HS 390 | Human Services Practicum | 3 |
| ***Total Human Services Major*** | | **39** |

# Psychology Major

The Psychology program provides students with a scientific understanding of psychological structures and processes associated with human development, cognition, motivation, learning, and other key concepts. Students who complete a major in psychology will have an enhanced understanding of human behavior, an ability to utilize and evaluate psychological research and knowledge, as well as to communicate and apply interpersonal skills necessary for further psychological study and practice. Career opportunities are available in case management, child care work, research, social services, and related areas. The program provides a solid foundation for graduate study.

| | | |
|---|---|---|
| *Required Courses* | | |
| PSYC 102 | Introduction to Psychology | 3 |
| PSYC 260 | Social Psychology | 3 |
| PSYC 326 | Abnormal Psychology | 3 |
| PSYC 327 | Personality | 3 |
| PSYC 333 | Learning | 3 |
| PSYC 335 | Experimental Psychology | 3 |
| PSYC 390 | Psychology Practicum | 3 |
| PSYC | Electives | 9 |
| ***Total Psychology Major*** | | ***30*** |

**Also available in online format*

# Sociology Major

The Sociology program provides students with a solid foundation of substantive sociological knowledge, emphasizing sociological theory and research methodology. The general emphasis program leads students to study mainstream areas of sociological inquiry, such as institutions and social inequalities. The criminology emphasis program, also based on sociological theory and research methodology, includes courses in criminology and criminological theory as well as juvenile delinquency. Students who complete a major in sociology will have an enhanced understanding of human aggregate behavior, skills in utilizing and evaluating social research, improved communication and interpersonal skills, and a broadened understanding of how social-structural processes and forces influence human behavior and patterns of contemporary thought. Majors in sociology are prepared to enter a wide array of career opportunities in human social services, in addition to positions in law enforcement, juvenile delinquency programming, parole, probation, and corrections, career opportunities are available in areas such as community development; public policy; human resources; demographic research; and sales, marketing, and management. The program provides a solid foundation for graduate study.

| | | |
|---|---|---|
| ***Sociology Core*** | | |
| *Required courses:* | | |
| SOCI 101 | Introduction to Sociology *OR* | 3 |
| SOCI 123 | Sociology of Contemporary Issues | |
| SOCI 335 | Social Research Methods | 3 |
| SOCI 350 | Social Theory | 3 |
| SOCI 390 | Sociology Practicum | 3 |
| ***Sociology Core Total*** | | ***12*** |

***Sociology–General Emphasis***

*Sociology Core plus the following:*

| | | |
|---|---|---|
| SOCI 217 | Ethnic and Race Relations *OR* | 3 |
| SOCI 219 | Sex and Gender in Society | |
| SOCI | Electives | 15 |
| ***Sociology Core*** | | ***12*** |
| ***General Emphasis*** | | ***18*** |
| ***Total Sociology Major with General Emphasis*** | | ***30*** |

***Sociology–Criminology Emphasis***

*Sociology Core plus the following:*

| | | |
|---|---|---|
| SOCI 211 | Introduction to Criminology | 3 |
| SOCI 218 | Juvenile Delinquency | 3 |
| SOCI 328 | Criminological Theory and Practice | 3 |
| SOCI | Electives | 9 |
| ***Sociology Core*** | | ***12*** |
| ***Criminology Emphasis*** | | ***18*** |
| ***Total Sociology Major with Criminology Emphasis hours*** | | ***30*** |

# Social and Behavioral Science Minors

***Criminology Minor***

*Required courses:*

| | | |
|---|---|---|
| SOCI 101 | Introduction to Sociology OR | 3 |
| SOCI 123 | Sociology of Contemporary Issues | |
| SOCI 211 | Introduction to Criminology | 3 |
| SOCI 328 | Criminology Theory | 3 |
| SOCI 335 | Social Research Methods | 3 |
| SOCI | Electives | 6 |
| ***Total Criminology Minor*** | | ***18*** |

***History Minor***

| | | |
|---|---|---|
| 18 hours from any History class | | 18 |
| ***Total History Minor*** | | ***18*** |

***Human Services Minor****

*Required courses:*

| | | | |
|---|---|---|---|
| PSYC 102 | Introduction to Psychology | | 3 |
| PSYC 331 | Human Services for Contemporary America | | 3 |
| *Six hours must be selected from:* | | | *6* |
| PSYC 108 | Lifespan Psychology | 3 | |
| PSYC 240 | Health Psychology | 3 | |
| PSYC 326 | Abnormal Psychology | 3 | |
| PSYC 327 | Personality | 3 | |
| *Six hours must be selected from:* | | | 6 |
| PSYC 221 | Introduction to Counseling | 3 | |
| PSYC 305 | Theories and Systems of Counseling | 3 | |

| | | | |
|---|---|---|---|
| PSYC 322 | Multicultural Counseling Approaches | 3 | |
| PSYC 348 | Crisis Intervention | 3 | |
| ***Total Human Services Minor*** | | | ***18*** |

**Also available in online format*

***Political Science Minor***

*Required courses:*

| | | |
|---|---|---|
| PLSC 100 | International Relations | 3 |
| PLSC 125 | U.S. National Government | 3 |
| PLSC 230 | Congress and the Presidency | 3 |
| PLSC | Electives | 9 |
| ***Total Political Science Minor*** | | ***18*** |

***Psychology Minor****

*Required courses:*

| | | | |
|---|---|---|---|
| PSYC 102 | Introduction to Psychology | | 3 |
| *Fifteen hours from the following** | | | |
| *Nine hours must be selected from:* | | | **9** |
| PSYC 108 | Lifespan Psychology | 3 | |
| PSYC 303 | Developmental & Educational Psychology | 3 | |
| PSYC 240 | Health Psychology | 3 | |
| PSYC 260 | Social Psychology | 3 | |
| *Six hours must be selected from:* | | | 6 |
| PSYC 326 | Abnormal Psychology | 3 | |
| PSYC 327 | Personality | 3 | 3 |
| PSYC 333 | Learning | 3 | |
| PSYC 335 | Experimental Psychology | 3 | |
| ***Total Psychology Minor*** | | | ***18*** |

**Also available in online format*

***Religion Minor***

| | | |
|---|---|---|
| Fifteen hours from any Religion Course (including Special Topics) | | 15 |
| ***Total Religion Minor*** | | ***15*** |

***Sociology Minor***

*Required courses:*

| | | |
|---|---|---|
| SOCI 101 | Introduction to Sociology - OR - | 3 |
| SOCI 123 | Sociology of Contemporary Issues | |
| SOCI 335 | Social Research Methods | 3 |
| SOCI 350 | Social Theory | 3 |
| SOCI | Electives | 9 |
| ***Total Sociology Minor*** | | ***18*** |

# Course Descriptions

## Applied Computer Science (APCS)

**APCS 101 Introduction to Computing Professions**
**1 credit hour**
Students will be introduced to various concepts regarding coursework, careers, industries, opportunities, and expectations of Applied Computing professionals. Students will be guided through creating and maintaining an online professional presence and portfolio. Offered fall semester during 2nd 8-week module.

**APCS 109: Intro to Technology Topics: Hardware & Devices**
**1 credit hour**
Students will be introduced to various topics regarding computing hardware and associated devices. Topics may include hardware usage, relevancy, and troubleshooting. Students will be expected to understand and explain the implementation of various hardware solutions and issues that may be commonly encountered in the workplace.
**Prerequisite: LDRS 105**

**APCS 110: Intro to Technology Topics: Platforms & Operating Systems**
**1 credit hour**
This course will prepare students to successfully navigate and utilize multiple computing platforms in a working environment. Students will be expected to complete tasks and communicate issues utilizing various platforms successfully. Topics may include managing tasks such as navigating the interface with a mouse or touchscreen, connecting to the web, troubleshooting, managing devices, and files with both desktop and mobile platforms across multiple operating systems.
**Prerequisite: LDRS 105**

**APCS 111 Introduction to Technology Topics**
**1 credit hour**
Each offering of this course will introduce a recent trend in technology in an 8-week project-driven format. Students will view and experience (through mini-lecture and projects) relevant technology topics to better understand technology and use of technology. Topics could include hacking, cryptocurrency (bitcoin), drones, robotics, 3D printing, augmented reality, virtual reality, quantum computing, microcontrollers, mobile devices, and other topics. May be repeated once for credit. Offered fall and spring semesters during 2nd 8-week module.

**APCS 112 Computer Applications for Communications**
**3 credit hours**
Advanced survey of communication application software, which includes advanced word processing, desktop publishing and E-Commerce. Topics with word-processing include mail-merge and web page development. Topics with desktop publishing include multi-page layouts, typesetting, working with tables, grouped items and layers for producing brochures or newsletters. Topics with E-Commerce include business on the Internet, business services online, Internet marketing, digital advertising and web site development. Lab experience with microcomputer software. Lab fee required. Typically offered fall semester.
**Prerequisite: LDRS 105**

**APCS 114 Computer Applications for Business**
**3 credit hours**
Advanced survey of business application software, which includes spreadsheets, databases, presentation software, and file manipulation on networks. Topics with spreadsheets include design and development, advanced formulas and functions, charting and formatting, and the use of business analysis tools. Topics with databases include design and development of tables, queries, forms and reports for business information purposes. Also included is business communication and presentation software with an emphasis on integrating them with the spreadsheets and databases. Lab experience with microcomputer software. Lab fee required. Offered fall and spring semesters.
**Prerequisite: LDRS 105**

**APCS 116 Geographic Information Systems (GIS)**
**3 credit hours**

Introduction to terminology, concepts, applications, data acquisition, trends, and careers in Geographic Information Systems (GIS), computer-based mapping software. Includes an overview of related technologies, such as Global Positioning Systems (GPS) and Remote Sensing (RS), as well as hands-on use of GPS and GIS to explore the creation, management, analysis, and mapping of geospatial data across various disciplines, including environment, conservation, business, agriculture, government, transportation, public safety, recreation, Science and technology. Includes a community project using geospatial applications. Offered fall semester.

**APCS 201 Programming Fundamentals**
**2 credit hours**
Concepts of structured programming including control structure design – sequence, selection, iteration and method call; concepts of data abstraction including primitive data types, strings, arrays, library objects and files. Laboratory experience emphasizing application development. Offered spring semester during 1st 8-week module.
**Prerequisite: LDRS 105**

**APCS 206 Object Oriented Programming**
**2 credit hours**

Concepts of object-oriented programming including the use of objects and the design of classes including inheritance. Also covers algorithm development including searching, sorting and recursion. Laboratory experience emphasizing application development. Offered spring semester during 2nd 8-week module.

**Prerequisite: C- or higher in APCS 201**

**APCS 207 Command Line Interface & Scripting Language**
**3 credit hours**
Students will explore and be introduced to the various command line interfaces, operating system navigation, command line editing, bash scripting, automation scripting, PowerShell, and other various terminal technologies. Offered every third semester.
**Prerequisite: APCS 201**

**APCS 215 Visual Programming**
**3 credit hours**
Concepts of event driven programming using a visual programming language. Includes screen design and layout, subroutines, arrays, disk files, interfacing with databases, searching techniques and graphics. Laboratory exercises will utilize Visual Studio and the .net framework. Offered fall semester of even-numbered years.

**Prerequisite: APCS 206 or consent of instructor**

**APCS 216 GIS for Decision Makers**
**3 credit hours**
Examine the use of GIS on an Intermediate level to see how decision-makers use Geographic Information Systems (GIS) to analyze data and support spatial decisions. Scenarios in a variety of real-world situations, such as Hazardous Emergency Decisions, Demographic Decisions, Law Enforcement, Disaster Damage, Urban Planning, and other real- time situations will provide opportunities for questions and analysis using GIS platforms, including Online, Desktop, and Mobile. Group or individual projects will incorporate asking a question, acquiring data to help answer the question, analyzing the data, and creating appropriate deliverables for the target audience.

**APCS 220 Computer Organization & Digital Circuits**
**3 credit hours**
Introduction to the fundamental principles of digital logic analysis & design, computer organization, and digital communication. Includes logic elements, asynchronous logic, microprocessors, computer architecture, assembly language programming, and operating systems. Open labs. Lab fee required. Offered spring semester.
**Prerequisites: MATH 211 and either MATH 140 or 241; LDRS 105**
**(APCS 201 or INDU 333 strongly recommended)**

**APCS 225 File Processing (COBOL)**
**3 credit hours**
Concepts of establishing, maintaining, updating, and processing computer data files and databases for generating management information reports. Includes program planning and design, control-break processing, on-line processing, sequential and indexed files, database access, and maintenance programming. Emphasis will be placed on using COBOL in a multi-user environment. Lab fee required. Offered on demand.
**Prerequisite: APCS 201**

**APCS 236 Virtual Reality & Interactive Graphics**
**3 credit hours**
Students will be exposed to the design of interactive 3D VR environments using industry standard programming languages and gaming engines in a hands-on lab atmosphere. Concepts of object-oriented programming languages, real-time rendering, graphic user interfaces, user interactivity within virtual environments, real-time programming techniques, as well as the creation of 3D assets and texturing from real-world environments will be covered. Offered fall semester of odd-numbered years in which Visual Programming is not being offered.
**Prerequisite: APCS 201**

**APCS 242 Computer & Network Management**
**3 credit hours**
Students will determine computer performance based on evaluation of component specifications and analysis. Construction management of computer systems will be covered. Fundamentals of networking including OSI communications model, router, and routing protocols, network device operation such as switching and routing. A+ and Network+ fundamentals are covered. Open labs. Lab fee required. Offered fall semester.
**Prerequisite: LDRS 105**

**APCS 255 Testing & Quality Assurance**
**3 credit hours**
A comprehensive study of software testing in traditional structured and unstructured environments using Quality Assurance principles. Students will learn how to improve and control the test process and assess results and learn effective ways of automating test execution in a structured way. Offered every third semester.
**Prerequisite: APCS 201**

**APCS 265 System Analysis and Design Methods**
**3 credit hours**
Emphasis on structured analysis & design including the systems development life cycle and agile methodologies. Includes fact finding techniques, data flow diagrams, entity/relationship diagrams, case tools, feasibility analysis, input/output design, user interface design, prototyping, file and database design. Offered spring semester.
**Same as BUSI 265**
**Prerequisites: LDRS 105 and either APCS 201 or BUSI 130**
**or consent of the instructor**

**APCS 305 Programming Techniques**
**1 credit hour**
Emphasis on problem classification and selection of appropriate problem-solving techniques including algorithm and data structures. Laboratory sessions involving application to "real-life" problems. Offered fall semester.
**Prerequisite: APCS 201 or Consent of instructor**

**APCS 306 Introduction to Data Science**
**3 credit hours**
An introduction to techniques for analyzing data to gain insight, draw conclusions, and make decisions. Topics include data visualization, probability and statistics, linear regression, time series analysis, Monte Carlo simulation, data mining, and ethics. Students will also gain experience using a popular programing language for data analytics such as Python or R.
**Prerequisites: APCS 206, MATH 303 or higher.**

**APCS 311 Networking**
**3 credit hours**
Networking concepts including switching and routing concepts are covered as well as the design and management of a network system. The management of servers and server software such as Linux or Windows will be included. Network+ and Server+ fundamentals will be covered. Open labs. Offered every third semester.
**Prerequisite: APCS 220**

**APCS 312 Operating Systems**
**3 credit hours**
System software operation which includes the evaluation of the management of processes, memory, files and I/O devices will be covered. Comparison of management schemes will be applied to Windows and Linux. Open labs. Offered every third semester.
**Prerequisite: APCS 220**

**APCS 321 The Internet of Things**
**3 credit hours**
The course will cover IoT business and engineering principles, electronic and embedded systems, networking protocols, security, fog and cloud integration, simple data analytics, and DSP techniques. Students will apply the IoT concepts in the development of an IoT project prototype. Offered every third semester.
**Prerequisite: APCS 220**

**APCS 326 Database Management Systems**
**3 credit hours**
Emphasis on database systems used for management information. Examines relational databases and provides concepts for design, development, and implementation of database management information systems. Topics include normalization, SQL, comparison of different database models, backup and recovery, security, and development of an information system. Two lectures and one lab session per week. Offered fall semester.
**Same as BUSI 326**
**Prerequisites: APCS 114 or APCS 265; Junior standing recommended**

**APCS 336 Web Programming**
**3 credit hours**
Introduction to range of programming and data management tools in the context of full-stack web application development. Students will become familiar with web development concepts and terminology. Web programming, database design and setup are integrated with design techniques and project management to give the student firsthand experience with live website development. Some hands-on experience with software such as Apache, PHP, MySQL, and specialized text editors. Lab fee required. Offered spring semester.
**Prerequisite: APCS 201**

**APCS 344 Training Practicum**
**1 credit hour**
Experience designing and conducting user training sessions in conjunction with Information Services. May include application software, operating systems or Internet usage. Offered fall of odd-numbered years.
**Prerequisite: LDRS 105, 3 hours of APCS coursework, and junior standing**

**APCS 345 Numerical Analysis Methods**
**3 credit hours**
Techniques for curve fitting, interpolation, numerical differentiation and integration; solutions of equations and systems of linear equations; polynomial approximation; error analysis, statistics and eigenvectors. Emphasis on the development of mathematical algorithms and data analysis techniques for solving problems encountered by engineers and scientists. Some solutions will be implemented in a programming environment such as MATLAB. Lab fee required. Offered as needed.
**Same as MATH 345 Lab fee required.**

**Prerequisites: MATH 241 and APCS 201**

**APCS 346 Information & Security Assurance**
**3 credit hours**
Information security, concepts, practice and policy will be covered including the auditing of network systems. Data security concepts such as cryptography and integrity will be discussed. Computer system security concepts such as authentication, authorization and accounting management techniques will be covered. Software security, network security and Internet security management techniques will be discussed. Security+ fundamentals will be covered. Open labs. Offered every third semester.
**Prerequisite: APCS 311**

**APCS 350 Data Structures & Algorithm Analysis**
**4 credit hours**
Emphasis on fundamental data structures including strings, stacks, queues, lists, graphs, trees, and heaps. Includes order of magnitude analysis of algorithms, object-oriented programming, searching and sorting methods, and concepts of software engineering for large scale projects. Three lectures and one lab session per week. Offered every third semester.
**Prerequisites: APCS 206, APCS 220; MATH 212 recommended**

**APCS 357 Internship**
**1-6 credit hours**
Extensive work experience in an area related to student's major field of concentration under the direct supervision of a regular faculty member and an on-site work supervisor. Approval of the faculty member, work supervisor, and division chair must be secured in advance of registration. This course may be taken more than once, for up to a total of 6 hours maximum credit per declared major. University guidelines specify a student must perform a minimum of 40 hours of meaningful work per credit hour earned. The division chair will oversee all internships credits.

**APCS 360 Software Engineering Project**
**3 credit hours**
Student-led team projects focus on identifying a problem that can be solved with technology, working with stakeholders to develop requirements, designing a solution using technology, creating a proposal of designed solution(s), working with stakeholders to gather feedback, developing a prototype, and presenting the product to stakeholders. Industry best practice tools for project management, design methodologies, and feedback will be used. Offered fall semester.
**Prerequisites: APCS 265, APCS 326 or consent of instructor**

**APCS 370 Systems Implementation**
**3 credit hours**
Student-led team projects focus on creating solutions from proposals, designs, and prototypes (derived from APCS 360 and other sources). Student teams will use industry best practice tools, methodologies, and policies to successfully interact with team members, stakeholders, and vendors to implement a technology project. Offered spring semester.
**Prerequisite: APCS 360 or consent of instructor**

**APCS 390 Professional Development Seminar**
**2 credit hours**
Readings and discussion of professional and ethical issues; preparation of an individual's professional portfolio. Participation in a professional meeting and presentation of a paper based on original research and/or ideas encountered at the meeting. Offered fall semester.
**Same as INDU/MATH/PHYS 390**
**Prerequisite: Junior standing in APCS or consent of instructor**

**APCS 395 Professional Development Seminar II**
**1 credit hour**
Continuation of professional development in a second area. Preparation of a professional portfolio; presentation of an individual research project or participation in another professional meeting and presentation of a research paper.
**Pre/Co-requisite APCS/MATH/PHYS 390**

# Art (ART)

**ART 116 Painting I—Studio Art Class**
**3 credit hours**
Introduction to basic painting techniques and styles of painting, including abstract, impressionism, surrealism, and others. Students will work with various types of brushes, masking techniques, under-painting, paints, and surfaces. Offered fall semester of odd years. Lab fee required.

**ART 117 Pen and Ink Drawing—Studio Art Class**
**3 credit hours**
Emphasis on pen and ink techniques including but not limited to calligraphy, stippling, contour, parallel and crosshatching on various papers and boards. A varied subject matter will provide students the opportunity to learn shading and dimensional effects. Offered fall semester of even years. Lab fee required.

**ART 121 Drawing I—Studio Art Class**
**3 credit hours**
Drawing in various media including pencil, charcoal, conte, pastel, and pen and ink. Subjects include still life, models, landscape, and animals. Offered fall semester. Lab fee required.

**ART 130 Three-Dimensional Design—Studio Art Class**
**3 credit hours**
An introduction to 3-D design principles and exploration of a variety of media. Offered fall of odd years. Lab fee required.

**ART 134 Two-Dimensional Design—Studio Art Class**
**3 credit hours**
Principles of design, the creative process, and applying basic formats and theories in simple design and projects. Analysis of design and compositional elements. Principles of color theories. Emphasis on line drawings, marker renderings, perspective concepts, and basic drawing skills. Introduction to personal computer tools such as image manipulation and vector-based illustration software. Lab fee required. Offered fall semester.

**ART 211 Digital Photography—Studio Art Class**
**3 credit hours**
This beginning photography course will introduce students to the basic technical concepts and photographic composition principles. The course will also cover photo editing software and standard optimization and compositing techniques. Visual storytelling through photojournalism and writing compelling cutlines will also be taught.
**Same as COMM 211**

**ART 215 History of Art**
**3 credit hours**
An art historical introduction to field methodologies and the effects of scholarship on the discipline. The course covers scholarship as it chronologically develops from Winkelmann to Panofsky. Offered fall semester of even years.

**ART 217 Painting II—Studio Art Class**

**3 credits**

Various techniques and styles of painting are explored. Watercolor, oil, and acrylic paint are practiced in the creation of works of art. Subject matter includes but is not limited to portraiture, landscape, still life, abstract design. Lab fee required.

**Prerequisite: ART 116**

**ART 221 Drawing II—Studio Art Class**

**3 credits**

Introduction to drawing mediums pastel (oil and chalk), pen and ink, and other. Subject matter includes life (portrait, landscape), abstraction, calligraphy, and other. If ART 121 has not been taken, instructor permission is necessary. Lab fee required.

**ART 230 Sculpture—Studio Art Class**

**3 credit hours**

Introduces the development of sculptural concepts and objects through history, techniques and processes using basic three-dimensional materials, including clay, plaster, cardboard, and found objects.

**ART 235 Graphic Art—Studio Art Class**

**3 credit hours**

Lecture and lab will develop a solid base in technical and creative skills utilizing the latest personal computer tools. Emphasis on design of logos, typography and type as a design element, packaging materials, continuous page layout, and grid design. Emphasis on the design process of digitally produced materials, developed in stages from roughs and overlays to presentations of illustrations, advertisements, and brochures. Will use Adobe image manipulation software, vector-based illustration software, and specialized computer graphic tools to integrate images and type in producing posters, signage, direct mail advertisements, and advertising. Lab fee required. Offered spring semester.

**Prerequisite: LDRS 105, ART 134**

**ART 331 Ceramics I—Studio Art Class**

**3 credit hours**

Fundamentals of pottery including terminology, hand-building processes, and wheel methods with projects in pinch, coil, slab, sculpture, and wheel work. Lab fee required.

**Prerequisite: Sophomore standing**

**ART 332 Ceramics II—Studio Art Class**

**3 credit hours**

Further development of basic techniques with special emphasis on wheel work. Advanced decorating and throwing methods, fundamentals of glaze making, and firing will be presented. Lab fee required.

**Prerequisite: ART 331**

# Biology (BIOL)

**BIOL 101 General Biology I**
**4 credit hours**
An exploration of the diversity of life including bacteria, protists, plants, fungi, and animals; the nature of heredity; evolution; and principles of ecology. Fulfills Liberal Arts Core requirement for Laboratory Science. Three lectures and one lab period per week. Offered fall semester.

**BIOL 102 General Biology II**
**4 credit hours**
Describes the basis of life, from molecules, cells, and genes to the form and function of microbial, plant, and animal systems. Intended for biology and exercise science majors. Recommended for those who are seeking entry to professional health-care programs or those who are interested in pursuing additional study beyond BIOL 101. Three lectures and one lab period per week. Offered spring semester.

**BIOL 111 Environmental Biology**
**3 credit hours**
An introduction to the study of the environment, with an emphasis on studying interrelationships between ecosystems, geological systems, and social systems. This course includes lecture, lab, field, and service components. Offered fall and spring semester.

**BIOL 150 Biology Field Trip**
**1 credit hour**
A three- to seven-day excursion to experience first- hand the variety of geological and biological systems present in the central United States. Pre- or post-course discussion and research papers may be required. Course may be repeated up to three times. Lab fee required.
**Same as EASC 150**

**BIOL 202 Medical & Scientific Terminology**
**2 credit hours**
Familiarizes students with terminology used in medicine and biology. Includes study of roots, prefixes, and suffixes derived from Latin and Greek as well as basic terms dealing with anatomy, diseases, and medical procedures. Offered fall and spring semester.

**BIOL 216 Anatomy and Physiology**
**4 credit hours**
A course designed for non-biology majors that study the structure and function of the human body. Includes how the various systems of the body work with homeostasis. Three lectures and one lab per week. Offered fall and spring semester.

**BIOL 220 Vertebrate Fauna**
**4 credit hours**
Examines the natural history, behavior, form, and function of vertebrates, emphasizing Midwestern forms. Three lectures and one lab session per week.
**Prerequisites: BIOL 102 or consent of instructor**

**BIOL 225 General Botany**
**4 credit hours**
Introduction to the basic concept of Plant Biology. Among the topics covered are: plant physiology, plant cells and tissues, cell division, reproduction, genetics, development, anatomy, plant diversity and systematics, and evolution. Three lectures and one lab per week.

**BIOL 300 Natural Science Seminar**
**1 credit hour**
Discussion of journal/periodical resources in the student's chosen area, performance and presentation of small independent laboratory project, participation in a school-sponsored academic event or in a professional meeting.
**Same as CHEM 300, EASC 300**
**Prerequisite: junior or senior standing**

**BIOL 304 Plant Taxonomy and Local Flora**
**4 credit hours**
Study of the taxonomy and systematics of the vascular plants and identification of the common plants of the Midwest. Three lectures and one lab session per week.
**Prerequisite: BIOL 102**

**BIOL 307 General Ecology**
**4 credit hours**
Includes an introduction to experimental design and interpretation. Studies relationship between organisms and their natural environment. Some mathematical skill helpful. Emphasis on Midwestern ecosystems. Three lectures and one lab session per week.
**Prerequisite: BIOL 102 or consent of instructor**

**BIOL 308 Microbiology**
**4 credit hours**
Application of microbiological techniques for study of microorganisms including aspects of bacteriology, immunology, and virology. Three lectures and one lab session per week. Offered in the fall semester.
**Prerequisite: CHEM 101 or consent of instructor**

**BIOL 313 Comparative Anatomy**
**4 credit hours**
Provides Information about the structures that make up bodies of humans and other vertebrates and discusses how they are used and modified for the survival of the organism. Emphasizes dissection as an important method of learning about animal structures. Three lectures and one lab sessions per week.
**Prerequisite: BIOL 101 and BIOL 102 or consent of instructor**

**BIOL 314 Human Anatomy**
**4 credit hours**
Provides a comprehensive introduction to the structures of the human body. All the major body systems are covered, with additional units on histology and developmental anatomy. Coursework emphasizes animal dissection and the use of human models.
**Prerequisite: BIOL 101 and BIOL 102 or consent of instructor**

**BIOL 315 Physiology**
**4 credit hours**
Deals with the functions and regulatory mechanisms of animal organ systems, with a primary emphasis on humans. Three lectures and one lab session per week.
**Prerequisites: CHEM 101 and BIOL 313 or 314, or consent of instructor**

**BIOL 322 Medical Biology**
**3 credit hours**
An investigation into the medical aspects of the five kingdoms of life, as well as viruses, exploring the roles of organisms in human health, disease, medicines and medical modeling. Includes an introduction to experimental design and interpretation.
**Prerequisites: BIOL 101, BIOL 102 or consent of instructor**

**BIOL 324 Neurobiology**
**3 credit hours**
This course examines the relationship of nervous system structure and function to human behavior and cognition. Subjects covered will include basic neuroanatomy and neural cell biology, sensory function, emotions, learning, and asleep. Offered every other fall.
**Prerequisite: BIOL 102 or 216; PSYC 102 or 108. Minimum of Sophomore standing.**
**Same as PSYC 324**

**BIOL 335 Genetics**
**4 credit hours**
Teaches students to analyze the inheritance of traits of various organisms and to understand the molecular and cellular basis of inheritance. Three lectures and one lab session per week.
**Prerequisite: BIOL 308 or consent of instructor**

**BIOL 341 Developmental Biology**
**4 credit hours**
Describes the embryonic development of organisms and deals with the experimental analysis of cause and effect during development. Two lectures and one lab session per week.
**Prerequisites: BIOL 313 or 314, and BIOL 335, or consent of instructor**

**BIOL 343 Immunology**
**4 credit hours**
This upper-level course will survey the function of the immune system in health and disease. Topics will include lymphocyte function, immune control, and medical aspects of immunity. It will be taught using a collaborative team- based approach including laboratory work and analysis of papers from the scientific literature.
**Prerequisites: BIOL 315, BIOL 335**

**BIOL 345 Biochemistry**
**4 credit hours**
A study of the basic biochemical pathways found in living systems. Emphasis will be on molecular genetics, protein synthesis, carbohydrate metabolism, and photosynthesis. Three lectures and one lab session per week. Offered spring semester.
**Same as CHEM 345**
**Prerequisite: CHEM 201 or consent of instructor**

**BIOL 356 Pre-Internship**
**1 credit hour**
This course will prepare students for an internship in a subsequent semester. Topics/activities include: Employer expectations, workplace etiquette, workplace attire, workplace behavior, resume and cover letter writing, mock- interviews. Culmination of course is an interview with a prospective employer with the aim of securing an internship position. Failure to obtain an internship position will preclude registration for BIOL 357.

**BIOL 357 Internship**
**1-6 credit hours**
Extensive work experience in an area related to student's major field of concentration under the direct supervision of a regular faculty member and an on-site work supervisor. Approval of the faculty member, work supervisor, and division chair must be secured in advance of registration. This course may be taken more than once, for up to a total of 6 hours maximum credit per declared major. University guidelines specify a student must perform a minimum of 40 hours of meaningful work per credit hour earned. The division chair will oversee all internships credits.
**Prerequisite: BIOL/KINS 356**

**BIOL 390 Biology Practicum**
**1 credit hour**

A capstone course to allow students to integrate the knowledge and skills they have obtained in the study of Biology. One hour offered in each sequential fall and spring semester. Two credits required for biology core.

**Prerequisite: Junior or Senior standing.**

# Business Administration (BUSI)

**BUSI 130 Contemporary Business**
**3 credit hours**
Overview of the foundations of business including, but not limited to, business ethics, terms of ownership, management, organization, production, human resources, finance, and marketing. The case-study method of analysis also will be introduced. Offered spring semester.

**BUSI 201 Principles of Accounting I**
**3 credit hours**
Concepts and issues of financial accounting as a system of recording, classifying, summarizing, and interpreting business transactions for preparing financial reports. Offered fall semester.
**Prerequisite: Sophomore standing or consent of instructor.**

**BUSI 202 Principles of Accounting II**
**3 credit hours**

A continuation of Principles of Accounting I with an emphasis on financial analysis and reporting to aid management in decision making. Offered spring semester.
**Prerequisite: BUSI 201**

**BUSI 204 Understanding Financial Accounting Information**
**3 credit hours**
This course will provide an understanding of financial information, using a proven non-debit/credit approach that emphasizes the decision-usefulness of accounting information and de-emphasizes mechanical procedures, enabling students to be effective decision makers and business leaders. This course evaluates the effects of economic events on the balance sheet and the income statement, as well as budget preparation and monitoring.

**BUSI 210 Financial Mathematics**
**3 credit hours**
A survey course of common mathematical ideas from the business field including percentages, interest, loans, annuities, inflation, markup and markdown, basic statistical ideas, and basic probability. Offered fall and spring semester.
**Co-requisite: MATH 095 (as needed)**
**Prerequisite: BUSI 130 or consent of instructor**
**Same as MATH 210**

**BUSI 230 Principles of Management**
**3 credit hours**
Introduction to the management discipline designed to provide a basic understanding of both theory and practice encompassing the planning, organizing, staffing, directing, and controlling functions. Offered fall and spring semester.
**Prerequisite: LDRS 102; BUSI 130 recommended**

**BUSI 240 Entrepreneurship and Innovation**
**3 credit hours**
This course is designed to instruct students on the process of formulating, planning, and implementing a new venture. Students are exposed to detailed descriptions of 'how to' embark on a new venture in a logical manner. The final project will be a business plan that could serve a new venture or significant new product line to an existing organization. Offered fall semester.
**Prerequisites: BUSI 230 and Junior standing.**

**BUSI 246 Consumer Behavior and Research**
**3 credit hours**
This course is an introduction to the world of consumer behavior, building a strong foundation and practical focus on real-world applications for today's global business environment. Cutting-edge research and current business practices are featured, including coverage of social media influences, increased consumer power, and emerging neuroscience findings, with an increased emphasis on social responsibility and ethics in marketing. Offered fall semester.
**Prerequisite: LDRS 105**

**BUSI 265 Systems Analysis and Design Methods**
**3 credit hours**
Emphasis on structured analysis & design including the systems development life cycle. Includes fact finding techniques, data flow diagrams, entity/relationship diagrams, case tools, feasibility analysis, input/output design, user interface design, prototyping, file and database design.
**Same as APCS 265**
**Prerequisites: LDRS 105 and either APCS 201 and APCS 206 or BUSI 130 or consent of the instructor.**

**BUSI 270 Accounting Software Applications**
**3 credit hours**
Emphasizes application of computerized financial software commonly used in small businesses. Topics include recording receivables, inventory, payables, payroll, banking activities, jobs and time tracking, and the accounting cycle. Offered spring semester.

**BUSI 301 Intermediate Accounting I**
**3 credit hours**
Basic accounting theory relating to income measurement and asset valuation. Special emphasis on the problems, principles and concepts of accounting for assets and liabilities under current generally accepted accounting principles. Offered fall semester.
**Prerequisite: BUSI 202**

**BUSI 302 Intermediate Accounting II**
**3 credit hours**
Special problems, principles and concepts relating to financial accounting for stockholders' equity, investments and income determination. Preparation and analysis of financial statements. Offered spring semester.
**Prerequisite: BUSI 301**

**BUSI 305 Managerial Cost Accounting I**
**3 credit hours**
Conceptual and technical aspects of cost accounting. Theories of cost control over products, projects and segments of a business. Uses of management accounting information for budgeting and profit planning. Offered fall of odd years.
**Prerequisite: BUSI 202**

**BUSI 306 Managerial Cost Accounting II**
**3 credit hours**
Special problems, principles and concepts relating to cost accounting systems as a tool for planning and control. Issues relating to systems design and the behavioral implications of budgeting and management reporting. Offered spring of even years.
**Prerequisite: BUSI 305**

**BUSI 309 Business Law**
**3 credit hours**
Principles and concepts of business law. Acquaints the student with the legal environment of business; with an emphasis on contracts and the Uniform Commercial Code, agency, employment law, business organization and government regulation. Offered fall semester.
**Prerequisite: Junior standing or consent of instructor.**

**BUSI 310 Commercial Law**
**3 credit hours**
Principles and rules of commercial law. Acquaints the student with the legal environment of business; emphasis on contracts, sales, and the Uniform Commercial Code and commercial paper. Offered fall semester.
**Prerequisite: Junior standing or consent of instructor.**

**BUSI 311 Contemporary Business Law**
**3 credit hours**
Legal issues and concerns for business managers. Topics include debtor-creditor relationships; agency and forms of business organization; employment, environmental, and consumer law; antitrust; intellectual property. Offered spring semester.
**Prerequisite: Junior standing or consent of instructor.**

**BUSI 314 Federal Income Tax I**
**3 credit hours**
Survey of the internal revenue code and the regulations relating to income, exclusions from income, deductions and credits in computing federal income tax liability for individuals and corporations. Offered fall of even years.
**Prerequisite: BUSI 202 or consent of instructor.**

**BUSI 315 Federal Income Tax II**
**3 credit hours**
Principles and theories of the internal revenue code relating to corporations and partnerships. Income tax implications and concerns for management planning and decision-making. Offered spring of odd years.
**Prerequisite: BUSI 314**

**BUSI 321 Sports Marketing**
**3 credit hours**
Marketing concepts applied to the sports industry with application emphasis on the amateur and collegiate levels. Topics covered include the traditional marketing mix, services marketing, public relations, and event planning. Students also will utilize case studies and individual and team projects in learning how to market sporting events. Offered fall and spring semester.
**Same as SMGT 321**
**Prerequisite: Junior standing or consent of instructor.**

**BUSI 324 E-Commerce**
**3 credit hours**

Presents concepts and skills for the strategic use of e-commerce and related information technology from three perspectives: business to consumers, business-to-business, and intra-organizational. Examination of e-commerce in altering the structure of entire industries, and how it affects business processes. Students gain an understanding of the dynamics within this fast-paced industry balancing technological issues with the strategic business aspects of successful e-commerce including an examination of social media and online marketing strategies, technology-enabled outsourcing, and online payment processing systems. Offered spring semester.

**Prerequisites: LDRS 105, Junior standing.**

**BUSI 326 Database Management Systems**
**3 credit hours**

Emphasis on database systems used for management information. Examines relational databases and provides concepts for design, development, and implementation of database management information systems. Topics include normalization, SQL, comparison of different database models, backup and recovery, security, and development of an information system. Two lectures and one lab session per week.

**Same as APCS 326**
**Prerequisites: APCS 114; Junior standing recommended.**

**BUSI 328 Small Business Finance**
**3 credit hours**

This course will introduce financial thinking, tools, and techniques adapted to the realm of small business management and entrepreneurship. Small Business Finance introduces the theories, knowledge, financial tools, and sound management practices a small business owner or entrepreneur needs to start, build, and maintain a successful venture. Offered spring semester.

**Prerequisites: LDRS 105, BUSI 201**

**BUSI 330 Small Business Management**
**3 credit hours**

Starting and managing a small business is centered around a business plan, including formulation of a business idea, assessing the market potential, selecting a location, selecting a legal form of organization, arranging financing, securing necessary supplies, meeting governmental regulations, securing and retaining appropriate employees, instituting accounting records, establishing appropriate controls.

**Prerequisites: LDRS 105, BUSI 201**

**BUSI 332 Operations Management**
**3 credit hours**

Study of the operations environment including production methods, scheduling, inventory control, facility location and layout, quality concerns, materials management, and JIT philosophies. Offered fall semester.

**Prerequisites: BUSI 230 and junior standing; MATH 303 recommended.**

**BUSI 334 Marketing Management**
**3 credit hours**

Introduction to the ways in which companies plan, price, promote, and place their goods and services to present and potential customers. Offered spring semester.

**Prerequisite: Junior standing or consent of instructor**

**BUSI 336 Human Resource Management**
**3 credit hours**
Study of the organization, selection, development, compensation, and utilization of the human resources of the firm; also surveys labor-management relations and development. Offered fall semester.
**Prerequisite: Junior standing or consent of instructor; BUSI 230 recommended**

**BUSI 338 Financial Management**
**3 credit hours**
Introduction to corporate financial planning and tools of financial analysis which may be used to manage working capital, administer capital budgeting, and evaluate the capital structure of a profit-oriented firm. Offered fall semester..
**Prerequisites: BUSI 202, and Junior standing; MATH 303 recommended.**

**BUSI 345 Organizational Behavior**
**3 credit hours**
Analysis of the behavior of people in organizations, drawing upon the disciplines of Psychology, Sociology, and Business Administration. Applications are studied in the context of effective management of organizational behavior and the important interrelationships between needs and expectations of the individual, the organization, and society. Offered fall semester.
**Same as SOCI 345**
**Prerequisite: Junior standing or consent of instructor**

**BUSI 347 Business Ethics**
**3 credit hours**
Approaches to ethical issues and problems facing business and society today. Offered fall and spring semester.
**Same as SOCI 347**
**Prerequisite: Junior standing**

**BUSI 349 International Business**
**3 credit hours**
Study of business in a global economy with the major complexities involved including the effects of different social systems, governmental influences on trade, financial exchange rates, and corporate relationships and policies. Offered spring semester.
**Same as ECON/PLSC 349**
**Prerequisite: Junior standing**

**BUSI 353 Advanced Accounting I**
**3 credit hours**
A special topics course which includes an advanced treatment of the accounting problems of partnerships and business combinations. Consolidated financial statements will be studied, and fund accounting will be considered. Offered fall semester.
**Prerequisite: BUSI 302**

**BUSI 354 Advanced Accounting II**
**3 credit hours**
Topics include accounting and reporting for bankruptcy, estates and trusts, multinational enterprises, segments, interim reports, SEC reporting, installment sales and consignments. Offered spring semester.
**Prerequisite: BUSI 353**

**BUSI 355 Auditing**
**3 credit hours**
Concepts, fundamentals and techniques of verification of balance sheet and income statement accounts, evaluation of the system of internal control including E.D.P. systems and uses of statistical sampling. Viewed from the standpoint of the certified public accountant in rendering an audit opinion. Offered fall semester.
**Prerequisite: BUSI 302**

**BUSI 357 Business Internship**
**1 -6 credit hours**
A work experience project, initiated by the student and approved by a faculty supervisor, which allows the student to learn and practice business skills. During the project, the student will submit written reports on the work experience to the faculty supervisor. Application for approval of a project must be made in writing to the faculty supervisor, including a statement of the proposed length of time of work experience, the name of the firm providing employment, the name of the work supervisor on the job, and a description of the work to be done. Each hour of academic credit requires (verified) completion of 60 hours on the job. Offered fall and spring semester.

**BUSI 460 Corporate Strategy**
**3 credit hours**
Examines the total business organization and its environment from the perspective of executive management. Attention given to discerning and framing objectives, strategies, and their implementation; management simulation and analysis of business situations through the case-study method are utilized. In this capstone course, students will integrate concepts learned in previous management courses. Offered spring semester.
**Prerequisite: Senior standing in a Business Administration major**

**BUSI 463 C.P.A. Review**
**3 credit hours**
Accounting review and approaches to solutions for problems and questions in the CPA examinations. Tutorial fee required. Offered with sufficient demand.
**Prerequisite: Qualified to sit for CPA exams.**

# Chemistry (CHEM)

**CHEM 101 General Chemistry I**
**4 credit hours**
Selected principles, theories, laws, and applications of chemistry as a means of understanding common experiences of a chemical nature. Exploratory, descriptive and experimental study of the behavior and interaction of the more common chemical substances. Three lectures and one lab session per week. Offered fall semester.
**Prerequisite: MATH 140 or consent of instructor**

**CHEM 102 General Chemistry II**
**4 credit hours**
Continuation of general chemistry principles. Three lectures and one lab session per week. Offered spring semester.
**Prerequisite: CHEM 101 or consent of instructor**

**CHEM 201 Organic Chemistry I**
**4 credit hours**
Chemistry of carbon compounds, preparation sources, uses, and laboratory techniques. Three lectures and one lab session per week. Offered fall semester.
**Prerequisite: CHEM 102 or consent of instructor**

**CHEM 202 Organic Chemistry II**
**4 credit hours**
Continuation of Chemistry 201. Three lectures and one lab session per week. Offered spring semester.
**Prerequisite: CHEM 201 or consent of instructor**

**CHEM 223 Quantitative Analysis**
**4 credit hours**
Solution equilibria, fundamentals of volumetric and gravimetric analysis. Two lectures and two lab sessions per week. Offered on demand.
**Prerequisite: CHEM 201 or consent of instructor**

**CHEM 300 Natural Science Seminar**
**1 credit hour**
Discussion of journal/periodical resources in the student's chosen area, performance and presentation of small independent laboratory project, participation in a school-sponsored academic event or in a professional meeting.
**Same as BIOL 300**
**Prerequisite: Junior or Senior standing**

**CHEM 310 Scanning Electron Microscopy**
**3 credit hours**
The Scanning Electron Microscopy (SEM) course provides a foundation for students new to SEM and emphasizes hands-on learning. Students can study their own samples, or test samples provided by the department. During the course, students will learn through lecture, demonstration, and hands-on participation how to setup and operate SEM and EDS instruments. Objectives of the course include the ability to align an SEM, obtain secondary electron (SE) and backscatter electron (BE) micrographs, and perform EDS qualitative and quantitative analysis. The course goal is for the students to become competent, research-level scanning electron microscopists. They will understand the functions of the SEM and how it works. They will be competent in basic operating techniques, and ready to learn more advanced ones as needed.
**Prerequisite: Senior Standing**

**CHEM 345 Biochemistry**
**4 credit hours**
A study of the basic biochemical pathways found in living systems. Emphasis will be on molecular genetics, protein synthesis, carbohydrate metabolism, and photosynthesis. Three lectures and one lab session per week. Offered spring semester.
**Same as BIOL 345**
**Prerequisite: CHEM 201 or consent of instructor**

# Communication (COMM)

**COMM 102 Media Writing**
**3 credit hours**
This course focuses on the basics of narrative, documentary, and informative writing styles for professional media.

**COMM 104 Social Media Marketing**
**3 credit hours**
In the modern professional world, the management of personal identity is an essential element in maintaining a standing in creative media. Students will learn how to use social media tools from their first days in school to not only manage their own image, but also to help sell the work they create.

**COMM 120 Studio Production**
**3 credit hours**
This course teaches the foundational skills necessary for successful video production, including terminology, basic camera and audio methods and techniques, composition, lighting, the basics of editing, and various video formats. The students use the studio as their lab for this course to develop safety, team work, and communication skills.

**COMM 128 Audio Production**
**3 credit hours**
This course covers a variety of production techniques including the function of different microphones, pick-up patterns, and acquisition of audio, and the physics of audio production. Students will learn how to use sound in a production to convey information and tell a story by using digital techniques and tools. Students will also create programming for Penn's radio station and will work audio for various campus and off campus venues.

**COMM 141 Practicum**
**1 credit hour**
Students will learn techniques for covering sports, lectures, and events by analyzing professional productions and then applying those techniques to their own productions. Responsibilities may include live event camera operation, audio techniques, technical directing, directing, and producing. Mostly evening hours are required. The schedule varies depending upon events. May be repeated for credit. Offered fall and spring semester.

**COMM 211 Digital Photography**
**3 credit hours**
This beginning photography course will introduce students to the basic technical concepts and photographic composition principles. The course will also cover photo editing software and standard optimization and compositing techniques. Visual storytelling through photojournalism and writing compelling cutlines will also be taught.
**Same as ART 211**

**COMM 221 Production I**
**3 credit hours**
This course is tied to Production II and should be taken at the same time. A class in video photography, including the use of pre-production, lighting, basic sound, and camera positioning.
**Co-requisite: COMM 222**

**COMM 222 Production II**
**3 credit hours**
This course is tied to Production I and should be taken at the same time. Computer editing systems are used to manipulate video and create special effects.
**Co-requisite: COMM 221**

**COMM 225 Digital Storytelling**
**3 credit hours**
This course teaches the process of developing and propagating fiction through channels of digital distribution. It will explore new and old rules for digital storytelling and distribution. Starting with appointment blogging, moving to still image documentary, finding a sharing platform with short stories (and wattpad), and finally producing a work of fiction or non-fiction on video that adheres to the principles of storytelling presented in class.

**COMM 235 Advanced Practicum**
**3 credit hours**
Designed for an advanced practicum experience where students who successfully participated in the required COMM 141 blocks take on leadership over student lead projects in our one credit COMM 141 listings.

**COMM 321 Production III**
**3 credit hours**
An extension of Production I and II, this course will take a more advanced approach to production and will add emphasis on professionalization and industry-specific knowledge.
**Pre-Requisite: COMM 222**

**COMM 322 Production IV**

**3 credit hours**
An extension of Production I, II and III, this course explores the artistic and technological decisions related to film production.
**Pre-requisite: COMM 321**

**COMM 357 Internship**
**3 credit hours**
Students will work for employers to practice skills learned in their major. Students will be supervised by an instructor at William Penn who will structure the learning experience to the benefit of the employer and the student. (May be taken up to two times for credit.)

**COMM 390 Applied Communications Seminar**
**3 credit hours**

This is a preparatory capstone course for Communications majors focusing on professional development, skills and discussion of professional and ethical issues. Individual research and technology-based presentations in students' specific disciplines in the form of a senior project will prepare students for professional positions or graduate study. Specifically, students in English, Journalism, Fine Arts, or Public Relations will learn interview skill techniques and how to prepare professional portfolios.

**Prerequisite: Senior standing or instructor's consent**

# Earth Science (EASC)

**EASC 100 Introduction to Earth Science**
**3 credit hours**

Introduces the student to the Earth's varied environments. The course contains units on astronomy, geology, meteorology, and oceanography. Two lectures and one lab per week.

**EASC 104 Physical Geology**
**4 credit hours**
A study of physical, geological processes and their role in shaping the Earth's surface environments. Topics include minerals, rocks, soils, weathering, volcanoes, earthquakes, and plate tectonics. Three lectures and one lab session per week.

**EASC 128 Astronomy**
**3 credit hours**

An introduction to astronomy in which the origin and history of the universe, life cycle of stars, and the origin and evolution of the solar system will be discussed. Includes both lecture and laboratory sessions.

**EASC 150 Geology Field Trip**
**1 credit hour**
A three- to seven-day excursion to experience first-hand the variety of geological and biological systems present in the central United States. Pre- or post-trip research and discussions may be required. Course may be taken three times for credit. Offered fall and spring semester.
**Same as BIOL 150**

**EASC 300 Natural Science Seminar**

**1 credit hour**
Discussion of journal/periodical resources in the student's chosen area, performance and presentation of small independent laboratory projects, participation in a school-sponsored academic event or in a professional meeting.
**Same as BIOL 300, CHEM 300.**

**EASC 315 Historical Geology**
**4 credit hours**
An introduction to the history of the Earth. Concepts of geology and the scientific method provide a framework for interpreting the fossil and rock record. Three lectures and one lab session per week. Offered on demand.
**Prerequisite: EASC 104**

# Economics

**ECON 111 Personal and Family Finance**
**3 credit hours**
Financial planning regarding tax decisions, cash and credit management, major acquisitions, insurance, personal investments, retirement, and estate distribution. Offered fall and spring.

**ECON 211 Principles of Microeconomics**
**3 credit hours**
The market economy functioning through demand and supply; focus on consumer decision making, firm decision making in different market structures, worker decision making, and selected microeconomic issues. Offered fall and spring semester.
**Prerequisite: Sophomore standing or consent of instructor**

**ECON 212 Principles of Macroeconomics**
**3 credit hours**
National income, employment, price level, money and banking, fiscal and monetary policies, international trade and finance, and comparative economic systems. Offered fall and spring semester.
**Prerequisite: Sophomore standing or consent of instructor**

**ECON 309 Managerial Economics**
**3 credit hours**
Application of economic analysis to managerial decisions relating to demand forecasting, production levels, cost analysis, and product pricing. Offered fall semester.
**Prerequisite: ECON 211**

**ECON 349 International Business**
**3 credit hours**
Study of business in a global economy with the major complexities involved including the effects of different social systems, governmental influences on trade, financial exchange rates, and corporate relationships and policies. Offered spring semester.
**Same as BUSI/PLSC 349**
**Prerequisite: Junior standing**

# Special Education (EDSP)

**EDSP 100 Introduction to Exceptional Learners**
**3 credit hours**
This general survey course presents an overview of children and adolescents with exceptionalities. Students will be introduced to the history of special education; pedagogical, curricular, and social considerations involved in educating diverse learners in the general education and special education classrooms; the MTSS process; multidisciplinary teams, and IEPs. Offered fall and spring semester.
**Prerequisite or co-requisite (at the discretion of the professor): EDUC 100**

**EDSP 100FE Introduction to Education Field Experience**
**0 credit hours**
Students will complete a 15-hour field experience and begin their education portfolios during this course. Fee required. Offered fall and spring semester.

**EDSP 280 Collaboration Strategies**
**2 credit hours**
Students will learn the strategies and dispositions necessary for maintaining communication and collaborative relationships with families, other educators, related service providers, individuals with exceptionalities, and personnel from community agencies. The elements of effective collaboration, the importance of collaborative team meetings, the role of the special education teacher as a consultant, and special education teacher as supervisor of paraprofessionals will be introduced. The importance of collaboration in the special education process is emphasized. Offered spring semester.
**Prerequisite: EDUC 100**

**EDSP 290 Transition Education**
**2 credit hours**
This course introduces organizations, networks and sources of services available for individuals with mild/moderate disabilities in the areas of career-vocational transition support, community and life skills. Pre-service teachers learn how to provide transition support for students as they move to post high school settings and ways to encourage decision making and full participation in the community. Offered only through Distance Learning program.
**Prerequisite: EDSP 100**

**EDSP 358 Behavior Management**
**3 credit hours**

Students will be introduced to theories of behavior, functional behavioral assessment, and behavior intervention plans. Students will learn, plan, and apply non-aversive approaches for the purpose of improving social skills, attention, and behavior. Students will evaluate and implement research-based methods for to promote a positive learning environment for all. Offered spring semester.

**Prerequisite: EDSP 100**

**EDSP 360 Diagnosis and Treatment of Reading Difficulties**
**3 credit hours**

Students will learn methods and strategies in assessing and teaching students with reading difficulties. Knowledge of a variety of assessments, procedures, and practices that range from individual to group and from formal to informal are examined for use in the identification of students' reading skills. Practice using assessments for planning and revising instruction for students, and for communicating results of ongoing assessment to all stakeholders is incorporated in the tutoring experience associated with this course. Students will analyze assessments, design interventions/instruction, and implement instructional strategies to meet the needs of tutees.

Course includes a minimum 20 hours of clinical experience with a certified teacher with a reading endorsement. Offered every spring.

**Prerequisite: EDUC 203**
**Prerequisite or Co-requisite (at the discretion of the professor): EDUC 370**

**EDSP 370 Educational Assessment**
**3 credit hours**

In this course, students focus on assessment, diagnosis and intervention evaluation of both general education students and students with disabilities. Legal provisions and guidelines for unbiased assessments and application of assessment results to individualized program development are introduced. Students will examine achievement, standardized diagnostic, informal, curriculum based, functional behavioral, and authentic assessments. They will learn the specialized vocabulary related to assessment for specific disabilities. Writing IEP's and modifying assessments for students with special needs will also be examined. Offered every fall.

**Prerequisite: EDSP 100**

**EDSP 385 - Differentiated Instruction Methods and Strategies**
**3 credit hours**

Students will learn and demonstrate ways to differentiate instructional strategies and methods for diverse learning needs including, but not limited to: at-risk students, students with mild/moderate disabilities, gifted students, and/or culturally and linguistically diverse students. Accommodations to address individualized needs, collaborative/co-teaching approaches, and accessible/assistive technology will be explored. Offered fall semester.

**Prerequisite: EDSP 100**

**EDSP 390 Special Education Practicum**
**1 credit hour**

Students will complete 20 hours with a licensed professional in a special education setting. The student will identify curriculum, as well as strategies used in the special education classroom and write a reflective summary paper of the field experience. They will engage in observing, teaching, and helping as the supervising teacher directs. Offered fall and spring semester.

**Prerequisite: EDSP 100**
**Prerequisite or co-requisite: EDSP 385**

**EDSP 400:01 1st 8- week Strategist I Elementary Student Teaching**
**EDSP 400:02 2nd 8-week Strategist I Elementary Student Teaching**
**7 credit hours**

Students seeking endorsement in Special Education spend 8 weeks observing and student teaching in an elementary special education program for students with mild/moderate disabilities under the direction of the special education teacher and university supervisor. Offered fall and spring semester.

**Prerequisite: Admission to Student Teaching**
**Co-requisite: EDUC 405**

**EDSP 401:01 1st 8-Week Strategist I Secondary Student Teaching**
**EDSP 401:02 2nd 8-Week Strategist I Secondary Student Teaching**
**7 credit hours**
Students seeking endorsement in Special Education spend 8 weeks observing and student teaching in a secondary special education program for students with mild/moderate disabilities under the direction of the special education teacher and university supervisor. Offered fall and spring semester.
**Prerequisite: Admission to Student Teaching**
**Co-requisite: EDUC 403 or 404**

***Note:*** *Elementary or secondary regular education and special education student teaching may be completed in the same semester. Students serve a split assignment of 8 weeks in the regular classroom assignment and 8 weeks in the special education setting. For all 8-week student teaching assignments, section 01 indicates 1st 8-weeks and section 02 indicates 2nd 8-weeks.*

# Education (EDUC)

**EDUC 100 Introduction to Education**
**3 credit hours**
This course is designed to acquaint students who plan to become elementary school teachers with the teaching profession, as well as William Penn University Education Division policies and procedures. Offered fall and spring semester.

**EDUC 100FE Introduction to Education Field Experience**
**0 credit hours**
Students will complete a 15-hour field experience in a general education setting during this course. Fee required. Offered fall and spring semester.

**EDUC 200 Social Foundations of American Education**
**3 credit hours**
This course provides students with the historical and philosophical foundations of American Education (EDUC) education. In addition, the areas of school culture, organization, finance, and law will be explored. Offered fall and spring semester.
**Prerequisite: EDUC 100:01 or 02**

**EDUC 203–Foundations of Reading**
**3 credit hours**

Students will explore the foundational knowledge needed to learn to read. Instruction includes an introduction to: linguistic and sociocultural foundations; connection between oral vocabulary and learning to read; the stages of reading, writing, and spelling development; the alphabetic principle; the essential components of literacy instruction; dyslexia; and scientifically based reading research. Offered every fall on campus.

**EDUC 218 Elementary Physical Education and Health Methods**
**2 credit hours**
This course is designed to acquaint elementary education majors with games and play activities appropriate for classroom use. Students will be informed of the components of fitness and how to encourage active lifestyles which meet the physical, social, and psychological needs of children. Basic health concepts to enhance personal, family and community health and wellness will be covered. Topics to be included are promoting and monitoring physical fitness, drug abuse education, classroom management, handicapping conditions, facilities and equipment, and integrating physical education and academics. National standards for elementary physical education will be discussed and examined. Offered fall semester.

**EDUC 223 Adolescent Literature for Teachers**
**3 credit hours**
Students will use knowledge of adolescent and young adult literature for: modeling the reading and writing of varied genres, including fiction and nonfiction; technology- and media-based information; and nonprint materials; motivating through the use of texts at multiple levels, representing broad interests, and reflecting varied cultures, linguistic backgrounds, and perspectives; and matching text complexities to the proficiencies and needs of readers. Offered only through Distance Learning.

**EDUC 240 Elementary Fine Arts Methods**
**2 credit hours**
This course emphasizes the use of the fine arts in the regular elementary classroom. Students will explore ways to integrate fine arts (visual arts and music) into the elementary curriculum and how to use the arts to help students better comprehend core subjects defined by the Iowa Core. Fee required. Offered fall semester.

**EDUC 250 Language Acquisition**
**3 credit hours**
This course focuses primarily on the theories and models of language acquisition. Students in the class will also explore bilingual education and the dual language model; studying theory and use of native language to enhance second language learning. Offered spring semester.

**EDUC 255 Elementary Music Methods**
**3 credit hours**
Students explore the principles and techniques of teaching elementary music; selecting materials, integration of music into elementary curriculum, and unit and lesson planning are integral parts of this course. Topics include, but will not be limited to, the use of Orff instruments, Kodaly methods, recorders, traditional styles and genres, and world music. Designed for the Music Education major, teaching strategies and assessment tools for Pre-K-7th grade students will be studied. Offered fall semester.

**EDUC 265 Children's Literature**
**3 credit hours**
Students will examine the characteristics of children's literature. This requirement includes the following competencies: The practitioner uses knowledge of children's literature (K-8) for: modeling the reading and writing of varied genres, including fiction and nonfiction; technology- and media-based information; and nonprint materials; motivating through the use of texts at multiple levels, representing broad interests, and reflecting varied cultures, linguistic backgrounds, and perspectives; and matching text complexities to the proficiencies and needs of readers. Offered every spring.

**EDUC 350 Technology in the Classroom**
**3 credit hours**
This course is designed to acquaint prospective teachers with the operation and appropriate use of a wide array of instructional media. Students will also gain background and skills in developing their online presence, including website creating, podcasting, video/tutorial creation, and professional communication. Offered fall semester.
**Prerequisites: EDUC 100**

**EDUC 355 Classroom Management**
**3 credit hours**
This course is designed to equip educators with the tools necessary to create and maintain a physically and emotionally safe environment in which all students can learn. Students will learn how to identify and implement a variety of behavioral, instructional and management strategies. Offered spring semester.
**Prerequisites: EDUC 200, EDSP 100**

**EDUC 360 Content Area Reading**
**1 credit hour**
Content Area Reading provides literary strategies for teaching content reading across the curriculum. Students will examine types of text structures, as well as the dimensions of content area vocabulary and comprehension. Reading Recovery strategies will be explored. Students will demonstrate knowledge and the ability to implement content area instruction in reading and writing that effectively uses a variety of research-based strategies and practices. Offered fall and spring semester.
**Co-requisites: EDUC 380/380FE or a Special Methods course with a field experience**

**EDUC 365 Human Relations for Teachers**
**3 credit hours**
This course provides prospective teachers with knowledge, skills and resources that will enable them to work effectively with the variety of students they will encounter in today's multicultural society. Offered fall semester.
**Prerequisite: Educ 200**

**EDUC 368 Elementary Physical Education Methods**
**3 credit hours**
The primary goal of this course is to prepare pre-service physical education students to effectively and efficiently teach Physical Education at the elementary level. Topics include: National standards, unit/lesson planning, classroom management and organization, assessment, social emotional learning and activity/game ideas. Students will gain valuable experience through field experience hours off-campus. Offered spring semester.
**Prerequisite – Physical Education Majors of junior standing or admission from instructor**

**EDUC 370 Literacy Methods**
**3 credit hours**
Students will learn and apply methods to teach the components of literacy (phonemic awareness, phonics, vocabulary and word knowledge such as syllable types and morphology, comprehension, and fluency). Students will learn how to implement scientifically based reading research to support the unique needs of all learners, including but not limited to dyslexia, ELL, and TAG. Students will understand how to utilize the MTSS framework to design and differentiate instructional groups. Students will become familiar with content area reading strategies, instructional technology, curricular materials, and assessments in reading. Students will deconstruct and utilize the Iowa Common Core Standards to create lesson plans. This course is part of a fall semester block and includes a 25-hour field experience. Offered every fall.
**Prerequisite: EDUC 203**
**Co-requisites: EDUC 370FE**

**EDUC 370FE Literacy Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Literary Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: EDUC 203, Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-requisite: EDUC 370**

**EDUC 372 Elementary Mathematics Methods**
**3 credit hours**
Students review math topics taught in elementary schools, as well as explore a variety of ways to teach these concepts. Activities include working with manipulative, production of materials, unit and lesson planning, and sharing of instructional activities. This course is taught as part of a spring semester block and includes a 25-hour field experience. Offered spring semester.
**Prerequisite: EDUC 200**
**Co-requisites: EDUC 372FE**

**EDUC 372FE Elementary Mathematics Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Elementary Mathematics Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-requisite: EDUC 372**

**EDUC 374 Elementary Language Arts Methods**
**3 credit hours**
Students will learn methods and strategies for planning and implementing meaningful Language Arts curriculum with an emphasis on writing instruction, including knowledge of reading-writing-speaking connections; the writing process; spelling development; writing development; types of writing; and connections between oral and written language development. Students will learn how to implement scientifically based writing research to support the unique needs of all learners, including but not limited to dyslexia, ELL, and TAG. Students will utilize the Iowa Common Core Standards to create lesson plans. Offered every spring on campus.
**Prerequisite: EDUC 203**

**EDUC 375 Reading Practicum**
**3 credit hours**
Students will apply knowledge of reading theory and methods to teaching students with reading difficulties. Students will effectively use reading and writing strategies, materials, and assessments based upon appropriate reading and writing research to design interventions/instruction, and implement instructional strategies to meet the needs of students with reading difficulties.

Course includes a minimum of 40 hours of clinical experience with a certified teacher with a reading endorsement. Offered only through Distance Learning.
**Prerequisite: EDUC 370**

**EDUC 376 Elementary Science Methods**
**3 credit hours**
This course is designed to expose prospective teachers to a wide variety of elementary science resources, methods, and techniques. Activities include labs, research, unit and lesson planning, and activity presentations. Fee required. Offered spring semester.
**Prerequisite: EDUC 200**

**EDUC 378 Elementary Social Studies Methods**
**3 credit hours**
Students explore a variety of resources and techniques that can be used to facilitate learning in the areas of elementary history, government, sociology, anthropology, economics, and geography. Activities include research, unit and lesson planning, and sharing of activities. Offered fall semester.
**Prerequisite: EDUC 200**

**EDUC 380 Secondary General Methods**
**3 credit hours**
This course is designed to acquaint students with methods of teaching at the secondary level. Topics of study include learning styles, varied teaching strategies, lesson plan design, unit design, assessment strategies, and establishment of a productive classroom environment. Students complete a credit/no credit 25-hour field experience as part of the course requirements. Offered spring semester.
**Prerequisites: EDUC 100:01 or 02, EDUC 200, Admission to Teacher Education Program**

**EDUC 380FE Secondary General Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with General Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered spring semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 380**

**EDUC 382 Secondary Business Methods**
**3 credit hours**
Students learn how to apply the knowledge gained in General Secondary Methods to the teaching of secondary general business. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 382FE**

**EDUC 382FE Secondary Business Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary Business Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 382**

**EDUC 384 Secondary English Methods**
**3 credit hours**
Students learn how to apply the knowledge gained in General Secondary Methods to the teaching of secondary English. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 384FE**

**EDUC 384FE Secondary English Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary English Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 384**

**EDUC 386 Secondary Industrial Technology Methods**
**3 credit hours**
Students learn how to apply the knowledge gained in General Secondary Methods to the teaching of industrial technology. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 386FE**

**EDUC 386FE Secondary Industrial Technology Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary Industrial Technology Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 386**

**EDUC 388 Secondary Math Methods**
**3 credit hours**
Students learn how to apply the knowledge gained in General Secondary Methods to the teaching of secondary mathematics. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 388FE**

**EDUC 388FE Secondary Math Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary Math Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 388**

**EDUC 391 Secondary Physical Education/Health Methods**
**3 credit hours**
Students learn how to apply the knowledge gained in General Secondary Methods to the teaching of health and physical education. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 391FE**

**EDUC 391FE Secondary Physical Education/Health Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary Physical Education/Health Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 391**

**EDUC 393 Secondary Science Methods**
**3 credit hours**
Students learn how to apply the knowledge gained in General Secondary Methods to the teaching of secondary science. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 393FE**

**EDUC 393FE Secondary Science Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary Science Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 393**

**EDUC 395 Secondary Social Studies Methods**
**3 credit hours**
Students learn how to apply the knowledge gained in General Secondary Methods to the teaching of secondary social science. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 395FE**

**EDUC 395FE Secondary Social Studies Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary Social Studies Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 395**

**EDUC 397 (A, B, C) Secondary K-12 Music Methods in Teaching**
**3 credit hours (1 each in Instrumental, Choral and General Music Methods)**
Students learn how to apply the knowledge gained in General Secondary Methods of the teaching of secondary music in each of three areas: Instrumental, Choral & General Methods. Modern methods of teaching and a credit/no credit 25-hour field experience are integral components of this course. Students must enroll in all three (A, B and C) to get credit for the class. Offered fall semester.
**Prerequisite: EDUC 380, Admission to Teacher Education Program**
**Co-Requisite: EDUC 397FE**

**EDUC 397FE (A, B, C) Secondary K-12 Music Methods 25-Hour Field Experience**
**0 credit hours**
Students must enroll in this 25-hour field experience concurrently with Secondary K-12 Music Methods in Secondary Teaching. Grades will be assigned as credit/no credit, with no credit grades assigned to students who performed unsatisfactorily during the experience. Offered fall semester.
**Prerequisites: Admission to the Teacher Education Program, Acceptable Dispositions**
**Co-Requisite: EDUC 397**

***Per Iowa Law, changes have occurred to the Student Teaching requirements, allowing for some reduction in Student Teaching hours based on certain criteria. For explanation, see the Education Guidebook.***

***All of the following Student Teaching options have Admission to Student Teaching as a Prerequisite:***
**EDUC 400 16-Week Elementary Education Student Teaching**
**14 credit hours**
Students spend 16 weeks observing and student teaching in a K-6 classroom under the direction of a classroom teacher and university supervisor. During the semester, student teachers are required to attend professional development seminars. Fee of $300 required. Offered fall and spring semester.

**EDUC 401 16-Week Secondary Education Student Teaching - Non-PE and Music Majors**
**14 credit hours**
Students spend 16 weeks observing and student teaching in a 7-12 classroom under the direction of a classroom teacher and university supervisor. During the semester, student teachers are required to attend professional development seminars. Fee of $300 required. Offered fall and spring semester.

**EDUC 402 16-Week K-12 Student Teaching - PE and Music Majors**
**14 credit hours**
Physical Education/Health and Music majors spend 16 weeks observing and student teaching in elementary and secondary classrooms under the direction of classroom teachers and university supervisor. During the semester, student teachers are required to attend professional development seminars. Fee of $300 required. Offered fall and spring semester.

**EDUC 403:01 1st 8-Week Secondary Education Student Teaching - Non-PE and Music Majors**
**EDUC 403:02 2nd 8-Week Secondary Education Student Teaching - Non-PE and Music Majors**
**7 credit hours**
Students spend 8 weeks observing and student teaching in 7-12 classroom under the direction of classroom teachers and a university supervisor. During the semester, student teachers are required to attend professional development seminars. Fee of $300 required. Offered fall and spring semester.

**EDUC 404:02 2nd 8-Week Secondary Education Student Teaching - PE and Music Majors**
**7 credit hours**
Students spend 8 weeks observing and student teaching in an elementary and secondary classroom under the direction of a classroom teacher and university supervisor. During the semester, student teachers are required to attend professional development seminars. Fee of $300 required. Offered fall and spring semester..

**EDUC 405:01 1st 8-Week Elementary Education Student Teaching**
**EDUC 405:02 2nd 8-Week Elementary Education Student Teaching**
**7 credit hours**
Students spend 8 weeks observing and student teaching in a K-6 classroom under the direction of a classroom teacher and university supervisor. During the semester, student teachers are required to attend professional development seminars. Fee of $300 required. Offered fall and spring semester..

***Note:*** *Elementary or secondary student teachers seeking special education endorsement may complete both student teaching placements in the same semester, serving a split assignment of 8 weeks in the regular classroom and 8 weeks in the special education setting. A $450 student teaching fee is required. For all 8-week student teaching assignments, section 01 indicates 1st 8-weeks, and section 02 indicates 2nd 8-weeks.*

# English (ENGL)

**ENGL 110 Introduction to English Studies**
**3 credit hours**

Designed for first-year students to help plan and guide their undergraduate experience, this 8-week course familiarizes students with English studies while allowing students to understand how reading and writing skills are integral parts of their lives. The course strengthens the student's writing and critical thinking skills by providing a close examination how to read and analyze a variety of texts, which will prepare them for future courses in the leadership core, English, and other disciplines. Offered fall semester.

**ENGL 115 Sports in Film and Literature**
**3 credit hours**
An interdisciplinary course that introduces students to the world of sports as seen through the lenses of film and literature. We will examine how athletes and their sport are perceived in the culture at large by viewing films and reading fiction about different sports, including football, baseball, and soccer. We will view films and read selected short stories which highlight the many facets of an athlete's life. We will also focus on how the plight of these athletes are influenced by their cultural settings and historical circumstances.

**ENGL 131 Intro to Creative Writing**
**2 credit hours**
Designed to introduce students to poetry and short-fiction writing through reading model texts, writing poems ad workshopping student writing. The course also introduces students to methods regarding publishing their creative.

**ENGL 170 Rhetoric in a Post-Truth World**
**3 credit hours**
This is an introductory rhetoric course. This course will examine how truth functions through an examination of rhetorical theory from antiquity to the present. Our work in class will prepare student to use rhetorical theory to better understand how truth functions in a world where fake news dominates, and it can be difficult to separate fact from fiction and news from propaganda.

**ENGL 200 Theory of Language**
**3 credit hours**
This is an introductory linguistics course. Students are introduced to modern grammar, including structural and transformation grammar, with some review of traditional grammar. A survey of the historical development of the English language is also included. Offered spring of odd years.

**ENGL 215 Business and Technical Communications**
**3 credit hours**
Written communications stressing conciseness, clarity, precision, audience, revision, and persuasion. Memoranda, letters, reports, proposals, document design, graphic presentation, and other forms of workplace communications. Students will work in groups and will present their projects in formal presentations. Offered fall semester.
**Prerequisite: LDRS 102**
**ENGL 216 Literary Genres**
**3 credit hours**
An examination of one of the following genres: poetry, fiction, drama, film, or nonfiction literature. May be repeated as long as topics are not duplicated. Offered every fall.
**Literary Genres: Drama**
**Same as THEA 216**

**ENGL 219 Media Literacy**
**3 credit hours**
Designed to strengthen the student's writing and critical thinking skills by providing a close examination of how the media constructs messages. Tailored to fit the student's needs for a variety of future career paths, students will explore and compose in various genres such as social media, print journalism, advertisements, and documentary film. Offered spring of odd years.

**ENGL 220 Introduction to Literature**
**3 credit hours**
Primer for upper-level literature courses, covering drama, fiction, poetry, and film. This course introduces the terminology of literature as well as the fundamentals of how to read, discuss, and write about a literary text. Offered spring semester.
**Prerequisite: LDRS 101**

**ENGL 223 Adolescent Literature**
**3 credit hours**
Selected literary and theoretical works are read, which highlight the universal coming-of-age dilemmas of adolescents. Offered fall semester.
**Prerequisite: ENGL 220 or consent of instructor.**

**ENGL 226 British Literature To 1784**
**3 credit hours**
A survey of British literature from the Middle-Ages to the Eighteenth Century, including Beowulf, Chaucer, Shakespeare, and Milton. Organized in historical sequence, attention will be paid to both historical interpretation and to the connection between the writer and contemporary reader. Offered fall of even years.
**Prerequisite: ENGL 220 or consent of instructor**

**ENGL 227 British Literature Since 1784**

**3 credit hours**
A study of selected writings, beginning with Romantics such as Blake, Coleridge, Wordsworth, Shelley and Keats; extending through Victorian poetry and prose; and culminating with twentieth century moderns such as Yeats, Lawrence, Joyce, and Woolf. Offered spring of odd years.
**Prerequisite: ENGL 220 or consent of instructor**

**ENGL 231 Creative Writing**
**3 credit hours**
Dynamics of creative process in fiction, poetry, and drama. Exploration of student writing through interchange of ideas and reactions in weekly seminars. Offered spring semester.
**Prerequisite: LDRS 102**

**ENGL 237 Multiethnic American Literature of the U.S.**
**3 credit hours**
An interdisciplinary course that introduces students to the various voices that make up the evolving canon of ethnic American literature. We will examine a variety of theories to help us make sense of the various voices of modern American writing. We will view videos and documentaries and read selected essays and fictional stories that highlight the challenges and joys of various ethnic communities. Offered spring of odd years.
**Prerequisite: ENGL 220 Introduction to Literature**

**ENGL 238 American Literature To 1865**
**3 credit hours**
Survey of early American authors from the Colonial, Enlightenment, and Romantic periods. Examines the emergence of an American literary identity from its Puritan origins to the Civil War. Offered fall of odd years.
**Prerequisite: ENGL 220 or consent of instructor**

**ENGL 239 American Literature Since 1865**
**3 credit hours**
A survey of American writing from the Civil War to the latter part of the Twentieth Century. Examines trends including Realism, Modernism, and Postmodernism; also covers emerging minority writers. Offered spring of even years.
**Prerequisite: ENGL 220 or consent of instructor**

**ENGL 245 Writing Consultation**
**3 credit hours**
Students will learn techniques for tutoring individuals and groups, including strategies for critiquing others' work, writing collaboratively, and giving presentations. Offered fall semester.
**Prerequisite: LDRS 102 with grade of B or above**

**ENGL 300 Technical Editing**
**3 credit hours**
By working with a diverse array of professional documents in various media from multiple industries, students will learn strategies for designing processes that respond to the unique demands of specific editing tasks. Offered fall of odd years.

**ENGL 307 Shakespeare**

**3 credit hours**
An in-depth examination of Shakespeare's plays and poetry. Opportunities include attending or participating in at least one Shakespeare performance or event. Offered spring of even years.
**Same as THEA 307**
**Prerequisite: ENGL 220 or consent of instructor**

**ENGL 309 Literary Theory**
**3 Credits**
Literary theory offers students the opportunity to learn to read from various perspectives. In this course students will gain knowledge of the history of literary theory as well as contemporary theories, such as Feminism, Ethical studies, Cultural studies, and others. Students will develop their ability to read, write, and think with greater critical acumen as they analyze and apply theories to literary texts. Offered fall of odd years.
**Prerequisite: ENGL 220**

**ENGL 310 Advanced Writing**
**3 credit hours**
Designed to build on the student's writing skills and individually tailored to meet the student's needs in personal development towards the chosen career field. Non-fiction writing, in-depth analysis of current issues, narrative essays, interviews, reviews, and creative writing may be used as course assignments. Offered spring semester.
**Prerequisite: C or higher in LDRS 102**

**ENGL 319 Rhetoric and Technology**
**3 credit hours**
Technology mediates all human activity including thought itself. As such, any technological change will affect how we see ourselves and the world around us, which affects how we communicate and persuade. In this course, students will use rhetorical theory to analyze specific contexts to understand how technology structures power and influences belief. From this understanding, students will be better prepared to make critical choices regarding the use of technology. Offered fall of odd years.

**ENGL 330 Information Design and Usability**
**3 credit hours**
Students will learn how elements of design affect how people engage with print, multimedia, and web-based texts, and as such, how those design elements elicit or hinder a desired social action. From this understanding, students will learn how to develop protocols for conducting, analyzing, and making recommendations from usability testing. Offered spring of even years.

**ENGL 331 Advanced Creative Writing, Poetry & Fiction**
**3 credit hours**
Designed to build on the student's writing skills and is individually tailored to meet the student's needs in personal development towards poetry and fiction.
**Prerequisite: ENGL 231, Creative Writing**

**ENGL 345 Grant & Proposal Writing**

**3 credit hours**

This course will familiarize students with key genres of writing related to grants, such as letters of inquiry, applications, assessment documents, and reporting documents. In conversation with local professionals, students will learn rhetorical strategies for designing and composing these documents in response to specific community needs and in relation to stakeholder values. Offered fall of even years.

**ENGL 350 Early World Literature**
**3 credit hours**

English translations of literary masterpieces from ancient times through the early Eighteenth Century. Representative authors include Homer, Virgil, Dante, and Cervantes. Offered fall of even years.

**Prerequisite: ENGL 220 or consent of instructor**

**ENGL 351 Modern World Literature**
**3 credit hours**

English translations of significant works of late eighteenth through twenty-first century authors such as Goethe, Dostoevsky, Kafka, Borges, and Camus. Offered spring of odd years.

**Prerequisite: ENGL 220 or consent of instructor**

**ENGL 360 Advanced Argument**
**3 credit hours**

Advanced Argumentation looks at argument as a means for problem solving. Students study argumentation theories as well as written and visual arguments in order to understand how argumentation can be used to improve communication, find common ground, and solve complex problems. Offered spring of odd years.

**ENGL 370 Sociolinguistics**
**3 credit hours**

All social spaces are influenced by power structures. In this course students will develop a theoretical foundation for analyzing language patterns to identify the structures mediating specific social contexts and how those structures impact people's lives. By the end of the course students will be better prepared to navigate institutional and organizational hierarchies; identify how social systems and structures can perpetuate harm; and propose grounded recommendations for systemic reform.

**ENGL 390 Special Topics in Technical Communication**
**3 credit hours**

This course will focus on a topic that's currently under debate in the field of technical communication. Through summarizing, synthesizing, and responding to scholarly arguments, students will develop their own stance on the special topic based on how it relates to their current and future professional endeavors. Some possible topics may include globalization and communication, communication in health care, plain language, universal design and accessibility, and copyright and fair use. Offered spring of even years.

**ENGL 460 Capstone Project**
**3 credit hours**

The Capstone Project is designed to be a culminating experience for English majors. Students will develop a project with a faculty mentor to connect their experience in the English major with their post-collegiate goals. This project could take many forms, but each student's project will demonstrate the skills, theories, and rhetorical strategies they have learned in English studies. Offered spring semester.

# Engineering (ENGR)

**ENGR 100 Introduction to Engineering**
**1 credit hour**
Introduces various aspects of engineering academics and professions ranging from academic coursework, careers, industries, opportunities, and expectations of engineers as professionals. The course also involves team work, communication skills, engineering ethics, creativity and engineering problem-solving activities involving hands-on projects. Offered fall semester.
**Prerequisite: LDRS 100**

**ENGR 101 Engineering Graphics I**
**3 credit hours**
Introduction to solid modeling with Autodesk Inventor. Students will utilize the software to create parts, fully dimensioned drawings, assemblies, and presentations. Students will produce a complete set of professional quality working drawings. Offered fall semester.

**ENGR 102 Engineering Graphics II**
**3 credit hours**
Introduction to 2D drawing using AutoCAD. Will include orthographic projections, dimensioning, tolerancing, sections, auxiliaries, fasteners, and pictorials. Students will produce a complete set of professional quality working drawings. Offered spring semester.

**ENGR 125 Industrial Manufacturing Processes**
**3 credit hours**
Industrial Manufacturing processing involving hand and machine operations. Planning, measurement, and precision layout. Lab fee required. Offered fall semester.

**ENGR 215 Materials and Processes**
**3 credit hours**
Foundations for using technology responsibly. Materials and processes used in manufacturing, including computer integration and productivity. Discovering and developing creative design capabilities.

**ENGR 260 Introduction to Engineering Design**
**2 credit hours**
Fundamentals of the engineering design process in various fields of engineering. Course will focus on design, research and analysis, teamwork, communication methods, engineering standards, and technical documentation. Course will also employ modem computer tools to aid in engineering design, analysis and problem solving. Offered fall semester.
**Prerequisites: ENGR 100,101, APCS 201, MATH 241, PHYS 211**

**ENGR 327 Engineering Thermodynamics**
**3 credit hours**
Introduction to the principles of work, energy and the physical properties of engineering fluids including temperature, pressure, internal energy, enthalpy, specific heat and entropy. The first and second laws of thermodynamics will be studied and used to analyze various thermodynamic processes common in engineering practice. The non-flow energy equation, continuity equation, Bernoulli's equation and steady flow energy equation will be introduced. Calculations will also involve the ideal gas law, gases, and gas mixtures, steam and non-ideal gases. Offered fall semester.
**Same as PHYS 327**
**Prerequisites: MATH 140/MATH 241 and PHYS 202/212**

**ENGR 341 Statics**
**3 credit hours**

An introduction to the principles of engineering statics and the laws of equilibrium. Mathematical analysis of forces and moments acting on machine elements, frames and trusses at rest or in non-accelerated motion. The concepts of free body diagrams, inertia, friction and moment diagrams are introduced to help analyze multiple force systems. Classroom concepts will be applied to actual industrial problems to develop a method of problem evaluation and final solution. Offered spring semester.

**Same as PHYS 341**
**Prerequisites: PHYS 201/211, MATH 241**

**ENGR 342 Dynamics and Kinematics**
**3 credit hours**

An introduction to the principles of engineering dynamics, including particle position, displacement, velocity and acceleration. Newton's laws will be used to evaluate the forces required to produce desired motions, velocities and accelerations of machine elements. Concepts of work, kinetic energy, impulse, momentum and the conservation of energy will be introduced and applied in the analysis of actual industrial problems. Offered spring semester.
**Same as PHYS 342**
**Prerequisite: ENGR 341**

**ENGR 343 Mechanics of Materials**
**3 credit hours**

An introduction to the concept of internal stresses in machine elements resulting from applied external force systems. Mathematical analysis of tension, compression, torsional and flexure stresses in machine elements and pressure vessels. Introduction and mathematical analysis of strain and deflections resulting from external forces. Classroom concepts will be applied to actual industrial problems to develop a method of problem evaluation and resolution. Offered fall semester.
**Same as PHYS 343**
**Prerequisite: ENGR 341**

# Exercise Science (EXSC)

**EXSC 205 Theory and Practice of Strength and Conditioning**
**3 credit hours**
This course is designed to give students an understanding of how a collegiate strength and conditioning program operates, while also providing the opportunity to work directly with student-athletes. Offered fall and spring semesters.

**EXSC 325 Sport & Exercise Nutrition**
**3 credit hours**
Influence of nutrients and energy metabolism on the individual's health; adjustment of meal patterns to fulfill nutritional needs of the individual throughout the life cycle. Offered fall semester.
**Prerequisites: BIOL 216 or equivalent.**
**Recommended: CHEM 101 & CHEM 102**

**EXSC 332 Analysis of Human Motion**
**3 credit hours**
Study of body movements, muscle action, and joint mechanics in relation to physical education activities; mechanical analysis of basic motor skills. Offered fall semester.
**Prerequisite: BIOL 216 or equivalent**

**EXSC 335 Exercise Physiology**
**4 credit hours**
An introduction to the study of how the human body responds to the demands of physical activity and how exercise affects the physiological functions of the body. Offered fall semester.
**Prerequisite: BIOL 216 or equivalent**

**EXSC 377 Motor Development and Behavior**
**3 credit hours**
This course acquaints students with motor development patterns across the lifespan (infancy through older adults). Additionally, students will be made aware of normal and abnormal development as well as have practical experience assessing motor development in pre and school age children as well as in older adults. Offered spring semester.
**Prerequisite: PSYC 102 and EXSC 205**

**EXSC 390 Exercise Science Practicum**
**1 credit, taken twice in two consecutive semesters**
An Exercise Science capstone course in which students will integrate knowledge and skills learned in the progression of their education. Students will conduct research and produce a presentation-quality manuscript and/or poster for display at a local, regional, or national conference.
**Prerequisite: Senior standing**
**Pre/Co-requisite: KINS 334 or MATH 303**

**EXSC 420 Biomechanics**
**4 credit hours**
Study of forces on the human body; application of Newtonian mechanics to problems of human motion. Topics covered include linear & angular kinematics & kinetics, motion in fluid medium. 3-hour lecture, 1-hour lab per week. Offered spring semester.
**Prerequisites: PHYS 201 & EXSC 332**

**EXSC 430 Advanced Exercise Physiology**
**4 credit hours**
Advanced study of exercise physiology topics, including adaptations to exercise training, environmental influences on performance, age & sex considerations in sports and exercise, and the impact of physical activity on disease states, including cardiovascular disease, diabetes, and obesity. 3-hour lecture, 1-hour lab per week.
**Prerequisite: EXSC 335**

**EXSC 437 Exercise Prescription**
**3 credit hours**
This course is designed to teach students how to test individuals and their fitness level, and then how to prescribe an exercise routine that will develop the individual to what they desire. Offered spring semester.
**Prerequisite: EXSC 332, KINS 334 & EXSC 335**

**EXSC 440 Sports Pharmacology**
**3 credit hours**
Pharmacologist principles including models of action, uses, modes of excretion, and patient side effects of various drug classes. The drugs are presented in a "system approach" with emphasis on medications utilized in diagnosing and treating diseases and injuries associated with the various body systems. 3 hours lecture per week; student oral presentations and case studies.
**Prerequisites: CHEM 101 and CHEM 102**

# Geography (GEOG)

**GEOG 102 Introduction to Geography**
**3 credit hours**
This course introduces students to the basic concepts of geography. This course surveys the world's major developed regions and their physical and human characteristics from a geographic perspective. This course is designed for students who are new to the field of geography.

**GEOG 103 Regional Geography of the Nonwestern World**
**3 credit hours**
This course systematically surveys the peoples, cultures, resources, and problems of the cultural realms of the developing world (Latin America, Africa, the Islamic World, India, and China).
**Prerequisite: GEOG 102**

# History (HIST)

**HIST 130 American History to 1900**
**3 credit hours**
Examines the political, economic, social, and cultural history of the United States from the Revolutionary War to 1900. Offered fall semester.

**HIST 132 American History since 1900**
**3 credit hours**
Examines the political, economic, social, and cultural history of the United States since 1900. Offered spring semester.

**HIST 151 History of Western Civilization to 1648**
**3 credit hours**
Examines the political, economic, social and cultural history of ancient civilizations with emphasis on China, Egypt, Greece, and Rome, the Middle Ages, the Renaissance, and the Reformation. Offered fall semester.

**HIST 152 History of Western Civilization since 1648**
**3 credit hours**
Examines the political, economic, social and cultural history of western civilizations since 1648, with emphasis on western civilization. Offered spring semester.

**HIST 204 Christianity in America**
**3 credit hours**
Examines the rise of both the Protestant and Catholic churches in America and the influence of Christianity upon American life and culture. Offered fall of even years.
**Same as RELI 204**

**HIST 216 Perspectives in World History**
**3 credit hours**
This course explores world history from multiple perspectives, to provide better understanding of contemporary America. Offered spring of odd years.

**HIST 217 Perspectives in American History**
**3 credit hours**
This course explores American history from multiple perspectives, to provide better understanding of contemporary America. Offered fall of even years.

**HIST 221 Women in American History**
**3 credit hours**
Examines the political, economic, social, and cultural history of American women. Offered spring of even years.
**Same as PLSC 221/SOCI 221**

**HIST 222 American Sports History**
**3 credit hours**
Examines the history of baseball, football, and other team and individual sports, with emphasis on the twentieth century. Offered fall of odd years.
**Same as SMGT 222**

**HIST 230 Social Science for Elementary Education**
**3 credit hours**

This course is designed to provide the Elementary Education student with a survey of social studies topics applicable to elementary teaching. Emphasis will be placed on history, geography, economics, political science and civic literacy. Offered spring semester.

**HIST 234 African American History**
**3 credit hours**
Examines the political, economic, social, and cultural history of African-Americans. Offered spring of odd years.
**Same as PLSC/SOCI 234**

**HIST 236 History of U.S. Foreign Policy**
**3 credit hours**
Examines the diplomatic and military history of the United States since the Revolutionary War, with emphasis on the twentieth century. Offered spring semester.
**Same as PLSC 236**

**HIST 250 American Political Parties and Elections**
**3 credit hours**
Examines the historical development, organization, functions, and tactics of American political parties and the historical development, method, style, and meaning of presidential and congressional election campaigns. Offered fall of even years.
**Same as PLSC 250**

**HIST 251 Ancient History**
**3 credit hours**

Examines the ancient Chinese, Egyptian, Mesopotamian, Asia Minor, Aegean, Greek and Hellenistic civilizations, the Roman Empire, and the rise of Christianity. Offered every fall of odd years.

**HIST 252 Medieval History**
**3 credit hours**
Examines the medieval feudal system, society, church, governments, and culture, the conflicts between the medieval church and feudal states, the Islamic civilization, the commercial revival, the European exploration and colonization, the Renaissance, and the Reformation. Offered spring of even years.

**HIST 332 The American Constitution**
**3 credit hours**
Examines the historical development of the U. S. Constitution and landmark Supreme Court Cases within the context of their impact on American politics, culture and social institutions. Offered fall of even years.
**Same as PLSC 332**

**HIST 353 Civil War and Reconstruction**
**3 credit hours**
Examines the causes, major political, diplomatic, and military events and results of the Civil War and political, economic, and social developments during Reconstruction. Offered fall of even years.

**HIST 354 Middle East History**
**3 credit hours**

Examines the political, economic, social, and cultural history of the Middle East and North Africa from the rise of Islam to the present, with emphasis on civilizational change and relations with Western nations. Offered spring of odd years.

**HIST 370 Second World War**
**3 credit hours**
Examines the causes, major political, diplomatic, military events, and the results of the Second World War. Offered fall of even years.

**HIST 390 History/Government Practicum**
**3 credit hours**
A capstone practicum which integrates knowledge gained through student's major concentration and Penn Leadership Core courses. Offered spring semester.
**Same as PLSC 390**

# Human Resource Management (HRMC)

**HRMC 353 Employment Law**
**3 credit hours**
This course provides an overview of balancing the needs of an organization with its working conditions and the legal rights of its employees. It also explores methods of dealing with collective bargaining and union relations, and it examines procedures for responding to grievances, complaints of discrimination, and wrongful discharge. Offered in online rotation.

**HRMC 354 Strategic Management**
**3 credit hours**
This course examines the functions and activities of human resources management in organizational structures. Students are exposed in processes used to develop policies as well as strategies for implementation. The topics of leadership, short- and long-range strategic planning, evaluation, benchmarking, change management, dealing with difficult people and conflict resolution are discussed. Students are also provided information about human resources management innovators and management philosophies. Offered in online rotation.

**HRMC 355 Strategic Staffing**
**3 credit hours**
The key components and processes of forecasting staffing needs, internal and external recruiting, hiring, orientation, and exit interviews are examined. Students are also exposed to labor laws and other governmental regulations related to employment. Offered in online rotation.

**HRMC 356 Compensation and Benefits**
**3 credit hours**
The methods and processes of analyzing, developing, implementing and administering pay structures and compensation and benefit packages are examined. The course explores performance-based pay, incentives, and related regulatory requirements. It also provides students with insights into creating balance between attractive compensation packages and overall organizational needs and goals. Offered in online rotation.

**HRMC 359 Training and Development**
**3 credit hours**

This course provides practical methods and tools for evaluating current and future organizational training needs. Methods for needs analysis, planning, development, and delivery and evaluation of training methods are examined. Strategies for building and maintaining a business environment supportive of ongoing learning and skill development are discussed, and the unique needs of particular employee groups are also addressed. Offered in online rotation.

# Humanities (HUMA)

**HUMA 357 Internship**
**3 credit hours**
Students will intern for employers to practice skills learned in their disciplines and to gain a deeper understanding of career expectations. Students must complete forty hours of work per academic credit. Students will also complete several assignments supervised by a WPU instructor.
**Prerequisite: Junior standing or instructor's consent.**

**HUMA 390 Applied Communication Seminar**
**3 credit hours**
This is a capstone course for Humanities majors that focuses on career exploration, preparation, and obtainment. The course will help students discuss career preparation, placement, ethics, and development. Students will create a senior project that highlights their career readiness.
**Prerequisite: Senior standing or instructor's consent.**

# Human Services (HS)

**HS 390 Human Services Practicum**
**3 credit hours**
A capstone seminar course for Human Services majors. Students will be required to work a minimum of 100 hours field experience in an agency or organization providing individual and/or community human/social services. Further, students are expected to provide reflection on their field experience vis-a-vis the knowledge and skill sets gained through their program of study. Offered spring semester.

# Industrial Technology (INDU)

Course descriptions for Engineering Graphics I & II, Industrial Metal Processing, Materials and Processes, Engineering Thermodynamics, Statics, Dynamics and Kinematics, and Mechanics of Materials are found under ENGR.

**INDU 107 Industrial Wood Processes**

**3 credit hours**

Industrial wood processing involving hand tools and machine operations, lumber, fasteners, hardware, planning, processing, and finishing. Lab fee required. Offered spring semester.

**Prerequisite: ENGR 125 recommended**

**INDU 216 Automated Manufacturing Processes (CAM)**

**4 credit hours**

Programming and operating Computer Numerical Controlled (CNC) equipment. Includes manual, conversational, and computer aided programming. Covers tool selection, speed and feed rates, fixturing considerations, setup sheets, and an introduction to robotics. Lab fee required. Offered spring of odd years.

**Prerequisites: ENGR 101, ENGR 125**

**INDU 218 Industrial Wood Processing**

**4 credit hours**

Production of wood products involving hand and machine operations. Efficiency, production planning, inventory control, and costing. Lab fee required. Offered fall of even years.

**Prerequisite: INDU 107**

**INDU 221 Applied Mechanical Engineering Technology**

**4 credit hours**

Covers introductory theory of statics & strength of materials, mechanical power systems, fluid power systems, electrical power systems, and internal combustion engines. Half lecture, half lab. Lab stresses practical application of topics common to the field of mechanical engineering technology. Offered spring semester.

**Prerequisite: MATH 120 or higher**

**INDU 223 Welding Technology**

**4 credit hours**

AC & DC flat position shielded metal arc welding (SMAW), GTAW, GMAW, and resistance welding, cutting, and flame spraying. Welding equipment, materials, supplies, and safety. Lab fee required. Offered spring of odd years.

**Prerequisite: ENGR 125**

**INDU 226 Industrial Metal Processing**

**4 credit hours**

Production of metal products involving hand and machine operations utilizing sheet, cast, and machined metals. Precision layout and measurement stressed. Efficiency, production planning, inventory control, and costing. Lab fee required. Offered spring of even years.

**Prerequisite: ENGR 125**

**INDU 227 Electrical Energy and Circuits**

**4 credit hours**

Scientific theory of magnetism and electricity. An introduction to the generation and distribution of electrical energy. Application of Ohm's Law and Watt's Law to DC & AC circuits containing resistors, and/or capacitors, and/or inductors in series, parallel, and series/parallel combinations. Laboratory includes use of test equipment, breadboarding and troubleshooting of basic DC & AC circuits, and an introduction to residential wiring. Also includes units on Programmable Logic Controllers, basic electronics, and the construction of an individual project. Lab fee required. Offered fall semester.

**Same as PHYS 227**

**Prerequisite: MATH 102 or MATH 120**

**INDU 290 Building Construction**

**4 credit hours**

Site layout, surveying, excavating, pouring and finishing concrete footings, foundations, and slabs, block and brick laying. Carpentry framing and finishing, insulating, drywalling, painting, and roofing. Construction procedures, tools and equipment, scheduling, cost estimating, and contract bidding. Lab fee required. Offered fall of odd years.

**Prerequisites: ENGR 101, INDU 107**

**INDU 315 Industrial Plastics**

**3 credit hours**

Industrial processing of plastics; design, tooling, equipment, and processes. Lab fee required. Offered fall of odd years.

**Prerequisite: ENGR 125**

**INDU 324 Architectural Plans and Specifications**

**4 credit hours**

Original design for a residence structure. Complete set of presentation drawings and documents, floor plans, elevations, plot plans, perspectives, specifications, cost estimates, construction time line, and a 3D model. Analysis and interpretation of architectural contract documents for construction details, structural and mechanical systems, and compliance with building codes. Lab fee required. Offered fall of odd years.

**Prerequisite: ENGR 102**

**INDU 329 Advanced Solid Modeling**

**3 credit hours**

Solid modeling with Autodesk Inventor used to create advanced sweeps, blends, patterns, family tables, rounds, drafts, animations, and assemblies. Includes an original group design project. Desktop publishing software is used to import Creo graphics to develop a marketing brochure. Offered fall of even years. Previously called Graphics.

**Prerequisites: ENGR 101, LDRS 105**

**INDU 333 Industrial Electronics**

**4 credit hours**

Scientific theory of semiconductors. An introduction to circuits using diodes, transistors, and op-amps. Exploration of the use of transducers to interface mechanical, fluid, electrical, and thermal systems with emphasis placed on industrial automation and control. Laboratory activities include breadboarding and troubleshooting basic circuits, use of Programmable Logic Controllers, and various forms of electric motor controls. Construction of individual and group projects including original design of a printed circuit board is encouraged. Lab fee required. Offered spring of even years.

**Same as PHYS 333**

**Prerequisites: INDU 227 or PHYS 202/212**

**INDU 346 Alternate Energy**

**3 credit hours**

Exploration of alternatives (solar, wind, nuclear, geothermal, ocean thermal, biomass, conservation, and others) to presently used nonrenewable energy sources. Includes numerous field trips as well as the design and construction of a group alternate energy project. Emphasis placed on the analysis of the consequences associated with various energy paths. Lab fee required. Offered spring of odd years.

**INDU 350 Manufacturing and Entrepreneurialism**

**3 credit hours**

Operating a manufacturing enterprise; organization, methods, production planning and control, purchasing, quality control, sales, personnel, costs, and financing. Development of a consumer product from initial concept through marketing distribution. Lab fee required. Offered fall of even years.

**Prerequisites: ENGR 101, ENGR 125**

**INDU 357 Internship**

**3-6 credit hours**

Required of all Industrial Technology majors except Teacher Education and 3 + 2 Engineering unless replaced by INDU 390. Normally completed in the summer prior to the senior year but may be completed during the regular semesters of the senior year. Students put in a minimum of 60 hours of "on the job" work for each credit earned. Typical employment is in the areas of management, production, design, engineering support, and construction. All placements must be approved by the department before employment is started. All internships are paid positions. Also requires reading a current book in your field of interest and writing a capstone paper. INDU 390 Professional Development Seminar may be taken as a substitute for the internship requirement. Offered every fall, spring, and summer.

**Prerequisite: Senior standing**

**INDU 390 Professional Development Seminar**

**2 credit hours**

Readings and discussion of professional and ethical issues; preparation of an individual's professional portfolio. Participation in a professional meeting and presentation of a paper based on original research and/or ideas encountered at the meeting. Offered fall semester. May substitute for INDU 357.

**Same as APCS/MATH/PHYS 390**

**Prerequisite: Junior standing in INDU or consent of instructor**

# Insurance (INSR)

**INSR 101 Foundations of Risk Management and Insurance**
**3 credit hours**
This course provides an introduction to risk management concepts including risk assessment, risk control, risk financing, and specifically insurance as a risk management technique. Students will analyze the insurance policy and review common policy concepts as well as gain an understanding of big data analysis.

**INSR 102 Insurance Company and Agency Operations**
**3 credit hours**
The course provides an overview of how property-casualty insurance functions work together to create and deliver products. The course describes the various functions of an insurance company, including the marketing and distribution function, the underwriting function, and the claims function. In addition, insurance regulation, reinsurance, risk control, premium auditing, and strategic management is covered.

**INSR 203 Personal Insurance**
**3 credit hours**
This course provides students the opportunity to understand risk management techniques, and how they apply to personal insurance coverages. Topics covered in-depth include: personal insurance overview; automobile insurance and society; personal auto policy coverage and endorsements; homeowner's policy coverage and endorsements; other common personal lines policies; and life insurance, retirement, and disability and health insurance planning.
**Prerequisites: INSR 101 recommended**

**INSR 204 Commercial Insurance**
**3 credit hours**
This course provides students the opportunity to understand risk management techniques, and how they apply to commercial insurance coverages. Topics covered in-depth include: Commercial property insurance, business income insurance, commercial crime and equipment breakdown insurance, inland and ocean marine insurance, commercial general liability insurance, commercial auto insurance, worker's compensation and employer's liability insurance, business owners and farm insurance, and specialty coverages.
**Prerequisites: INSR 101 recommended**

**INSR 205 Delivering Insurance Services**
**3 credit hours**
This course provides students the foundation of knowledge needed to learn improvement principles which will attract and retain clients. Topics covered include: The nature of the insurance business; customer identification, needs, wants, and the customer's voice; key processes, the process improvement model, and process improvement tools; leadership, teamwork, and organizational structures; and assessment of progress.
**Prerequisites: INSR 101 recommended**

# Interdisciplinary (INTR)

**INTR 102 Interdisciplinary Studies Introduction Seminar**
**1 credit hour**
Overall explanation of what the major is and individual goals and specific plans for the students are formulated. This individual plan will be the guideline for completion of the major and used for evaluation and assessment. Offered fall and spring semester.

**INTR 103 Interdisciplinary Studies Career Development**
**1 credit hour**
Directed study on career and major opportunities utilizing classroom and individual student analysis. Offered fall and spring semester.

**INTR 390 Interdisciplinary Studies Capstone**
**3 credit hours**
Evaluation of the student's experiences of the major and how they are going to use it in the future are enumerated. It consists of a capstone paper, presentation to the class, and discussion of how the major can be changed to better meet the needs of both the students and university. Offered spring semester.

# Kinesiology (KINS)

**KINS 110 Wellness and Fitness**
**3 credit hours**
This course is designed to improve movement efficiency and provide knowledge of recreational activities. Included will be the effects of exercise on the body, basic nutrition, an introduction to relaxation and stress management techniques, and basic weight training principles. Offered fall and spring semesters.

**KINS 150 Introduction to Kinesiology**
**3 credit hours**
This course is designed to provide students with history, principles, career opportunities, and job requirements in the fields of sport, health and human performance. Offered fall and spring semester..

**KINS 160 First Aid and CPR/AED**
**1 credit hour**
This course is designed to provide the opportunity for students to learn current methods and concepts in administering First Aid and CPR to accident victims. American Heart Association certification may be obtained for Adult, Child & Infant CPR, and Adult, Child & infant AED. Students will demonstrate knowledge, both written and applied, in the concepts described above. This course is not available to be taken via remote learning. Lab fee required.

**KINS 208 Leadership in Sport, Exercise, & Recreation**
**3 credit hours**
Leadership theories and techniques for professionals working in the field of sport, exercise, and recreation. The course will equip students with the knowledge, skills, and abilities to enhance the performance of others, including students, athletes, clients, and consumers. Offered fall and spring semesters

**KINS 210 Camp Management and Outdoor Education**
**3 credit hours**
Preparation for duties of camp counselors and camp leadership positions; practical experience built around camp craft skills for outdoor living. Offered spring semester.

**KINS 215 Elementary Physical Education Methods**
**3 credit hours**
The primary goal of this course is to prepare students to effectively and efficiently teach Physical Education at the elementary level. Topics include: National standards, unit/lesson planning, classroom management, assessment, and activity/game ideas. Students will gain valuable experience through observation hours off-campus. Offered spring semester.

**KINS 217 Adapted Physical Education**
**3 credit hours**
This course is designed to expose students to unique needs addressed in IDEA as they relate to physical education. Accommodations for assessment, activities and other elements necessary to successful inclusion ae addressed. Offered spring semester.

**KINS 218 Prevention and Care of Sports Injuries**
**3 credit hours**
Theory and practical application involving prevention, care and rehabilitation of athletic injuries. Required of all students seeking a coaching certification. Lab fee required. Offered fall and spring semester.
**Prerequisite: BIOL 216**

**KINS 221 Teaching Individual and Team Sports**
**3 credit hours**
Theory and practice of the fundamentals, methods, and materials of teaching individual and team sports. Offered fall and spring semesters. Lab fee required. Offered fall and spring semester.

**KINS 227 Community Health**
**3 credit hours**
Hygiene of the basic systems of the body with emphasis on care, functions and disorders, natural and acquired defenses against disease, elements of preventive medicine, and modern standards of sanitation. Exploration of causative community factors; diagnosis of disease and programs to combat these conditions. Offered spring semester.

**KINS 231 Substance Abuse**
**3 credit hours**
Study of alcohol and drug use with relevance to medical, psychological, sociological and legal dimensions in the United States with an emphasis on automobile-related issues.

**KINS 295 Seminar in Kinesiology**
**2 credit hours**
Instructor-guided discussion of current and emerging topics in sport management, recreation, and exercise science. Topics of interest may vary each time the course is offered. May be repeated once for credit.

**KINS 318 Sports Injury Management Skills**
**3 credit hours**
The student is introduced to the various methods and techniques used in injury assessment, taping and bandaging, therapeutic modalities and rehabilitation exercises. The focus of this course is directed toward skills necessary for managing a variety of situations that commonly occur in the field of athletic training and sports medicine. Recognizing and evaluating sports injuries is a necessary part of the responsibility of the person(s) working in the sports areas, along with knowing the hands- on techniques associated with injury care.
**Prerequisite: KINS 218**

**KINS 334 Tests and Measurements in Kinesiology**
**3 credit hours**
Various testing techniques and statistical analysis of tests available for use in the field of Physical Education. Offered fall and spring semester.
**Prerequisite: MATH 102 or higher**

**KINS 336 Organization and Administration of Physical Education**
**3 credit hours**
This course is designed to provide students with knowledge, skills and abilities to effectively manage physical education and athletic programs. Areas of focus include K-12 public and private schools, as well as K-12 public and private recreational facilities. Offered fall semester.
**Prerequisite: Junior standing**

**KINS 338 Organization of School Health Program**
**3 credit hours**
Organization and development of school health programs, dealing with hygiene, sanitation of the school plant, the lunch program, school health services and the health instructional program.
**Prerequisite: KINS 227**

**KINS/BIOL 356 Pre-Internship**
**1 credit hour**
This course will prepare students for an internship in a subsequent semester. Topics/activities include: Employer expectations, workplace etiquette, workplace attire, workplace behavior, resume and cover letter writing, mock- interviews. Culmination of course is an interview with a prospective employer with the aim of securing an internship position. Failure to obtain an internship will preclude registration for KINS 357.

**KINS 357 Internship**
**1-6 credit hours**
Extensive work experience in an area related to student's major field of concentration under the direct supervision of a regular faculty member and an on-site work supervisor. Approval of the faculty member, work supervisor, and division chair must be secured in advance of registration. This course may be taken more than once, for up to a total of 6 hours maximum credit per declared major. University guidelines specify a student must perform a minimum of 40 hours of meaningful work per credit hour earned. The division chair will oversee all internships credits.
**Prerequisite for: BIOL/KINS 356**

**KINS 377 Recreational Program Planning**
**3 credit hours**
Recreation program planning is an essential part of health promotion and wellness and recreation. This course will lead students through the process of building a recreation program from the idea to the implementation. The course center around a semester-long project where students must plan, budget, implement, evaluate and maintain a recreation/health promotion program. Offered fall semester.

**KINS 390 Kinesiology Practicum**
**2 credit hours**
A Kinesiology capstone course in which students will integrate knowledge and skills learned in the progression of their education. Students will conduct research and produce a presentation-quality manuscript and/or poster for display at a local, regional, or national conference.
**Prerequisite: Senior standing** **Pre/Co-requisite: KINS 334 or MATH 303**

# Leadership Core (LDRS)

**LDRS 090 Successful Writing**
**3 credit hours**
This course will prepare students to successfully complete William Penn University's Writing-Course sequence. Students in LDRS 090 will focus on the rudiments of writing and reading. The course will require students to complete short writing assignments to workshop their writing with peer groups, and to meet and discuss their writing with the instructor. The course will emphasize reading comprehension through discussion and short analysis assignments. Course credit does not count towards graduation. A "C-" or higher is required to take LDRS 101.

**LDRS 100 College Foundations**
**2 credit hours**

College Foundations introduces the personal and leadership development emphasis of William Penn University, integrates students into the campus community, and assists them in adjusting to the academic environment of the university. College Foundations will 1) address skills essential to success as a life-long learner; 2) explore vital university resources such as the library, computer lab, and career services; 3) introduce the institution's foundational values including the influence of its Quaker heritage; 4) encourage leadership and active involvement in service opportunities, extracurricular activities and student organizations. Required of all students with fewer than 12 hours of college credit, excluding dual credit.

**LDRS 101 English Composition I**
**3 credit hours**
This course has been designed as an introduction to the writing process. Emphasis will be placed on pre-writing, careful drafting, and critical revision of the basic essay, with attention to audience analysis, identification of purpose, thesis formation, incorporation of supporting materials, and overall essay organization. Analysis of the students' own writing and that of others will be emphasized. Offered every fall and spring. A "C-" or above is required to take LDRS 102.
**Prerequisite: LDRS 090 with grade of C- or above.**

**LDRS 102 English Composition II**
**3 credit hours**
Following English Composition I, this course continues developing students' writing skills and prepares students for the research projects and critical thinking that they will need in future courses and beyond. Students will read scholarly writing, participate in discussion, study argument and research methods, and prepare research projects, such as a hypothesis, a project proposal or abstract, and an annotated bibliography. Offered fall and spring semester.
**Prerequisite: LDRS 101 with grade of "C-" or above.**

**LDRS 105 Computers and Technology**
**3 credit hours**
Fundamental computer concepts, terminology, and skills applicable for communication in today's world; awareness of critical issues in computer usage, including historical perspective, ethical practice, and current use of technology in various fields. Laboratory applications such as word processing, spreadsheet, database, programming, graphics, electronic mail, and Internet search tools will be part of individual and group projects. Lab fee required.
**Prerequisite: Math ACT>19, Math Assessment Exam placement, or consent of instructor.**

**LDRS 200 Principles of Communication**
**3 credit hours**
Two foundational assumptions of this course are that communication skills are essential for successful social and vocational life and that communication competence is the mark of effective leadership. In this course basic communication principles related to intrapersonal, interpersonal, small group, and public speaking contexts will be introduced and discussed in theory and in practice. Offered fall and spring semester.
**Prerequisite: LDRS 101 with grade of C- or above.**
**Required for education certification.**

**LDRS 220 Arts and Society I**
**3 credit hours**
Focusing on art, music, theatre, literature and their impact on society, this course will equip the student with an understanding of early major movements and style periods in both the visual and performing arts and an appreciation for the works of major artists who were influential in changing society. The course will use lecture- demonstration, guided listening, small group discussion, attendance at cultural events, and field trips to museums and/or concerts to engage the student with the arts at a personal level. Content will cover the time periods of the early Egyptians to the Renaissance. Lab fee required. Offered fall semester.
**Prerequisite: LDRS 102 with grade of C- or above.**

**LDRS 221 Arts and Society II**
**3 credit hours**
Focusing on art, music, theatre, literature and their impact on society, this course will equip the student with an understanding of modern major movements and style periods in both the visual and performing arts and an appreciation for the works of major artists who were influential in changing society. The course will use lecture- demonstration, guided listening, small group discussion, attendance at cultural events, and field trips to museums and /or concerts to engage the student with the arts at a personal level. Content will cover the period of the Baroque through present day. Note that LDRS 220 is not a prerequisite. Lab fee required. Offered spring semester.
**Prerequisite: LDRS 102 with grade of C- or above.**

**LDRS 290 Quaker Values**
**1 credit hour**
A study of the beliefs and heritage of the early Society of Friends that are the heritage of this institution. With these values and beliefs as a foundation, this interdisciplinary course will emphasize an understanding of the self and what we value, an awareness of the world and our responsibilities in it, and an understanding of ethical decision-making which transfers values into actions.

**LDRS 390 Contemporary Leadership**
**3 credit hours**
Principles and theories of effective leadership. The concept of leadership is analyzed, including definitions, characteristics, and skills of effective leadership. Observation, analysis, and evaluation of leadership as displayed by contemporary and historical people. The course also addresses the development of self-awareness of potential strengths and weaknesses of the students as leaders.
**Prerequisite: Must have completed 75 credit hours**

# Mathematics (MATH)

**MATH 095 Quantitative Literacy**
**2 credit hours**
Extra support to facilitate success in target math course. Just-in-time learning of prerequisite math skills, assistance on topics from target course, and strategies to excel in mathematics.
**Co-requisite: MATH 105 or 210.**

**MATH 096 Algebraic Insights**
**2 credit hours**
Extra support to facilitate success in target math course. Just-in-time learning of prerequisite math skills, assistance on topics from target course, and strategies to excel in mathematics.
**Co-requisite: MATH 102 or 120.**

**MATH 102 Intermediate Algebra**
**3 credit hours**
Absolute value equations and inequalities, linear equations and inequalities, systems of equations, quotients of polynomials, synthetic division, rational expressions, radicals, complex numbers, quadratic equations and inequalities, and word problem applications. Offered fall and spring semester. Does not fulfill core math requirement.
**Co-Requisite: MATH 096 (if necessary)**

**MATH 105 Mathematics for Leaders**
**3 credit hours**
A survey of applied topics in mathematics including voting theory, finance, mathematical patterns, geometric similarity, probability, and statistics. Offered fall and spring semester.
**Co-requisite: MATH 095 (if necessary)**

**MATH 120 Applied Mathematical Reasoning**
**3 credit hours**
Prepares students to work with the necessary mathematical skills to succeed in their science or industrial courses. Course includes but is not limited to the following topics: Algebraic skills, Probability, Statistics, Right Triangle Trigonometry, Geometry, and Vectors. Student who need to take a physics course should not take this course.
**Co-Requisite: Math 096 (if necessary)**

**MATH 140 Pre-Calculus**
**4 credit hours**
Composite and inverse functions, circles, parabolas, exponential/logarithmic functions and equations, trigonometric functions (graphs, inverses), trigonometric identities and equations, law of sines and cosines. Offered fall and spring semester.
**Prerequisite: MATH 102 or equivalent, or a satisfactory score on the Mathematics Assessment Exam, or consent of the instructor.**

**MATH 205 Mathematics for Elementary Educators I**
**3 credit hours**
A study of mathematical concepts related to topics taught in elementary schools. Topics include place value, addition, subtraction, multiplication, division, fractions, decimals, negative values, and number properties. Offered fall semester.
**MATH 206 Mathematics for Elementary Educators II**

**3 credit hours**
A study of mathematical concepts related to topics taught in elementary schools. Topics include geometry, measurement, ratios/rates, algebra, data analysis, and probability. Offered spring semester.
**Prerequisite: MATH 205 with a grade of C- or better, or consent of instructor.**

**MATH 210 Financial Mathematics**
**3 credit hours**
A survey course of common mathematical ideas from the business field including percentages, interest, loans, annuities, inflation, markup and markdown, basic statistical ideas, and basic probability.
**Co-requisite: MATH 095 (as needed)**
**Prerequisite: BUSI 130 or consent of instructor**
**Same as BUSI 210**

**MATH 211 Discrete Mathematics**
**3 credit hours**
Finite math for computer science majors stressing an algorithmic approach. Topics include Boolean algebra, number base conversions, binary arithmetic, matrices and determinants, graph theory, functions, and recursion. Offered fall semester.
**Prerequisite or Co-requisite: MATH 140 or equivalent**

**MATH 212 Introduction to Abstract Mathematics**
**3 credit hours**
Elementary logic, set theory, inductive and deductive reasoning, methods of proof, relations and orders, countable and uncountable sets. The course will emphasize the basic techniques of reading and writing proofs. Offered spring semester.
**Prerequisite: MATH 211**

**MATH 241 Calculus I**
**4 credit hours**
Limits, continuity, implicit and explicit differentiation, extrema, increasing and decreasing functions, concavity, differentials, antiderivatives, basic integration theory (Riemann sums), and integration by substitution. Offered spring semester.
**Prerequisite: MATH 140 or equivalent**

**MATH 242 Calculus II**
**4 credit hours**
Differentiation and integration of logarithmic, exponential, and trigonometric functions; applications of integration including area, volume, and arc length; techniques of integration; improper integrals, infinite series; conics, parametric equations, and polar coordinates. Offered fall semester.
**Prerequisite: MATH 241**

**MATH 303 Statistical Methods**
**3 credit hours**
A study of applied statistics with emphasis on appropriate use of technology. Topics include probability, correlation, regression, confidence intervals, and hypothesis testing. Students may not receive credit for both MATH 303 and MATH 336. Offered fall and spring semester.
**Prerequisite: MATH 102, 120, 210, or equivalent, or consent of instructor.**

**MATH 332 College Geometry**

**3 credit hours**
Basic concepts in Euclidean and non-Euclidean geometry, geometric transformations, and applications. Designed primarily for prospective mathematics teachers. Offered as needed.
**Prerequisites: MATH 212 and MATH 242**

**MATH 335 Differential Equations**
**4 credit hours**
First- and second-order methods for ordinary differential equations including separable, homogeneous, linear, Laplace transforms, linear systems, power series, and some applications. Offered spring of even years.
**Prerequisite: MATH 242**

**MATH 336 Mathematical Statistics**
**3 credit hours**
A mathematical study of probability and statistics. Course is Calculus-based and mixes theory and application. Students may not receive credit for both MATH 303 and MATH 336. Offered fall semester.
**Prerequisite: MATH 242; MATH 212 recommended**

**MATH 343 Calculus III**
**4 credit hours**
Vectors and surfaces, parametric equations and motion, functions of several variables, partial differentiation, maximum- minimum, Lagrange multipliers, multiple integration, vector fields, path integrals, Green's Theorem, and applications. Offered spring of odd years.
**Prerequisite: MATH 242**

**MATH 345 Numerical Analysis Methods**
**3 credit hours**
Techniques for curve fitting, interpolation, numerical differentiation and integration; solutions of equations and systems of linear equations; polynomial approximation; error analysis and eigenvectors. Emphasis on the development of mathematical algorithms and data analysis techniques for solving problems encountered by engineers and scientists. Some solutions will be implemented in MATLAB or C/C++. Lab fee required. Offered as needed.
**Same as APCS 345**
**Prerequisites: MATH 241**

**MATH 353 Linear Algebra**
**3 credit hours**
Topics include matrices, systems of linear equations, determinants, vector spaces, inner products, linear transformations, eigen values and applications. A balance between axiomatic and computational mathematics. Offered as needed.
**Prerequisites: MATH 212 and MATH 242**

**MATH 354 Abstract Algebra**
**3 credit hours**
Elementary group theory and ring theory, fundamental isomorphism theorems, ideals, quotient rings, integral domains, real and complex numbers, factorization and zeros of polynomials. Offered every third semester.
**Prerequisites: MATH 212 and MATH 242; MATH 353 is also recommended**

**MATH 360 Selected Topics in Mathematics**

**3 credit hours**
Various advanced mathematical topics can be studied depending on student and faculty interests. Topics will be different from those in courses already offered and will require some proof-writing. May be repeated once for credit. Offered as needed.
**Prerequisite: MATH 212**

**MATH 390 Professional Development Seminar**
**2 credit hours**
Readings and discussion of professional and ethical issues; preparation of an individual's professional portfolio. Participation in a professional meeting and presentation of a paper based on original research and/or ideas encountered at the meeting. Offered fall semester.
**Same as APCS/INDU/PHYS 390**
**Prerequisite: Junior standing in MATH or consent of instructor**

**MATH 395 Professional Development Seminar II 1 credit hour**
Continuation of professional development in a second area. Preparation of a professional portfolio; presentation of an individual research project or participation in another professional meeting and presentation of a research paper. Offered as needed.
**Pre/Co-requisite APCS 390/MATH 390**

# Applied Music (MUAP)

**MUAP 105-111 Private Instruction in Piano/Keyboard, Brass, Guitar/Bass, Percussion, Voice, Woodwind, String**
**1 credit hour**

Instruction is offered for the beginning and advancing musician in twelve weekly, one-half hour lessons per semester. A private lesson tuition fee is charged. May be repeated for credit. Offered fall and spring semester.

**MUAP 105 Piano/Keyboard**
**MUAP 106 Brass**
**MUAP 107 Guitar/Bass**
**MUAP 108 Percussion**
**MUAP 109 Voice**
**MUAP 110 Woodwind**
**MUAP 111 String**

**MUAP 102 Class Piano Instruction I (First Year Piano Skills)**
**1 credit hour**
Designed for the beginning keyboardist with no previous experience. These courses are in a two-part series and must be taken in sequence, except with the instructor's permission. Basic music and keyboarding skills will be taught including note reading, rhythm, scales, chords, harmonizing melodies and music interpretation. These fundamentals will allow students to explore any musical style. Elementary Education majors may find this class useful. Offered fall semester.

**MUAP 130 William Penn University Jazz Ensemble**

**1 credit hour**
A contemporary music ensemble focusing on twentieth-century musical forms such as jazz, rock and world music. May be repeated for credit. Offered fall and spring semester.
**Prerequisite: The equivalent of three years of high school ensemble playing or permission of instructor.**

**MUAP 131 Marching/Pep Band**
**1 credit hour**
Rehearsal and performance of typical pep band music, with required participation at home football games, including set up and tear down. The first rehearsal of this group will be held during the first week of classes, for an extended period. Prior to each home game, pep music will be played through at the regularly scheduled jazz ensemble rehearsal. Other performance opportunities will be taken under consideration by the director. Open to all qualified students at William Penn University and all qualified members of the local community. May be repeated for credit. Offered spring semester.

**MUAP 140 Music in the Electronic Medium**
**1 credit hour**
A course in electro-acoustic music, focusing on creating, sequencing and recording original electronic music. Students will learn the basics of MIDI technology, recording, sequencing and editing software and apply them to their own original works. Each student will have a workstation with a computer and multi-timbral synthesizer for hands-on application in the music department MIDI Lab. Some piano/keyboard and/or computer/electronics experience is helpful but not required. May be taken 3 times to fulfill core Humanities requirement.

**MUAP 202 Class Piano Instruction II**
**1 credit hour**
Continuation of Class Piano I.
**Prerequisites: MUAP 102 or consent of instructor**

**MUAP 250 William Penn Singers (Choral Ensemble)**
**1 credit hour**
Choral music from a wide variety of style periods from madrigals to sacred to vocal jazz/rock will be studied. Singers of all interests and levels are welcome to participate. It is assumed that students are enrolled in the ensemble for the full academic year. May be repeated for credit. Offered fall and spring. Semester. Lab fee required.

**MUAP 251 William Penn Concert Band**
**1 credit hour**

Symphonic concert band open to all William Penn University students, community members and area high school students. Performance of traditional and modern concert band literature. One major concert each semester plus graduation ceremony. May be repeated 8 times.

# Music (MUSI)

**MUSI 100 Applied Music Seminar**
**0 credit hours**
A weekly convocation or studio class is held every Tuesday afternoon. Applied Music Seminar is an opportunity for students to perform with the permission of their applied music instructors. Students registered for any MUAP 101 section are required to attend. Offered fall and spring semester.

**MUSI 104 Fundamentals of Music**
**3 credit hours**
An introduction to the fundamentals of music theory, listening, appreciation, composition and improvisation with an emphasis on practical musicianship and hands-on learning. Exercises will include performance, composition and listening exercises. Keyboard experience is helpful but not required. Students may find it helpful to take the group piano class concurrently or study piano privately.
**Prerequisites: Previous musical experience (singing or playing) helpful.**

**MUSI 123 Music Theory I**
**3 credit hours**
The first of a two-course sequence focusing on fundamentals of notation, keys, diatonic chords, cadences and beginning formal analysis. Students not having sufficient keyboard ability should also study piano. Offered fall semester.

**MUSI 124 Music Theory II**
**3 credit hours**
Continuation of MUSI 123. Seventh chords in root position and their inversions, non-chord tones, modulations, and work in improvisation and composition. MUSI 124 must follow MUSI 123 in sequence except with instructor's permission. Offered spring semester.
**Prerequisite: MUSI 123**

**MUSI 201 Woodwind Methods**
**1 credit hour**
Woodwind Methods is a course designed to provide the music education major an introductory study, with actual playing experience, of the major woodwind instruments (Flute, clarinet and saxophone). Pedagogical approaches to these as well as double reed instruments will be examined and explored. Theoretical concepts such as transposition and the harmonic series will also be included in the course. This course is designed to enable the student to provide beginning instrumental instruction in either a public school or private studio setting.
**Prerequisite: MUSI 123 or consent of instructor**

**MUSI 202 Brass Methods**
**1 credit hour**
Brass Methods is a course designed to provide the music education major an introductory study, with actual playing experience, of the major brass instruments (trumpet, trombone, French horn and tuba). Pedagogical approaches to these instruments will be examined and explored. Theoretical concepts such as transposition and the harmonic series will also be included in the course. This course is designed to enable the student to provide beginning instrumental instruction in either a public school or private studio setting.
**Prerequisite: MUSI 123 or consent of instructor**

**MUSI 203 String Methods**
**1 credit hour**
String Methods is a course designed to provide the music education major an introductory study, with actual playing experience, of the major string instruments (violin, viola, cello and bass). Pedagogical approaches to these instruments will be examined and explored. Theoretical concepts such as transposition and the harmonic series will also be included in the course. This course is designed to enable the student to provide beginning instrumental instruction in either a public school or private studio setting.
**Prerequisite: MUSI 123 or consent of instructor**

**MUSI 204 Percussion Methods**
**1 credit hour**
Percussion Methods is a course designed to provide the music education major an introductory study, with actual playing experience, of the major percussion instruments (snare drum, keyboard percussion and timpani). Pedagogical approaches to these instruments will be examined and explored. Theoretical concepts such as transposition and the harmonic series will also be included in the course. This course is designed to enable the student to provide beginning instrumental instruction in either a public school or private studio setting.
**Prerequisite: MUSI 123 or consent of instructor**

**MUSI 216 History of Music**
**3 credit hours**
An introduction to Western music literature from early music to the present. Offered spring of even years.
**Prerequisite: Completion of MUSI 123 or instructor permission**

**MUSI 217 History of Music II**
**3 credit hours**
Music in American from the time of the Puritans to the present day. Historical, biographical material and listening will be included. For the general students as well as for music majors and minors.

**MUSI 223 Music Theory III**
**3 credit hours**
This course continues the study of the concepts introduced in Music Theory I and II, with the addition of augmented sixth chords, Neapolitan sixth chords, and changes of tonal centers.
**Prerequisites: MUSI 123 and MUSI 124**

**MUSI 224 Music Theory IV**
**3 credit hours**
This course studies counterpoint, fugues, sonata allegro, rondo, and variation forms, as well as 20th century chord structures and techniques.
**Prerequisites: MUSI 223**

**MUSI 336 Conducting**
**2 credit hours**
Instrumental and choral conducting and score reading, use of baton and rehearsal techniques, ranges of instruments, clefs, and transpositions. Offered fall semester of even-numbered years.
**Prerequisite: Student must also be concurrently enrolled in the William Penn University Jazz Ensemble (MUAP 130) and/or William Penn Singers (MUAP 250) and must have successfully completed MUSI 123.**

**MUSI 337 Conducting II**
**2 credit hours**
Continuation of conducting studies with emphasis on instrumental conducting, baton technique, score reading/marking, transpositions, and rehearsal techniques. Offered spring semester of odd-numbered years.
**Prerequisite: MUSI 336.**

**MUSI 339 Ear Training and Sight Singing**
**2 credit hours**
A skills course designed to improve the student's aural acuity and sight-reading ability. Lab fee required. Offered fall of even years.
**Prerequisite: Concurrent enrollment in or completion of MUSI 123**

**MUSI 340 Ear Training and Sight Singing II**
**2 credit hours**
This course is a continuation of the class Ear and Training and Sight Singing I. The content is designed to complement the Theory II course though it is not necessary they be taken in the same semester. Offered in spring semester.
**Prerequisite: MUSI 339**

# Nursing (NURS)

## Pre-Licensure BSN

***NURS courses are available only to students in the nursing major except for NURS 201.***

**NURS 201 Nursing Essentials**
**4 credit hours**
This course introduces the essential scientific knowledge, technical skills, and communication techniques, as specified by OBRA, to function as an accountable member of the health care team. Theory, laboratory practice, and clinical experience will be incorporated to prepare the student to address the biopsychosocial and spiritual needs of patients. This is a 76-hour course (30 hours of lecture / 16 hours of lab / 30 hours of clinical). Background checks are required. Mandatory Reporter of Child and Dependent Adult Abuse, health physical and current immunizations, and TB testing will be required prior to clinical. Fees required.
**Prerequisites: None. Offered FA, SP, SU**

**NURS 202 Introduction to Nursing**
**2 credit hours**
In this course, students will be encouraged to focus on self-care, stress-reduction and coping skills, test-taking strategies including TEAS exam preparation, and requirements for admission to the WPU Division of Nursing program. Students will also be introduced to professional writing and APA format. Fees required.
**Prerequisites: None.**

**NURS 210 Nutrition**
**3 credit hours**
In this course, students will be introduced to nutrition terminology and explore nutrients, dietary guidelines, food labels, life cycle nutrition, and health promotion and disease management and prevention. Students will learn concepts of digestion, absorption, and energy obtained from food and begin to evaluate the nutritional status of clients across the lifespan. Fees required.
**Prerequisites: None.**

**NURS 214 Pharmacology**
**3 credit hours**
This course will focus on basic medication classification, therapeutic and adverse effects, uses, interactions, contraindications, and methods of administration. Students will explore the nurse's role in developing a comprehensive approach to the clinical application of drug therapy through use of the nursing process. Principles of safe administration of medications will be introduced. Dosage calculations are evaluated for competency. Fees required.
**Prerequisite: MATH 102 or 210 or equivalent**

**NURS 261 Guided Study**
**1-4 credit hours**
This is an individually (or small group) designed course to expand the students' experience or individual interest in some topic related to nursing. This course can be related to topics such as practice skills, diversity, health, or service to the community. The content of the course will be based on multilevel evidence that is supportive of the selected topic. Fees required.
**Prerequisites: None**

**NURS 299 Transition**
**2 credit hours**
This course will serve as a transition for a student with past success in another nursing program who is transferring to William Penn University. Students will review foundational knowledge for nursing care. Assessment principles and proper documentation will be addressed. In addition, students will review foundational nursing skills and must demonstrate skills and assessment proficiency by the end of the course. Fees required. For LPN's
**Prerequisites: None**

**NURS 304 Nursing Fundamentals and Skills**
**4 credit hours**
This course will introduce the student to foundational knowledge for nursing care. Students will learn theoretical and clinical applications for nursing skills. Utilizing hands-on experience in the lab setting, students will work closely with peers and faculty to demonstrate accurate and safe nursing skills delivery. Fees required.
**Prerequisites: NURS 201 or equivalent, NURS 214**

**NURS 306 Nursing Assessment**
**4 credit hours**
This course is designed to present students with concepts and principles underlying assessment of the health status of individuals from newborn to geriatric. Emphasis is placed on interviewing skills, health histories, and the physical and psychosocial findings in the well person. Communication and assessment techniques are developed. Students will formulate initial nursing plans using the nursing process. Clinical application will enhance student learning. Fees required.
**Prerequisites: NURS 201 or equivalent, NURS 214**

**NURS 307 Professionalism in Nursing**
**3 credit hours**

This course introduces the students to the concept of knowing beyond pragmatic knowledge. Students will explore the concept of caring as uniquely expressed in nursing situations. Students will become familiar with a variety of nursing theories and will begin utilizing APA formatting for professional writing. The student will be introduced to the ANA Standards of Practice and explore ethical issues that apply to nursing and information science.

**Prerequisites: NURS 201 or equivalent**

**NURS 308 Maternal, Newborn, and Women Nursing**
**4 credit hours**
This course focuses on women, maternal, and newborn populations. Students will explore normal and abnormal conditions, nursing assessment, interventions, evaluation, and promotion of individual and family health for the population of interest. The student will have the opportunity to care for the described population in a clinical setting. Fees required.
**Prerequisite: NURS 304, NURS 306**

**NURS 309 Pediatric Nursing**
**4 credit hours**
This course focuses on the infant to adolescent population. The student will be introduced to normal and abnormal conditions within the population. Nursing assessment, interventions, and evaluation of care for the population will be analyzed as well as the importance of health promotion. The student will have the opportunity to participate in care for the pediatric population in a variety of settings. Fees required.
**Prerequisite: NURS 304, NURS 306**

**NURS 310 Mental Health Nursing**
**4 credit hours**
This course will help students identify the scope of psychiatric-mental health nursing practice, introducing the student to foundational knowledge for mental health nursing care. Students will discuss the importance of evidence-based psychiatric-mental health care in a variety of settings. Assessment principles and proper documentation will be addressed. In addition, students will observe treatment in a primary care setting, integrating physical and mental health issues in a holistic approach. Fees required.
**Prerequisite: NURS 304, NURS 306**

**NURS 315 Introduction to Evidence-Based Practice**
**2 credit hours**
This course will introduce the concept of evidence-based practice. Students will learn research terminology, types of research, and how to locate multi-level evidence. Students will learn to develop a clinical question, identify evidence-based practice models, and gather evidence within the process of implementing evidence-based practice into nursing care.
**Prerequisites: MATH 105 or MATH 303, Admission to Pre-Licensure Program**

**NURS 316 Adult Health I**
**4 credit hours**
In this course, students will explore themes and challenges in nursing practice while providing care based on evidence-based practice for adults with acute and chronic illnesses. Students will utilize the nursing process to identify priority patient problems and understand the nurse's role in promoting self-care as well as nursing interventions to increase overall patient health. Ethical, legal, spiritual, and cultural values will be analyzed and integrated into a professional nursing care plan. Fees required.
**Prerequisite: NURS 304, NURS 306**

**NURS 320 Community Health Nursing**
**4 credit hours**
This course focuses on examining the role of the nurse in understanding the community as a client. Students will come to know nursing assessments and interventions unique to the community or population-based setting. Within this course, students will explore global health and how they can impact the global community. Students will enhance their knowledge through clinical experiences in a variety of community settings. Fees required.
**Prerequisite: NURS 316**

**NURS 326 Adult Health II**
**4 credit hours**
Adult Health II is a continuation of Adult Health I. In this course, students will explore themes and challenges in nursing practice while providing care based on evidence-based practice for adults with acute and chronic illnesses. Students will utilize the nursing process to identify priority patient problems and understand the nurse's role in promoting self-care as well as nursing interventions to increase overall patient health. Ethical, legal, spiritual, and cultural values will be analyzed and integrated into a professional nursing care plan. Fees required.
**Prerequisite: NURS 316**

**NURS 413 Transition to Nursing Practice**
**4 credit hours**
This course is designed to assist nursing students to prepare for NCLEX-RN licensure examination as well as entry-level nursing practice. During the course, students will engage in comprehensive content review based on their individualized needs and identified weaknesses. Students will also be assigned a nurse preceptor and will complete a minimum of 120 hours of on-site clinical experience. Obtaining and maintaining licensure, advancing licensure through continued education, and professional goals and paths will be explored. Fees required.
**Prerequisite: NURS 326, NURS 310, NURS 303, NURS 308, NURS 309**

**NURS 414 Nursing Leadership**
**4 credit hours**
This course emphasizes concepts and skills of basic level management and leadership in nursing. Students will explore aspects of management/leadership with nurse leaders. The students will integrate concepts of critical thinking, decision-making, delegation, communication, and informatics to assure safety and quality outcome initiatives. This course prepares the student to assume the role of a manager/leader at the fundamental level. Fees required.
**Prerequisite: Pre-Licensure Program – NURS 316**

**NURS 415 Evidence-Based Practice**
**3 credit hours**
This course will allow students to focus on the process for implementing evidence-based practice and its application to a clinical situation generated from a practice setting of their choice. Students will utilize critical inquiry in evaluating and synthesizing multi-level evidence related to their question. This evidence will form the basis for drafts of policies to support EBP changes in their practice setting. The student will analyze the use of information technology to support, identify, and assist in the application of patient care across the healthcare continuum.
**Prerequisites: Pre-Licensure Program NURS 315, NURS 320**

**NURS 416 Adult Health III**
**3 credit hours**
Adult Health III is a continuation of Adult Health I and Adult Health II. In this course, students will explore themes and challenges in managing nursing care in emergent and critical care situations. Students will utilize the nursing process to direct clinical decision-making based on evidence-based practice. Ethical, legal, spiritual, and cultural values will be analyzed and integrated into a professional nursing care plan.
**Prerequisite: NURS 326**

## RN-BSN

**NURS 300 Health Assessment/Pathophysiology for the RN-BSN**
**3 credit hours**
This course focuses on pathophysiological aspects of alterations in major body systems at a cellular level. Emphasis is on the holistic nature of human responses to health alterations and how care impacts that human response. Understanding basic disease processes supports decision making in assessing, planning, implementing, and evaluating care of clients in professional nursing practice. Emphasis in this course is placed on comprehensive health assessment of individuals. Students will draw upon their prior knowledge in clinical experiences of health assessment to effectively conduct a comprehensive health assessment for providing safe, efficient care. Fees required.
**Prerequisite: Admission to RN-BSN Program**

**NURS 301 Professional Nursing for the RN-BSN**
**5 credit hours**
This course enhances the students' understanding of clinical reasoning through expanding knowledge beyond pragmatic knowledge. Students will explore the concept of caring as uniquely expressed in their nursing situations. Students will learn to locate multi-level evidence, learn research terminology, types of research, and investigate evidence-based holistic nursing interventions. Students will begin utilizing APA formatting for professional writing. The student will be introduced to the ANA Standards of Practice and explore ethical issues that apply to nursing and information science.
**Prerequisite: Admission to RN-BSN Program**

**NURS 302 Nursing Leadership for the RN-BSN**
**4 credit hours**
This course emphasizes concepts and skills of basic level management and leadership in nursing. Students will explore aspects of management/leadership with nurse leaders. The students will integrate concepts of critical thinking, decision-making, delegation, communication, and informatics to assure safety and quality outcome initiatives. This course prepares the student to assume the role of a manager/leader at the fundamental level. Fees required.
**Prerequisite: Admission to RN-BSN Program**

**NURS 303 Community Health Nursing for the RN-BSN**
**4 credit hours**
This course focuses on examining the role of the nurse in understanding the community as a client. Students will come to know nursing assessment and interventions unique to the community or population-based settings. Within this course, students will explore global health and how they can impact the global community. Students will enhance their knowledge through clinical experiences in a variety of community settings.
**Prerequisite: Admission to RN-BSN Program**

**NURS 312 Nursing Informatics for the RN-BSN**
**3 credit hours**
The student will be introduced to information databases and explore ethical issues that apply to the use of information science in nursing. The student will analyze the use of information technology to support, identify, and assist in the application of patient care at an individual, organizational, and/or community level.
**Prerequisite: Admission into RN-BSN Program**

**NURS 313 Enhancing Nursing Health for the RN-BSN**
**3 credit hours**
This course is designed to enhance the nurse's knowledge in holistic health. Students will learn concepts related to creating and maintaining a healthy life for the nurse and serve as a role model to their patients and community.
**Prerequisite: Admission to RN-BSN Program**

**NURS 400 Introduction to Evidence Based Practice for the RN-BSN**
**2 credit hours**
This course will introduce the concept of Evidence Based Practice. Students will learn to develop a clinical question, identify stakeholders, and gather evidence within the process of implementing Evidence Based Practice into nursing care.
**Prerequisites: Admission to RN-BSN Program, MATH 105 or MATH 303 or consent of instructor**

**NURS 403 Evidence Based Practice for the RN-BSN**
**3 credit hours**
This course will allow students to focus on the process for implementing evidence-based practice and its application to a clinical situation generated from a practice setting of their choice. Students will utilize critical inquiry in evaluating and synthesizing multi-level evidence related to their question. This evidence will form the basis for drafts of policies to support EBP changes in their practice setting.
**Prerequisite: Admission to RN-BSN Program, NURS 400**

# Physical Education Activities (PHLA)

The following courses are offered to improve movement efficiency and provide knowledge of recreational activities. Instruction for all participants is according to their skill level. All PHLA activities are 1 credit courses each, and no more than six activity credits will be counted toward graduation. A lab fee may be applied, depending on the activity.

**PHLA 101 Swimming**
**PHLA 102 Tennis**
**PHLA 103 Golf**
**PHLA 104 Archery**
**PHLA 105 Fishing**
**PHLA 107 Social Dance**
**PHLA 108 Folk and Square Dance**
**PHLA 109 Weight Training**
**PHLA 110 Volleyball**
**PHLA 111 Soccer**
**PHLA 112 Football**
**PHLA 114 Self Defense**
**PHLA 115 Basketball**
**PHLA 116 Handball and Racquetball**
**PHLA 117 Softball**
**PHLA 118 Stress Management**
**PHLA 119 Jogging**
**PHLA 120 Bowling**
**PHLA 121 Speedball**
**PHLA 122 Table Games**
**PHLA 124 Badminton**

PHLA credit (1 hour) may also be earned by registering for and participating in the following intercollegiate athletics. Credit is awarded during the semester in which the season ends. These PHLA activities are graded on a credit/no credit basis.

**PHLA 150 Intercollegiate Baseball**
**PHLA 152 Intercollegiate Basketball**
**PHLA 153 Intercollegiate Bowling**
**PHLA 154 Intercollegiate Cheer/Dance**
**PHLA 155 Intercollegiate Dance**
**PHLA 156 Intercollegiate Cross Country**
**PHLA 158 Intercollegiate Football**
**PHLA 160 Intercollegiate Golf**
**PHLA 162 Intercollegiate Soccer**
**PHLA 164 Intercollegiate Softball**
**PHLA 166 Intercollegiate Track & Field**
**PHLA 168 Intercollegiate Volleyball**
**PHLA 170 Intercollegiate Wrestling**
**PHLA 171 Intercollegiate Lacrosse**
**PHLA 172 Intercollegiate Shotgun Sports**

# Physical Science (PHSC)

**PHSC 100 Physical and Earth/Space Science for Elementary Educators**

**3 credit hours**

This course is designed to provide the Elementary Education student with an introduction to the Sciences with content related to Physical and Earth/Space Science. This class cannot be used to meet Core science requirements. Offered spring semester.

**Prerequisite: Elementary Education major**

# Physics (PHYS)

**PHYS 201 General Physics I**
**4 credit hours**
Solid mechanics including kinematics, dynamics and statics; fluid mechanics, waves, periodic motion, sound, and light with algebra and trigonometry applications. Three lectures and one laboratory session per week. Lab fee required. Offered fall semester.
**Prerequisite: MATH 140 or consent of instructor**

**PHYS 202 General Physics II**
**4 credit hours**
Heat transfer, thermodynamics, magnetism; electricity including resistance, capacitance, inductance, series and parallel combinations, DC and AC circuits; electromagnetic waves, atomic structure and modern physics with algebra and trigonometry applications. Three lectures and one laboratory session per week. Lab fee required. Offered spring semester.
**Prerequisite: PHYS 201**

**PHYS 211 College Physics I**
**5 credit hours**
Solid mechanics including kinematics, dynamics and statics; fluid mechanics, waves, periodic motion, sound and light with vector and calculus applications. Three lectures, one laboratory session, and one problem-solving session per week. Lab fee required. Offered fall semester.
**Prerequisite: MATH 241 or consent of instructor**

**PHYS 212 College Physics II**
**5 credit hours**
Heat transfer, thermodynamics, magnetism; electricity including resistance, capacitance, inductance, series and parallel combinations, DC and AC circuits; electromagnetic waves, atomic structure and modern physics with vector and calculus applications. Three lectures, one laboratory session, and one problem-solving session per week. Lab fee required. Offered spring semester.
**Prerequisite: PHYS 211**

**PHYS 227 Electrical Energy and Circuits**
**4 credit hours**
Scientific theory of magnetism and electricity. An introduction to the generation and distribution of electrical energy. Application of Ohm's Law and Watt's Law to DC & AC circuits containing resistors, and/or capacitors, and/or inductors in series, parallel, and series/parallel combinations. Laboratory includes use of test equipment, breadboarding and troubleshooting of basic DC & AC circuits, and an introduction to residential wiring. Also includes units on Programmable Logic Controllers, basic electronics, and the construction of an individual project. Lab fee required. Offered fall semester.
**Same as INDU 227**
**Prerequisite: MATH 140 recommended**

**PHYS 327 Engineering Thermodynamics**
**3 credit hours**
Introduction to the principles of work, energy and the physical properties of engineering fluids including temperature, pressure, internal energy, enthalpy, specific heat and entropy. The first and second laws of thermodynamics will be studied and used to analyze various thermodynamic processes common in engineering practice. The non-flow energy equation, continuity equation, Bernoulli's equation and steady flow energy equation will be introduced. Calculations will also involve the ideal gas law, gases, and gas mixtures, steam and non-ideal gases. Offered fall semester.

**Same as ENGR 327**
**Prerequisites: MATH 140/MATH 241 and PHYS 202/212**

**PHYS 333 Industrial Electronics**
**4 credit hours**
Scientific theory of semiconductors. An introduction to circuits using diodes, transistors, and op-amps. Exploration of the use of transducers to interface mechanical, fluid, electrical, and thermal systems with emphasis placed on industrial automation and control. Laboratory activities include breadboarding and troubleshooting basic circuits, use of Programmable Logic Controllers, and various forms of electric motor controls. Construction of individual and group projects including original design of a printed circuit board is encouraged. Lab fee required. Offered spring of even years.
**Same as INDU 333**
**Prerequisites: PHYS 202/212 or INDU 227**

**PHYS 341 Statics**
**3 credit hours**
An introduction to the principles of engineering statics and the laws of equilibrium. Mathematical analysis of forces and moments acting on machine elements, frames and trusses at rest or in non-accelerated motion. The concepts of free body diagrams, inertia, friction and moment diagrams are introduced to help analyze multiple force systems. Classroom concepts will be applied to actual industrial problems to develop a method of problem evaluation and final solution. Lab fee required. Offered spring semester.
**Same as ENGR 341**
**Prerequisites: PHYS 201/211 & MATH 241**

**PHYS 342 Dynamics and Kinematics**
**3 credit hours**
An introduction to the principles of engineering dynamics, including particle position, displacement, velocity and acceleration. Newton's laws will be used to evaluate the forces required to produce desired motions, velocities and accelerations of machine elements. Concepts of work, kinetic energy, impulse, momentum and the conservation of energy will be introduced and applied in the analysis of actual industrial problems. Lab fee required. Offered spring semester.
**Same as ENGR 342**
**Prerequisites: PHYS 341**

**PHYS 343 Mechanics of Materials**
**3 credit hours**
An introduction to the concept of internal stresses in machine elements resulting from applied external force systems. Mathematical analysis of tension, compression, torsional and flexure stresses in machine elements and pressure vessels. Introduction and mathematical analysis of strain and deflections resulting from external forces. Classroom concepts will be applied to actual industrial problems to develop a method of problem evaluation and resolution. Offered fall semester.
**Same as ENGR 343**
**Prerequisites: PHYS 341**

**PHYS 390 Professional Development Seminar**
**2 credit hours**

Readings and discussion of professional and ethical issues; preparation of an individual's professional portfolio. Participation in a professional meeting and presentation of a paper based on original research and/or ideas encountered at the meeting. Offered fall semester.

**Same as APCS/INDU/MATH 390**
**Prerequisite: Junior standing in PHYS or consent of instructor**

**PHYS 395 Professional Development Seminar II**
**1 credit hour**
Continuation of professional development in a second area. Preparation of a professional portfolio; presentation of an individual research project or participation in another professional meeting and presentation of a research paper. Offered as needed.
**Pre/Co-requisite: APCS/INDU/MATH 390**

# Political Science (PLSC)

**PLSC 100 International Relations**
**3 credit hours**
Individual, domestic, national and system effects on relations between states; war, diplomacy and other instruments of influence; contemporary and future international problems. Offered spring semester.

**PLSC 125 United States National Government**
**3 credit hours**
Nature of government, Federal Constitutional principles; organization and functions of executive, legislative, and judicial branches; roles of interest groups and citizens in democracy. Offered fall semester.

**PLSC 150 Comparative Politics**
**3 credit hours**
This course introduces students to the field of comparative politics, focusing on the systematic comparison of political systems, institutions, and processes across different countries. It will also introduce them to comparative methodology, with an emphasis on developing analytical and critical thinking skills through comparative analysis. Offered spring of even years.

**PLSC 200 The Politics of War and Peace**
**3 credit hours**
Major issues concerning war and peace and the search for peace; research on the causes of war at the individual, national and system levels; an examination of the ethics of war and the conduct of war; nuclear weapons and disarmament, nuclear war. Offered fall of odd years.
**Prerequisite: PLSC 100 or consent of instructor**

**PLSC 210 State and Local Government**
**3 credit hours**
Organization and functions of state, county, and municipal government; examination of their financial problems, reorganization and urban-rural relations. Offered fall of odd years.

**PLSC 217 Ethnic and Race Relations**
**3 credit hours**

Explores the historic and current problems faced by ethnic and racial minority groups in American society; the causes and consequences of prejudice and discrimination and the nature of current minority-majority interaction. Offered fall of even years.
**Same as SOCI 217**

**PLSC 221 Women in American History**
**3 credit hours**
Examines the political, economic, social, and cultural history of American women. Offered spring of even years.
**Same as HIST/SOCI 221**

**PLSC 230 Congress and the Presidency**
**3 credit hours**
Background of the executive and legislative branches in the Constitutional Convention and their evolution to present; decision-making by Congress and the President. Offered fall of even years.
**Prerequisite: PLSC 125 or consent of instructor**

**PLSC 234 African American History**
**3 credit hours**
Examines the political, economic, social, and cultural history of African-Americans. Offered spring of odd years.
**Same as HIST/SOCI 234**

**PLSC 236 History of U.S. Foreign Policy**
**3 credit hours**
Examines the diplomatic and military history of the United States since the Revolutionary War, with emphasis on the twentieth century. Offered spring semester.
**Same as HIST 236**

**PLSC 250 American Political Parties and Elections**
**3 credit hours**
Examines the historical development, organization, functions, and tactics of American political parties and the historical development, method, style, and meaning of presidential and congressional election campaigns. Offered fall of even years.
**Same as HIST 250**

**PLSC 310 Political Thought**
**3 credit hours**
Analysis of political theory from the ancient, medieval, modern, and post-modern periods, with application to political issues and problems of the contemporary world. Offered fall of odd years.

**PLSC 321 U.S. Public Opinion and Interest Groups**
**3 credit hours**
An examination of the trends and diversity of American public opinion on political issues; an introduction to the measurement of public opinion; how and why public opinion develops into interest groups; types, resources, tactics, roles, and regulation of interest groups. Offered spring of odd years.

**PLSC 331 Law and Society**
**3 credit hours**

Evolution of law and legal institutions; theory of law and jurisprudence; use of law and the legal system for the development of public policy. Offered spring of even years.
**Same as SOCI 331**
**Prerequisite: PLSC 125 or consent of instructor**

**PLSC 332 The American Constitution**
**3 credit hours**
Examines the historical development of the U. S. Constitution and landmark Supreme Court Cases within the context of their impact on American politics, culture and social institutions. Offered fall of even years.
**Same as HIST 332**

**PLSC 349 International Business**
**3 credit hours**
Study of business in a global economy with the major complexities involved including the effects of different social systems, governmental influences on trade, financial exchange rates, and corporate relationships and policies. Offered spring semester.
**Same as ECON/BUSI 349**
**Prerequisites: Junior standing**

**PLSC 357 Political Science Internship**
**1 to 6 credit hours**
An Internship course designed to account for Political Science students' practical, hands-on experience in government, public policy, or related fields. This Internship should be a volunteer or paid project or position, initiated by the student and approved by a faculty supervisor, who will ensure that the student is documenting and reflecting on their experience in a way that adds to their education. The project should be approved by the supervisor, and expectations for work completed and credits earned will be clarified ahead of time.

**PLSC 390 History/Government Practicum**
**3 credit hours**
This capstone course integrates knowledge gained through student's major concentration and Penn Leadership Core courses. Offered spring semester.
**Same as HIST 390**

# Psychology (PSYC)

**PSYC 102 Introduction to Psychology**
**3 credit hours**
Introductory psychology with units in learning, human development, problem solving, perception, emotion, motivation, personality, social behavior, behavior disorders, and therapy. Offered fall semester.

**PSYC 108 Lifespan Psychology**
**3 credit hours**
Human development from conception to death (child, adolescent, adult psychology). Emphasis on the plasticity, multidimensionality, multi-directionality, and historical embeddedness of human change. Offered fall and spring semester.

**PSYC 221 Introduction to Counseling**
**3 credit hours**
An overview of current practices in personal and career counseling including basic counseling skills and contemporary professional issues. Emphasis on service to individuals. Offered fall semester.

**PSYC 260 Social Psychology**
**3 credit hours**
Scientific study of social influence. Topics include small group process, organizational behavior, affliction, aggression, altruism, attitude change, interpersonal attractions, and prejudice. Offered spring semester.
**Same as SOCI 260**

**PSYC 265 Social Science Statistics**
**3 credit hours**
This course introduces students to the fundamentals of social statistics–techniques social scientists use to summarize quantitative data. The topics include descriptive statistical percentages, ratios and rates, frequency distributions, tables, charts, and graphs; measures of central tendency and dispersion; inferential statistical sampling distribution and estimation; hypothesis testing; bivariate measures of association; and multivariate techniques. Offered fall semester. MATH 105 recommended.
**Same as SOCI 265**

**PSYC 303 Developmental & Educational Psychology**
**3 credit hours**
This course focuses on human development of child and adolescent (K-12) including physical, personal, social and cognitive development. Psychological principles are applied to the educational process with units in learning, motivation, measurement, and evaluation. This course is required for all education majors.
**Prerequisites: EDUC 100, Junior standing or consent of the instructor**

**PSYC 305 Theories and Systems of Counseling**
**3 credit hours**
The emphasis of this course is counseling theories as applied to counseling individuals. An overview of the major theoretical perspectives on human behavior and individual counseling interventions. Counseling strategies and techniques associated with different theories will be discussed. Offered spring semester.
**Prerequisite: PSYC 102**

**PSYC 322 Multicultural Counseling Approaches**
**3 credit hours**
Designed to help counselors and mental health practitioners maximize their effectiveness when working with a culturally diverse population. Offered spring semester.
**Prerequisite: PSYC 221**

**PSYC 324 Neurobiology**
**3 credit hours**
This course examines the relationship of nervous system structure and function to human behavior and cognition. Subjects covered will include basic neuroanatomy and neural cell biology, sensory function, emotions, learning and sleep. Offered fall semester.
**Prerequisites: BIOL 102 or 216; PSYC 102 or 108; minimum of Sophomore standing.**
**Same as BIOL 324**

**PSYC 326 Abnormal Psychology**
**3 credit hours**
A study of major forms of psychological disorder in adults and children in the context of modern life. Attention to the genetic, socio-cultural, and psychological bases and amelioration of abnormality. Offered spring semester.

**PSYC 327 Personality**
**3 credit hours**
A survey of the major theories of personality, including but not limited to those of Freud, Jung, Skinner, Maslow, Adler, Fromm, Bandura, Allport, and Cattell. Offered fall semester.
**Prerequisites: PSYC 102 or consent of instructor**

**PSYC 331 Human Services in Contemporary America**
**3 credit hours**

Survey of human service organizations, their historical development, relationship to professional societies, and diverse employment opportunities locally and nationally. Offered fall semester.

**PSYC 333 Learning**
**3 credit hours**
An exploration of past and current learning theories. Emphasis will be placed on how learning principles are related to everyday experiences and how knowledge of these principles may be used to modify one's behavior for a more satisfying life. Offered fall semester.
**Prerequisite: PSYC 102 or consent of instructor**

**PSYC 335 Experimental Psychology**
**3 credit hours**
An in-depth examination of research methods applied in the field of psychology, as well as how data is collected, analyzed (at a basic level) and written in report form. Required of psychology majors. Offered fall semester.
**Prerequisite: PSYC 102 and MATH 303 or consent of instructor**

**PSYC 348 Crisis Intervention**

**3 credit hours**
A skills-related counseling course to understand the bases of and practical techniques for crisis intervention and group facilitation. Offered spring semester.
**Prerequisite: PSYC 102**

**PSYC 390 Psychology Practicum Human Services General**
**3 credit hours**
A capstone course for psychology / human services majors. Some field experience and seminar discussion. Human services students will be required to work a minimum of 100 hours in an area of human services or a work setting where human relations skills and psychological knowledge are relevant. Psychology students will conduct primary or literature research integrating knowledge in their discipline. Offered spring semester.
**Prerequisite: PSYC 335 for Psychology majors**

# Religion (RELI)

**RELI 104 Understanding the Old Testament**
**3 credit hours**
A survey course in which significant portions of the Old Testament are read and discussed. The historical-spiritual development of the Jewish people and relationship of the Jewish faith to Christianity is emphasized. Offered fall semester.

**RELI 106 Understanding the New Testament**
**3 credit hours**
A survey course in which the entire New Testament is read and discussed. Major features and themes of the individual books and letters of the New Testament are discussed and analyzed. Offered spring semester.

**RELI 204 Christianity in America**
**3 credit hours**
Examines the rise of both the Protestant and Catholic churches in America and the influence of Christianity upon American life and culture. Offered fall of even years.
**Same as HIST 204**

**RELI 206 Christian Ethics**
**3 credit hours**
This course examines the foundations of Christian ethical thought and theory derived from both the New and Old Testaments. The personal and social implications of Christian ethics to life and culture will be addressed. Lives of exemplars representing Christian ethics in action–both past and present–will serve as models for study and reflection.

**RELI 210 Religion in Modern America**
**3 credit hours**
A survey of the influence of religion upon American culture from the 20th century to the present day.

**RELI 212 Religion and Society**
**3 credit hours**
This course approaches religion as one of society's institutions. It will focus on the practices, social structures, historical backgrounds, development, universal themes and the roles of religion in society. Emphasis will be placed on the dialectical relationship between society and religion.
**Same as SOCI 212**

**RELI 300 Comparative Religion**
**3 credit hours**
This course is a comparative survey of world religious leaders, historical and contemporary. The emphasis will be on understanding the major religious faiths of the world. The course will include inquiry concerning the beliefs, practices, views of reality, morality, paths of ultimate fulfillment, and the social implications of the world's major religions. Students will be expected to respond reflectively to the readings and field experiences. Offered fall and spring semester.

# Sport Management (SMGT)

**SMGT 222 American Sports History**
**3 credit hours**
Examines the history of baseball, football, and other team and individual sports, with emphasis on the twentieth century. Offered fall of odd years.
**Same as HIST 222**

**SMGT 223 Sociology of Sport**
**3 credit hours**
This course offers a sociological examination and analysis of the role the institution, sport, plays in social life and society. Particular attention is given to understanding the social processes which relate to sport, such as socialization, competition and conflict, cooperation, social stratification, and social change. Additionally, the relationship(s) between sport and culture and between sport and other social institutions–such as education, economics, politics, health, family, and religion–is addressed. Offered as needed.
**Same as SMGT 223**

**SMGT 228 Sport Communication**
**3 credit hours**
An introduction and overview of the field of sport communication; specific topics include models of sport communication, print and electronic media, sport advertising, public relations, media relations, and employment opportunities. Students will write copy for various media) create content for their sport communication portfolio) as well as critically assess content created by other sport organizations. Offered fall and spring semester.

**Theory of Coaching Sports Courses**
The following 2 credit hour theory courses include the theory, organization, methods and techniques of coaching these sports. Each course is designed as preparation for public school coaching. Lectures and practical work with the various athletic teams are included. Also included will be ethics education for coaches of all sports.

**SMGT 240 Theory of Coaching Wrestling**
**SMGT 241 Theory of Coaching Football**
**SMGT 242 Theory of Coaching Basketball**
**SMGT 243 Theory of Coaching Baseball**
**SMGT 244 Theory of Coaching Softball**
**SMGT 245 Theory of Coaching Golf**
**SMGT 246 Theory of Coaching Volleyball**
**SMGT 248 Theory of Coaching Track and Field**
**SMGT 250 Theory of Coaching Soccer**
**SMGT 251 Theory and Practice of Officiating**

**SMGT 253 Theory of Mental Training**
**2 credit hours**
This course will dive into mental training practices to achieve success on sports teams and in business and in life. The goal is to teach theories and practices that students can take with them in their respective sport and future coaching of business endeavors.

**SMGT 260 Field Experience I**
**1 credit hour**
An opportunity for students to survey pre-career opportunities, observe industry-relevant practices and content, and initiate professional networking. Course is repeatable once for credit; 2 credit hours maximum. Offered fall and spring semester.

**SMGT 319 Concepts of Coaching**
**3 credit hours**
This course provides an overview of the concepts that are essential in the preparation of sport coaches in secondary schools. Students will evaluate the current theoretical perspectives in the field of sport psychology and critically evaluate the current research in coaching sports. Topics include: developing a coaching philosophy, evaluating theories in motivation, understanding team dynamics, communicating effectively, and improving player performance. Offered fall and spring semester.
**Prerequisite: Junior standing or consent of instructor.**

**SMGT 321 Sports Marketing**
**3 credit hours**
Marketing concepts applied to the sports industry with application emphasis on the amateur and collegiate levels. Topics covered include the traditional marketing mix, services marketing, public relations, and event planning. Students also will utilize case studies and individual and team projects in learning how to market sporting events. Offered fall and spring semester.
**Same as BUSI 321**
**Prerequisite: Junior standing or consent of instructor.**

**SMGT 351 Paradigms in Sport**
**3 credit hours**
A systematic assessment of contemporary sport programs focusing on the development and application of leadership skills across various sport platforms. Topics include a historical overview of sport, examination of necessary management skills, exploration of different sports and settings, and the progression of leadership expertise necessary for success in the industry. Offered fall and spring semester.
**Prerequisite: Junior standing or consent of instructor.**

**SMGT 360 Field Experience II**
**1 credit hour**
An opportunity for students to further explore practice-based opportunities, develop industry-relevant skills and initiate networking, as well as building their career portfolio in the sport industry. Course is repeatable once for credit; 2 credit hours maximum. Offered fall and spring semester.

**SMGT 445 Sport Facility & Event Management**
**3 credit hours**
This course examines the fundamental knowledge, skills, and concepts pertaining to the planning, organization, publicity, and management of sporting events. Additionally, the course will address the ongoing operation, maintenance, development, and planning of sport and leisure facilities. Offered fall and spring semester.
**Prerequisite: Sport Management majors only; others by permission of instructor.**

**SMGT 454 Fundamental Legal Topics in Kinesiology**
**3 credit hours**
This course focuses on safety, negligence, and liability in sport. Designed to help ADs, coaches, educators, facility managers, program directors, etc., develop the knowledge and skills to recognize and eliminate dangerous situations before they become problematic. Offered fall and spring semester.
**Prerequisite: Sport Management majors only; others by permission of instructor.**

# Sociology (SOCI)

**SOCI 101 Introduction to Sociology**
**3 credit hours**
Examines the social processes and structures which shape both individuals and groups of all sizes, including friends, families, corporations and nations. Provides students with interpretive tools for understanding themselves and others in a changing world. Offered fall semester.

**SOCI 123 Sociology of Contemporary Issues**
**3 credit hours**
Investigates current social problems with an analysis of causative factors and possible solutions. Topics covered will vary. Offered spring semester.

**SOCI 126 Deviant Behavior**
**3 credit hours**
A sociological analysis of deviant behavior in relation to norms, values, and social control. The course examines the relationship of deviant behavior to conventional values, sex roles, institutions, and power, with special attention to the social construction of deviance. Offered spring semester.

**SOCI 211 Introduction to Criminology**
**3 credit hours**
Analyzes the meaning, identification and causes of crime and the role of social institutions in the control of crime and the correction of criminals. Offered fall semester.

**SOCI 212 Religion and Society**
**3 credit hours**
This course approaches religion as one of society's institutions. It will focus on the practices, social structures, historical backgrounds, development, universal themes and the roles of religion in society. Emphasis will be placed on the dialectical relationship between society and religion.
**Same as RELI 212**

**SOCI 217 Ethnic and Race Relations**
**3 credit hours**
Explores the historic and current problems faced by ethnic and racial minority groups in American society and beyond; the causes and consequences of prejudice and discrimination and the nature of current minority-majority interaction. Offered fall semester.
**Same as PLSC 217**

**SOCI 218 Juvenile Delinquency**
**3 credit hours**
An investigation of youth as both offenders and victims of crime; theories of juvenile delinquency; youth programs related to crime; the role of the school, the family, and the police; child abuse, runaways and street kids; juvenile gangs; the juvenile justice system; juvenile corrections, and an evaluation of preventive programs. Offered fall semester.

**SOCI 219 Sex and Gender in Society**
**3 credit hours**
A sociological exploration of the changing roles of men and women. Examination of formation of male and female identity; problems encountered between men and women; interpersonal, romantic, and work

relationships; and the implications of changing sex roles for major social institutions. Offered spring semester.

**SOCI 220 Social Organization**
**3 credit hours**
A study of organizational society, its formal and informal structure, the development of bureaucracy, and the use and misuse of power. Offered fall semester.

**SOCI 221 Women in American History**
**3 credit hours**
Examines the political, economic, social, and cultural history of American women. Offered spring even years.
**Same as HIST 221/PLSC 221**

**SOCI 223 Sociology of Sport**
**3 credit hours**
This course offers a sociological examination and analysis of the role the institution, sport, plays in social life and society. Particular attention is given to understanding the social processes which relate to sport, such as socialization, competition and conflict, cooperation, social stratification, and social change. Additionally, the relationship(s) between sport and culture and between sport and other social institutions–such as education, economics, politics, health, family, and religion–is addressed. Offered as needed.
**Same as SMGT 223**

**SOCI 234 African American History**
**3 credit hours**
Examines the political, economic, social, and cultural history of African-Americans. Offered spring odd years.
**Same as PLSC/HIST 234**

**SOCI 240 Policing in America**
**3 credit hours**
This course examines fundamental issues relevant to contemporary public policing in the United States. Included in this examination are the role and history of police and policing; the impact of policing on crime, disorder, and other social problems; discretion and its control; moral hazards of the profession; police legitimacy and public support; police culture and organization; community policing strategies; and the homeland security role. Offered fall semester.

**SOCI 242 Crime and Public Policy**
**3 credit hours**
Crime control in America focuses on the research regarding the effectiveness of various crime control programs. This course is designed to provide students with a broad analysis of both historic and contemporary crime control strategies implemented by the police, courts, legislators, and the correctional system. Studies indicating strengths and weaknesses of each strategy are examined. Special approaches outside the criminal justice system are reviewed, as well as juvenile crime issues. Offered spring semester.

**SOCI 260 Social Psychology**
**3 credit hours**
Scientific study of social influence. Topics include small group process, organizational behavior, affliction, aggression, altruism, attitude change, interpersonal attractions, and prejudice. Offered spring semester.
**Same as PSYC 260**

**SOCI 265 Social Science Statistics**
**3 credit hours**
This course introduces students to the fundamentals of social statistics–techniques social scientists use to summarize quantitative data. The topics include descriptive statistical percentages, ratios and rates, frequency distributions, tables, charts, and graphs; measures of central tendency and dispersion; inferential statistical sampling distribution and estimation; hypothesis testing; bivariate measures of association; and multivariate techniques. Offered fall semester.
**Prerequisite: MATH 105 recommended.**
**Same as PSYC 265**

**SOCI 311 Marriage and Family**
**3 credit hours**
Marriage and contemporary family life; exploration of questions, problems, and alternatives. Offered fall semester.
**Prerequisite: SOCI 101, or SOCI 123, or consent of instructor**

**SOCI 328 Criminology Theory and Practice**
**3 credit hours**
An analysis of the patterns and causes of criminality and the operational practice of the law enforcement and criminal justice systems. Crime, as a form of social deviance, is examined in relation to the cultural and social control systems of society. Offered spring semester.
**Prerequisite: SOCI 101, 123, or consent of instructor**

**SOCI 331 Law and Society**
**3 credit hours**
Evolution of law and legal institutions; theory of law and jurisprudence; use of law and the legal system for the development of public policy.
**Same as PLSC 331**
**Prerequisite: PLSC 125 or consent of instructor**

**SOCI 335 Social Research Methods**
**3 credit hours**
Presents the detailed logic underlying research design, data collection, and data analysis in sociological studies. The course addresses both quantitative (e.g., survey) and qualitative (e.g., participant observation) dimensions of research, and special emphasis is placed on research ethics. Offered spring semester.
**Prerequisite: MATH 105 or consent of instructor**

**SOCI 345 Organizational Behavior**
**3 credit hours**
Analysis of the behavior of people in organizations, drawing upon the disciplines of Psychology, Sociology, and Business Administration. Applications are studied in the context of effective management of organizational behavior and the important inter-relationships between needs and expectations of the individual, the organization, and society. Offered fall semester.
**Same as BUSI 345**

**SOCI 347 Business Ethics**
**3 credit hours**
Approaches to ethical issues and problems facing business and society today. Offered fall and spring semesters.
**Same as BUSI 347**
**Prerequisite: Junior standing**

**SOCI 350 Sociological Theory**
**3 credit hours**
An integrative seminar focusing on the central issues and selected problems faced by major social thinkers and others in the study and understanding of the social world. Offered every fall.
**Prerequisite: SOCI 101 or SOCI 123 and twelve hours of other Sociology courses, or consent of the instructor**

**SOCI 390 Sociology Practicum**
**3 credit hours**
A capstone seminar course in sociology research methodology, theory, and practice involving 100 hours of relevant service learning. Regardless of emphasis area, majors will be involved in research integrating knowledge of their discipline with critical reflection on their service learning experiences. Offered spring semester.

# Theatre (THEA)

**THEA 104 Basic Production**
**3 credit hours**

Designed to familiarize a student with all production aspects of a working theatre. Along with class and workshop time, students will make practical application of theories and practices through work on university, community, and possibly, professional performances. Offered fall semester.

**THEA 106 Acting I**
**3 credit hours**
Students will explore basic acting techniques as they relate to theatre productions, and a variety of post-graduate and/or occupational scenarios. Techniques covered include character analysis, script analysis, voice projection, movement, collaboration, communication, memorization, and creativity. Offered spring semester.

**THEA 110 Improvisation and Movement**
**3 credit hours**
Students will explore basic performing techniques as they relate to theatrical productions, and a variety of post- graduate and/or occupational scenarios. Short-form improvisation techniques will be the primary focus of the course. Offered fall semester.

**THEA 114 Theatre Production**
**1 credit hour**

This course will allow students to utilize their theatrical skills and knowledge on actual university productions. Students must participate in the production(s) being done in the semester the course is offered.

**THEA 119 Specialized Production Elements**
**3 credit hours**
This course explores basic principles, designs, and implementation related to special technical areas of theatrical productions. These areas include special effects, makeup, and costuming. Students must make practical application of course content through participation in the university production(s) being done in the semester the course is offered.

**THEA 124 Stage Lighting & Sound**
**3 credit hours**
An introductory course providing students with a basic understanding of the principles, practices, and execution of stage lighting and sound and their applications in the theatre. The lighting portion of the course focuses on the fundamentals of stage lighting such as: functions of lighting, qualities of light, design, basic electricity, lighting instruments and equipment, light plot basics, board operation, and safety. The sound portion of the course provides the students with a working knowledge of sound design and engineering focusing on the functions of sound, equipment (including set up and maintenance), design, sound operation, sound plot basics, recording and reproduction.

**THEA 130 Scenic Design and Construction**
**3 credit hours**
This course is designed to familiarize students with all production aspects of designing, building, and painting a set. Along with class and workshop time, students will make practical application of theories and practices through work on university, community, and professional performances.

**THEA 212 Oral Interpretation**
**3 credit hours**
This course will introduce students to a specific, systematic understanding of performed literature. An emphasis will be placed on connecting the analytical and presentational skills utilized in Oral Interpretation to skills needed in a variety of post-graduate and/or occupational scenarios. Offered fall semester of even years.

**THEA 216 History of Theatre**
**3 credit hours**
This course gives an overview of theatre history and aesthetic styles, explores the methods of theatre artists, and provides a literary perspective from ancient ceremonies to modern day. Offered fall semester odd years.
**Same as ENGL 216 Literary Genres: Drama**

**THEA 304 Directing and Advanced Production**
**3 credit hours**
This is a workshop course that will explore the directing and production of an entire one act play by coordinating and executing all aspects of the production.
**Prerequisites: THEA 104, THEA 106, and THEA 306**

**THEA 306 Acting II**
**3 credit hours**
Students will explore advanced acting techniques building on concepts covered in Acting I. Techniques include Stanislavski's Method, Strasberg's Method, and other performing approaches to reinforce acting as a disciplined art. Offered fall semester of even years.
**Prerequisite: THEA 106**

**THEA 307 Shakespeare**
**3 credit hours**
This course will be an in-depth examination of Shakespeare's plays and poetry. Opportunities include attending/participating in at least one Shakespeare performance/event. Offered spring semester even years.
**Same as ENGL 307**
**Prerequisite: ENGL 220 or consent of instructor**

# Special Courses

In addition to courses described in previous pages, William Penn University offers experimental courses. These courses are not listed in the catalog since they are designed to meet the special needs of the community or students or arise out of the interest of faculty.

Aside from experimental courses, several course numbers are reserved for Independent Study, Experience Projects (including Study Abroad), Department Assistantships, and Internships.

**199, 299, 399 Special Topics Seminar**

Seminar devoted to a special topic related to the department's academic discipline, but not normally covered in existing courses in that department. Experimental courses must run three times before goes to PEC for review. Experimental courses in a department will be listed under one of these numbers: 199–Freshman, 299–Sophomore, 399 - Junior and Senior according to the level of student participation.

**320 Independent Study**
**1–3 credit hours**

Independent research on a topic of a student's own choosing. Approval of supervising faculty member and the Academic Dean must be secured in advance of registration.

**330 Experience Project**
**1–3 credit hours**

Work, travel, or group experience as arranged by the academic division.

**340 Department Assistant**
**1–2 credit hours**

Assisting with teaching a class or overseeing laboratory under supervision of regular faculty member. The student will aid in designing, developing, and evaluating the laboratory and other instructional activities. No more than four hours counted toward graduation. Must have approval of faculty member. Pass/Fail Only.

**357 Internship**
**1-6 credits**

Extensive work experience in an area related to student's major field of concentration under the direct supervision of a regular faculty member and an on-site work supervisor. Approval of the faculty member, work supervisor, and division chair must be secured in advance of registration. This course may be taken more than once, for up to a total of 6 hours maximum credit per declared major. University guidelines specify a student must perform a minimum of 40 hours of meaningful work per credit hour earned. The division chair will oversee all internships credits.

# Online Programs

## 8 Week RN-BSN Nursing Degree

***See offerings on page 99.***

## 8 Week Online Degrees

**UNDERGRADUATE**

The William Penn University Online Program embraces the principle of SIMPLICITY. The program has been developed to provide an alternative option to those students who want to seek further opportunities, by acquiring additional education, to allow them to be greater contributors to their communities and fields of interest.

All courses have been designed to develop the knowledge, skills and attributes required by each of the individual disciplines. Course and degree requirements are matched to traditional campus degrees and program offerings, guaranteeing the student receives the same quality of education through an online delivery method.

The uniqueness of William Penn personalization is incorporated into each course to help connect students to the content, their peers, and their instructors. Students have close contact with an advisor and have mentoring/tutoring options available for all online courses. Our goal is to help students achieve their goals, from a distance, with a strong connection to the William Penn community.

**ONLINE ACADEMIC YEAR**

| **2025-2026 Academic Year** | | | | |
|---|---|---|---|---|
| **Fall Semester** | | **Spring Semester** | | **Summer** |
| Fall 1 | Fall 2 | Spring 1 | Spring 2 | |
| 1st 8-week online session | 2nd 8-week online session | 1st 8-week online session | 2nd 8-week online session | 8-week online session |
| (ON) = Online Blended, Primarily Asynchronous with Synchronous Support 8-week format | | | | |

**ONLINE MAJORS/MINORS**

| **Majors** | | **Minors** | |
|---|---|---|---|
| Business Management | Page 202 | Business Management | Page 203 |
| Entrepreneurship & Small Business Management | Page 206 | Entrepreneurship & Small Business Management | Page 203 |
| Human Resource Management | Page 206 | Human Resource Management | Page 203 |
| Leadership (Media & Tech Emphasis) | Page 212 | Leadership | Page |
| Psychology | Page 209 | Psychology | Page 209 |
| RN-BSN | Page 99 | | |

**COST OF ATTENDANCE**

| Online Program & Graduate Costs-at-a-Glance | | |
|---|---|---|
| | Undergrad Online | Graduate |
| | | On-Campus & Online |
| **Tuition** | $450.00 | $500.00 |
| | per credit hour | per credit hour |

**ADDITIONAL INFORMATION FOR STUDENTS**

**Program Delivery Format**

The online courses provide a blended structure that is primarily asynchronous with synchronous support in an 8-week format. Allowing working professionals to complete their degree while maintaining career and personal commitments. Each week there is a 30-minute LIVE session with the instructor available to build a community of learners and provide students with real-time interaction, clarification, or deeper engagement with the instructor if they desire. Recordings are available for those not attending live class sessions.

**William Penn University Equivalencies of the Credit Hour**

The institutionally established equivalencies to the Federal definition of the credit hour at William Penn University are given below. These standards apply to both undergraduate and graduate courses.

Credit hour equivalency is at a 1 to 3 ratio. For each credit hour earned students must complete three hours of academic coursework Example: 3 credits= 9 hours of academic coursework.

**Technology Requirements**

Students in the online program should have reliable internet access, a laptop or desktop computer with webcam and microphone capabilities, and basic proficiency with technology and internet usage.

**Graduation Requirements**

Include the completion of 124 hours, General education requirements include Penn Leadership Core which includes the Mission Core (21 hrs.) and the Liberal Arts Core (18 hrs.)

**Student Support Services**

William Penn University provides students with access to academic advising, library resources, writing support, and technology assistance throughout their program. LIVE drop-in tutoring sessions are available for students needing any kind of writing or technology support.

**Career Outcomes**

Graduates of William Penn are prepared for roles in various organizational settings including business, healthcare, education, social services, nonprofit, and government sectors. Potential positions include executive leadership, department management, project management, human resources leadership, and organizational development consulting, support in human services and community work.

## ACADEMIC ORGANIZATION

### The Curriculum

The curriculum of William Penn is organized to provide a student with three elements:

1. An integrated sequence of courses in the Penn Leadership Core designed to offer the student opportunities to achieve learning outcomes.
2. A major concentration in a selected field of personal interest.
3. An optional minor concentration in a selected field of personal interest.

## PENN LEADERSHIP CORE

The Penn Leadership Core is comprised of two areas of studies: 1) the Mission Core and 2) the Liberal Arts Core. By completing the Penn Leadership Core, students are given an opportunity to learn leadership skills and knowledge with a foundation in the liberal arts. The Penn Leadership Core requires the completion of 39-42 total credit hours.

### Mission Core Requirements

The Mission Core consists of 21 credit hours of coursework (8 courses) intentionally selected to support the three components of the William Penn University Mission statement: 1) leadership, 2) technology and 3) Quaker values. Mission Core coursework emphasizes communication, aesthetic awareness and appreciation, technology, values and the practice of self-assessment, self-reflection and critical thinking.

### Liberal Arts Core Requirements

The Liberal Arts Core consists of 18-21 credit hours of coursework (6 courses). These courses provide a diverse program of study necessary for liberal arts education. The areas of study include mathematics, natural science, humanities, social and behavioral science, history, and religion.

#### *Sequence of Study*

Course designated at the 100 or 200 level should be taken during the student's first two years while those designated at the 300 or 400 level should be taken during the last two years. Many of these courses include prerequisites. Transfer students with an AA degree are required to take only two (2) courses–Quaker Values and Contemporary Leadership– to fulfill Penn Leadership Core requirements (exceptions by major).

## GENERAL EDUCATION REQUIREMENTS

### Mission Core Requirements

The Mission Core consists of 21 credit hours of coursework (8 courses) intentionally selected to support the three components of the William Penn University Mission statement: 1) leadership, 2) technology and 3) Quaker values. Mission Core coursework emphasizes communication, aesthetic awareness and appreciation, technology, values and the practice of self-assessment, self-reflection and critical thinking.

| **Mission Core Requirements (also available in online format)** | | |
|---|---|---|
| Course | Title | Credits |
| LDRS 110 | College Foundations w/ Quaker Values | 3 |
| LDRS 101 | English Composition I* | 3 |
| LDRS 102 | English Composition II* | 3 |
| LDRS 105 | Computers & Technology* | 3 |
| LDRS 200 | Principles of Communication* | 3 |

| | | |
|---|---|---|
| LDRS 220 OR | Arts and Society I* - OR - | 3 |
| LDRS 221 | Arts and Society II* | |
| **LDRS 290 | Quaker Values | 1 |
| **LDRS 390 | Contemporary Leadership* | 3 |
| **Total Mission Core** | | **21** |
| *See course description for prerequisite or placement criteria. | | |
| **Required by all graduates of William Penn University. | | |

**MISSION CORE REQUIREMENTS**

**COURSE DESCRIPTIONS**

| | |
|---|---|
| **LDRS 101 English Composition I** | |
| **3 credit hours** | |
| This course has been designed as an introduction to the writing process. Emphasis will be placed on pre-writing, careful drafting, and critical revision of the basic essay, with attention to audience analysis, identification of purpose, thesis formation, incorporation of supporting materials, and overall essay organization. Analysis of the students' own writing and that of others will be emphasized. Offered every fall, spring and summer. A "C-" or above is required to take LDRS 102. | |
| | |
| **LDRS 102 English Composition II** | |
| **3 credit hours** | |
| Following English Composition I, this course continues developing students' writing skills and prepares students for the research projects and critical thinking that they will need in future courses and beyond. Students will read scholarly writing, participate in discussion, study argument and research methods, and prepare research projects, such as a hypothesis, a project proposal or abstract, and an annotated bibliography. Offered every fall and spring. | |
| Prerequisite: LDRS 101 with grade of "C-" or above. | |
| | |
| **LDRS 110 Foundations and Quaker Values Online** | |
| **3 credit hours** | |
| College Foundations and Quaker Values introduces the personal and leadership development of William Penn University, integrates students into the virtual campus community, and assists them in adjusting to the academic environment of the university. College Foundations and Quaker Values will 1) address skills essential to success as a life-long learner; 2) explore vital university resources such as the library and career services; and 3) introduce the institution's foundational values including the influence of its Quaker heritage. With these values and beliefs as a foundation, this course will emphasize an understanding of the self and what we value, an awareness of the world and our responsibilities in it, and an understanding of ethical decision-making which transfers values into actions. Offered every fall, spring and summer. | |
| Prerequisite: Online program | |
| | |
| **LDRS 200 Principles of Communication** | |
| **3 credit hours** | |
| Two foundational assumptions of this course are that communication skills are essential for successful social and vocational life and that communication competence is the mark of effective leadership. In this course basic communication principles related to intrapersonal, interpersonal, small group, and public speaking contexts will be introduced and discussed in theory and in practice. Offered every fall and spring. | |
| Prerequisite: LDRS 101 with grade of C- or above. | |

| | |
|---|---|
| **LDRS 220 Arts and Society I** | |
| **3 credit hours** | |
| Focusing on art, music, theatre, literature and their impact on society, this course will equip the student with an understanding of early major movements and style periods in both the visual and performing arts and an appreciation for the works of major artists who were influential in changing society. The course will use lecture- demonstration, guided listening, small group discussion, attendance at cultural events, and field trips to museums and/or concerts to engage the student with the arts at a personal level. Content will cover the time periods of the early Egyptians to the Renaissance. Lab fee required. Offered every fall and spring. | |
| Prerequisite: LDRS 102 with grade of C- or above. | |
| | |
| **LDRS 290 Quaker Values** | |
| **1 credit hour.** | |
| A study of the beliefs and heritage of the early Society of Friends that are the heritage of this institution. With these values and beliefs as a foundation, this interdisciplinary course will emphasize an understanding of the self and what we value, an awareness of the world and our responsibilities in it, and an understanding of ethical decision-making which transfers values into actions. | |
| | |
| **LDRS 390 Contemporary Leadership** | |
| **3 credit hours** | |
| Principles and theories of effective leadership. The concept of leadership is analyzed, including definitions, characteristics, and skills of effective leadership. Observation, analysis, and evaluation of leadership as displayed by contemporary and historical people. The course also addresses the development of self-awareness of potential strengths and weaknesses of the students as leaders. Offered every fall, spring and summer. | |
| Prerequisite: Must have completed 75 credit hours | |
| | |
| **Total Mission Core** | 21 |

**GENERAL EDUCATION REQUIREMENTS cont.**

**Liberal Arts Core Requirements**

Liberal Arts Core Requirements are satisfied by passing, testing out of, or transferring equivalent credit for at least three credit hours under each of the six requirement areas below.

| | | |
|---|---|---|
| **Requirement Area 1: Mathematics** | | |
| At least one of the following courses: | | |
| MATH 105 | Math for Leaders* | 3 |
| MATH 303 | Statistical Methods* | 3 |
| | | |
| **Requirement Area 2: Science** | | |
| BIOL 111 | Environmental Science | 3-5 |
| | | |
| **Requirement Area 3: Humanities** | | |
| At least one of the following courses: | | |
| LDRS 220 | Arts and Society I*<br>(unless taken in Mission Component) | 3 |
| LDRS 221 | Arts and Society II*<br>(unless taken in the Mission Component) | 3 |
| ENGL 220 | Introduction to Literature* | 3 |

| | | |
|---|---|---|
| **Requirement Area 4: Social & Behavioral Science** | | |
| At least one of the following courses: | | |
| PSYC 102 | Introduction to Psychology | 3 |
| PSYC 108 | Lifespan Psychology | 3 |
| SOCI 101 | Introduction to Sociology | 3 |
| | | |
| **Requirement Area 5: History** | | |
| At least one of the following courses: | | |
| HIST 130 | American History to 1900 | 3 |
| HIST 132 | American History Since 1900 | 3 |
| HIST 151 | History of Western Civilization to 1648 | 3 |
| HIST 152 | History of Western Civilization Since 1648 | 3 |
| | | |
| **Requirement Area 6: Religion** | | |
| RELI 300 | Contemporary Religion | 3 |
| Total Liberal Arts Core | | 18 - 21 |
| *See course description for prerequisite or placement criteria. | | |

**Liberal Arts Core**

**COURSE DESCRIPTIONS**

| | |
|---|---|
| **REQUIREMENT AREA: MATHEMATICS** | |
| At least one of the following courses: | |
| **MATH 105 Mathematics for Leaders** | |
| **3 credit hours** | |
| A survey of applied topics in mathematics including voting theory, finance, mathematical patterns, geometric similarity, probability, and statistics. Offered in Spring. | |
| | |
| **MATH 303 Statistical Methods** | |
| **3 credit hours** | |
| A study of applied statistics with emphasis on appropriate use of technology. Topics include probability, correlation, regression, confidence intervals, and hypothesis testing. Offered in Fall. | |
| Requirement Area 2: Science | |
| | |
| **BIOL 111 Environmental Biology** | |
| **3 credit hours** | |
| An introduction to the study of the environment, with an emphasis on studying interrelationships between ecosystems, geological systems, and social systems. This course includes lecture, lab, field, and service components. Offered every fall, spring and summer. | |
| **REQUIREMENT AREA: HUMANITIES** | |
| | |
| **ENGL 220 Introduction to Literature** | |
| **3 credit hours** | |

| | |
|---|---|
| Primer for upper-level literature courses, covering drama, fiction, poetry, and film. This course introduces the terminology of literature as well as the fundamentals of how to read, discuss, and write about a literary text. Offer every fall. | |
| Prerequisite: LDRS 101 | |
| | |
| **REQUIREMENT AREA 4: SOCIAL AND BEHAVIORAL SCIENCE** | |
| At least one of the following courses: | |
| **PSYC 102 Introduction to Psychology** | |
| **3 credit hours** | |
| Introductory psychology with units in learning, human development, problem solving, perception, emotion, motivation, personality, social behavior, behavior disorders, and therapy. Offered every fall and spring. | |
| | |
| **PSYC 108 Lifespan Psychology** | |
| **3 credit hours** | |
| Human development from conception to death (child, adolescent, adult psychology). Emphasis on the plasticity, multidimensionality, multi-directionality, and historical embeddedness of human change. Offered fall and summer. | |
| | |
| **REQUIREMENT AREA: HISTORY** | |
| At least one of the following courses: | |
| **HIST 130 American History to 1900** | |
| **3 credit hours** | |
| Examines the political, economic, social, and cultural history of the United States from the Revolutionary War to 1900. Offered every fall and spring. | |
| | |
| **HIST 132 American History since 1900** | |
| **3 credit hours** | |
| Examines the political, economic, social, and cultural history of the United States since 1900. Offered every fall, spring and summer. | |
| | |
| **HIST 151 History of Western Civilization to 1648** | |
| **3 credit hours** | |
| Examines the political, economic, social and cultural history of ancient civilizations with emphasis on China, Egypt, Greece, and Rome, the Middle Ages, the Renaissance, and the Reformation. Offered every fall and spring. | |
| | |
| **HIST 152 History of Western Civilization since 1648** | |
| **3 credit hours** | |
| Examines the political, economic, social and cultural history of western civilizations since 1648, with emphasis on western civilization. Future offering. | |
| | |
| **REQUIREMENT AREA: RELIGION** | |
| At least one of the following courses: | |
| **RELI 106 Understanding the New Testament** | |

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|---|---|
| **3 credit hours** | |
| A survey course in which the entire New Testament is read and discussed. Major features and themes of the individual books and letters of the New Testament are discussed and analyzed. *Future offering*. | |
| | |
| **RELI 300 Comparative Religion** | |
| **3 credit hours** | |
| This course is a comparative survey of world religious leaders, historical and contemporary. The emphasis will be on understanding the major religious faiths of the world. The course will include inquiry concerning the beliefs, practices, views of reality, morality, paths of ultimate fulfillment, and the social implications of the world's major religions. Students will be expected to respond reflectively to the reading and field experiences. Offered every fall, spring and summer. | |
| | |
| **Total Liberal Arts Core** | **18 - 21** |

**BUSINESS MAJORS**

**Business Core**

Business core is required for all business majors: Business Management; Entrepreneur and Small Business Management; Human Resource Management.

| **Business Core** | | | |
|---|---|---|---|
| **Required Courses** | | | |
| APCS 114 | Computer Applications for Business | | 3 |
| BUSI 201 | Principles of Accounting I | | 3 |
| BUSI 202 | Principles of Accounting II | | 3 |
| BUSI 230 | Principles of Management | | 3 |
| BUSI 347 | Business Ethics | | 3 |
| BUSI 460 | Corporate Strategy | | 3 |
| ECON 211 | Principles of Microeconomics | | |
| ECON 212 | Principles of Macroeconomics | | 3 |
| MATH 303 | Statistical Methods | | 3 |
| **Total Business Core** | | | **27** |

**Business Management Major**

| **Business Management Major** | | | |
|---|---|---|---|
| **Business Core plus the following** | | | |
| BUSI 310 OR | Commercial Law OR - | | 3 |
| BUSI 311 | Contemporary Business Law | | |
| BUSI 332 | Operations Management | | 3 |
| BUSI 334 | Marketing Management | | 3 |
| BUSI 336 | Human Resource Management | | 3 |
| BUSI 338 | Financial Management | | 3 |
| BUSI 345 | Organizational Behavior | | 3 |
| BUSI 349 | International Business | | 3 |
| ECON 309 | Managerial Economics | | 3 |
| Business Core | | | 27 |

| | | | |
|---|---|---|---|
| **Business Management Major** | | | **24** |
| **Total Business Management Major** | | | **51** |

**Business MINORS**

| Business Management | Human Resource Management | Entrepreneurship & Small Business Management. |
|---|---|---|
| BUSI 130 Contemporary Business<br>BUSI 201 Principles of Acct I<br>BUSI 230 Principles of Mgmt.<br>BUSI 311 Contemp. Business Law<br>BUSI 332 Operations Mgmt.<br>BUSI 334 Marketing Management<br>BUSI 336 Human Resource Mgmt.<br>BUSI 338 Financial Management | BUSI 336 Human Resource Management<br>HRMC 351 Employment Law<br>HRMC 352 Strategic Mgmt.<br>HRMC 356 Strategic Staffing<br>HRMC 358 Comp & Benefits<br>HRMC 359 Training and Dev't | BUSI 130 Contemporary Business<br>BUSI 201 Principles of Acct I<br>OR *BUSI 270 Acct Software Apps<br>BUSI 230 Principles of Mgmt.<br>OR *BUSI 324 E-Commerce<br>BUSI 240 Entrepreneurship & Innovation<br>BUSI 328 Small Busi Finance<br>BUSI 330 Small Busi Mgmt.<br>*Replacement course options for duplication |

| | |
|---|---|
| **BUSINESS CORE** | |
| Required Courses | |
| **APCS 114 Computer Applications for Business** | |
| **3 credit hours** | |
| Advanced survey of business application software, which includes spreadsheets, databases, presentation software, and file manipulation on networks. Topics with spreadsheets include design and development, advanced formulas and functions, charting and formatting, and the use of business analysis tools. Topics with databases include design and development of tables, queries, forms and reports for business information purposes. Also included is business communication and presentation software with an emphasis on integrating them with the spreadsheets and databases. Lab experience with microcomputer software. Lab fee required. Offered every fall and spring semester. Offered every fall. | |
| Prerequisite: LDRS 105 | |
| | |
| **BUSI 201 Principles of Accounting I** | |
| **3 credit hours** | |
| Concepts and issues of financial accounting as a system of recording, classifying, summarizing, and interpreting business transactions for preparing financial reports. Offered every fall. | |
| | |
| **BUSI 202 Principles of Accounting II** | |
| **3 credit hours** | |
| A continuation of Principles of Accounting I with an emphasis on financial analysis and reporting to aid management in decision making. Offered every spring. | |
| Prerequisite: BUSI 201 | |
| | |
| **BUSI 230 Principles of Management** | |
| **3 credit hours** | |

| | |
|---|---|
| Introduction to the management discipline designed to provide a basic understanding of both theory and practice encompassing the planning, organizing, staffing, directing, and controlling functions. Offered every fall and summer. | |
| Prerequisite: LDRS 102; BUSI 130 recommended | |
| | |
| **BUSI 347 Business Ethics** | |
| **3 credit hours** | |
| Approaches to ethical issues and problems facing business and society today. Offered every spring. | |
| | |
| **ECON 211 Principles of Microeconomics** | |
| **3 credit hours** | |
| The market economy functioning through demand and supply; focus on consumer decision making, firm decision making in different market structures, worker decision making, and selected microeconomic issues. Offered every fall and spring. | |
| | |
| **ECON 212 Principles of Macroeconomics** | |
| **3 credit hours** | |
| National income, employment, price level, money and banking, fiscal and monetary policies, international trade and finance, and comparative economic systems. Offered every fall and spring. | |
| | |
| **BUSI 460 Corporate Strategy** | |
| **3 credit hours** | |
| Examines the total business organization and its environment from the perspective of executive management. Attention given to discerning and framing objectives, strategies, and their implementation; management simulation and analysis of business situations through the case-study method are utilized. In this capstone course, students will integrate concepts learned in previous management courses. Offered every fall and spring. | |
| Prerequisite: Senior standing in a Business Administration major | |
| | |
| **MATH 303 Statistical Methods** | |
| **3 credit hours** | |
| A study of applied statistics with emphasis on appropriate use of technology. Topics include probability, correlation, regression, confidence intervals, and hypothesis testing. Offered every fall. | |
| Prerequisite: MATH 105 or equivalent | |
| | |
| **Total Business Core** | **27** |
| | |
| **BUSINESS MANAGEMENT** | |
| *Business Core plus the following* | |
| **BUSI 311 Contemporary Business Law** | |
| **3 credit hours** | |
| Legal issues and concerns for business managers. Topics include debtor-creditor relationships; agency and forms of business organization; employment, environmental, and consumer law; antitrust; intellectual property. Offered every fall and spring. | |
| **BUSI 332 Operations Management** | |

| | |
|---|---|
| **3 credit hours** | |
| Study of the operations environment including production methods, scheduling, inventory control, facility location and layout, quality concerns, materials management, and JIT philosophies. Offered every spring. | |
| Prerequisites: BUSI 230; MATH 303 recommended. | |
| | |
| **BUSI 334 Marketing Management** | |
| **3 credit hours** | |
| Introduction to the ways in which companies plan, price, promote, and place their goods and services to present and potential customers. Offered every spring. | |
| | |
| **BUSI 336 Human Resource Management** | |
| **3 credit hours** | |
| Study of the organization, selection, development, compensation, and utilization of the human resources of the firm; also surveys labor-management relations and development. Offered every fall and summer. | |
| Pre-Requisite: BUSI 230 recommended | |
| | |
| **BUSI 338 Financial Management** | |
| **3 credit hours** | |
| Introduction to corporate financial planning and tools of financial analysis which may be used to manage working capital, administer capital budgeting, and evaluate the capital structure of a profit-oriented firm. Offered every fall. | |
| Prerequisites: BUSI 202; MATH 303 recommended. | |
| | |
| **BUSI 345 Organizational Behavior** | |
| **3 credit hours** | |
| Analysis of the behavior of people in organizations, drawing upon the disciplines of Psychology, Sociology, and Business Administration. Applications are studied in the context of effective management of organizational behavior and the important interrelationships between needs and expectations of the individual, the organization, and society. Offered every fall and spring. | |
| | |
| **BUSI 349 International Business** | |
| **3 credit hours** | |
| Study of business in a global economy with the major complexities involved including the effects of different social systems, governmental influences on trade, financial exchange rates, and corporate relationships and policies. Offered every fall. | |
| Same as ECON 349 | |
| | |
| **ECON 309 Managerial Economics** | |
| **3 credit hours** | |
| Application of economic analysis to managerial decisions relating to demand forecasting, production levels, cost analysis, and product pricing. Offered every fall. | |
| Prerequisite: ECON 211 | |
| | |
| **Business Core** | **27** |
| **Business Management Major** | **24** |
| **Total Business Management Major** | **51** |
| | |
| **Entrepreneurship and Small Business Management Major** | |

| | | | |
|---|---|---|---|
| *Business Core plus the following* | | | |
| BUSI 240 | Entrepreneurship and Innovation | | 3 |
| BUSI 246 | Consumer Behavior & Research | | 3 |
| BUSI 270 | Accounting Software & Research | | 3 |
| BUSI 309 | Business Law | | 3 |
| BUSI 324 | E-commerce | | 3 |
| BUSI 328 | Small Business Finance | | 3 |
| BUSI 330 | Small Business Management | | 3 |
| BUSI 334 | Marketing Management | | 3 |
| INSR 101 | Foundations of Risk Mngt & Insurance | | 3 |
| Business Core | | | 27 |
| **Entrepreneurship and Small Business Management Major** | | | **27** |
| **Total Entrepreneurship and Small Business Management Major** | | | **54** |

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|---|
| **ENTREPRENEURSHIP & SMALL BUSINESS MANAGEMENT MAJOR** |
| *Business Core plus the following* |
| |
| **BUSI 240 Entrepreneurship and Innovation** |
| **3 credit hours** |
| This course is designed to instruct students on the process of formulating, planning, and implementing a new venture. Students are exposed to detailed descriptions of 'how to' embark on a new venture in a logical manner. The final project will be a business plan that could serve a new venture or significant new product line to an existing organization.<br>Offered every spring. |
| Prerequisites: BUSI 230 |
| |
| **BUSI 246 Consumer Behavior and Research** |
| **3 credit hours** |
| This course is an introduction to the world of consumer behavior, building a strong foundation and practical focus on real-world applications for today's global business environment. Cutting-edge research and current business practices are featured, including coverage of social media influences, increased consumer power, and emerging neuroscience findings, with an increased emphasis on social responsibility and ethics in marketing. Offered every fall. |
| Prerequisite: LDRS 105 |
| |
| **BUSI 270 Accounting Software Applications** |
| **3 credit hours** |
| Emphasizes application of computerized financial software commonly used in small businesses. Topics include recording receivables, inventory, payables, payroll, banking activities, jobs and time tracking, and the accounting cycle. Offered every spring. |
| |
| **BUSI 309 Business Law** |
| **3 credit hours** |
| Principles and concepts of business law. Acquaints the student with the legal environment of business; with an emphasis on contracts and the Uniform Commercial Code, agency, employment law, business organization and government regulation. Offered every fall. |

| | |
|---|---|
| | |
| **BUSI 324 E-Commerce** | |
| **3 credit hours** | |
| Presents concepts and skills for the strategic use of e-commerce and related information technology from three perspectives: business to consumers, business-to-business, and intra-organizational. Examination of e-commerce in altering the structure of entire industries, and how it affects business processes. Students gain an understanding of the dynamics within this fast-paced industry balancing technological issues with the strategic business aspects of successful e-commerce including an examination of social media and online marketing strategies, technology- enabled outsourcing, and online payment processing systems. Offered every fall. | |
| Prerequisites: LDRS 105 | |
| | |
| **BUSI 328 Small Business Finance** | |
| **3 credit hours** | |
| This course will introduce financial thinking, tools, and techniques adapted to the realm of small business management and entrepreneurship. Small Business Finance introduces the theories, knowledge, financial tools, and sound management practices a small business owner or entrepreneur needs to start, build, and maintain a successful venture. Offered every spring. | |
| Prerequisites: LDRS 105, BUSI 201 | |
| | |
| **BUSI 330 Small Business Management** | |
| **3 credit hours** | |
| Starting and managing a small business is centered around a business plan, including formulation of a business idea, assessing the market potential, selecting a location, selecting a legal form of organization, arranging financing, securing necessary supplies, meeting governmental regulations, securing and retaining appropriate employees, instituting accounting records, establishing appropriate controls. Offered every spring. | |
| Prerequisites: LDRS 105, BUSI 201 | |
| | |
| **BUSI 334 Marketing Management** | |
| **3 credit hours** | |
| Introduction to the ways in which companies plan, price, promote, and place their goods and services to present and potential customers. Offered every spring. | |
| | |
| **INSR 101 Foundations of Risk Management and Insurance** | |
| **3 credit hours** | |
| This course provides an introduction to risk management concepts including risk assessment, risk control, risk financing, and specifically insurance as a risk management technique. Students will analyze the insurance policy and review common policy concepts as well as gain an understanding of big data analysis. Offered every fall. | |
| | |
| **Business Core** | **27** |
| **Entrepreneurship and Small Business Management Major** | **27** |
| **Total Entrepreneurship and Small Business Management Major** | **54** |

| **HUMAN RESOURCE MANAGEMENT** | | | |
|---|---|---|---|
| *Business core plus the following:* | | | |
| BUSI 336 | Human Resource Management | | 3 |

| | | | |
|---|---|---|---|
| BUSI 338 | Financial Management | | 3 |
| BUSI 345 | Organizational Behavior | | 3 |
| BUSI 349 | International Business | | 3 |
| HRMC 353 | Employment Law | | 3 |
| HRMC 354 | Strategic Management | | 3 |
| HRMC 355 | Strategic Staffing | | 3 |
| HRMC 357 | Compensation & Benefits | | 3 |
| HRMC 359 | Training & Development | | 3 |
| Human Resource Management | | | **27** |

**HUMAN RESOURCE MANAGEMENT**

*Business Core plus the following:*

**BUSI 336 Human Resource Management**

**3 credit hours**

Study of the organization, selection, development, compensation, and utilization of the human resources of the firm; also surveys labor-management relations and development. Offered every fall and summer.

BUSI 230 recommended

**BUSI 338 Financial Management**

**3 credit hours**

Introduction to corporate financial planning and tools of financial analysis which may be used to manage working capital, administer capital budgeting, and evaluate the capital structure of a profit-oriented firm. Offered every fall.

Prerequisites: BUSI 202; MATH 303 recommended.

**BUSI 345 Organizational Behavior**

**3 credit hours**

Analysis of the behavior of people in organizations, drawing upon the disciplines of Psychology, Sociology, and Business Administration. Applications are studied in the context of effective management of organizational behavior and the important interrelationships between needs and expectations of the individual, the organization, and society. Offered every fall and spring.

**BUSI 349 International Business**

**3 credit hours**

Study of business in a global economy with the major complexities involved including the effects of different social systems, governmental influences on trade, financial exchange rates, and corporate relationships and policies. Offered every fall.

Same as ECON 349

**HRMC 353 Employment Law**

**3 credit hours**

| | |
|---|---|
| This course provides an overview of balancing the needs of an organization with its working conditions and the legal rights of its employees. It also explores methods of dealing with collective bargaining and union relations, and it examines procedures for responding to grievances, complaints of discrimination, and wrongful discharge. | |
| **HRMC 354 Strategic Management** | |
| **3 credit hours** | |
| This course examines the functions and activities of human resources management in organizational structures. Students are exposed to processes used to develop policies as well as strategies for implementation. The topics of leadership, short- and long-range strategic planning, evaluation, benchmarking, change management, dealing with difficult people and conflict resolution are discussed. Students are also provided information about human resources management innovators and management philosophies. Offered every spring. | |
| | |
| **HRMC 355 Strategic Staffing** | |
| **3 credit hours** | |
| The key components and processes of forecasting staffing needs, internal and external recruiting, hiring, orientation, and exit interviews are examined. Students are also exposed to labor laws and other governmental regulations related to employment. Offered every fall. | |
| | |
| **HRMC 357 Compensation and Benefits** | |
| **3 credit hours** | |
| The methods and processes of analyzing, developing, implementing and administering pay structures and compensation and benefit packages are examined. The course explores performance-based pay, incentives, and related regulatory requirements. It also provides students with insights into creating a balance between attractive compensation packages and overall organizational needs and goals. Offered every spring. | |
| | |
| **HRMC 359 Training and Development** | |
| **3 credit hours** | |
| This course provides practical methods and tools for evaluating current and future organizational training needs. Methods for needs analysis, planning, development, and delivery and evaluation of training methods are examined. Strategies for building and maintaining a business environment supportive of ongoing learning and skill development are discussed, and the unique needs of particular employee groups are also addressed. Offered every fall. | |
| | |
| **Business Core** | **27** |
| **Human Resource Management Major** | **27** |
| **Total Human Resource Management Major** | **54** |

**PSYCHOLOGY MAJOR**

The Psychology program provides students with a scientific understanding of psychological structures and processes associated with human development, cognition, motivation, learning, and other key concepts. Students who complete a major in psychology will have an enhanced understanding of human behavior, an ability to utilize and evaluate psychological research and knowledge, as well as to communicate and apply interpersonal skills necessary for further psychological study and practice. Career opportunities are available in case management, childcare work, research, social services, and related areas. The program provides a solid foundation for graduate study.

| **Psychology** | | |
|---|---|---|
| Required Courses | | |
| PSYC 102 | Introduction to Psychology | 3 |
| PSYC 260 | Social Psychology | 3 |
| PSYC 326 | Abnormal Psychology | 3 |
| PSYC 327 | Personality | 3 |
| PSYC 333 | Learning | 3 |
| PSYC 335 | Experimental Psychology | 3 |
| PSYC 390 | Psychology Practicum | 3 |
| PSYC | Electives | 9 |
| **Total Psychology Major** | | **30** |

**Psychology MINORS**

| Psychology | Human Services |
|---|---|
| PSYC 102 Intro to Psychology<br>PSYC 108* Lifespan Psychology<br>PSYC 240* Health Psychology<br>PSYC 260 Social Psychology<br>PSYC 327 Personality<br>PSYC 333 Learning<br>Substitutions for PSYC 327; 333 could be PSYC 326; 335 | PSYC 102 Intro to Psychology<br>PSYC 108* Lifespan Psychology<br>PSYC 221* Intro to Counseling<br>PSYC 240* Health Psych<br>PSYC 326 Abnormal Psychology<br>PSYC 331 H.S. Contemporary America<br>PSYC 348* Crisis Intervention |

| Required courses: |
|---|
| **PSYC 102 Introduction to Psychology** |
| **3 credit hours** |
| Introductory psychology with units in learning, human development, problem solving, perception, emotion, motivation, personality, social behavior, behavior disorders, and therapy. Offered every fall and spring. |
| |
| **PSYC 260 Social Psychology** |
| **3 credit hours** |
| Scientific study of social influence. Topics include small group process, organizational behavior, affliction, aggression, altruism, attitude change, interpersonal attractions, and prejudice. Offered every spring. |
| Same as SOCI 260 |
| |
| |

| | |
|---|---|
| **PSYC 326 Abnormal Psychology** | |
| **3 credit hours** | |
| A study of major forms of psychological disorder in adults and children in the context of modern life. Attention to the genetic, socio-cultural, and psychological bases and amelioration of abnormality. Offered every spring. | |
| | |
| **PSYC 327 Personality** | |
| **3 credit hours** | |
| A survey of the major theories of personality, including but not limited to those of Freud, Jung, Skinner, Maslow, Adler, Fromm, Bandura, Allport, and Cattell. Offered every fall. | |
| Prerequisites: PSYC 102 or consent of instructor | |
| | |
| **PSYC 333 Learning** | |
| **3 credit hours** | |
| An exploration of past and current learning theories. Emphasis will be placed on how learning principles are related to everyday experiences and how knowledge of these principles may be used to modify one's behavior for a more satisfying life. Offered every fall. | |
| | |
| **PSYC 335 Experimental Psychology** | |
| **3 credit hours** | |
| An in-depth examination of research methods applied in the field of psychology, as well as how data is collected, analyzed (at a basic level) and written in report form. Required of psychology majors. Offered every fall. | |
| Prerequisite: PSYC 102 and MATH 303 or consent of instructor | |
| | |
| **PSYC 390 Psychology Practicum** | |
| **3 credit hours** | |
| A capstone course for psychology / human services majors. Some field experience and seminar discussion. Human services students will be required to work a minimum of 100 hours in an area of human services or a work setting where human relations skills and psychological knowledge are relevant. Psychology students will conduct primary or literature research integrating knowledge into their discipline. Offered every spring. | |
| | |
| **PSYCHOLOGY ELECTIVES** | |
| **PSYC 108 Lifespan Psychology** | |
| **3 credit hours** | |
| Human development from conception to death (child, adolescent, adult psychology). Emphasis on the plasticity, multidimensionality, multi-directionality, and historical embeddedness of human change. Offered every fall and summer. | |
| | |
| **PSYC 221 Introduction to Counseling** | |
| **3 credit hours** | |
| An overview of current practices in personal and career counseling including basic counseling skills and contemporary professional issues. Emphasis on service to individuals. Offered every fall, spring and summer. Offered every fall. | |
| | |
| | |

| | |
|---|---|
| **PSYC 240 Health Psychology** | |
| **3 credit hours** | |
| Psychological contributions to understanding the causes, prevention, and treatment of physical illness. Research addressing the reciprocal effects of behavior and physical health will be emphasized. Offered every spring. | |
| | |
| **PSYC 348 Crisis Intervention** | |
| **3 credit hours** | |
| A skills-related counseling course to understand the bases of and practical techniques for crisis intervention and group facilitation. Offered every fall. | |
| Prerequisite: PSYC 102 | |
| | |
| **Total Psychology Major** | 30 |

**LEADERSHIP MAJOR**

(Offered in 8-week Online Only)

**The mission of the online leadership degree is to provide**:

A diverse educational experience that concentrates on the integration of organizational leadership with the influences of digital media and the innovations of technology in the development of agile organizations.

The degree is designed to develop leaders with the capacity to seek, embrace and adapt to the changes of the 21st Century. These leaders will be empowered with the knowledge, experiences and application of current and emerging leadership models, current and emerging digital media communication formats and developing electronic technologies. The program curriculum fosters a distinctive set of skills that will prepare students to be the "change agents" in the context technology driven environment. The organizational leadership, media and technology three-pronged approach will provide career opportunities in the field of business, media and/or technology. Students will emerge with future focused application of organizational leadership in a transformative world that is interconnected through relationships, communications and technology.

| **Leadership** | | |
|---|---|---|
| Required Courses | | |
| APCS 111 | Intro to Technology Topics | 2 |
| APCS 112 | Comp App for Communications | 3 |
| APCS 114 | Comp App for Business | 3 |
| COMM 104 | Social Media Marketing | 3 |
| HRMC 354 | Strategic Management | 3 |
| HRMC 355 | Strategic Staffing | 3 |
| HRMC 359 | Training and Development | 3 |
| LDRS 235 | Conflict Resolution | 3 |
| LDRS/BUSI 341 | Leadership and Community | 3 |
| LDRS/BUSI 346 | Ethical & Moral Leadership | 3 |
| LDRS 357 | Leadership and Community Internship | 1 |
| LDRS 395 | Leadership, Media, Tech Innovation Capstone | 3 |
| PSYC /SOCI 260 | Social Psychology | 3 |
| SOCI/BUSI 345 | Organizational Behavior | 3 |
| Total | | 42 |

Required courses:

**APCS 111: Intro to Technology Topics:**

**1 credit hour (required hours 2)**

Each course offers will introduce a recent trend in technology in an 8-week project-driven format. Students will view and experience (through mini-lecture and projects) relevant technology topics to better understand technology and use of technology. Topics could include hacking, cryptocurrency (bitcoin), drones, robotics, 3D printing, augmented reality, virtual reality, quantum computing, microcontrollers, mobile devices, and other topics (artificial intelligence). May be repeated for 4 times for credit. Offered fall and spring semesters during 2nd 8-week module. Offered every fall and spring.

Prerequisite: LDRS 105

**APCS 112 Computer Applications for Communications**

**3 credit hours**

Advanced survey of communication application software, which includes advanced word processing, desktop publishing and E-Commerce. Topics with word-processing include mail-merge and web page development. Topics with desktop publishing include multi-page layouts, typesetting, working with tables, grouped items and layers for producing brochures or newsletters. Topics with E-Commerce include business on the Internet, business services online, Internet marketing, digital advertising and web site development. Lab experience with microcomputer software. Lab fee required. Typically offered fall semester.

Prerequisite: LDRS 105

**APCS 114 Computer Applications for Business**

**3 credit hours**

Advanced survey of business application software, which includes spreadsheets, databases, presentation software, and file manipulation on networks. Topics with spreadsheets include design and development, advanced formulas and functions, charting and formatting, and the use of business analysis tools. Topics with databases include design and development of tables, queries, forms and reports for business information purposes. Also included is business communication and presentation software with an emphasis on integrating them with the spreadsheets and databases. Lab experience with microcomputer software. Lab fee required. Offered every fall and spring semester.

Prerequisite: LDRS 105

**COMM 104 Social Media Marketing**

**3 credit hours**

In the modern professional world, the management of personal identity is an essential element in maintaining a standing in creative media. Students will learn how to use social media tools from their first days in school to not only manage their own image, but also to help sell the work they create. Offered every spring.

**HRMC 354 Strategic Management**

**3 credit hours**

This course examines the functions and activities of human resources management in organizational structures. Students are exposed in processes used to develop policies as well as strategies for implementation. The topics of leadership, short- and long-range strategic planning, evaluation, benchmarking, change management, dealing with difficult people and conflict resolution are discussed. Students are also provided information about human resources management innovators and management philosophies. Offer every spring.

**HRMC 355 Strategic Staffing**

**3 credit hours**

The key components and processes of forecasting staffing needs, internal and external recruiting, hiring, orientation, and exit interviews are examined. Students are also exposed to labor laws and other governmental regulations related to employment. Offered every fall.

**HRMC 359 Training and Development**

**3 credit hours**

This course provides practical methods and tools for evaluating current and future organizational training needs. Methods for needs analysis, planning, development, and delivery and evaluation of training methods are examined. Strategies for building and maintaining a business environment supportive of ongoing learning and skill development are discussed, and the unique needs of particular employee groups are also addressed. Offered every fall.

**INTR 380 Leadership Special Topics Seminar**

**3 credit hours**

This course explores emerging trends and critical issues in organizations and in leadership. Students will analyze contemporary leadership theories, digital transformation, diversity and inclusion, remote work culture, ethical leadership, and crisis management. Through case studies, discussions, and applied research, students will develop strategic insights into leading organizations effectively in a rapidly evolving landscape.

**LDRS 235 Conflict Resolution**

**3 credit hours**

Focuses on the nature and channels of conflict as well as building the interpersonal skills and communication competencies to resolve conflict using collaboration, listening, supportive communication, problem analysis, integrative negotiation, and mediating techniques. Emphasis is on applying conflict resolutions to teams and using knowledge of differences as a reference point for problem analysis.

**LDRS 341 Leadership and Community (undergrad)**

**3 credit hours**

This course provides participants with firsthand knowledge and experience in understanding the process of creating and transforming community through collaboration, empowerment, and dialog. Students learn the principles of individual and group development, collaboration and dialogue, and process-oriented leadership through work in the community setting.

**LDRS 346/BUSI 346 Moral and Ethic Business Leadership (undergrad)**

**3 credit hours**

This course explores leadership and ethics in business through the inquiry into the philosophical basis of interpersonal relations and values in business contexts. The application of ethical, regulatory, and legal systems to the responsibilities of people in business organizations toward society and individual employees is explored. Emphasis is placed on the ability of business leaders to recognize and address ethical issues using a grounded decision-making process.

**LDRS 357 Leadership and Community Internship**

**3 credit hours**

This course provides participants with firsthand experience in creating and transforming communities through collaboration, empowerment, and dialog. Students will apply the principles of individual and group development, collaboration and dialogue, and process-oriented leadership through working in the community setting under the direct supervision of a regular faculty member and an on-site work supervisor. Approval of the faculty member, work supervisor, and division chair must be secured in advance of registration. University guidelines specify a student must perform a minimum of 40 hours of meaningful work per credit hour earned. The division chair will oversee all internships credits.

**LDRS 395 Leadership Capstone**

**3 credit hours**

The final course that captures the practical applications of concept, theories, and practices in a real community environment. Students will implement a project plan for service in the community and then compile and report the results of their research and project experience. Culmination of this course is a written reflection of the application Organizational leadership, media, and technology in a community setting. Demonstration of the application will be presented at a community symposium before invited faculty, administration, students, local business leaders, and community leaders. Offered every spring.

| | |
|---|---|
| **PSYC/SOCI 260 Social Psychology** | |
| **3 credit hours** | |
| Scientific study of social influence. Topics include small group process, organizational behavior, affliction, aggression, altruism, attitude change, interpersonal attractions, and prejudice. Offered every spring. | |
| | |
| **SOCI/BUSI 345 Organizational Behavior** | |
| **3 credit hours** | |
| Analysis of the behavior of people in organizations, drawing upon the disciplines of Psychology, Sociology, and Business Administration. Applications are studied in the context of effective management of organizational behavior and the important interrelationships between needs and expectations of the individual, the organization, and society. Offered every fall and spring. | |
| | |
| **Total Leadership Major** | 42 |

**ACADEMIC EXPECTATIONS**

**Online Orientation Required**

Before the first online course is taken, the zero-credit "Required Orientation for Online Learning" course must be successfully completed. It will be available one week before the class starts.

***If not completed, the student may be removed from the online course.***

**Online Attendance Criterion**

Although the online environment is such that there is no specific meeting time, students are still expected to fully participate in the class in a substantial way. For the purposes of attendance, students must log in and participate academically in one or more of the following:

1. Submission of an academic assignment
2. Examination/interactive tutorial or computer assisted instruction
3. Post to the study group forum
4. Participation in academic online discussions

Minimum attendance requirement of one interaction per week. *Note: successful completion of course work requires more than a single interaction.*

**UNIVERSITY COMMUNICATION**

**University Email:** Students should read their William Penn University email regularly. Official communication with students will occur via university email.

**University Student Portal:** Provides access university related information and resources (it can be accessed at https://student.wmpenn.edu

**University (LMS) MOODLE**: Online content and resources are located on the universities LMS the Moodle which you can access using your student assigned university email and password at https://wpuelearning.wmpenn.edu

**ACADEMIC POLICIES & INFORMATION**

**Academic Honesty:**
Students at William Penn University are assumed to hold academic honesty in high regard. Cheating will be taken seriously, and disciplinary measures will be taken when appropriate. It is the student's responsibility to learn the academic standards and expectations of each professor

**Artificial Intelligence, ChatGPT, etc.:**
Students who use AI, ChatGPT, and similar tools on assignments without express permission from the instructor, or who use them with permission but improperly (for example, without disclosure), violate University rules for honesty and integrity; and may be subject to cheating, plagiarism, and conduct policies. Academic Dishonesty: Refers to copying the work of others, using unauthorized aids while taking an examination, misrepresenting others' work as your own, or helping others engage in cheating. This list is not exhaustive, and individual professors may impose more specific definitions of what constitutes academic dishonesty. Professors have sole authority over the assignment of grades and use their best judgment in dealing with cases of academic dishonesty.

**Online Academic Honesty Policy:**
To ensure the integrity of academic work, all student submissions are electronically reviewed for originality. Assignments found to violate academic honesty standards will be addressed as follows:

**Turnitin Similarity Reports:**
Submissions with a Turnitin similarity score exceeding 20% will not be graded. Students may revise and resubmit their assignments to address originality concerns before the due date.

**Generative AI Detection:**
Submissions with a Generative AI probability score of 20% or higher will not be graded. The AI detection report percentage will be shared with the students for their review. To submit, students must notify the instructor, obtain approval, and submit a revised assignment that does not rely on AI-generated content to receive a grade.
This policy ensures fair and honest academic practices in online coursework.

**Incomplete Grades**

The student must have a current passing grade in the course when requesting the incomplete. Online students must file a "Request for an Incomplete" in the Registrar's Office before the start of week 8 of the current module. The form must have his or her signature, the faculty signature, and the Division Chair signature. The faculty member must enter the last date of attendance on the form.

At the deadline is two weeks following the 8-week module for online students an uncorrected incomplete grade will automatically become "F."

No further grade changes will be possible after the end of the second week following the 8-week module for online students. An exception to this policy will be considered by the Academic Council, based on a student's appeal letter and the recommendation of the faculty member involved.

**Grade Appeals**

Any other changes to final grades must be appealed by the end the 8-week module for online students. An exception to this policy will be considered by the Academic Council, based on a student's appeal letter and recommendation of the faculty member involved, accompanied by the Grade Appeal form.

**Right of Appeal:**

In the event students feel that the grade received is not accurate, they should submit a written request to the Academic Council via the Academic Dean within 2 weeks of the last day of the class. Students will be notified of the results in writing.

**Degree Requirements - Bachelor of Arts/Bachelor of Science**

Students must satisfy the degree requirements of any one catalog in effect during their attendance. Students who have had a five-year or more interruption of their college courses at William Penn must use either the catalog of re-entry or one of a later year. In order to receive a degree, students must have fulfilled the requirements as set forth in the catalog. A bachelor's degree requires 124 semester hours of degree applicable

credit with a minimum grade point average of 2.0 in all courses taken at Penn and in all courses comprising a major and minor. Some majors have more stringent GPA requirements.

All degree candidates must complete a minimum of thirty credit hours at William Penn University, with the last fifteen credit hours completed at William Penn University. Additionally, a minimum of six credit hours in the major numbered 300 or above must be completed at William Penn University. Students enrolled in the Education Division BA Distance Learning Program must meet the requirements of the Education Division.

Students who intend to graduate (complete ALL degree requirements) within one year will file a Declaration of Intent to Graduate form. This application constitutes a request for an evaluation by the Registrar's Office, and students are strongly encouraged to schedule a personal interview with their Academic Advisor to review graduation requirements. The student is responsible for meeting all graduation requirements.

There is one Commencement ceremony each year, held in May. It is the expectation that students will participate in the Commencement following completion of all degree requirements. Students completing final requirements in the summer following that year's commencement may choose to participate in that spring's ceremony. However, using the following criteria, students not completing all degree requirements until the following fall semester, may appeal to 'walk early':

**Formal appeal to the Academic Dean with the Intent to Graduate**

Minimum GPA at time of request of 2.25

Proof of summer/fall registration that accounts for all requirements

Explanation of why walking early is requested

Understanding that graduation honors will not be available and that an asterisk will be included by the student's name in the Commencement program

A graduation fee will be added to the student's balance for term in which the degree is conferred. This fee is added to all graduates, regardless of participation in the ceremony.

The University reserves the right to alter graduation requirements and will make every effort to ensure that such changes do not cause undue hardship for currently enrolled students.

**Right of Appeal:** In the event students feel that the evaluation of course work and/or transfer credits is not accurate, they should submit a written request to the Academic Dean via the Dean of the respective college. Students will be notified of the results in writing.

# Graduate Programs

William Penn University offers two graduate degrees: the Master of Organizational Leadership (36 credits) and the Master of Sport Management (30 credits).

### *APPLICATION PROCESS FOR GRADUATE PROGRAMS*

Students applying for graduate studies at William Penn University will need to supply a complete application that will be reviewed by the Admissions and Financial Aid Committee. The following documents are required:

- Graduate Application for Admission
- Official Transcript from the institution that granted the undergraduate degree with a minimum cumulative GPA of 3.0 on a 4.0 scale
- Current resume, including work experience and educational background
- Submission of two academic (if recently in school at least one is preferred)
- or professional recommendation forms and recommendation letters.
- 500-word Statement of Purpose discussing professional goals and how, in light of strengths, a graduate degree will bring the student closer to the realization of described goals

The Graduate program is based on two 8-week terms within each standard semester. Fulltime enrollment for graduate students is 9 hours, although 12 hours may be taken in a semester, two classes in each module.

### *ACADEMIC CLASSIFICATION & PROBATION*

A student is making satisfactory progress toward graduation as long as the cumulative grade point average does not fall below the following minimums during any semester of attendance:

A course earning a grade of "C" (2.0) or lower will need to be re-taken. Two grades lower than "C" (2.0) in the graduate program will result in an automatic dismissal from the University.

#### *Academic Probation for Currently Enrolled Students*

Students may be placed on Academic Probation as a result of the following situations:

- GPA below the above minimums
- Re-Entry from Academic Dismissal

#### *Violation of Academic Probation*

Graduate students who do not meet the terms of Academic Probation will be academically dismissed from William Penn University.

#### *Right of Appeal*

Placement on academic probation or academic dismissal may be appealed. Students should submit a written request to the Vice President of Academic Affairs.

***Return after Academic Dismissal***

In order for a Graduate student to return to classes at WPU after being academically dismissed the student must do the following:

- Petition for re-entry after six months (including a short essay explaining previous performance in the graduate program and the plan to remedy these issues going forward.)
- Pay for the next course out of pocket (if on a Grad Assistant benefit)
- Be placed on academic probation
- Earn at least a 3.4 in the next course

If the cumulative GPA is still below 3.0, the student will be placed on continued academic probation until the GPA is above 3.0.

If a student does not earn a 3.4 GPA or above in the first returning course, he/she can be permanently dismissed.

***PAUL MCCRACKEN MASTER OF ORGANIZATIONAL LEADERSHIP***

The William Penn University Online Program, PAUL MCCRACKEN Master of Organizational Leadership degree (was originally Master of Business Leadership) has been designed to develop leadership skills and attributes required by participants to excel at both the personal and professional level. Emphasis is placed on business leadership skills that are critical for leading a variety of business organizations at any level.

The program focuses on developing skills that have been recognized as absent in many graduate business programs. A useful graduate business leadership degree should go beyond spreadsheets and daily management techniques. It should focus on the development of skills and knowledge required to work with people, provide a framework and strategies for managing organizational systems and performance, and enhance the ability to communicate and disseminate information in an effective manner throughout the business organization.

Working with experienced adult educators the William Penn University Master of Organizational Leadership program is designed to build practical and useful leadership skills. The program emphasizes the development of leadership skill sets that will serve the participant throughout their personal life and career. Exposure to a wide variety of real-world issues and situations makes learning interesting and helps to develop strategies for solving problems and leading people effectively.

The program uses the following straightforward educational design: Present the basic challenges of leadership in a series of courses that provide understanding and conceptual solutions to each of these challenges; use experienced faculty mentors and contemporary real-world problem sets to assist the student in acquiring the knowledge and practical experiences required to apply these real-world solutions to leadership challenges; provide constant mentoring and feedback to the student to develop and improve essential individual and team leadership skills; and place emphasis on teamwork, business ethics, and servant leadership throughout the curriculum.

# Master of Organizational Leadership (MOL)

| *Required Courses* | | |
|---|---|---|
| MOL 504 | Effective Business Teams | 3 |
| MOL 508 | Principles and Practices of Business Leadership | 3 |
| MOL 510 | Project Management | 3 |
| MOL 528 | Business Leadership Research Methods and Analytics | 3 |

| | | |
|---|---|---|
| MOL 512 | Character-Based Servant Leadership | 3 |
| MOL 520 | Ethical and Moral Business Leadership | 3 |
| MOL 516 | Effective Business Leadership Communication | 3 |
| MOL 532 | Systems, Performance, and Organizational Effectiveness | 3 |
| MOL 536 | Human Capital Development and Succession Planning | 3 |
| MOL 540 | Leadership and Community | 3 |
| MOL 544 | Leading in a Global Business Environment | 3 |
| MOL 548 | Business Leadership Capstone | 3 |
| ***Total Master of Organizational Leadership*** | | ***36*** |

# Master of Sport Management (MSM)

The MSM program at William Penn was created in response to the growing need for professionals in the sport industry. Employment growth in this sector is predicted to be above the national average from 2016-2026. Sport management graduate programs typically prepare students in one or more of three emphases. These include new product development and promotion, service-based facility and event operations, and athletic administration. Based on the primary needs of local sports organizations and our expertise, William Penn's foci for the MSM will be service-based, event operations and athletic administration. The program builds upon WPU's existing MOL program leadership core and adds industry specific courses to round out the sport centered curriculum.

| | | |
|---|---|---|
| *Core* | | |
| SMGT 500 | Leadership & Research in Sport | 3 |
| *MOL 512 | Character-Based Servant Leadership | 3 |
| *MOL 520 | Ethical and Moral Business Leadership | 3 |
| *MOL 532 | Systems, Performance, and Organizational Effectiveness | 3 |
| *MOL 540 | Leadership and Community | 3 |
| **Students choose 3 of 4 MOL courses to meet core requirements* | | |
| *Sport Emphasis + Project or Internship* | | |
| SMGT 550 | Sport Marketing | 3 |
| SMGT 555 | Application of Legal Topics in Sport | 3 |
| SMGT 560 | Administration of College Athletics | 3 |
| SMGT 565 | Design and Development of Sport Facilities and Events | 3 |
| SMGT 570 | Sport Finance | 3 |
| SMGT 580<br>SMGT 585 | Project OR<br>Internship | 3 |
| ***Leadership Core*** | | ***12*** |
| ***Sport Emphasis*** | | ***15*** |
| ***Project or Internship*** | | ***3*** |
| ***Master of Sport Management Total*** | | ***30*** |

# Graduate Course Descriptions

**MOL 504 Effective Teams**
**3 credit hours**
The course explores the problems, possibilities, diagnostic techniques, and management strategies associated with the effective development and management of teams in the business environment. The theory that teams learn faster, execute better, implement changes more readily, and deliver quality products and services more quickly and effectively are emphasized throughout the course. Models for transforming business organizations into team-based cultures are explored. Teams' skills will be built through the utilization of technology-based collaboration tools.

**MOL 508 Principles and Practices of Business Leadership**
**3 credit hours**

This integrative course focuses on research and models of business leadership relevant to the identification and achievement of goals in diverse business settings. The course explores the historical development of leadership theory and examines multiple leadership models including associated strengths, weaknesses, and cross-cultural implications of each to develop a broad understanding of leadership in an ethical context. The course explores the problems, possibilities, diagnostic techniques, and management strategies associated with the effective development and management of teams in the business environment. Orientation to graduate studies is included at the beginning of this course.

**MOL 510 Project Management**
**3 credit hours**

This course provides the foundational structure for organizational and project development management. The review and direct application of the models of project management will result in the development of a specific plan for managing a project. This application will incorporate the agile business model and be applied to a project management plan with an integrated use of current research to support design.

**MOL 512 Character-Based Servant Leadership**
**3 credit hours**
Participants in this course explore the ways in which leaders can develop and integrate competence and character in the context of servant leadership. The course is organized around the seven classic virtues: courage, faith, justice, prudence, temperance, love, and hope identified by Aristotle and embraced as Quaker values. Students examine and learn to apply each of these virtues to common leadership issues that occur at the global, corporate, and individual business levels.

**MOL 516 Effective Business Leadership Communication**
**3 credit hours**
The primary goal of this course is to provide students with the tools and skills necessary for effective professional leadership communication in today's business environment. This course is based on the concept that communication is a central leadership skill required in the global workplace of the twenty-first century. Participants in the course explore contemporary concepts of the meaning and functions of communication in business as well as in large private or nonprofit associations, community groups and governments.

**MOL 520 Ethical and Moral Business Leadership**
**3 credit hours**
This course explores leadership and ethics in business through the inquiry into the philosophical basis of interpersonal relations and values in business contexts. The application of ethical, regulatory, and legal systems to the responsibilities of people in business organizations toward society and individual employees is explored. Emphasis is placed on the ability of business leaders to recognize and address ethical issues using a grounded decision-making process.

**MOL 528 Business Leadership Research Methods and Analytics**
**3 credit hours**
This is the first of two courses that emphasize the practical applications of concept, theories and practices in a real business environment in a capstone project. The course provides a framework for understanding the value and use of business research, of qualitative and quantitative research, organizational based research, and analytics. Additionally, it will focus on the application of research to the design and/or management of projects.

**MOL 532 Systems, Performance and Organizational Effectiveness**
**3 credit hours**
This course focuses on the use of systems thinking and performance management to solve difficult problems and improve the effectiveness of business organizations. Students learn the difference between a traditional approach and a systems approach to analyzing complex problems. Concepts and methods involved in measuring individual and organizational performance are explored.

**MOL 536 Human Capital Development and Succession Planning**
**3 credit hours**
Participants in the course will explore methods for evaluating, recruiting, developing, and deploying employees to fill key roles to effectively produce desired results and drive the business organization toward its goals. Students will explore strategies for developing key human resources and leverage human capital to transform business organizations and achieve integrated externally focused results.

**MOL 540 Leadership and Community**
**3 credit hours**
This course provides participants with firsthand knowledge and experience in understanding the process of creating and transforming community through collaboration, empowerment, and dialog. Students learn the principles of individual and group development, collaboration and dialogue, and process-oriented leadership through work in the community setting.

**MOL 544 Leading in a Global Business Environment**
**3 credit hours**
This course provides participants with firsthand knowledge and experience in understanding the process of creating and transforming community through collaboration and dialogue, and process-oriented leadership through work in the community setting. Models for transforming business organizations into team-based cultures are explored. The theory that teams learn faster, execute better, implement changes more readily, and deliver quality products and services more quickly and effectively is emphasized through the course.

**MOL 548 Business Leadership Capstone**
**3 credit hours**
The second of two courses that emphasizes the practical applications of concept, theories and practices in a real business environment. Students implement their project plan and then compile and report the results of their research and project experience. Culmination of this course is an extensive written project report presented for review by a panel of readers and a presentation at a symposium before invited faculty, administration, students, local business leaders, and community leaders.

**SMGT 500 Leadership & Research in Sport**
**3 credit hours**
An overview of sport research allows students to examine the present status of the industry as they begin to develop processes to identify, evaluate, and plan strategies to successfully resolve these issues. Professionalism and successful engagement in the sport industry requires strategic vision, efficient planning, effective leadership, and comprehensive understanding of diverse elements that interact in sport. Students will develop a plan for in-depth analysis of a sport industry problem or issue by drawing on relevant literature. This course will provide the foundation for student capstone projects.

**SMGT 550 Sport Marketing**
**3 credit hours**
Advanced marketing concepts unique to the sports industry as utilized in typical setting. Topics covered include the traditional marketing mix, services marketing, public relations, & event planning. Students also will utilize case studies & analysis of current campaigns in evaluating how to successfully market sporting events.

**SMGT 555 Application of Legal Concepts in Sport**
**3 credit hours**
From the perspective of the practitioner, an in-depth look at safety, negligence, and liability in sport will be conducted. Designed to help ADs, coaches, facility managers, program directors, etc. develop the knowledge and skills to recognize and moderate and/or eliminate dangerous situations before they become problematic.

**SMGT 560 Administration of College Athletics**
**3 credit hours**
A study of the intercollegiate sport environments. The course will focus on evaluation of policies established, ramifications for violation of rules and the procedures utilized by governing organizations in inter-collegiate athletics.

**SMGT 565 Design and Development of Sport Facilities and Events**
**3 credit hours**
Advanced application of knowledge, skills, and concepts pertaining to the planning, organization, publicity, and management of sporting events. Additionally, the course will examine the processes for planning, design, construction, maintenance, and ongoing operation, of sport facilities.

**SMGT 570 Sport Finance**
**3 credit hours**
Course is designed to examine both economic and fiscal theories as they are applied to the sport management industry. Various economic and fiscal issues will be explored with a focus on making effective fiscal decisions.

**SMGT 580 Project**
**3 credit hours**
A faculty-guided exploration of a topic of professional interest / career growth for the student to provide added value to an internal or external client. Offered all terms.
**Prerequisites: SMGT 500; GPA of 3.0 or higher; no grade below a C; approval of Project chair and program coordinator.**

**SMGT 585 Graduate Internship**
**3 credit hours**
Experiential learning opportunity through participating in day-to-day operations of a sport related organization. Students should be afforded opportunities to make meaningful contributions to the operations of the organization while gaining valuable experience applying skills and knowledge gained in their studies.
**Prerequisites: SMGT 500 completed; GPA of 3.0 or higher; no grade below a C; approval of program coordinator.**

# Final Examination Schedule

## Fall 2025

**Monday, December 8, 2025**

| | |
|---|---|
| 8:15 - 10:10 | All classes meeting 8:15 - 9:05 MWF |
| 10:15 - 12:10 | All classes meeting 10:15 - 11:05 MWF |
| 12:15 - 2:10 | All classes meeting 12:15 - 1:05 MWF |
| 2:15 - 4:10 | All classes meeting 2:15 - 3:05 MWF |
| Evening | All classes meeting Monday/Wednesday or Monday evening |

**Tuesday, December 9, 2025**

| | |
|---|---|
| 8:15 - 10:10 | All classes meeting 8:15 - 9:30 TTH |
| 10:15 - 12:10 | All classes meeting 9:45 - 11:00 TTH |
| 12:15 - 2:10 | All classes meeting 12:15 - 1:30 TTH |
| 2:15 - 4:10 | All classes meeting 1:45 - 3:00 TTH |
| Evening | All classes meeting Tuesday/Thursday or Tuesday evening |

**Wednesday, December 10, 2025**

| | |
|---|---|
| 9:15 - 11:10 | All classes meeting 9:15 - 10:05 MWF |
| 11:15 - 1:10 | All classes meeting 11:15 - 12:05 MWF |
| 1:15 - 3:10 | All classes meeting 1:15 - 2:05 MWF |
| 3:15 - 5:10 | All classes meeting 3:15 - 4:05 MWF |
| Evening | All classes meeting Wednesday evening |

## Spring 2026

**Monday, May 4, 2026**

| | |
|---|---|
| 8:15 - 10:10 | All classes meeting 8:15 - 9:05 MWF |
| 10:15 - 12:10 | All classes meeting 10:15 - 11:05 MWF |
| 12:15 - 2:10 | All classes meeting 12:15 - 1:05 MWF |
| 2:15 - 4:10 | All classes meeting 2:15 - 3:05 MWF |
| Evening | All classes meeting Monday/Wednesday or Monday evening |

**Tuesday, May 5, 2026**

| | |
|---|---|
| 8:15 - 10:10 | All classes meeting 8:15 - 9:30 TTH |
| 10:15 - 12:10 | All classes meeting 9:45 - 11:00 TTH |
| 12:15 - 2:10 | All classes meeting 12:15 - 1:30 TTH |
| 2:15 - 4:10 | All classes meeting 1:45 - 3:00 TTH |
| Evening | All classes meeting Tuesday/Thursday or Tuesday evening |

**Wednesday, May 6, 2026**

| | |
|---|---|
| 9:15 - 11:10 | All classes meeting 9:15 - 10:05 MWF |
| 11:15 - 1:10 | All classes meeting 11:15 - 12:05 MWF |
| 1:15 - 3:10 | All classes meeting 1:15 - 2:05 MWF |
| 3:15 - 5:10 | All classes meeting 3:15 - 4:05 MWF |
| Evening | All classes meeting Wednesday evening |

# William Penn University – Board of Trustees 2025-2026

## Executive Committee

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| Board Chairman | Eric Nichols |
| Vice-Chairman | Joe Crookham |
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## Iowa Yearly Meeting Representatives

Ronald Bryan
Sylvia Graves Beane
Manny Garcia
Larry Juncker, Jr.
Reginald Martin
Eric Nichols
Jane Sherwood

# Emeritus Faculty

L. FREDERICK ALLEN, Professor of Religion, 1990–2012. Emeritus, 2012. Dean, 2003–2009. Campus Minister, 1990–1998; Chair, Social and Behavioral Sciences Division, 1996–2003. B.S., St. Lawrence University; M.Div., Colgate Rochester/Bexley Hall/Crozer Theological Seminary; Ph.D., Boston University.

KATHRYN DE VORE, Assistant Professor of Education, 2000–2014. Emeritus, 2014. B.S., Iowa State University; M.A., University of Iowa.

LINDA ELIASON, Associate Professor of Music, 1965–1997. Emeritus, 1997. Chair and co-chair, 1994–1997. B.A., William Penn College; M.M., Drake University; Graduate study, Drake University, University of Northern Iowa, University of Iowa, Indiana University, George Peabody College of Teachers (Nashville), and Brigham Young University.

ANN M. FIELDS, Associate Professor of Business Administration, 2003–2018. Emeritus, 2018. Provost, 2009. Interim President, 2009–2010. President 2010–2013. B.S., M.S., Ph.D., Iowa State University.

JULIE E. HANSEN, Librarian and Archivist, 1988–2018. Emeritus, 2018. B.A., Winona State University; M.A., University of Iowa.

DONALD HICKLIN, Assistant Professor of Mathematics, 1992–2011. Emeritus 2011. B.A., William Penn College; M.S., University of Northern Colorado; Graduate study, University of Georgia and University of Montana.

JAMES HOEKSEMA, Professor of Industrial Technology, 1986–1995 and 1997–2021. Emeritus, 2021. Co- Chair, Applied Technology, 2006–2020. B.A., William Penn College; M.A., D.I.T., University of Northern Iowa; Graduate study, Montclair State College, Iowa State University, and University of Northern Iowa.

PAMELA MARTIN, Professor of Education, 1996–2018. Emeritus, 2018. Chair, Education Division, 1998– 2014. B.S., M.Ed., James Madison University; Ph.D., University of Virginia.

DAVID L. PORTER, Louis Tuttle Shangle Professor of History, 1976–2016. Emeritus, 2016. Acting Chair, Social & Behavioral Sciences, 2000–2001. B.A., Franklin College; M.A., Ohio University; Ph.D., Pennsylvania State University; NEH Fellow at the University of Iowa and Herbert Hoover Library 1979; Eleanor Roosevelt Institute Fellow at the Franklin D. Roosevelt Library, 1981.

KATHRYN A. ROE, Assistant Professor of Education 2005–2018. Emeritus, 2018. B.A., Northern Illinois University; M.S., University of Wisconsin - Milwaukee.

JUDITH C. WILLIAMS, Assistant Professor of Applied Computer Science, 1981–2018. Emeritus, 2018. Associate Academic Dean, 1992–1994 and 1995–1996. B.S.M.E., Virginia Polytechnic Institute; M.S.M.E., Purdue University; Graduate study, Purdue University, Memphis State University and Central Oklahoma State University.

LONNY L. WILSON, Professor of Economics, 1972–2018. Emeritus, 2018. Chair, Social Science Department, 1978–1996. Chair, Business Administration Division, 1996–2014. B.A., Iowa Wesleyan College; M.A., Ph.D., University of Iowa.

DOUGLAS R. ZEHR, Professor of Biology, 1980–2014. Emeritus, 2014. Dean of the College of Arts, Sciences, and Professional Studies, 2000–2002. Chair, Natural Science Division 1987–1994; Interim Academic Dean, 1995–1996. B.S., Iowa State University; M.S., Ph.D., Southern Illinois University.

# Faculty

SAMANTHA ALLEN WRIGHT, Associate Professor of English, 2018-Present. Associate Dean for Academic Affairs, 2025-Present. Chair, Humanities Division, 2021–2025. Chair, New Media Division, 2022–2024. Co-Chair, New Media Division 2024-Present. B.A., University of Texas at Dallas; M.A., University of Texas at Arlington; Ph.D., Texas Christian University.

BETSY ANDERSON, Instructor of Education, 2023-Present. B.S., University of Wisconsin-Whitewater; M.A., Morningside College.

AMY ANDREASSEN, Instructor of Education, 2024-Present. Associate Dean for Operations, 2025-Present. B.A., University of Northern Iowa; M.Ed., Trinity University.

KAITLIN ARDOLINO, Assistant Professor of New Media, 2022-Present. Co-Chair, New Media Division 2024-Present. B.S., William Penn University; M.A., Drake University.

ROBB BEANE, Assistant Professor of Education, 2022-Present. Co-Director of Distance Learning, 2016– 2018. B.S., Iowa State University; M.A., University of Illinois at Urbana-Champaign.

DONNA BOOTS, Instructor of Education, 2025-Present. B.A., Luther College; M.A., Viterbo University.

KIM BROWN, Chair, Nursing Division, 2013-Present. B.S.N., Iowa Wesleyan University; F.N.P., Frontier School of Midwifery and Family Nursing; D.N.P., Frontier Nursing University.

JAY CHRISTENSEN, Assistant Professor of Business Management, 2018-Present. Chair, Business Administration Division, 2021–2024. B.A., Buena Vista College; M.H.A., Des Moines University.

MICHAEL D. COLLINS, Professor of Sociology, 1997–Present. Associate Dean, 2011–2016, 2020-2025. Chair, Social and Behavioral Sciences Division, 2003–Present. B.A., St. John's University; M.A., University of Nevada-Las Vegas; Ph.D., Oklahoma State University.

SCOTT CRESSLEY, Assistant Teaching Professor of Music, 2007-Present. B.S., Clarion University of PA; M.M., Eastern New Mexico University.

JENNIFER CRULL, Associate Professor of Business Administration, 2023-Present. Associate Dean for Learning and Assessment, 2025-Present. Co-Chair, Business Administration Division, 2024-Present. B.A., University of Iowa; M.A., University of Iowa; D.B.A., Saint Ambrose University.

JANET L. EWART, Professor of Biology, 1996–Present. A.B., Kenyon College; Ph.D., University of Wisconsin- Madison; Post-doctoral studies, University of Pennsylvania.

PETE EYHERALDE, Associate Professor of Biology, 2015–Present. Co-Chair, Kinesiology and Life Sciences Division 2021-2025. Co-Chair, Kinesiology and Life Sciences Division 2025-Present. B.A., University of Northern Iowa; Ph.D., Iowa State University.

BREANNE GARRETT, Assistant Teaching Professor of Mathematics, 2011–Present. Co-Chair, Applied Technology Division, 2023-Present. B.A., Central College; M.A., University of Iowa.

CODY GIBSON, Assistant Professor of Psychology, 2025-Present. B.A., University of Louisiana Monroe; M.A., Northern Illinois University; Ph.D., Northern Illinois University.

AARON HINNAH, Instructor of Kinesiology, 2023-Present. B.S., Iowa State University; M.B.L., William Penn University; M.S.M., William Penn University.

JIHNA JENKINS, Associate Professor of Business Administration, 2009–Present. Co-Chair, Business Administration Division, 2024-Present. B.S., Florida A&M University; M.B.A., Florida A&M University; D.B.A., Liberty University.

MICHAEL O. JOHNSTON, Associate Professor of Sociology, 2013–Present. B.A., Buena Vista University; M.P.A., Iowa State University; Ph.D., Walden University.

HALUK KUCUK, Associate Professor of the Engineering Program, 2024-Present. B.S., Istanbul Technical University; M.S., Istanbul Technical University; M.S., Bogazici University; Ph.D., Michigan Technological University.

DARRELL MACKAIG, Instructor of Business Administration, 2025-Present. A.A., Cerritos Community College; B.A., William Penn University; M.B.L., William Penn University.

LENORE MAYBAUM, Professor of English, 2024-Present. B.A., Drake University; M.A., Oregon State University; Ph.D., University of Iowa; M.F.A., Cornell College.

TED MCCOY, Professor of Mathematics, 2007–Present.Co Chair, Applied Technology Division, 2016–2023. Co-Chair, Applied Technology Division, 2023-Present. B.A., Grinnell College; M.S., Ohio State University; Ph.D., Ohio State University.

SAMANTHA MEAD, Director and Instructional Services Librarian of the Wilcox Library, 2020-Present. B.A., William Penn University; M.L.I.S, San Jose State University.

ZACKERY MEADE, Assistant Professor of Psychology, 2021-Present. B.A., University of Northern Iowa; M.A., University of Northern Iowa.

JAMIE NELSON, Assistant Teaching Professor of Education, 2021-Present. Chair, Education Division, 2025-Present. B.A., William Penn University; M.A. University of Northern Iowa.

JAMES A. NORTH, Professor of Biochemistry, 2000–Present. Chair, Kinesiology and Life Sciences Division, 2002–2013. B.S., Ph.D., University of Iowa.

MAURICIO NUNEZ, JR., Assistant Professor of Kinesiology, 2021-Present. B.S., University of Texas at Dallas; M.S., University of Texas at Tyler; Ph.D., Texas Woman's University.

DANA J. OSWALD, Assistant Professor of Education, 2007–Present. B.A., William Penn College; M.Ed., Iowa State University.

JARED PEARCE, Professor of English, 2007–Present. HLC Liaison and Director of Mission Assessment, 2025-Present. Director of Assessment and Student Learning, 2015–2025. Interim Chair, Humanities Division, 2009–2010. Chair, Humanities Division, 2010– 2013. B.A., Brigham Young University; M.A., Brigham Young University; Ph.D., University of Louisiana at Lafayette.

JENNIFER L. PETERSON, Assistant Teaching Professor of Kinesiology, 2019-Present. Co-Chair, Kinesiology and Life Sciences Division, 2025-Present; Faculty Athletic Representative, 2024-Present; A.A., Indian Hills Community College; B.A., University of Northern Iowa; M.A., University of Northern Iowa.

STEPHEN RITTGERS, Instructor of Applied Computer Science, 2015–Present. B.A. Bethel University; B.S.C.E. Iowa State University; M.A. California State University.

XAVIER ROYER, Instructor of Political Science, 2022-Present, B.A., University of Nebraska at Omaha; M.A., Villanova University.

JAY SCHELHAAS, Instructor of Nursing, 2023-Present. B.A. Dordt University; B.S.N. South Dakota State University; M.S.N. University of Phoenix.

ALEXA SCHUT, Instructor of Mathematics, 2020-Present. B.A., Trinity Christian College; M.S., University of Wisconsin-Milwaukee.

JENNY SIEFKEN, Assistant Professor of Religion, 2025-Present. B.A., Northwest University; M.A., Portland Seminary; Ph.D., Marquette University.

DAWN SIEVERTSEN, Director of Distance Learning, 2025-Present. B.A., University of Northern Iowa; M.A., Western Illinois University.

JAMES SMITH, Instructor of Industrial Technology, 2014–Present. B.A., William Penn University; M.A., University of Northern Iowa.

GLENN STEIMLING, Professor of Kinesiology 2014–Present.; B.S., Plymouth State College; M.A.Ed., University of Arizona; Ph.D., University of New Mexico.

JONATHAN H. STEVENS, Assistant Professor of Applied Computer Science, 2000–Present. B.A.S., M.Ed., University of Minnesota-Duluth; M.S., Concordia University Wisconsin.

JAVIN SWORD, Assistant Teaching Professor of Computer Science, 2024-Present. Associate Dean for Digital Initiatives, 2025-Present. B.S., DeVry University; M.I.S.M, Keller Graduate School of Management.

JENNIFER TOPE, Assistant Professor of History, 2025-Present. B.A., University of Kansas; M.A., Northeastern University; Ph.D (ABD)., Kansas State University.

STACY VEISETH, Instructor of Education, 2025-Present. B.A., University of Northern Iowa; M.Ed., Buena Vista University.

BRITTNY TSCHETTER, Assistant Professor of Business Administration, 2021-22, 2024-Present. B.S., Grantham University; M.B.A., Grantham University

TAAF VERMEULEN, Instructor of Industrial Technology, 2021-Present. B.A. William Penn University; M.S., University of Missouri-Columbia.

WILTON WRIGHT, Associate Professor of English, 2019 – Present. Chair, Humanities Division, 2025–Present. B.A., University of Texas at Arlington; M.A. University of Texas at Arlington; Ph.D., Texas Christian University.

DENIS ZAVALISHIN, Assistant Professor of Mathematics, 2024-Present. B.S., Moscow Aviation Institute; M.S., Moscow Aviation Institute; Ph.D., Keldysh Institue of Applied Mathematics.

SAMANTHA ALLEN WRIGHT, Associate Professor of English, 2018-Present. Associate Dean for Academic Affairs, 2025-Present. Chair, Humanities Division, 2021–2025. Chair, New Media Division, 2022–2024. Co-Chair, New Media Division 2024-Present. B.A., University of Texas at Dallas; M.A., University of Texas at Arlington; Ph.D., Texas Christian University.

BETSY ANDERSON, Instructor of Education, 2023-Present. B.S., University of Wisconsin-Whitewater; M.A., Morningside College.

AMY ANDREASSEN, Instructor of Education, 2024-Present. Associate Dean for Operations, 2025-Present. B.A., University of Northern Iowa; M.Ed., Trinity University.

KAITLIN ARDOLINO, Assistant Professor of New Media, 2022-Present. Co-Chair, New Media Division 2024-Present. B.S., William Penn University; M.A., Drake University.

# Online Faculty

LUKE BECKER, Business Administration. B.S., Iowa State University; M.B.A., Upper Iowa University.

LAURA E. BERNSTEIN, Business Administration. B. S., Saginaw Valley State University; M.B.A., Northwood University; Ed.D., Drake University.

LILLY C. CHEN, English. B.A., University of Iowa; M.A., University of Illinois Springfield.

CHAD J. DAVIDSON, Social and Behavioral Sciences. B.S., Eugene Bible College; M. A., Oral Roberts University.

ROBBIE EKLOV, History. B.A., Simpson College-Indianola; M.A., Norwich University.

PENNY GALBREATH, Business Administration. B.S., Upper Iowa University; M.B.A., Upper Iowa University.

BETH GRAFFT, Humanities. B.A., William Penn University; M.A., University of Northern Iowa.

THOMAS R. GRIFFIN, Social and Behavioral Sciences. B.A., University of Iowa; M.A., Sam Houston State University.

DAVID GROET, Applied Technology. B.S., William Penn University.

COURTNEY JANE, Business Administration. B.A., Univ of California-San Diego; M.B.A., Dartmouth; M. Ed., Western Governors University; D.B.A., Argosy University.

CAITLIN KIENZLER, Social and Behavioral Sciences. B.S., University of Illinois-Urbana-Champaign; M.A., University of Colorado-Denver; Ph.D., University of Colorado-Denver.

SARAH McCANN-HARDWICK, Social and Behavioral Sciences. B.A., William Penn University; M.B.L., William Penn University; A.B.D., Walden University.

SIDDHARTA MIRSA, Business Administration. B.E., Marine Engineering and Research Institute; M.B.A., Iowa State University.

KELLY MITCHELL, Business Administration. B.S., William Penn University; M.B.L., William Penn University.

KATY MORAN, Humanities. B.A., Northwestern College; M.A., Gordon Conwell Theological Seminary.

GALE MURPHY, Business Administration. B.A., Buena Vista University.

GEORGETTA MYHLHOUSEN-LEAK, Director Online & Remote Learning, Associate Dean of Innovative Instruction. Ph.D. University of Iowa.

NICHOLOS J. NOPOULOS, Business Administration. B.A., William Penn University; M.B.L., William Penn University.

LAURA NORBERG, Kinesiology and Life Sciences. B.S., University of Francis; M.A.T., Saint Louis University.

ERIN PETERSON, Business Administration. B.A., University of Northern Iowa; M.S., Drake University.

VICTORIA J. PLACE, Business Administration. B.S., Drake University; J.D., Drake University.

ALICIA RATCLIFF, Social and Behavioral Sciences. B.A., National University; M.S., Walden University.

TRACI RILEY, Humanities. B.A., William Penn University; M.B.L., William Penn University.

SEAN W. ROCK, Business Administration. B.S., Brigham Young University; M.S., University of Maryland University College.

OLUBUNMI SALAMI, Business Administration. B.A., St. Ambrose University; M.A., Iowa State University; J.D., Drake University.

LU SAYAXANG, Business Administration. B.A., William Penn University; M.B.A., Drake University.

KAREN K. SCHIEBOUT, Business Administration. B.A., Dordt College; M.B.A., Drake University.

CORNELIUS SESSION, Business Administration. B.A., Rutgers University; M.A., New School University; M.S., Colorado Technical University; D.B.A., Walden University.

DANIELLE SODERGREN, Social and Behavioral Sciences. B.S., California Coast University; M.A. Doane University.

DANIELLE STAHLE, Humanities. B.S., Southern Utah University; M.A., Texas Tech University.

DEBBIE STEVENS, Master of Organizational Leadership. B.A., South Dakota State University; M.A. Education: Curriculum and Instruction for Adult Learner, University of Phoenix.

CHAD R. UNDERWOOD, Social and Behavioral Sciences. B.S., Central Missouri State University; M.S., Central Missouri State University.