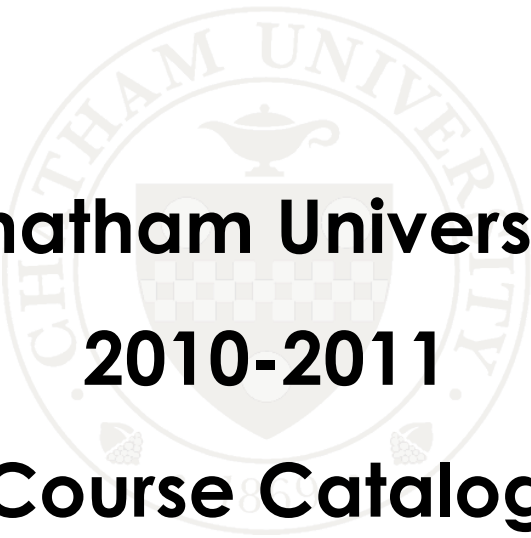


The seal of Chatham University is a circular emblem. It features a central shield with a checkered pattern. Above the shield is a chalice. The words "CHATHAM UNIVERSITY" are inscribed around the perimeter of the seal.

# **Chatham University**

## **2010-2011**

### **Course Catalog**

**Woodland Road**  
**Pittsburgh, PA 15232**  
**412-365-1100**



“The history of life on earth has been a history of interaction between living things and their surroundings. To a large extent, the physical form of the habits of the earth’s vegetation and its animal life has been molded by the environment. Considering the whole span of the earthly time, the opposite effect, in which life actually modifies its surroundings, has been relatively slight. Only within the moment of time represented by the present century has one species – man – acquired significant power to alter the nature of the world.”

Silent Spring

Rachel Carson, Class of 1929

### **Disclaimer**

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## Degrees and Accreditation

Chatham University grants the Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Interior Architecture, Bachelor of Science, Bachelor of Social Work, Master of Science in Biology, Master of Accounting, Master of Business Administration, Master of Business Administration for Healthcare Professionals, Master of Arts in Teaching, Master of Arts in Landscape Studies, Master of Landscape Architecture, Master of Arts in Psychology, Master of Interior Architecture, Master of Science in Interior Architecture, Master of Fine Arts in Film and Digital Technology, Master of Fine Arts in Creative Writing, Master of Professional Writing, Master of Health Sciences, Master of Arts in Wellness, Master of Science in Counseling Psychology, Master of Science in Nursing, Doctor of Nursing Practice, Master of Occupational Therapy, Doctor of Occupational Therapy, Master of Physician Assistant Studies, Doctor of Physical Therapy, Transitional Doctor of Physical Therapy degrees, and Doctor of Psychology.

The University is accredited by the Middle States Commission on Higher Education, the American Chemical Society, the American Physical Therapy Association, the Council for Interior Design Accreditation, the Council on Social Work Education, the Commission on Collegiate Nursing Education, the Landscape Architecture Accreditation Board, the Accreditation Council for Occupational Therapy Education, and the Accreditation Review Commission on Education for the Physician Assistant. The teacher education program is recognized and approved by the Pennsylvania Department of Education.

Except for limiting the granting of undergraduate degrees to women, Chatham University does not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, age, disability, veteran status, or any other legally protected status in its educational programs and policies, co-curricular activities, scholarship and loan programs, or employment practices. Inquiries may be directed to Chatham University, Director of Human Resources, Woodland Road, Pittsburgh, PA 15232, 412-365-1847.

Title II of the Student Right to Know and Campus Security Act of 1990 and the Pennsylvania Act 73 of 1998 require that information regarding college graduation/completion rates and campus crime statistics be available to current and prospective students. Inquiries may be directed to Chatham University, Director of Institutional Research, Pittsburgh, PA 15232, 412-365-1292.

# The University and the City

## About Chatham

### **Mission Statement**

Chatham University prepares its students, bachelors through doctoral level, on campus and around the world, to excel in their professions and to be engaged, environmentally responsible, globally conscious, life-long learners, and citizen leaders for democracy. The women's undergraduate program offers superb career preparation informed by the liberal arts; other entities within the University provide men and women with undergraduate, graduate, professional, and continuing education of the highest quality with primary emphasis on preparation for work and the professions.

### **Structure**

Founded in 1869, Chatham University is a coed university with a women's college as its historic heart. Chatham University provides students with a solid education built upon strong academics, public leadership and global understanding. Chatham's 35-acre arboretum campus is centered on historic Woodland Road in Pittsburgh's Shadyside neighborhood. In addition, the Eden Hall Campus of Chatham University encompasses nearly 400 acres of land north of the city in Richland Township. Students may easily access Pittsburgh's dynamic career, cultural, and entertainment opportunities and share in the educational and social offerings of the other nine area colleges and universities.

The University houses three distinctive Colleges: Chatham College for Women includes academic and co-curricular programs for undergraduate women and embodies the traditions and rituals of one of the nation's oldest residential colleges for women. The College for Graduate Studies offers women and men both masters and doctoral programs. Programs within the College for Graduate Studies include concentrations in art and architecture, business, counseling psychology, health sciences and nursing, teaching, and writing. The College for Continuing and Professional Studies provides online and hybrid undergraduate and graduate degree programs for women and men, certificate programs, and community programming.

### **History of the University**

Chatham University was chartered on December 11, 1869 as Pennsylvania Female College. Chatham was founded to provide women with an education comparable to that which men could receive at the time at "colleges of the first class."

The Reverend William Trimble Beatty, pastor of Shadyside Presbyterian Church, led a group of like-minded Pittsburghers in making the dream of solid academic training for women a reality. The founders were somewhat ahead of their time: 1869 was the year that the National Association of Women's Suffrage was established and the year John Stuart Mill published *The Subjection of Women*. Pennsylvania Female College occupied the largest private residence in Allegheny County, the George Berry mansion atop Fifth Avenue in Shadyside. Fifteen faculty and just more than 100 students occupied the 11-acre campus.

Chatham was one of the earliest liberal arts colleges for women established originally as a college rather than as a seminary. It is one of four eastern colleges founded for women that still limit the granting of baccalaureate degrees to women. In 1890 the name was changed to Pennsylvania College for Women (PCW) and in 1955 to

Chatham College in honor of William Pitt, the Earl of Chatham and Pittsburgh's namesake. Ultimately in 2007 the institution was recognized as Chatham University by the Commonwealth of Pennsylvania.

Throughout its history, Chatham has been a pioneer in curricular progress, adapting its educational programs to meet society's changing needs while maintaining intellectual integrity.

The first curriculum required all students to be proficient in Latin, French, or German; higher mathematics; history; English; natural sciences; systematic Bible history; and Anglo-Saxon. In succeeding years, the College added electives ranging from modern literature to family living, and reduced the number of required courses.

Shortly after the turn of the 20th century, the progressive social service certification program - which uniquely blended classroom teaching with service work in the community - was developed. This program was the pioneer for Chatham's service-learning initiatives of today and highlighted the understanding and need for continued social service work among students and alumnae for decades to come. Pennsylvania College for Women also had an active social life with rich and varied performances by student groups and a May Day festival that drew crowds in the thousands to campus.

In the 1920s, new curricular requirements emerged in English composition, science, and contemporary history. These and other changes subsequently led to the College's recognition as a "Class A College" by the Middle States Commission in Higher Education and the American Association of University Women.

By the 1940s, the faculty had reorganized the curriculum into lower and upper divisions with the lower division focusing on the major fields of interest. Post-World War II revisions developed a required basic curriculum that included courses in the arts, modern society, natural sciences, speech, and philosophy. During this period the College joined the ranks of only a handful of colleges across the country in its awarding of Bachelor of Science degrees.

In the 1970s, Chatham again adapted its curriculum to reflect new career needs for women, adding major programs in areas such as communication, administration, and management. The Gateway program for women over the age of 23 seeking a baccalaureate degree was one of the first such programs in the country designed to address the needs of the adult woman student.

The Chatham University experience is dedicated to enabling its graduates to make an impact on the world around them. A social consciousness, an awareness and understanding of the environment, an interest in public service, a strong grounding in the sciences and liberal arts, and the ability to communicate effectively are characteristics that today's Chatham women share with 1929 alumna Rachel Carson.

Chatham's outstanding liberal arts base, combined with the capstone experience of the "senior tutorial" – an original research project guided one-on-one by a Chatham professor – provides an excellent bridge to graduate and professional schools. The University offers especially strong preparation for law school, medical school, and science-based graduate programs as well as the University's own graduate degree programs. Agreements with other institutions such as Carnegie Mellon University offer students opportunities to obtain liberal arts and engineering degrees as well as masters degrees after only one additional year of study. Chatham students also may elect to earn teacher certification – for early childhood, elementary, secondary, or environmental education – while they complete an undergraduate degree.

Students develop their personal, professional, and leadership skills to the fullest potential through internships, study abroad, service-learning, leadership training opportunities, and personal development seminars. Most students complete at least two internships or career-related experiences in their fields. Recent examples include internships with Mellon Financial Corporation, University of Pittsburgh Medical Center, Historical Center of Western Pennsylvania, WPGH-Fox 53, Allegheny County Children, Youth and Family Services, and Interscope Technologies. Chatham Abroad, a multi-week travel experience with classmates and faculty, has taken students to the Galápagos Islands, Belize, Morocco, Egypt, Italy, Spain, France, Ireland, England, Russia, Norway, Iceland, Greece, and Haiti, among other places. In 2000, Chatham University's Study Abroad Program was ranked fourth in the nation by U.S. News and World Report.

At Chatham College for Women, each student can personalize her curriculum by choosing from more than 30 majors in the sciences, social services, humanities, fine and performing arts, pre-professional programs, and interdisciplinary areas such as environmental science and global policy studies. Students also may create interdisciplinary or double-major programs, or they may create self-designed majors in conjunction with their faculty advisors. Through the Accelerated Graduate Degree Program, students may earn a bachelor's and a master's degree in as few as five years.

The College for Graduate Studies offers coeducational graduate programs in accounting, biology, business administration, counseling psychology, creative writing, film and digital technology, food studies, interior architecture, landscape architecture, landscape studies, occupational therapy, physical therapy, physician assistant studies, and teaching.

The College for Continuing and Professional Studies offers nursing programs including the RN-to-BSN, MSN and Doctor of Nursing Practice degrees, as well as graduate degrees in the health sciences, creative writing, and professional writing.

Following fifteen years of growth in enrollment, endowment, academic and co-curricular programs, and physical plant, Dr. Barazzone and the Chatham College Board of Trustees successfully petitioned the Commonwealth of Pennsylvania for university status. The institution was officially recognized as Chatham University in April 2007. The new identity caps a decade of growth in enrollment, programs and infrastructure that has transformed the Pittsburgh institution. Chatham College offered undergraduate degrees to women only until 1994, when the College offered its first graduate program for women and men. Chatham now offers a variety of masters-level and doctoral-level programs, all applied degrees, for women and men.

The University's new Eden Hall Campus is located north of the city in Richland Township. Programs at Eden Hall Farm will include an environmental learning lab, initiatives in sustainability and environmental studies, landscape architecture, biosciences and women's studies.

At 388 acres, the Eden Hall Campus is almost ten times the size of Chatham's historic 39-acre Shadyside campus and was originally assembled by Sebastian Mueller, one of the first executives at the H.J. Heinz Company, who utilized the farm to benefit the working women of Pittsburgh. His estate – Eden Hall Farm – became the retreat for generations of Pittsburgh's working women and served as a memorial to the Mueller's two daughters, Elsa and Alma, both of whom died in childhood. Chatham received the farm as a gift from the Eden Hall Foundation in 2008.

Chatham University prepares its students for a lifetime of personal and professional achievements – unprecedented opportunities, challenges, and leadership roles that Chatham’s founders only could have imagined in 1869. Chatham proudly continues to build its history and tradition of excellence in women’s education and meeting society’s changing needs.

### **How to Get to Chatham**

The Chatham University campus is 20 minutes by bus or taxi from downtown Pittsburgh and approximately 45 minutes from the airport. Visitors should allow at least an hour if traveling by limousine/taxi service from the airport. Several major airlines serve Pittsburgh International Airport with flights to and from most cities in the United States. (A detailed list may be found at <http://www.chatham.edu/about/flights.cfm>.) Flight time between Pittsburgh and Boston, Chicago, New York City, Washington, DC, Atlanta, or St. Louis is 90 minutes or less.

### **Chatham University Seal**

The seal is a symbolic representation of the ideals to which the University is dedicated. Chatham was founded in 1869 as a women’s institution of higher learning, a purpose denoted by the ancient lamp of learning.

The Latin motto of Chatham College for Women dates from the occasion of the laying of the cornerstone of the first new College building in 1871. It is taken from Psalm 144, verse 12, of a 1579 Latin translation of the Hebrew Bible by Franciscus Junius and Immanuel Tremellius. It expresses the founders’ hopes of providing service to society and is freely translated in the King James Version of the Bible as “may our daughters be as cornerstones.”

The acorns and the shield with its “fesse chequy” and Byzantine coins are taken unchanged from the crest of the Earl of Chatham and are a constant reminder of William Pitt’s concern for the freedom of the individual.

## **Buildings and Facilities**

### **Academic Buildings and Facilities**

**Art and Design Center** (2004) is an adaptive reuse of the University’s former Gymnasium (1952). Built in the Collegiate Georgian style, the building fronts the University’s athletic field. The main entry houses offices for arts and communication faculty as well as the University’s photographic slide archives. The sculpture and ceramics studios, including a kiln room, now occupy the building’s former dance studio. The main gymnasium floor – which still includes the basketball court lines – houses studios for painting, and printmaking. Over the studios is a steel and glass bridge that provides student exhibition space and connects a semi-smart classroom with a senior tutorial room and kitchenette.

**Arthur E. Braun Hall of Administration** (1953) was named in honor of Arthur E. Braun, chairman of the Board of Trustees for 50 years. Adjoining Falk Hall, Braun contains Braun Conference Room, Student Services, and the Chatham University Center for Women’s Entrepreneurship, the Pennsylvania Center for Women, Politics, and Public Policy, the Pittsburgh Teachers Institute, the Rachel Carson Institute, and faculty offices. On the lower floor is the media center with two regular and one graphic arts darkrooms, slide editing room, video editing room, television editing suite, and writing laboratory.

**Athletic and Fitness Center** (2004) is an advanced four-level athletic facility designed as the University's multi-purpose center. On the first level students can enjoy an eight-lane competition swimming pool, whirlpool/sauna/steam room, squash courts, and rock-climbing wall. For student athletes, the athletic training room contains a hydro-therapy room and complete line of rehabilitation equipment. The second level has a semi-smart classroom with adjoining human performance laboratory. In addition, the fitness and cardiovascular rooms contain treadmills, elliptical machines, bikes, free weights, and circuit strength machines. The dance and aerobics studio is a multi-function space that offers Pilates, martial arts, aerobic classes, and dance courses. On the third level, the performance court for basketball and volleyball seats 600 spectators. Finally, the fourth level offers a three-lane walking track and smoothie bar where students may purchase healthy snacks and beverages. Comfortable seating is conveniently located throughout the center for students to relax with friends, watch television, or use the wireless Internet. The athletic field is adjacent to the Art and Design Center.

**Campbell Memorial Chapel** (1950) was refurbished and rededicated in 1984 to the memory of Mary Campbell Eckhardt, Class of 1943, and her father, Robert Davis Campbell, former member of the Board of Trustees. The large auditorium with performance acoustics seats 600 and contains a completely rebuilt four keyboard Moller organ, considered to be one of the finest such instruments in the country. The ground floor of the chapel houses classrooms.

**Chatham Eastside** (2008), located at 6585 Penn Avenue in Pittsburgh's East End, is a newly acquired and renovated building that will provide the University with enhanced space flexibility and capacity in the long-term. Initial occupants of the space include Interior Architecture, Landscape Architecture, Occupational Therapy, Physical Therapy, and Physician Assistant Studies.

**Cora Helen Coolidge Hall of Humanities** (1953), adjacent to Falk Hall, was named in memory of Cora Helen Coolidge, dean of education and professor of English from 1906 to 1917 and president of the University from 1922 to 1933. The building contains classrooms, psychology research facilities, a psychology suite and labs, faculty offices, and the Margaret H. Sanger Lecture Hall, a 100-seat multimedia classroom.

**Dilworth Hall** (1959) was built by the University and named in honor of Joseph Dilworth, a founder of and financial advisor to the University. A bequest from Dilworth, who died in 1885, began a fund to build Dilworth Hall, a three-story, red brick building that today houses classrooms and faculty offices.

**Edward Danforth Eddy Theatre** (1974), adjacent to the Jennie King Mellon Library, is named in honor of the president of the University from 1960 to 1977. The 285-seat, tiered auditorium has a large proscenium stage and full audiovisual equipment.

**Laura Falk Hall of Social Studies** (1953) adjoins Braun and Coolidge halls and was named in memory of Laura Falk, Pittsburgh benefactor and humanitarian. It contains the copy center, faculty lounge, student lounge, classrooms, and faculty offices.

**James Laughlin Music Center** (1931) was named in memory of the first president of the Board of Trustees and one of the founders of the University. Formerly the University library, it now houses the Welker Room, Founders' Room, and the College for Continuing and Professional Studies.

**Lindsay House** (1910) was built as a home for the seventh president of the University, Henry Drennan Lindsay and his family. The home of University presidents through 1945, Lindsay House now houses offices for faculty in the Department of Humanities and the Creative Writing graduate program.

**Jennie King Mellon Library** (1973) was named in memory of Mrs. Richard B. Mellon, class of 1887. A modern, climate-controlled facility with a service-oriented professional staff, the library contains more than 100,000 volumes, 7,000 subscriptions to periodicals, online databases, and computerized search systems. Housed within the library are the University's Information Technology department and the University's main computing facility which includes a student computer laboratory. Fully renovated in 2001, the library includes state-of-the-art multimedia computer classrooms. The library also houses the Chatham University PACE Center.

The science complex is comprised of the **Louise C. Buhl Hall of Science** (1930) and the **Science Laboratory Building** (1999). Buhl Hall was erected in honor of Mrs. Henry Buhl, Jr., who with her husband promoted higher education programs for women. The Buhl Hall of Science was renovated in 2000 through a gift from the Buhl Foundation. It contains joint faculty/student research laboratories; an Ecology/Botany Lab adjoining a greenhouse; and computer suites and laboratories, and video demonstration systems. The Science Laboratory building, added in 1999, contains the Kresge Atrium; organic chemistry labs; biology labs; Beckwith Lecture Hall, complete with multimedia equipment; a shared instrument laboratory, and modern instruments such as NMR, FTIR, AA, and UV-visible and fluorescence spectrophotometers, GC, and HPLC. The Kresge Atrium is home to the restored 1889 Tiffany Alumnae Memorial Window.

**Woodland Hall** (1909) contains, in addition to its residence facilities, an art gallery, Student Health Services, Counseling Services, and the Café Rachel coffee bar and lounge with outdoor patio.

### **Other Buildings and Facilities**

**Beatty House** (1890), the former residence of William H. Rea, a longtime trustee of the University, was acquired by the University in 1948 and remodeled as a residence hall. In 1998, Beatty House was renovated again and is now the home of the Office of Institutional Advancement (University Advancement, Alumnae Affairs, and University Communications).

**Berry Hall** (1895) was purchased by the University in 1962 and named in honor of George A. Berry, a member of the first Board of Trustees. An example of the Charles Bulfinch style of architecture seen in Boston's Faneuil Hall, Berry Hall serves as the home of the Office of Admissions.

**Gregg House** (1909), located at 121 Woodland Road, has been the Chatham president's residence since 1945 when it was given to the University by John R. Gregg's descendants.

**Howe-Childs Gate House**, originally known as Willow Cottage, is the oldest Civil War-era home on Fifth Avenue. The building served as the cottage for the family mansion of Pittsburgh industrialist Thomas Marshall Howe. Previously owned by Chatham University from 1959-1985, the University repurchased the home in 2000. Renovations included restoring the exterior, reconstructing the interior, and landscaping the grounds. The Gate House is headquarters for the campus arboretum and provides facilities for campus events. The building is designated a Pittsburgh historic landmark and an official project of Save America's Treasures.

**Andrew W. Mellon Hall** (1887) was originally built by George M. Laughlin and later was home to Andrew W. Mellon, U.S. Secretary of the Treasury, from 1917 to 1937. Donated to the University in 1940 by Mellon's son Paul, it now houses Academic Affairs, the President's Office, Chatham College for Women, the College for Graduate Studies, and the Office of Finance and Administration. First-floor living areas are used for social events and meetings; administrative offices are located on the first, second, and third floors. The lower level includes the broadcast studio and the newly renovated Mellon Board Room. The Paul R. Anderson Dining Hall (1971), an addition to Mellon Hall, is named for Dr. Anderson, president of the University from 1945 to 1960. A snack bar is located on the lower level.

**Mellon Carriage House**, once part of the original Andrew W. Mellon estate, now houses a 24/7 student lounge, the post office, Chatham bookstore, and Student Affairs offices.

**Raizman House** (1915) – Dorothy Lowethal Raizman Esq. '68 and her husband Richard Raizman M.D., gifted their Woodland Road residence to the University in December 2002. It is now the residence of the vice president for academic affairs.

**Mary Acheson Spencer House** (1953) was built by the University and named to honor the 1883 Chatham alumna who was a member of the Board of Trustees for 50 years.

**Dean's Residence** (1994), located at 126 Woodland Road is the home of the vice president for student affairs/dean of students.

## **Residence Halls and Apartment Living**

**Chatham Apartments** (1998), located on Fifth Avenue at the intersection of Maryland Avenue and adjacent to the campus, features 36 two-bedroom apartments for Chatham students. The buildings are equipped with a computer laboratory and offer access to the campus computer and telephone networks. The apartments are serviced by the College's Facilities Management and Public Safety departments. Three-fourths of Chatham Apartments are occupied by undergraduate students (furnished), and the remainder is occupied by graduate students (unfurnished.)

**Fickes Hall** (1927), once owned by aluminum pioneer Edward Fickes, was donated to the College in 1943. In 1946 the home was enlarged by a three-story structure that joined the original home and carriage house. Fickes houses just over 100 undergraduate residents and includes a computer print station, living room, television room, study area, sun porch, patio, recreation area, and laundry facilities.

**Marjory Rea Laughlin House** (1912) was built by James Laughlin, president of the College's first Board of Trustees. Given to the College in 1967, Laughlin houses just over 30 undergraduate students and is distinguished by its unconventional first floor layout with side entrance, large entrance hall, and grand staircase. The student rooms upstairs progress in a maze-like fashion and the home is appointed with leaded glass and wooden paneling throughout. Laughlin House includes a computer print station, living room, television room, study area, patio, kitchen, and laundry facilities. Laughlin is designated as the Intercultural House, a special interest housing option for Chatham students. The students who live in the Intercultural House share a common interest in intercultural and international issues. Students plan activities with faculty and staff advisors that allow them to experience the benefits of the many

differences and similarities that exist among people. The Intercultural House allows Chatham students the opportunity to discover the exhilarating worlds that exist outside their personal experiences.

**Julia and James Rea House** (1912) was built by James C. and Julia Dodge Rea and donated to the College in the late 1960s. With its rich wooden paneling and many fireplaces, the 23-room brick home is modeled on a large English country house. Rea House accommodates 28 undergraduate students and includes a computer print station, living room, dining room, television room, solarium, patio, kitchen, and laundry facilities.

**Linzer Apartments** (2002), located at 5836 Fifth Avenue adjacent to the campus entrance, features 24 one-bedroom apartments for undergraduate students. These apartments are considered an Independent Living Option for students. These furnished apartments are equipped with an apartment-size kitchen with stove and refrigerator, one parking space, and on-site coin-operated laundry facilities. The apartments are serviced by the College's Facilities Management and Public Safety departments.

**Pelletreau Apartments** (2007) are located at 5826-5830 Fifth Avenue. Pelletreau is open to Chatham graduate and upper class undergraduate students and includes wireless internet, laundry, and a computer print station. Two or three undergraduate students share an apartment in towers 3, 4, 5, and 6 of the building. Graduate students reside in towers 1 and 2.

**Woodland Hall** (1909), the largest residence hall on campus, is a four-story, red brick building. In 1930 a south wing was added and in 1952 a further addition created a U-shaped building that houses 116 undergraduate students. Woodland includes a computer printing station, living room, television room, study rooms, and laundry facilities. The building is also home to Student Health Services, Counseling Services, the Café Rachel coffee shop, and an art gallery.

**Chung Apartments** (2002), located at 5780 Fifth Avenue adjacent to campus, features 18 spacious two-bedroom apartments for Gateway and graduate students. These apartments are considered an Independent Living Option for graduate and Gateway students. Available for year-round housing, the furnished or unfurnished apartments are equipped with a kitchen with stove and refrigerator, access to the Chatham internet and limited on-site parking, and on-site laundry facilities. The apartments are serviced by the College's Facilities Management and Public Safety departments.

## About Pittsburgh

One of Chatham's most significant assets is its location in the city of Pittsburgh. Rated among the most livable cities, Pittsburgh also is ranked as one of the safer cities in the United States.

As a city of culture, it is the home of the Pittsburgh Symphony Orchestra, the Three Rivers Arts Festival, the Andy Warhol Museum, the Carnegie International, and dozens of other small- to large-size arts groups. WQED is the site of the nation's first public television station, which created such programs as the National Geographic specials and Mister Rogers' Neighborhood. Pittsburgh also houses superb ballet, opera, and theatre companies as well as numerous visual and performing arts venues. The Carnegie contains two museums, a music hall, and a library under one roof, and many more specialized museums are located throughout the city.

Pittsburgh is a place for varied career and internship opportunities for Chatham students. With its three rivers the city is one of the busiest inland ports in the United States, and Pittsburgh International Airport provides access to cities throughout the country and to connections around the globe. It is headquarters for such giants as Alcoa, PPG, US Steel, Bayer, PNC, and Heinz. Pittsburgh also is a city of research with 25,000 scientists and 170 research facilities. Its hospital systems are among the finest in the nation, at the forefront of education, research, robotics, and organ transplants.

Pittsburgh is home to farmers' markets and elegant restaurants, restored Federal-period townhouses and high-tech architecture, neighborhood ethnic bistros and night spots. More than 120,000 University students live in, learn in, and make the city a vibrant place. The colleges and universities of Pittsburgh are much like the city itself – diverse in their academic offerings and special strengths, different in their sizes and architecture, but sharing the same spirit of cooperation and innovation that marks the city. Students may cross register and participate in extracurricular programs, evidence of nine institutions working together to strengthen the educational offerings of all.

## Student Life

An important aspect of a Chatham education is the learning that takes place outside the classroom. Complementing the academic curriculum is a comprehensive program of activities and services that supports each student's personal, social, and intellectual growth. Participation in these programs not only strengthens and adds balance to the academic program, but also promotes interaction among students, faculty, staff, and the surrounding community.

Being a Chatham student, whether enrolled as an undergraduate or in a graduate program, means being an active, involved member of the community, now and in the future. Students are urged to become involved in at least one major activity in each year. At Chatham, all activities are easily available to all students, and opportunities for leadership abound.

## Office of Student Affairs

The Office of Student Affairs coordinates all co-curricular aspects of both undergraduate and graduate student life. The objective of this office is to provide a cohesive program of activities and services to enhance the overall quality of campus life. The vice president for student affairs and dean of students and staff of the division are available for confidential discussions of personal matters and to provide guidance to individual students in identifying, articulating, and resolving problems. If at any time throughout the year you are having concerns please call 412-365-1286, email [osa@chatham.edu](mailto:osa@chatham.edu) or stop by the Office of Student Affairs in the Carriage House.

### **Athletics and Recreation**

Athletics provides a balance to the rigorous demands of the academic environment. Through athletics, students can enjoy opportunities to develop leadership skills and find a healthy outlet for the release of stress. Chatham believes that wellness is an important aspect of student life and that a well-rounded person is best able to meet the challenges of an increasingly complex world. It is in this light that Chatham views, promotes, and directs its athletics program.

### **Varsity Athletics**

Chatham is a member of the NCAA Division III and sponsors nine intercollegiate sports for undergraduate women: basketball, cross country, ice hockey, soccer, softball, swimming and diving, tennis, volleyball and water polo.

### **Athletic and Fitness Center**

In addition to organized athletic activities, the Athletic and Fitness Center offers facilities for squash, rock climbing, swimming, strength training, and cardio fitness, among other amenities. The AFC is open mornings, evenings and weekends for the campus community. Students with a valid ID may borrow an assortment of recreational equipment at the AFC, including basketballs, volleyballs, squash racquets, soccer balls, and camping equipment. The staff of AFC coordinates the intramural programs and outdoor recreational activities for students.

### **Intramural Sports**

Students and faculty alike participate in organized competition in sports ranging from kickball to flag football. Intramurals are a great way to socialize with friends and relieve stress.

### **Outdoor Recreational Activities**

Outdoor recreational activities are planned at least once a month and include a range of activities such as rock climbing, horseback riding and hiking.

### **Co-curricular Experiences and Activities**

The campus life program of the University is designed to offer students a variety of social, cultural, educational, and recreational opportunities to enrich each student's collegiate experience. Staff members provide support for all student-sponsored organizations and activities, encouraging students to assume leadership in the out-of-classroom setting.

Throughout the year the Chatham Student Government (CSG), Graduate Student Assembly, Chatham Activities Board (CAB), and Student Affairs departments, along with over 40 other student organizations plan many events including the annual Chatham traditions.

## Traditions

Many of Chatham's traditions came about during its time as a women's-only college, but today we have several traditions to support our ever-changing campus community. We sincerely hope that all of our students - undergraduate, graduate and continuing education - will experience the traditions that make Chatham such a special place to be.

- ***Opening Convocation*** (August) marks the traditional opening of the Academic year. We celebrate by welcoming the incoming class and kicking off our Global Focus while coming together as a community.
- ***New Student Ice Cream Social*** (September) is a time for new students to connect with alumnae and learn about the many experiences that await them as a student and future alumna.
- ***Mocktails*** (September) is a chance for student organizations to get creative in organizing a non-alcoholic week. This event is sometimes featured during Harvest Fun Fest or as part of Alcohol Awareness Week.
- ***Harvest Fun Fest*** (October) is a community-based tradition which includes fall-themed family fun activities like face painting, a pumpkin patch, and great treats. Each student organization participates and sets up an activity for the Chatham and surrounding community to enjoy.
- ***Ghost Walk*** (October) is a chance for students, alumnae and community to learn about all the fun, spooky stories surrounding many of our buildings on campus. Students serve as guides for this walk around campus and the event culminates in a small gathering.
- ***Halloween Dinner*** (October) is a chance for students, faculty, staff and their families to enjoy a Halloween themed meal while they compete for prizes in our costume contest.
- ***Battle of the Classes*** (November) is a weeklong event that has each class competing in several activities across campus. This student favorite is sure to build class and school spirit!
- ***Song Contest*** (November) is a more than 70-year old tradition where classes re-write lyrics to popular songs and perform for their classmates competition style. This is a student favorite that is talked about all year long!
- ***Thanksgiving Dinner*** (November) is a time for the entire campus to come together in celebration of the Holiday season. This family style dinner allows students, alumni, faculty & staff to connect and celebrate.
- ***Candlelight, Chatham Eggnog, and Holiday Ball*** (December) is one of the most festive nights of the year. The candlelight service is hosted by the Chatham Choir with traditional music and songs. Following the service, the entire campus celebrates with a formal gathering over Eggnog and a holiday dance celebration sponsored by Chatham Activities Board (CAB).
- ***Moonlight Breakfast*** (December) is a chance for students to take a break from studying for finals while faculty and staff serve a late night breakfast!
- ***Sledding on Chapel Hill*** is a tradition based entirely on the snow. Students celebrate the snowy weather by sledding down the steep hill.
- ***House Olympics*** (March) is a time for the Residence Halls to show...who's the best! This week-long competition helps build community among residents with a little healthy competition.
- ***Spring Formal*** (April) is a chance to celebrate the end of the spring semester with dinner and a night of dancing. This off campus dance allows students the chance to celebrate the coming end of the semester.
- ***Airband & Senior Skits*** (April) is a time for the Chatham rock-stars to come out! Students lip-synch and perform choreography or skits to their favorite songs.

- **Tutorial** One of the requirements for graduation from Chatham University is the successful completion of a tutorial project which includes the writing of a paper on the subject selected. The project is normally undertaken in the senior year although in some departments the work begins in the junior year. The tutorial project is usually undertaken in two consecutive terms. Once their tutorial is complete, students receive a special “tutorial button” to display proudly.
- **Tutorial Bonfire** (April) is much anticipated by the Seniors! This is the chance for the seniors to burn copies of their tutorial research and celebrate accomplishing this milestone.
- **Closing Convocation** (April) the traditional close of the academic year is much less formal than Opening Convocation. Seniors wear their gowns and tutorial hats which they decorate to represent their personality and/or tutorial topic.
- **University Day - Bucket & Blossoms** (April/May) On May 1, 2007, Chatham was granted university status by the Commonwealth of Pennsylvania. This date marks Chatham’s newest tradition, University Day. A day for the entire campus community to come together to participate in activities including the annual walk/run, planting flowers around the Chatham campus, a cook-out for all students, faculty and staff and the traditional May-pole dance.
- **Senior Dinner** (May) is a night for the graduating seniors to reminisce with their Chatham sisters, faculty and staff that made their college experience.

## Programs and Services

- **Co-Curricular Transcript** - The Co-Curricular Transcript is a comprehensive record of a student's leadership experiences, and campus involvement while a student at Chatham University. It is a supplement to their academic transcript. The Co-Curricular Transcript is a valuable tool for preparing a resume and can be shared with prospective employers and graduate or professional school admissions committees. Also, it is a good document for students to use in reviewing co-curricular activity goals throughout the college experience.
- **Diversity Programming and Services**
  - Awareness Months - A series of Diversity Awareness and Celebratory months which generate awareness and appreciation of diverse cultures, challenge stereotypical perceptions of diverse populations, and assist Chatham University in embracing the diversity of its campus community.
  - Real Talk - An educational series on a variety of topics that will help multicultural students be successful in college and beyond.
  - Chatham Kickback - This is a time for multicultural students to "kickback" and enjoy good company and snacks. Students can hang out with friends, catch up on homework, and talk about campus or personal issues.
- **Cougar K-Nector Student Mentorship Program** – This program matches all new students with a current student on campus. The Cougar K-Nector connects with the student throughout their first semester and helps them learn about Chatham. All new students will feel an instant connection to the community and have a student liaison in which to ask questions.
- **Get Cultured Series** - The Get Cultured Series provides students with the opportunity to experience and enjoy the rich culture of Pittsburgh. Each semester a variety of events are organized to visit art museums, see shows and performances and take part in other cultural events throughout the city and surrounding area.
- **All Faith Gathering** - The All Faith Gathering is a time for students, faculty, and community members of all faiths to come together for spiritual reflection and meditation.
- **Family & Friends Services** – Research has shown that parental involvement in a student’s college experience directly affects their academic and personal success. At Chatham we offer several opportunities for parents to get involved and stay connected with their student throughout the year. For information on any of the Family and Friends services offered at Chatham please visit <http://www.chatham.edu/family/>.

- Chatham Family & Friends Association (CFFA) - The Chatham Family and Friends Association promotes goodwill and communication between Chatham University and the parents, families, and friends of Chatham students. Its mission is to keep parents, family members and friends informed of University activities and to include them in activities that will enhance the educational experiences of students and the reputation and future of the University. For more information on CFFA and how to get involved, please contact the Office of Student Affairs at 412-365-1286 or [osa@chatham.edu](mailto:osa@chatham.edu).
- Family & Friends Weekend - Family and Friends Weekend, traditionally held in October, provides an opportunity for family and friends to visit their student and experience the social, cultural and recreational opportunities that Chatham and the Pittsburgh area have to offer. Information about Family & Friends weekend is available on the website at <http://www.chatham.edu/family/weekend.cfm>.
- Family & Friends Newsletter – This monthly e-newsletter provides family and friends with a glimpse of the events and activities that are available to their student at Chatham as well as information regarding important campus dates, tips and advice.
- Hugs from Home – The Hugs From Home program, provided by Dining Services, enables family and friends to send care packages to their favorite student during exam times, birthdays, holidays or just to brighten their day. For more information please visit <http://www.chatham.edu/campuslife/hugs/> for more information.
- ***Student Leadership Programs*** - The Office of Student Affairs is committed to helping students discover and develop their abilities to lead themselves, their organizations, and their community. The Chatham leadership experience is designed to develop leaders who are socially, intellectually, spiritually, and physically self-actualized, who are grounded in ethics, and who will work courageously to improve the lives of others.
  - Lead-In - This program is designed to enhance students' learning of topics presented through their first year seminar by presenting a series of speakers and events that offer real life experiences alongside classroom material.
  - Wilderness Expedition - Students attend a guided wilderness adventure that teaches the necessary techniques to survive in the wild. Students are challenged to work as a team to accomplish tasks and learn the practice of environmental stewardship.
  - Urban Survivor - Teams of students compete to earn the title of Urban Survivor using leadership and teamwork to successfully complete challenges while being immersed in the Pittsburgh area for 24 hours.
  - W.O.W. (Women of the World) Leadership Retreat - An annual leadership retreat developed by the Office of Student Affairs for all undergraduate and graduate women of Chatham University. Each year a different theme is chosen. Students are presented with educational sessions, teambuilding and discussion in large and small groups, and the opportunity to improve the campus through using what they learn to make changes with the campus community.
- ***Student Connection Newsletter*** - The Student Connection is a free monthly newsletter aimed at keeping students informed of Student Affairs happenings at Chatham! Pick yours up at any of the newsletter rack locations around campus.
- ***Program Evaluation Database*** – Student Affairs assesses its co-curricular programs and events through the use of program evaluations. At the end of each co-curricular program, an evaluation form is administered to participants in order to collect data such as the demographics of those attending, marketing strategies, experiences gained, and overall assessment of the program. This data has allowed Student Affairs to review its programs to identify the best methods to reach students, students learning and experiences, and the most successful programs. In addition, it provides framework for Student Affairs future initiatives by utilizing data to recognize areas for improvement.

## Connecting with Students

The Office of Student Affairs has assigned each of its staff members to serve as a liaison between particular student groups and the University in an effort to reach out and serve these students in the best way possible through regular communication and targeted programming and events. If students have any questions or need more information, the following are the staff contacts for each group:

- **Athletes** – David Zinn, dzinn@chatham.edu
- **Commuter** - Ruben Henao, rhenao@chatham.edu
- **Out of State** - Heather Black, hblack@chatham.edu
- **Transfer** - Ruben Henao, rhenao@chatham.edu
- **Gateway** - Sherri Scott, sscott1@chatham.edu
- **Graduate** - Julianne Dunphy, jdunphy@chatham.edu
- **International** – Dr. Zauyah Waite, zwaite@chatham.edu
- **Minority** - Julianne Dunphy, jdunphy@chatham.edu

The Office of Student Activities at Chatham University is committed to student involvement on Chatham's campus and in the community. The office provides quality programming, leadership and community service opportunities to enrich students' out-of-classroom experience, and advises Chatham's 40 student organizations.

## Community Service

Chatham offers a variety of ways for students to get involved and give back to the community.

Community Service initiatives are incorporated into events through canned food/clothing drives, making blankets for a local shelter, and much more.

- **Community Service Day** - A campus-wide day of service scheduled each semester. Students, alumni, faculty and staff come together to volunteer at a variety of agencies in the local and surrounding Pittsburgh community.
- **Community Service Database** - This comprehensive database is a place where students, faculty and staff record their volunteer hours and positions and also serves as a resource for community agencies.
- **Alternative Spring Break** – a week filled with opportunities to serve and give back to the community is provided for students who are looking for an alternative experience during their spring break.

## Programs and Activities

- **Carriage House Student Lounge** - The Carriage House is accessible 24 hours a day with a student ID. The student lounge area includes a big screen television with surround sound, Wii, DVD and VCR players and a coin operated soda machine. It's a great place to study, watch TV, or hang out with friends. The Carriage House is also the home of Student Affairs, Student Activities, and Residence Life, so it's a one-stop-shop for student needs.
- **Co-ed Social & Recreational Activities** - Café Rachel Coffeehouse Series, Chatham After Hours, Tuesday Night Edge and Outdoor Adventures are just a few of the many social events planned throughout the year for students at Chatham. Chatham partners with campuses in the Pittsburgh area to provide a coeducational environment for students at campus activities. Check out the happenings page on myChatham daily for the most up-to-date listing.
- **Dance Classes** - From Hip Hop to Country Line dancing...a variety of dance classes are offered on campus which are open to all students. In addition to these one-time dance classes, there is also a Ballroom Dance series that occurs weekly throughout the semester. Students can bring a partner or get matched up with one and learn to foxtrot, swing dance and much more!

- ***Eden Hall Monthly Expedition*** - Students experience monthly ventures to Eden Hall Campus for light refreshments, networking and to learn about sustainable living. From local chocolate to environmental movies, students will explore various facets of the environment and sustainability.
- ***Senior Series*** - The Senior Series helps senior level students learn to be Refined Exceptional Professionals (R.E.P.'s). Networking with Chatham alums is a highlight of the series as students prepare to graduate. Wine tastings, mock interviews, and networking dinners are just a few of the activities in store.
- ***Fit for the Future Remix*** - This program teaches students the basics to leading a healthy lifestyle. Learn about the AFC, working out, healthy eating habits, how to deal with common health issues and much more.
- ***Grocery & Shopping Shuttles*** - Students have the opportunity to take the Chatham Shuttle to a variety of shopping centers, malls, and local stores each weekend to pick up essentials, splurge now and then and explore Pittsburgh! This service is coordinated with Public Safety, who oversees campus transportation.

Students are encouraged to take advantage of the wide range of social and cultural events in Pittsburgh. Throughout the day and during the evening hours, shuttle service is available to Chatham Eastside, Shadyside, and the Oakland area, so that Chatham students may participate more fully in the social life of neighboring colleges and universities.

### **Publications**

The University's campus newspaper, The Communiqué, is open to all who have an interest in journalism or layout and design. Chatham also offers an annual literary magazine, Minor Bird, and the College yearbook, The Cornerstone.

### **Multi-Faith Council (MFC)**

The Multi-Faith Council consists of representatives from spiritual and religious organizations in the Pittsburgh area that advise and assist Chatham University in serving the spiritual and religious needs of its student community. Membership in MFC is at the invitation of Chatham University.

- **MFC Members**
  - Chabad House
  - Shadyside Campus Ministry
  - First Trinity Evangelical Lutheran Church
  - Lutheran University Center
  - Ryan Catholic Newman Center
  - The Religious Society of Friends

### **Student Organizations**

Chatham University recognizes that much learning is accomplished beyond the formality of the classroom in organized academic activities and that much of this learning takes place through the activities of student organizations. Hence, the University provides opportunities for students to organize and participate in group activities intended to broaden the scope of general learning, extend knowledge of specialized areas, or to serve their professional, cultural, social or recreational interests. Student Organizations are a great way to get involved on campus and are constantly changing.

The Office of Student Affairs advises the following student organizations:

- ***Chatham College for Women Student Government (CSG)*** – CSG is the governing structure that

provides an orderly method of government that is representative of all undergraduate students and advocates for the concerns, interests, needs, and welfare of the undergraduate student body at Chatham University.

- ***Class Officers*** - Each class has several officer positions which are re-elected each academic year. See position descriptions below and contact the Office of Student Affairs if you are interested in running for a position.
  - President - The Class President is the leader of the class. Each Class President also serves on the CSG Executive Board and is responsible for chairing one committee and holding 4 office hours a week. Each president works with class officers to plan class events and BOTC activities. Class Presidents may be called to speak and attend campus-wide events representing their respective classes.
  - Vice President - In addition to serving as a Senator in CSG, the Class VP is responsible for aiding the president's plan and executes all class events and BOTC activities.
  - Secretary/Treasurer - In addition to serving as a Senator in CSG, the Class Secretary/Treasurer is responsible for maintaining communication within their class and keeping all monetary records.
  - CSG Representatives - Each Class Representative represents their classes' voice and opinion to the Student Senate as a Senator.
- ***Graduate Student Assembly (GSA)*** - The Graduate Student Assembly is the governing board for the graduate student body. GSA strives to work with student representatives from each graduate program to represent graduate students with the University administration, initiate social and educational programs, and oversee the GSA budget
  - Socials - A monthly social event for all Graduate Students, Faculty, & Staff! A great opportunity to meet other graduate students and members of Chatham University with food, drinks, & fun!
  - Mug Club - A monthly social event for Graduate students to relax and enjoy pizza & beverages. It's a great way to meet other students and take a break after classes.
  - The following is a list of current student organizations. If you don't see what you're looking for, contact the Office of Student Activities (412-365-1281) for more information on how to start a new student club or organization.

The Office of Student Activities coordinates the advisement of the Chatham's 40 recognized student organizations.

- ***Chatham Activities Board (CAB)*** – The Chatham Activities Board is composed of students from across campus. CAB plans many campus traditions and activities, such as Battle of the Classes, Holiday Ball, and Spring Fling. Any student can join CAB at any time.
- ***Student Clubs, Organizations and Honor Societies***
  - Alpha Phi Omega Honor Society**
  - Alpha Sigma Lambda Honor Society**
  - Beta Beta Beta**
  - Biology Society**
  - Black Student Union (BSU)**
  - Blue Key Honor Society**
  - Chabad on Chatham**
  - Chatham Activities Board (CAB)**
  - Chatham University Chemistry Society**
  - Chatham Choir**
  - Chatham Christian Fellowship**

**Chatham Bike Collective**  
**Chatham Progressives**  
**Chatham Entrepreneurship Club**  
**Chatham Forensics Club**  
**Chatham Marketing Association**  
**Chatham Student Government**  
**Communiqué Student Newspaper**  
**Cornerstone Yearbook**  
**Creative Writing Club**  
**Educating Across the Globe**  
**Exercise Science Club**  
**Gateway Student Association**  
**Graduate Student Assembly**  
**Green Horizons**  
**Harmony**  
**International Student Association**  
**MFA Writing Council**  
**Minor Bird**  
**Mortar Board**  
**Muslim Student Association**  
**Omicron Delta Kappa Honor Society**  
**Peaches**  
**Phi Alpha**  
**Pre-Health Club**  
**Psi Chi**  
**Sigma Tau Delta**  
**Social Work is Real Life (SWIRL)**  
**Student Athletic Advisory Committee**  
**Student Chapter of American Society of Landscape Architects**  
**Students Against Sexual Oppression**  
**US Green Building Council Student Chapter**

## Health and Counseling Services

The Health and Counseling Services staff recognizes that mental and physical health are paramount to academic success. Located on the ground floor of Woodland Hall, the offices offer individual daily appointments with psychological and medical professionals.

### **Counseling Services**

Counseling services is staffed by a full-time Doctor in Counseling Psychology and a part-time Doctor in Clinical Psychology. Both professionals are licensed by the Commonwealth of Pennsylvania. The services are free and consist of brief individual confidential counseling/psychotherapy and educational workshops. Counseling is

viewed as aiding a student's personal growth and development, so that the maximum benefit can be derived from the college experience. Individual brief counseling sessions provide students an opportunity to openly explore any personal, social, family, or academic concerns that they may not wish to share with others. If long term care is needed the student will be referred to an external mental health professional.

Students seek campus counseling for a variety of reasons, such as difficulties in personal relationships, emotional or social difficulties, stress, concerns about academic progress, or career paths. Theme-oriented psycho-educational workshops are offered on topics such as women's issues, relationships, stress, and assertiveness. These workshops provide students with assistance in learning how to cope with issues that may interfere with their academic work and personal lives. When appropriate, referrals to specialized mental health services and agencies are made for treatment with private therapists, physicians, psychologists, and psychiatrists.

Full-time students are eligible, when appropriate, for short term counseling and/or external referrals. Part-time students are eligible for assessment and external referrals. Counseling sessions are by appointment only. To schedule an appointment, contact the Counseling Services at 412-365-1282..

Students involved in treatment with an external mental health professional are strongly encouraged to remain in treatment or to obtain comparable treatment locally in order to maintain continuity of care. A referral list of mental health professionals in the Pittsburgh area is available at the Counseling Services office.

### **Health Services**

Health Services serves as an urgent care facility committed to providing you with excellence in assessment and care of your illness and access to an extensive referral list for those in need of primary specialist care.

Additional part-time staff includes a registered nurse, medical secretary, and board-certified family practice physicians. All professional staff are licensed by the Commonwealth of Pennsylvania.

Open to all registered students, Health Services offers general medical, gynecological, and urgent care.

Appointments for physicians should be scheduled in advance by telephone; nurse visits need not be scheduled in advance unless requested by the student. Fees for physicians and associated services are posted in the Health Services waiting room and are billed directly to the individual student account. Health and wellness programs and workshops are offered to assist students in making responsible decisions about their health.

## **Residence Life**

Chatham's residence life program is directed at supporting all students in their academic pursuits and actively contributing to the personal growth and development of each student through co-curricular activities. Residence Life staff members are educators working to promote an environment in which the process of learning mature roles and responsibilities is enhanced and the academic curriculum enriched. Undergraduate students are required to live in campus housing during their first and second years in college. Graduate and Gateway students are welcome to join our community by exploiting the convenience of Chatham-owned housing bordering campus on Fifth Avenue.

Chatham undergraduate residence halls and apartments are staffed by 4 Graduate Residence Directors (GRDs) and 18 undergraduate resident advisors (RAs), all of whom are trained in a variety of areas to assist students in their residential settings. RAs serve as resource persons and peer counselors while educating students about the

standards of behavior that exist and offering a diverse array of social, educational, and cultural programs. Graduate resident directors (GRDs) are graduate students who live in the halls and apartments to supervise the RAs, counsel students, advise the planning and implementation of residence hall programs, and respond to emergencies on campus. Seven GRDs staff the campus and also work closely with other departments on campus, such as Career Services, International Programs, and Student Activities. The Director of Residence Life is a full-time member of the Student Affairs staff and trained professional who also lives on campus and works closely with the Area Coordinators, GRDs and RAs in developing an overall residence life program and coordinating the daily operations of the Chatham residence halls and apartments. For more information, please visit [www.chatham.edu/residencelife](http://www.chatham.edu/residencelife).

## Public Safety

The Chatham University Public Safety Department is responsible for campus safety and security. The officers are commissioned police officers and patrol the campus 24 hours a day, seven days a week. The department offers crime prevention programs, coordinates the safety committee, and provides other safety and security services such as self-defense classes for students. Located in Rea Garage, the Public Safety Office front desk is open Monday, Tuesday, Thursday, and Friday from 8 a.m. to 12 p.m. and Wednesdays from 9 a.m. to noon. To contact the department: dial x1111 (emergency), x1230 (non-emergency), or x1274 (secretary). Emergency call boxes are also located throughout the campus. For more information, including information related to the Jeanne Cleary Disclosure of Campus Security Policy and Crime Statistics Act please go to <http://www.chatham.edu/campuservices/publicsafety.cfm>

### Parking

Chatham University requires vehicles to display a parking permit when parking on the campus during specific days and times. The Chatham University Parking and Transportation Information and Enforcement policies are available on the Web at [http://www.chatham.edu/campuservices/publicsafety\\_parking.cfm](http://www.chatham.edu/campuservices/publicsafety_parking.cfm)

## Disability Services

The Americans with Disabilities Act of 1990 prohibits discrimination based on disability in all student practices and requires reasonable accommodation for such disabilities. Chatham University's policy for disabilities, therefore, states that the University will comply with the requirements of the Act and will address requests for reasonable accommodations of a disability. Students who are disabled and need accommodations are to inform the Vice President/Dean of Students. The student will then be referred to the Assistant Dean, PACE (Programs for Academic success, Career Development and Employment for Students) who will:

- Begin a dialogue with the student to discuss the disability.
- If appropriate, request documentation from the student of the disability from a medical professional and/or prior educational records from secondary school and/or other higher educational institutions.
- Discuss what accommodations have been made in the past for the student and whether these accommodations have been successful.
- Discuss what reasonable accommodations can be implemented at Chatham University.

Chatham University will work with the student to provide the most appropriate reasonable accommodations for the student's disability. The dialogue between the student and the Assistant Dean of PACE will continue throughout the student's stay at Chatham to assess any changes in the disability situation.

## Student Services

### **Cross-registration**

Full-time students at Chatham University may take advantage of a wide variety of courses, programs, and opportunities available through the following institutions that, along with Chatham, form the Pittsburgh Council of Higher Education (PCHE): Carlow University, Carnegie Mellon University, Community College of Allegheny County, Duquesne University, LaRoche College, University of Pittsburgh, Robert Morris University, Pittsburgh Theological Seminary, and Point Park University. Through many inter-institutional programs sponsored by PCHE, a Chatham student may be a part of a wider university community rich in resources, talents, and learning opportunities.

During the fall and spring terms, full-time Chatham students paying a flat-rate tuition fee may take courses at any other PCHE institution without additional tuition charges. Full-time Chatham students paying a per-credit tuition rate may take courses at other PCHE institutions at the Chatham per-credit rate. Students can receive full credit for no more than one course per term, except that more than one physics or music course at Carnegie Mellon University can be taken for full credit in a single term through special agreements. Grades from such courses will transfer to the student's Chatham record.

### **Computer Resources**

Computer use is encouraged in all disciplines at Chatham. The main office of the Information Technology Services (ITS) department is located in the Jennie King Mellon Library. IT provides access to the University hardware, software, network and phones. All registered students receive network accounts for file and printing services, e-mail, online courses, and the Chatham University student portal. Full- and part- time staff are available to answer technology-related questions at the Help Desk located in Woodland Hall.

All incoming first year undergraduate students receive a new notebook computer which they will own upon graduation. Use of the notebook is integrated into the University curriculum and enables students to access the Chatham network via wireless access throughout the campus. Students also benefit from faculty using "smart" classrooms and other technology supports, such as the Broadcast studio, Mac lab, and Design lab, for teaching and learning.

Both PCs and Macintosh computers are available in public computing spaces; including a 24 hour lab accessible with your ID card from the lobby of the Library. Public labs across campus have scanning stations, specialized software and CD burners for use by registered students.

All residence hall rooms and faculty and administrative offices have direct Internet and network connectivity. Students who live in on-campus residence halls, including Chatham and Chung apartments, may bring their computers and receive assistance from the Help Desk to connect to the campus network and the Internet.

IT staff regularly offer trouble-shooting sessions and training classes on frequently used software programs. Campus computer and information resources may be accessed through the Internet or from various on-campus locations.

### **The Jennie King Mellon Library**

The Jennie King Mellon Library serves the Chatham community as a primary research, study, and resource center. Students may access the library's collections through networked computer reference stations in the library and from other Internet accessible computers in residence halls and off campus. The collection includes nearly 100,000 volumes, 7,000 current periodical titles, and databases, many of which are available online, and hundreds of microforms, software programs, audio and video tapes, and databases, many of which are available online. The library offers a wide variety of information and instructional services, including access to on-line and CD-ROM databases, virtual reference service, inter-library loans, database searching workshops, course-related instruction, and individual research consultations.

Professional librarians are available all hours the library is open to answer questions, help with research papers or projects, and show students how to find and use library and other information sources. Chatham students also have access to the vast collections of colleges and universities in the Pittsburgh area through the Library's participation in regional library consortia.

### **International Affairs**

For many years the Chatham community has been enriched by international students who bring their diverse cultures to life. Chatham continues its commitment to provide a quality education to students from around the globe.

The Office of International Affairs works in conjunction with the Student Affairs staff and various University staff and faculty members to assist international students with academic and social concerns and offers assistance to students with issues of cultural adjustment. Specifically, staff members are available to assist with immigration issues, campus programs, academic advice, and support throughout the cultural transition.

An International Student Orientation is designed to introduce international students to college life in the United States and assist them with the transition to life at Chatham. The orientation program includes information about academic life at Chatham, health and counseling issues, immigration regulations, and much more.

Open to all Chatham students, the International Student Association (ISA) sponsors activities promoting international awareness on campus throughout the year.

## **Student Rights and Responsibilities**

*"Realizing the trust placed in me, I affirm my faith in the individual and in personal integrity and I assume the responsibility of maintaining the tenets of the Honor Code in all attendant matters."*

As citizens, students have the basic rights guaranteed under the U.S. Constitution. These rights, including the freedoms of expression, assembly, inquiry, and security against unreasonable searches and seizures, are based on

the assumption that students are rational adults, behaving in a reasonable manner with intellectual independence, personal integrity, honesty in all relationships, and consideration for the rights and well-being of others. As members of an academic community, students have the privilege to engage in academic enterprise, participate in co-curricular activities, and reside in a unique living situation that enhances moral and educational development and fosters a sense of community. All members of the Chatham community are expected to conduct themselves with integrity in personal and academic affairs and to serve the best interests of the entire community.

In turn, the recognition of rights and the granting of privileges by the University require responsibilities on the part of the students. In the academic sphere, these responsibilities include acknowledgement of the scholarship of others and the responsibility of relying on one's own work and not that of others. In the social sphere, the student must respect the laws of the Commonwealth of Pennsylvania and the nation, and each individual should act so as to ensure the rights, welfare, and security of others.

In accepting admission to Chatham University, students automatically agree to be personally responsible in all matters pertaining to academic honor and pledge to abide by those rules considered by the University community as part of its Honor Code. Each year at Opening Convocation students reaffirm their commitment to the Honor Code.

As part of the educational process, the normal patterns and procedures of the student conduct system are delegated to a student-run conduct board, although final authority for student life lies with the president and the Board of Trustees. The right to summary suspension or dismissal in severe or emergency cases, subject to appeal, is reserved for the president of the University or the president's delegated representative. The University provides a forum for students subject to disciplinary proceedings. These proceedings are governed by the rules and regulations outlined in the Student Handbook (available in the Office of Student Affairs). Students with academic grievances should confer with the appropriate academic dean(s).

## Family Educational Rights and Privacy Act of 1974 (FERPA)

### **Access to Student Educational Records**

The Family Educational Rights and Privacy Act of 1974 ("FERPA") was enacted to protect the privacy of a student's educational records, to establish the rights of students to inspect and review their educational records, and to provide procedures for the correction of inaccurate or misleading data through informal and formal hearings. Chatham University has adopted an institutional policy regarding FERPA. Copies of this policy may be found in the Office of the Registrar. The Office of the Registrar also maintains a Record Retention policy that lists the types of education records maintained by the University. FERPA affords students certain rights with respect to their educational records. Those rights are:

1. The right to inspect and review the student's educational records within 45 days after the University receives a request for access. Students should submit to the Registrar or other appropriate University official a written request that identifies the record(s) they wish to inspect. Forms for such a request are available from the Office of the Registrar. The Registrar or other appropriate official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student to whom the request should be addressed.

2. The right to request the amendment of the student's educational record(s) that the student believes to be inaccurate or misleading. Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. Forms for such a request are available from the Office of the Registrar. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his/her right to a hearing regarding the request for amendment. Additional information will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is defined as a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee; or a person assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, the University may disclose educational records without consent to officials of another school in which the student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Chatham University 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. 20202-5920

Another exception in FERPA which permits disclosure without consent pertains to disclosure of "directory information" unless the student has taken steps to withhold "directory information" from disclosure. Directory information is defined by Chatham University to include the following:

Name, local address, permanent address, Chatham e-mail address, local telephone number, permanent telephone number, date and place of birth, major field of study, honors and awards (e.g. Dean's List recognition), participation in officially recognized activities and sports, height and weight of members of athletic teams, photograph, class year, enrollment status (including current enrollment, dates of attendance, full-time/part-time, withdrawn), degrees conferred, dates of conferral, graduation distinctions, and the institution attended immediately prior to admission to Chatham.

Please contact the Office of the Registrar for more information concerning the release and/or withholding of "directory information." The following documentation is provided by Chatham so that a student may ascertain his/her progress:

1. Student grades can be accessed via the Web. This grading page is considered an official document from Chatham University from our secure website that is password protected. Students who are not currently enrolled and whose student accounts are past due will NOT be able to access the grading page.

2. The student's advisor has access to the student's academic record via the Web. This academic record page is from our secure website that is password protected. Access is granted for advising purposes only, and the record is not to be released to a third party.

Under unique circumstances, the disclosure of a student's educational or health information is permissible and protected by FERPA, including to the following:

- To persons in an emergency if necessary to protect the health or safety of the student or other persons.
- To parents, if the student is dependent under the Internal Revenue Code.
- To parents, regarding a student's use or possession of alcohol or controlled substance if the student is under 21, and has committed a disciplinary violation due to such use possession or being present when underage drinking is taking place.
- To victims of a crime of violence or sex offense, the final results of an internal disciplinary proceeding relating to such crime or offense.

Treatment records and privileged communications with doctors, psychologists, or counselors may be disclosed if:

- The patient or client presents a serious and imminent danger to himself or herself.
- The patient or client has explicitly threatened to kill or inflict serious bodily injury upon another person and has the apparent intent and ability to carry out the threat.
- The physical or emotional abuse or neglect of a child under the age 18, or an elderly or handicapped person is suspected.

# Chatham College for Women

Chatham College for Women preserves the institution's historic commitment to the education of women since the University's founding as Pennsylvania Female College in 1869. Chatham College for Women maintains the academic and co-curricular programs for undergraduate women and embodies the traditions and rituals of one of the nation's oldest colleges for women. Chatham College for Women prepares its students to excel in their professions and be engaged, environmentally responsible, globally conscious, life-long learners, and citizen leaders for democracy.

The curriculum is designed to develop World Ready Women with:

- A strong grounding in the sciences and liberal arts;
- The ability to communicate effectively;
- Social consciousness;
- Awareness and understanding of the environment;
- Interest in public service;
- Understanding of and appreciation for international dynamics and cultural differences.

During the undergraduate program of study, students' personal, professional, and leadership skills are developed to their fullest potential through internships, study abroad, service-learning and leadership training opportunities, and personal development seminars. The curriculum, delivered through coursework and a wide variety of academic experiences, as well as the co-curriculum, delivered through programming through student life, athletics, and on-campus work experiences, contribute to an integrated and holistic learning experience.

Chatham College for Women offers strong preparation for law school, medical school, and science-based graduate programs as well as the University's own graduate degree programs. Five-year masters degree programs allow women to enter the Chatham College for Women and continue through to completion of a graduate degree through the College for Graduate Studies. Chatham College for Women welcomes international students from many areas of the world who enrich the experience for all. The College also welcomes transfer students from other institutions who decide to make Chatham their academic home.

Based on its unique heritage and the strengths and commitment of the Faculty and Staff, a Chatham education is supported by our "pillars of excellence" representing the strengths of our World Ready Women, these attributes are woven throughout the curriculum and are championed by our centers and institutes.

- Global understanding
- Environmental awareness and responsibility
- Women's public leadership

Distinctive elements of a Chatham College for Women Education include:

- The First-Year Program, which includes a First-Year seminar, Arts First and First-Year science course. Faculty motivated and skilled in working with first-year students work collaboratively to introduce Chatham women to college-level inquiry, challenge them to approach areas from an interdisciplinary perspective, and broaden academic experiences beyond the classroom.
- The Senior Tutorial: During the last few semesters at Chatham, students conduct an original research project guided one-on-one by a Chatham professor, and present it publicly. The Senior Tutorial provides an excellent opportunity to build on the undergraduate experience and to bridge the gap to graduate and professional schools.
- Integrated approach to information technology and information literacy. All first-year students receive HP tablet computers with access to a wireless campus network. The use of this technology is integrated into coursework and modeled by the Faculty.
- World Ready Women: A variety of programs provide rich opportunities for Chatham women to expand and explore the world beyond campus and beyond the United States, preparing them for the opportunities and challenges of a diverse and interdependent global society.
- Global Focus Program: Begun in 1995, the Global Focus Program at Chatham University concentrates on one region of the world each year to enable the university community to engage in a comprehensive study of that region through coursework, class assignments, campus events, community activities, co-curricular programs, service learning projects, and an “all campus read” by an author from the global focus country. By the time she graduates, a Chatham undergraduate will have been immersed in four world regions in her curriculum work and co-curricular activities.
- Chatham Abroad: Eligible Chatham sophomores experience international study and travel as an integral part of their Chatham degree program. Students study and work closely with Faculty before, during and after the trip abroad during the month of May.
- Maymester: Each May, faculty offer small classes of students innovative, interdisciplinary and experiential courses. These courses provide opportunities for students to explore areas of interest and focus on one topic for the three-week period. Before each woman graduates, she will have engaged in Maymester courses which provide intensive and highly engaging learning experiences on campus and in experiential settings off campus.

Distinctive Institutes and Centers which focus on topics central to Chatham are designed to enrich each student’s experience. Housed on the Chatham University campus, each center interacts with the campus community and the surrounding region and sponsors events open to all throughout the year. These include: The Rachel Carson Institute, The Pennsylvania Center for Women, Politics and Public Policy, The Center for Women’s Entrepreneurship, and The Center for the study of Conflict.

## Undergraduate Admissions and Financial Aid

Chatham University is a community of highly motivated and capable students who are enthusiastic about learning and participating in a vibrant, interactive learning process. They are prepared to take increasing responsibility for their educations and lives. To that end, Chatham admits applicants at the undergraduate and graduate levels who show strong evidence of these qualities. The Chatham student body is diverse, representing a wide range of ages, interests, talents, and experiences from a variety of cultural, geographic, racial, religious, and socioeconomic

backgrounds. The College looks for evidence of character, originality, and maturity, as well as sound academic training and motivation. While Chatham admits only women to its undergraduate programs, the College's graduate degree programs, continuing education, certificate, and other special programs are coeducational.

## Undergraduate Admissions

Chatham University offers personalized education, and professional admissions counselors consider each applicant as an individual. Prospective students are encouraged to contact the Office of Admissions directly for guidance and advice about their circumstances.

### Admissions Procedures for First-Year Students

Admission to Chatham University is determined by the candidate's academic record, her promise as a student at Chatham, and commitment to continued personal growth. Information provided by the student is reviewed by the Office of Admissions.

Admission to Chatham is based on a careful review of all credentials presented by the candidate. Although Chatham has no specific academic requirements, it gives preference to students from a strong college preparatory background. Chatham encourages a minimum of four years of English, three years of mathematics, three years of science, and three years of social science. The meeting of minimum requirements does not itself ensure admission. Acceptance is contingent upon a candidate's completion of secondary school requirements.

### Application

Application forms may be obtained from the Chatham University, Office of Admissions, Woodland Road, Pittsburgh, PA 15232, 412-365-1825 or 800-837-1290; or by e-mail at [admissions@chatham.edu](mailto:admissions@chatham.edu).

Prospective students may apply on-line at [www.chatham.edu](http://www.chatham.edu). Chatham also accepts the Common Application for admission to the College. All application forms should be returned to the Office of Admissions with a nonrefundable application fee of \$35. The application fee may be submitted by check or money order made payable to Chatham University.

### Admission

First-year student admission is for applicants entering directly from high school, without enrolling in prior post-secondary course work (other than courses completed while attending high school).

Students accepted no later than April 15 and deposited by May 1 are guaranteed a place in the class and priority housing. In most cases, an applicant will receive notification of admission decision within two weeks following the completion of the application process. Applicants are strongly encouraged to complete the application process by March 1 (for fall enrollment) to receive preferred consideration for Chatham's generous financial aid programs.

- First-year student applicants must submit the following:
- Completed application for admission
- Nonrefundable application fee of \$35 (check or money order payable to Chatham University), fee waived if applying via the online application.
- Official high school transcripts
- SAT (Chatham code: 2081) or ACT (Chatham Code: 3538) scores

- Essay or writing sample
- One or more letters of recommendation from guidance counselor or teachers.

Students may apply using our SAT optional policy and choose not to submit their SAT scores at the time of application. If not submitting their scores, in addition to the required application materials, they must also submit the following:

- Résumé
- Graded essay
- On campus interview (highly recommended)
- Portfolio (optional)

If an applicant feels that these materials do not adequately represent her academic abilities or explain her academic history, she is encouraged to submit additional explanatory materials to strengthen her application.

Further, prospective students are strongly encouraged to arrange an admissions interview by calling for a personal tour and meeting with an admissions counselor. The Office of Admissions is open Monday through Friday, 9 a.m. to 5 p.m., and selected Saturdays during the academic year (prospective students should call ahead for the availability of Saturday visits). Campus tours are offered Monday–Friday at 9:00 a.m., 11:00 a.m., and 2:00 p.m. If it is not possible to schedule a campus visit, prospective students should contact the Office of Admissions to schedule an interview with an alumnae representative in their area.

Completed applications and supporting materials should be sent to Chatham University, Office of Admissions, Woodland Road, Pittsburgh, PA 15232.

### **Tuition and Room Deposit**

Accepted students who plan to enroll must make an acceptance deposit of \$150 for registration, which will be applied to her first semester at Chatham. If she plans to live on campus, a housing deposit of \$150, which also will be applied to her first semester at Chatham, will reserve campus housing. First-year and sophomore students are required to live on campus unless commuting from a parent or guardian's residence.

Tuition and housing deposits may be sent to Chatham University, Office of Admissions, Woodland Road, Pittsburgh, PA 15232. To make a payment by credit card, please call the Office of Admissions at 800-837-1290. or use paypal by visiting: <https://www.chatham.edu/admissions/undergraduate/deposit/>.

### **Deferred Entrance**

Occasionally a student wishes to defer entrance to college following graduation from high school. Chatham supports such purposeful deferment in order to work, travel, pursue independent study, or clarify goals and interests. A student who wishes to defer entrance should follow the regular admissions procedure outlined on the preceding page. If she has submitted a deposit for enrollment, she should then contact her admissions counselor to confirm the deferment. The student is required to make an advance deposit of \$150 for registration, which will be applied to her first semester at Chatham. She must also deposit \$150 for housing, which will reserve space for the following semester or year. Students on deferred entrance are required to communicate their progress to the Office of Admissions during the time of their deferment.

### **Advanced Placement Credit**

Candidates who have participated in Advanced Placement Program courses of the College Entrance Examination Board are encouraged to take the Advanced Placement examinations. Chatham grants course credit for scores of 4 or 5 on these examinations. Fulfillment of some introductory prerequisite courses is granted, when appropriate, for scores of 4 or 5. A maximum of 21 credits will be accepted from test scores.

### **International Baccalaureate**

Candidates who have participated in the International Baccalaureate (I.B.) program in their high schools may be awarded transfer credits as follows:

- A score of 5, 6, or 7 on a subject examination at the higher level results in 6 Chatham credit hours in that subject.
- A score of 4 at the higher level will not result in a transfer of credits but may result in advanced placement as determined by a departmental review.

### **Admissions Procedures for Early Entrants**

Chatham University invites mature, motivated, academically strong high school juniors to consider spending their senior year of high school at Chatham. Typically, such students have completed all but one or two of their high school graduation requirements and are interested in a more challenging curriculum. Before enrollment, students should obtain an agreement from their school districts and a list of required courses for high school graduation. For more information about this opportunity, students may contact the Office of Admissions.

### **Admissions Procedures for Transfer Students**

Chatham University welcomes inquiries from transfer candidates from junior and community colleges and other four-year institutions in the United States as well as other countries. More than 25 percent of Chatham students are transfer students. Both the high school record and performance at the college level will be considered.

### **Application**

Application forms may be obtained from the Office of Admissions, Chatham University, Woodland Road, Pittsburgh, PA 15232, 412-365-1825 or 800-837-1290; or by e-mail at [admissions@chatham.edu](mailto:admissions@chatham.edu). Prospective students may apply on-line at [www.chatham.edu](http://www.chatham.edu). Chatham also accepts the Common Application for admission to the College. All application forms should be returned to the Office of Admissions with a nonrefundable processing fee of \$35. An online application is also available at [www.chatham.edu](http://www.chatham.edu), no fee is required for the online application. Applications are accepted on a rolling basis. In most instances, candidates are notified of an admission decision within two weeks of the completion of the application process. In addition to the application, required materials include an official high school transcript, including standardized testing scores (SAT or ACT); official transcripts from all former institutions attended; essay or writing sample; and one or more letters of recommendation. Transfer students can apply using our SAT optional policy. If the student has over 24 transferable credits, they do not need to provide their high school transcript or SAT /ACT scores. . A campus visit is strongly encouraged.

### **Transfer Credits**

First-year and transfer students who have received college credit for college-level courses and who can produce an official transcript from an accredited college or university may receive credit for courses within the liberal arts tradition for which she has earned a minimum of C. A preliminary evaluation of

transfer credit is made at the time of admission to provide the applicant with an indication of her class standing. A final evaluation is made before registration.. All transfer credit in progress or completed prior to acceptance to Chatham must be submitted to the University before the student begins courses. This includes all advanced placement and international baccalaureate courses. The final evaluation determines which transfer credits may substitute for some of Chatham's general education or major requirements. Appropriate faculty, in conjunction with Academic Affairs, shall decide which if any transfer credits may be used toward fulfilling degree requirements.

### **College Level Examination Program (CLEP) credit**

Applicants from non-accredited or newly founded institutions not yet fully accredited should submit results from the College Level Examination Program (CLEP). Information about CLEP, test center locations, and costs may be obtained by writing to the College Level Examination Program, P.O. Box 6600, Princeton, NJ 08541. A student may take one or more of the five General Examinations. The examination results, along with the applicant's high school and college records, will be considered by the Admissions Committee.

### **Transfer Credits after Matriculation**

Once matriculated, Chatham undergraduates may not transfer in courses taken outside of Chatham unless the courses are required to complete the degree and are not available during the student's time at Chatham. Students must obtain prior approval to register for courses at other institutions. Courses taken through the Pittsburgh Council on Higher Education (PCHE) cross registration agreement are not considered transfer courses.

### **Enrollment Requirements**

Transfer students must be enrolled at Chatham University for a minimum of three long terms (three semesters), must successfully complete 45 credits, and must successfully complete more than 50% of the credits required for their major at Chatham in order to graduate from Chatham. The following are the minimum enrollment requirements that correspond to the class standing as determined by the number of accepted transfer credits:

| <u>Class standing at the time of transfer to Chatham:</u> | <u>Minimum credit hours that must be completed in residence:</u> |
|-----------------------------------------------------------|------------------------------------------------------------------|
| First-Year                                                | 75                                                               |
| Sophomore                                                 | 54                                                               |
| Junior                                                    | 45                                                               |
| Senior                                                    | 45                                                               |

All students must complete their last 20 credits in residence at Chatham University. In residence means taking approved Chatham University affiliated programs and courses, including approved study away and courses taken through the Pittsburgh Council on Higher Education cross registration agreement.

### **Tuition and Room Deposit**

Accepted students who plan to enroll must make an advanced deposit of \$150 for registration, which will be applied to her first semester at Chatham. If she plans to live on campus, a housing deposit of \$150, which also will be applied to her first semester at Chatham, will reserve campus housing. Tuition and housing deposits received prior to May 1 receive priority housing, registration, and advising. Deposits are refundable up to May 1.

## **Admission Procedures for Gateway Students**

Chatham University was one of the first schools in the country to make a strong commitment to adult students through the creation of its Gateway Program. The Gateway Program opens opportunities to women over the age of 23 who are seeking a first baccalaureate degree. To date, more than 800 Gateway Program graduates are enjoying exciting careers, enriching their lives and the lives of those around them. These women recognize that intellectual growth continues through adulthood and that continuing education fosters that growth. Gateway women have distinguished themselves in the academic and extracurricular life of the College. The Gateway Program has enriched the educational experience of all Chatham students by fostering an exchange of ideas and perspectives among women from different generations. Gateway students share in all the educational and co-curricular resources of the College, and they enjoy the support of the Gateway Student Association. Admission to Chatham University's Gateway Program is based on a review and evaluation of the information provided by the candidate to the Office of Admissions. As part of the procedure, the candidate must submit the following:

- Completed application form
- Nonrefundable \$35 application fee (check or money order payable to Chatham University), application fee is waived if applying via the online application.
- Official transcripts from high school and/or prior college(s) attended, as appropriate
- Essay or writing sample
- One or more letters of recommendation.

A Gateway Program applicant also is advised to read closely those sections of the Catalogue on the College Level Examination Program (CLEP) and transfer credit because these programs frequently apply to a Gateway student's experiences.

## **International Gateway Students**

International women aged 23 and older are welcome to join the Gateway program. (For admission procedures and requirements, see "Admissions Procedures for International Undergraduate Students.")

## **Tuition and Room Deposit**

Accepted students who plan to enroll must make an advanced deposit of \$150 for registration, which will be applied to her first semester at Chatham. If she plans to live in undergraduate housing on campus, a housing deposit of \$150, which also will be applied to her first semester at Chatham, will reserve campus housing. Tuition and housing deposits received prior to May 1 receive priority housing, registration, and advising. Deposits are refundable up to May 1.

Gateway students wishing to live in our Linzer or Chung apartments, open to only Gateway and graduate students, should contact the Office of Residential Life as soon as possible. These apartment complexes are frequently at full capacity and housing is not guaranteed.

Tuition and housing deposits may be sent to the Office of Admissions, Chatham University, Woodland Road, Pittsburgh, PA 15232. To make a payment by credit card, please call the Office of Admissions at 800-837-1290.

## **Readmission to Chatham**

A student granted a formal leave of absence may reenter without reapplying for admission, unless she is not enrolled for two or more consecutive terms, in which case she must reapply under the procedure described previously for transfer students.

Students who formally withdraw from Chatham must reapply under the procedure described for transfer students if they wish to return to Chatham.

If a student ceases to be enrolled without either receiving a formal leave of absence or formally withdrawing and 12 months or more have passed since the student last enrolled, the student must reapply under the procedure described for transfer students.

### **Admission Procedures for International Undergraduate Students**

Women of all ages who are graduates of secondary school systems worldwide may apply as first-time college students or as transfer students from accredited international or American colleges and universities. A TOEFL (Test of English as a Foreign Language) score of 550 and above on the paper-based TOEFL, 213 and above on the computer based TOEFL, 79 and above on the internet based test, or the SAT I or the IELTS (International English Language Testing System) can also be submitted. If students wish to submit the IELTS, a score of 6.0-6.5 or higher is required for full-time undergraduate admission.

Applicants should submit the following materials:

- Completed Undergraduate Student Application for Admission, the Common Application, or visit the College's website at [www.chatham.edu](http://www.chatham.edu) to apply on-line
- Nonrefundable application fee of U.S. \$35 (check or money order payable to Chatham University)
- Admissions essay
- All official secondary and postsecondary academic records. Translation and professional evaluation required.\*
- Official copy of TOEFL, IELTS, STEP score or SAT (Chatham code for both: 2081)
- One letter of recommendation
- Copy of U.S. visa (if currently living in the United States)
- Proof of financial support (one official bank statement indicating enough funds to cover the first year of education at Chatham and a completed certification of finances form provided by the Office of Admissions).

\*Transfer Transcript Evaluation Policy: International credentials from an educational system other than the United States must be evaluated by a foreign credential evaluator who is a member of the National Association of Credential Evaluation Services. The Office of Admissions maintains a listing of the approved evaluation agencies. The admissions decision and transfer evaluation require official transcripts, translations and professional evaluation. The cost of the professional evaluation is the responsibility of the applicant.

<http://www.chatham.edu/admissions/international/pdf/credentialeval.pdf>

Applications are accepted throughout the year (rolling admissions). To receive priority consideration, however, students should apply by March 15 for the fall term and by November 1 for the spring term.

Accepted students who plan to enroll must pay the \$150 tuition and \$150 housing deposits. Accepted students who pay their deposits and prove adequate financial resources will be issued the Certificate of Eligibility for Nonimmigrant (F-1) Status (Form I-20), which will be used by the student to apply for F-1 student visa status.

### **Admission through the Bridge Program for International Students**

The Bridge Program is designed to help international students adjust to the academic English-language college environment. In the Bridge Program, international women combine enrollment in English-language courses during the first year with their first-year COR courses (Arts First and First-Year Science). Conditional acceptance, or acceptance through the Bridge Program, is offered to students who receive a 500 and above on the paper-based TOEFL, 173 and above on the computer-based TOEFL, or 61 and above on the internet-based TOEFL. Conditional acceptance may also be offered with an IELTS score of 5.0-5.5. Students are also encouraged, and at times may be required, to participate in the Chatham Summer English Program. For students with lower than a 500 TOEFL, they would be admitted to the non-credit English Language Program. To participate in the Bridge Program, the student is required to:

- Enroll in three ELP classes for two terms and take COR 110 (Arts First) and COR 115 (First Year Science). The COR courses for Bridge Program students are given with supplemental instruction in order to provide students with extra linguistic and academic support.
- To successfully remove the conditions of admission, the students must successfully complete six ELP courses with a B grade average or higher and have a strong faculty recommendation as well as recommendation from the ELP coordinator.
- The admissions application process and deadlines are the same as for fulltime undergraduates.

### **Proof of Finance**

It is incumbent upon each accepted international student to provide sufficient funds to cover all direct and indirect educational expenses before being issued the official I-20 form. Except for the merit scholarship (see page 26), awarded to eligible international students, no additional financial assistance is provided by Chatham University. The student, her family, and outside sponsors (to be identified by the student) are expected to provide the remaining amount of the cost of attendance. Students must provide:

- A completed certificate of finance form or an I-765 provided by the Office of Admissions. Or you can submit proof of financial resources in the form of two original bank statements, indicating enough funds in the bank to cover all direct and indirect educational costs for the first year at Chatham University.
- A letter from the student's sponsor indicating ensured support for the remaining years at Chatham University.
- For additional information regarding proof of finances, please contact the international admissions counselor at 412-365-1290. Further information is available from the Office of Admissions.

### **TOEFL (Test of English as a Foreign Language) Registration Information**

Submission of an official TOEFL score is required for undergraduate and graduate applications if English is not the student's primary language. Outside the United States, registration information typically is available at U.S. educational commissions and foundations, U.S. Embassies and Consulates, and some private educational organizations, such as the Institute of International Education (IIE) and Peterson's Advising Centers. Students also may request registration information and forms from TOEFL/TSE Publications, P.O. Box 6154, Princeton,

NJ 08541-6154 USA. Or they may call 609-771-7100. TOEFL scores can be forwarded directly to Chatham at no additional expense to the student. In order to do so, the student must mark Chatham's four-digit TOEFL code (2081) on the test sheet.

### **Admission Procedures for Visiting Students**

Chatham welcomes visiting students from other colleges and universities for a term, a Maymester, or a full year. The student should be in good academic standing at her own institution and should have written approval from the major academic officer of her college. She should apply at least four weeks before the beginning of the term. Tuition, fees, and resident charges are assessed as for Chatham students. All inquiries should be directed to the Office of Admissions.

International visitors are welcome to attend Chatham University as non-degree-seeking students through formal exchange programs with sister colleges or by individual arrangement. The academic schedule typically includes English language, American culture, and other academic course work. Full participation in extracurricular activities is encouraged. For more information, students may contact the Office of International Programs.

### **Admission Procedures for High School Scholar Students**

Chatham invites serious high school students seeking the additional challenge of college-level work to participate in the High School Scholar Program. Students or secondary counselors may contact the Office of Admissions for detailed information and application procedures at 800-837-1290.

## **Undergraduate Financial Aid**

Chatham University offers both need-based financial aid and merit-based scholarships. Admission to Chatham is exclusive of financial need. More than 98 percent of the student body has received some form of financial assistance at Chatham.

The Financial Aid Office is located on the first floor of Braun Hall. The office is open Monday through Friday from 8:00 to 5:00. Our phone number is 412-365-2781. We can also be reached via e-mail at [financialaid@chatham.edu](mailto:financialaid@chatham.edu).

### **General Financial Aid Information**

Financial aid is the assistance students receive from federal, state, institutional, and private sources to help finance their college educations. Financial aid may take the form of scholarships and grants (gift aid that does not require repayment), student loans, or student employment. Financial aid may be based on

financial need and/or merit. Chatham uses information from the Free Application for Federal Student Aid (FAFSA) to determine a student's need.

Once a student has completed the financial aid application process and is found eligible for need-based and/or merit-based aid, she will receive a financial aid package detailing the combination of sources used to provide financial assistance. It is our hope that the financial assistance offered through Chatham University combined with family resources, will provide the funding necessary for all qualified students to obtain a Chatham education.

## **Financial Aid Eligibility**

To be considered for need-based financial aid at Chatham, a student must meet certain minimum requirements:

1. Be enrolled in a degree-seeking program at Chatham on at least a half-time basis of six (6) or more credits
2. Be a U.S. citizen, permanent resident, or eligible non-citizen (with appropriate INS documentation)
3. Maintain "Satisfactory Academic Progress" as defined by the College on page 60
4. Demonstrate financial need as defined by the University and specific program requirements.

## **Determining Financial Need**

To determine the need for financial aid at Chatham, the student must file the Free Application for Federal Student Aid (FAFSA). Based upon the information reported by the family, including income, assets, family size, and number in college, a federal calculation determines the "Expected Family Contribution." The federally calculated family contribution is constant no matter which institution a student attends.

Determining a student's eligibility for aid involves three basic components:

$$\text{Cost of Education} - \text{Family Contribution} = \text{Need}$$

After the University receives a student's processed FAFSA, the family contribution is subtracted from the "cost of education" at Chatham. This "cost of education" takes into consideration tuition, fees, room, board, books, and miscellaneous personal expenses. The result of this calculation is a student's financial need. All students, regardless of family income, are encouraged to apply for financial assistance in order to explore available aid options.

## **Financial Aid Application Process**

To be considered for all types of need-based financial aid described in the catalog, a student must complete:

1. The FAFSA as soon as possible after January 1. This can be completed on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Continuing students should submit their completed FAFSA by March 15. Failure to submit by this date will delay registration for the following fall term. New students should submit their completed FAFSA as soon as possible to expedite processing and Fall registration.

2. Appropriate grant applications, if from a state offering grants that can be used for study at Pennsylvania colleges (Arkansas, Connecticut, Delaware, Ohio, Maine, Massachusetts, Michigan, Rhode Island, Vermont, West Virginia, Washington, DC)  
A master promissory note with a participating lender (applies only to students awarded a Stafford Loan).

All students whose FAFSA's are selected for verification will be required to provide: (1) a completed Verification Form; (2) verification of all nontaxable income, if applicable; (3) signed copies of the student's (and the spouse's, if married) federal income tax return from the calendar year preceding the academic year for which the aid is requested. Parents of dependent students also need to submit signed copies of the appropriate federal income tax returns.

### **International Student Financial Aid**

Financial aid for international students at Chatham is available to eligible students in the form of scholarships (aid that does not require repayment). For more information, applicants may contact the international admissions counselor at the Office of Admissions.

### **No Need Financial Aid Programs/Payment Options**

While all students are encouraged to complete the FAFSA to apply for need-based financial aid, other financing sources are available to families who do not qualify for, or who choose not to apply for, need-based assistance. Some of these sources are listed in the following sections.

### **Scholarship Opportunities**

Chatham University offers a wide variety of academic scholarships, which are awarded to students independent of financial need. More information is given in the Chatham Merit Scholarships section listed under "Undergraduate Financial Aid Programs" that follows.

### **Tuition Installment Program**

The Chatham University Tuition Installment Program is a semester based, interest-free payment program that allows students to finance tuition and fees over four monthly installments each semester. Designed to ease the burden of paying for college, this payment program helps many students pay the balance due each semester that is not covered by financial aid assistance. Additional information and enrollment forms for this payment program are sent to students each semester with their term invoice. To enroll in the Tuition Installment Program, a student must be registered for classes and be in good financial standing with the Office of Student Accounts. The Tuition Installment Program is offered for the fall and spring semesters.

### **Corporate Payment Options**

Chatham University is pleased to offer several corporate related payment options. These payment options are available for any student employed at a company offering tuition assistance benefits. Payment options are offered year round, however, students must enroll each term they wish to participate. Enrollment in any of the Corporate Payment Options is free provided a completed application and all required documents are received each term by the add/drop deadline. Applications received after the term add/drop deadline will be charged a \$50 late processing fee. To enroll in any of the Corporate Payment Options students must be registered for classes and be in good financial standing with the Office of Student Accounts. Available payment options include:

### **Company Reimbursement Program**

The Company Reimbursement Program is offered for students who work for an employer who offers tuition reimbursement. The program allows students to defer payment of the reimbursed portion of their educational expenses until 30 days after the end of the term. Students are required to submit a completed Corporate Payment Options Application & Contract and a letter from their employer verifying employment and eligibility to participate in their company's tuition reimbursement program. Any amount not covered by tuition reimbursement must be paid in accordance with standard Chatham University payment policies. Company reimbursement may be counted as a financial aid resource for students receiving financial aid assistance.

### **Company Billing Program**

The Company Billing Program is offered for students who work for an employer that requests to be billed directly for their employee's tuition and fees. With Company Billing, Chatham University will bill the company directly following the term add/drop deadline. The company is required to pay upon receipt of invoice. Students are required to submit a completed Corporate Payment Options Application & Contract and a letter of authorization and/or tuition voucher authorizing Chatham University to bill the company directly. A detailed explanation of coverage and invoicing details must be included. Any amount not covered by company billing must be paid in accordance with standard Chatham University payment policies. Company billing may be counted as a financial aid resource for students receiving financial aid assistance.

### **Tuition Advancement**

Tuition Advancement is a special program for employees of the University of Pittsburgh Medical Center (UPMC). Students must first submit the completed Corporate Payment Options Application & Contract in order to receive a special UPMC invoice. The student submits this invoice to the UPMC Employee Service Center along with the required UPMC advancement application. The Employee Service Center will process the advancement request and provide the student with an advancement letter indicating the amount of advancement. The student then submits the advancement letter to Chatham as a form of payment. Chatham University will then bill UPMC for all advancement amounts. Any amount not covered by tuition advancement must be paid in accordance with standard Chatham University payment policies. Tuition advancement may be counted as a financial aid resource for students receiving financial aid assistance.

### **Corporate Tuition Reduction**

As an added benefit for students participating in a corporate payment option, Chatham University has teamed up with a number of companies to offer a special 20% tuition reduction benefit. If a student's employer is listed on our current approved company list at time of application, they will receive this reduction automatically, provided all eligibility requirements are met. By receiving the 20% reduction students will not be eligible for any other reduced tuition rates offered by the University. Additionally, if a student already receives a reduced tuition rate, they will not be eligible for the corporate tuition reduction benefit. As required by federal guidelines, the 20% tuition reduction must be counted as a financial aid resource for students receiving financial aid assistance.

### **Methods of Payment**

Chatham University accepts tuition payments by cash, check or money order made payable to Chatham University, or credit card (Visa, MasterCard, American Express, and Discover). Payments may be made to the Student Services Center in person, by mail, or by phone. Student may also pay online through the student portal.

It is very important to remember that you, the student, are ultimately responsible for payment of your student account, regardless of actions taken, or not taken, by your employer.

### **Financial Aid**

Financial aid is the assistance students receive from federal, state, institutional, and private sources to help finance their college educations. Financial aid may take the form of scholarships and grants (gift aid that does not require repayment), student loans, or student employment. Financial aid is based on financial need. Chatham uses information from the Free Application for Federal Student Aid (FAFSA) to determine a student's need.

Accepted students who are citizens or permanent residents of the United States are eligible to apply for financial aid. International students are not eligible for the federal financial aid and must rely on personal financial resources.

### **Determining Financial Need**

To determine the student's need for financial aid at Chatham, the student must complete the Free Application for Federal Student Aid (FAFSA). This can be completed on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Our school code is 003244. Based upon the information reported, including income, assets, family size, and number in college, a federal calculation determines the "Expected Family Contribution." Determining a student's eligibility for aid involves three basic components:

Cost of Education – Family Contribution = Need

After the University receives a student's processed FAFSA, the family contribution is subtracted from the "cost of education" at Chatham. This "cost of education" takes into consideration both direct and indirect expenses. The result of this calculation is a student's financial need. All students, regardless of income, are encouraged to apply for financial assistance in order to explore available options. The cost of attendance for on-line programs includes tuition, fees, and books, only.

### **Financial Aid Application Process**

To be considered for financial aid, a student must complete:

- The FAFSA as soon as possible after January 1 of each new year. This can be completed on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Returning students should submit their completed FAFSA by March 15. Failure to submit by this date will result in a financial hold, which will delay registration. New students should submit their completed FAFSA as soon as possible to expedite processing and registration.
- A master promissory note under the Direct Loan Program. Applications may be completed at [www.studentloans.gov](http://www.studentloans.gov). Student will need their Federal PIN to sign the Federal Stafford Loan Master Promissory Note.
- All students who are selected for verification will be required to submit (1) a completed Verification Worksheet; (2) verification of all nontaxable income, if applicable; (3) signed copies of the student's (and spouse's, if married) (4) signed copies of parent's tax returns, federal income tax return from the calendar year preceding the academic year for which aid is requested.

## Student Loan Program

Chatham participates in the Direct Loan Program. The majority of Stafford Loans are sent to Chatham University through electronic funds transfer. This means loan funds are sent electronically and applied directly to a student's account. Funds are disbursed equally each semester.

To be considered for a federal student loan, a student must meet certain minimum requirements:

- Be enrolled in a degree-seeking program at Chatham on at least a half-time basis, which is six (6) or more credits per semester.
- Be a U.S. citizen, permanent resident, or eligible non-citizen (with appropriate INS documentation).
- Maintain "Satisfactory Academic Progress" as defined as follows: Full-time students must complete 24 credits for every two terms of enrollment. Part-time students must complete 75 percent of credits attempted for every two terms of enrollment. Both full-time and part-time students must maintain a 2.0 cumulative GPA. Please note that some programs have specific academic guidelines, which must be met to continue enrollment.

## Undergraduate Financial Aid Programs

The following is a list of several federal, state, and institutional aid programs offered at Chatham University

### Grants and Scholarships

#### Chatham Merit Scholarships and Awards for Students

In recognition of the academic achievements of our students, Chatham offers a comprehensive merit scholarship program. Scholarships are awarded to full-time students without regard to financial need. All applicants with proven records in academic achievement are considered. Chatham aid is available for eight terms of full-time study.

The following awards are examples of scholarships offered by Chatham University.

- Presidential, Trustee, and Founders' Scholarships: Based on academic excellence, students may qualify for the Presidential, Trustee, or Founders' Scholarship. The scholarship amount will be determined once the student is admitted to the College. Scholarships are renewable annually based on a cumulative GPA of 2.0 or higher.
- World Ready Women Scholarships (in addition to Presidential, Trustee, or Founders' Scholarship): Students must have received the Presidential, Trustee, or Founders' Scholarship, have demonstrated a record of extracurricular achievement in school or community, and be a senior in high school. Scholarships are renewable annually based on a cumulative GPA of 2.0 or higher.

- **Girl Scout Gold Scholarship:** Offered to Girl Scout Gold Award Recipients (must provide proof of award). Scholarships are renewable annually based on a cumulative GPA of 2.0 or higher and participation in Chatham's community service activities.
- **Girl Scout Leadership Award:** Offered to women who were members of Girl Scouts for a minimum of two years but not Gold Award recipients (must provide proof of membership). Scholarships are renewable annually based on a cumulative GPA of 2.0 or higher and participation in Chatham's community service activities.
- ***Legacy Scholarships***  
Scholarships are made available to students who are daughters of Chatham alumnae and for sisters of currently enrolled students. Applicants may contact the Office of Admissions for details.
- ***Transfer Scholarships***  
Transfer students to Chatham University may be eligible for scholarships based on their academic records. Applicants may contact the Office of Admissions for details.
- ***Chatham Scholarships for International Students***  
In recognition of academic, leadership, and personal achievements, accepted international undergraduate applicants may be awarded partial tuition, renewable scholarships. Award decisions are based on admissions application materials, including academic records, letters of recommendation, standardized test scores (TOEFL or IELTS), and indication of community involvement and activities. Merit is the primary consideration.

### **Federal Pell Grants**

Federal grants awarded to undergraduate students with demonstrated financial need.

### **Federal Supplemental Educational Opportunity Grant (SEOG)**

Federal grants awarded to undergraduate students with exceptional financial need.

### **Academic Competitiveness Grants**

Federal grants awarded to undergraduate students who are eligible for Federal Pell Grants and completed a rigorous high school curriculum. This grant is awarded to students in their first and second year only.

### **National SMART Grant**

Awarded to Pell-eligible students enrolled in the third and fourth years of bachelor's degree programs who are pursuing majors in mathematics, science, technology, engineering, or a foreign language determined to be critical to national security.

### **Pennsylvania State (PHEAA) Grants**

State-funded grants awarded to undergraduate Pennsylvania residents with demonstrated financial need as determined by the state.

### **Grants from Other States**

Grant and scholarship programs are offered by various states for their residents to use toward educational costs outside the home state. Students in Arkansas, Connecticut, Delaware, Maine, Massachusetts,

Michigan, Rhode Island, Vermont, West Virginia, and Washington, DC, should contact their state agencies for information about these programs.

### **Chatham Grants and Endowed Scholarships**

These funds are made available by the University and awarded to full-time undergraduate students who demonstrate financial need. Award amounts vary. Chatham aid is available for eight terms of full-time study only.

## **Campus Employment**

### **Federal Student Employment Program**

This campus employment program is provided through federal funds and available to students with demonstrated financial need. Students employed under this program work approximately 10-12 hours per week in various jobs on campus or in off-campus community service, tutoring, or career-related positions. Listings of opportunities are available through Career Services or College Central Network at [www.collegecentral.com/chatham](http://www.collegecentral.com/chatham).

Federal Student Employment Frequently Asked Questions:

1. What happens if I am unable to work the total amount of hours that I was awarded?  
Students will receive payment only for the hours worked.
2. How is work-study related to financial aid?  
Work-study money is listed as aid on the student's financial aid award letter. Students have to be eligible to receive money through the Federal Work-Study Program. A student interested in Federal Work-Study must complete the FAFSA every year.
3. Why isn't my work-study award on my bill?  
Your work-study amount is not on your bill because you have to work to receive the money. After a student has earned money through the program, she has the option to sign her checks over to Chatham to be applied toward her account. If a student decides not to sign her checks over to Chatham, she can cash the check for personal use but will not receive the funds as a credit on her accounts and may owe the College money.
4. What if my contract indicates that I need to work 15 hours per week, but my schedule only permits me to work 10 hours per week?  
You should coordinate your needs with those of your supervisor. Your contract indicates the total number of hours per week that you would need to work to receive your entire work-study award. Schedules should be arranged with department supervisors in advance to determine a schedule that is manageable between both parties. Students will not be penalized if they cannot work 15 hours per week, but should keep in mind that they will only be paid for the hours that they work.
5. Do I have to pay money back if I don't work all of my hours?  
No. Students do not have to pay money back to the Federal Student Employment Program if they do not work all their hours. However, they will not receive payment for hours they do not work.

## Student Loan Programs

Chatham University participates in the Direct Loan Program. The majority of Stafford Loans are sent to Chatham University through electronic funds transfer. This means the majority of loan funds are sent to Chatham electronically and applied to the student's account. Funds are typically disbursed each semester. All other forms of student financial aid are disbursed to Chatham University via electronic funds transfer or check.

### **Federal Perkins Loan**

This, low-interest loan is administered by Chatham University and awarded to students who have demonstrated financial need. Repayment and interest charges begin nine months after graduation or cessation of at least half-time enrollment. Students awarded a Perkins Loan must sign a promissory note at the start of the term.

### **Direct Subsidized Stafford Loan**

This, low-interest loan is awarded to students who have demonstrated financial need. Repayment and interest charges begin six months after graduation or cessation of at least half-time enrollment. Students must complete the Federal Stafford Loan Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov). This application is completed once and can typically be used for a ten year period. The Federal PIN number that was used to sign the FAFSA is also used to sign the Master Promissory note. All new students to Chatham University and those students who have never borrowed before must also complete Entrance Interview Counseling at [www.studentloans.gov](http://www.studentloans.gov).

### **Direct Unsubsidized Stafford Loan**

This low-interest loan is available to all students regardless of financial need. This loan also provides additional loan eligibility to independent students or to dependent undergraduate students whose parents are denied a federal Parent Loan for Undergraduate Students (PLUS). While re-payment begins six months after graduation or cessation of at least half-time enrollment, the student must make interest payments or have the interest capitalized during in-school, grace, or deferment periods. Students must complete the Federal Stafford Loan Master Promissory Note in order to receive Federal Stafford Loan funds. There is only one application for both the Subsidized and the Unsubsidized Federal Stafford loans.

### **Direct PLUS Loan**

Credit based loan available to parents of dependent students, who are enrolled at least part-time. In order to determine eligibility for this loan program, parents must first complete a credit check at [www.studentloans.gov](http://www.studentloans.gov). If the loan is approved, the parent must also complete the Direct PLUS Loan Master Promissory Note. The loan is deferred while the student is enrolled at least part-time, which is six credits per term. There is a six month grace period available upon graduation or cessation of half-time enrollment.

### **Alternative/Private Loans**

Other Non-Federal/Private Loans, sometimes called Alternative Loans, are available to all students to help fill the gap that sometimes exists between the cost of a Chatham education and a financial aid award. These credit-based loans are deferred until six months after graduation, provided you are enrolled at least

part-time, which is six credits. Private loans do accumulate interest while you are enrolled. These programs require credit worthiness or a co-signer.

Eligibility requirements and funding for the programs described here are subject to change without notice. Federal loans are available to U.S. citizens and permanent residents only.

## Chatham Policies That May Affect Your Undergraduate Aid

1. Financial aid awards can be made only when a student has been accepted to a degree or a teacher certification program at Chatham and has completed the FAFSA. If the student has submitted the FAFSA with estimated information, the award may be adjusted once the actual tax returns and supporting documentation are reviewed during the verification process.
2. Students are responsible for reporting to the University all financial assistance received from other sources such as outside scholarships, grants, Office of Vocational Rehabilitation assistance, or tuition waivers. All outside assistance must be taken into account in the packaging of the student's financial aid and may result in an adjustment of the aid package if notification is received after the initial package is awarded.

Financial aid is awarded annually and requires completion of the FAFSA by March 15 each year.

### **Refund of Excess Financial Aid**

Students may be eligible for a refund if their financial aid and/or other credits exceed current semester charges. Student refunds are issued 7-14 days after the student account develops a credit balance. Refunds will be processed electronically through Education Computer Systems, Inc. (ECSI) and deposited directly into a bank account. Paper checks will no longer be issued through the Student Accounts Office. Please go to [www.ecsi.net/gateway.cu-erefund.html](http://www.ecsi.net/gateway.cu-erefund.html) and sign up to receive electronic refunds.

If a student wishes to retain a credit balance from one semester to the next within the same academic year they should email this information to [studentaccounts@chatham.edu](mailto:studentaccounts@chatham.edu).

### **Satisfactory Academic Progress**

Good academic standing and satisfactory academic progress are necessary for financial aid eligibility. Full-time undergraduate students must complete 24 credits for every two terms of enrollment. Full-time undergraduate students must maintain a required cumulative grade point average of 2.0. Part-time students must complete 75 percent of credits attempted and maintain a 2.0 cumulative grade point average. Please note that Chatham scholarships require a 2.8 cumulative grade point average.

### **Financial Aid for Study Abroad**

Students enrolling in a study abroad program through a consortium agreement between Chatham University (home institution) and an accredited American institution (host institution) may be eligible to use their federal grants and loans to assist with educational costs. Chatham's institutional financial aid cannot be used to assist with educational costs associated with a study abroad program.

Students must also complete a Study Abroad Application with the Office of International Programs. This form must be completed and approved before financial aid eligibility can be determined.

A student must initiate the completion of a consortium agreement in order for Financial Aid to determine if her costs permit the use of federal grants or loans. The consortium agreement requires the student to obtain confirmation from the host institution of the actual program costs. In addition, the student must supply a list of the courses she will be enrolled in during the term abroad.

Upon receipt of the consortium agreement from the host institution, the director of financial aid will then calculate the student's federal aid eligibility based upon the abroad cost of attendance. The student will then be notified of the exact amount of aid to be made available for the study abroad term. Students must make payment arrangements with the host institution. The majority of institutions require payment in full before financial aid is disbursed.

## Undergraduate Financial Information

### **Tuition**

To be considered a full-time student for purposes of determining charges and full-time eligibility for financial aid, an undergraduate student must be enrolled for 12 credits in the fall term, at least 12 credits for the combined spring/Maymester terms and 12 credits in summer terms.

Charges are computed under the following schedule:

|                                                                                                                 |                   |
|-----------------------------------------------------------------------------------------------------------------|-------------------|
| Full-time Tuition (12-21 credits).....                                                                          | \$14,044 per term |
| (More than 21 credits is considered a financial overload and will be billed at an additional \$681 per credit.) |                   |
| Part-time Tuition (1-11 credits) .....                                                                          | \$681 per credit  |

### **Maymester Tuition**

For regular full-time students who take a Maymester course on campus and are registered for a minimum total of 12 credits in the combined spring and Maymester terms, there are no additional tuition, room, or board charges for Maymester. Spring and Maymester are billed as one term. Students may take a maximum of 21 credits in the spring term and 5 credits in the Maymester term without incurring a financial overload charge. Some Maymester courses may involve extra expenses for special supplies or travel. International students must be registered for a minimum of 12 credits in the spring term in order to maintain their F-1 status.

### **Room and Board**

#### **Housing**

Rates differ depending on the type of room and specific residence hall selected. Please refer to the room Selection Booklet published by the Office of Residence Life for details.

#### **Meal Plans**

Chatham University, in partnership with Parkhurst Dining Services, is looking to match students, faculty and staff with a dining plan that will take care of all on-campus dining needs. Undergraduate students living in one of the traditional residence halls must purchase a Chatham Gold, Chatham Silver, Chatham Bronze or Chatham Steel meal plan. The Chatham Steel meal plan is not an option for First Year students. Undergraduate students living in one of the Chatham-owned apartments are required to purchase, at minimum, the Cougar Bronze Plan; however, they may choose to purchase any one of the other meal plans offered. Graduate students and commuters are welcome to purchase any of the meal plans offered. Please select the meal plan that best suits your needs. The cost of the meal plan will be charged to your student account each term. There is a limit of one meal plan per term and meal plans cannot be shared. You may choose your meal plan online by going to <http://my.chatham.edu/mymenu/index.cfm> and clicking on the meal plan link. All meal plan changes must be made by the end of the add/drop period for each term.

Meal Plan charges are computed under the following schedule:

|                 |                          |                  |
|-----------------|--------------------------|------------------|
| Chatham Gold    | 19 Meals/wk + \$55 Flex  | \$2,210 per term |
| Chatham Silver  | 14 Meals/wk + \$110 Flex | \$2,210 per term |
| Chatham Bronze  | 10 Meals/wk + \$220 Flex | \$2,210 per term |
| Chatham Steel   | 200 Meals + \$200 Flex   | \$2000 per term  |
| Cougar Platinum | 5 Meals/wk + \$220 Flex  | \$890 per term   |
| Cougar Gold     | 100 Meals + \$200 Flex   | \$915 per term   |
| Cougar Silver   | 50 Meals + \$200 Flex    | \$575 per term   |
| Cougar Bronze   | 25 Meals + \$200 Flex    | \$390 per term   |

### **Cougar Dollars**

Students, faculty and staff may add value to their Chatham ID Card in \$50 increments. This money will carry over from one semester to the next. These dollars can be used the same way as meal plan flex dollars. Benefits include: 10% bonus added at purchase, safety and convenience of cashless dining and acceptance at Anderson Dining Hall, Weathervane Snack Bar, Eastside Café and Café Rachel. You may add value to the plan by visiting the Student Accounts Office during business hours or by purchasing online at <http://my.chatham.edu/welcome.cfm> and clicking on the Cougar Dollars link.

### **Chatham Telephone Service**

The University provides each resident student with a phone jack in the student's room. The student is responsible for bringing a touch tone phone. 800/888 calls, most local calls (refer to your student handbook for a list of exchanges), and on-campus calls can be made from this phone. Outgoing calls will need to be made using a calling card.

## Miscellaneous Charges and Fees

Admission Application Fee..... \$35 per application

The admission application fee is a non-refundable fee charged for processing an admission application and is not applied as credit to the student account.

|                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applied Art Fee.....                                                                                                                                                                                                                                                                                                                                                       | \$75 per course                                                                                                                                                                                                            |
| Applied Digital Art Fee.....                                                                                                                                                                                                                                                                                                                                               | \$100 per course                                                                                                                                                                                                           |
| Students enrolled in the visual arts department's two and three dimensional studio courses and digital arts courses pay these fees to help defray the costs of materials, supplies, software, and equipment.                                                                                                                                                               |                                                                                                                                                                                                                            |
| Applied Music Fee.....                                                                                                                                                                                                                                                                                                                                                     | \$300 per term/one hour lesson per week                                                                                                                                                                                    |
| Applied Music Fee.....                                                                                                                                                                                                                                                                                                                                                     | \$150 per term/half-hour lesson per week                                                                                                                                                                                   |
| The applied music fee is charged each term for private instruction in piano, organ, voice, violin, or other instruments. Students majoring in music may take 12 credit hours of applied music at the rate of one course per term without charge in the junior and senior years. A student taking a course for noncredit must apply through the Laboratory School of Music. |                                                                                                                                                                                                                            |
| College Fee.....                                                                                                                                                                                                                                                                                                                                                           | \$200 per term                                                                                                                                                                                                             |
| The college fee is mandatory for all students and entitles each student to all student publications (with a minor additional fee for yearbook); admission to college social events, student-sponsored concerts and lectures; and membership in the Chatham Student Government, Chatham Activities Board, and all other student organizations.                              |                                                                                                                                                                                                                            |
| Chatham Abroad Administrative Fee.....                                                                                                                                                                                                                                                                                                                                     | CAB fees are based on specific cost of travel and activities to be published in advance of registration for the spring term. This fee helps to defray the administrative costs associated with the Chatham Abroad Program. |
| Collection Fee.....                                                                                                                                                                                                                                                                                                                                                        | Varies                                                                                                                                                                                                                     |
| This fee is charged to the student in the event a student account is determined uncollectible by the University and it is assigned to a collections agency. The exact amount of the collection fee will vary based upon the delinquent account balance.                                                                                                                    |                                                                                                                                                                                                                            |
| Computing Fee .....                                                                                                                                                                                                                                                                                                                                                        | \$100                                                                                                                                                                                                                      |
| Experiential Learning Credit Posting Fee.....                                                                                                                                                                                                                                                                                                                              | \$75 per credit                                                                                                                                                                                                            |
| This fee is charged for each credit a student receives through faculty approval of her experiential learning portfolio.                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                            |
| Field Placement Fee.....                                                                                                                                                                                                                                                                                                                                                   | \$75 per course                                                                                                                                                                                                            |
| This fee is charged to defray costs associated with faculty oversight of field placements.                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                            |
| Graduation Fee.....                                                                                                                                                                                                                                                                                                                                                        | \$100 per degree                                                                                                                                                                                                           |
| This onetime fee covers the cost of the diploma and graduation materials and services.                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                            |
| Health Services/Medical Professional Fee.....                                                                                                                                                                                                                                                                                                                              | Varies                                                                                                                                                                                                                     |
| The University bills the student directly for physician office visits and various services. A listing of fees is available in Health Services.                                                                                                                                                                                                                             |                                                                                                                                                                                                                            |
| Late Add/Drop Fee.....                                                                                                                                                                                                                                                                                                                                                     | \$50 per course                                                                                                                                                                                                            |
| Any student who receives permission to make a course change to their schedule after the end of the add/drop period will be assessed this fee.                                                                                                                                                                                                                              |                                                                                                                                                                                                                            |
| Late Financial Clearance Fee.....                                                                                                                                                                                                                                                                                                                                          | \$150 per term                                                                                                                                                                                                             |
| This fee is assessed to students not financially cleared by the published tuition due date each term.                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                            |
| Late Payment Fee.....                                                                                                                                                                                                                                                                                                                                                      | \$35 per month                                                                                                                                                                                                             |
| This fee is assessed monthly to any student account for which payment was not received by the due date indicated on the monthly account statement.                                                                                                                                                                                                                         |                                                                                                                                                                                                                            |
| Late Registration Fee.....                                                                                                                                                                                                                                                                                                                                                 | \$150 per term                                                                                                                                                                                                             |
| This fee is assessed to continuing students who process a new registration after the open registration period published each term.                                                                                                                                                                                                                                         |                                                                                                                                                                                                                            |

|                                                                                                                                                                                                                                                                                                                           |                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Liability Insurance Fee.....                                                                                                                                                                                                                                                                                              | \$20 per term    |
| A fee charged to students taking classes in the Education or Counseling Psychology Program for liability insurance during field work.                                                                                                                                                                                     |                  |
| Photography Course Fee.....                                                                                                                                                                                                                                                                                               | \$75 per course  |
| This fee is charged for all photography and audiovisual courses requiring additional instructional supplies.                                                                                                                                                                                                              |                  |
| Replacement ID Card Fee.....                                                                                                                                                                                                                                                                                              | \$25 per card    |
| This fee is charged to students who obtain a replacement ID.                                                                                                                                                                                                                                                              |                  |
| Returned Payment Fee.....                                                                                                                                                                                                                                                                                                 | \$50 per check   |
| Students will be assessed this fee for any payment returned for insufficient funds, closed account, stop payment order, or for any other reason that would cause the check to be returned to the University.                                                                                                              |                  |
| Science Laboratory Fee.....                                                                                                                                                                                                                                                                                               | \$75 per course  |
| This fee is charged to all science courses requiring additional instructional supplies.                                                                                                                                                                                                                                   |                  |
| Senior in absentia Fee.....                                                                                                                                                                                                                                                                                               | \$681 per credit |
| When a senior is permitted in a rare emergency and with formal approval of the Committee on Academic Standing to complete all or a portion of her senior year in absentia, she is charged this fee per credit. The fee is waived if the student is enrolled in and paying for the tutorial during the in-absentia period. |                  |
| Student Accident and Sickness Insurance Policy.....                                                                                                                                                                                                                                                                       | \$660 per term   |
| See section on Student Accident and Sickness Insurance for further information.                                                                                                                                                                                                                                           |                  |
| Student Teacher Placement Fee.....                                                                                                                                                                                                                                                                                        | \$525            |
| This fee covers the cost of teacher placement charged by the school district.                                                                                                                                                                                                                                             |                  |

## Payment of Expenses

### Term Invoice

The Student Accounts Office will mail term invoices to registered students approximately a month prior to the start of each semester. The term invoice will list anticipated charges and credits based on the student's status at the time of invoicing and are subject to change. A student must be financially cleared by the published tuition due date for any balance due on the term invoice. Financial clearance is the final step in the registration process and may be obtained by paying the balance due in full, or by enrolling in a University- approved payment program. Payment by check or money order should be made payable to Chatham University and addressed to Chatham University, Office of Student Accounts, Woodland Road, Pittsburgh, PA 15232. Payment by credit card is also available by completing the appropriate remittance attached to the invoice. Failure to financially clear by the tuition due date listed on the term invoice will result in a late financial clearance fee.

### Monthly Account Statement

The Student Accounts Office will mail monthly account statements to students around the first of each month. The statement shows all University charges and credits for the previous month, as well as any unpaid financial obligation to the University. Payment by check or money order should be made payable to Chatham University and addressed to Chatham University, Office of Student Accounts, Woodland Road, Pittsburgh, PA 15232. Payment by credit card is also available by completing the appropriate remittance attached to the Account Statement. Failure to pay the amount due by the due date listed on the statement will result in a late payment fee.

### Past Due Accounts

A student account is considered past due when a scheduled payment is not paid by the required due date. The following actions may be taken against any student with a past due account:

- Place the student on financial hold
- Withdraw all charging privileges
- Withhold grades
- Withhold transcripts
- Withhold statement of transfer in good standing
- Cancel dining hall privileges
- Request that a student vacate campus housing
- Withhold the ability to register for future terms
- Cancel the student's current registration at the University
- Withhold receipt of the degree
- Withhold participation in graduation ceremonies
- Garnish work-study wages
- Place the account into collections; charging the student all related collection costs and reporting the default to all national credit bureaus and other appropriate non-campus organizations.

### **Student Accident and Sickness Insurance**

Chatham University requires all full-time students to have health insurance. The coverage can be provided by the University-sponsored plan or through your own comparable health insurance plan. Enrollment in the Student Accident and Sickness Insurance Plan is available to all matriculated students. A charge of \$660 will be placed on the student's fall and spring student account to cover the cost of the plan. Students should work with the Financial Aid Office to ensure that the cost of the plan is included in the calculation of the overall cost of attendance for Student Financial Aid packaging.

Full-time students who have alternate coverage may waive enrollment in the Chatham University Accident and Sickness Insurance Plan online. Any full-time student who does not complete the waiver process online by the deadline will automatically be enrolled in the Chatham University Student Accident and Sickness Insurance Plan and the cost of the plan billed to their student account.

### **Institutional Refund Policy**

An institutional refund policy has been established for those students who process a complete withdrawal (all classes) or leave of absence from the University. Adjustments are for tuition, room, and board charges only; non-refundable deposits and fees are not adjusted or refunded. To be entitled to a refund, a student must give the University written notice of complete withdrawal. Non-attendance and/or non-payment of tuition charges do not constitute an official withdrawal. No adjustments will be made for students who process a course withdrawal (one or more classes as opposed to all classes).

Institutional refund adjustments for complete withdrawals are made according to the following schedules:

#### **Fall/Spring**

- Before the first day of the semester: 100%

- 1st – 14th day of semester: 80%
- 15th – 28th day of semester: 50%
- 29th day of semester and beyond: 0%

#### Maymester/Summer

- Before the first day of the semester: 100%
- Before end of add/drop: 80%
- Semester less than or equal to 30% complete: 50%
- Semester greater than 30% complete: 0%

After the Institutional Refund Policy is applied, any balance is due upon withdrawal. Any credit amount will be refunded within 14 business days.

For the purpose of computing any refund, a student's withdrawal date is the date the student initiates the withdrawal process by filing a notice of withdrawal or leave of absence.

Refunds for charges in room and board status will be calculated based on the same schedule used for a complete withdrawal or leave of absence. The date used for this calculation is the date on which the director of residence life and/or the vice president for student affairs receives written notification of the student's intent to live off-campus.

Students sign a Housing Contract for two semesters. If a student chooses to live off-campus for the second semester, she must notify the director of residence life in writing by December 1. Students will be held to their Housing Contract for the second semester if written notification is not received by December 1, and their student account will be billed room and board charges for the spring semester.

Appeals regarding the institutional refund policy should be addressed in writing to the director of student accounts.

#### **Return of Federal Funds**

The Return of Title IV Funds Calculation is applied for all students who received Federal Financial Aid and have completely withdrawn from the University. Withdrawal date is defined as the date the student begins the withdrawal process, or officially notifies the University of intent to withdraw, or the midpoint of the term for a student who leaves without notification to the University. Under these rules, the following guidelines have been established:

Students who withdraw from the University before 60 percent of the term may have a percentage of federal aid returned to the federal government. Federal financial aid includes the Pell grant, SEOG, Perkins loan, Stafford loans (subsidized and unsubsidized), and PLUS loans. This mandatory recalculation is based upon the percentage of earned aid using the following formula: Percent earned = Number of days completed in the term up to withdrawal date divided by the total number of days in the term. This is the percentage of federal financial aid disbursed that is permitted to be applied toward institutional charges.

The amount of federal financial aid that will be returned to the federal government is based upon the percent of unearned aid using the following formula: Aid to be returned = 100 percent minus percent earned times the amount of aid disbursed towards institutional charges.

When aid is returned, the student may owe a balance to the University. The Office of Student Accounts will invoice the student for any amounts owed. Students are responsible for any portion of their institutional charges that are left outstanding after federal funds are returned.

Funds are to be returned in the following order:

- Unsubsidized Stafford I Loans (FFEL)
- Subsidized Stafford Loans
- Federal Perkins Loans
- PLUS Loans
- Federal Pell Grants
- Federal SEOG
- Other Title IV assistance for which a return of funds is required
- Other federal, state, private, or institutional funds
- Student

# Undergraduate Academic Programs and Procedures

## General Bachelor's Degree Requirements

The Bachelor's degree at Chatham may be earned by fulfilling the following requirements:

1. The satisfactory completion of 120 credit hours or the equivalent, the last 20 credits to be completed in residence, and the satisfactory completion of at least two approved Maymester programs;
2. The satisfactory completion of all general education requirements;
3. The satisfactory completion of an approved major; 50% of which must be completed at Chatham;
4. The satisfactory completion of the tutorial;
5. The completion of a minimum of 75 credit hours in residence at Chatham University for those students who enter with first-year status. All Chatham directed Maymester courses, Chatham summer courses, and courses taken in cross-registration are credited toward fulfilling the residence requirement. Transfer students entering Chatham with sophomore standing are required to complete a minimum of 54 credit hours at Chatham. Transfer students entering Chatham with junior or Senior standing are required to be in residence for a minimum of three long terms and to complete successfully a minimum of 45 credit hours.
6. A cumulative grade point average (GPA) of 2.0 in all course work.

### **Second Degree**

Students who already have a bachelor's degree from a regionally accredited institution of higher education may take a second bachelor's degree at Chatham by fulfilling the following requirements:

1. The satisfactory completion of an approved major in a field different from that of their first degree;
2. The satisfactory completion of the tutorial; and
3. A cumulative GPA of 2.0 in all course work.

Second degree students are exempt from all general education requirements.

### **General Education**

Chatham University's General Education curriculum requires courses that cumulatively impart the broad skills needed to be World Ready Women.

- The intellectual habits of analytical reasoning and public presentation that enable lifelong learning.
- The sense of civic responsibility that comes from an understanding of the issues facing our communities, nations, and world and of our place in them.
- A general understanding of and appreciation for all places, cultures, arts, and people that enrich our lives.
- Knowledge of the self and of our abilities and values.

To be able to adapt to changing circumstances, students must be able to continue to learn, investigate, analyze, and make reasonable and ethical choices. This is learned by building knowledge and skills in broad areas that will

give students a basis of understanding that they will use to deal with problems and situations they encounter throughout their lives. Chatham's General Education program teaches students to learn how to know when they need additional information; find and evaluate that information; assimilate the information within the context of a problem or situation; combine the information with other knowledge and perspectives; and act upon it in ways that are ethical and beneficial to the whole.

The three primary themes of the University mission are global understanding, environmental responsibility, and women's public leadership. The General Education program is designed to develop the liberal arts skills and knowledge of these aspects of the mission incrementally, from years one through four. The program leads students through courses in local, national, and global issues in a developmental fashion through a series of dedicated core courses. The culmination is a final Integrative Seminar where students bring the perspectives of their major disciplines along with the liberal arts perspectives from the General Education curriculum to bear on a project relating to the themes of the College mission.

In addition, the General Education core courses also teach academic skills developmentally. Students will develop skills in information literacy, critical reading, analytical thinking, problem solving, and public communication through writing and speaking in each General Education course.

### **First-Year Student Courses**

The first-year student sequence is a common intellectual experience that serves to introduce students to the College community and its culture, provide opportunities to learn about the city of Pittsburgh and the resources of the urban environment, and study issues of concern to women. These courses provide students with the analytical and communication skills essential for successful college performance.

#### **First-Year College Seminar**

College Seminars focus on topics of particular interest to individual Chatham faculty and introduce students to the themes of the University: global understanding, women's public leadership, and environmental responsibility, or to the underlying concepts of these themes broadly defined (e.g., women's public leadership vs. women and gender broadly conceived). These seminars provide students with an opportunity to develop and practice critical reading, analytical thinking and writing, and public communication in a participatory, seminar setting. While building these seminars upon their own scholarly passions, professors design these courses specifically for first-year students. Students are encouraged to ask difficult questions, consider and explore multiple answers, and develop strategies for articulating and arguing their intellectual positions. These seminars feature a discussion of writing concurrent with its regular practice through coursework. Supplemental Instruction is available through the PACE Center for any student who may require additional help with writing skills beyond what is normally covered in the classroom.

#### **Arts First Seminar**

This course provides an introduction to arts through visits to exhibitions and to musical, theatrical, and other performances and gives the student the intellectual basis for appreciating the arts through lectures and hands-on studio work. The course also encourages self-discovery through the arts.

#### **First-Year Science Seminar and Lab**

With an emphasis on quantitative and formal reasoning, critical reading, and analytical thinking, students will identify and evaluate data and become knowledgeable consumers of scientific information. In both the

classroom and the laboratory, students will be challenged to solve problems through careful observation and active experimentation. Students taking a science laboratory course during their first year are not required to take First-Year Science Lab.

### **Sophomore-Level Course**

#### **Citizenship and Civic Engagement**

Citizenship and Civic Engagement courses encourage student development of multifaceted knowledge about U.S. political, economic, and social issues coupled with the acquisition of abilities that foster effective participation in civil society. Courses may include service learning and/or experiential learning components.

### **Junior-Level Course**

#### **Diversity and Identity in Global Context**

The intention of the courses in this area is to help prepare students for responsible citizenship in a global community. Students develop a broad, multifaceted knowledge of the breadth of human diversity within a global context. Students will acquire an understanding of how socially constructed categories such as race, ethnicity, gender, class, religion, sexuality, and nationality emerge, evolve, inform, and affect the individual. These courses consider texts, theories, and/or art through an explicit comparison between the United States and other societies, comparisons between or among other societies, or through an extensive study of one individual culture outside the United States.

### **Senior-Level Course**

#### **Integrative Seminar**

The Integrative Seminar functions as a culminating, interdisciplinary experience for general education by enabling graduating seniors to integrate and synthesize knowledge gained from their majors with knowledge gained through general education by demonstrating the application of their disciplinary knowledge to courses broadly conceptualized around the University themes.

To integrate disciplinary knowledge and general education skills and experience, students must research, analyze, write, lead, debate, present, persuade, work as a group, and learn from one another and from people outside the College. The importance of this seminar as a culminating experience for students enables them to demonstrate to future employers that they have the skills needed to make a contribution in their professions by displaying those skills (writing, research, creativity, analytical, oral, persuasive), knowledge (students will have expanded on the knowledge of their own disciplines and on that of others), leadership, and the ability to work collaboratively with others.

### **Additional General Education Requirements**

The following requirements must be fulfilled for a student to graduate from Chatham University. These courses may be taken at any time during a student's matriculation at the College.

#### **Quantitative Reasoning**

Quantitative reasoning courses are intended to help students develop their ability to understand information presented in mathematical terms and to use quantitative methods to answer questions and solve problems. Quantitative reasoning courses are in mathematics, numeracy, or statistics. Acceptable courses fulfilling the quantitative reasoning requirement may be determined by a student's major program. Students are strongly encouraged to complete this requirement early in their academic career.

## **Wellness**

From a holistic perspective, wellness courses include those involving physical activity, courses on healthy lifestyles, or courses on gaining a sense of personal fulfillment (i.e., spiritual fulfillment, meaningful life, or purposeful life). Students are required to fulfill a total of four courses from a combination of integrated courses, lifetime activity courses, and/or developmental courses defined below. Students are required to take a minimum of two courses from the lifetime activity courses. The remaining two courses can be completed through any combination of courses in the categories listed below.

- **Physical Education Courses:** These one-credit physical education courses are designed to teach a fitness activity that people are generally able to continue throughout their lives. Course expectations are fulfilled largely during class time. These courses are offered on a pass-fail basis only. Students may repeat the same PED course twice, or course topics may be repeated at increasingly advanced levels. A maximum of 8 credits of PED coursework may be counted toward the 120 credits required for graduation from Chatham University.
- **Other Wellness Courses:** These one- and two-credit courses explore one or more dimensions of physical, emotional, or spiritual wellness or life goals. The courses will include examinations, papers, laboratories, or other components of academic offerings.

## **Intercultural/International Experience**

Participation in the global community is closely related to the ability to understand and appreciate cultural difference, and nothing brings this more sharply into focus than an examination of at least one other society's experiences and views of itself and the world. A foreign language not only affords unique access to a different culture and its ways of life and thought, but also increases awareness of one's own language and culture. Similarly, international travel or intercultural experiences sharpen students' perceptions of other cultures through direct engagement in diverse settings.

For these reasons, Chatham University requires its students to complete an international/intercultural experience or demonstrate communicative ability in a foreign language at the intermediate level. They may do this through successful completion of one of the following:

- .
- Chatham Abroad (3 credits) or study abroad through an accredited program or institution
- any language course at the 205 level or equivalent (3 credits)
- two sequential courses in a single language (8 credits)
- a series of three, 1-credit Global Focus Seminars
- an approved international, intercultural experience or course.

## **Transfer Students and General Education Requirements**

### **Core General Education and Wellness Courses**

**First-Year Transfer students (1-20 credits)** must complete the First-Year College Seminar. Students may be able to transfer courses equivalent to the Arts First Seminar and the First-Year Science Seminar. Equivalent courses for Arts First at other institutions include at least three credits in art, music, dance, or theater courses. Equivalent courses for First-Year Science Seminar at other institutions and Chatham substitute courses are an approved science course with lab. If they have not had equivalent courses at another institution, students must take the designated Chatham general education courses. Students are required to take the three remaining general education courses (Citizenship and Civic Engagement, Diversity and Identity in Global Context, and Integrative Seminar) once they have completed the First-Year College Seminar. Students are required to complete the four-course wellness requirement.

**Sophomore Transfers (21-59 credits)** are exempt from the First-Year College Seminar. Students may be required to complete another writing course based on a diagnostic writing exam taken during orientation. Students may be able to transfer courses equivalent to the Arts First Seminar and the First-Year Science Seminar. If they have not had equivalent courses at another institution, students must take the general education course or an approved substitute within the first two semesters at Chatham. Equivalent courses for Arts First at other institutions include at least three credits in art, music, dance, or theater courses. Equivalent courses for First-Year Science Seminar at other institutions and Chatham substitute courses are an approved science course with lab. Students are required to take the three remaining general education courses (Citizenship and Civic Engagement, Diversity and Identity in Global Context, and Integrative Seminar). Students are required to complete three wellness courses, with a minimum of one lifetime activity course.

**Junior Transfers (60+ credits)** are exempt from the First-Year College Seminar. Students may be able to transfer courses equivalent to the Arts First Seminar and the First-Year Science Seminar. Equivalent courses for Arts First at other institutions include at least three credits in art, music, dance, or theater courses. Equivalent courses for First-Year Science Seminar at other institutions and Chatham substitute courses are an approved science course with lab. If they have not had equivalent courses at another institution, students must take the general education course or an approved substitute within the first two semesters at Chatham. Students may also transfer an equivalent course to Citizenship and Civic Engagement. Students with no equivalent transfer course must take Citizenship and Civic Engagement. No other Chatham course may substitute for this course. Students are required to take the Integrative Seminar and Diversity and Identity in Global Context. Students are required to complete two wellness courses with a minimum of one lifetime activity course.

### **Quantitative Reasoning**

The quantitative reasoning requirement may be met with a Chatham course approved by the student's major program or an approved, equivalent Chatham course or other transfer course.

### **International/Intercultural Experience**

The international/intercultural experience requirement may also be met with a Chatham Abroad or other study abroad experience; one language course at the 205-level or equivalent; a two-course sequence in a single language; a series of three, 1-credit Global Focus Seminars; or an approved international, intercultural experience or course. An approved, equivalent transfer course may meet this requirement.

### **Students in Accelerated Programs**

Chatham has a number of programs that require students to accelerate their undergraduate courses. In addition, some students have conflicts in the senior year that make completion of the general education program difficult in the sequence described earlier. Students who know that they will have difficulty completing the senior year requirements should plan to take the three upper level general education courses (Citizenship and Civic Engagement, Diversity and Identity in Global Context, and Integrative Seminar) in the sophomore and junior years. Students who take a semester or year abroad in the sophomore or junior year may also need to condense the sequence into a shorter time period than previously described.

### **First-Year Sequence Requirements for International Students**

International students who earned TOEFL scores above 550 and full admission to the College will go through the regular first-year sequence similar to all other first-year students. Those admitted into the “Bridge Program” will take three English Language Instruction courses in the fall term as well as a designated section of Arts First. In the spring term, students will take three English Language Instruction courses, one of which will replace the First-Year College Seminar, as well as a designated section of First Year Science.

### **Grading for General Education Courses**

Courses satisfying the general education requirement must be taken on a regular letter grade basis except in cases where pass/fail grading is the only option. If a student fails a general education course, she must retake and pass the course or an appropriate approved substitute.

### **Tutorial**

The tutorial, undertaken by the student during her senior year, is an extended independent project that acquires its focus from a continuing dialogue between the student and tutor. The study usually centers on the student’s major and may be conducted, at least in part, in the context of a group experience, such as a seminar. Such programs could include, for example, fieldwork, theatre production, creative work in the arts, independent research, or independent readings. The tutorial consists of eight credit hours of study designed by the student and tutor, who is a faculty member. The tutorial in an interdisciplinary major must have the approval of the two academic programs. The eight credit hours normally are consecutive, four in each of two long terms, concluding in the senior year.

For students accepted into and enrolling in an Accelerated Graduate Program, the senior tutorial requirement may be fulfilled through completion of graduate course work as defined in the Accelerated Graduate Program Policy available on MyChatham..

The Tutorial Manual, which discusses in-depth tutorial requirements, deadlines, and guidelines, is available on the Academic Affairs, Documents and Forms section of MyChatham. . Each senior should have an individual copy of the manual readily available for her perusal.

## Academic Program Options

In addition to general education courses and electives that provide a foundation of skills, knowledge, and experiences, students are required to select a major (a program of courses providing an in-depth experience in an academic area). At her option, a student may pursue one or more minors, also programs of study focusing on an academic area, but requiring fewer courses than a major. Other opportunities for concentrated study at both the undergraduate and post-baccalaureate levels include teacher certification and certificates.

Students may declare a major and change to a major advisor at any point after their first semester. They must declare a major before the registration period at the end of their sophomore year. While students are free to change majors as they desire, repeated changes may delay graduation.

## Program Major

Major programs are offered in the following areas: Accounting, Art History, Arts Management, Biochemistry, Biology, Business Economics, Chemistry, Communication (broadcast journalism, print journalism, professional writing, public relations), Creative Writing, Cultural Studies, Economics, Education, English, Environmental Science, Exercise Science, Film/Digital Video-Making, Forensics, Global Policy Studies, Government, History, Interior Architecture, International Business, Liberal Arts: Elementary Education, Liberal Arts: Early Childhood Education, Management, Marketing, Mathematics, Music, Physics, Psychology, Public Policy Studies, Social Work, Spanish and Hispanic Studies, Visual Arts (emerging media, photography, studio), and Women's Studies. Engineering is available through a dual-degree program in cooperation with other institutions. Each program determines the requirements for its major. At least 50% of the credits toward the major must be completed at Chatham.

## Interdisciplinary Major

A major may be pursued through concentrated study in two related programs. Such a major consists of a minimum of eight courses in each of the two programs, exclusive of the tutorial. Four courses in each program must be at the 200-level or above. Individual programs may require specific courses in fulfillment of the requirements. The tutorial must integrate the subject matter of the two programs. Such a major must be approved by both programs and supported by a full-time faculty member who has agreed to advise the student and direct her program, particularly in the interrelations of the subjects to be studied. At least 50% of the credits toward the interdisciplinary major must be completed at Chatham.

Students may select any two of the following interdisciplinary options: Art History, Biology, Business, Accounting, Business Economics, Business Management, Business Marketing, Chemistry, Cultural Studies, Economics, English, Government, History, Mathematics, Music, Psychology, and Spanish. Students wishing to do an interdisciplinary major in two business disciplines must follow the guidelines provided in this catalog under the Department of Business and Entrepreneurship.

## Self-Designed Major

A major program also may be pursued through concentrated study of two or more disciplines bearing on a single concern, possibly in disciplines not usually considered related. The major may be built around a single topic. The self-designed major must be approved by a committee of three full-time faculty members from the disciplines most closely related to the proposed major. One faculty member on the

committee serves as the student's academic advisor. The student prepares a proposal for her major that must include, but is not limited to, a statement of educational goals and a detailed plan of study including all courses that would apply to the major. The plan of study must adhere to the following guidelines: (1) the major consists of no fewer than 12 courses, including the two courses of tutorial; (2) no more than one independent study and one internship can be applied toward the major; (3) seven of the 12 courses must be at the 200-level or above. When the proposal has been approved, copies of the student's proposal, signed by the members of her committee, are placed in the student's Registrar file and in her advising file. Any changes to the plan must be approved by the committee and updated in the student's Registrar file. At least 50% of the credits toward the self-designed major must be completed at Chatham.

### **Double Major**

A student may earn a Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Interior Architecture, Bachelor of Science, or Bachelor of Social Work degree with a double major by fulfilling the requirements of two majors, and one tutorial, with no double counting of courses. If the two majors are for different degrees, then the student must choose between the B.A., B.F.A., B.I.A, B.S. or B.S.W. degrees. If the two majors require the same course, a substitute course must be approved by one of the programs. A single tutorial must integrate the subject matter of the two programs. Double majors must be approved by both programs and must be supported by a faculty member who has agreed to advise the student and direct her program, particularly in the interrelation of the subjects to be studied. At least 50% of the credits toward the double major must be completed at Chatham.

### **Double Degree**

A student may earn two Chatham degrees concurrently by completing all the degree requirements specified by the College along with all the requirements for a second major, including a second tutorial, with no double counting of courses. A student must take an additional 45 credits, for a total of 165 credits. Engineering is available through a double-degree program in cooperation with other institutions. At least 50% of the credits toward the double degree must be taken at Chatham.

### **Program Minor**

Such a minor consists of a minimum of five courses as designated by the program or department. No more than two courses may be double counted toward a minor and a major. Internships and independent studies may be a part of the requirements. There are no tutorial requirements for the minor. At least 50% of the credits toward the program minor must be taken at Chatham.

### **Self-Designed Minor**

The self-designed minor consists of a minimum of five courses in an area of study for which a program minor does not exist. The student prepares a proposal for her minor that includes a title, a statement of her educational goals, and a list of courses that will be included in the minor. The proposal must be submitted to a faculty member associated with the discipline most closely related to the proposed minor. Responsibility for the approval and monitoring of the minor rests with this faculty member and with the appropriate department chair. Internships and independent studies may be included in the requirements for the minor. No more than two courses may be double counted toward a self-designed minor and a major. At least 50% of the credits toward the self-designed minor must be taken at Chatham.

## **College Minor**

Such a minor is designed by faculty members or programs and focuses on a specialized field or area. A College minor is interdisciplinary in nature.

## **Cross-registration**

Students at Chatham University may take advantage of a wide variety of undergraduate courses, programs, and opportunities available through the following institutions that, along with Chatham, form the Pittsburgh Council of Higher Education (PCHE): Carlow University, Carnegie Mellon University, Community College of Allegheny County, Duquesne University, LaRoche College, University of Pittsburgh, Robert Morris University, Pittsburgh Theological Seminary, and Point Park University. Through many inter-institutional programs sponsored by PCHE, a Chatham student may be a part of a wider university community rich in resources, talents, and learning opportunities.

Cross-registration permits full-time Chatham students to take courses at any other PCHE institution without additional tuition charges. Both Chatham and the other institution must approve the course to be taken prior to registration. Students can receive full credit for no more than one course per term, except that more than one physics or music course at Carnegie Mellon University can be taken for full credit in a single term. Grades from such courses will transfer to their Chatham records. Additional information on cross-registration may be obtained from Student Services.

During the summer, when cross-registration is not available, Chatham students can petition the Dean for permission to register for courses at another accredited institution. Students should complete a “Study at Another Institution Application” form available in the Registrar’s Office. If approved, students may register for courses at another accredited institution and pay that institution’s tuition charges. After final grades are awarded, the student must submit to the registrar an official transcript showing the course and final grade. After review by the registrar, credits for approved courses will transfer to Chatham, but the grades will not.

## **Special Academic Opportunities for Undergraduates**

### **Accelerated Graduate Program**

Well-qualified Chatham students have the opportunity to earn a bachelor’s degree in the major of their choice along with a master’s degree at Chatham University in as little as five years. Students may also choose to pursue a master’s degree at the Heinz College at Carnegie Mellon University. The Accelerated Graduate Program requires a demanding undergraduate load for three years, followed by full-time graduate studies. Depending on a student’s specific course of study, additional time may be required to complete both degree programs. Students should consult their advisors in their first-year (or as early as possible in their undergraduate studies) for guidance in developing an appropriate course of study.

### **Eligibility**

The Accelerated Graduate Program is available for entering first-year students and currently enrolled undergraduates in good standing who meet the eligibility requirements. Incoming first-year students may

apply and be provisionally accepted into all graduate programs with the exception of Physician Assistant Studies and Teaching. All undergraduate students seeking admission to the Accelerated Graduate Program, including those conditionally admitted in their first-year, should submit a completed graduate program application to the Office of Admissions no later than the end of their junior year (end of sophomore year for those interested in the MAT program). Students are welcome to major in any subject they choose, providing they complete the necessary prerequisites to enter the graduate program.

All students who expect to participate in the Accelerated Graduate Program must complete all general education requirements and all requirements for their undergraduate majors. In addition, acceptance into the Accelerated Graduate Program for all students is conditional pending successful completion of all graduate program prerequisite requirements. Students who do not successfully complete all prerequisites by the semester they wish to enter the graduate program must complete their undergraduate degree before entering a graduate program.

For additional information, including specific program prerequisites, financial aid information, and available programs, students should consult the Accelerated Graduate Program policy document available on MyChatham.

## **Engineering**

Through cooperative 3-2 arrangements with Carnegie Mellon University and the Pennsylvania State University, Chatham students interested in engineering may spend their first three years at Chatham and complete the remaining two years of their engineering program at the affiliated school. Upon successful completion of the program, a student receives a Bachelor of Arts or a Bachelor of Science degree from Chatham and a bachelor's degree from the engineering school.

## **Chatham Scholars Program**

The Chatham Scholars Program is designed to provide a program of academic enrichment. Students will take First-Year Seminar, First-Year Science, and a 1-credit Dialogues course in their first year, and then choose two 3-credit, value-added, seminar courses during their sophomore and junior years. Designated disciplinary seminars under the rubrics of Dialogues, Intellectual Traditions, and Faculty Seminars are designed to challenge and engage students with exceptional academic and leadership potential. These additional credits will be thematic in focus, will be modeled on a seminar format, and will offer inquiry on topics of special interest.

## **The Accelerated Undergraduate Degree Program**

The Accelerated Degree Program is a special program for academically strong students who wish to complete a bachelor's degree in three years. To qualify for the program, a student must be in the top 10 percent of her high school graduating class or have a cumulative 3.5 grade point average (GPA) on a 4.0 scale. Upon admission, a student must maintain a 3.0 GPA to continue in the program. Students in the program ordinarily take five courses each term, one course each Maymester, and a total of three courses in the two summers after their first and second years at Chatham. Overload fees are waived for any student in good standing in the program.

- **Three-Year Undergraduate Program in Interior Architecture**

Chatham's three-year Bachelor's of Interior Architecture degree prepares students for a career in interior design. The curriculum includes 121 semester credits of general education requirements, foundation

courses in interior architecture and electives without summer study. Students completing the three-year bachelor's program may continue their studies at Chatham and pursue the Master of Science in Interior Architecture degree. This degree can be completed in one year thereby providing students with the opportunity to earn a bachelor's and master's degree in four years.

### **Certification Program in Music Education**

In order to provide an opportunity for students with an interest in Music Education, a cooperative program in Music Education Certification has been established with Carnegie Mellon University. At Chatham, students take the courses required for the Music major. Concurrently, at Carnegie Mellon, students cross-register for the courses required for certification in Music Education. In four years, upon successful completion of all courses in both programs, students receive a Bachelor of Arts degree in Music and Certification in Music Education. Additional information is available in the Music Program section of the catalogue, and a complete listing of courses is posted on the Music web page.

### **Chatham Abroad**

The Chatham Abroad program offers eligible Chatham sophomores the experience of international study and travel as an integral part of their Chatham degree program. Chatham Abroad is a series of academic courses focused on interdisciplinary topics which are taught by Chatham faculty during the Maymester term. Maymester courses are preceded by a required pre-course in the spring term. The courses, topics, and foreign sites vary from year to year, depending on faculty interests and experiences, the global economy, and current international political conditions.

### **Semester in Washington**

Juniors in good standing with the desire to immerse themselves in an intensive study of public policy-making in the nation's capital are eligible to participate in the American University's Washington Semester program.

### **Public Leadership Education Network (PLEN)**

The Public Leadership Education Network (PLEN) is a consortium of women's colleges working together to educate women for public leadership. As a member of PLEN, Chatham University affords students the opportunity to join women students from across the country to learn about the public policy process.

PLEN offers students the opportunity to participate in semester-long internships in Washington, DC, as well as seminars and conferences. Women leaders in the Congress, courts, executive agencies, and non-governmental advocacy groups serve as teachers and mentors for participating students.

For more information about PLEN, stop by the Pennsylvania Center for Women, Politics, and Public Policy in Braun Hall or visit the Office of Student Affairs.

## **French Studies in Angers**

Each spring Chatham University offers students in good standing the opportunity to study in Angers, France, at the CIDEF (Centre international d'études françaises). A competitive application process taking into consideration Chatham GPA and letter(s) of recommendation determines participation in the CIDEF program. The Office of International Programs can supply more information about the application process.

The CIDEF is a Chatham-sized institution of approximately 520 students located at the Université Catholique de l'Ouest. Angers is situated in the chateaux area of France, an hour or so south of Paris by fast train. Students travel to CIDEF from all over the world – Europe and Asia, as well as the Americas – so that American students make up only 10 to 15 percent of the student body. The emphasis of the program is on French language and culture as taught by native speakers and residents of the city.

For this program, students enroll at Chatham for French courses taken in Angers. Students receive both a CIDEF diploma and in-residence Chatham credits for their work in Angers as full-time students. The standard course load in Angers is 12 to 18 credit hours. Only students whose French language skills are beyond the beginning level may enroll in the Angers program. Those students who pass the CIDEF placement test at the intermediate or superior levels will take six contact hours of French language and 12 contact hours of electives in French. Grade evaluation is done for each course completed in the program by the Chatham University Modern Languages faculty sponsor in conjunction with the registrar.

## **Seoul Women's University (Seoul, Korea)**

Through a partnership with Seoul Women's University, Chatham students in good standing may apply for selection to a special summer program in Seoul, Korea. Conducted in English, this one-month program in July focuses on Korean culture, politics, history, and economics. Field trips and excursions as well as small group interaction with Korean students provide a unique opportunity for cross-cultural experiences.

Acceptance into this program is dependent upon recommendation by Chatham University. Students who wish to obtain academic credit for this experience should consult with their advisors. Further information regarding this program can be obtained from the Office of International Programs.

## **Costa Rica, Institute for Central American Development Studies (ICADS)**

Established in 1998, the partnership between Chatham and ICADS program combines academic, language training and service learning, and in-field opportunities. The for-credit, full-time program offers a four-week Spanish language immersion program, a semester-long internship and research program, and a field course in resource management and sustainable development. Founded in 1986, ICADS is a non-profit foundation focusing on Central American social and environmental issues. Participants are placed with Costa Rican families, facilitating language skills and active participation in the culture and society of the country.

For more information, contact the department of modern languages or the Office of International Programs.

## **The Japanese Studies Program**

Chatham University offers this program each fall in partnership with Doshisha Women's College in Kyoto, Japan. Now considered the "cultural capital" of Japan, Kyoto was the national capital for more than 1,000 years. Nijo Castle, Ryoanji rock garden, and more than 1,700 Buddhist temples and 300 Shinto shrines make Kyoto one of the most beautiful and historic Japanese cities. The program offers Chatham women a cultural immersion experience and provides courses in both Japanese language and culture (culture courses are conducted in English). In addition to classroom study, students take field trips and stay with Japanese families.

Generally, participants in the program will have completed at least the sophomore year of studies with a cumulative GPA of 3.0 or better. One year of study of the Japanese language is highly recommended and may be required. Acceptance into the program is dependent upon the recommendation of Chatham University. A limited number of scholarships are available from Doshisha College. Information regarding scholarship opportunities and the application process is available from the Office of International Programs.

## **Chatham Program in Rome**

This study abroad program is offered in the fall or spring terms in partnership with the American University of Rome and the Pittsburgh Council of Higher Education. The American University of Rome is located in a four-story villa in a prestigious area on the crest of Rome's highest hill, the Janiculum, just a few minutes' walk from the historic Trastevere district. With the exception of the cost of airfare, this study abroad program is similar to our current PCHE consortium arrangements, allowing students to register at Chatham and study in Rome at basically the same tuition cost as a semester at Chatham. Housing is billed separately. Most of the student's current financial aid package also will apply to this program. Since students in this program live together in apartments, they usually prepare or purchase their daily meals. Taught in English by European faculty, courses are available in all the fields of the humanities and social sciences, in addition to the languages. Students may apply through the Office of International Programs by March for the fall term and by the end of September for the spring term.

## **Study Abroad Programs through Other Colleges**

Any student may study abroad for credit in approved programs for any term, including the Maymester, summer, or full year. Normally, full-year programs are designed for juniors, while other programs are open to all classes. A student's eligibility to apply for and enroll in a specific program is determined by the institution offering the program. The program of study must be sponsored by an accredited U.S. college or university or by a recognized foreign institution.

Interested students are encouraged to file the Chatham application well in advance of the deadlines required by the chosen programs, but no later than April 15 for programs that begin in the fall of the next academic year; October 31 for programs that begin in the spring; and March 31 for summer programs. Further information and the Chatham application form are available from the Office of International Programs.

## **English Language and American Cultural Orientation Summer Program**

Chatham University's English Language and American Culture Program focuses on teaching English as a second language and familiarizing students with American cultural practices. International students seeking admission to an American college or university are encouraged to enroll in these courses to improve their English-language abilities. The program includes four hours of daily language instruction emphasizing listening, conversation, and communication skills and college-level reading and vocabulary study skills.

Students learn about American culture through faculty lectures, films, videos, and field trips. Through a program of cultural interaction, students are helped to feel comfortable and may enjoy all the benefits of Chatham and the city of Pittsburgh. While at Chatham for the summer programs, students may live in student housing.

# Undergraduate Academic Regulations

## Academic Calendar

The 2010-2011 calendar will consist of two terms of 15 weeks each and a three-week term in May known as Maymester. The credit hour is the unit of academic credit for all courses offered during any term. One credit hour is the equivalent of one semester hour. A minimum of 120 credit hours is required for graduation.

## Maymester Term

Each student must participate in at least two different Maymester sessions during her four years at Chatham, and may enroll for a maximum of five credits per Maymester term. In order to fulfill the Maymester requirement, a student must be enrolled in at least 3 credits per required Maymester. Maymester offers students a variety of options, including Chatham courses on and off campus, traditional independent studies, internships, and study abroad. Students who transfer to Chatham with a minimum of 45 credits in transfer are required to complete one Maymester term.

## Academic Load

The average full-time academic load is 30 credits per year. The minimum full-time load is 24 credits per year. The minimum full-time credit load per term is 12. Students with programs below this limit are considered part-time and are charged on a per-credit basis.

## Academic Overload

A program of more than 18 credit hours in any one term is considered an academic overload. The minimum load in Maymester is three credit hours, and the maximum load is five credit hours. To qualify for an overload, a student must have a 3.0 cumulative Chatham GPA. A student who has a GPA below 3.0 must request permission for an academic overload from the dean of the College. All students intending to take more than 18 credits in a single term must complete an academic overload request form, available in Student Services.

## Independent Study

A student may register for only one independent project per term. Independent study options are available in all academic programs. Up to 18 credits of independent study may count toward the 120 credits needed to graduate. Credit values for independent study are one, two, three, or four credits.

## Class Standing

Class standing is determined by the number of credits earned at Chatham or transferred to Chatham.

- 0 – 14 credits First-Semester, First-Year Student
- 15 – 30 credits Second-Semester, First-Year Student
- 31 – 44 credits First-Semester Sophomore
- 45 – 59 credits Second-Semester Sophomore
- 60 – 74 credits First-Semester Junior
- 75 – 89 credits Second-Semester Junior

- 90 + credits      Senior

## Schedule Changes

### Registration

All registration, adding, and dropping of courses occur online. Students must register for classes on the dates indicated on the University calendar. Registration after these dates may significantly reduce the availability of classes open for enrollment. Continuing students who register for classes after the open registration published deadline will be assessed a late registration fee.

### Adding and Dropping Courses

In consultation with their advisors, students may add or drop courses. until the end of the add/drop period for that term. If a course is closed, the student must obtain the instructor's signature on a special permission form available at the Office of the Registrar. The length of the add/drop period depends on the length of the term.

| Term/Course Length   | Add/Drop Period                               |
|----------------------|-----------------------------------------------|
| 12 weeks or more     | See the Academic Calendar for published dates |
| 6 weeks              | See the Academic Calendar for published dates |
| Maymester            | Throughout the first three days of class      |
| Shorter than 3 weeks | Before the second class                       |
| One-day workshops    | Before the workshop begins                    |

There are no academic penalties for adds and drops occurring within the prescribed deadlines. However, there may be financial or financial aid penalties for adds or drops that occur after the first day of class. See the institutional refund policy for more information.

After the conclusion of the add/drop period, students wishing to add, drop, or change the grading option on a course must petition the dean of the College. Late adds and drops are normally limited to unusual circumstances that can be documented in writing. A fee will be charged for any authorized course change occurring after the prescribed deadlines.

### Withdrawal from Courses

If a student wishes to withdraw from a course after the drop deadline but before the end of the 10th week of the regular term, a grade of W will be recorded on the transcript as an official withdrawal. During the Maymester term, the withdrawal period is through the first two weeks of the term. The Withdrawal deadline for other, non-standard terms will be posted in the academic calendar. Students wishing to withdraw from courses must fill out and submit a withdrawal form to the Office of the Registrar. Course Withdrawal forms are available in the Office of the Registrar.

The calendar for registration changes for summer school and other, non-standard terms is available in the online academic calendar.

### **Withdrawal from Courses for Non-Academic Reasons**

Students may not withdraw from courses after the final withdrawal deadline. Withdrawal deadlines will be waived only in unusual circumstances that prevent the student from completing the course work and can be confirmed by authoritative documentation. Requests for withdrawal for non-academic reasons should be sent to the College dean, who will make the decision and notify the Director of Advising and the Registrar.

## **Grades**

### **Grade Point Average**

A student's grade point average (GPA) is calculated after the completion of each term; both cumulative and term GPAs appear in the student's grade report and transcript. Pluses and minuses are included in the calculation. If a student earns an F grade in a course taken on a pass/fail basis, the F is included in the grade point calculation; P and LP grades do not affect the GPA.

The grades are as follows:

| Grade | Grade Point Value | Description                              |
|-------|-------------------|------------------------------------------|
| A     | 4.00              | Excellent                                |
| A-    | 3.67              |                                          |
| B+    | 3.33              | Good                                     |
| B     | 3.00              |                                          |
| B-    | 2.67              |                                          |
| C+    | 2.33              | Satisfactory                             |
| C     | 2.00              | Minimal performance                      |
| C-    | 1.67              |                                          |
| D+    | 1.33              |                                          |
| D     | 1.00              |                                          |
| D-    | 0.67              |                                          |
| F     | 0.00              | Unsatisfactory performance, no credit    |
| NG    |                   | No Credit                                |
| I     |                   | Incomplete work in a course              |
| W     |                   | Withdrawal from a course with no penalty |
| P     |                   | Pass, minimal value C                    |
| LP    |                   | Low pass, equivalent to D                |
| F     |                   | Unsatisfactory, no credit                |

### **Midterm Grades**

All undergraduate students receive a report of their midterm grades. These grades will not become a part of the student's permanent record. The registrar establishes the submission date for midterm grades.

## **Final Grades**

The registrar reports all grades and credits earned to all students and their advisors at the close of each term.

## **Repeat Courses**

When available, students may repeat courses. Whenever a course is repeated, the academic record and transcript reflect all course enrollments and the grade earned for each enrollment. Upon completion of a repeated course, only the course credit(s) and the grade for the most recent attempt will be computed in the GPA. If a student withdraws from a repeated course, the withdrawal course will appear on the transcript, and the previous grade earned will continue to be counted in the GPA. Courses must be repeated for a letter grade.

## **Incomplete Grade**

Unless the instructor stipulates a shorter time period for completion of the work, an incomplete must be satisfied within 8 weeks of the last day of the term as published for 14 week sessions, or within four weeks from the last day of the term as published for terms of shorter length.

A regular letter grade will be recorded upon notification by the instructor to the registrar. Incompletes will convert to the grade of F at the end of the period allotted for the satisfaction of the incomplete. As long as an “I” remains on the record for a course, a student may not enroll for credit in any course that has that course as a stated prerequisite. A student may not graduate while an “I” remains on the record.

Students who believe they can demonstrate a legitimate need for an incomplete should 1) obtain an Incomplete Contract from the Office of the Registrar or from my.Chatham, 2) seek instructor approval to take an incomplete and establish the terms of the contract, and 3) return the completed contract to the Office of the Registrar. The deadline for completing this process is by the last day of the term as published.

## **Pass/Fail Grades**

With the guidance of her advisor, a student may decide to take a course on a pass/fail basis rather than under the traditional grading system. If a student elects to take a course on a pass/fail basis, she must declare her intention at the time of registration. She may change this option during the first two weeks of the term.

For a cross-registered course, the student must declare her option to the Chatham registrar within two weeks of the beginning of the course.

A student may enroll for no more than 30 pass/fail credits during her studies at the University. Courses for major and minor credit may not be taken pass/fail. General Education credits may not be taken on a pass/fail basis, except for lifetime activity courses in the wellness program.

Internships may be taken only on a pass/fail basis.

Students choosing to take courses on a pass/fail basis will be graded as follows:

P = Pass, minimal value C-

LP = Low pass, equivalent to D

F = Unsatisfactory, no credit

An F earned in a pass/fail course is calculated into the grade point average (GPA); P and LP grades do not affect the GPA.

### **Appeal of Grades**

A challenge to a grade received in a course, thesis, tutorial, or other graduation requirement will be considered only when the student alleges that the grade received reflects other than appropriate academic criteria; that is, achievement and proficiency in the subject matter as stated in the course syllabus.

A student wishing to challenge a grade received in a course must first discuss the matter with the faculty member teaching the course in an effort to resolve the grievance informally. If the grievance is not settled, the student may then file a petition with the appropriate dean, who will seek informal reconciliation. A student challenging a grade received in a course may file a petition with the dean no later than 120 calendar days after the date on which the grade was due in the Office of the Registrar.

If reconciliation is not achieved at the dean level, the student may file a petition with the vice president for academic affairs. The decision of the vice president is final in the grade appeal process. A petition must be filed with the vice president no later than five working days after receiving the dean's decision in the case. The vice president will investigate the case, hearing both the student and the faculty member and will render a decision within 30 calendar days of receiving the petition. The vice president will inform the student and the faculty member of the decision in writing.

### **Tutorial Regulations**

Final copies of the tutorial are due to the Office of Academic Affairs according to the schedule provided annually in the Tutorial Manual. The final copies are distributed to the members of the board by the Office of Academic Affairs. Upon completion, students are required to submit a bound copy of their tutorial to the library.

With the support of their tutors, students may request an extension deadline from the dean of the College. An extension request will be accepted until 5 p.m. one week before the final copies are due. Tutorial extension requests will only be granted when exceptional circumstances beyond the control of the student warrant them. If approved by the Committee, the extension will not be granted beyond the last day of classes. Failure to deliver final copies of the tutorial or a petition requesting an extension according to the schedule above results in an automatic F grade for Tutorials 498 and 499.

No incomplete grades will be given in Tutorial 498 or 499 except in unusual circumstances that prevent the student from completing the work of the course and that can be confirmed by authoritative documentation. Requests for incomplete grades in should be directed to the dean, who will make the decision in consultation with the tutor.

## Transcripts

Graduates and students whose student accounts are in good standing may request an official copy of their College records. Requests for transcripts, submitted in writing, should be directed to the Registrar, and will be processed within two business days without a fee. Students may also be issued a transcript over the counter upon immediate request or have a transcript sent by Fed Ex Express Service (overnight) for a \$20 fee. Requests for Fed Ex Express Service must be received by noon for same day pickup. Students whose accounts are delinquent cannot receive official transcripts until accounts are paid in full, including late fees and collections costs, if any.

## Academic Honors

- **Dean's List, Fall and Spring Terms:** To qualify for the Dean's List, a full-time, degree-seeking student must achieve an average of 3.5 or above and successfully complete a minimum of 12 credits for a letter grade. Maymester courses do not count toward the 12 credits in the spring term. Part-time, degree-seeking students who maintain an average of 3.5 and successfully complete a minimum of six credits for a letter grade will receive a letter of commendation. One course required to be taken pass/fail may be included in the six-credit minimum.
- **Program Honors:** Program honors are awarded at graduation to students who distinguish themselves in their major field, interdisciplinary area, or multiple disciplinary concentration. Those honors are awarded at the discretion of the student's major program advisor and approved by the faculty. The minimum standard for program honors is a 3.0 overall GPA, a 3.5 GPA in the major or program, and exemplary performance on the tutorial. Students with interdisciplinary or double majors must meet the requirements for honors in each discipline in order to be eligible for program honors.
- **College Honors:** College honors also are conferred at Commencement as follows: cum laude: a cumulative average of 3.5 to 3.74; magna cum laude: a cumulative average of 3.75 to 3.89; summa cum laude: a cumulative average of 3.9 to 4.0. A student must complete at least 60 credit hours at Chatham to qualify for consideration for College honors. A student who is granted academic forgiveness from the Dean of Chatham College for Women must complete at least 60 graded credit hours at Chatham to be eligible for College honors.

## Honor Societies and Awards

Chatham recognizes student achievement through membership in honorary societies: Beta Beta Beta (biology), Golden Z Club (service and leadership), Mortar Board (scholarship, leadership, and service), Omicron Delta Epsilon (economics), Phi Alpha (Social Work), Phi Beta Kappa (liberal arts and sciences), Phi Sigma Iota (foreign language), Pi Gamma Mu (Social Sciences), Psi Chi (psychology), and Sigma Tau Delta (English). Special awards also are presented at Closing Convocation each spring to students who excelled academically and made outstanding contributions to College and community affairs.

## Terms of Study

### Attendance

Every student enrolled at Chatham accepts the responsibility to attend all required class meetings. To obtain the fullest benefit from their courses, students must participate fully. This implies attending regularly, engaging in course activity, completing work on time, and making up work missed because of an emergency absence.

### **Final Examinations**

Unexcused absence from an examination results in a failure grade for that examination. The dean may excuse absences only in the case of a documented illness or other serious emergency.

### **Course Exemption**

A student may be exempted from a current Chatham course if she has shown that she has satisfactorily fulfilled the main course objectives. However, no credit is awarded for such an exemption.

### **Credit by Examination**

A student also may earn credit for a course by demonstrating superior achievement in a special written or oral examination. A student may not receive credit by examination for a course:

- she has failed
- for which she has already received credit
- for which she is presently registered after the third week
- that fulfills a general education requirement.

Students may apply no more than four courses by examination toward the degree. To take an examination, a qualified student must pay an application fee and have the permission of the course instructor, in consultation with the division chair and the registrar. For an additional fee, the course is placed on the student's transcript with the notation, "Credit by Examination." The course is recorded after the student successfully completes the examination.

### **College Level Examination Program (CLEP)**

Chatham currently awards credit for satisfactory performance on the College Level Examination Program (CLEP) tests. The five general academic areas are English composition, mathematics, social sciences and history, natural sciences, and humanities. A student is advised to take the examinations early in her academic program, preferably before achieving sophomore status.

### **Experiential Learning Credit Program**

Chatham University recognizes that life experiences may provide a knowledge base equivalent to college coursework. Through experiential learning, baccalaureate degree-seeking Gateway undergraduate students have a one-time opportunity to gain academic credit for post-secondary knowledge gained prior to matriculating at Chatham through employment, job training, volunteer and civic activities, military service, and travel. Students who wish to apply for experiential learning credit are required to prepare a portfolio documenting the knowledge gained experientially under the direction of the Prior Learning Assessment Coordinator.

Only one portfolio may be submitted for life experience credit. Once the portfolio is complete, faculty members in the appropriate disciplines evaluate it and determine the number of credits to be awarded to the student. The student may request a second review of the portfolio by the Dean if there are questions about its evaluation. However, the student may not submit additional materials at the time of the second review. Credits are posted on the student's transcript as either general elective credit or credit awarded toward a specific program or course.

Each program determines the number of life experience credits to be counted toward a major. Life experience credit may not be granted for COR304 (Diversity and Identity in a Global Context) or COR405 (Integrated Seminar). Credits are awarded to students who have successfully completed at least 12 credits at Chatham and are in good academic standing. Recommendations for experiential learning credit must be submitted to the Registrar at least one semester prior to graduation. A processing fee is charged on a per-credit basis for all credits awarded to the student.

Degree-seeking students may earn a maximum of 30 Chatham credits for their portfolio. Credits earned through the Experiential Learning Credit Program may count toward the residency requirement for students entering the University with first-year or sophomore standing. However, regardless of the number of credits earned through this process, the student must complete a minimum of 45 credits through traditional classroom instruction in residency at Chatham.

### **Auditing Courses**

Full-time students may audit a course by obtaining permission from the instructor and completing a course audit application available from Student Services. Students who are registered for 12 or more credits do not incur any additional charges for auditing a course. If a student's registration decreases to 11 credits or fewer while she is auditing a course, all regular per-credit tuition and fees apply to the audited course. For full-time students, the course audit option is restricted to Chatham courses, undergraduate or graduate level, and does not apply to independent studies. No credit is granted for course audits, but the course audit will be recorded on the transcript. Students auditing a course are expected to meet the same course requirements as the students who take the course for credit and must have the qualifications needed to take an academic overload if applicable.

Part-time and non-matriculated students may audit a course by obtaining permission from the instructor and completing a course audit application. All regular per-credit tuition and fees apply to the audited course. The course audit option is restricted to Chatham undergraduate courses and does not apply to independent studies. No credit is granted for course audits, but the course audit will be recorded on the transcript. Students auditing a course are expected to meet the same course requirements as the students who take the course for credit.

### **Work in Absentia**

Work done in absentia will be credited if it has the prior approval of the responsible program director or faculty member and the dean.

### **Undergraduate Courses through the College for Continuing and Professional Studies**

Undergraduate students at Chatham University may take undergraduate courses through the College for Continuing and Professional Study (CCPS). The majority of these courses are offered online only.

### **Graduate Courses for Undergraduate Credit**

Qualified, matriculated, undergraduate students not enrolled in the Accelerated Graduate Program may receive permission to take up to six credits of 500-level graduate courses relevant to their program of study. Students must receive permission from their undergraduate academic advisor and from the appropriate graduate program director. The student is expected to perform graduate-level work. These 500-level graduate credits count toward the undergraduate degree and may not be applied to a graduate degree or program.

## Academic Standards and Progress

### **Chatham University Honor System and Academic Integrity Policy**

The student shall be responsible for maintaining the academic standards of the College as required by the University honor code. Under the Chatham University honor system, students are expected to be honorable in all academic situations. Integrity in academic matters requires intellectual independence in all types of college work. It does not discourage desirable kinds of cooperation among students, such as discussions on outside work, as long as the help is a constructive aid in learning. Honesty also demands that due credit be given for any source material and ideas. Academic honor includes the student's responsibility not only to refrain from giving or receiving aid on an examination, but also to maintain the best conditions for effective work. In accepting admission to Chatham University, students automatically agree to be personally responsible in all matters pertaining to academic honor and pledge to abide by those rules considered by the College community to be a part of its honor code. Academic dishonesty is a violation of our honor code. Academic dishonesty includes, but is not limited to, cheating, plagiarism, and lying.

#### **Honor Code**

##### **Intellectual Independence**

The academic community at Chatham University is founded on the principle of intellectual independence, which requires each member to conduct herself or himself honestly and with responsibility in scholarly affairs and to respect and acknowledge the ideas of others. Members of the Chatham community will refrain from engaging in any form of dishonesty that impedes the academic process, including cheating, lying, and plagiarism.

##### **Consideration for the Rights and Well Being of Others**

Chatham University strives to create a civil community whose members respect one another's voices, dignity, and physical well being. Violation of another person's rights, including threats, intentional libel, slander, physical harm, or harassment of another person will not be tolerated. Members of the Chatham community will refrain from carrying out any action that is harmful to oneself or another person, including physical, verbal, or mental abuse.

##### **Honesty in All Relationships**

Creation of a civil community requires honesty in the relationships binding the community. Honesty in scholarly activities, including coursework, research, and open debate, is the foundation of a thriving and creative academic community. Members of the Chatham community agree to conduct themselves honestly in all academic and social endeavors.

##### **Personal Integrity**

All members of the Chatham community are expected to conduct themselves with integrity in personal and academic affairs and to serve the best interests of the entire community. Respect for the people and property around us is a founding principle of our community. Students, faculty, and staff members agree to be personally responsible for upholding local, commonwealth, and federal laws, as well as the academic and social standards set forth for the campus community.

## Honor Pledge

Realizing the trust placed in me, I affirm my faith in the individual and in personal integrity, and I assume the responsibility of maintaining the tenets of the Honor Code.

## Definitions

Cheating is the attempt, successful or not, to give or receive aid and/or information by illicit means in order to meet academic requirements. Examples of cheating include, but are not limited to, falsifying reports and documents; using any electronic device to copy, transmit, or receive information during an exam; taking information into an exam without permission; asking someone to take a test, write a paper, or complete any assignment for you, or agreeing to such a request; buying a paper and presenting it as your own; giving someone else a paper or providing other materials in an unapproved manner; obtaining a copy of an exam without faculty permission; and sharing copies of exams with students who have yet to take the exam.

Plagiarism is one form of cheating. Plagiarism is the use of the organizational design, ideas, phrases, sentences, or larger units of discourse from another writer or speaker without proper acknowledgment. In order to avoid plagiarism, you must document all sources of text and ideas that derive from someone else's work. This includes, but is not limited to, enclosing in quotation marks text copied directly from a source and identifying that source; identifying a source of summarized or paraphrased material; identifying the source of an idea taken from someone else's work; and acknowledging sources in all formats, including web pages, television, sound recordings, speeches, and traditional hard copy.

Lying includes, but is not limited to, not being honest with a faculty or staff member when questioned about cheating or plagiarism; providing false information to college officials; or intentionally lodging false accusations of cheating or plagiarism against another student.

## Procedures for Handling Cheating and Plagiarism

Faculty members must make a responsible effort to confront the student with the evidence of dishonesty within five working days of discovering a case of suspected cheating or plagiarism. Three possible scenarios follow:

If, after talking with the student, the faculty member is satisfied that no offense occurred, no further action is warranted.

If the student admits to wrongdoing, the faculty member must send an academic dishonesty form to the Office of Student Affairs for inclusion in the student's conduct file. In general, if this is the student's first incident of academic dishonesty, the faculty member may decide what penalties will apply, and the student will not be called before the Student Conduct Board (SCB). However, there may be instances when a first incident is serious enough to warrant sending the student to the SCB; this decision is at the faculty member's discretion.

If the student denies responsibility and the faculty member continues to believe academic dishonesty has occurred, the faculty member must send an academic dishonesty form to the Office of Student Affairs to inform the SCB of the incident and that the issue has not been resolved. SCB will then convene a hearing. Procedures for convening and conducting a SCB hearing are available in the Student Handbook (Chapter 4).

Upon receipt of an academic dishonesty form, the advisor to the SCB will inform the reporting faculty member whether the student has been involved in other incidents of academic dishonesty. Faculty members should take this information into account when deciding on course-specific penalties.

### **Sanctions and Penalties for Cheating and Plagiarism**

Faculty members may decide on the penalty for the first incident of academic dishonesty. Penalties should reflect the severity of the offense. Typical penalties include:

- requiring the student to resubmit the assignment or take a new examination
- failing the student on the assignment or examination
- lowering the student's grade for the course
- failing the student for the course

Regardless of the penalty decided upon, the faculty member must report the incident to the Office of Student Affairs by filing an academic dishonesty form.

For a second or subsequent incident, the student must also go before the SCB which will determine the appropriate course of action over and above the course-specific actions decided on by the course instructor. In addition to the above penalties, sanctions may include academic probation, suspension, or expulsion from the College.

The student may appeal the above decisions in writing to the Office of Academic Affairs within seven working days.

If the student has admitted to or been found responsible for academic dishonesty, the dean of students will maintain the first academic dishonesty form in the student's file. If no further incidents of academic dishonesty occur, the record will be destroyed upon graduation or separation from the College. If the student has committed two or more offenses, the academic dishonesty forms and their disposition become part of the student's permanent College record.

### **Responsibilities of the Faculty**

At the beginning of each course and in writing on the course syllabus, faculty should explain plagiarism and cheating and the penalties for such behavior. They should refer students to the Student Handbook for a more detailed outline of policies and procedures.

### **Responsibilities of Students**

Students are responsible for knowing the policies regarding academic dishonesty and the penalties for such behavior. Failure of an individual faculty member to remind students of what constitutes cheating and plagiarism does not relieve the student of this responsibility.

As required by the honor code, students should inform the faculty members of incidents of academic dishonesty taking place in their courses. If a student reports an honor code violation to a staff member, the staff member should direct the student to report the incident to the appropriate faculty member.

### **Review of Academic Progress**

A student's progress is reviewed at the close of each term. At that time, the dean reviews the grades of all students who have not met College standards. While individual consideration is given to each student experiencing academic difficulty, the dean is guided by the following: All students are expected to maintain at least a 2.0 cumulative grade point average (GPA). Full time students are expected to accumulate course credits, under the

minimal normal course load of 12 credits per long term, at a rate consistent with achieving 120 credits by the end of 10 long terms. Students may be given a probationary period when they fall below either of these expectations. Any student may be warned, placed on probation, or placed on mandatory leave of absence at any time by the dean for marked deficiency in scholarship. Probationary status may endanger the continuation of financial aid.

**Academic Warning:**

- All students who earn a term (Fall, Spring) GPA below 2.0 will be placed on Academic Warning.

**Academic Probation:**

All students who meet any of the following criteria will be placed on Academic Probation:

- A cumulative GPA below 2.0 OR
- Two consecutive terms with a GPA below 2.0 OR
- Three or more terms with a GPA below 2.0 even if their cumulative GPA is above 2.0.

**Mandatory Leave of Absence (MLOA):**

Chatham reserves the right to require a student to take a leave of absence for academic reasons following a review by the appropriate College authorities. This action, which requires the student to be away from the College for a specified period of time, is taken in the best interest of the student. In all cases, the student, her advisor, and the Office of Academic Affairs and Student Affairs, and, when appropriate, the parent or guardian, will be notified of this action.

Students who meet any of the following criteria are subject to a mandatory leave of absence:

- Once semester of all “F” grades (0.0 GPA) OR
- A cumulative GPA below 2.0 for two terms OR
- A cumulative GPA below 2.0 after at least one previous term of probation.

**Academic Forgiveness Policy**

Undergraduate students who have returned to the College after an absence of at least two consecutive terms have the option of applying for academic forgiveness to the Dean of Chatham College for Women. (For the purposes of this policy, summer counts as a term; Maymester does not.)

This is a one-time opportunity for students to request that all grades received previously at Chatham be removed from their cumulative GPA calculation. Students will be eligible for Academic Forgiveness after they have returned to Chatham and completed a minimum of 12 credits maintaining a GPA of at least 2.0. Credits received for the forgiven courses will be retained, the grades will remain on the transcript, but they will no longer be calculated in the GPA. If this option is exercised, a minimum of 45 graded credits for graduation must be completed at Chatham College after the student’s return from her absence.

**Voluntary Leave of Absence**

A voluntary leave of absence may be granted for participation in an approved study away program; for study abroad; study at another college or university in the United States; purposes of work, travel, or other nonacademic experience; health; or personal reasons. Students desiring a voluntary leave of absence must meet with the director of academic advising to complete the appropriate paperwork. The deadline for requesting a voluntary leave of absence in any term is the end of the withdrawal period for that term.

If the leave is granted, the student may return to the College within one year without reapplying for admission. The student is expected to notify the director of academic advising and the College dean and pay the \$150 deposit by April 20 prior to a fall return or by December 1 prior to a spring return.

A student who is absent from the College for more than two consecutive terms should contact the Office of Admissions to begin the readmission process. If the student needs financial assistance to return, she will be given full consideration. Applications should be made to the Office of Admissions and Financial Aid.

Normally, no more than two leaves are granted to a student during her course of study.

Current immigration regulations do not permit international students to take a voluntary leave of absence, except in the case of a documented medical leave. International students wishing to take a medical leave of absence must first consult with the director of the Office of International Programs.

### **Mandatory Non-Academic Leave of Absence**

Chatham reserves the right to require a student to take a leave of absence following a review by the appropriate College authorities. This action, which requires the student to be away from the College for a specified period of time, is taken in the best interest of the student.

The College may require a leave of absence or withdrawal for reasons that would supersede a voluntary leave of absence or withdrawal. Upon the recommendation of the vice president for student affairs/dean of students, the College may require a leave of absence or withdrawal at any time it is deemed reasonably necessary to protect the student, other students, members of the College community, or the interests of the College itself. When a student who has been on a required leave wishes to return to the College, she/he must apply in writing to the vice president for student affairs/dean of students at least one month in advance of return. The student will not be permitted to return to the College until the appropriate staff members provide validation. If the student is approved to return, staff members may make recommendations to the vice president regarding conditions of return and/or continued enrollment.

### **Withdrawal From the College**

To avoid unnecessary financial complications with the College and other loan providers, a student who wishes to withdraw from the College should contact the director of academic advising immediately to complete a Withdrawal from College form. Any refund will be made in accordance with both the College's and federal government's refund policies.

Upon the recommendation of the director of student health and the director of counseling services and/or the College physician, the College may ask a student to withdraw for health reasons.

Students who return to the College after withdrawal must reapply and be reaccepted for admission. Students should contact the Office of Admissions to begin the readmission process.

### **Summer Study**

Summer classes at Chatham University are open to students matriculating at Chatham or at other institutions of higher education, students entering college, non-degree seeking students, and accelerated high school students. Courses are available both on campus and online.

Chatham students can also petition the Dean for permission to register for courses at another accredited institution during the summer. Students should complete a “Study at Another Institution Application” form available in the Registrar’s Office. If approved, students may register for courses at another accredited institution and pay that institution’s tuition charges. After final grades are awarded, the student must submit to the registrar an official transcript showing the course and final grade. After review by the registrar, credits for approved courses will transfer to Chatham, but the grades will not.

### **Teacher Certification**

Chatham prepares undergraduate and graduate students for certification in five areas: early elementary (N-4), secondary (7-12), art (K-12), and environmental (K-12). In addition, certification in special education (K-12) is available at the graduate level through the Master of Arts in Teaching. Certification in music (K-12) is available through Carnegie Mellon University. The curriculum for each area of certification is designed specifically to prepare the student to be successful at the appropriate level. Undergraduate students may begin the program during their first year with approval of their major advisor and the director of the education program.

As part of the course work for each undergraduate education class, a student is required to spend time in field placement two-and-one-half to three hours per week, for approximately 12 weeks, in actual classroom settings to observe or demonstrate the techniques covered in the Chatham class.

In addition to field placements, the student is required to complete a student teaching assignment at the appropriate level under the supervision of a master teacher and a Chatham faculty member. Student teaching is a 14-week assignment. The time spent in student teaching affords on-the-job experience to practice and demonstrate what has been learned through course work, as well as to develop an effective individual teaching style.

To be admitted to student teaching, candidates must successfully complete the three PRAXIS pre-professional tests that are part of the Teacher Certification Process. Undergraduate students must also apply to the Teacher Certification Program upon completion of 48 credit hours as well as successfully passing the three PRAXIS pre-professional tests.

As the student nears completion of the certification course requirements, important information regarding the Commonwealth of Pennsylvania requirements will be made available.

### **Collaborative Programs**

#### **Carnegie Mellon University – Collaboration in Teacher Training**

To advance the professional training of teachers, Chatham University and Carnegie Mellon University have established a five-year program open to qualified students. Students accepted in this program complete bachelor’s degrees at CMU while also completing the requirements for teaching certification at Chatham. In the fifth year, students complete a Master of Arts in Teaching at Chatham.

A student should indicate her intention to apply for this program during his/her first or second year, so that he/she can begin taking appropriate courses.

Formal admission is decided in the fall of the junior year. Specific programs offer different combinations of major, teaching certification, and master’s courses during the junior, senior, and graduate (fifth) years, with close

advising of students in each program. Master's courses in each Carnegie Mellon department are carefully designed to provide graduate training relevant to the teaching areas of secondary schools. For application procedures and more information on this program, students may contact the education program at Chatham.

### **Carnegie Mellon University – Certification Program in Music Education**

A cooperative program in Music Education Certification has been established with Carnegie Mellon University. At Chatham, students take the courses required for the Music major. Concurrently, at Carnegie Mellon, students cross-register for the courses required for certification in Music Education. In four years, upon successful completion of all courses in both programs, students receive a Bachelor of Arts degree in Music and Certification in Music Education. Additional information is available in the Music Program section of the catalogue, and a complete listing of courses posted on the Music webpage.

## Academic Resources and Services

### **Academic Advising**

#### *Advising Mission*

The objectives of Chatham University's academic advising program are to help advisees identify and achieve their academic goals, to promote their intellectual discovery, and to encourage students to take advantage of both in-and out-of class opportunities in order to become engaged, environmentally responsible, globally conscious, life-long learners and decision makers. To this end, the advising program strives to meet the following goals:

- To assist students in the consideration and clarification of educational, career, and life goals
- To assist students in developing an educational plan and selection of courses consistent with the student's goals and objectives
- To provide accurate information about institutional policies, procedures, resources, and programs in-and out-of the classroom.
- To assist students in evaluation of progress toward established goals and educational plans
- To assist students in the development of decision-making skills
- To empower and encourage students to be self-directed and life-long learners

### **Advising Assignment Policies**

Initial advising assignments are based on the student's expressed interest area. Advisors work intensely with their advisees throughout the first year, helping them to clarify and identify their interests, values, and goals. Advisors also provide information about University requirements and help students adjust to college-level academic expectations.

Students may declare a major and change to a major advisor at any point after their first semester. They must declare a major before the registration period at the end of their sophomore year. While students are free to change majors as they desire, repeated changes may delay graduation.

### **Pre-professional Advising**

All pre-professional students, regardless of academic field, receive guidance and assistance throughout their academic careers. The University advises students on courses of study, provides information on

professional school admissions tests and requirements, and assists with the application process. Resources about the application process are available through the Career Development office. In addition, a student who intends to enter graduate school in the medical or health sciences should work closely with the pre-health advisor as well as with her academic advisor. A student who indicates an intention to apply for law school admission should work closely with the faculty pre-law advisor as well as with her academic advisor.

## **PACE Center - Programs for Academic Confidence and Excellence**

The University's PACE Center, including the programs for Educational Enrichment and the Learning Center, is located on the third floor of the Jennie King Mellon Library. PACE offers students a comprehensive approach to academic and career planning as well as an academic support network designed to maximize each student's academic success at the University.

Career Development assists students with career decision-making, job search strategy, graduate school planning, and experiential education activities, including service learning, on-campus employment, and internships. Services are provided through individual counseling and advising, group workshops, and courses for credit. Students of all majors and class levels are encouraged to take advantage of career development activities early in their college careers to increase success and satisfaction with career and life planning. The following sections reflect some of the opportunities and services available through Career Development.

### **Educational Enrichment/Learning Center**

The University's PACE Center provides Chatham students with a comprehensive network of educational enrichment services designed to promote academic success. Planned collaboratively with University faculty and students, PACE Center programs enhance and support Chatham's curriculum. Services include: academic coaching, peer tutoring, professional writing specialist; graduate writing mentors; supplemental instruction; *Transitions* course; skill-building workshops; and services for students with disabilities.

### **Academic Skills Programs**

Chatham students wishing to strengthen their academic skills are encouraged to participate in PACE Center educational enrichment opportunities. These services are available to all students, regardless of major, year or academic circumstance, unless otherwise noted.

- **Academic coaching** sessions are designed to help students strengthen their academic performance by building confidence and skills. Sessions are all tailored to individual needs and typically address concerns such as: planning a schedule and managing time; studying for and taking tests; reading textbooks; taking good notes; and controlling procrastination.
- **Peer tutoring** is available for most Chatham courses, and students are eligible to receive up to two hours of tutoring per course per week at no charge. Peer tutors are selected by faculty and receive ongoing training and support from PACE professional staff.
- The University **Writing Specialist** meets with Chatham students one-on-one to address their writing process issues and concerns. Together, they review papers and reports prior to submission. Students may schedule an appointment of one-half to one hour each week.

- **Graduate Writing Mentors** offer special assistance and support to first-year writers enrolled in First-Year Seminars.
- **Supplemental Instruction** is a specialized form of academic support that focuses on both course content and learning strategies. It is made available in selected courses such as biology, chemistry, economics, mathematics, and others. Supplemental instruction sessions may be attended on a drop-in basis and are held at regularly scheduled times.
- ***Transitions: Essential Skills for Success @ Chatham*** is a one-credit course that teaches metacognitive skills in the context of a student's first term courses at Chatham. The *Transitions* curriculum is based on best practices and adopts a hands-on approach to academic skill-building.
- The **Academic Skill-Building Workshops** are held in fall and spring at convenient times and locations. Workshops cover topics important to all students, such as goal setting, study skills, stress management, and time management, in a relaxed group setting.

### **Academic Services for Students with Disabilities**

Chatham University is committed to providing reasonable accommodations and services for students with diagnosed disabilities, in accordance with the Americans with Disabilities Act (ADA) of 1990 and the ADA Amendments Act (ADA-AA) of 2008. Students seeking accommodations are encouraged to present their documentation to the assistant dean of the PACE Center for review. Specific information about documentation requirements may be found on the Chatham University website. Based on the documentation provided, reasonable academic accommodations are determined and implemented for the term. Accommodations are renewable at the beginning of each new term.

In addition, the PACE Center provides other services for students with disabilities such as: distraction-limited testing; peer note-takers; alternate format texts; Kurzweil reading system; Braille embossing; Inspiration software; and other assistive technology. PACE professional staff also offer academic coaching and mentoring, and are committed to providing students with disabilities access to Chatham's educational programs and services.

## **Career Development**

### **Career Advising and Workshops**

Individual career advising and workshops are available for all students; these sessions address topics such as cover letter/resume writing, internship and job search strategies, graduate school planning, and related career concerns.

### **Courses for Credit**

Career Development offers the Career Exploration course to assist students in exploring majors and careers and the Career Preparation course for students preparing to seek employment or internships.

### **Internship Program**

The Chatham University Internship Program provides students with the opportunity to acquire hands-on work experience related to their academic studies and career plans. A student may enroll for a maximum of 17 internship credits during her undergraduate education. Each student undertaking an internship does so through Career Development with the sponsorship of a faculty member. Students receive individual guidance in selecting and applying for the experience, setting learning objectives, registering for credit, and evaluating the experience.

The evaluation process includes students' and site supervisors' evaluations as well as reflection activities. Internships may be paid or unpaid, are one to twelve credits, and may be completed year-round. The Internship Program is available to all undergraduate students with a 2.0 GPA beginning in their second semester of study.

### **Career Resources**

The PACE Center provides a career library and technical resources to help students explore career options, make informed decisions, and conduct their job, internship, and graduate school searches in a timely and professional manner. Students have access to books, print resources and guidelines, computers, and printing, scanning, and faxing services during professional business hours.

### **College Central Network Database**

This 24-hour online resource allows students to search conveniently, by career interest and position type, through hundreds of listed opportunities targeted to Chatham students, alumnae, and graduate alumni. Go to [www.collegecentral.com/chatham](http://www.collegecentral.com/chatham) to find information on the following available positions:

- Full-time, part-time seasonal jobs;
- Internships;
- Volunteer opportunities;
- Student employment.

### **Mentoring**

Through mentoring, Chatham students are matched with professionals in fields of their choice and have the opportunity to learn, in depth, about different professions. Most matches are with Chatham alumnae. Students have the opportunity to identify mentors year-round through the College Central Network Database.

### **Student Employment Program**

There are many opportunities for part-time, academic-year employment. The largest is the Federal Student Employment Program, which provides employment opportunities for students on campus as well as in the community. These positions are posted through the College Central Network Database. Career Development also posts part-time positions that do not require financial aid awards.

### **Graduate and Professional School Planning**

As a complement to faculty advising, Career Development assists students in clarifying goals for further education, identifying graduate programs, preparing for admissions tests, reviewing graduate application essays, locating sources of scholarships and making available opportunities to practice graduate school entrance exams. Students are encouraged to begin the graduate school planning process as soon as they have identified career goals.

### **Professional Employment Planning**

Career Development assists students in refining their resumes; cover letters, interviewing skills, and job search strategies. In addition to the hundreds of full-time postings available online through College Central Network Database, students have direct access to hundreds of regional and national employers through various job fair and networking events, held both on campus and in conjunction with other Pittsburgh region colleges and universities.

## **Computer Resources**

Computer use is encouraged in all disciplines at Chatham. The main office of the Information Technology Services (ITS) department is located in the Jennie King Mellon Library. IT provides access to the College hardware, software, network and phones. All registered students receive network accounts for file and printing services, e-mail, online courses, and the Chatham University student portal. Full- and part- time staff are available to answer technology-related questions at the Help Desk located on the first floor of the Woodland Building.

As part of a new undergraduate technology initiative, all incoming first year students receive a new laptop which they will own upon graduation. Use of the laptop is integrated into the University curriculum and enables students to access the Chatham network via wireless access throughout the campus. Additionally, many of the campus buildings are equipped with wireless access points to allow for broad use of the tablets. Students also benefit from faculty using “smart” classrooms and other technology supports, such as the Broadcast studio, Mac lab and Art and Design Center lab, for teaching and learning.

Both PCs and Macintosh computers are available in public computing spaces, including a 24 hour lab accessible with your ID card from the lobby of the Library. Each residence hall and most classroom buildings also have computer labs. Public labs have scanning stations, specialized software and CD burners for use by registered students.

All residence hall rooms and faculty and administrative offices have direct Internet and network connectivity. Students who live in on-campus residence halls, including Chatham and Chung apartments, may bring their computers and receive assistance from the Help Desk to connect to the campus network and the Internet.

IT staff regularly offer trouble-shooting sessions and training classes on frequently used software programs. Campus computer and information resources may be accessed through the Internet or from various on-campus locations.

## **The Jennie King Mellon Library**

The Jennie King Mellon Library serves the Chatham community as a primary research, study, and resource center. Students may access the library’s collections through the Library’s web page via the Internet. The collection includes nearly 100,000 volumes, over 7,000 current periodical titles, many of which are available on-line, scores of databases, microforms, and an extensive audio and video collection. The library offers a wide variety of information and instructional services, including virtual reference service, interlibrary loan, database searching workshops, course-related instruction, and individual research consultations.

During library hours, professional librarians are available to answer questions, help with research papers or projects, and show students how to find and use library and other information sources. Chatham students also have access to the vast collections of colleges and universities in Pennsylvania through the library’s participation in regional library consortia.

## Office of International Programs

Chatham University believes that providing students with a strong global perspective is critical as the world becomes ever more technologically and economically interconnected. Our commitment to internationalizing the campus has an across-the-curriculum approach—providing curricular and co-curricular experiences on campus and abroad and involving all students regardless of major and all faculty regardless of discipline or teaching area.

As the center for Chatham's international activities, the Office of International Programs provides learning opportunities and services that foster cross-cultural awareness, facilitate intercultural communication, and enhance knowledge of world cultures and societies.

The role of the Office is to:

- Provide opportunities for students, faculty, and administrators to study and/or serve abroad
- Create and promote student and faculty international exchanges
- Maintain links with partner institutions abroad
- Administer Chatham Abroad
- Support the recruitment and retention of international students
- Promote Chatham University's international studies programs
- Promote the internationalization of the curriculum
- Assist faculty in their internationalization efforts
- Disseminate study abroad resource materials
- Provide assistance to international students and scholars
- Organize or assist with the organization of the Global Focus program and other co-curricular programs
- Coordinate international fellowship and scholarship opportunities

For more information, please contact us at 412-365-1159.

## Outreach Centers

### Pennsylvania Center for Women, Politics, and Public Policy

The Pennsylvania Center for Women, Politics, and Public Policy (PCWPPP) at Chatham University is a non-partisan center devoted to fostering women's public leadership through education, empowerment, and action on campus, in the region and across the Commonwealth

The first to focus on women's political involvement in Pennsylvania, the Center integrates disciplinary knowledge, civic education, and capacity building while examining the intersection of women and public policy. The Center conducts candidate and advocacy trainings, offers educational programs in applied politics, and provides timely analysis on women's issues through its Hillman Chair in Politics and Regional Women's Initiative. The Center is also home to the University's membership in Project Pericles - a select group of liberal arts colleges and universities that have made institutional commitments to promoting participatory citizenship and social responsibility.

The Center's activities include:

- Public leadership seminars and pre-law programs for college women;
- Advocacy training programs for women throughout Pennsylvania;
- Bi-partisan candidate training;
- Research and programs with the Hillman Chair
- Volunteer and internship connections;
- Scholarly lectures;
- Experiential learning opportunities across PA and in Washington DC;
- Data collection about women in local politics in Pennsylvania; and,
- NEW Leadership Pennsylvania – a public leadership training program for college women throughout Pennsylvania.

For more information or to participate in Center activities, contact the executive director at 412-365-1878 or visit [www.chatham.edu/pcwppp](http://www.chatham.edu/pcwppp).

### **The Center for Women's Entrepreneurship at Chatham University (CWE)**

The Center for Women's Entrepreneurship at Chatham University (CWE) was established in 2005 to address the needs of a growing number of women entrepreneurs in southwestern Pennsylvania. The Center is dedicated to the vision of economic empowerment and personal growth for women and offers unique services and programs that are distinctive to both established and start-up businesses owned by women. CWE is funded through grants from the Claude Worthington Benedum Foundation and the Lois Tack Thompson Fund of the Pittsburgh Foundation.

### **Regional Women's Initiative**

The Regional Women's Initiative (RWI), a project of the Pennsylvania Center for Women, Politics, and Public Policy, was launched in the spring of 2005. With a focus on the 11-county region of southwestern Pennsylvania, RWI seeks to advance the status of women through its mission of increasing public awareness of gender disparity and empowering women to change the status quo on issues including equity in political representation, economic status, and health. The work of RWI includes a virtual women's center, a network of women leaders, and data on women's status in the region as well as public programs and strategic partnerships that provide training and empowerment opportunities.

### **The Rachel Carson Institute (RCI)**

Continuing the legacy of Chatham's most distinguished alumna, the Rachel Carson Institute strives to advance the understanding that all living things on Earth are linked, bound by systems and cycles that are both interdependent and currently at risk. The Institute was founded in 1989 as the environmental education and outreach arm of the College to promote awareness and understanding of current environmental issues through public symposia and educational programs. Carson, through her publication of *Silent Spring*, alerted the world to the dangers of chemical contamination of biological systems – both in the natural world and in humans. Her work led to the establishment of the United States Environmental Protection Agency, labeling of all pesticides and restrictions on many of the most

toxic ones, and the groundswell of public opinion that formed the modern environmental movement. The Institute's programming involves three areas: women's environmental concerns and leadership in environmental policy and science, environmental education programs for youth, and campus-based programs for environmental stewardship and campus sustainability.

During 2007, the Rachel Carson Institute collaborated in hosting a number of Pittsburgh area events celebrating the centennial of Rachel Carson's birth. Some of these included the Women's Health and the Environment Conference at the David L. Lawrence Convention Center, a showing of Kaiulani Lee's *A Sense of Wonder* (a play about the life of Rachel Carson), the third Spirit and Nature Conference at Chatham's Eddy Theatre (April 2008), and the Rachel Carson Legacy Conference at CMU (September 2007). RCI works closely with the Rachel Carson Homestead, a local nonprofit which preserves the historic home in Springdale where Rachel Carson lived as a child, and offers educational programs about Ms. Carson's legacy to schools and adult audiences. RCI also collaborates with organizations such as Green Building Alliance, Conservation Consultants Incorporated, Grow Pittsburgh and Mildred's Daughters Organic Farm, Student Voices, and Earth Force.

The Rachel Carson Institute hosts speakers on a regular basis, and in 2007 and 2008 offered talks for students and the public by Dave Cooper of Mountain Justice, the Ride for Climate bicyclists, Barbara Bramble ('68) of the National Wildlife Federation, Joel Tarr, and David Shiller. RCI hosted Pittsburgh's first GIS Day (at the Art and Design Center). RCI also offers outreach opportunities in Pittsburgh and beyond, and we have given presentations with Global Pittsburgh, the Garden Club of Allegheny County, Fern Hollow Nature Center, and the Women's Health and Environment Initiative, as well as academic conferences in literature (ASLE) and health (*Midwifery Today*). RCI has a historic focus on the interaction between women's health and the environment, and actively seeks community collaborations to enhance opportunities for students and community members to gain access to environment and health information.

### **Women and the Environment**

As consistent with the mission of a women's college, the Institute's programs on women and the environment are concerned with promoting a gendered perspective on environmental issues and developing women's leadership in environmental policy making. Women and women's perspectives are typically marginalized in positions of power in institutions with the greatest impact on the environment – national governments, corporations, and international financial institutions. Yet women have mobilized communities, challenged conventional scientific knowledge, developed new methods of documenting harm, and offered leadership in environmental transformation.

### **Environmental Education Programs for Youth**

Each year, in conjunction with local or national environmental groups, the Institute hosts a variety of educational programs for middle and high school students to provide education on current environmental issues and to encourage them to become actively involved in the movement toward a healthier, more sustainable global environment. We continue to offer the Rachel Carson essay contest for high school students, soon to be celebrating its twentieth year.

### **Chatham eCollegie**

Chatham eCollegie is sponsored by the RCI and Green Horizons, the campus student environmental

group. It is a long-term project designed to make the campus community more environmentally responsible through improved recycling systems, increased energy efficiency, and overall waste reduction. With Dr. Barazzone's signing of the President's Climate Commitment, we have begun a baseline audit of our campus carbon emissions, and we will be working to reduce them, eventually to a net zero.

For a list of programs and projects, visit the website at [www.chatham.edu/rci](http://www.chatham.edu/rci).

## **Service-Learning and Community Service**

Service-Learning and Community Service are integral parts of student life at Chatham. Resources include information on local, national, and international volunteering sites; "Year of Service" opportunities such as Americorps, the Peace Corps, and Teach for America; and contacts for the off-campus community service Federal Student Employment Program. Email [careers@chatham.edu](mailto:careers@chatham.edu) for additional information about service opportunities.

There are also many ongoing service opportunities at Chatham, including seasonal blood drives, various food and clothing drives, and Alternative Spring Break trip. Students may also get involved in community service through Chatham student organizations or the Woodland Hall Community Service Floor, a small residential community-building program.

Chatham sponsors special Community Service events throughout the academic year, such as the Day of Service, Volunteer and Community Awareness Fair, and service in honor of the Martin Luther King, Jr., holiday.

Chatham University is a certifying organization for the President's Volunteer Service Award program which recognizes individuals, families, and groups who by their demonstrated commitment and example; inspire others to engage in volunteer service. Volunteers are recognized for their service at campus events including Closing Convocation and the Valuing our Volunteers event.

Service is also an increasingly integral part of the academic life of the campus, as a growing number of faculty weave service into the fabric of the classroom. Many Chatham courses include a service component to combine practical learning experiences and research with opportunities for meaningful reflection.

## **Carriage House Children's Center, Inc.**

In the spring of 2004, Chatham University reestablished a partnership with the Carriage House Children's Center, Inc. (CHCC). CHCC was originally located on campus and in 1986 moved to its present location at 5604 Solway Street, only a short walk from Chatham. CHCC provides quality education and childcare for children ages six weeks through kindergarten, as well as an after-school program. CHCC serves as a laboratory school for Chatham University programs that center on early childhood education and development. Students are encouraged to consult with the appropriate education and psychology faculty or staff to learn about the many opportunities for Chatham students to become involved at CHCC.

## **Center for the Study of Conflict**

The Center for the Study of Conflict offers undergraduate and graduate programs that provide students with the opportunity for concentrated study in the areas of conflict management and conflict resolution within their declared major fields.

The focus in the graduate division is on conflict management and the employment of alternative methods of dispute resolution, such as negotiation, arbitration, and mediation. Students will have opportunities to hone dispute resolution skills through advanced workshops and clinics.

Students in the undergraduate program will concentrate on conflict resolution through examination and analysis of social injustice and the problems of discordant societies. Students will learn how tools such as restorative justice, truth and reconciliation, mediation, and public dialogue are used to resolve disputes and transform societies.

The program introduces students to the field of conflict transformation. The curriculum is designed to provide students with the academic and practical tools needed to work on issues related to peace and justice. Specifically, the program:

- Introduces theoretical tools for the analysis of conflict;
- Offers training in the methods of conflict resolution;
- Imparts ethical, moral, and philosophical insights into the process of creating peaceful social change;
- Provides opportunities for experiential learning through internship programs; and
- Provides opportunities for student scholarship through participation in the writing and editing of the *Journal of Conflict Transformation*

## **General Education and College-Wide Courses**

### **General Education (COR)**

General Education courses encompass the required offerings in General Education – First-Year Seminar (COR105), First-Year Science (COR115/115L), Arts First (COR110), Citizenship and Civic Engagement (COR203), Diversity and Identity in a Global Context (COR304), and Integrative Seminar (COR405).

### **Chatham Abroad (CAB)**

The Chatham Abroad program offers eligible sophomores the experience of international study and travel as an integral part of their Chatham degree program. (Eligible students may not bypass their year of eligibility.) Chatham Abroad is a series of academic courses focused on interdisciplinary topics taught abroad by the Chatham faculty during the Maymester term. The courses, topics, and foreign sites vary each year, dependent on faculty interests and expertise, the global economy, and current international political conditions. Thus, the Chatham Abroad courses described here are representative rather than inclusive. Each course carries three Chatham credits on a pass/fail basis. Participants must also take the required one-credit Chatham Abroad pre-course in the spring term prior to the Maymester. Specific guidelines for eligibility for participation in Chatham Abroad are available in the Office of International Programs.

**English as a Second Language (ESL)**

Each course carries academic credit, but credits earned in courses below the 100 level are not applicable to the baccalaureate degree.

**Interdisciplinary Courses (IND)**

These courses offer opportunities for students to explore a topic of study from multiple perspectives.

**Physical Education and Wellness (PED)**

The Physical Education program provides a balance to the rigorous demands of the academic environment by offering courses to develop personal fitness and wellness, athletic skills, and recreational interests.

A Physical Education major is not offered, but students may major in exercise science. Students may repeat the same PED courses twice. A maximum of 8 credits of PED coursework may be counted toward the 120 credits required for graduation from Chatham University.

**Student Development (SDE)**

Courses in this department are offered to enhance a student's professional development. Student Development 100 is a one-credit course designed to expose students to the world of work and to provide an opportunity for students to explore personal interests and abilities.

Cooperative education experience is a credit-bearing program that integrates one or more semesters of paid employment in areas related to the student's career interests. Co-op work experiences may be taken for four to twelve credits. Forty hours of work experience are required for each credit granted.

Students wishing to enroll in Chatham's internship program must register for the experience through a specific academic department. Internships are available for one to three credits. Forty hours of work experience are required for each credit granted. The Career Development office coordinates the Internship program.

A student may enroll for a maximum of 17 internship and cooperative education credits during her undergraduate education. A student may participate in only one internship experience per term. Co-ops are scheduled for one or more semesters. Students eligible for internships or co-ops must have a 2.0 GPA or higher. Other noncredit opportunities that enhance a student's professional development are provided by the Office of Career Development.

# Majors, Interdisciplinary Majors and Minors

## Department of Arts, Communication, and Design

*Prajna Parasher, Ph.D., Department Chair*

### Undergraduate Academic Programs

Art History  
Art Museum Studies  
Arts Management  
Communication  
Dance  
Film and Digital Technology  
Interior Architecture  
Landscape Studies  
Music  
Theatre  
Visual Arts

### Affiliated Faculty and Staff

Lori Anthony, *Assistant Professor of Interior Architecture*  
Michael Boyd, *Assistant Professor of Music*  
David Burke, *Assistant Professor of Graphic Design*  
Karen Dajani, *Associate Professor of Communication*  
Greg Galford, *Assistant Professor of Interior Architecture*  
Kerri LaCharite, *Technical Director and Theater Manager*  
Elisabeth Roark, *Associate Professor of Art*  
Pauline Rovkah, *Director of Piano Program, Instructor*  
Prajna Parasher, *Associate Professor of Film and Digital Technology*  
Kristen Shaeffer, *Broadcast Studio Manager and Instructor of Film and Digital Technology*  
Kathleen Sullivan, *Assistant Professor of Interior Architecture*

### Art History (ART)

The Art History major provides students with training in the critical analysis of visual images, including the traditional fine arts of painting, sculpture, and architecture and newer and emerging media like photography, film, and computer-generated art. Emphasis is placed on understanding works of art in a variety of contexts: political, social, cultural, and theoretical. The program offers courses in Western art history from the Renaissance to the contemporary period. Non-Western course work focuses on Africa and Asia, and special topics courses related to the Global Focus Program. Distinctive to the major is the priority given access to and hands-on experience with actual works of art. Through site visits to local art museums, work with the University collections, and curating exhibitions for the University gallery, the Chatham art history student has an unusual degree of exposure to physical art objects, the contexts within which they exist, and the impact of those contexts.

*Major Requirements:*

14 courses, including:

|         |                                                  |
|---------|--------------------------------------------------|
| ART 131 | History of World Art I: Pre-History to 1400 (3)  |
| ART 132 | History of World Art II: 1400 to the Present (3) |
| ART 208 | Introduction to Art Museum Studies (3)           |
| ART 231 | Renaissance Art (3)                              |
| ART 234 | Baroque and Rococo Art (3) or                    |
| ART 248 | 19th-Century Art (3)                             |
| ART 254 | Modern Art, 1890 to 1950 (3) or                  |
| ART 256 | Contemporary Art, 1950 to the Present (3)        |
| ART 271 | Asian Art (3) or                                 |
| ART 372 | African Art (3)                                  |
| ART 363 | Women and Art (3)                                |
| ART 366 | American Art: Colonial to 1900 (3)               |
| ART 498 | Tutorial (4)                                     |
| ART 499 | Tutorial (4)                                     |

1 studio art course

2 of the following:

|         |                                                                                  |
|---------|----------------------------------------------------------------------------------|
| ANT 101 | Introduction to Anthropology (3)                                                 |
| ART 103 | Introduction to Visual Culture (3)                                               |
| ART 310 | Northern Renaissance Art (3)                                                     |
| ART 328 | The Carnegie International (3)                                                   |
| ART 391 | Internship (1)                                                                   |
| ART 392 | Internship (2)                                                                   |
| ART 393 | Internship (3)                                                                   |
| ART 491 | Independent Study (1)                                                            |
| ART 492 | Independent Study (2)                                                            |
| ART 493 | Independent Study (3)                                                            |
| ART 494 | Independent Study (4)                                                            |
| IAR 257 | 20th- and 21st-Century Architecture (3)                                          |
| IAR 259 | History of Interior Architecture: Prehistory to the 19 <sup>th</sup> Century (3) |

Any one of the courses not selected above as a major requirement, or approved experimental courses, may also be used to satisfy the elective requirements.

### *Interdisciplinary Major Requirements*

8 courses, exclusive of the tutorial:

|         |                                                  |
|---------|--------------------------------------------------|
| ART 131 | History of World Art I: Pre-History to 1400 (3)  |
| ART 132 | History of World Art II: 1400 to the Present (3) |
| ART 231 | Renaissance Art (3)                              |
| ART 234 | Baroque and Rococo Art (3) or                    |
| ART 248 | 19th-Century Art (3)                             |
| ART 254 | Modern Art, 1890 to 1950 (3) or                  |
| ART 256 | Contemporary Art, 1950 to the Present (3)        |
| ART 271 | Asian Art (3) or                                 |

|         |                                    |
|---------|------------------------------------|
| ART 372 | African Art (3)                    |
| ART 363 | Women and Art (3)                  |
| ART 366 | American Art: Colonial to 1900 (3) |

#### *Minor Requirements*

6 courses, including:

|         |                                                 |
|---------|-------------------------------------------------|
| ART 131 | History of World Art I:Pre-History to 1400 (3)  |
| ART 132 | History of World Art II:1400 to the Present (3) |
| ART 231 | Renaissance Art (3)                             |
| ART 256 | Contemporary Art, 1950 to the Present (3)       |
| ART 271 | Asian Art (3) or                                |
| ART 372 | African Art (3)                                 |
| ART 366 | American Art: Colonial to 1900 (3)              |

### **Arts Management**

The arts management program is an interdisciplinary major, combining courses from business, economics, and fine and performing arts. The program is designed specifically to prepare students for either immediate placement in managerial positions in a variety of visual or performing arts organizations or for graduate study in arts administration. Students must specialize in one area of the arts and are urged to gain pre-professional experience by completing an internship in their chosen fields.

#### *Major Requirements*

16 courses, including:

|         |                                                                      |
|---------|----------------------------------------------------------------------|
| ACT 222 | Financial Accounting Principles I (3)                                |
| BUS 105 | Foundations of Business (3)                                          |
| BUS 243 | Principles of Marketing (3)                                          |
| BUS 337 | Managing Nonprofit Organizations (3) or                              |
| BUS 357 | Entrepreneurial Ventures: A Frontier of Opportunity for Women (3) or |
|         | An approved course in arts management                                |
| ECN 102 | Principles of Microeconomics (3)                                     |
| MTH 110 | Elementary Statistics (3)                                            |

#### *Additional Major Requirements*

Additionally, the student must choose an area of concentration by completing at least eight courses from one of the following programs: Art History, Music, Theatre, or Visual Arts. The tutorial must explore an issue that combines the student's field of artistic interest with business and economics. An internship in the student's field of concentration, although not required, is highly recommended.

#### *Accelerated Graduate Program in Arts Management at the Heinz College, Carnegie Mellon University*

Well-qualified Chatham students have the opportunity to earn a bachelor's degree from Chatham University and a master's degree in Arts Management from the Heinz College at Carnegie Mellon University in as little as five years. Students should inform their academic advisor of their intentions in their first year for guidance in developing an appropriate undergraduate course of study. In addition to the

requirements for the baccalaureate degree listed above, students seeking to pursue the Master of Arts Management must complete the following course:

MTH 151      Calculus I

### **Art Museum Studies Minor**

The Art Museum Studies minor provides students with the skills, experience, and specific professional knowledge necessary to work in the art museum field. The minor emphasizes practical experience designing and installing exhibitions and planning programming, and addresses the history and theory of the art museum. It is an appropriate accompaniment to majors in Art History, Arts Management, and Visual Arts, and to double majors in Art History and other disciplines. Integral to coursework are field trips to local museums, museum professionals as adjunct faculty and guest speakers, and the use of the Chatham University Art Gallery and Chatham's art collections.

#### *Minor Requirements*

5 courses, including:

|         |                                          |
|---------|------------------------------------------|
| ART 208 | Introduction to Art Museum Studies (3)   |
| ART 368 | Museum Education and the Visual Arts (3) |
| ART 378 | Curating the Visual Arts (3)             |
| ART 393 | Internship (3)                           |

1 elective, which may include an upper-level Art History course, ART 117, appropriate Special Topics course, or course from another discipline approved by program director.

Additional coursework may be necessary based on the student's level of preparation.

Art History and Arts Management majors may overlap no more than six credits with the Art Museum Studies minor.

### **Communication (COM)**

Communication is a degree targeted to new opportunities in a media-savvy world. Students in the major take a common set of core courses that prepares them for careers in an industry where convergence in print, broadcast, and online media is growing. Students then choose one of four concentrations: broadcast journalism, print journalism, professional writing, and public relations.

In addition to required course work, students must complete an internship and a tutorial presenting the results of an extensive print, broadcast, public relations, or news media project.

#### *Major Requirements*

8 core courses, including:

|         |                                              |
|---------|----------------------------------------------|
| COM 106 | Mass Communication and Modern Society (3) or |
| COM 166 | Global Communication (3)                     |
| COM 141 | Media Literacy (3)                           |
| COM 251 | News Writing and Editing (3)                 |
| COM 400 | Media Ethics and Responsibility (3)          |

|         |                          |
|---------|--------------------------|
| COM 391 | Internship (1) or        |
| COM 392 | Internship (2) or        |
| COM 393 | Internship (3)           |
| COM 498 | Tutorial (4)             |
| COM 499 | Tutorial (4)             |
| GOV 311 | The Research Process (3) |

### *Additional Major Requirements*

In addition to the core requirements, students must complete the requirements for one of the following concentrations. A student can pursue two concentrations in the major by completing the core and both concentrations without overlap in those concentrations.

#### Broadcast Journalism (Editorial)

5 courses, including:

|             |                                              |
|-------------|----------------------------------------------|
| COM/FDT 331 | Writing for Film and Emerging Media Arts (3) |
| COM 240     | Introduction to Broadcast (3)                |
| COM 340     | Intermediate Broadcast Production (3)        |
| COM 351     | Advanced News Writing and Editing (3)        |
| COM 407     | International Journalism (3)                 |

#### Broadcast Journalism (Technical)

5 courses, including:

|             |                                              |
|-------------|----------------------------------------------|
| ART/FDT 250 | Introduction to Digital Video Production (3) |
| ART/FDT 350 | Intermediate Digital Video Production (3)    |
| COM 240     | Introduction to Broadcast (3)                |
| COM 340     | Intermediate Broadcast Production (3)        |
| COM 351     | Advanced News Writing and Editing (3)        |

#### Print Journalism

6 courses, including:

|             |                                         |
|-------------|-----------------------------------------|
| COM 247     | Digital Photography and Restoration (3) |
| COM 261     | Web Design I: Code + Aesthetic (3)      |
| COM 273     | Photography 1 (3)                       |
| COM 351     | Advanced News Writing and Editing (3)   |
| COM/ART 353 | Print Design (3)                        |
| COM 407     | International Journalism (3)            |

- COM 273 and COM 407 may be substituted with ART 374 Photojournalism, COM 260 Practical Public Relations, COM 371 Speech Writing or ENG 241 Business Writing

#### Professional Writing

5 courses, including:

|         |                                |
|---------|--------------------------------|
| ENG 241 | Business Writing (3)           |
| COM 234 | Persuasion (3)                 |
| COM 260 | Practical Public Relations (3) |
| COM 371 | Speech Writing (3)             |

- 1 approved elective from another track focusing on technical-artistic, public relations, or advertising

#### Public Relations

6 courses, including:

|             |                                            |
|-------------|--------------------------------------------|
| COM 234     | Persuasion (3)                             |
| COM 247     | Digital Photography and Restoration (3) or |
| COM 273     | Photography 1 (3)                          |
| COM 260     | Practical Public Relations (3)             |
| COM/ART 353 | Print Design (3)                           |
| COM 360     | Advanced Public Relations (3)              |
| COM 410     | Advertising as Communication (3)           |

#### *Print Journalism Minor Requirements*

6 courses, including:

|             |                                         |
|-------------|-----------------------------------------|
| COM 247     | Digital Photography and Restoration (3) |
| COM 251     | News Writing and Editing (3)            |
| COM 261     | Web Design I: Code + Aesthetics (3)     |
| COM 273     | Photography I (3)                       |
| COM/ART 353 | Print Design (3)                        |
| COM 407     | International Journalism (3)            |

- COM 273 or COM 407 may be substituted with ART 374 Photo Journalism, COM 260 Practical Public Relations, COM 371 Speech Writing or ENG 241 Business Writing

#### *Broadcast Journalism (Editorial) Minor Requirements*

5 courses, including:

|             |                                              |
|-------------|----------------------------------------------|
| COM 240     | Introduction to Broadcast (3)                |
| COM 251     | News Writing and Editing (3)                 |
| COM/FDT 331 | Writing for Film and Emerging Media Arts (3) |
| COM 340     | Intermediate Broadcast Production (3)        |
| COM 407     | International Journalism (3)                 |

#### *Broadcast Journalism (Technical) Minor Requirements*

5 courses, including:

|             |                                              |
|-------------|----------------------------------------------|
| ART/FDT 250 | Introduction to Digital Video Production (3) |
| ART/FDT 350 | Intermediate Digital Video Production (3)    |
| COM 240     | Introduction to Broadcast (3)                |
| COM 251     | News Writing and Editing (3)                 |
| COM 340     | Intermediate Broadcast Production (3)        |

### *Professional Writing Minor Requirements*

Designed for students who wish to develop their writing skills to a professional level. Completion of this program prepares students for the changing requirements of the workplace in a variety of fields, including education, science, the web, advertising and public relations, grant writing, technical writing, political communication, and speech writing.

5 courses, chosen from the following:

|             |                                              |
|-------------|----------------------------------------------|
| COM 141     | Media Literacy (3)                           |
| COM 234     | Persuasion (3)                               |
| COM 251     | News Writing and Editing (3)                 |
| COM 260     | Practical Public Relations (3)               |
| COM/FDT 331 | Writing for Film and Emerging Media Arts (3) |
| COM 371     | Speech Writing (3)                           |
| ENG 241     | Business Writing (3)                         |

### **Dance Minor (DAN)**

Modern dance is increasingly becoming more diverse in its styles and cultural influences. The dance minor is designed to provide students the opportunity to explore dance theory, dance technique, and the practice of dance.

#### *Minor Requirements*

15 credits, including:

|         |                      |
|---------|----------------------|
| DAN 201 | Moments in Dance (3) |
|---------|----------------------|

12 credits chosen from the following:

|         |                                     |
|---------|-------------------------------------|
| DAN 111 | Special Topics in Dance (1)         |
| DAN 121 | Contemporary Dance Technique I (3)  |
| DAN 125 | Ethnic Dance (1)                    |
| DAN 160 | African Dance (3)                   |
| DAN 211 | Special Topics in Dance (2)         |
| DAN 221 | Contemporary Dance Technique II (3) |
| DAN 225 | Ethnic Dance (2)                    |
| DAN 239 | Dance Performance (2)               |
| DAN 311 | Special Topics in Dance (2)         |
| DAN 325 | Ethnic Dance (3)                    |

### **Film and Digital Technology (FDT)**

The film and digital technology major provides the opportunity for students to develop creative, conceptual, and technical skills across coursework in film and emerging media art – fostering a critical awareness of contemporary, convergent media practices. The major explores the creative tension between individual expression and the social and political forces that shape global, mediated networks within culture. Students are asked to become agents for change within the context of their discipline, asking critical questions of the impact of media in an increasingly global arena. Graduates will be prepared to assume leadership roles in film/emerging media arts production industries or to pursue graduate programs in related fields.

### *Major Requirements*

9 courses, including:

|         |                                              |
|---------|----------------------------------------------|
| ART 141 | Media Literacy (3)                           |
| FDT 206 | Digital Sound Production (3)                 |
| CST 183 | Representations of Race and Gender (3)       |
| FDT 250 | Introduction to Digital Video Production (3) |
| FDT 261 | Web Design 1: Code + Aesthetics              |
| FDT 300 | Critical Theory (3)                          |
| FDT 331 | Writing for Film and Emerging Media Arts (3) |
| FDT 498 | Tutorial (4)                                 |
| FDT 499 | Tutorial (4)                                 |

### *Film Concentration:*

Choose 3 of the following production courses:

|         |                                              |
|---------|----------------------------------------------|
| FDT 350 | Intermediate Digital Video Production (3)    |
| FDT 369 | Interactive Strategies (3)                   |
| FDT 421 | Digital Animation and Compositing (3)        |
| FDT 450 | Advanced Digital Video Production Studio (3) |
| FDT 471 | Special Topics in Emerging Media Arts        |

Choose 2 of the following theory courses:

|         |                                                                                                  |
|---------|--------------------------------------------------------------------------------------------------|
| CST 383 | Special Topics in Cultural Studies (3)                                                           |
| FDT 160 | World Film History (3)                                                                           |
| FDT 185 | Intro to Black Filmmaking (3) (this course is a CST requirement /option.)                        |
| FDT 225 | Female Narration: Race and Gender in Women's Films (3) (This course is a CST requirement/option) |

### *Emerging Media Arts Concentration:*

|         |                                           |
|---------|-------------------------------------------|
| FDT 350 | Intermediate Digital Video Production (3) |
| FDT 364 | Web Design II: Interface + Structure (3)  |
| FDT 369 | Interactive Strategies (3)                |
| FDT 421 | Digital Animation and Compositing (3)     |
| FDT 471 | Special Topics in Emerging Media Arts (3) |

### *Minor Requirements:*

#### *Film Concentration Minor:*

6 courses, including:

|         |                                              |
|---------|----------------------------------------------|
| FDT 141 | Media Literacy (3)                           |
| FDT 206 | Digital Sound Production (3)                 |
| CST 183 | Representations of Race and Gender (3)       |
| FDT 160 | World Film History (3)                       |
| FDT 250 | Introduction to Digital Video Production (3) |
| FDT 350 | Intermediate Digital Video Production (3)    |

### *Emerging Media Arts Minor:*

6 courses, including:

|         |                                              |
|---------|----------------------------------------------|
| FDT 141 | Media Literacy (3)                           |
| CST 183 | Representations of Race and Gender (3)       |
| FDT 206 | Digital Sound Production (3)                 |
| FDT 250 | Introduction to Digital Video Production (3) |
| FDT 261 | Web Design 1: Code + Aesthetics (3)          |

Choose one elective:

|         |                                           |
|---------|-------------------------------------------|
| FDT 369 | Interactive Strategies (3)                |
| FDT 421 | Digital Animation and Compositing (3)     |
| FDT 471 | Special Topics in Emerging Media Arts (3) |

### **Interior Architecture (IAR)**

The three year Bachelor of Interior Architecture is a first professional interior design program consisting of 121 credits. The curriculum includes foundation courses in the arts, interior architecture courses, an internship, electives, and a tutorial. The Bachelor of Interior Architecture prepares students for practice in an interior design or architecture firm.

### *Major Requirements*

27 courses, including:

|            |                                                                      |
|------------|----------------------------------------------------------------------|
| IAR102     | Theory of Interior Architecture Studio (3)                           |
| IAR105     | Environment & Behavior (3)                                           |
| IAR210     | Drafting & Graphics Studio (3)                                       |
| IAR215     | Digital Drawing (3)                                                  |
| IAR 218    | Building Codes (3)                                                   |
| IAR219     | Drawing and Model Making Studio (3)                                  |
| IAR220     | Interior Architecture I (3)                                          |
| IAR225     | Interior Architecture II (3)                                         |
| IAR230     | Interior Materials (3)                                               |
| IAR231     | Green and Sustainable Design (3)                                     |
| IAR235     | Construction Methods (3)                                             |
| IAR 257    | 20th- and 21st-Century Architecture (3)                              |
| IAR 259    | History of Interior Architecture: Prehistory to the 19th Century (3) |
| IAR310     | Advanced Computer Applications in Interior Architecture (3)          |
| IAR 315    | Construction Documents Studio (3)                                    |
| IAR316     | Visual Communication Studio (3)                                      |
| IAR320     | Interior Architecture III (3)                                        |
| IAR 325    | Interior Architecture IV (3)                                         |
| IAR330     | Building Systems (3)                                                 |
| IAR335     | Lighting & Acoustics Studio (3)                                      |
| INT IAR303 | Internship (3)                                                       |
| IAR443     | Environmental/Sustainable Community Service (3)                      |
| IAR445     | Professional Practice (3)                                            |
| IAR498     | Interior Architecture V: Tutorial I (4)                              |
| IAR499     | Interior Architecture VI: Tutorial I (4)                             |

ART132 History of World Art II:1400 to the Present (3)  
ENG355 Advanced Writing and Stylistics (3)

3 courses (9 credits) from any program

## **Music (MUS)**

The music program offers a variety of courses in the history, theory, composition and performance of music, including cross-cultural and technological aspects. Performance is encouraged through numerous student recitals, the tutorial, and participation in the Chatham University Choir. Students have opportunities to study privately with members of the Pittsburgh Symphony Orchestra and on occasion may present public performances with their teachers. The student majoring in music also may choose to focus on other aspects of the discipline, including creative projects. The cross-disciplinary opportunities afforded by the College curriculum allow for imaginative program design.

### *Major Requirements*

14 courses, including:

MUS 160 The Art of Music (3)  
MUS 161 Music Theory I (4)  
MUS 252 Music Theory II (4)  
MUS 363 Music Theory III (4)  
MUS 267 History of Music I (3)  
MUS 368 History of Music II (3)  
MUS 464 Music Theory IV (4)  
MUS 498 Tutorial (4)  
MUS 499 Tutorial (4)

1 of the following:

MUS 203 History of Rock, Pop and Soul (3)  
ART/FDT 206 Digital Sound Production (3)  
MUS 232 Women in Music (3)  
MUS 262 Electronic/Computer Music Studio (3)  
MUS 266 World Music (3)

- 4 two-credit courses in applied music after acceptance into the major program.

Basic keyboard proficiency is expected for completion of the music major.

### *Additional Major Requirements*

#### *Voice Concentration*

MUS 171 Choir (2 each semester)

Two semesters of a foreign language approved by a student's advisor or the Music Program Director. Preferred language includes, French, German and Italian.

#### *Piano and Orchestral Instrument Concentrations*

During the course of the program, four solo ensemble performances (piano and instrument, two piano, voice and piano, etc), supervised by Applied Music Faculty.

#### *Composition Concentration Requirements*

MUS 262      Electronic/ Computer Music Studio(3)  
Four semesters of MUS 183 Composition (3)

#### *Interdisciplinary Major Requirements*

9 courses, excluding the tutorial:

MUS 160      The Art of Music (3)  
MUS 161      Music Theory I (4)  
MUS 252      Music Theory II (4)  
MUS 267      History of Music I (3)  
MUS 368      History of Music II (3)

- 4 two-credit courses in applied music.

#### *Minor Requirements*

6 courses selected in conjunction with the music program director and approved by the faculty advisor and music program director.

#### *Certification Program in Music Education*

A cooperative program in Music Education Certification has been established with Carnegie Mellon University. At Chatham, students take the courses required for the Music major. Concurrently, at Carnegie Mellon, students cross-register for the courses required for certification in Music Education. In four years, upon successful completion of all courses in both programs, students receive a Bachelor of Arts degree in Music and Certification in Music Education.

Well-qualified students should begin the Chatham Music major program in the first year and the Carnegie Mellon program in the Sophomore year. Consultation should be maintained with the Music Program Director at Chatham, and the Certification Officers at both institutions.

#### *Chatham Courses*

In addition to all courses required for the Music major and General Education:

EDU 100      Introduction to Field Experiences (1)  
EDU 102      Principles of Teaching and Learning (2)

- 2 courses in Mathematics
- 1 course in English Literature
- 1 course in Developmental Psychology
- 1 Professional Education course
- 1 Applied Music course (fretted instrument)

#### *Carnegie Mellon Courses*

15 courses (30-33 credits), including Student Teaching in Spring term of Senior Year. A complete listing of all courses is posted on the Music web page.

## **Theatre Minor**

### *Minor Requirements*

Five courses selected in conjunction with the faculty advisor and approved by the Chair of Arts, Design and Communication.

## **Visual Arts (ART)**

The Visual Arts major is designed to prepare students to work as visual communicators and artists in a complex, rapidly changing global culture. The mission of the major is to empower students through the integration of technical applications and critical theories, to provide students with marketable skills, to assume creative, scholarly, and leadership roles in the visual arts field, and to promote an understanding of the role that the visual arts play in all facets of contemporary life. Concentrations are available in: Emerging Media, Photography, and Studio Arts.

### *Major Requirements*

13 courses, including:

|         |                                                      |
|---------|------------------------------------------------------|
| ART 103 | Introduction to Visual Culture (3)                   |
| ART 105 | Sculpture I (3) (Foundations in 3D Art Practices)    |
| ART 117 | Drawing I (3) (Foundations in 2D Art Practices)      |
| ART 141 | Media Literacy (3) (Foundations in 4D Art Practices) |
| ART 132 | History of World Art II (3)                          |
| FDT 300 | Critical Theory (3)                                  |
| ART 498 | Tutorial (4)                                         |
| ART 499 | Tutorial (4)                                         |

### *Additional Major Requirements*

In addition to the core courses listed above, students must complete the requirements for one of the following concentrations. A student can pursue two concentrations in the major by completing the core and both concentrations without overlap.

#### Emerging Media Concentration

6 courses, including:

|         |                                              |
|---------|----------------------------------------------|
| ART 250 | Introduction to Digital Video Production (3) |
| FDT 261 | Web Design I: Code+Aesthetics (3)            |
| FDT 369 | Interactive Strategies (3)                   |
| ART 421 | Digital Animation and Compositing (3)        |
| FDT 471 | Special Topics in Emerging Media Arts (3)    |

1 course from the following:

|         |                                          |
|---------|------------------------------------------|
| ART 206 | Digital Sound Production (3)             |
| ART 353 | Print Design (3)                         |
| FDT 364 | Web Design II: Interface + Structure (3) |

#### Photography Concentration

6 courses, including:

|         |                                         |
|---------|-----------------------------------------|
| ART 241 | Lighting Principles (3)                 |
| ART 247 | Digital Photography and Restoration (3) |
| ART 273 | Photography I (3)                       |
| ART 357 | Photography II (3)                      |
| ART 388 | Landscape Photography (3)               |

1 course from the following:

|         |                       |
|---------|-----------------------|
| ART 374 | Photojournalism (3)   |
| ART 481 | Event Photography (3) |
| ART 482 | Event Photography (3) |
| ART 483 | Event Photography (3) |

Elective in Media Construction

Elective in Media Analysis

#### Studio Arts Concentration

6 courses, including:

1 Design course from the following:

|         |                  |
|---------|------------------|
| ART 135 | 2-D Design I (3) |
| ART 124 | 3-D Design I (3) |

1 Intro course from the following:

|         |                   |
|---------|-------------------|
| ART 111 | Ceramics I (3)    |
| ART 115 | Painting I (3)    |
| ART 127 | Printmaking I (3) |

4 Advanced Studios from the following:

|         |                             |
|---------|-----------------------------|
| ART 215 | Painting Studio (3)         |
| ART 217 | Drawing Studio (3)          |
| ART 220 | Material Studies Studio (3) |
| ART 227 | Printmaking Studio (3)      |
| ART 315 | Painting Studio (3)         |
| ART 317 | Drawing Studio (3)          |
| ART 320 | Material Studies Studio (3) |
| ART 327 | Printmaking Studio (3)      |
| ART 415 | Painting Studio (3)         |
| ART 417 | Drawing Studio (3)          |
| ART 420 | Material Studies Studio (3) |
| ART 427 | Printmaking Studio (3)      |

#### *Visual Arts Minor Requirements*

7 courses, including:

ART 132      History of World Art II (3)  
ART 141      Media Literacy (3)

1 2-D Art course from the following:

ART 115      Painting I (3)  
ART 117      Drawing I (3)  
ART 127      Printmaking I (3)

1 3-D Art course from the following:

ART 105      Sculpture I (3)  
ART 111      Ceramics I (3)

3 electives in one of the concentrations in Emerging Media, Photography, or Studio Arts.

Note: For courses that require video editing equipment, students must provide their own portable hard drive.  
Please see a visual arts faculty member for specifications.

# Department of Business and Entrepreneurship

*Bruce Rosenthal, Department Chair*

## **Undergraduate Programs:**

Accounting  
Economics  
International Business  
Management  
Marketing

## **Faculty**

Marie Connolly, *Professor of Economics*  
Deborah DeLong, *Assistant Professor of Marketing*  
Charlotte Lott, *Associate Professor of Business and Economics*  
Bruce Rosenthal, *Professor of Business*

## **Business (BUS)**

Our business program understands the challenges facing women in the work force. Our curriculum is designed to educate women to be critical thinkers and creative problem solvers in a fast-changing global and technological environment. Our required internships offer a valuable opportunity for hands-on learning and a personal evaluation of career options. Chatham business women develop current knowledge and confidence to enter, succeed, and lead in a field of their choice.

The structure of the curriculum begins with a set of core courses which study the basic functions of business and describe the environment in which business operates. Six courses in management, microeconomics, marketing, finance, and accounting (2 courses) introduce students to today's business environment, strategy, the design and operations of business organizations, decision-making, marketing principles, sources and methods of financing business ventures, and internal controls. Two courses in macroeconomics and business law/ethics promote an understanding of the environment in which business operates.

Building on the foundation of women's leadership development, entrepreneurial thinking, environmental sustainability (woven into segments), and an international focus in the eight introductory business courses, the curriculum has two advanced courses that specifically develop these themes. These two signature courses on leadership in a changing environment and entrepreneurship hone leadership and problem solving skills and prepare students to further their studies in graduate school or pursue a professional career.

Concentrations offered are accounting, management, marketing, international business and economics.

### *Core Major Requirements:*

|         |                                                                         |
|---------|-------------------------------------------------------------------------|
| BUS 105 | Foundations of Business: The Challenge of Women Business Leaders (3)    |
| BUS 243 | Principles of Marketing: Managing Profitable Customer Relationships (3) |

|             |                                                                                            |
|-------------|--------------------------------------------------------------------------------------------|
| BUS 257     | Business Law and Business Ethics: Corporate Responsibility and Society (3)                 |
| BUS 272     | Principles of Finance: Strategically Financing Business Operations (3)                     |
| BUS 293/393 | Internship: Experiential Pathway in Field (3)                                              |
| BUS 357     | Entrepreneurial Ventures: A Frontier of Opportunity for Women (3)                          |
| BUS 495     | Global Business Leadership in Changing Times (3)                                           |
| BUS 498     | Tutorial: Capstone Research Project—Methods of Problem Identification (4)                  |
| BUS 499     | Tutorial: Capstone Research Project—Research in the Knowledge Economy (4)                  |
| ACT 222     | Financial Accounting Principles I: Communicating Business Results to the Outside World (3) |
| ACT 223     | Financial Accounting Principles II: Quantitative Information for Decision-Making (3)       |
| ECN 101     | Principles of Macroeconomics: The U.S. Economy in the World (3)                            |
| ECN 102     | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3)                |

### **5 concentration courses in major field:**

Tracks are Accounting, Business Economics, International Business, Management, and Marketing.

### **1 Required Course in Quantitative Reasoning:**

MTH 110      Elementary Statistics (3)

Business Tracks:

#### **Marketing Track (5 courses)**

BUS 310      Organizational and Marketing Research (3)  
 BUS 445      Marketing Strategy (3)

3 courses from the following:

BUS 244      Consumer Behavior (3)  
 BUS 327      Global Marketing (3)  
 COM 234      Persuasion (3)  
 COM 410      Advertising as Communication (3)

#### **Business Economics (5 courses)**

ECN 230      Intermediate Macroeconomics (3)  
 ECN 231      Intermediate Microeconomics (3)  
 BUS 310      Organizational and Marketing Research (3) or  
 ECN 301      Econometrics (3)

2 courses from the following:

ECN 262      Environmental Economics (3)  
 ECN 280      Money and Banking (3)  
 ECN 351      International Trade and Finance (3)  
 ECN 358      Economic Development (3)  
 ECN 374      Labor Economics (3)  
 ECN 385      Industrial Organization and Public Policy (3)

#### **Accounting (5 courses)**

ACT 322      Intermediate Accounting I (3)

ACT 323      Intermediate Accounting II (3)  
ACT 324      Federal Tax Accounting (3)  
ACT 325      Cost Accounting (3)  
ACT 331      Auditing (3)

**International Business (5 courses)**

BUS 240      International Business (3)  
BUS 310      Organizational and Marketing Research (3)  
ECN 351      International Trade and Finance (3)

1 course from the following

BUS 327      Global Marketing (3)  
ECN 358      Economic Development (3)

1 Approved Civilization course

Language Requirement: Language proficiency at the 205 level: Requires placement at the 205 level or appropriate coursework.

**Management (5 courses)**

BUS 310      Organizational and Marketing Research (3)  
BUS 415      Strategic Management (3)

3 courses from the following:

BUS 255      Gender Issues in Work and Management (3)  
BUS 337      Managing Nonprofit Organizations (3)  
BUS 240      International Business (3)  
BUS 390      Human Resources Management (3)

*Interdisciplinary Major in Accounting*

**10 courses, exclusive of tutorial:**

ACT 222      Financial Accounting Principles I: Communicating Business Results to the Outside World (3)  
ACT 223      Financial Accounting Principles II: Quantitative Information for Decision-Making (3)  
ACT 322      Intermediate Accounting I (3)  
ACT 323      Intermediate Accounting II (3)  
ACT 324      Federal Tax Accounting (3)  
ACT 325      Cost Accounting (3)  
BUS 257      Business Law and Business Ethics: Corporate Responsibility and Society (3)  
BUS 310      Organizational and Marketing Research (3)  
MTH 110      Elementary Statistics (3)

1 approved accounting or business elective

*Interdisciplinary Major in Business Economics*

**10 courses, exclusive of tutorial:**

ACT 222      Financial Accounting Principles I: Communicating Business Results to the Outside World (3)  
BUS 105      Foundations of Business: The Challenge of Women Business Leaders (3)  
BUS 257      Business Law and Business Ethics: Corporate Responsibility and Society (3)  
BUS 310      Organizational and Marketing Research (3) or  
ECN 301      Econometrics (3)

|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| ECN 101 | Principles of Macroeconomics: The U.S. Economy in the World (3)             |
| ECN 102 | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3) |
| MTH 110 | Elementary Statistics (3)                                                   |

3 upper-level Economics electives

*Interdisciplinary Major in Management*

**10 courses, exclusive of tutorial:**

|         |                                                                                            |
|---------|--------------------------------------------------------------------------------------------|
| ACT 222 | Financial Accounting Principles I: Communicating Business Results to the Outside World (3) |
| BUS 105 | Foundations of Business: The Challenge of Women Business Leaders (3)                       |
| BUS 240 | International Business (3)                                                                 |
| BUS 257 | Business Law and Business Ethics: Corporate Responsibility and Society (3)                 |
| BUS 310 | Organizational and Marketing Research (3)                                                  |
| BUS 415 | Strategic Management (3)                                                                   |
| ECN 101 | Principles of Macroeconomics: The U.S. Economy in the World (3) or                         |
| ECN 102 | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3)                |
| MTH 110 | Elementary Statistics (3)                                                                  |

2 courses from the following:

|         |                                          |
|---------|------------------------------------------|
| BUS 255 | Gender Issues in Work and Management (3) |
| BUS 337 | Managing Nonprofit Organizations (3)     |
| BUS 390 | Human Resources Management (3)           |

*Interdisciplinary Major in International Business*

An interdisciplinary major is not available in International Business.

*Interdisciplinary Major in Marketing*

10 courses, exclusive of tutorial:

|         |                                                                                            |
|---------|--------------------------------------------------------------------------------------------|
| ACT 222 | Financial Accounting Principles I: Communicating Business Results to the Outside World (3) |
| BUS 105 | Foundations of Business: The Challenge of Women Business Leaders (3)                       |
| BUS 243 | Principles of Marketing: Managing Profitable Customer Relationships (3)                    |
| BUS 244 | Consumer Behavior (3)                                                                      |
| BUS 257 | Business Law and Business Ethics: Corporate Responsibility and Society (3)                 |
| BUS 310 | Organizational and Marketing Research (3)                                                  |
| ECN 102 | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3)                |
| MTH 110 | Elementary Statistics (3)                                                                  |

2 courses from the following:

|         |                                  |
|---------|----------------------------------|
| BUS 327 | Global Marketing (3)             |
| BUS 445 | Marketing Strategy (3)           |
| COM 234 | Persuasion (3)                   |
| COM 410 | Advertising as Communication (3) |

*Interdisciplinary Major in Two Business Disciplines*

**20 courses, exclusive of tutorial:**

|         |                                                                                            |
|---------|--------------------------------------------------------------------------------------------|
| ACT 222 | Financial Accounting Principles I: Communicating Business Results to the Outside World (3) |
| ACT 223 | Financial Accounting Principles II: Quantitative Information for Decision-Making (3)       |
| BUS 105 | Foundations of Business: The Challenge of Women Business Leaders (3)                       |
| BUS 243 | Principles of Marketing: Managing Profitable Customer Relationships (3)                    |
| BUS 257 | Business Law and Business Ethics: Corporate Responsibility and Society (3)                 |
| BUS 272 | Principles of Finance: Strategically Financing Business Operations (3)                     |
| BUS 393 | Internship: Experiential Pathway in Field (3)                                              |
| BUS 310 | Organizational and Marketing Research (3)                                                  |
| BUS 357 | Entrepreneurial Ventures: A Frontier of Opportunity for Women (3)                          |
| ECN 101 | Principles of Macroeconomics: The U.S. Economy in the World (3)                            |
| ECN 102 | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3)                |
| MTH 110 | Elementary Statistics (3)                                                                  |

In addition to the above courses, students doing an interdisciplinary major in two business disciplines must complete two of the following clusters:

**Accounting (4 courses)**

|         |                                |
|---------|--------------------------------|
| ACT 322 | Intermediate Accounting I (3)  |
| ACT 323 | Intermediate Accounting II (3) |
| ACT 324 | Federal Tax Accounting (3)     |
| ACT 325 | Cost Accounting (3)            |

**Business Economics (4 courses)**

|         |                                 |
|---------|---------------------------------|
| ECN 230 | Intermediate Macroeconomics (3) |
| ECN 231 | Intermediate Microeconomics (3) |

2 approved economics electives

**Management (4 courses)**

|         |                                          |
|---------|------------------------------------------|
| BUS 255 | Gender Issues in Work and Management (3) |
| BUS 415 | Strategic Management (3)                 |

2 approved management electives

**Marketing (4 courses)**

|         |                        |
|---------|------------------------|
| BUS 244 | Consumer Behavior (3)  |
| BUS 445 | Marketing Strategy (3) |

2 approved marketing electives

*Minor Requirements – Applied Management*

6 courses, including:

|             |                                                                                            |
|-------------|--------------------------------------------------------------------------------------------|
| ACT 222     | Financial Accounting Principles I: Communicating Business Results to the Outside World (3) |
| BUS 105     | Foundations of Business: The Challenge of Women Business Leaders (3)                       |
| BUS 243     | Principles of Marketing: Managing Profitable Customer Relationships (3)                    |
| BUS 293/393 | Internship: Experiential Pathway in Field (3)                                              |
| ECN 101     | Principles of Macroeconomics: The U.S. Economy in the World (3) or                         |
| ECN 102     | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3)                |

1 approved management elective

*Minor Requirements - Business*

6 approved courses from Business program offerings

*Minor Requirements – Business Economics*

|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| ECN 101 | Principles of Macroeconomics: The U.S. Economy in the World (3)             |
| ECN 102 | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3) |

4 approved upper-level economics electives

Students may count 1 approved internship as an elective

*Minor Requirements – Accounting*

6 courses, including:

|         |                                                                                            |
|---------|--------------------------------------------------------------------------------------------|
| ACT 222 | Financial Accounting Principles I: Communicating Business Results to the Outside World (3) |
| ACT 223 | Financial Accounting Principles II: Quantitative Information for Decision-Making (3)       |
| ACT 322 | Intermediate Accounting I (3)                                                              |
| ACT 323 | Intermediate Accounting II (3)                                                             |
| ACT 324 | Federal Tax Accounting (3) or                                                              |
| ACT 325 | Cost Accounting (3)                                                                        |

1 approved elective from Accounting or Business program offerings

*Minor Requirements – Marketing*

6 courses, including:

|         |                                                                         |
|---------|-------------------------------------------------------------------------|
| BUS 105 | Foundations of Business: The Challenge of Women Business Leaders (3)    |
| BUS 243 | Principles of Marketing: Managing Profitable Customer Relationships (3) |
| BUS 244 | Consumer Behavior (3)                                                   |
| COM 141 | Media Literacy (3)                                                      |
| ECN 102 | Principles of Microeconomics (3)                                        |

1 approved 200-level or above communication technology course

*Certificate in Accounting*

8 courses are required by the State Board of Accountancy to sit for the Pennsylvania Certified Public Accounting (CPA) examination. Given the coverage on the examination in the past, the following courses are required for a certificate in accounting:

|         |                                                                                            |
|---------|--------------------------------------------------------------------------------------------|
| ACT 222 | Financial Accounting Principles I: Communicating Business Results to the Outside World (3) |
| ACT 223 | Financial Accounting Principles II: Quantitative Information for Decision-Making (3)       |
| ACT 322 | Intermediate Accounting I (3)                                                              |
| ACT 323 | Intermediate Accounting II (3)                                                             |
| ACT 324 | Federal Tax Accounting (3)                                                                 |
| ACT 331 | Auditing (3)                                                                               |
| BUS 257 | Business Law and Business Ethics: Corporate Responsibility and Society (3)                 |
| BUS 272 | Principles of Finance: Strategically Financing Business Operations (3)                     |

## **Economics (ECN)**

The economics program at Chatham builds on a student's liberal arts foundation to introduce the economic way of thinking about the world. Economic thinking involves using models of human behavior, such as supply and demand and comparative advantage, to understand economic decision-making. Economics majors learn abstract models, deductive reasoning, and empirical analysis. The program includes theoretical courses in microeconomics and macroeconomics, quantitative work, statistical analysis, and applied field courses. The major is flexible and provides students with a basic set of tools to understand major policies and problems in our society. Experiential learning courses and internships are available and encouraged. Courses in economics provide a sound underpinning for diverse careers in areas such as business, law, government, and public policy and for graduate level work in the social sciences.

### *Major Requirements*

12 courses, including:

|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| ECN 101 | Principles of Macroeconomics: The U.S. Economy in the World (3)             |
| ECN 102 | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3) |
| ECN 230 | Intermediate Macroeconomics (3)                                             |
| ECN 231 | Intermediate Microeconomics (3)                                             |
| ECN 301 | Econometrics (3)                                                            |
| ECN 498 | Tutorial (4)                                                                |
| ECN 499 | Tutorial (4)                                                                |
| MTH 110 | Elementary Statistics (3)                                                   |

4 of the following:

|         |                                               |
|---------|-----------------------------------------------|
| ECN 262 | Environmental Economics (3)                   |
| ECN 280 | Money and Banking (3)                         |
| ECN 358 | Economic Development (3)                      |
| ECN 351 | International Trade and Finance (3)           |
| ECN 374 | Labor Economics (3)                           |
| ECN 385 | Industrial Organization and Public Policy (3) |

Students may count one approved internship as an elective.

### *Interdisciplinary Major Requirements*

8 courses, exclusive of the tutorial:

|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| ECN 101 | Principles of Macroeconomics: The U.S. Economy in the World (3)             |
| ECN 102 | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3) |
| MTH 110 | Elementary Statistics (3)                                                   |

5 courses from the economics major requirements. Students may count one approved internship.

*Minor Requirements*

6 courses in Economics including:

ECN 101        Principles of Macroeconomics: The U.S. Economy in the World (3)

ECN 102        Principles of Microeconomics: Decision-Making by the Firm and Consumers (3)

Four upper level economics electives

Students may count 1 approved internship.

# Department of Education

## **Undergraduate Programs:**

Early Childhood Education

Elementary Education

Secondary Education

## **Faculty**

Barbara Biglan, *Assistant Professor of Education*

Martha Hildebrandt, *Assistant Professor of Education*

Tracey Johnson, *Assistant Professor of Education*

Ronald Lombard, *Assistant Professor of Education*

Sharon Porterfield, *Assistant Professor of Education*

## **Education (EDU)**

### *Requirements for Recommendation for State Certification in Teaching*

The Teacher Preparation Program is a professional program offering teacher certification in early elementary education (N-4), secondary (7-12), biology, chemistry, English, mathematics, physics, and social studies. The Teacher Preparation Program also offers K-12 certification in art, environmental education, and special education. Programs in these areas will require some coursework in both elementary and secondary education. Candidates for these certifications should contact the certification officer or program director.

### *Major Requirements*

The Liberal Arts Major in Early Elementary Education offers a comprehensive preparation program for teaching young children, predicated on a foundation in the liberal arts. Students in the program are required to complete the general education requirements, as well as the sequence of professional preparation courses. Students in secondary and K-12 certification areas must complete the general education requirements, a major in the academic discipline, as well as the sequence of professional preparation courses.

This program involves both classroom study and extensive field experiences, culminating in a 14 or 16 week Student Teaching experience. In accordance with the Pennsylvania State Department of Education requirements, candidates also must satisfy all regulations pertaining to teacher training contained in the Pennsylvania School Code. These regulations are subject to change by the State. Students will be required to comply with any such regulations that are instituted before their certifications have been received.

To gain admission to the program, a candidate must successfully complete 48 credit hours of coursework at Chatham with a cumulative 3.0 GPA. She must also submit passing scores on the PRAXIS pre-professional examinations that meet PDE requirements.

### *Liberal Arts: Early Childhood Education (N-3)*

|         |                                                        |
|---------|--------------------------------------------------------|
| EDC 103 | Language Development and Academic Success (3)          |
| EDU 104 | Contemporary Education and Technology (3)              |
| EDC 105 | Child Development (3)                                  |
| EDC 106 | Language Development and English Language Learners (3) |
| EDC 107 | Field Placement I Development (1)                      |
| EDC 200 | Field Placement II Mathematics and Language (1)        |
| EDC 210 | Typical and Atypical Development (2)                   |
| EDC 219 | Cognitive Learning Theory (3)                          |
| EDC 220 | Literacy I (4)                                         |
| EDC 230 | Mathematical Foundations (2)                           |
| EDC 240 | Integrating The Arts (3)                               |
| EDC 250 | Field Placement III Early Interventions (1)            |
| EDC 300 | Field Placement IV Instructional Strategies (1)        |
| EDC 319 | Social Studies Methods (3)                             |
| EDU 320 | Literacy II (4)                                        |
| EDU 323 | Junior Seminar: Assessment (3)                         |
| EDC 333 | Assessment and Adaptation (3)                          |
| EDU 335 | Methods of Teaching Mathematics                        |
| EDC 336 | Science teaching Methods (3)                           |
| EDU 337 | Advocacy and Collaboration (3)                         |
| EDC 350 | Field Placement V Instructional strategies (1)         |
| EDC 400 | Data Driven Instructional Decisions (2)                |
| EDU 410 | Differentiated Reading, Writing, and Mathematics (3)   |
| EDC 411 | Curriculum (3)                                         |
| EDC 420 | Family and Community (3)                               |
| EDU 413 | Student teaching (9)                                   |
| EDC 498 | Tutorial I (4)                                         |
| EDC 499 | Tutorial II (4)                                        |

- 1 course in English Writing
- 1 course in Literature
- 2 courses in Mathematics
- 2 course in Sciences

### *Secondary Education Certification*

Secondary certification is available in biology, chemistry, English, mathematics, physics, and social studies. Within each discipline there are specific academic content courses required for certification. Students should contact the Teacher Preparation Program for a complete list of courses required for certification. Following is a list of professional preparation courses required of all secondary certification candidates.

|         |                                                       |
|---------|-------------------------------------------------------|
| EDU 104 | Perspectives on Education (3)                         |
| EDU 219 | Child & Adolescent Development in School Settings (4) |
| EDU 234 | Inclusion: Issues and Strategies (3)                  |
| EDU 309 | Field Experience I: Secondary (1)                     |
| EDU 310 | Field Experience II: Secondary (1)                    |
| EDU 415 | Secondary School Curriculum (2)                       |
| EDU 424 | Teaching in Multicultural Settings (3)                |
| EDU 425 | Tests and Measurements (3)                            |

EDU 426        Content Area Literacy (3)  
EDU 426F      Field Placement: Content Area Literacy (1)  
EDU 423        Secondary Student Teaching (9)

One\* of the following courses is required:

EDU 416        Methods of Teaching Secondary English (3)  
EDU 417        Methods of Teaching Secondary Social Studies (3)  
EDU 418        Methods of Teaching Secondary Science (3)  
EDU 419        Methods of Teaching Secondary Mathematics (3)  
\*EDU 432       Human Geography (3) (Required for Social Studies Certification)

### *K-12 Certifications*

#### Visual Arts K-12 Certification

The following courses comprise the Visual Arts major with a concentration in Visual Arts-Teaching. This area of study leads to certification in Art K-12. Students enrolled in this program will have advisors in Visual Arts and in Education.

Note: courses are not necessarily taken in numerical order.

Art History courses:

ART 131        History of World Art I (3)  
ART 132        History of World Art II (3)

- A 2 course Art history concentration

Studio Courses:

ART 105        Sculpture I (3)  
ART 111        Ceramics I (3)  
ART 115        Painting I (3)  
ART 117        Drawing I (3)  
ART 127        Printmaking Studio (3)  
ART 135        2-D design I (3)  
ART 124        3-D design (3)

- Three additional courses in advanced studio work
- One photography course

One of the following:

ART 141        Media Literacy (3)

Additional Courses:

ART 429        Portfolio (3)  
ART            Tutorial 498-499 (8)  
PHI 276        Art, Beauty, Truth (3)

Education Courses:

|         |                                                         |
|---------|---------------------------------------------------------|
| EDU 100 | Introduction to Field Experiences (1)                   |
| EDU 102 | Principles of Teaching & Learning (2)                   |
| EDU 104 | Perspectives on Education (3)                           |
| EDU 219 | Child and Adolescent Development in School Settings (4) |
| EDU 234 | Inclusion: Issues and Strategies (3)                    |
| EDU 309 | Field Experiences I (1)                                 |
| EDU 310 | Field Experiences II (1)                                |
| EDU 318 | Technology and Assessment (2)                           |
| EDU 415 | Secondary School Curriculum (2)                         |
| EDU 424 | Teaching in Multicultural Settings (3)                  |
| EDU 425 | Tests and Measurements (3)                              |
| EDU 437 | Methods of Teaching Elementary Art (3)                  |
| EDU 447 | Methods of Teaching Secondary Art (3)                   |
| EDU 423 | Student Teaching (9)                                    |

### Environmental K-12 Certification

The environmental science and environmental education teaching certificate are multidisciplinary, drawing upon the expertise of faculty across all divisions of Chatham University. Students complete a common core of courses and experiences that focus on experiential and service-learning as well as building ecological literacy, problem-solving skills, and a community of environmentally oriented individuals. Students majoring in environmental science complete a concentration in policy, literature, writing or science. Those students seeking certification complete the concentration in science.

### **Science Concentration**

The environmental science concentration provides students with an understanding of human impact on ecosystems and methods of improving environmental health and quality as well as analytical tools for scientific measurement.

*Environmental Science content courses* (required for the B.A. and B.S. degrees)

#### Biology (4 courses)

|         |                             |
|---------|-----------------------------|
| BIO143  | The Cell (3)                |
| BIO143L | The Cell Laboratory (1)     |
| BIO144  | The Organism (3)            |
| BIO144L | The Organism Laboratory (1) |

#### Science (1 course)

|        |                                 |
|--------|---------------------------------|
| IND350 | Scientific Research Methods (2) |
|--------|---------------------------------|

#### Chemistry (4 courses)

|         |                             |
|---------|-----------------------------|
| CHM 107 | Chemistry I (3)             |
| CHM 108 | Chemistry II (3)            |
| CHM 109 | Chemistry I Laboratory (1)  |
| CHM 110 | Chemistry II Laboratory (1) |

#### Math (1 course)

|         |                |
|---------|----------------|
| MTH 110 | Statistics (3) |
|---------|----------------|

#### Environmental (3 courses)

ENV 147        Geology (4)  
ENV 498-499   Tutorial (8)

Electives for B.A. and B.S.: Environmental Group (1 course)

ENV 116        Global Environmental Challenges (3)  
ENV 129        Our Fragile Planet (3)  
ENV 317        Environmental solutions & systems (3)

Elective for B.S.: Science Group (1 course)

BIO 216/216L   Aquatic Biology (5)  
BIO 226        Toxicology (3)  
CHM 443        Advanced Environmental Chemistry (3)

Additional Electives for B.S.:

Two courses in BIO, CHM, PHY, or MTH. Recommended courses:

BIO 248/248L   Ecology (5)  
BIO 316        Evolution (3)

Education Courses:

EDU 100        Introduction to Field Experiences (1)  
EDU 102        Principles of Teaching & Learning (2)  
EDU 104        Perspectives on Education (3)  
EDU 234        Inclusion: Issues and Strategies (3)  
EDU 309        Field Experiences I (1)  
EDU 310        Field Experiences II (1)  
EDU 415        Secondary School Curriculum (2)  
EDU 424        Teaching in Multicultural Settings (3)  
EDU 425        Tests and Measurements (3)  
EDU 426        Content Area Literacy (3)  
EDU 426F       Field Placement: Content Area Literacy (1)  
ENV 455        Methods of Teaching Environmental Education (3)  
EDU 423        Secondary Student Teaching (9)

Additional courses for certification

Literature requirement – Choose 1 of the following:

ENG 447        Contemporary Environmental Fiction (3)  
ENG 443        Nature and Culture (3)  
ENG 452        Ecofeminist Literature (3)  
ENG 419        Frontier Women (3)

Mathematics requirement – Choose 1 of the following:

MTH 105        College Algebra (3) OR  
MTH 108        Pre-calculus (3)

## Department of History, Policy and Government

Christina Michelmores, *Ph.D., Department Chair*

### Undergraduate Programs

Conflict Resolution  
Global Policy Studies  
Government  
History  
International Studies  
Pre-Law Program  
Public Policy

### Faculty

Dana Brown, *Executive Director, PA Center for Women, Politics and Public Policy*  
Michele Colvard, *Assistant Professor of Anthropology*  
Jackie Filla, *Assistant Professor of Political Science, American*  
Nancy Gift, *Assistant Professor of Environmental Science*  
Lou Martin, *Assistant Professor of History*  
Christina Michelmores, *Associate Professor of History*  
Pooja Rishi, *Assistant Professor, Political Science Asia*  
David Rossbach, *Assistant Professor, Political Science Europe*  
Jean-Jacques Sene, *Assistant Professor of History and Cultural Studies*

### Conflict Resolution Minor (CMR)

Future leaders who recognize the impact of culture on conflict, who are aware and connected to their own development, and who have acquired conflict resolution skills can make the difference between chaos and societal stability. The course structure for the Minor in Conflict Resolution stresses communication skills and dialogue that can benefit every student. Through a combination of classroom instruction, research, writing and internships, the Center for the Study of Conflict will help students create a unique learning experience in the context of practical approaches to engaging, managing and resolving conflict.

#### *Minor Requirements*

18 credits, including the following:

Four required courses:

|         |                                                    |
|---------|----------------------------------------------------|
| CMR 410 | The Structure and Culture of Conflict (3)          |
| CMR 420 | Conflict, Ideology and Radical Social Change (3)   |
| CMR 430 | Introduction to Alternative Dispute Resolution (3) |
| CMR 393 | Internship: Mediators Without Borders (3)          |

Two elective courses, selected from the following:

|         |                                  |
|---------|----------------------------------|
| HIS 426 | The Arab-Israeli Conflict (3)    |
| PHI 382 | Rights, Justice, and the Law (3) |

|                |                                                               |
|----------------|---------------------------------------------------------------|
| GOV 303 or 304 | Constitutional Law I or Constitutional Law II (3)             |
| GOV 407        | Minority Groups and the Law (3)                               |
| PSY 331        | Social Psychology (3)                                         |
| SWK 321 or 322 | Social Welfare Policy or Social Welfare: Women and Policy (3) |
| WST 325        | Transnational Perspectives of Gender Identity (3)             |

## Global Policy Studies

Global policy studies is designed to prepare students for careers in international policy making in public and private settings. It serves a similar purpose for international students interested in interpreting U. S. policy to their national governments and all students for careers in multinational corporations and organizations. It serves as an appropriate base for graduate work in international relations, law, public policy, and applied history, as well as more traditional academic fields.

### *Major Requirements*

14 courses, including:

|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| ECN 101 | Principles of Macroeconomics: Decision-Making by the Firm and Consumers (3) |
| ECN 102 | Principles of Microeconomics: The U.S. Economy in the World (3)             |
| HIS 100 | Introduction to World History (3)                                           |
| HIS 275 | History and Policy Analysis (3)                                             |
| GOV 101 | American Government and Public Policy (3)                                   |
| GOV 202 | Understanding Public Policy (3)                                             |
| GOV 311 | The Research Process (3) or                                                 |
| ECN 301 | Econometrics (3)                                                            |
| MTH 110 | Elementary Statistics (3)                                                   |
| GOV 498 | Tutorial (4)                                                                |
| GOV 499 | Tutorial (4)                                                                |

\*The tutorial is registered in the tutor's program and focuses on a global policy issue.

1 approved internship

1 economic analysis elective from the following:

|         |                                     |
|---------|-------------------------------------|
| ECN 351 | International Trade and Finance (3) |
| ECN 358 | Economic Development (3)            |

1 historical analysis elective from the following:

|         |                                                |
|---------|------------------------------------------------|
| HIS 222 | Europe in the 20th Century (3)                 |
| HIS231  | History of British Empire (3)                  |
| HIS 241 | History of Islam, 600-1500 (3)                 |
| HIS 242 | The Middle East and the US (3)                 |
| HIS283  | Religious Movements in Contemporary Africa (3) |
| HIS319  | Colonial Latin America (3)                     |
| HIS360  | History of Pan-Africanism (3)                  |
| HIS 426 | The Arab-Israeli Conflict (3)                  |

1 political analysis elective from the following:

|         |                                 |
|---------|---------------------------------|
| GOV 219 | International Organizations (3) |
| GOV 324 | U. S. Foreign Policy (3)        |
| GOV 419 | European Integration (3)        |

## Government (GOV)

The Government program encompasses a range of subjects, in American and International Politics, and approaches to studying them. Students who choose to concentrate in Government are inspired by many things, such as: contemporary American politics; advocacy and women's political leadership; the challenges of contemporary global citizenship; or the political culture of a particular region of the world. Government is a flexible concentration that allows students to explore and to define their particular interests through the courses they choose to meet their requirements as majors or to fulfill requirements for a particular certificate.

The program offers courses in American Politics, International Politics, Law-related courses, and introductory courses. The first two areas – American and International – each build cumulatively from the 100 to 3/400 levels in such a way that a selection of courses can lead to the completion of a certificate, if one stops short of the full major. The American list, focused on elections, and legislative affairs, taken with an internship or related programs in the Pennsylvania Center for Women, Politics, and Public Policy (PCWPPP) culminates in a PCWPPP certificate. The international list, similarly taken with an internship or a Global Focus experiential course (IND 115), culminates in an International Politics certificate. The Department also maintains affiliations with programs and centers across the University and within the community, which bring students into contact with scholars and practitioners from multiple academic fields. There are opportunities for students to learn outside of the classroom, for example through participation in the Public Leadership Education Network (PLEN).

The study of Government will develop students' conceptual skills and will provide tools for them to analyze political concepts in a broader perspective and to make sense of new issues as they arise. In addition to knowledge of the subject, this program will develop and hone skills in critical thinking and written and oral expression, deepen commitment to social responsibility and political participation, and help to position students to gain entrance to graduate or professional school.

### *Major Requirements*

12 courses, including:

|         |                                           |
|---------|-------------------------------------------|
| MTH 110 | Elementary Statistics (3)                 |
| GOV 100 | Introduction to Comparative Politics (3)  |
| GOV 101 | American Government and Public Policy (3) |
| GOV 311 | The Research Process (3)                  |
| GOV 498 | Tutorial (4)                              |
| GOV 499 | Tutorial (4)                              |

- 5 additional 3-credit program electives.

One of five electives may be substituted with a 3 credit approved internship or one of the following three courses:

|         |                                  |
|---------|----------------------------------|
| ECN 101 | Principles of Macroeconomics (3) |
| CMR 210 | Structure of Conflict (3)        |
| CMR 330 | International Human Rights (3)   |

### *Interdisciplinary Major Requirements*

8 courses, exclusive of the tutorial:

GOV 100      Introduction to Comparative Politics (3)  
GOV 101      American Government and Public Policy (3)  
GOV 311      The Research Process (3) or an approved methods course in another discipline

- 5 additional 3 credit program electives.

One of the five electives may be substituted with a 3 credit approved internship or one of the following three courses:

ECN 101      Principles of Macroeconomics (3)  
CMR 210      Structure of Conflict (3)  
CMR 330      International Human Rights (3)

### *Minor Requirements*

6 courses, including:

GOV 100      Introduction to Comparative Politics (3) or  
GOV 101      American Government and Public Policy (3)

5 government electives, which may include one approved 3-credit government-related internship.

### *Certificates*

Pennsylvania Center for Women, Politics and Public Policy Certificate:

4 courses from the following:

GOV 101      American Government (3)  
GOV 229      Campaigns and Elections (3)  
GOV 246      State and Local Government (3)  
GOV 262      Women and Politics (3)  
GOV 315      Legislative Politics (3)

An approved internship or participation in at least two PCWPP signature programs (e.g.: Winning Edge camping school, Ready to be Heard Advocacy training, or NEW Leadership).

International Politics Certificate:

4 courses from the following list:

GOV 100      Comparative Politics (3)  
GOV 104      International Relations (3)  
GOV 219      International Organizations (3)  
GOV 324      American Foreign Policy (3)  
GOV 419      European Integration (3)

An approved internship or participation in IND Global Focus

## History (HIS)

The history program offers courses in American, European, and non-Western history. These courses provide students with a grounding in the many ways historians have made sense of the world. Understanding how diverse societies, economies, states, and cultures have changed and developed over time is crucial to evaluating and adapting to today's ever-changing world. Throughout their course work, students learn to acquire, organize, analyze, and clearly communicate information - in other words, to think critically and write well.

The teacher certification program offers certification in secondary social studies teaching. Students interested in this program should see the Certification Coordinator in the Education program for specific requirements.

### *Major Requirements*

12 courses, including:

|         |                                      |
|---------|--------------------------------------|
| HIS 100 | Introduction to World History (3)    |
| HIS 102 | Introduction to American History (3) |
| GOV 311 | The Research Process (3)             |
| HIS 498 | Tutorial (4)                         |
| HIS 499 | Tutorial (4)                         |

One of the following:

|         |                                             |
|---------|---------------------------------------------|
| HIS105  | Introduction to Latin American History (3)  |
| HIS 106 | Introduction to Middle East (3)             |
| HIS 122 | Introduction to Modern European History (3) |
| HIS 144 | Africa, Past and Present (3)                |

One 300-level seminar

3 courses concentrating in European, American or non-Western history from the following:

|         |                                                               |
|---------|---------------------------------------------------------------|
| HIS 215 | Industrialization & the Working Class in Europe & America (3) |
| HIS 223 | Special Topics in Non-Western History (3)                     |
| HIS 224 | The Holocaust: Nazis, Occupied Europe, and the Jews (3)       |
| HIS 225 | Special Topics in European History (3)                        |
| HIS 226 | Special Topics in American History (3)                        |
| HIS 230 | Social & Political Thought in the Western Tradition (3)       |
| HIS 231 | History of the British Empire (3)                             |
| HIS 241 | History of Islam (3)                                          |
| HIS 242 | The Middle East & the United States (3)                       |
| HIS 268 | Global Cold War (3)                                           |
| HIS 275 | History and Policy Analysis (3)                               |
| HIS 283 | Religious Movements in Contemporary Africa (3)                |
| HIS 285 | African-American History (3)                                  |
| HIS 319 | Colonial Latin America (3)                                    |
| HIS 360 | History of Pan-Africanism (3)                                 |
| HIS 363 | Gender and the Family in America                              |
| HIS 426 | The Arab-Israeli Conflict (3)                                 |
| HIS 274 | History of Christianity (3)                                   |

- 2 program electives, at least one of which has to be in an area other than the concentration

### *Interdisciplinary Major Requirements*

8 courses, including:

GOV 311      The Research Process (3)  
HIS 100      Introduction to World History (3)  
HIS 102      Introduction to American History (3)

One of the following:

HIS 105      Introduction to Latin American History (3)  
HIS 106      Introduction to Middle East (3)  
HIS 122      Introduction to Modern European History (3)  
HIS 144      Africa, Past and Present (3)

- 2 courses concentrating in American, European or non-Western history
- 1 300-level seminar
- 2 program electives

#### *Minor Requirements*

6 courses, including:

2 courses from the following:

HIS 100      Introduction to World History (3)  
HIS 102      History of American Society (3)  
HIS 105      Introduction to Latin American History (3)  
HIS 106      Introduction to Middle East (3)  
HIS 122      Intro to Modern European History (3)  
HIS 144      Africa, Past and Present (3)

- 1 upper-level course each in American, European and non-Western history
- 1 program elective

#### *History of Religion Minor Requirements*

This sequence of courses will introduce students to the basic knowledge and essential vocabulary necessary to understand many of the world's great religious traditions.

5 courses, including:

REL 157      World Religions (3)  
REL 322      Special Topics Seminar (3)

3 of the following:

REL 241      History of Islam (3)  
REL 252      History of Judaism (3)  
REL 266      History of Eastern Religions (3)  
REL 275      History of Christianity (3)

### **International Studies**

The International Studies program seeks to prepare Chatham students to thrive in this increasingly globalized environment. The coursework balances in-depth learning in local cultures with the disciplinary study of the more general issues shaping relations among cultures and countries. Students

explore both the interconnectedness of global processes and the impact of cultures on the way these processes are experienced.

The International Studies program offers a major with five regional area concentrations that focus on the realities of regional cultures. All five concentrations may also be pursued as certificates that can be attached to any major.

### *Major Requirements*

|         |                                             |
|---------|---------------------------------------------|
| ANT 101 | Introduction to Cultural Anthropology (3)   |
| ECN 101 | Principles of Macroeconomics (3)            |
| HIS 100 | Introduction to World History (3)           |
| GOV 100 | Introduction to Comparative Politics (3) OR |
| GOV 104 | Intro to International Relations (3)        |
| PHI 117 | Human Values and Ethics (3)                 |
| COM 405 | Intercultural Values (3)                    |
| ISP 498 | Tutorial (4)                                |
| ISP 499 | Tutorial (4)                                |

A research methods course approved by the program advisor (3)

### *Middle East Concentration Requirements*

|         |                                                                    |
|---------|--------------------------------------------------------------------|
| HIS 242 | History and Cultures of the Modern Middle East (3)                 |
| HIS 241 | History of Islam (3) OR                                            |
| REL 252 | History of Judaism (3)                                             |
| ECN 358 | Economic development (3)                                           |
| ISP 402 | Special Topics in Middle Eastern Studies (3)                       |
| ISP 401 | Experience or internship abroad approved by program advisor (6-12) |

Arabic (or other approved Middle Eastern language) through the intermediate level  
Elective approved by program advisor (3)

### *Africa Concentration Requirements*

|         |                                                            |
|---------|------------------------------------------------------------|
| HIS 144 | Africa Past and Present (3)                                |
| HIS 283 | Religious Movements in Contemporary Africa (3)             |
| ECN 358 | Economic Development (3)                                   |
| ISP 403 | Special Topics in African Studies (3)                      |
| ISP 401 | Experience or internship abroad approved by advisor (6-12) |

Approved African language through the intermediate level  
Elective approved by program advisor (3)

### *Latin America Concentration Requirements*

|         |                                                                    |
|---------|--------------------------------------------------------------------|
| HIS 105 | Introduction to Latin American History (3)                         |
| HIS 319 | Latin America in the 20 <sup>th</sup> Century (3)                  |
| ECN 358 | Economic Development (3)                                           |
| ISP 404 | Special Topics in Latin American Studies (3)                       |
| ISP 401 | Experience or internship abroad approved by program advisor (6-12) |

Spanish or other approved language through intermediate level  
Elective approved by program advisor (3)

#### *Europe Concentration Requirements*

HIS 220 History and Cultures of Europe (3)  
HIS 122 Introduction to Modern European History (3)  
GOV 319 The European Union (3)  
ISP 405 Special Topics in European Studies (3)  
ISP 401 Experience or internship abroad approved by program advisor (6-12)

Approved language through intermediate level  
Elective approved by program advisor (3)

#### *Asia Concentration Requirements*

HIS 246 History and Cultures of Asia (3)  
HIS 320 Asia in the 20<sup>th</sup> Century (3)  
ECN 358 Economic Development (3)  
ISP 405 Special Topics in Asian Studies (3)  
ISP 401 Experience or internship abroad approved by program advisor (6-12)

Approved language through intermediate level  
Elective approved by program advisor (3)

#### *Certificate Requirements*

Completion of all requirements in one concentration.

### **Language Program for International Studies**

The Modern Languages program at Chatham offers basic foreign language instruction through the intermediate level in Spanish, French, German, Arabic, Chinese and Japanese. All of these languages support the major in International Studies and the Certificate programs in International Studies.

All introductory and intermediate language classes at Chatham are 4 credit classes. Every effort is made in introductory and intermediate language classes to emphasize areas where they will be expected to communicate in a target language. All language instructors participate in training that focuses on teaching for oral and aural competency.

### **Pre-Law Program**

Chatham's pre-law program is designed to encourage and support students with an interest in careers in law. It also helps students prepare to attend law school. The program includes the pre-law advisor, a pre-law minor entitled Law and Society, co-curricular programs offered in partnership with the PA Center for Women, Politics, and Public Policy, and the support of an advisory committee.

Law schools value diversity in their incoming classes, and, as such, Chatham students are free to choose a course of study that best fits their interests and possible professional objectives, while maintaining focus on the skills and values that are important for success in both law school and the legal profession more generally. The American Bar Association identifies skills in critical reading, analytical problem-solving, and oral and written

communication as critical for success in a law career. Law students should also possess an interest in service and justice. For students who wish to pursue specific courses to better prepare them for the rigors of the Law School Aptitude Test, and for the study and practice of law, the Law and Society Minor provides useful courses that provide substantial depth in policy, philosophy, ethics, and law.

### *Law and Society Minor Requirements*

In order to better prepare students for law school, this minor is intended to provide students with basic analytical skills in communication, logical reasoning, and introductory constitutional law. These skills are supplemented with a substantive curriculum in policy, philosophy, law, and ethics.

The minor shall consist of three required courses that comprise the “skills section” of the minor, and any three optional courses from the second list that provide background in law, policy, the regulatory arena, and ethics. Courses may not be double counted with the major, and all are offered with sufficient frequency to allow the minor to be completed in a timely manner.

3 courses, including:

|         |                             |
|---------|-----------------------------|
| COM 234 | Persuasion 1 (3) or         |
| ENG 241 | Business Writing (3) OR     |
| ENG 355 | Advanced Writing (3)        |
| GOV 303 | Constitutional Law I (3) or |
| GOV 304 | Constitutional Law II (3)   |
| PHI 121 | Introduction to Logic (3)   |

3 of the following:

|                                                                                 |                                                                                     |
|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| BUS 257                                                                         | Business Law and Business Ethics: Corporate Responsibility and Society (3) (3)      |
| CMR 210                                                                         | The Structure and Culture of Conflict (3)                                           |
| CMR 330                                                                         | International Human Rights (3)                                                      |
| ECN 385                                                                         | Industrial Organization and Public Policy (includes significant anti-trust law) (3) |
| PHI 210                                                                         | Biomedical Ethics (3)                                                               |
| PHI 382                                                                         | Rights, Justice, and the Law (3)                                                    |
| GOV 201                                                                         | American Judicial Process (3)                                                       |
| GOV 213                                                                         | Sex Discrimination and the Law (3)                                                  |
| GOV 303                                                                         | Constitutional Law I (3) or                                                         |
| GOV 304                                                                         | Constitutional Law II (3)                                                           |
| (may take the Constitutional Law that was not taken as a required course above) |                                                                                     |
| GOV 407                                                                         | Minority Groups and the Law (3)                                                     |
| GOV 425                                                                         | Environmental Policy (3)                                                            |

### **Public Policy Studies**

Public policy studies is designed to prepare students for careers in domestic policy making in public or private settings. Additionally, it provides an appropriate foundation for students interested in careers in public service, either in elected office or in government agencies. It is an appropriate background for students interested in non-governmental policy organizations. It serves as a base for graduate work in public policy and law, as well as more traditional academic fields.

### *Major Requirements*

14 courses, including:

|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| ECN 101 | Principles of Macroeconomics: Decision-Making by the Firm and Consumers (3) |
| ECN 102 | Principles of Microeconomics: The U.S. Economy in the World (3)             |
| HIS 102 | History of American Society (3)                                             |
| HIS 275 | History and Policy Analysis (3)                                             |
| GOV 101 | American Government and Public Policy (3)                                   |
| GOV 202 | Understanding Public Policy (3)                                             |
| GOV 311 | The Research Process (3) or                                                 |
| ECN 301 | Econometrics (3)                                                            |
| MTH 110 | Elementary Statistics (3)                                                   |
| GOV 498 | Tutorial (4)                                                                |
| GOV 499 | Tutorial (4)                                                                |

\*The tutorial is registered in the tutor's program and focuses on a domestic public policy issue.

1 approved internship

1 economic analysis elective from the following:

|         |                                                |
|---------|------------------------------------------------|
| ECN 262 | Environmental Economics (3)                    |
| ECN 374 | Labor Economics (3)                            |
| ECN 385 | Industrial Organizations and Public Policy (3) |

1 sociopolitical analysis elective from the following:

|         |                                      |
|---------|--------------------------------------|
| GOV 213 | Sex Discrimination and the Law (3)   |
| GOV 425 | Environmental Policy (3)             |
| GOV 445 | Health Policy (3)                    |
| SWK 322 | Social Welfare: Women and Policy (3) |

1 historical analysis elective from the following:

|         |                                  |
|---------|----------------------------------|
| HIS 363 | Gender and Family in America (3) |
|---------|----------------------------------|

Social Welfare Policy (3)

## Department of Humanities

*William Lenz, Ph.D., Department Chair*

### **Undergraduate Programs**

Creative Writing  
Cultural Studies  
English  
Languages  
Philosophy  
Religion

### **Faculty**

Lynne Dickson Bruckner, *Associate Professor of English*  
Karen Goldman, *Associate Professor of Modern Languages*  
William Lenz, *Pontious Professor of English*  
Heather McNaugher, *Assistant Professor of English*  
Anissa Wardi, *Associate Professor of Cultural Studies/African American Studies*

### **African-American Studies**

The minor in African-American studies is an interdisciplinary program of study designed to expose students to the history and culture of African Americans in the United States and to place their experiences, conditions, social institutions, and artistic contributions within the context of the literature, histories, and cultures of the African Diaspora.

#### *Minor Requirements*

5 courses, including:

CST 183          Representations of Race and Gender (3)

4 African or African-American Studies electives

### **Cultural Studies (CST)**

Cultural Studies is an interdisciplinary major that examines issues of race, ethnicity, class, and culture. Drawing on social, cultural, and literary theories, this major introduces methods of interpretation for the analysis of cultural objects in their social contexts. Students learn to apply contemporary theory in their critical analysis of literature,

film, and other cultural narratives. A required core of courses provides students with the tools necessary to analyze representations of culture. The electives allow a student the opportunity to focus on an aspect of the field that meets her particular interests. Students may elect a concentration in African American Studies. Students pursuing this concentration will study the history, culture, politics, religion and literature of the African Diaspora – the communities created by the dispersion of peoples from the African continent..

### *Major Requirements*

12 courses, including:

|         |                                                      |
|---------|------------------------------------------------------|
| CST 183 | Representations of Race and Gender (3)               |
| CST 498 | Tutorial (4)                                         |
| CST 499 | Tutorial (4)                                         |
| ENG 350 | Seminar in Literary Theory and Scholarly Writing (3) |
| ENG 385 | Toni Morrison Seminar (3)                            |
| FDT 300 | Critical Theory (3)                                  |

- 1 film-related course
- 2 courses in African-American Studies
- 3 Cultural Studies electives

### *Cultural Studies: African American Studies Concentration*

|        |                                     |
|--------|-------------------------------------|
| ENG287 | African American Writers            |
| HIS285 | African American History            |
| HIS360 | History of Pan-Africanism           |
| AAS393 | African American Studies Internship |

- 1 African American Studies elective

### *Interdisciplinary Major Requirements*

9 courses, exclusive of the tutorial:

|         |                                                      |
|---------|------------------------------------------------------|
| CST 183 | Representations of Race and Gender (3)               |
| ENG 350 | Seminar in Literary Theory and Scholarly Writing (3) |
| ENG 385 | Toni Morrison Seminar (3)                            |
| FDT 300 | Critical Theory (3)                                  |

- 1 film-related course
- 2 courses in multi-ethnic studies
- 2 courses in African-American Studies

The tutorial must confront a significant cultural studies topic and demonstrate the relationship between cultural studies and the other subject in the major

### *Minor Requirements*

Cultural Studies is not available as a minor. See Minor Requirements for African-American Studies.

## English (ENG)

The English major teaches students to analyze literary texts of considerable difficulty within the frames of literary history and theory. English majors learn to make successful and astute arguments about the interrelations between literary texts, literary history, and literary theory orally and in writing. Strong critical thinkers who are trained to articulate difficult concepts in clear language, English majors are prepared for careers requiring intellectual sophistication and clear expression and graduate study in professional or academic areas ranging from literature or law to creative writing or teaching. Certification in secondary education in English is available. Students may elect to complete a rigorous program of study which leads to a Bachelor of Fine Arts in Creative Writing, culminating in a creative tutorial. Highly qualified students may also be admitted to the 5-year BA/MFA in Creative Writing or to the BA/MAT program in Teaching.

### *Major Requirements (BA)*

12 courses, including:

|         |                                                      |
|---------|------------------------------------------------------|
| ENG 204 | World Literature (3)                                 |
| ENG 207 | British Writers I (3)                                |
| ENG 208 | British Writers II (3)                               |
| ENG 216 | American Writers I (3)                               |
| ENG 222 | Shakespeare Survey (3)                               |
| ENG 287 | African-American Writers (3)                         |
| ENG 350 | Seminar in Literary Theory and Scholarly Writing (3) |
| ENG 498 | Tutorial (4)                                         |
| ENG 499 | Tutorial (4)                                         |

2 300-level or above seminars

1 English elective (not ENG 102 or 104)

### *Interdisciplinary Major Requirements*

8 courses, excluding the tutorial:

|         |                                                      |
|---------|------------------------------------------------------|
| ENG 204 | World Literature (3)                                 |
| ENG 207 | British Writers I (3)                                |
| ENG 208 | British Writers II (3)                               |
| ENG 216 | American Writers I (3)                               |
| ENG 222 | Shakespeare Survey (3)                               |
| ENG 287 | African-American Writers (3)                         |
| ENG 350 | Seminar in Literacy Theory and Scholarly Writing (3) |

1 300-level or above literary seminar

### *Creative Writing (BFA)*

#### Major Requirements

13 courses, including:

|        |                                     |
|--------|-------------------------------------|
| ENG242 | Literary Forms and Genre Theory (3) |
| ENG243 | Creative Writing I (3)              |
| ENG244 | Creative Writing II (3)             |

ENG245      Advanced Writing Workshop (3) **OR**  
 ENG249      Writing for Children  
 (for students going into MFA Children's Literature track or planning on Children's Literature tutorial project)  
 ENG350      Seminar in Literary Theory and Scholarly Writing (3)  
 ENG498      Tutorial (4) (workshop format tutorial)  
 ENG499      Tutorial (4)

3 Literature survey courses from the following:

ENG204      World Literature (3)  
 ENG207      British Writers I (3)  
 ENG208      British Writers II (3)  
 ENG216      American Writers I (3)  
 ENG217      American Writers II (3)  
 ENG222      Shakespeare Survey (3)  
 ENG287      African-American Writers (3)

1 English Content Course at 300-level or above

2 300-level or above Creative Writing Courses from the following:  
 (one of these must be a craft course in the area of student tutorial)

ENG371      Special Topics in Creative Writing (3)  
 ENG481      The Craft of Fiction (3)  
 ENG482      The Craft of Nonfiction (3)  
 ENG483      The Craft of Poetry (3)  
 ENG484      The Craft of Nature and Environmental Writing (3)  
 ENG485      The Craft of Travel Writing (3)  
 ENG486      The Craft of Writing for Children (3)  
 FDT331      Foundations of Screenwriting (3)  
 THT355      Playwriting (3)

*Environmental Writing – see Environmental Studies (ENV)*

### **Accelerated Graduate MFA in Creative Writing**

The five-year MFA in Creative Writing allows students to accelerate into the MFA Program at Chatham University. Students may apply for admission to the program as early as their initial application to Chatham. Admission to the MFA in Creative Writing is confirmed through a portfolio review with the MFA Program Director in the spring of the junior year (or 6th semester of study). Students are advised to begin taking undergraduate requirements for the Accelerated MFA no later than their sophomore year, and preferably in their first year of study at Chatham.

*Major Requirements for the Bachelor's degree*

19 courses, including:

ENG242      Literary Forms and Genre Theory (3)  
 (prerequisite for ENG245 or any upper level Creative Writing class)  
 ENG243      Creative Writing I (3)  
 (\*200-level Creative Writing courses are to be taken in sequence)

|        |                                                                                    |
|--------|------------------------------------------------------------------------------------|
| ENG244 | Creative Writing II (3)                                                            |
| ENG245 | Advanced Writing Workshop (3) OR                                                   |
| ENG249 | Writing for Children (3) (for student going into MFA Children's Literature track)* |
| ENG350 | Seminar in Literary Theory and Scholarly Writing (3) (taken during junior year)    |
| ENG498 | Tutorial (4) (for completion of BFA or other Chatham undergraduate degree)         |
| ENG499 | Tutorial (4)                                                                       |

3 Literature survey courses from the following:

|        |                              |
|--------|------------------------------|
| ENG204 | World Literature (3)         |
| ENG207 | British Writers I (3)        |
| ENG208 | British Writers II (3)       |
| ENG216 | American Writers I (3)       |
| ENG217 | American Writers II (3)      |
| ENG222 | Shakespeare Survey (3)       |
| ENG287 | African-American Writers (3) |

- 1 English Content Course at 300-400 level or above
- 2 English Content Courses at 500-level or above (6 credits to double count toward BFA and MFA)

(2) 300-400 and (2) 500-level Creative Writing Courses from the following

(6 credits to double count toward BFA and MFA):

|                                                   |                                                   |
|---------------------------------------------------|---------------------------------------------------|
| ENG 371                                           | Special Topics in Creative Writing (3)            |
| ENG 481/581                                       | The Craft of Fiction (3)                          |
| ENG 482/582                                       | The Craft of Nonfiction (3)                       |
| ENG 483/583                                       | The Craft of Poetry (3)                           |
| ENG 486/586                                       | The Craft of Writing for Children (3)             |
| ENG 484/584                                       | The Craft of Nature and Environmental Writing (3) |
| (required as one of the 500-level craft courses)* |                                                   |
| FDT 331                                           | Foundations of Screenwriting (3)                  |
| THT 355                                           | Playwriting (3)                                   |

\*ENG584 is required to prepare students for the environmental focus of MFA.

\*\*One of the 500-level craft courses must be in area of student's primary genre, and should be selected in consultation with director of MFA program.

\*\*ENG485/585 The Craft of Travel Writing has been deleted from the Creative Writing list for BFA students who plan to proceed to MFA, as it will benefit the MFA student to take this course closer to ENG687 Field Seminar, required for MFA.

#### Additional Requirements for the Master's degree

The student will complete the MFA (additional 30 credits) with the following courses:

|        |                                                                  |
|--------|------------------------------------------------------------------|
| ENG585 | The Craft of Travel Writing (3) (prerequisite for field seminar) |
| ENG678 | Field Seminar (3)                                                |

2 Content Courses (6)

3 Writing Workshops (9)

1 Elective in MFA or area outside of the English Department, with permission of program director (3)

Master's Thesis (6)

This five-year plan for BFA and MFA assumes that students will complete course work during the summer, fall and spring of their fifth year.

### *English Minor Requirements*

6 courses, including:

|         |                              |
|---------|------------------------------|
| ENG 204 | World Literature (3)         |
| ENG 207 | British Writers I (3)        |
| ENG 208 | British Writers II (3)       |
| ENG 216 | American Writers I (3)       |
| ENG 222 | Shakespeare Survey (3)       |
| ENG 287 | African-American Writers (3) |

### *Creative Writing Minor Requirements*

The minor in Creative Writing draws upon the strengths of the undergraduate English program and the graduate faculty of the Master of Fine Arts program. Students who choose this minor may be interested in pursuing a graduate degree in creative writing or looking to enter careers as professional writers.

Designed in conjunction with a faculty member in the English program, individual programs of study require the approval of the division chairperson.

5 courses, including:

3 of the following:

|         |                               |
|---------|-------------------------------|
| ENG 243 | Creative Writing I (3)        |
| ENG 244 | Creative Writing II (3)       |
| ENG 245 | Advanced Writing Workshop (3) |
| ENG 249 | Writing for Children (3)      |

2 300-level or above writing-intensive courses or graduate writing workshops with permission of the director of the M.F.A. program.

### *Professional Writing Minor Requirements*

Designed for students who wish to develop their writing skills to a professional level. Completion of this program prepares students for the changing requirements of the workplace in a variety of fields, including education, science, the web, advertising and public relations, grant writing, technical writing, political communication, and speech writing.

5 courses from the following list:

|         |                                              |
|---------|----------------------------------------------|
| COM 141 | Media Literacy (3)                           |
| COM 234 | Persuasion (3)                               |
| COM 251 | News Writing and Editing (3)                 |
| COM 260 | Practical Public Relations (3)               |
| COM 331 | Writing for Film and Emerging Media Arts (3) |

COM 371      Speech Writing (3)  
ENG 241      Business Writing (3)

### *Writing Minor Requirements*

Building on the strengths of Chatham's English department, the writing minor enhances students' writing skills in a variety of genres. Featuring courses ranging from creative writing to business writing, this minor prepares students for careers in professional writing (e.g., advertising, public relations, law), supplements majors in business and other fields, and allows students to explore the possibility of becoming published creative writers.

Designed in conjunction with a faculty member in the English department, individual programs of study require the approval of the department chairperson.

6 courses, including:

2 content courses in English

3 writing-intensive courses

1 300-level or above writing intensive course

## **Modern Languages**

In a dynamic and increasingly interactive and interdependent world, a student's education must include a knowledge of other languages and cultures. By teaching language within a framework of intercultural understanding, the modern languages program at Chatham prepares students to experience the richness of other languages, literature, and cultures. Small classes and attention to individual student needs, abilities, and career aspirations, as well as creative use of technology, make Chatham's program particularly attractive to students who want to master another language. For advanced students, upper-level classes offer interdisciplinary perspectives on the literature and cultures of French- and Spanish-speaking regions of the world.

Chatham offers instruction in Arabic, Chinese, German, French and Spanish, including a major and minor in Spanish and Hispanic Studies and a minor in French. Students majoring in Spanish should expect to utilize both independent studies and cross-registrations to complete their major requirements. In addition, study abroad at an approved site is strongly encouraged.

All students are welcome in any language course, subject to prerequisites.

### *Spanish and Hispanic Studies – Major Requirements*

10 courses, including:

SPN 205      Grammar and Composition (3) or equivalent  
SPN 498      Tutorial (4)  
SPN 499      Tutorial (4)

- 5 courses in Spanish or Latin American literature, culture or civilization
- 2 program electives

### *Interdisciplinary Spanish Major Requirements*

8 courses in Spanish including SPN 205

*French and Francophone Studies – Minor Requirements*

5 courses beyond 100-level, including FRN 205

*Spanish and Hispanic Studies – Minor Requirements*

5 courses beyond 100-level, including SPN 205

*Foreign Language Certificate*

Chatham University offers a certificate in foreign language competency for students who attain an advanced level of proficiency in a modern language.

Requirements for the certificate are as follows:

Four semesters of language study (i.e., Elementary I & II and Intermediate I & II) with a minimum grade of B, or an approved equivalent such as obtaining a score of 4 or 5 on an AP language examination,

One of the following:

- Participating in an approved study abroad program for at least four weeks in which work in the foreign language plays a significant role.
- Completing, at Chatham or another one of the PCHE campuses, one foreign language course at the advanced level (e.g., a 300 or 400 level course in Modern Languages), with a minimum grade of B, OR having an equivalent class on a transfer credit transcript.
- Demonstrating advanced-level proficiency in an oral proficiency interview administered either by a certified tester of the American Council on the Teaching of Foreign Languages or a tester approved by the Department of Modern Languages.

## **Philosophy**

This program explores the meaning and value of human existence, methods of rational inquiry, history of ideas; varieties of religious experience; and the moral and intellectual issues of a technological, global society. This liberal arts discipline encourages critical reflection, self-understanding, and the pursuit of wisdom.

### **Philosophy Minor Requirements**

6 courses, including:

PHI 113            Introduction to Philosophy (3)  
PHI 121            Introduction to Logic (3)

- 4 approved electives

# Department of Psychology

*Margaret Stubbs, Ph.D., Department Chair*

## Undergraduate Programs

Psychology

### Faculty

Thomas Hershberger, *Professor of Psychology*

Sheila Seelau, *Associate Professor of Forensics and Psychology*

Margaret Stubbs, *Professor of Psychology*

Joseph Wister, *Associate Professor of Psychology*

## Psychology (PSY)

The major course work is organized in a common structure for the baccalaureate curriculum: a required introductory course, three methodology courses, six advanced content courses, and the tutorial.

Common elements of the curriculum include active and collaborative learning, research projects, fieldwork, practice and community service, discussion of ethical issues and values, and courses and research methods that heighten the student's understanding of diversity in human behavior. Learning about psychology occurs in multiple settings: the classroom, laboratories, field experience, internships, psychology club (Psi Chi), and undergraduate research conferences (Western Pennsylvania Undergraduate Psychology Conference). The program places a strong emphasis on effective student advising that goes beyond guidance in course selection and information about institutional procedures. The intent is to motivate students to explore and develop their values, interests, abilities, and career and life goals and to encourage students to consider post-baccalaureate educational possibilities, including graduate and professional school.

The psychology curriculum enables students to think scientifically about behavior and mental processes, to appreciate and respect others, and to pursue a variety of post-baccalaureate alternatives, including employment and graduate or professional school. This major is applicable to any career in which an understanding of human thought and behavior is central, including personnel/human resources, social work, introductory level counseling, interviewing, and data collection.

### Major Requirements

12 courses, including:

|         |                                        |
|---------|----------------------------------------|
| PSY 101 | General Psychology (3)                 |
| PSY 213 | Statistics and Research Design(3)      |
| PSY 214 | Foundations of Behavioral Research (3) |
| PSY 302 | Junior Seminar in Psychology (3)       |
| PSY 498 | Tutorial (4)                           |
| PSY 499 | Tutorial (4)                           |

1 course in learning and cognition from the following:

|         |                            |
|---------|----------------------------|
| PSY 307 | Cognitive Psychology (3)   |
| PSY 326 | Psychology of Learning (3) |
| PSY 324 | Motivation (3)             |

1 course in individual differences, personality and social from the following:

PSY 323      Personality (3)  
PSY 331      Social Psychology (3)  
PSY 333      Abnormal Behavior (3)

1 course in biological bases from the following:

PSY 340      Psychopharmacology (3)  
PSY 341      Psychobiology (3)  
PSY 230      Animal Behavior (3)

1 developmental course from the following:

PSY 351      Childhood and Adolescence (3)  
PSY 352      Adult Development (3)  
PSY 357      Adolescence and the Transition to Adulthood (3)

- 2 additional psychology program electives

#### *Interdisciplinary Major Requirements*

8 courses, exclusive of the tutorial:

PSY 101      General Psychology (3)  
PSY 213      Statistics and Research Design(3)  
PSY 214      Foundations of Behavioral Research (3)

1 course in learning and cognition from the following:

PSY 307      Cognitive Psychology (3)  
PSY 326      Psychology of Learning (3)  
PSY 324      Motivation (3)

1 course in individual differences, personality and social from the following:

PSY 323      Personality (3)  
PSY 331      Social Psychology (3)  
PSY 333      Abnormal Behavior (3)

1 course in biological bases from the following:

PSY 340      Psychopharmacology (3)  
PSY 341      Psychobiology (3)  
PSY 230      Animal Behavior (3)

1 developmental course from the following:

PSY 351      Childhood and Adolescence (3)  
PSY 352      Adult Development (3)  
PSY 357      Adolescence and the Transition to Adulthood (3)

One additional, approved psychology program elective.

*Minor Requirements*

6 courses, including:

|         |                                        |
|---------|----------------------------------------|
| PSY 101 | General Psychology (3)                 |
| PSY 213 | Statistics and Research Design (3)     |
| PSY 214 | Foundations of Behavioral Research (3) |

- 3 additional approved psychology program electives

# Department of Science

*Larry Viehland, Ph.D., Department Chair*

## **Undergraduate Programs**

Biochemistry  
Biology  
Chemistry  
Engineering  
Environmental Science  
Exercise Science  
Mathematics  
Physics  
Pre-Health Profession Program

## **Faculty**

Barbara Biglan, *Associate Professor of Education*  
Sherie Edenborn, *Assistant Professor of Biology*  
Renee Falconer, *Associate Professor of Chemistry*  
David Fraser, *Assistant Professor of Biology*  
Nancy Gift, *Assistant Professor of Environmental Studies*  
Vadas Gintautas, *Assistant Professor of Physics*  
Michael Habib, *Assistant Professor of Biology*  
Martha Hildebrandt, *Assistant Professor of Education*  
Linda Johnson, *Assistant Professor of Biology*  
Lisa Lambert, *Associate Professor of Biology*  
Robert Lettan, *Assistant Professor of Chemistry*  
Joseph MacNeil, *Associate Professor of Chemistry*  
Gary Marshall, *Assistant Professor of Biology*  
Aaron Trout, *Assistant Professor of Mathematics*  
Larry Viehland, *Professor of Chemistry*  
Kelly Weixel, *Assistant Professor of Biology*

## **Biochemistry**

Biochemistry is a science whose boundaries now encompass many aspects of chemistry and biology, from molecules and cells to organisms and ecology. Scientists use the tools of biochemistry and molecular biology to explore cures for disease, improve public health, remediate environmental pollution, and develop cheaper and safer natural products. The program is ideal for students who are planning graduate work in biochemistry or molecular biology, seeking jobs in biotechnology, or applying to medical school.

*Major Requirements (B.A. Degree)*

50 credits, including:

|          |                                                          |
|----------|----------------------------------------------------------|
| BIO 143  | The Cell (3)                                             |
| BIO 143L | The Cell Laboratory (1)                                  |
| BIO 144  | The Organism (3)                                         |
| BIO 144L | The Organism Laboratory (1)                              |
| CHM 105  | General Chemistry (3) <b>or</b>                          |
| CHM 107  | Chemistry I (3)                                          |
| CHM 108  | Chemistry II (3)                                         |
| CHM 109  | Chemistry I Laboratory (1)                               |
| CHM 110  | Chemistry II Laboratory (1)                              |
| CHM 205  | Organic Chemistry I (3)                                  |
| CHM 206  | Organic Chemistry II (3)                                 |
| CHM 215  | Elementary Organic Laboratory (2)                        |
| CHM 216  | Organic Chemistry Laboratory (2)                         |
| CHM 338  | Biochemistry I (3)                                       |
| CHM 339  | Biochemistry II (3)                                      |
| CHM 340  | Biochemistry, Cell, and Molecular Biology Laboratory (2) |
| CHM 498  | Tutorial (4) and                                         |
| CHM 499  | Tutorial (4) <b>or</b>                                   |
| BIO 498  | Tutorial (4) and                                         |
| BIO 499  | Tutorial (4)                                             |
| IND 350  | Scientific Research Methods (2)                          |

- 3 credits of biology at the 200-level or above.
- 3 credits of chemistry at the 300-level or above.

*Major Requirements (B.S. Degree)*

79 credits, including:

|          |                                                   |
|----------|---------------------------------------------------|
| BIO 143  | The Cell (3)                                      |
| BIO 143L | The Cell Laboratory (1)                           |
| BIO 144  | The Organism (3)                                  |
| BIO 144L | The Organism Laboratory (1)                       |
| BIO 418  | Chemical Analysis Laboratory                      |
| CHM 105  | General Chemistry (3) <b>or</b>                   |
| CHM 107  | Chemistry I (3)                                   |
| CHM 108  | Chemistry II (3)                                  |
| CHM 109  | Chemistry I Laboratory (1)                        |
| CHM 110  | Chemistry II Laboratory (1)                       |
| CHM 205  | Organic Chemistry I (3)                           |
| CHM 206  | Organic Chemistry II (3)                          |
| CHM 215  | Elementary Organic Laboratory (2)                 |
| CHM 216  | Organic Chemistry Laboratory (2)                  |
| CHM 311  | Physical Chemistry I (3)                          |
| CHM 317  | Integrated Chemistry Laboratory (2)               |
| CHM 322  | Topics in Analytical Chemistry (3)                |
| CHM 338  | Biochemistry I (3)                                |
| CHM 339  | Biochemistry II (3)                               |
| CHM 340  | Biochemistry, Cell, and Molecular Biology Lab (2) |
| CHM 498  | Tutorial (4) and                                  |

|         |                                 |
|---------|---------------------------------|
| CHM 499 | Tutorial (4) <b>or</b>          |
| BIO 498 | Tutorial (4) and                |
| BIO 499 | Tutorial (4)                    |
| IND 350 | Scientific Research Methods (2) |
| MTH 151 | Calculus I (4)                  |
| MTH 152 | Calculus II (4)                 |
| PHY 251 | Principles of Physics I (4)     |
| PHY 252 | Principles of Physics II (4)    |
| PHY 255 | Physics Laboratory I (1)        |
| PHY 256 | Physics Laboratory II (1)       |

2 courses from the following:

|         |                                                       |
|---------|-------------------------------------------------------|
| BIO 221 | General Microbiology (3)                              |
| BIO 231 | Principles of Cell and Molecular Biology (3)          |
| BIO 417 | Genetics (3)                                          |
| BIO 431 | Advanced Principles of Cell and Molecular Biology (3) |

## **Biology (BIO)**

Biology offers a broad curriculum with exposure to all major areas of biology. This major provides intensive preparation for graduate and professional study or entry-level positions. Course and career preparation in areas including pre-professional, medical and health-related, and environmental biology are covered in the program. A secondary education certification in biology is also available.

### *Major Requirements (B.A. and B.S. Degrees)*

All biology majors must complete IND 350, BIO 498 and 499, and at least two biology courses with a laboratory component at Chatham University. Exclusive of BIO 143 and 144, biology courses on the 100 level do not count toward a major.

### *Major Requirements (B.A. Degree)*

17 courses, including:

|          |                                      |
|----------|--------------------------------------|
| BIO 143  | The Cell (3)                         |
| BIO 143L | The Cell Laboratory (1)              |
| BIO 144  | The Organism (3)                     |
| BIO 144L | The Organism Laboratory (1)          |
| BIO 498  | Tutorial (4)                         |
| BIO 499  | Tutorial (4)                         |
| CHM 105  | General Chemistry (3) <b>or</b>      |
| CHM 107  | Chemistry I (3)                      |
| CHM 108  | Chemistry II (3)                     |
| CHM 109  | Chemistry I Laboratory (1)           |
| CHM 110  | Chemistry II Laboratory (1)          |
| IND 350  | Scientific Research Methods (2)      |
| MTH 110  | Elementary Statistics (3)            |
| MTH 108  | Elementary Precalculus (3) <b>or</b> |
| MTH 151  | Calculus I (4)                       |

4 additional courses selected from PSY 230 and biology courses numbered 200 or above; at least 3 of these must have a laboratory component, and at least 1 of the courses with a laboratory component must be numbered 300 or above.

*Major Requirements (B.S. Degree)*

22 courses, including:

|          |                                                       |
|----------|-------------------------------------------------------|
| BIO 143  | The Cell (3)                                          |
| BIO 143L | The Cell Laboratory (1)                               |
| BIO 144  | The Organism (3)                                      |
| BIO 144L | The Organism Laboratory (1)                           |
| BIO 417  | Genetics (3) <b>or</b>                                |
| BIO 431  | Advanced Principles of Cell and Molecular Biology (3) |
| BIO417L  | Genetics Laboratory (2) <b>or</b>                     |
| BIO 440  | Biochemistry, Cell, and Molecular Biology Lab (2)     |
| BIO 498  | Tutorial (4)                                          |
| BIO 499  | Tutorial (4)                                          |
| CHM 105  | General Chemistry (3) <b>or</b>                       |
| CHM 107  | Chemistry I (3)                                       |
| CHM 108  | Chemistry II (3)                                      |
| CHM 109  | Chemistry I Laboratory (1)                            |
| CHM 110  | Chemistry II Laboratory (1)                           |
| CHM 205  | Organic Chemistry I (3)                               |
| CHM 215  | Elementary Organic Laboratory (2)                     |
| IND 350  | Scientific Research Methods (2)                       |
| MTH 110  | Elementary Statistics (3)                             |
| MTH 151  | Calculus I (4)                                        |

3 additional courses selected from PSY 230 and the biology courses numbered 200 or above; at least 2 of these must have a laboratory component.

2 additional courses selected from the offerings in biology, chemistry, environmental science, mathematics, and physics.

*Interdisciplinary Major Requirements*

10 courses, including:

|          |                                 |
|----------|---------------------------------|
| BIO 143  | The Cell (3)                    |
| BIO 143L | The Cell Laboratory (1)         |
| BIO 144  | The Organism (3)                |
| BIO 144L | The Organism Laboratory (1)     |
| IND 350  | Scientific Research Methods (2) |

5 courses selected from biology courses numbered 200 or above; at least 2 of these must have a laboratory component. Students may take their tutorials in either biology or the cooperating department.

*Minor Requirements*

8courses, including:

|          |                             |
|----------|-----------------------------|
| BIO 143  | The Cell (3)                |
| BIO 143L | The Cell Laboratory (1)     |
| BIO 144  | The Organism (3)            |
| BIO 144L | The Organism Laboratory (1) |

3 courses selected from biology courses numbered 200 or above; at least two of these must have a laboratory component.

1 biology elective or any science or mathematics course approved in advance and not already counted toward a major or minor.

## **Botany**

Botany, or plant biology, is the scientific study of plants, from algae to giant sequoia trees. A minor in botany is ideal for students who wish to supplement their studies in some other discipline with a concentrated study of plant life.

### *Minor Requirements*

22 credits, including:

|          |                                 |
|----------|---------------------------------|
| BIO 143  | The Cell (3)                    |
| BIO 143L | The Cell Laboratory (1)         |
| BIO 144  | The Organism (3)                |
| BIO 144L | The Organism Laboratory (1)     |
| BIO 224  | Botany (3)                      |
| BIO 384  | Plant Physiology (3) <b>or</b>  |
| BIO 425  | Plant Development (3)           |
| CHM 105  | General Chemistry (3) <b>or</b> |
| CHM 107  | Chemistry I (3)                 |
| CHM 108  | Chemistry II (3)                |
| CHM 109  | Chemistry I Laboratory (1)      |
| CHM 110  | Chemistry II Laboratory (1)     |

Courses listed here that are also required for a student's major must be replaced by a course approved in advance by the department chair.

## **Chemistry (CHM)**

Approved by the American Chemical Society, the curriculum includes intensive preparation for graduate study and careers in the chemical industry or governmental laboratories. Secondary education certification in chemistry is also available.

### *Major Requirements (B.A. Degree)*

44 credits, including:

|         |                                 |
|---------|---------------------------------|
| CHM 105 | General Chemistry (3) <b>or</b> |
| CHM 107 | Chemistry I (3)                 |
| CHM 108 | Chemistry II (3)                |
| CHM 109 | Chemistry I Laboratory (1)      |

|         |                                   |
|---------|-----------------------------------|
| CHM 110 | Chemistry II Laboratory (1)       |
| CHM 205 | Organic Chemistry I (3)           |
| CHM 206 | Organic Chemistry II (3)          |
| CHM 209 | Inorganic Chemistry (3)           |
| CHM 215 | Elementary Organic Laboratory (2) |
| CHM 216 | Organic Chemistry Laboratory (2)  |
| CHM 498 | Tutorial (4)                      |
| CHM 499 | Tutorial (4)                      |
| IND 350 | Scientific Research Methods (2)   |
| MTH 151 | Calculus I (4)                    |

9 additional credits in chemistry at the 200-level or above.

*Major Requirements (B.S. Degree)*

72 credits including:

|         |                                                   |
|---------|---------------------------------------------------|
| CHM 105 | General Chemistry (3) <b>or</b>                   |
| CHM 107 | Chemistry I (3)                                   |
| CHM 108 | Chemistry II (3)                                  |
| CHM 109 | Chemistry I Laboratory (1)                        |
| CHM 110 | Chemistry II Laboratory (1)                       |
| CHM 205 | Organic Chemistry I (3)                           |
| CHM 206 | Organic Chemistry II (3)                          |
| CHM 209 | Inorganic Chemistry (3)                           |
| CHM 215 | Elementary Organic Laboratory (2)                 |
| CHM 216 | Organic Chemistry Laboratory (2)                  |
| CHM 311 | Physical Chemistry I (3)                          |
| CHM 312 | Physical Chemistry II (4)                         |
| CHM 317 | Integrated Chemistry Laboratory (2)               |
| CHM 318 | Chemical Analysis Laboratory (3)                  |
| CHM 322 | Topics in Analytical Chemistry (3)                |
| CHM 338 | Biochemistry I (3)                                |
| CHM 340 | Biochemistry, Cell, and Molecular Biology Lab (2) |
| CHM 498 | Tutorial (4)                                      |
| CHM 499 | Tutorial (4)                                      |
| IND 350 | Scientific Research Methods (2)                   |
| MTH 151 | Calculus I (4)                                    |
| MTH 152 | Calculus II (4)                                   |
| PHY 251 | Principles of Physics I (4)                       |
| PHY 252 | Principles of Physics II (4)                      |
| PHY 255 | Physics Laboratory I (1)                          |
| PHY 256 | Physics Laboratory II (1)                         |

3 credits in chemistry at the 400-level

*Interdisciplinary Major Requirements*

13 courses, including:

|         |                                 |
|---------|---------------------------------|
| CHM 105 | General Chemistry (3) <b>or</b> |
| CHM 107 | Chemistry I (3)                 |

|         |                                                          |
|---------|----------------------------------------------------------|
| CHM 108 | Chemistry II (3)                                         |
| CHM 109 | Chemistry I Laboratory (1)                               |
| CHM 110 | Chemistry II Laboratory (1)                              |
| CHM 205 | Organic Chemistry I (3)                                  |
| CHM 206 | Organic Chemistry II (3)                                 |
| CHM 209 | Inorganic Chemistry (3)                                  |
| CHM 215 | Elementary Organic Laboratory (2)                        |
| CHM 216 | Organic Chemistry Laboratory (2)                         |
| CHM 311 | Physical Chemistry I (3)                                 |
| CHM 317 | Integrated Chemistry Laboratory (2)                      |
| CHM 318 | Chemical Analysis Laboratory (3) or                      |
| CHM 340 | Biochemistry, Cell, and Molecular Biology Laboratory (2) |

1 course selected from CHM312, CHM322, CH338, or any 400-level chemistry course.

Students may take their tutorial in either chemistry or the cooperating program.

### *Minor Requirements*

26 credits including:

|         |                                                   |
|---------|---------------------------------------------------|
| CHM 105 | General Chemistry (3) <b>or</b>                   |
| CHM 107 | Chemistry I (3)                                   |
| CHM 108 | Chemistry II (3)                                  |
| CHM 109 | Chemistry I Laboratory (1)                        |
| CHM 110 | Chemistry II Laboratory (1)                       |
| CHM 205 | Organic Chemistry I (3)                           |
| CHM 206 | Organic Chemistry II (3)                          |
| CHM 209 | Inorganic Chemistry (3)                           |
| CHM 215 | Elementary Organic Laboratory (2)                 |
| CHM 216 | Organic Chemistry Laboratory (2)                  |
| CHM 311 | Physical Chemistry I (3) <b>or</b>                |
| CHM 338 | Biochemistry I (3)                                |
| CHM 317 | Integrated Chemistry Laboratory (2) <b>or</b>     |
| CHM 340 | Biochemistry, Cell, and Molecular Biology Lab (2) |

## **Engineering**

Cooperative programs in engineering have been established with Carnegie Mellon University and Pennsylvania State University. In addition, the University of Pittsburgh accepts students as transfers into its engineering programs under similar but less formal arrangements. Students spend three years at Chatham and two years at one of the engineering schools. Upon successful completion of the program, a student receives a Bachelor of Arts or a Bachelor of Science degree from Chatham and a bachelor's degree from the engineering school.

### *Major Requirements*

Students in the program are required to complete the general education requirements, the requirements specific to the liberal arts degree they wish to obtain (except for the tutorial), and the engineering core courses listed below.

40 credits, including:

|         |                                      |
|---------|--------------------------------------|
| CHM 105 | General Chemistry (3) <b>or</b>      |
| CHM 107 | Chemistry I (3)                      |
| CHM 108 | Chemistry II (3)                     |
| CHM 109 | Chemistry I Laboratory (1)           |
| CHM 110 | Chemistry II Laboratory (1)          |
| CMP 202 | Introduction to Programming (3)      |
| IND 350 | Scientific Research Methods (2)      |
| MTH 151 | Calculus I (4)                       |
| MTH 152 | Calculus II (4)                      |
| MTH 221 | Linear Algebra (3)                   |
| MTH 222 | Multivariate and Vector Calculus (3) |
| MTH 241 | Differential Equations (3)           |
| PHY 251 | Principles of Physics I (4)          |
| PHY 252 | Principles of Physics II (4)         |
| PHY 255 | Physics Laboratory I (1)             |
| PHY 256 | Physics Laboratory II (1)            |

For students accepted and enrolled in an approved engineering program, the senior tutorial and final Chatham residence requirement are waived. Students who have completed all other degree requirements for the bachelor's degree are awarded a Chatham degree upon the successful completion of their first year at the engineering school and the accumulation of 120 credit hours.

To gain admission into the program, a student must successfully complete the first year at Chatham with a 3.0 GPA. By the end of the second year, a student should apply to the engineering school in which she plans to complete the final two years of the program. She must have a 3.0 GPA in her engineering core courses and a 2.5 GPA overall; however, higher GPA standards may exist in particular departments at particular engineering schools. A faculty member coordinates the program and advises all participating or interested students.

## **Environmental Science (ENV)**

The environmental science (BA) major provides students with an interdisciplinary perspective in order to help them understand a range of environmental issues. In addition to core science courses and labs, students have the opportunity to study policy and ethics in a global perspective. For a student certain of a later career in science, the BS may be more appropriate, but the BA still enables her to demonstrate her capability in this field for work or further study.

### *Major Requirements (B.A. Degree)*

57 credits, including

|          |                                 |
|----------|---------------------------------|
| BIO 143  | The Cell (3)                    |
| BIO 143L | The Cell Laboratory (1)         |
| BIO 144  | The Organism (3)                |
| BIO 144L | The Organism Laboratory (1)     |
| BIO 248  | Ecology (3)                     |
| CHM105   | General Chemistry (3) <b>or</b> |
| CHM 107  | Chemistry I (3)                 |
| CHM 108  | Chemistry II (3)                |
| CHM 109  | Chemistry I Laboratory (1)      |
| CHM 110  | Chemistry II Laboratory (1)     |

- ENV 116 Global Environmental Challenges (3)  
 ENV 129 Our Fragile Earth: A Scientific Perspective (3) **or**  
 ECN 102 Principles of Micro Economics (3) **or**  
 GOV 101 American Government & Public Policy (3)  
 ENV 391, 392 **or** 393 Internship (1, 2, or 3)  
 ENV 498 Tutorial I (4)  
 ENV 499 Tutorial II (4)  
 IND 350 Scientific Research Methods (2)  
 MTH 110 Statistics (3) **or**  
 PSY 213 Statistics and Research Design (3)  
 12 credits from the following list:  
 BIO 216 Aquatic Biology (3)  
 BIO 216L Aquatic Biology Laboratory (2)  
 BIO 224 Botany (3)  
 BIO 224L Botany Laboratory (2)  
 BIO 226 Toxicology (3)  
 BIO 316 Evolution (3)  
 BIO 384 Plant Physiology (3)  
 BIO 384L Plant Physiology Laboratory (2)  
 CHM 318 Chemical Analysis Laboratory (3)  
 ENV 147 Environmental Geology (4)  
 ENV 412 Applied Design (3)  
 ENV 414 Landscape Ecology (3)  
 ENV 418 Native Plants (3)  
 ENV 443 Environmental Chemistry (4)  
 ENV 451 Soil Science (3)  
 ENV 470 Principles of Sustainability (3)  
 LNS 310 Introduction to GIS (3)  
 LNS 424 Field Botany (3)  
 6 credits from the following list:  
 ENG 419 Frontier Women (3)  
 ENV 225 Environmental Ethics (3)  
 ENV 230 Wilderness and Food Sustainability (3)  
 ENV 242 Women & the Global Environment (3) ENV 250 Plants, People and the Environment (3)  
 ENV 262 Environmental Economics (3)  
 ENV 300 Perspectives on Landscape (3)  
 ENV 301 Special Topics (3)  
 ENV 352 Environmental Organizations & Governance (3)  
 ENV 381 Principles of Landscape Design (3)  
 ENV 425 Environmental Policy (3)  
 ENV 445 Nature and Culture (3)  
 ENV 446 Wilderness and Literature (3)  
 ENV 455 Methods of Teaching Environmental Education (3)

*Major Requirements (B.S. Degree)*

65 credits, including

- BIO 143 The Cell (3)  
 BIO 143L The Cell Laboratory (1)  
 BIO 144 The Organism (3)

BIO 144L The Organism Laboratory (1)  
 BIO 248 Ecology (3)  
 CHM105 General Chemistry (3) **or**  
 CHM 107 Chemistry I (3)  
 CHM 108 Chemistry II (3)  
 CHM 109 Chemistry I Laboratory (1)  
 CHM 110 Chemistry II Laboratory (1)  
 CHM 205 Organic Chemistry I (3)  
 CHM 215 Elementary Organic Laboratory (2)  
 ENV 116 Global Environmental Challenges (3)  
 ENV 129 Our Fragile Earth: A Scientific Perspective (3) **or**  
 ECN 102 Principles of Micro Economics (3) **or**  
 GOV 101 American Government & Public Policy (3)  
 ENV 391, 392, or 393 Internship (1, 2, or 3)  
 MTH 108 Precalculus (3) **or**  
 MTH 151 Calculus (4)  
 MTH 110 Statistics (3) **or**  
 PSY 213 Statistics and Research Design (3)  
 ENV 498 Tutorial I (4)  
 ENV 499 Tutorial II (4)  
 IND 350 Scientific Research Methods (2)  
 12 credits from the following list:  
 BIO 216 Aquatic Biology (3)  
 BIO 216L Aquatic Biology Laboratory (2)  
 BIO 224 Botany (3)  
 BIO 224L Botany Laboratory (2)  
 BIO 226 Toxicology (3)  
 BIO 316 Evolution (3)  
 BIO 384 Plant Physiology (3)  
 BIO 384L Plant Physiology Laboratory (2)  
 CHM 318 Chemical Analysis Laboratory (3)  
 ENV 147 Environmental Geology (4)  
 ENV 412 Applied Design (3)  
 ENV 414 Landscape Ecology (3)  
 ENV 418 Native Plants (3)  
 ENV 443 Advanced Environmental Chemistry (3)  
 ENV 451 Soil Science (3)  
 ENV 470 Principles of Sustainability (3)  
 LNS 310 Introduction to GIS (3)  
 LNS 424 Field Botany (3)  
 6 credits from the following list:  
 ENG 419 Frontier Women (3)  
 ENV 225 Environmental Ethics (3)  
 ENV 230 Wilderness and Food Sustainability (3)  
 ENV 242 Women and the Global Environment(3)  
 ENV 250 Plants, People and the Environment (3)  
 ENV 262 Environmental Economics (3)  
 ENV 300 Perspectives on Landscape (3)  
 ENV 301 Special Topics (3)  
 ENV 352 Environmental Organizations and Governance (3)

|         |                                    |
|---------|------------------------------------|
| ENV 381 | Principles of Landscape Design (3) |
| ENV 425 | Environmental Policy (3)           |
| ENV 445 | Nature and Culture (3)             |
| ENV 446 | Wilderness and Literature (3)      |
| ENV 455 | Environmental Education (3)        |

### *Environmental Science Minor Requirements*

A minimum of 5 courses approved by the department chair.

### *Minor in Environmental Biology*

6 courses, including

|         |                                                  |
|---------|--------------------------------------------------|
| BIO 216 | Ecology (3) <b>or</b>                            |
| BIO 218 | Aquatic Biology (3)                              |
| ENV 116 | Global Environmental Challenges (3)              |
| ENV 222 | Organic Gardening (2) <b>or</b>                  |
| ENV 230 | Wilderness and Food Sustainability (3) <b>or</b> |
| ENV 250 | Plants, People and Environment (3)               |

One of the following courses:

|         |                         |
|---------|-------------------------|
| ENV418  | Native Plants (3)       |
| ENV 451 | Soil Science (3)        |
| ENV514  | Landscape Ecology (3)   |
| LAR 315 | Introduction to GIS (3) |

One 200 or above level BIO course with lab

One 200 or above level ENV course with 2 or more credits.

### *Minor in Environmental Chemistry*

6 courses, including

|          |                                      |
|----------|--------------------------------------|
| BIO 226  | Toxicology (3)                       |
| CHM 205  | Organic Chemistry (3) AND            |
| CHM 215  | Organic Chemistry Lab (1)            |
| ENV 116  | Global Environmental Challenges (3)  |
| ENV 129  | Our Fragile Planet (3) AND           |
| ENV 129L | Our Fragile Planet Lab (1)           |
| ENV 443  | Advanced Environmental Chemistry (4) |

### *Minor in Environmental Policy*

6 courses, including

|          |                                                   |
|----------|---------------------------------------------------|
| ENV 116  | Global Environmental Challenges (3)               |
| ENV 129  | Our Fragile Planet (3) AND                        |
| ENV 129L | Our Fragile Planet Lab (1) <b>or</b>              |
| ENV 230  | Wilderness and Food Sustainability (3) <b>or</b>  |
| ENV 250  | Plants, People, and the Environment (3) <b>or</b> |
| ENV 222  | Organic Gardening (2)                             |

|         |                                  |
|---------|----------------------------------|
| ECN 102 | Microeconomics (3)               |
| ENV 425 | Environmental Policy (3)         |
| ENV 262 | Environmental Economics (3)      |
| GOV 101 | American Government & Policy (3) |

## Environmental Studies (ENV)

Environmental Studies stands at the intersection of many diverse fields – such as biology, chemistry, economics, English, and political science – bound together by a focus on the impact of humankind on ecological systems. Students complete a common core of courses and experiences which focus on experiential and service-learning as well as building environmental literacy, multidisciplinary problem-solving skills, and a community of environmentally-oriented students and faculty. Students leave the program with an understanding and appreciation of the natural world, the interconnectedness between social and natural systems, and tools for making positive contributions to environmental sustainability.

### *Major Requirements (B.A. Degree)*

60 credits, including

|                               |                                                                             |
|-------------------------------|-----------------------------------------------------------------------------|
| BIO 143                       | The Cell (3)                                                                |
| BIO 143L                      | The Cell Laboratory (1)                                                     |
| BIO 144                       | The Organism (3)                                                            |
| BIO 144L                      | The Organism Laboratory (1)                                                 |
| BIO 216                       | Aquatic Biology (3) <b>AND</b>                                              |
| BIO 216L                      | Aquatic Biology Lab (2) <b>or</b>                                           |
| BIO 248                       | Ecology (3) <b>AND</b>                                                      |
| BIO 248L                      | Ecology Lab (2)                                                             |
| ECN 101                       | Principles of Macroeconomics: The U.S. Economy in the World (3) <b>or</b>   |
| ECN 102                       | Principles of Microeconomics: Decision-Making by the Firm and Consumers (3) |
| ENV 116                       | Global Environmental Challenges (3)                                         |
| ENV 129                       | Our Fragile Earth: A Scientific Perspective (3)                             |
| ENV129L                       | Our Fragile Earth Lab (1)                                                   |
| ENV 262                       | Environmental Economics (3)                                                 |
| ENV 225                       | Environmental Ethics (3) <b>or</b>                                          |
| ENV 301                       | Special Topics (3)                                                          |
| ENV 352                       | Environmental Organizations & Governance (3) <b>or</b>                      |
| ENV 391, 392, or 393          | Internship (1, 2, or 3)                                                     |
| ENV 425                       | Environmental Policy (3)                                                    |
| ENV498                        | Tutorial I (4)                                                              |
| ENV499                        | Tutorial II (4)                                                             |
| MTH 110                       | Statistics (3) <b>or</b>                                                    |
| PSY 213                       | Statistics and Research Design (3)                                          |
| GOV 101                       | American Government and Public Policy (3)                                   |
| HIS 275                       | History and Policy Analysis (3) <b>or</b>                                   |
| GOV 202                       | Understanding Public Policy (3)                                             |
| One of the following courses: |                                                                             |
| ECN 301                       | Econometrics (3)                                                            |

ENV 327 Writing About Environmental Science (3)  
 GOV 311 The Research Process (3)  
 Three of the following courses:  
 BIO 224 Botany (3) AND  
 BIO 224L Botany Lab (2)  
 BIO 226 Toxicology (3)  
 BIO 384 Plant Physiology (3) AND  
 BIO 384L Plant Physiology Lab (5)  
 ENV 147 Environmental Geology (4)  
 ENV 230 Wilderness and Food Sustainability (3)  
 ENV 242 Women and the Global Environment (3)  
 ENV 250 Plants, People, and the Environment (3)  
 Any 300 or 400 level ENV courses

#### *Environmental Studies Minor Requirements*

A minimum of 5 courses chosen in conjunction with the department chair and approved by the department chair.

### **Environmental Writing (ENV)**

How can we describe the ocean, with its “restive waters, the cold wet breath of the fog”? Rachel Carson’s description, from *The Edge of the Sea*, is nearly poetry, but the book is full of close observations of the natural world, firmly grounded in science. In our environmental writing major, students are fully immersed in the creative writing process but also gain entrance to the worlds of ecology and policy, enabling them to support their language skills with fact-based substance.

#### *Major Requirements (B.A. Degree)*

52 credits, including

BIO 216 Ecology (3) **or**  
 BIO 248 Aquatic Biology (3)  
 ENG 242 Literary Forms and Genre Theory (3)  
 ENG 243 Creative Writing I (3)  
 ENG 244 Creative Writing II (3)  
 ENG 245 Advanced Writing Workshop (3)  
 ENV 116 Global Environmental Challenges (3)  
 ENV 129 Our Fragile Earth (3)  
 ENV 129L Our Fragile Earth Lab (1)  
 ENV242 Women and the Global Environment (3)  
 ENV 391, 392, or 393 Internship for 1, 2, or 3 credits  
 ENV498 Tutorial I (4)  
 ENV499 Tutorial II (4)

Three credits from one of the following courses:

ENV 221 Organic Gardening (3)  
 ENV 222 Organic Gardening

ENV 222      Organic Gardening (3)  
 ENV 230      Wilderness and Food Sustainability (3)  
 ENV 250      Plants, People, and the Environment (3)  
 Three credits from one of the following courses:  
 ENV 225      Environmental Ethics (3)  
 ENV 300      Special Topics (3)  
 ENV 425      Environmental Policy (3)  
 Three credits from one of the following courses:  
 ENG 216      American Writers I (3)  
 ENG 217      American Writers II (3)  
 ENG 207      British Writers I (3)  
 ENG 208      British Writers II (3)  
 ENG 287      African-American Writers (3)  
 Six credits from the following courses:  
 ENG 418      The American Nature Tradition (3)  
 ENG 419      Frontier Women (3)  
 ENG 422      American Exploration (3)  
 ENG 443      Nature and Culture (3)  
 ENG 446      Wilderness and Literature (3)  
 ENG 447      Contemporary Environmental Fiction (3)  
 ENG 452      Ecofeminist Literature (3)  
 Three credits from one of the following courses:  
 ENG 371      Special Topics in Creative Writing (3)  
 ENG 484      Environmental and Nature Writing (3)  
 ENG 485      Travel Writing (3)  
 ENG 486      Writing for Children (3)  
 ENG 327      Writing about Environmental Science (3)

### *Minor in Environmental Writing*

6 courses, including

ENV 116      Global Environmental Challenges (3)  
 ENV 129      Our Fragile Planet (3) AND  
 ENV 129L      Our Fragile Planet Lab (1)  
 ENV 327      Writing about Environmental Science (3)  
 ENV 242      Women and the Global Environment (3)

One 200 or above level ENV course with 2 or more credits

One course from the following:

ENG 418      The American Nature Tradition (3)  
 ENG 419      Frontier Women (3)  
 ENG 422      American Exploration (3)  
 ENG 446      Wilderness and Literature (3)  
 ENG 447      Contemporary Environmental Fiction (3)  
 ENG 452      Ecofeminist Literature (3)  
 ENG 484      The Craft of Environmental and Nature Writing (3)  
 ENG 485      The Craft of Travel Writing (3)  
 ENG 486      The Craft of Writing for Children (3)

## Exercise Science (EXS)

The exercise science major prepares students for professional practice in a variety of fields including exercise and fitness training, hospital-based and corporate wellness programming as well as preparation for graduate study in exercise physiology, medicine, physical therapy, and other health science programs. Exercise science, as defined by the American College of Sports Medicine, is the study of movement and the associated functional responses and adaptations. The field of exercise science ranges from the study of how organ systems function at the cellular level to enhancing the biomechanical efficiency of the individual. The benefits of exercise have been medically recognized and accepted for their role in preventive medicine and in the rehabilitative process of health and well being. Professionals in exercise science are prepared to examine, evaluate, prescribe, and manage the health and fitness of healthy people across the life span, as well as promote healthy lifestyles and prevention programs for individuals and communities.

### *Major Requirements*

64 credits, including:

|                                                  |                                                 |
|--------------------------------------------------|-------------------------------------------------|
| BIO 143                                          | The Cell (3)                                    |
| BIO 143L                                         | The Cell Laboratory (1)                         |
| BIO 144                                          | The Organism (3)                                |
| BIO 144L                                         | The Organism Laboratory (1)                     |
| BIO 201                                          | Anatomy (3)                                     |
| BIO 201L                                         | Anatomy Laboratory (2)                          |
| BIO 202                                          | Physiology (3)                                  |
| BIO 202L                                         | Physiology Laboratory (2)                       |
| CHM105                                           | General Chemistry (3) <b>or</b>                 |
| CHM 107                                          | Chemistry I (3)                                 |
| CHM 109                                          | Chemistry I Lab (1)                             |
| CHM 108                                          | Chemistry II (3)                                |
| CHM 110                                          | Chemistry II Lab (1)                            |
| EXS 101                                          | Introduction to Exercise Science (1)            |
| EXS 252                                          | Exercise & Nutrition (3)                        |
| EXS 302                                          | Principles of Strength and Conditioning (3)     |
| EXS 345                                          | Kinesiology and Movement Science (3)            |
| EXS 345L                                         | Kinesiology and Movement Science Laboratory (1) |
| EXS 326                                          | Applied Exercise Physiology I (3)               |
| EXS 326L                                         | Applied Exercise Physiology I Laboratory (1)    |
| EXS 426                                          | Applied Exercise Physiology II (3)              |
| EXS 426L                                         | Applied Exercise Physiology II Laboratory (1)   |
| EXS 498                                          | Tutorial I (4)                                  |
| EXS 499                                          | Tutorial II (4)                                 |
| IND 350                                          | Scientific Research Methods (2)                 |
| MTH 110                                          | Elementary Statistics (3)                       |
| PSY 101                                          | General Psychology (3)                          |
| Three credits from one of the following courses: |                                                 |
| PSY 152                                          | Human Growth and Development (3)                |
| PSY 243                                          | Health Psychology (3)                           |
| PSY 324                                          | Motivation (3)                                  |
| PSY 333                                          | Abnormal Psychology (3)                         |

Students intending to apply to physician assistant graduate school are advised to take the following courses in addition to the above curriculum:

BIO 221          Microbiology (3)  
PSY 152          Developmental Psychology (3)

Students intending to apply to physical therapy graduate school are advised to take the following courses in addition to the above curriculum:

PHY 151          Fundamentals of Physics I (3) **or**  
PHY 251          Principles of Physics (4)  
PHY 255          Physics I Lab I (1)  
PHY 152          Fundamentals of Physics II (3) **or**  
PHY 252          Principles of Physics II (4)  
PHY 256          Physics II Lab (1)  
PSY 152          Developmental Psychology (3)

In addition, such students may elect to take EXS 301 Critical Appraisal of the Literature.

Students intending to apply to occupational therapy graduate school are advised to take the following courses in addition to the above curriculum:

PSY 152          Human Growth and Development (3)  
PSY 333          Abnormal Psychology (3)

## **Mathematics (MTH)**

Mathematics includes an introduction to the principle branches of mathematics: calculus, algebra, probability, statistics, and analysis with emphasis on application of mathematics to the sciences and social sciences.

The teacher certification program offers certification in secondary mathematics teaching. Students interested in this program should see the Certification Coordinator in the Education program for specific requirements.

### *Major Requirements (B.A. Degree)*

42 credits, including:

IND 350          Scientific Research Methods (2)  
MTH 110          Elementary Statistics (3)  
MTH 151          Calculus I (4)  
MTH 152          Calculus II (4)  
MTH 221          Linear Algebra (3)  
MTH 222          Multivariate and Vector Calculus (3)  
MTH 327          Advanced Analysis (3) **or**  
MTH 341          Abstract Algebra (3)  
MTH 498          Tutorial (4)  
MTH 499          Tutorial (4)

4 additional 200-level or above physics or mathematics courses approved in advance.

### *Major Requirements (B.S. Degree)*

59 credits, including:

|         |                                      |
|---------|--------------------------------------|
| CMP 202 | Introduction to Programming (3)      |
| IND 350 | Scientific Research Methods (2)      |
| MTH 110 | Elementary Statistics (3)            |
| MTH 151 | Calculus I (4)                       |
| MTH 152 | Calculus II (4)                      |
| MTH 221 | Linear Algebra (3)                   |
| MTH 222 | Multivariate and Vector Calculus (3) |
| MTH 327 | Advanced Analysis (3) <b>or</b>      |
| MTH 341 | Abstract Algebra (3)                 |
| MTH 498 | Tutorial (4)                         |
| MTH 499 | Tutorial (4)                         |
| PHY 251 | Principles of Physics I (4)          |
| PHY 252 | Principles of Physics II (4)         |
| PHY 255 | Physics Laboratory I (1)             |
| PHY 256 | Physics Laboratory II (1)            |

One of the following pairs of courses:

|         |                                  |
|---------|----------------------------------|
| BIO 143 | The Cell (3) <b>and</b>          |
| BIO143L | The Cell Laboratory (1)          |
| BIO 144 | The Organism (3) <b>and</b>      |
| BIO144L | The Organism Laboratory (1)      |
| CHM 105 | General Chemistry (3) <b>and</b> |
| CHM 109 | Chemistry I Laboratory (1)       |
| CHM 107 | Chemistry I <b>and</b>           |
| CHM 109 | Chemistry I Laboratory (1)       |

4 additional 200-level or above mathematics courses approved in advance.

### *Interdisciplinary Major Requirements*

8 courses, including:

|         |                                      |
|---------|--------------------------------------|
| MTH 151 | Calculus I (4)                       |
| MTH 152 | Calculus II (4)                      |
| MTH 221 | Linear Algebra (3)                   |
| MTH 222 | Multivariate and Vector Calculus (3) |
| MTH 327 | Advanced Analysis (3) <b>or</b>      |
| MTH 341 | Abstract Algebra (3)                 |

3 additional courses approved in advance are required. The tutorial must combine mathematics and the cooperating program.

### *Minor Requirements*

6 courses, including:

|         |                                      |
|---------|--------------------------------------|
| MTH 151 | Calculus I (4)                       |
| MTH 152 | Calculus II (4)                      |
| MTH 221 | Linear Algebra (3)                   |
| MTH 222 | Multivariate and Vector Calculus (3) |

1 200-level or above course in mathematics approved in advance.

1 200-level or above course in computing, mathematics, or physics that has not been counted already toward a major or minor.

## Physics (PHY)

Chatham University offers both B.A. and B.S. degrees in physics in collaboration with Carnegie Mellon University (CMU). This major prepares students for graduate or engineering study or for employment in industry. Students take first-year physics requirements and mathematics courses at Chatham; upper-level physics requirements and electives are taken at CMU through a special cross-registration agreement. Students also may choose to seek certification in physics at the secondary level by completing the appropriate courses in the education program at Chatham. A minor in physics is not available.

To complete this major, students should plan to register for both calculus and physics during the first semester of the first year. Tutorial work will be done at CMU with collaboration between Chatham and CMU faculties.

### *Major Requirements (B.A. Degree)*

20 courses, including:

|         |                                      |
|---------|--------------------------------------|
| IND 350 | Scientific Research Methods (2)      |
| MTH 151 | Calculus I (4)                       |
| MTH 152 | Calculus II (4)                      |
| MTH 222 | Multivariate and Vector Calculus (3) |
| MTH 241 | Differential Equations (3)           |
| PHY 251 | Principles of Physics I (4)          |
| PHY 252 | Principles of Physics II (4)         |
| PHY 255 | Physics Laboratory I (1)             |
| PHY 256 | Physics Laboratory II (1)            |
| PHY 498 | Tutorial (4)                         |
| PHY 499 | Tutorial (4)                         |

Physics 211, 231, 234, 331, 338, 340, and 341 at CMU are also required.

1 physics elective taken at CMU.

1 “technical” elective in physics, mathematics, computing, chemistry, or biology that is approved in advance.

### *Major Requirements (B.S. Degree)*

23 courses, including:

|         |                                      |
|---------|--------------------------------------|
| IND 350 | Scientific Research Methods (2)      |
| MTH 151 | Calculus I (4)                       |
| MTH 152 | Calculus II (4)                      |
| MTH 222 | Multivariate and Vector Calculus (3) |
| MTH 241 | Differential Equations (3)           |
| PHY 251 | Principles of Physics I (4)          |
| PHY 252 | Principles of Physics II (4)         |
| PHY 255 | Physics Laboratory I (1)             |
| PHY 256 | Physics Laboratory II (1)            |

PHY 498        Tutorial (4)  
PHY 499        Tutorial (4)

- Physics 211, 231, 234, 331, 338, 340, 341, and 439 at CMU are also required.
- 2 physics electives taken at CMU.
- 2 “technical” electives in physics, mathematics, computing, chemistry, or biology that are approved in advance.

### **Pre-Health Professions Program (HSC)**

The Pre-Health Professions Program at Chatham University allows women to explore the endless possibilities awaiting them. A formal plan of development allows students to explore a variety of professions and develop a plan to achieve their goals. The student is mentored and provided with valuable feedback throughout her academic career at Chatham, with the ultimate goal of attaining a rewarding and challenging career in health care. Career exploration includes medicine, dentistry, veterinary medicine, allied health (Physician Assistant, Physical Therapy, and others), podiatry, chiropractic medicine, optometry, nursing, social work, medical technology, psychology, and other areas.

Students can major in any area of their choosing. Most students opt to major in a science discipline; however, successful health professions students have come from all majors. Prerequisite courses for the various health professions are investigated and explored. Students opting for a 3-2 or other accelerated option for a Chatham University graduate health program are provided additional advisement to achieve success with all specific program prerequisites. Students interested in this program should contact the pre-health professions advisor for more information.

# Department of Social Work and Forensics

*Deborah Rubin, Ph.D., Department Chair*

## **Undergraduate Programs**

Social Work  
Forensics  
Women's Studies

## **Faculty**

Melissa Bell, *Assistant Professor of Social Work*  
Deborah Rubin, *Associate Professor of Social Work*  
Christine Sarteschi, *Assistant Professor of Social Work and Forensics*  
Sheila Seelau, *Associate Professor of Forensics and Psychology*

## **Forensics (FOR)**

Forensics is the application of scientific principles to legal issues. Chatham's Forensics major provides an overview of the psychological and sociological concepts, theories and methods that may be applied to understanding and enhancing criminal investigations, prosecutions, and corrections. The program reflects a unique multidisciplinary approach to explore the experiences of both criminals and victims. Completing this major prepares students for graduate or professional study in psychology, law, or criminal justice; or for entry-level positions in law enforcement, legal, or human service agencies.

### *Major Requirements*

14 courses, including:

|              |                                        |
|--------------|----------------------------------------|
| BIO 135      | Applied Human Biology (3)              |
| FOR 102/102L | Crime Scene Investigation (4)          |
| FOR 103      | Introduction to Criminal Justice (3)   |
| FOR 301      | Forensic Psychology (3)                |
| FOR 393      | Internship (3)                         |
| FOR 498      | Tutorial (4)                           |
| FOR 499      | Tutorial (4)                           |
| PSY 101      | General Psychology (3)                 |
| PSY 213      | Statistics and Research Design (3)     |
| PSY 214      | Foundations of Behavioral Research (4) |
| PSY 333      | Abnormal Behavior (3) or               |
| SWK 325      | Deviant Behavior (3)                   |
| SWK 101      | Introduction to Sociology (3)          |

2 of the following or substitute electives approved by the program coordinator:

|         |                                           |
|---------|-------------------------------------------|
| FOR 220 | Women and the Criminal Justice System (3) |
| FOR 224 | Juvenile Justice (3)                      |
| FOR 225 | Criminology (3)                           |
| FOR 360 | Special Topics (3)                        |

#### *Forensics Minor Requirements*

The forensics minor is primarily intended for students interested in careers in human services or criminal justice. The social science foundation of this minor particularly complements the B.A. degrees in psychology and social work available at Chatham.

5 courses, including:

|          |                                      |
|----------|--------------------------------------|
| SWK 101  | Introduction to Sociology (3)        |
| FOR 102  | Crime Scene Investigation (3) AND    |
| FOR 102L | Crime Scene Investigation Lab (1)    |
| FOR 103  | Introduction to Criminal Justice (3) |
| FOR 301  | Forensic Psychology (3)              |
| PSY 333  | Abnormal Behavior (3) OR             |
| SWK 325  | Deviant Behavior (3)                 |

#### **Social Services Administration (SSA)**

The Social Service Administration minor provides a structured interdisciplinary foundation for understanding the historical roles, importance, and administration of social service and nonprofit organizations in contemporary American society. The minor includes content on the development of social service organizations, the many human needs that they meet and the social problems they address. The minor also provides students with administrative skills and knowledge that will prepare them to work with other professionals in social service and nonprofit organizations.

#### *Minor Requirements*

6 courses, including:

|         |                                                   |
|---------|---------------------------------------------------|
| BUS 105 | Introduction to Management (3)                    |
| BUS 337 | Managing Nonprofit Organizations (3)              |
| SWK 101 | Introduction to Sociology (3) or                  |
| PSY 101 | General Psychology (3)                            |
| SWK 102 | Introduction to Social Work and Social Issues (3) |
| SWK 321 | Social Welfare Policy (3)                         |

One of the following:

|         |                                      |
|---------|--------------------------------------|
| SWK 322 | Social Welfare: Women and Policy (3) |
| SWK 351 | Social Work Practice I (3)           |
| SWK 393 | Internship (3)                       |

## Social Work (SWK)

The social work program offers a major in social work leading to a Bachelor of Social Work (B.S.W.) degree that is accredited by the Council on Social Work Education. A liberal arts foundation is an integral part of an undergraduate social work education and provides an essential context for understanding human behavior. The B.S.W. prepares students for entry-level generalist social work practice as well as graduate education in social work and related fields. Bachelor level social workers are employed in all areas of human services and health care. They are also eligible for advanced standing in graduate programs in social work.

Students who are interested in pursuing a social work major may declare a social work major at any time by completing the major declaration form available from the Registrar or on-line. Students must also apply for admission to the professional sequence of the social work. This process is required to help ensure that students possess both the academic ability and personal maturity necessary for beginning social work practice. To apply for admission to the professional sequence, students must either: 1) be enrolled in Social Work 102; 2) have completed Social Work 102; or 3) be at least a second-term sophomore. Specifics of the application process may be obtained from any member of the social work faculty.

### *Major Requirements*

18 courses, including:

|         |                                                              |
|---------|--------------------------------------------------------------|
| BIO 135 | Applied Human Biology (3) or another approved biology course |
| PSY 101 | General Psychology (3)                                       |
| PSY 213 | Statistics and Research Design (3)                           |
| PSY 214 | Foundations of Behavioral Research (4)                       |
| SWK 101 | Introduction to Sociology (3)                                |
| SWK 102 | Introduction to Social Work and Social Issues (3)            |
| SWK 201 | Human Behavior in the Social Environment I (3)               |
| SWK 202 | Human Behavior in the Social Environment II (3)              |
| SWK 321 | Social Welfare Policy (3)                                    |
| SWK 322 | Social Welfare: Women and Policy (3)                         |
| SWK 351 | Social Work Practice I (3)                                   |
| SWK 352 | Social Work Practice II (3)                                  |
| SWK 354 | Social Work Practice III (3)                                 |
| SWK 355 | Social Work Practice IV (3)                                  |
| SWK 460 | Integrative Seminar in Social Work I (1.5) AND               |
| SWK 461 | Integrative Seminar in Social Work II (1.5)                  |
| SWK 498 | Tutorial (4)                                                 |
| SWK 499 | Tutorial (4)                                                 |

12 credits of field placement from the following:

|         |                     |
|---------|---------------------|
| SWK 451 | Field Placement (1) |
| SWK 452 | Field Placement (2) |
| SWK 453 | Field Placement (3) |
| SWK 454 | Field Placement (4) |
| SWK 455 | Field Placement (5) |

Preparation for professional social work practice necessitates a broad range of course work. Accreditation requirements preclude interdisciplinary majors. There is no social work minor. Students interested in the social work major are advised to meet with a member of the faculty early in their academic careers to develop a course sequence plan.

## **Women's Studies (WST)**

The major in women's studies offers students the opportunity for the interdisciplinary study of women's contributions to society and women's experience in diverse cultures, politics and historical periods. Students seek to understand the new scholarship on women and the new intellectual frameworks, methodologies, and feminist theories that examine gender as a social construct. They analyze critically the representations of women in literature and the arts, in social and political theory and practice, and in the sciences, and they are encouraged to rethink their own responsibility for reshaping society.

### *Major Requirements*

12 courses, including:

|         |                                                   |
|---------|---------------------------------------------------|
| WST 101 | Introduction to Women's Studies (3)               |
| WST 201 | Feminist Theory (3)                               |
| WST 322 | Women and Policy (3)                              |
| WST 325 | Transnational Perspectives of Gender Identity (3) |
| WST 350 | Service Internship (3)                            |
| WST 498 | Tutorial (4)                                      |
| WST 499 | Tutorial (4)                                      |

5 courses from the following:

|             |                                                       |
|-------------|-------------------------------------------------------|
| ART 263     | Women and Art (3)                                     |
| BUS 255     | Gender Issues in Work and Management (3)              |
| CST 183     | Representations of Race and Gender (3)                |
| CST 215     | Perspectives in Gay and Lesbian Studies (3)           |
| CST/FDT 225 | Female Narration: Race and Gender in Women's Film (3) |
| ENG 262     | Introduction to Women Writers (3)                     |
| ENG 286     | Contemporary African-American Women Writers (3)       |
| ENG 385     | Toni Morrison Seminar (3)                             |
| ENG 419     | Frontier Women (3)                                    |
| ENG 452     | Ecofeminist Literature (3)                            |
| ENG 464     | Early Modern Romance: Representations of Women (3)    |
| ENV 242     | Women and the Global Environment (3)                  |
| FDT 226     | Issues in Film: Gender, Race, and Ethnicity (3)       |
| FOR 220     | Women and the Criminal Justice System (3)             |
| MUS 232     | Women in Music (3)                                    |
| PHI 218     | Ethics and Women's Issues (3)                         |
| GOV 213     | Sex Discrimination and the Law (3)                    |
| GOV 262     | Women and Politics (3)                                |
| PSY 236     | Psychology of Women (3)                               |
| PSY 415     | Human Sexuality (3)                                   |
| WST 355     | Special Topics in Women's Studies (3)                 |

### *Minor Requirements*

6 courses, including:

|         |                                                   |
|---------|---------------------------------------------------|
| WST 101 | Introduction to Women's Studies (3)               |
| WST 201 | Feminist Theory (3)                               |
| WST 325 | Transnational Perspectives of Gender Identity (3) |
| WST 322 | Women and Policy (3)                              |

2 electives chosen from the above list of major electives.

## Chatham College for Women Course Descriptions

### ACT 222 Financial Accounting Principles I: Communicating Business Results to the Outside World (3)

This course represents an introduction to accounting principles; including the accounting process, double-entry bookkeeping, adjusting entries, and the preparation of financial statements. The objectives of this course are to make students aware of the importance of accounting information in every type of organization (private business, not-for-profit, and governmental).

### ACT 223 Financial Accounting Principles II: Quantitative Information for Decision-Making (3)

This course represents an introduction to managerial accounting concepts including cost allocation and measurement, cost/volume profit analysis, budgeting, variance analysis, job and process costing, and capital budgeting. As well, partnership accounting and financial statement analysis will also be covered.

Prerequisite(s): ACT 222

### ACT 322 Intermediate Accounting I (3)

A comprehensive study of generally accepted accounting principles as they relate to the measurement and reporting of assets and income. Students examine the nature, composition, valuation, and classification of balance sheet items. Prerequisite(s): ACT 222 and 223

### ACT 323 Intermediate Accounting II (3)

The second semester continues the application of generally accepted accounting principles related to intangibles, bonds, debt and loans, partnerships, corporations, and analysis of working capital. Prerequisite(s): ACT 322

### ACT 324 Federal Tax Accounting (3)

This course is designed as the first course in federal taxation for the undergraduate student. The primary emphasis of the course is on the income taxation of individuals, but the course also includes an overview of the federal taxation of other forms of business organization (e.g., corporations, partnerships). The focus of the course is on developing knowledge of tax law and its application. Prerequisite(s): ACT 222

### ACT 325 Cost Accounting (3)

A study of cost principles, determination, and control as they apply to job order, process, and standard cost systems. Attention is given to accumulation and interpretation of cost data useful to management. Prerequisite(s): ACT 222 and 223 or permission of the instructor.

### ACT 425 Cost Analysis (3)

A study of cost principles, determination, and control as they apply to job order, process, and standard cost systems. Attention is given to accumulation and interpretation of cost data useful to management. Prerequisite(s): ACT 222 and 223 or permission of the instructor.

ACT 331 Auditing (3)

A study of auditing objectives, standards, and procedures employed in the examination of business enterprises and verification of their financial statements. This course includes an evaluation of internal control, preparation of work papers, report writing, professional ethics, and current auditing trends. Prerequisite(s): ACT 222 and 223

ACT 391 Internship (1)

ACT 392 Internship (2)

ACT 393 Internship (3)

ACT 491 Independent Study (1)

ACT 492 Independent Study (2)

ACT 493 Independent Study (3)

ACT 494 Independent Study (4)

ACT 498 Tutorial (4)

ACT 499 Tutorial (4)

ANT 101 Introduction to Anthropology (3)

This course introduces students to the concept of culture from an anthropological perspective. The basic concepts of the four subfields of anthropology will be discussed (sociocultural anthropology, linguistics, archaeology, and biological anthropology), including the history, major theories of culture, ethical practice, and analytical tools including ethnography, linguistic analysis, and excavation.

ARB 101 Introductory Arabic (4)

This beginning course in Arabic provides an introduction to the Arabic language. Students will learn Arabic grammar and write the language. Oral skills are emphasized and the class will be conducted as much as possible in Arabic.

ARB 201 Intermediate Arabic (4)

This course is intended for students with at least one year of previous college-level instruction in Arabic. It is designed to provide the student with a continued introduction to Arabic as it is spoken and written in Arabic speaking cultures. Focus is on speaking and listening skills so that students are able to understand and speak enough Arabic to communicate at a basic level with a native speaker on a variety of topics. In additions, students learn to write simple texts on everyday themes and read uncomplicated texts, on familiar topics.

ART 103 Introduction to Visual Culture (3)

Visual Culture can be understood as the practice of scrutinizing visual items in both elite and popular culture; of determining how and what they mean to a variety of audiences; and of examining how those meanings might slip, change, or be changed according to both context and audience. Students examine a broad range of visual materials

– from paintings to films – throughout the term of study.

#### ART 104 Ceramic Raku Firing (3)

This is a studio course where students will learn primarily by doing. Demonstrations and hands-on experimentation will be the primary teaching methods, associated with related readings. Students will create a variety of work utilizing hand- building and wheel-throwing techniques.

#### ART 105 Sculpture I (3) Fall

This beginning course explores the basic concepts, materials, and techniques of sculpture, including carving, casting, and construction. Conceptual and critical approaches are introduced in their relation to specific projects. Additional Fee(s): Applied art fee.

#### ART 107 Garden Photography and Plant Materials (3)

This course will explore digital photography with emphasis on macro techniques, composition, Photoshop, printing, and a variety of plant materials, nomenclature, planting instructions, etc.

#### ART 111 Ceramics I (3) Fall

This studio course provides students with an introduction to ceramic processes and materials. Instruction in beginning wheel-throwing methods augments competency in basic construction and surface application techniques. Projects focus on development of form and surface in ceramics, as well as exposure to historical and contemporary issues specific to the medium. Additional Fee(s): Applied art fee.

#### ART 115 Painting I (3) Spring

This course introduces the student to basic principles of painting and two-dimensional thinking and expression. Drawing skills, color theory, stretcher construction, and a general understanding of visual art concepts accompany each assignment. Additional Fee(s): Applied art fee.

#### ART 117 Drawing I (3) Fall

Through various drawing media, this studio course explores the basic principles of creating a work of visual art, including figure studies from the model, studies from nature, and techniques of composition. Additional Fee(s): Applied art fee.

#### ART 124 3-D Design (3)

This course introduces the student to the basic elements of 3-D design. Through slide lectures, field trips, and a sequence of problem-solving exercises in conjunction with basic shop skills in a variety of materials, students explore such areas as furniture and interior, sculptural, and architectural design. Basic computer applications are introduced. Additional Fee(s): Applied art fee.

#### ART 127 Printmaking Studio (3) As Needed

This course is an introduction to the techniques and aesthetics of graphic media, including dry point, engraving, mezzotint, etching, and aquatint.

Additional Fee(s): Applied art fee.

ART 131 History of World Art I: Prehistory to 1400 (3) Every Fall

This introductory survey focuses on art of the ancient world and the Middle Ages in the West and selected non-Western cultures to 1400 including India, China, and Mesoamerica. It emphasizes the role of art in the formation of a culture, the shifting function of art in different societies and time periods, and the approaches students can use to understand art.

ART 132 History of World Art II: 1400 to Present (3) Every Spring

This introductory survey focuses on Western art from the Renaissance to today and the art of selected non-Western cultures (including Japan, Africa, and Islamic countries) after 1400. It concentrates on the stylistic, technical, and expressive evolution of painting, architecture, and sculpture within specific historical contexts, yet also explores the cross-influences and interaction of non-Western and Western art as defining characteristics of the modern world.

ART 135 2-D Design I (3)

This course is an introduction to the problems and use of two-dimensional design. Subjects include pattern, balance, scale, movement, rhythm, proportion, and relationships of figure to ground in various media.

Additional Fee(s): Applied art fee.

ART 141 Media Literacy (3) Fall.

This course introduces students to the Macintosh computer interface and related media practices. Students explore digital foundations, media related histories, theoretical frameworks and critical examination of production elements as they discover how computers are radically changing the way image makers create and present their work.

Cross listed as COM 141. Additional Fee(s): Course Computing Fee.

ART 200 2-D & 3-D Design (3)

This accelerated course provides an introduction to two-dimensional design and addresses pattern, balance, scale, movement rhythm, proportion, and relationships of figure to ground in various media. The course also introduces students to the basic elements of 3-D design. Students explore furniture and interior, sculptural, and architectural design through lectures, field trips, and a sequence of problem-solving exercises. (For transfer students and Chatham University students with a change of major.) Additional Fee(s): Applied art fee.

ART 203 Sketching the Frontier (3)

During the end of the 19th century artists turned explorers travelled into the American Frontier to bring back images. This class will read accounts of explorations, study artists of the time and create their own images of the landscape from Pennsylvania to Virginia, Students should be prepared to carry a sketchbook and a backpack for our own week long exploration along the Appalachian Trail.

ART 207 Citizen Designer: Global Posters of Persuasion (3)

Are political posters still viable in the age of Twitter and Facebook? Judge for yourself as we explore international graphics of dissent and how these forms have adapted to new technology and emerging media.

Posters of Persuasion from Cuba, China, Germany, Zimbabwe, Israel, and others will provide a broad historical context of visual communication strategies. The most effective posters are able to inspire, illuminate, inform, stimulate, and agitate us through the manipulation, juxtapositions, and interpretation of metaphors, images, symbols and typography. You will create from concept through production posters based upon social cultural issues or public service campaign. The exploration of different media and creative techniques will be encouraged as traditional skills are mediated through CS4-Adobe Illustrator and Photoshop.

#### ART 208 Introduction to Art Museum Studies (3) Every Third Fall

This course introduces students to the themes and issues addressed in the Art Museum Studies program, including an overview of the history and function of art museums, their role in society, the interpretation of objects for museum audiences, and other issues central to the museum profession such as censorship and repatriation.

#### ART 215 Painting Studio (3) Fall

This advanced course in painting gives the student a broad understanding of technical issues in the context of contemporary conceptual and critical approaches to the medium. Students will have an opportunity to work on independent projects.

Prerequisite(s): Art 115 or permission of the instructor.

Additional Fee(s): Applied art fee.

#### ART 217 Drawing Studio (3) Odd Springs

This advanced studio course continues figure studies from the model, as well as landscape drawing and architectural drawing. Conceptual and critical approaches to the medium are emphasized.

Prerequisite(s): Art 117 or permission of the instructor

Additional Fee(s): Applied art fee.

#### ART 218 Special Topics

Special Topics is designed as an optional elective for students pursuing upper level studio requirements in painting, drawing, printmaking or material studies. Special Topics introduces contemporary/alternative approaches to studio practices not covered in the traditional studio experience.

#### ART 220 Material Studies Studio (3)

Students continue to develop their understanding of three-dimensional materials and processes, their history and practice, and associated conceptual vocabularies in this studio. The course aims to challenge students with ceramic and/or sculptural skills in order to move beyond technique, and reconsider material and process from a variety of perspectives. Studio and research assignments will examine technical and conceptual concerns - prompting students to articulate and contextualize their artistic practice. Additional Fee(s): Applied art fee.

#### ART 227 Printmaking Studio (3)

This course is an exploration of the expressive possibilities of graphic media. Historical methods of printmaking are introduced.

Prerequisite(s): Art 127 or permission of the instructor.

Additional Fee(s): Applied art fee.

#### ART 231 Renaissance Art (3) Every Other Fall

This course traces the rise of the humanistic spirit in the art of Italy between 1300 and 1550. Equal emphasis is placed on the achievements of Early Renaissance artists and architects (Ghiberti, Alberti, Donatello, Masaccio, Botticelli), and the masters of the High Renaissance (Leonardo, Raphael, Michelangelo, Bramante, Titian).

#### ART 234 Baroque and Rococo Art (3) Every Third Spring

An in-depth survey of the various styles and aims of European art from 1590 to 1700.

#### ART 241 Lighting Principles (3) Fall

This course gives a basic grounding in lighting techniques for both studio and location work and covers the use of available light and various lighting instruments. Students create lighting plans; learn to create dramatic high-key effects of subtly sensitive illumination, and master color balance and metering.

Prerequisite(s): Art 273 or permission of the instructor.

Additional Fee(s): Applied laboratory fee.

#### ART 247 Digital Photography and Restoration (3) Spring

The course outline includes digital photography; cameras; camera specifications; composition, color and grayscale modes; Photoshop essentials; scanning old photographs; photographic deterioration; electronic retouching; color and tonal corrections; gamma corrections; composite restoration; hand-coloring old photographs; printing and display; cost factors and equipment; professional applications, potential internships with career opportunities in the Visual Arts. Cross listed as COM 247.

Prerequisite(s): Art 141

Additional Fee(s): Applied laboratory fee.

#### ART 248 19th-Century Art (3) Every Third Spring

This survey examines art movements in France, England, Germany, and other European countries from the early to late 19th-century, focusing on Romanticism and Realism, the Pre-Raphaelites, Impressionism and Post-Impressionism, and Symbolism. It explores the impact of urbanization, industrialization, and race, nationality and gender issues on visual culture.

#### ART 254 Modern Art, 1890 to 1950 (3) Odd Falls

A survey of the major movements in the art of Europe and America from the end of the 19th century to the middle of the 20th century, focusing on the concept of modernism, who and what shaped it, and the shifting definitions of the artist in the modern period.

#### ART 256 Contemporary Art, 1950 to Present (3) Even Springs

This course examines recent trends in world art, focusing on new media and movements, including installation art, earth art, video art, postmodernism, and the new theoretical and conceptual approaches to art and art history.

#### ART 263 Women and Art (3)

This course explores the status of women in the arts, images of women in art, art made by women, and women as patrons.

Prerequisite(s): ART 132 or permission of the instructor.

#### ART 271 Asian Art (3) Every Term (Online)

This course surveys the art of India, China, Southeast Asia, Korea, and Japan from the earliest civilizations to the modern period. Since much Asian artistic production was inspired by religious belief, students also will be introduced to the major currents of Asian religion and philosophy, including Buddhism, Hinduism, Jainism, Islam, Confucianism, Daoism, and Shintoism.

#### ART 273 Photography I (3) Fall

This course is designed to introduce students to the basic techniques of exposure and development in black-and-white photography. Emphasis is on technical as well as aesthetic characteristics. The photograph is studied as a medium for documentation, representation, and expression. Students are required to have a 35mm SLR (single lens reflex) film camera. If you plan to buy one, wait until the first week of class. Cross listed as COM 273. Additional Fee(s): Applied laboratory fee.

#### ART 280E Care and Preservation of Cultural Property (3)

This course is designed to introduce students pursuing careers in museums with the information they need to make sound decisions regarding the storage, handling and exhibition of artistic or historic artifacts. It enables students planning to become curators, museum directors, registrars and conservators with the tools they need to assess both the condition of the artworks and the environment in which they are housed. It also demonstrates how this knowledge needs to be extended beyond the confines of storage or exhibitions to cover such areas as loans and travel, museum events, cleaning and maintenance and even licensing and reproductions. Additional Fee(s): Applied art fee.

#### ART 310 Northern Renaissance Art (3)

This course introduces the art of the Northern Renaissance – the painting, printmaking, and sculpture of the Low Countries, France, Germany and England, from approximately the fourteenth to the sixteenth centuries. Taking a thematic approach, to examine works ranging from the courtly art of the Burgundian Dukes in the fourteenth and fifteenth centuries, to the still-lives of sixteenth-century urban Antwerp; from the “high art” of the Limbourg and van Eyck brothers, to the “popular imagery” of the Protestant Reformation.

#### ART 315 Painting Studio (3) Fall

This advanced course in painting gives the student a broad understanding of technical issues in the context of contemporary conceptual and critical approaches to the medium. Students will have an opportunity to work on independent projects.

Prerequisite(s): Art 115 or permission of the instructor. Additional Fee(s): Applied art fee.

#### ART 317 Drawing Studio (3) Odd Springs

This advanced studio course continues figure studies from the model, as well as landscape drawing and architectural drawing. Conceptual and critical approaches to the medium are emphasized.

Prerequisite(s): Art 117 or permission of the instructor.

Additional Fee(s): Applied art fee.

#### ART 318 Special Topics

Special Topics is designed as an optional elective for students pursuing upper level studio requirements in painting, drawing, printmaking or material studies. Special Topics introduces contemporary/alternative approaches to studio practices not covered in the traditional studio experience.

#### ART 320 Material Studies Studio (3)

Students continue to develop their understanding of three-dimensional materials and processes, their history and practice, and associated conceptual vocabularies in this studio. The course aims to challenge students with ceramic and/or sculptural skills in order to move beyond technique, and reconsider material and process from a variety of perspectives. Studio and research assignments will examine technical and conceptual concerns - prompting students to articulate and contextualize their artistic practice. Additional Fee(s): Applied art fee.

#### ART 327 Printmaking Studio (3) Odd Springs

This course is an exploration of the expressive possibilities of graphic media. Historical methods of printmaking are introduced. Prerequisite(s): Art 127 or permission of the instructor.  
Additional Fee(s): Applied art fee.

#### ART 328 The Carnegie International (3) Every Third or Fourth Fall, as the exhibition is scheduled

Offered in conjunction with the Carnegie International, America's premier exhibition of contemporary art, the course examines the history and function of the International and similar exhibitions, trends in contemporary art as conceptualized by the exhibition's curator, and critical issues raised the exhibition. One-third to one-half of the classes are held at the Carnegie. Prerequisite(s): Prerequisite: Art 132 or ART 256 or permission of the instructor.

#### ART 353 Print Design (3) Spring

This course combines technical training in digital imaging with exercises in creative print-media based design and critical thinking. Students learn conceptual and technical differences between analog and digital imaging and work with a range of digital tools, including QuarkXpress, AdobeInDesign, and Photoshop. Conceptual and content discourses will be developed through contemporary issues and the design of relevant documents. Cross-listed as COM 353. Prerequisite(s): ART 141  
Additional Fee(s): Applied art fee.

#### ART 357 Photography II (3) Odd Springs

This course is designed to acquaint students with several darkroom and photo processing methods. Special attention is given to working with various photo papers, exposure manipulation in printing processes, toning, intensification, filtration, studio lighting of products, and photo finishing techniques. It also develops the student's aesthetic sense by emphasizing principles of composition in the photo essay, photo-journalism, and product and advertising photography. Cross-listed as COM 357. Prerequisite(s): ART 273 or permission of the instructor.  
Additional Fee(s): Applied art fee.

#### ART 363 Women and Art (3) Odd Falls

This course explores the status of women in the arts, images of women in art, art made by women, and women as patrons. The orientation of the course, i.e., the periods, artists, and issues addressed, is determined by the instructor and may change each time it is taught. Prerequisite(s): ART 132 or permission of the instructor.

#### ART 366 American Art: Colonial to 1900 (3) Odd Springs

This course examines the major movements, artists, and cultural issues of American painting, sculpture, and photography from its beginnings to 1900. Special attention is given to works that address definitions of American "identity" and cultural interaction and conflict between races. Prerequisite(s): ART 131 or 132 or permission of the instructor.

### ART 368 Museum Education and the Visual Arts (3) Every Third Fall

This course traces the development of the American art museum's educational mission from the early nineteenth century to the present. A range of programming types, including docent touring, computer-based learning, museum-school partnerships, and hands-on experiences are observed and analyzed. Students will also design programs for exhibitions in the Chatham University Art Gallery. Prerequisite(s): ART 208 or permission of instructor.

### ART 372 African Art (3) Even Springs

This course explores the rich diversity of art across sub-Sahara Africa from the Paleolithic era to today. It focuses on cultures from West Africa, Central Africa, and East Africa to complement the holdings of the College's outstanding Olkes Collection of African Art, which includes more than 600 objects. Class lecture, discussion, and student projects utilize works from the collection, including masks, wood sculpture, beadwork, and metalwork.

### ART 374 Photojournalism (3)

This course introduces the skills for taking photos that tell news stories. Learn how to capture the moment by applying the right camera functions and composition to the unscripted reality of breaking news and news features. Cross-listed with COM 374. Prerequisite(s): ART/COM 273 or permission of instructor

### ART 378 Curating the Visual Arts (3) Every Third Fall

This course explores the roles and duties of the art museum curator. Topics addressed include collection care and management, exhibition planning and design, object handling, and exhibition critiques. Curators from local museums will serve as guest speakers. Students will collaboratively curate at least one exhibition. Prerequisite(s): ART 208 or permission of the instructor.

### ART 388 Landscape Photography (3) Even Springs

The landscape is fascinating from a natural and contrived point of view. This course explores the art of taking landscape shots digitally with emphasis on composition, focal points, color, light, movement, time of day, framing, and weather conditions. You will explore a range of image capturing from macro flower shots to vast panoramic points of view from urban and rural subject matter. Several new digital image editing processes will be taught using Photoshop. Prerequisite(s): Art 273 or permission of instructor.  
Additional Fee(s): Applied laboratory fee.

### ART 391 Internship (1)

### ART 392 Internship (2)

### ART 393 Internship (3)

### ART 415 Painting Studio (3) Fall

This advanced course in painting gives the student a broad understanding of technical issues in the context of contemporary conceptual and critical approaches to the medium. Students will have an opportunity to work on independent projects. Prerequisite(s): Art 115 or permission of the instructor.  
Additional Fee(s): Applied art fee.

### ART 417 Drawing Studio (3) Odd Springs

This advanced studio course continues figure studies from the model, as well as landscape drawing and

architectural drawing. Conceptual and critical approaches to the medium are emphasized.

Prerequisite(s): Art 117 or permission of the instructor

Additional Fee(s): Applied art fee.

#### ART 418 Special Topics

Special Topics is designed as an optional elective for students pursuing upper level studio requirements in painting, drawing, printmaking or material studies. Special Topics introduces contemporary/alternative approaches to studio practices not covered in the traditional studio experience.

#### ART 420 Material Studies Studio (3)

Students continue to develop their understanding of three-dimensional materials and processes, their history and practice, and associated conceptual vocabularies in this studio. The course aims to challenge students with ceramic and/or sculptural skills in order to move beyond technique, and reconsider material and process from a variety of perspectives. Studio and research assignments will examine technical and conceptual concerns - prompting students to articulate and contextualize their artistic practice. Additional Fee(s): Applied art fee.

#### ART 427 Printmaking Studio (3) Odd Springs

This course is an exploration of the expressive possibilities of graphic media. Historical methods of printmaking are introduced. Prerequisite(s): Art 127 or permission of the instructor. Additional Fee(s): Applied art fee.

#### ART 429 Portfolio (3)

In this course students review and present their digital production portfolios using appropriate technologies for screen and print production. Additional Fee(s): Applied art fee.

#### ART 481 Event Photography (1)

This practicum is for student's photographing (stills) and digital video for selected Chatham University events along with candid shots of students for college publications, the Communique, PR, and Chatham web pages with name credits on all published work. Earned credits will require the following: 1 credit must cover 2 events. All include lab work. Cross-listed with COM 481 Prerequisite(s): ART 241, 349, or permission of the instructor Additional Fee(s): Applied art fee.

#### ART 482 Event Photography (2)

This practicum is for student's photographing (stills) and digital video for selected Chatham University events along with candid shots of students for college publications, the Communique, PR, and Chatham web pages with name credits on all published work. Earned credits will require the following: 2 credits must cover 3 events. All include lab work. Cross-listed with COM 482. Prerequisite(s): ART 241, 349, or permission of the instructor Additional Fee(s): Applied art fee.

#### ART 483 Event Photography (3)

This practicum is for student's photographing (stills) and digital video for selected Chatham University events along with candid shots of students for college publications, the Communique, PR, and Chatham web pages with name credits on all published work. Earned credits will require the following: 3 credits must cover 5 events. All include lab work. Cross-listed with COM 483. Prerequisite(s): ART 241, 349, or permission of the instructor Additional Fee(s): Applied art fee.

ART 491 Independent Study (1)

ART 492 Independent Study (2)

ART 493 Independent Study (3)

ART 494 Independent Study (4)

ART 498 Tutorial (4)

ART 499 Tutorial (4)

BIO 114 Basic Nutrition (3) As Needed

This course is an overview of scientific principles of nutrition and their application to humans throughout the life cycle. It is designed for students who need a broad coverage of nutrition and have little or no background in science. Three hours of lecture per week. Prerequisite(s): Enrollment in a school of nursing.

BIO 115 Basic Microbiology (4) As Needed

This course is designed for students who need a broad coverage of microbiology and have little or no background in biology or chemistry. It includes a study of microscopic organisms and their relation to health and disease. There is a special emphasis on disinfection, sterilization, immunology, and microbiological aspects of infectious disease. Three hours of class and two hours of laboratory per week. Prerequisite(s): Enrollment in a school of nursing. Additional Fee(s): Laboratory fee.

BIO 116 Basic Anatomy and Physiology I (4) As Needed

This is the first of two courses designed for students who need a broad coverage of anatomy and physiology and have little or no background in science. It includes a study of the structure and function of human cells, tissue, organs, and systems. Clinical applications of anatomy and physiology will also be considered. Three hours of class and two hours of laboratory per week. Prerequisite(s): Enrollment in a school of nursing. Additional Fee(s): Laboratory fee.

BIO 117 Basic Anatomy and Physiology II (4) As Needed

This is the second of two courses designed for students who need a broad coverage of anatomy and physiology and have little or no background in science. It includes a study of the structure and function of human cells, tissue, organs, and systems. Clinical applications of anatomy and physiology will also be considered. Three hours of class and two hours of laboratory per week. Prerequisite(s): BIO 116. Additional Fee(s): Laboratory fee.

BIO 121 Plant and Human Interactions (3) As Needed

For millennia plants have provided food, shelter, and medicine for humanity. This course teaches how civilization began with agriculture and how plants have helped to shape the course of human history from prehistoric times to present. Two hours of lecture and two hours of laboratory per week. Additional Fee(s): Laboratory fee.

BIO 123 Nutrition (3) As Needed

An introduction to nutrients, their composition, functions, and sources. Human physiology, including digestion,

metabolism, and excretion, is covered, along with special nutritional needs throughout the life cycle. Integrated with this basic information are special topics pertaining to diets, organic foods, preservatives, pesticides, world hunger, and other current concerns. Two hours of lecture and two hours of laboratory per week. Additional Fee(s): Laboratory fee.

#### BIO 131 Human Genetics (3) As Needed

This course is designed to help students understand issues in genetic research and biotechnology. Topics include pedigrees, birth defects, cancer, and the creation of transgenic animals. Two hours of lecture and two hours of laboratory per week. Additional Fee(s): Laboratory fee.

#### BIO 135 Applied Human Biology (3) Fall

This course is designed to introduce non-science majors to major aspects of human biology. The course will be taught as a series of modules covering the basic biology of various human systems followed by applications that are appropriate to the needs of students. Three hours of class per week.

#### BIO 135L Applied Human Biology Laboratory (1) Fall

Laboratory course emphasizing aspects of human biology. Experiments will correlate with and enhance the lectures in BIO 135. Three hours of laboratory per week. Prerequisite(s): Co-requisite or Prerequisite BIO 135. Additional Fee(s): Laboratory fee.

#### BIO 143 The Cell (3) Spring

This course is designed to provide a broad overview of current biological concepts, including cell structure, function, division, and basic genetics. Biologically important molecules also are presented. This course is a prerequisite for all upper-level biology courses. Three hours lecture per week.

#### BIO 143L The Cell Laboratory (1) Spring

Experiments to complement the material presented in BIO143. Two hours of laboratory per week. Corequisite or prerequisite: BIO143. Additional Fee(s): Laboratory fee.

#### BIO 144 The Organism (3) Fall

This course provides a general survey of animals and plants at the organism level, with emphasis on their evolution and various physiological processes such as respiration, circulation, digestion, and reproduction. This course is a prerequisite for all upper-level biology courses. Three hours of lecture per week.

#### BIO 144L The Organism Laboratory (1) Fall

Experiments to complement the material presented in BIO144. Two hours of laboratory per week. Corequisite or prerequisite: BIO144. Additional Fee(s): Laboratory fees.

#### BIO 201 Anatomy (3) Fall

Lectures emphasize the human body and clinical applications of anatomy. They focus on anatomical terminology, gross structures, body movements, forming a three-dimensional mental image of body parts, and functional understanding of normal structures. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144

#### BIO 201L Anatomy Laboratory (2) Fall

Laboratory experiments emphasizing comparative anatomy between humans and other animals. Three hours of

laboratory per week. Corequisite or prerequisite: BIO201. Additional Fee(s): Laboratory fees.

### BIO 202 Physiology (3) Spring

This course introduces students to the basic concepts of physiology. The lectures will emphasize chemical principles, cellular biological principles, and a survey of the nervous, endocrine, immune, musculoskeletal, cardiovascular, excretory, respiratory, and digestive systems. Three hours of lecture per week. Prerequisite(s): BIO 201

### BIO 202L Physiology Laboratory (2) Spring

Laboratory experiments emphasizing comparative physiology between humans and other animals. Three hours of laboratory per week. Prerequisites: BIO201L. Corequisite or Prerequisite: BIO202. Additional Fee(s): Laboratory fees.

### BIO 205 Human Cadaver Dissection (3)

Students in this course will dissect a human subject, learning techniques with scalpels and scissors to separate and prepare the gross anatomy for study. This is an experiential lab course with teaching by example and supervision. A core part of this experience is learning professionalism in dealing with subjects, as well as lab safety and human remain protocols.

### BIO 209 Basic Neuroscience (3) Odd Falls

This course is designed for wide appeal. It is an introduction to structure and function of the brain and spinal cord, and how nerves function and communicate. The basics of movement, sensation, language, emotion, and consciousness are discussed. Emphasis is placed on contrasting normal function with altered function in diseases. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144

### BIO 216 Aquatic Biology (3) Even Falls

Basic ecology of a variety of freshwater ecosystems is examined, including energy flow, nutrient cycling, physical and chemical parameters, flora, and fauna. The management, maintenance, preservation, and pollution of aquatic systems are considered. Three hours lecture per week. Prerequisite(s): BIO 143 and 144; CHM 109 and 110; or permission of the instructor

### BIO 216L Aquatic Biology Laboratory (2) Even Falls

Experiments to complement the material presented in BIO216. Laboratory sessions include laboratory work and field trips. Three hours of laboratory per week. Corequisite or prerequisite: BIO216. Additional Fee(s): Laboratory fees.

### BIO 219 Immunology (3) Odd Falls

A study of the basic principles of immunology: evolution, development, and functions of the immune systems, and applications such as allergy, autoimmune diseases, transplants, and tumor immunology. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144

### BIO 221 General Microbiology (3) Odd Springs

The study of fundamental characteristics of bacteria and related microorganisms, including taxonomy,

physiology, and distribution. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144; CHM109 and 110.

#### BIO 221L General Microbiology Laboratory (2) Odd Springs

Experiments to complement the material presented in BIO221. Four hours of laboratory per week. Corequisite or Prerequisite: BIO221. Additional Fee(s): Laboratory fees.

#### BIO 224 Botany (3) Even Springs

An introduction to the structure and function of plants. Topics include the evolutionary rise of green plants, plant life cycles and development, plant physiology, plant ecology, and the morphology and taxonomy of vascular plants. The importance of plants for humans is discussed, including their use for food and medicine. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144

#### BIO 224L Botany Laboratory (2) Even Springs

Experiments to complement the material presented in BIO224. Four hours of laboratory or field experience per week. Corequisite or prerequisite: BIO224. Additional Fee(s): Laboratory fees.

#### BIO 226 Toxicology (3) Odd Springs

An introduction to toxic substances, their classification, entry into living systems, modes of action, and fate. Various living systems are considered, from the subcellular to the ecosystem level. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144; CHM 109 and 110

#### BIO 231 Principles of Cell and Molecular Biology (3) Fall

A lecture course covering the organelles and activities of cells. Topics include the structure of proteins and other biomolecules, bioenergetics and enzymes, membranes, the mitochondrion, the chloroplast, the endo-membrane system, the cytoskeleton, and the nucleus and cellular reproduction. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144, and CHM 109 and 110

#### BIO 248 Ecology (3) Odd Falls

A study of the interrelation between organisms and their environment. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144

#### BIO 248L Ecology Laboratory (2) Odd Falls

Experiments to complement the material presented in BIO248. Four hours of laboratory or field experience per week. Corequisite or prerequisite: BIO248. Additional Fee(s): Laboratory fees.

#### BIO 309 Advanced Neuroscience (3) Even Springs

A thorough study of structure and function of the human nervous system. Detailed examination of anatomy, motor and sensory systems, brain stem, autonomic integration, and cortical functioning. Particular emphasis on membrane physiology, ion channels, and clinical correlation of basic science. Three hours of lecture per week. Prerequisite(s): BIO 209

#### BIO 309L Advanced Neuroscience Laboratory (2) Even Springs

Experiments focused on neuroanatomy, demonstration of basic physiology, and methods of investigation. Three hours of laboratory per week. Corequisite or prerequisite: BIO309. Additional Fee(s): Laboratory fees.

### BIO 312 Neuropharmacology (3) Even Falls

This course examines the effects of therapeutic and recreational drugs on neural function and behavior. Basic anatomy, physiology, and pharmacology will be reviewed prior to an in-depth analysis of drug effects based upon the neural systems that are affected. Three hours of lecture per week.

Prerequisite(s): BIO 144, BIO 209 or PSY 241, and CHM 105 or 107, or permission of the instructor.

### BIO 316 Evolution (3) Even Springs

This course introduces the student to the principles and forces that produce biological evolution. Students will also examine the development of evolutionary theory through a historical perspective. Scientific thinking and communication are emphasized with examples in the vertebrate classes. Prerequisite(s): BIO 143 and 144

### BIO 320 Laboratory Information Management Systems (3) As Needed

Basic concepts of information representation, storage, and retrieval as they pertain to biology and chemistry, with emphasis on applications in laboratory and commercial settings. Cross-listed as CHM 320. Prerequisite(s): CMP 140 and CHM 215.

### BIO 358 Histology (3) Even Falls

An introduction to the study of tissues and cells of plants and animals. This course emphasizes the relationship between microscopic structure and function in living organisms. Three hours of lecture per week.

Prerequisite(s): BIO 143 and 144, CHM 109 and 110.

### BIO 375 Special Topics in Women's Health (3) Odd Falls

An upper level course designed for students in the Pre-Health Professions Program. This course will examine a variety of health issues with emphasis on those of special importance to women. The emphasis will be on the biological aspects of these issues, but social, ethical, and other aspects may be covered. Three hours of lecture per week.

### BIO 384 Plant Physiology (3) Odd Springs

This course is an introduction to the physiology and biochemistry of plants. Lectures cover plant cells, enzymes, transport of water and nutrients, metabolism, defenses against pathogens, gene expression, hormones, and responses to environmental stimuli. Three hours of lecture per week.

Prerequisite(s): BIO 143 and 144, and CHM 109 and 110.

### BIO 384L Plant Physiology Laboratory (2) Odd Springs

Experiments to complement the material presented in BIO384. Four hours of laboratory per week. Corequisite or prerequisite: BIO384. Additional Fee(s): Laboratory fees.

### BIO 391 Internship (1)

### BIO 392 Internship (2)

### BIO 393 Internship (3)

### BIO 408 Developmental Biology (3) Even Springs

A study of the embryonic and post-embryonic development of animals, with special emphasis on humans. The morphogenesis, growth and mechanisms of differentiation are stressed. Other topics include cancer, regeneration, cloning, hormones as mediators of development, and developmental genetics. Prerequisite(s): One 200-level biology course.

**BIO 408L Developmental Biology Laboratory (2) Even Springs**

Experiments to complement the material presented in BIO408. Three hours of laboratory per week. Corequisite or prerequisite: BIO408. Additional Fee(s): Laboratory fees.

**BIO 417 Genetics (3) Fall**

This study of the modern concepts of the gene stresses theory and experimental evidence relating to the structure of the gene, heritability of characteristics, and the behavior of genes in populations. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144, and CHM 205 and 215. Statistics recommended.

**BIO 418 Chemical Analysis Laboratory (3)**

This laboratory teaches the proper design, implementation and analysis of modern techniques in instrumental chemistry, encompassing spectroscopy, electrochemistry, and separation science. In addition, several inorganic compounds are synthesized and characterized. Student-originated research projects are used extensively throughout this course. Prerequisite(s): CHM 216. Additional Fee(s): Laboratory fee.

**BIO 417L Genetics Laboratory (2) Fall**

Genetics laboratory consisting of investigation in molecular genetics, genomics, and classical and population genetics. Both computer and wet lab techniques will be employed. Five hours of laboratory per week. Co-requisite or prerequisite: BIO 417. Additional Fee(s): Laboratory fee.

**BIO 418 Chemical Analysis Laboratory (3) Spring**

This laboratory teaches the proper design, implementation and analysis of modern techniques in instrumental chemistry, encompassing spectroscopy, electrochemistry, and separation science. In addition, several inorganic compounds are synthesized and characterized. Student-originated research projects are used extensively throughout this course. Cross-listed as CHM318. Prerequisite(s): CHM 216. Additional Fee(s): Laboratory fee.

**BIO 425 Plant Development (3) Even Falls**

This course combines classical and molecular biological approaches to the study of plant growth and development. Topics covered in this course include: plant morphology, axis development in plants, plant pattern formation, and the molecular genetics of plant growth and development. Three hours of lecture per week. Prerequisite(s): BIO 143 and 144, CHM 109 and 110, and one of the following: BIO 231, 224, or 317.

**BIO 425L Plant Development Laboratory (2) Even Falls**

Experiments to complement the material presented in BIO425. Three hours of laboratory per week. Corequisite or prerequisite: BIO425. Additional Fee(s): Laboratory fees.

**BIO 431 Advanced Principles of Cell and Molecular Biology (3) Spring**

An advanced course for the junior or senior science major. Topics include genes and genomes, transcription, translation, the control of gene expression by prokaryotes and eukaryotes, DNA synthesis and repair and cell signaling. Three hours of lecture per week. Prerequisite(s): BIO 231, or permission of the instructor. Co-requisite: BIO 340. Recommended: BIO 317, CHM 205, or CHM 338.

#### BIO 438 Biochemistry I (3) Fall

This course covers the structure and functions of proteins, polynucleic acids, and biological membranes. Enzymes and kinetics are taught. Metabolic pathways, with emphasis on the thermodynamics of the equilibria and the storage and usage of energy, are covered. Cross-listed as CHM 338. Prerequisite(s): CHM 206 or permission of the instructor.

#### BIO439 Biochemistry II (3) Spring

Metabolism is studied with an emphasis on anabolic pathways and special pathways such as cytochrome P450. Other topics include molecular genetics and protein synthesis, hormones and receptors, and immunology. Cross-listed as CHM 339. Prerequisite(s): BIO 438

#### BIO 440 Biochemistry, Cell, and Molecular Biology Laboratory (2) Spring

An advanced laboratory course for junior or senior science majors who wish to gain theoretical and practical experience with the techniques and equipment commonly used in the fields of cellular biology, molecular biology, and biochemistry. Topics include PCR, electrophoresis, enzyme kinetics, aseptic cell and tissue culture, cell surface receptors, and molecular modeling. Five-hour laboratory with one-hour pre-lab lecture each week. Cross-listed as CHM 340. Prerequisite(s): BIO 231 or BIO 438, or Co-requisite BIO 331, or permission of the instructor. Additional Fee(s): Laboratory fee.

#### BIO 458 Histology (3) Even Fall

A microscopic analysis of human and animal tissue and organ function at the cellular level. Material comes from textbook, lecture, images, and animations in addition to practical application and identification of histological specimens. Recommended for students planning to apply to professional schools of medicine, veterinary medicine, or dentistry. Prerequisite(s): BIO 143, BIO144, CHM107/109, Senior status or permission of instructor.

#### BIO 458L Histology Laboratory (2) Even Falls

Basic methods of preparing and staining tissues for histology study. Students examine prepared slides and make slide collections. Four hours of laboratory per week. Corequisite or prerequisite: BIO458. Additional Fee(s): Laboratory fees.

#### BIO 491 Independent Study (1)

#### BIO 492 Independent Study (2)

#### BIO 493 Independent Study (3)

#### BIO 494 Independent Study (4)

#### BIO 498 Tutorial (4)

#### BIO 499 Tutorial (4)

#### BUS 105 Foundations of Business: The Challenge of Business Leadership (3)

Almost half of business managers and leaders are women. The course combines the in-depth knowledge of theory and practice of business and fosters analytical and creative thinking. Students build a foundation for future learning by gaining an understanding of business organizations, their structure and functions, the global setting in which they compete, environmental components and the challenges of an increasingly dynamic, complex work environment. Learn how companies function including an international perspective of challenges in a complex work environment.

#### BUS 207 Ireland and the United States: a Special Relationship (3)

This course will look at the relationship between Ireland and the United States of America over the past three centuries. According to the 2006 American Community Survey, 12% of the US population are "Irish Americans" citizens of the United States who claim Irish ancestry. Millions of Irish migrated to the United States during and after the Great Irish Famine (1845-1850), and Irish communities quickly grew around the United States. Irish workers, their strong sense of heritage and their role in US politics and government are part of US history. Ireland's contribution to American culture includes the performing arts, literature, politics, sports, celtic music and "bagpipe marching groups."

#### BUS 240 International Business (3)

A course in the problems, procedures, and techniques of conducting international trade. Background is provided on the relationships among multinational corporations, international financial markets, and government agencies. Multinational corporations' strategic formulations of product policy research and development, production, and supply systems, as well as financing of international operations, are examined. Prerequisite(s): BUS 105

#### BUS 243 Principles of Marketing: Managing Profitable Customer Relationships (3)

This course introduces students to the basic concepts of marketing strategy and management. Students develop and learn to apply the knowledge and analytical skills needed to make effective marketing decisions. Basic marketing concepts such as strategic segmentation, targeting, positioning, product design, pricing, promotions and distribution highlight the marketer's obligation to gain a deep understanding of unique customer groups (e.g., women, minorities, other potential target segments) to meet differentiated customer needs effectively, reliably and profitably in a changing international marketplace. Environmental sustainability is analyzed from the consumer perspective. Prerequisite(s): BUS 105

#### BUS 244 Consumer Behavior (3)

An analysis of the concepts and research related to buyer behavior. The course reviews and evaluates the major theories of consumer behavior from the economics, behavioral sciences, and marketing literatures. The use of consumer research data for marketing decisions is emphasized. Topics include market segmentation, theories of brand choice, family decision making, life cycle theories, and the diffusion of innovations. Prerequisite(s): BUS 243

#### BUS 255 Gender Issues in Work and Management (3)

This course examines the historical emergence of women in the workforce and management positions. A particular focus of the course is the structural and cultural barriers preventing women from entering the workforce and management positions; problems confronting women managers, such as discrimination and sexual

harassment; and solutions for resolving these barriers and problems, such as social legislation and the development of appropriate interpersonal skills. Prerequisite(s): BUS 105 or permission of the instructor.

#### BUS 257 Business Law and Business Ethics: Corporate Responsibility and Society (3)

This course will introduce women to the introductory concepts of business law including employment law, social and environmental responsibility of corporations, and international business law. It will also emphasize frameworks for conducting ethical analysis and the analysis of ethical dilemmas.

Prerequisite(s): BUS 105

#### BUS 272 Principles of Finance: Strategically Financing Business Operations (3)

The aim of this course is to enable students to apply fundamental ideas of financial economics to problems in corporate finance. Participants will gain an overview of valuation principles, learn basic principles of corporate finance from the perspective of a financial manager, and, through case studies, analyze important financial decisions made within firms.

#### BUS 275 Investments (3)

This course begins with a description of the investment environment that includes the concepts of risk and return. It then examines popular investment vehicles, including common stock, fixed-income securities, speculative investments, real estate, and tax shelters. The course is taught from a decision-making perspective.

Prerequisite(s): ACT 222 and BUS 105

#### BUS 293: Internship: Experiential Pathway in Field (3)

The Chatham University Internship program provides women with the opportunity to acquire hands-on work experience related to their academic studies and career paths. According to the 2001 Job Outlook Survey by the National Association of Colleges and Employers (NACE), employers say that the perfect candidate is a graduate who brings relevant work experience to the table. This experience is gained through internships.

#### BUS 310 Organizational and Marketing Research (3)

This introductory research methods course provides business and social sciences students with an in depth examination of the qualitative and quantitative research principles that are needed to complete their tutorial work. Specific topics include problem definition, literature review, theory development, research design, sampling theory, construct measurement, data collection, data analysis, reporting results, interpreting findings, and developing actionable recommendations. This course is designed to make each student a knowledgeable research consumer and a beginning practitioner through the use of assigned readings, exercises, class discussion, case analyses and an applied research project on a topic of the student's choice. Prerequisite: MTH 110 or PSY 213

#### BUS 327 Global Marketing (3)

This course explores the rapidly evolving realities of international marketing. Through class discussion, case study and project work, students learn to analyze macro-environments (alternative cultures, economic systems, financial markets, governments and legal issues). Students learn to develop marketing strategies and tactics to fit the unique aspects of targeted global markets. Prerequisite: BUS 243

### BUS 337 Managing Nonprofit Organizations (3)

Through the use of case studies, assignments, and class projects, this course familiarizes students with the distinctiveness of nonprofit organizations and their management. Specific topics include marketing and fund raising, budgeting, personnel management and supervision, strategic planning and implementation, environmental and program evaluation, and managing inter-organizational networks. Prerequisite(s): BUS 105, or SWK 101 and 102, or permission of the instructor.

### BUS 357 Entrepreneurial Ventures: A Frontier of Opportunity for Women (3)

Entrepreneurship is an exciting field of study, especially for women. Research indicates individuals who study entrepreneurship are three to four times more likely to start their own business. This course will take students through the entire entrepreneurial process from start-up to growth while exploring the personal and professional challenges. Prerequisite(s): BUS 105

### BUS 390 Human Resources Management (3)

This course reviews the latest developments and technology in the emerging field of human resources management. Readings and case studies are used to assess and evaluate alternative approaches in staffing, training and development, organization development, performance appraisal, compensation, benefits, labor relations, and collective bargaining. The overall emphasis of the course is to help students understand these elements of human resources management within an integrated systems approach. Prerequisite(s): BUS 105 and ECN 101 or 102

### BUS 391 Internship (1)

### BUS 392 Internship (2)

### BUS 393 Internship: Experiential Pathway in Field (3)

The Chatham University Internship program provides women with the opportunity to acquire hands-on work experience related to their academic studies and career paths. According to the 2001 Job Outlook Survey by the National Association of Colleges and Employers (NACE), employers say that the perfect candidate is a graduate who brings relevant work experience to the table. This experience is gained through internships.

### BUS 415 Strategic Management (3)

This course presents a detailed exploration of the importance of strategy for providing businesses with a “competitive advantage.” Through the analysis of case studies students gain a critical understanding of different business strategies, the different processes of business strategy development, and of strategy implementation. Students also examine the contextual conditions affecting strategy development and strategy successes and failures. Pre-requisite: BUS105

### BUS 445 Marketing Strategy (3)

This course examines the concepts and processes for gaining competitive advantage in the marketplace. It is designed around a marketing planning approach with a clear emphasis on how to do strategic analysis and planning. The course takes a hands-on approach toward analyzing markets and market behavior, and matching strategies to changing market conditions.

Prerequisite(s): BUS 243

BUS 491 Independent Study (1)

BUS 492 Independent Study (2)

BUS 493 Independent Study (3)

BUS 494 Independent Study (4)

BUS 495 Global Business Leadership in Changing Times (3)

In this age of virtual teams, a border-less economy, the unparalleled access to knowledge through the Internet and the flattening of organizational hierarchies, the leadership rules have changed. This course will analyze the varying global leadership roles of women and the challenges of leading diverse, multicultural groups of people in supporting an organization's mission. Prerequisite: BUS 105

BUS 498 Tutorial Capstone Research Project: Methods of Problem Identification (4)

Working in a classroom setting with other students and individually with a faculty tutor the student identifies a specific research question in her field of study, chooses an appropriate methodology to answer the question and conducts research.

BUS 499 Tutorial Capstone Research Project: Research in the Knowledge Economy (4)

After the first semester of work, the student completes her research project, analyzes the results, and formulates conclusions. The student is a producer of new knowledge in her area of research. Tutorials in the business programs include both analysis of existing or original data from surveys or experiments and an original product, such as a business plan, informational manual, creation of a database, strategic analysis, marketing plan, or curriculum. The tutorial is strategic driven and is focused on thoughtful analysis of data and corresponding implications in a rapidly changing environment.

CAB 115 Global Focus Seminar (3)

This interdisciplinary course is intended to foster student intellectual involvement in the Chatham Global Focus program. Taught from a global and comparative approach, this course seeks to provide a meaningful structure in studying the physical and cultural geography, key historical events, and the current social, economic, and political situation in the region of study. This course will be team taught by several faculty members and guest lecturers. Also, students will begin to develop the necessary skills for accessing a culture or country that will be operationalized in a student's Chatham Abroad experience. The course will meet in large group sessions and in small breakout sections that will address items of relevance to specific trips.

CAB 201 Chatham Abroad Pre-Course Seminar (1)

The one-credit seminar, required for all intending to participate in the Maymester program, will prepare students in the spring term for their Chatham Abroad experiences. The specific topics covered in each seminar will be determined by the faculty based on the focus of each Chatham Abroad site. Topics might include history, geography, culture, language, or natural history. Chatham Abroad fee will apply.

CAB 241 Business in France: Cosmetics and Fashion Industries (3)

The purpose of the course is to acquaint students with the business environment of France as embodied by two of France's best-known industries: fashion and cosmetics; in addition students will be exposed to French cultural background (as opposed to that of the U.S.), business negotiation styles, business and dining etiquette, etc. In addition students will be able to meet French students and discuss lifestyles, ideas, curricula etc.

#### CAB 275 Producing Food and culture in Italy (3)

This course is an introduction to Italian culinary culture focusing on the production and consumption of local foods indigenous to two regions. Focusing on the social and economic aspects of food production explorations include the relevance of the Mediterranean diet, kitchen lab demonstrations, visits to production facilities, farms, and fisheries.

#### CAB 296 Semester in Rome Program (15)

#### CAB 340 History, Art, and Literature of London (3)

A study of the history of London as reflected in its architecture and cultural artifacts; the works of art, both those by English artists and those collected in London's great museums; and the literature that has grown from London events and scenes, with visits to sites and settings of the readings and writers.

#### CAB 345 Belize (3)

Subtropical Belize offers a unique opportunity to study the partnerships between environmentally conscious humans and a wide variety of natural and historical environments. Students explore the rain forest, mountain, and marine habitats of howler monkeys, jaguars, and queen angelfish, as well as visit Mayan archaeological sites at Xunantunich, Cahal Pech, and Tikal. From the Maya to Spanish explorers and English bussaneers, Beliza history demonstrates the interdependence of man and nature in what Rachel Carson called "the web of life."

#### CHM 105 General Chemistry (3) Fall

This course covers the same material as CHM107 below, but is specifically structured for students who have had little or no previous chemistry experience, or who need extra help with algebraic problem solving. Three hours of lecture and one hour of recitation per week. Prerequisite(s): Co-requisite: CHM 109

#### CHM 107 Chemistry I (3) Fall

This course begins with a study of atomic structure, then expands to cover chemical naming, patterns of reactivity, thermochemistry, the interaction of light and matter, atomic orbitals, ionic and covalent bonding, and molecular shapes. This class concludes with an introduction to organic chemistry and biochemistry. Three hours of lecture per week. Prerequisite(s): Co-requisite: CHM 109

#### CHM 108 Chemistry II (3) Spring

The second semester of general chemistry continues exploring the structure, properties, and bonding of atoms and molecules, with emphasis on the physical characteristics of gases, liquids, solids and solutions, chemical equilibria, thermodynamics, and kinetics. Three hours of lecture per week. Prerequisite(s): CHM 105 or 107. Co-requisite: CHM 110.

#### CHM 109 Chemistry I Laboratory (1) Fall

Introduction to the basic experimental procedures and laboratory techniques in chemistry. Experiments are

correlated with the lectures in Chemistry 105 and Chemistry 107. Three hours of laboratory per week.  
Prerequisite(s): Co-requisite: CHM 105 or 107. Additional Fee(s): Laboratory fee.

#### CHM 110 Chemistry II Laboratory (1) Spring

Continued introduction to the basic experimental procedures and laboratory techniques in chemistry. Experiments are correlated with lectures in CHM108. Three hours of laboratory per week. Prerequisite(s): Co-requisite: CHM 108. Additional Fee(s): Laboratory fee.

#### CHM 205 Organic Chemistry I (3) Fall

Development of the structural theory of organic compounds. Relationship of structure to reactivity, stereochemistry, types of organic reactive intermediates, and the chemistry of alkanes, alkenes, and aromatic compounds are covered. Three hours of lecture per week. Prerequisites: CHM 108, 110; Co-requisite: CHM 215.

#### CHM 206 Organic Chemistry II (3) Spring

Discussion of organic functional groups and their chemistry. Spectroscopy, mechanisms, and synthetic type-reactions are included. A discussion of biologically important compounds is covered during the last third of the term. Three hours of lecture per week. Prerequisite(s): CHM 205 and 215

#### CHM 209 Inorganic Chemistry (3) Fall

A descriptive survey of inorganic chemistry, including bonding theories, coordination compounds, electrochemistry, inorganic syntheses, and the chemistry of the transition metals. Three hours of lecture per week.

Prerequisite(s): CHM 108

#### CHM 215 Elementary Organic Laboratory (2) Fall

Basic manipulative skills, including introduction to several chromatographic techniques, are followed by chemistry of alkenes and aromatic compounds. Four hours of laboratory per week. Prerequisite(s): CHM 205  
Additional Fee(s): Laboratory fee.

#### CHM 216 Organic Chemistry Laboratory (2) Spring

Chemistry of organic functional groups. Identification of unknowns and a multistep synthesis. Four hours of laboratory per week. Prerequisite(s): CHM 215; Co-requisite: CHM 206. Additional Fee(s): Laboratory fee.

#### CHM 311 Physical Chemistry I (3) Fall

Thermodynamic descriptions of chemical systems, emphasizing gases and solutions. Phase transitions and phase equilibria, chemical equilibria, kinetics, and electrochemistry. Three hours of lecture per week.

Prerequisite(s): CHM 205 and 215; MTH 152; and PHY 252.

#### CHM 312 Physical Chemistry II (4) Even Springs

Quantum mechanics, spectroscopy, introduction to symmetry, and introduction to statistical mechanics. Four hours of lecture per week. Prerequisite(s): CHM 311

#### CHM 317 Integrated Chemistry Laboratory (2) Fall

Experiments are selected to illustrate important principles of advanced experimental chemistry and familiarize students with important experimental methods. The course is intended to encourage students to think critically

about the reliability of their experimental results in the light of their previous chemistry experience. Five hours of laboratory per week. Prerequisite(s): CHM 216. Additional Fee(s): Laboratory fee.

#### CHM 318 Chemical Analysis Laboratory (3) Spring

This laboratory teaches the proper design, implementation and analysis of modern techniques in instrumental chemistry, encompassing spectroscopy, electrochemistry, and separation science. In addition, several inorganic compounds are synthesized and characterized. Student-originated research projects are used extensively throughout this course. Seven hours of laboratory per week. Cross-listed as BIO 418.

Prerequisite(s): CHM 216 Additional Fee(s): Laboratory fee.

#### CHM 320 Laboratory Information Management Systems (3) As Needed

Basic concepts of information representation, storage, and retrieval as they pertain to biology and chemistry, with emphasis on applications in laboratory and commercial settings. Three hours of lecture per week.

Cross-listed as BIO 320. Prerequisite(s): CMP 140 and CHM 215.

#### CHM 322 Topics in Analytical Chemistry (3) Spring

This course explores the fundamental chemical principles underlying modern chemical instrumentation. Students learn the advantages and limitations of these instruments, how to select the proper instrumental configuration for a specific experiment, and how to evaluate emerging chemical technologies. Three hours of lecture per week.

Prerequisite(s): CHM 215; Co-requisite: CHM 318.

#### CHM 338 Biochemistry I (3) Fall

This course covers the structure and functions of proteins, polynucleic acids, and biological membranes. Enzymes and kinetics are taught. Metabolic pathways, with emphasis on the thermodynamics of the equilibria and the storage and usage of energy, are covered. Three hours of lecture per week. Cross listed as BIO 438.

Prerequisite(s): CHM 206 or permission of the instructor.

#### CHM 339 Biochemistry II (3) Spring

Metabolism is studied with an emphasis on anabolic pathways and special pathways such as cytochrome P450. Other topics include molecular genetics and protein synthesis, hormones and receptors, and immunology. Three hours of lecture per week. Cross listed as BIO 438. Prerequisite(s): CHM 338

#### CHM 340 Biochemistry, Cell, and Molecular Biology Laboratory (2) Fall and Spring

An advanced laboratory course for junior and senior science majors who wish to gain theoretical and practical experience with the techniques and equipment commonly used in the fields of cellular biology, molecular biology, and biochemistry. Topics include PCR, electrophoresis, enzyme kinetics, aseptic cell and tissue culture, cell surface receptors, and molecular modeling. Five-hour laboratory with one-hour pre-lab lecture each week. Cross-listed as BIO 440. Prerequisite(s): BIO 431 or CHM 338. Additional Fee(s): Laboratory fee.

#### CHM 391 Internship (1)

#### CHM 392 Internship (2)

#### CHM 393 Internship (3)

CHM 431 Advanced Inorganic Chemistry (3) As Needed

Modern theories and concepts of atomic and molecular structure with illustrative material drawn from various classes of inorganic compounds of current interest, as well as descriptive chemistry of the lanthanides and actinides. Three hours of lecture per week. Prerequisite(s): CHM 209 and 312

CHM 441 Advanced Organic Chemistry (3) As Needed

This course covers three areas of organic chemistry at an advanced level: molecular orbital theory and pericyclic reaction, multistep synthesis and retrosynthesis, and polymer chemistry. Three hours of lecture per week. Prerequisite(s): CHM 206, 216, and 311

CHM 443 Environmental Chemistry (3) As Needed

This course is an advanced study of the chemical principles underlying common environmental problems. It aims to deepen the student's knowledge of chemistry and its role in the environment and shows the power of chemistry as a tool to help us comprehend the changing world around us. Three hours of lecture per week. Cross-listed as ENV 443. Prerequisite(s): A 300-level chemistry course or permission of the instructor.

CHM 452 Computational Drug Design (3) As Needed

Study of computational techniques of importance in contemporary drug design. Topics include molecular docking, ligand binding free energy calculations, de novo drug design, pharmacophore elucidation, quantitative structure-activity relations, and combinatorial library design. Three hours of lecture per week. Cross-listed as BIO 552. Prerequisite(s): A 300-level biology or chemistry course or permission of the instructor.

CHM 491 Independent Study (1)

CHM 492 Independent Study (2)

CHM 493 Independent Study (3)

CHM 494 Independent Study (4)

CHM 498 Tutorial (4)

CHM 499 Tutorial (4)

CHN 101 Introduction to Chinese Language and Culture I (4)

This course is designed for students who have had no prior exposure to Chinese language. The emphasis in this class is on building up vocabulary and sentence patterns in communicative contexts, and a solid foundation in pronunciation. Writing will be in both pinyin phonetic system and simplified Chinese characters.

CHN102 Introduction to Chinese Language and Culture II (4)

This course is a continuation of CHN101. It continued to build up students' vocabulary and sentence patterns in communicative contexts. Prerequisite: CHN101 or equivalent, or permission of the instructor.

#### CMP 140 Introduction to Computer Science (3) Odd Fall

This course provides an introduction to the science of computing. It surveys the breadth of the subject and provides enough depth to convey an appreciation of the topics. The course covers the history of computing, machine architecture and operating systems, algorithms, programming languages, and data organization. Three hours of lecture per week.

#### CMP 202 Introduction to Programming (3) Spring

An introduction to programming using C++ for students with no previous computer programming experience. Includes introduction to algorithms and object-oriented programming techniques. Three hours of lecture per week. Prerequisite(s): CMP 140 or permission of the instructor

#### CMR 210 The Structure and Culture of Conflict (3)

This is the first required course in the program leading to a minor in conflict resolution. The course introduces students to the structure and anatomy of conflict and the ways in which conflict is impacted by the culture of the parties, the neutral, or the setting. The course addresses the language of conflict, conflict models, and issue framing.

#### CMR330 International Human Rights Law (3)

This course takes a critical look at international human rights litigation to hold states accountable before regional bodies, universal mechanism, and special institutions established to render individual criminal justice after mass atrocity. The seminar evaluates the process of litigation before these bodies and their jurisprudence, as well as their role in promoting (or undermining) justice and fostering reconciliation (or intensifying tensions) in post-conflict societies.

#### CMR 393 Internship: Mediators Without Borders (3)

#### CMR 420 Conflict, Ideology & Radical Social Change (3)

This course is a seminar style, interdisciplinary course exploring the theoretical foundations of social unrest, revolt, revolution, war, and peace in the modern age. Focus is placed on anti-colonial revolts in the Indian sub-continent, the American civil rights movement and the Rwandan genocide.

#### CMR 430 Introduction to Alternative Dispute Resolution (3)

This course introduces students to the general field of dispute resolution methods and their applications in the USA and in the international arena. Its primary focus is on arbitration and mediation as methods that have been recognized as effective when responding to the crises generated by the global economy, and the modernization of the legal professions.

#### COM 100 Introduction to Sports Journalism (3) Fall

This course is designed to give students a complete view of the field of sports journalism - from the actual art and process behind daily sports journalism as practiced in today's various mediums to a broad view of sports as it relates to the work of the sports journalist. Students will produce a television sports project as part of the required course work.

### COM 106 Mass Communication and Modern Society (3) Fall

The effects of mass communication on individuals and society, particularly as they relate to values and ethics, are examined. The course emphasizes the history and structure of the mass media.

### COM 141 Media Literacy (3) Fall

This course introduces students to the Macintosh computer interface and related media practices. Students explore digital foundations, media related histories, theoretical frameworks and critical examination of production elements as they discover how computers are radically changing the way image makers create and present their work.

Cross listed as ART141 and FDT141. Additional Fee(s): Course Computing Fee.

### COM 151 Introduction to Reporting (3)

This course covers the fundamentals of reporting and includes identifying different types of news sources, properly quoting interviewees, and orientation to basic media ethics, differentiating between opinion and analysis, confirming facts in the course of reporting, and finally writing skills.

### COM 166 Global Communication (3) Spring

This course examines the impact of global broadcast, satellite, and telecommunication systems on both Western and non-Western societies and cultures. Topics covered include the impact of transnational media monopolies on both Western and non-Western understandings of world events; Western entertainment industries, cultural imperialism, and non-Western modes of resistance; and the concept of "globalization" as it relates to communication and culture.

### COM 200 Advanced Sports Journalism (3) Spring

Advanced sports journalism builds on the introductory course by exploring sports journalism topics in greater depth. Lectures are combined with exposure to other media professionals and constructive critiques of students' projects. Students will produce television sports projects as part of the required course work.

Prerequisite(s): COM 100

### COM 234 Intercultural Communication: Values and Ethics (3)

Course should provide the student with an appreciation of the complexities involved in the development of beliefs, attitudes and behaviors that reflect cultural values. This course should result in an understanding of the specific forces, which shape perceptions, feelings, and behaviors of various cultural groups. These forces include socially constructed categories such as race, ethnicity, nationality, gender, socio-economic status, and religion. These will be explored in a variety of contexts, language, family structures and the handling of conflict of laws and ethics (cultural relativism) will be examined.

### COM 234 Persuasion (3) Fall

This course explores rhetorical and experimental studies of persuasion. It introduces the student to research in the field and critically examines some of the techniques developed in "selling" products, politics, and culture. It also examines the ethical considerations relevant to these techniques.

### COM 240 Introduction to Broadcast (3) Fall

Introduction to broadcast teaches students the basics of shooting, editing, and writing scripts to produce television news features based on events and topics students cover in the Pittsburgh area. Instruction includes basic reporting

techniques, writing for broadcast, voice training, operating the camera and digital editing. Prerequisite(s): Recommended to take concurrent with or subsequent to COM 251. Additional Fee(s): Course Computing Fee.

#### COM 247 Digital Photography and Restoration (3) Spring

The course outline includes digital photography; cameras; camera specifications; composition, color and grayscale modes; Photoshop essentials; scanning old photographs; photographic deterioration; electronic retouching; color and tonal corrections; gamma corrections; composite restoration; hand coloring old photographs; printing and display; cost factors and equipment; professional applications; and potential internships with career opportunities in the Visual Arts. Cross-listed as ART 247.

Prerequisite(s): Prerequisite: COM 141. Additional Fee(s): Photography fee.

#### COM 251 News Writing and Editing (3)

This production based course introduces students to reporting, structuring and writing print news stories. Students are assigned to cover weekly events and topics in the Pittsburgh area, thus gaining a sense of how news judgment and media ethics are applied to actual reporting assignments.

#### COM 251L Staff Position: The Communiqué (1)

A one-credit, pass-fail lab section attached to COM 251: News writing and Editing. Credit will be awarded upon a student's fulfillment of a staff position on The Communiqué over the course of one semester. As student may register for this lab a maximum of three times during her undergraduate years.

#### COM 260 Practical Public Relations (3) Fall

Students learn the theories, processes, and techniques involved in planning and implementing programs designed to influence public opinion and behavior through socially responsible performance and mutually satisfactory communication. The course emphasizes research, design, production, and writing public relations media, including news releases, features, pamphlets, brochures, financial statements, management reports, scripts, scenarios, and publicity. Students will analyze case histories presented by professional practitioners; appraise success and failure factors; and explore new concepts and developing trends.

#### COM 261 Web Design I: Code + Aesthetics (3) Fall

This introductory course in web design and net art production addresses formal design, aesthetic, conceptual and theoretical methods for the creative production and dissemination of student projects via a global network.

Technical focus is on authoring nonlinear documents using software and basic web programming languages.

Students conceptualize projects around a variety of topics including: online social networks, memory and database theory, cultural interfaces, the screen and the body, and collective media. Cross-listed as FDT 261.

Prerequisite(s): ART/FDT 141 or permission of the instructor. Additional Fee(s): Course Computing Fee.

#### COM 273 Photography I (3) Fall

This course is designed to introduce students to the basic techniques of exposure and development in black-and-white photography. Emphasis is on technical as well as aesthetic characteristics. The photograph is studied as a medium for documentation, representation, and expression. Students are required to have a 35mm SLR (Single Lens Reflex) film camera. If you plan to buy one, wait until the first week of class. Cross-listed as ART 273.

Additional Fee(s): Photography fee

### COM 331 Writing for Film and Emerging Media Arts (3) Fall

This course focuses on content writing for film and emerging media creative projects. Theory and practice are intentionally intermingled to demonstrate the mixture of intellectual context and intuition with which the writer works. Students learn how to imagine, write and produce a project that illustrates innovations in story development. Cross-listed as FDT 331.

### COM 340 Intermediate Broadcast Production (3) Spring

Intermediate broadcast production builds on foundations of introductory class. Students deepen their technical and editorial skills in order to produce taped news features and longer news formats. Students learn video streaming. Prerequisite(s): COM 240. Additional Fee(s): Course Computing Fee.

### COM 351 Advanced News Writing and Editing (3) Spring

This course emphasizes the “how to” of interviewing, researching, writing, and placing professional quality articles for a full range of magazines and newspapers, including women’s, sports, ethnic, local, and national publications. Analyses of the skills and background needed to report on the various topics. The following topics may be covered, depending on student interest: science, medicine, and environment writing; sports news and feature coverage, including social and economic factors influencing sports in America; business, including economics and finance; entertainment and arts, including television, film, theatre, music, graphic arts, architecture, and design; and government, covering local, state, and federal government. Students also concentrate on Reporting Pittsburgh, where they will focus on Pittsburgh and be required to do intensive field work in the neighborhoods, ethnic communities, and local institutions such as City Council, hospitals, police departments, and social work agencies. Prerequisite(s): COM 251

### COM 353 Print Design (3) Spring

This course combines technical training in digital imaging with exercises in creative print-media based design and critical thinking. Students learn the foundations of print and publication design with emphasis on the conceptual integration of typography and image in organizational frameworks. Students conceptualize and design multi-page documents using the Adobe Creative Suite with particular emphasis on Adobe InDesign. Conceptual and content discourses will be developed through contemporary issues and the design of relevant documents. Cross-listed as ART 353. Prerequisite(s): ART 141 Additional Fee(s): Applied art fee

### COM 357 Photography II (3) Odd Springs

This course is designed to acquaint students with several darkroom and photo processing methods. Special attention is given to working with various photo papers, exposure manipulation in printing processes, toning, intensification, filtration, studio lighting of products, and photo finishing techniques. It also develops the student's aesthetic sense by emphasizing principles of composition in the photo essay, photojournalism, and product and advertising photography. Cross-listed as ART 357.

Prerequisite(s): COM 273 or permission of the instructor. Additional Fee(s): Photography fee.

### COM 360 Advanced Public Relations (3) Fall

Application of principles and methods to intensive analysis of public relations problems, decision making,

programming, and evaluation in simulated staff and agency organization. The course emphasizes the principles and practices of public relations as a basic component in the promotion and marketing of goods and services; regulatory considerations; and consumerism. The following topics may be covered, depending on student interest: public relations in entertainment, including films, broadcasting, music, expositions, amusement parks, resorts, and arenas; developing, managing, and evaluating campaigns designed to reach niche audiences segmented by culture, lifestyle, and other factors; and sports information and promotion, including lectures, media assignments, role-playing, and presentations by sports professionals.

Prerequisite(s): COM 260

#### COM 371 Speech Writing (3) Spring

This course gives students the confidence and skills to write speeches that will inform and captivate their audiences. With an interactive format taking students through a variety of techniques that will improve their writing skills, this course also offers the opportunity for specific skills to be learned, including grabbing your audience--writing great openings; how to structure your speeches; communicating technical information and facts; and writing a great finish.

#### COM 374 Photojournalism (3)

This course introduces the skills for taking photos that tell news stories. Learn how to capture the moment by applying the right camera functions and composition to the unscripted reality of breaking news and news features.

Cross-listed with ART 374.

Prerequisite(s): ART/COM 273 or permission of instructor

#### COM 391 Internship (1)

#### COM 392 Internship (2)

#### COM 393 Internship (3)

#### COM 400 Media Ethics and Responsibility (3) Fall

Study of current and past battles over the limits of free expression; moral and ethical issues and dilemmas and conflicts of interest; public perceptions of the press; and the interdependence of the media, economics, politics, sports, and entertainment. Media as instruments of social and esthetic change will be discussed, along with press law and government controls, and the portrayal of people of color, gender issues, sexual diversity issues, and community issues.

#### COM 405 Intercultural Values (3)

This course is designed to provide the student with an adequate appreciation of the complexities involved in the process of intercultural communication and an understanding of the specific forces that shape the thoughts, feelings, and behaviors of various cultural groups. It also explores the diffusion and adoption of innovations, particularly in less-developed countries. Prerequisite(s): Not open to first-year students.

#### COM 407 International Journalism (3) Spring

This course uses coverage of current international affairs to prompt students to analyze and discuss how various American media differ in reporting foreign news, as well as to provide a forum for comparing domestic and

international news coverage. Topics for comparison will range from geopolitical issues like the Middle East to more mundane topics like global conferences. The "war on terror" coverage and media-military relations during the Afghan and Iraq wars will also be examined. The non-American perspective on world events will be highlighted by studying other countries' media. The final lecture focuses on concrete advice on how students interested in international reporting can start laying the necessary groundwork in their own careers.

#### COM 410 Advertising as Communication (3) Fall

This course reviews the history and development of advertising. The course emphasizes basic advertising campaigns showing relationships of marketing, creative, print, and electronic media. Students will learn the basics of writing and editing for advertising and commercial copy for all media; selling, planning, and buying for the media; advertising's relationship to society and business; media choice; and production of advertising materials, with an emphasis on the creation and design of advertising elements. Prerequisite(s): COM 234

#### COM 421 Digital Animation and Compositing (3)

This production course provides an introduction to computer animation and visual effects. Students learn the principles, process, and philosophy of animation with a focus on the design and construction of environments, characters, and time-based motion. Students script, storyboard, design, and produce a short animated digital video. Cross-listed as FDT 421. Prerequisite(s): ART/COM/FDT 141 and FDT 250. Additional Fee(s): Course Computing Fee.

#### COM 462 Writing for Digital Media (3)

#### COM 481 Event Photography (1)

This practicum is for student's photographing (stills) and digital video for selected Chatham University events along with candid shots of students for college publications, the Communique, PR, and Chatham web pages with name credits on all published work. Earned credits will require the following: 1 credit must cover 2 events. All include lab work. Cross-listed with ART 481. Prerequisite(s): ART 241, 349, or permission of the instructor. Additional Fee(s): Photography fee.

#### COM 482 Event Photography (2)

This practicum is for student's photographing (stills) and digital video for selected Chatham University events along with candid shots of students for college publications, the Communique, PR, and Chatham web pages with name credits on all published work. Earned credits will require the following: 2 credits must cover 3 events. All include lab work. Cross-listed with ART 482. Prerequisite(s): ART 241, 349, or permission of the instructor.

#### COM 483 Event Photography (3)

This practicum is for student's photographing (stills) and digital video for selected Chatham University events along with candid shots of students for college publications, the Communique, PR, and Chatham web pages with name credits on all published work. Earned credits will require the following: 3 credits must cover 5 events. All include lab work. Cross-listed with ART 483. Prerequisite(s): ART 241, 349, or permission of the instructor.

#### COM 484 Event Video Practicum (3)

This practicum is intended for students to videotape, edit and/or post video clips of selected Chatham events on

Chatham's web page. Name credits appear as appropriate. Students use Mellon Studio resources for production. Earned credits (3) require covering 5 events during the semester. Prerequisite(s): ART/FDT 250 or COM 240.

COM 491 Independent Study (1)

COM 492 Independent Study (2)

COM 493 Independent Study (3)

COM 494 Independent Study (4)

COM 498 Tutorial (4)

COM 499 Tutorial (4)

COR 105 College Seminar (3)

College seminars are designed to initiate academic dialogues in a seminar setting often reserved to upper-level students. Limited to first-year students, College Seminars will focus on topics of particular interest to individual Chatham faculty. While building these seminars upon their scholarly passions, professors have designed these courses specifically for first-year students. Students will be encouraged to ask difficult questions, consider multiple answers, and develop strategies for articulating and arguing their intellectual positions through frequent writing assignments. The goal of each seminar is not breadth of coverage, but rather depth of intellectual inquiry.

COR 110 Arts First (3)

This course explores the richness and diversity of the arts by engaging students in three arts modules during the semester: studio art, the performing arts, and the visual arts. Each module will include practical experience, research and study, and on-site exploration of the vast arts resources available both within the Chatham community and the larger Pittsburgh arts community. For example, the studio arts module will provide the opportunity to "make art" through printmaking, utilizing a range of local resources from those on campus to large museums. The music and theatre modules will explore the extensive resources in the area through attendance at a variety of performance events.

Additional Fee(s): Applied art fee.

COR 115 First-Year Science (3)

This course will expose students to science in the context of the College's mission themes. Examples might be the Global AIDS Crisis or Women's Health Issues. The laboratory portion will focus on teaching the scientific method and approaching scientific inquiry from an active, investigative point of view. Students will need one First-Year Science lecture course and one lab section to fulfill this requirement. Students taking other science lab courses must take the First-Year Science lecture course but may use the lab section attached to an existing disciplinary course (such as Biology 144) to fulfill the lab requirement.

COR 115L First-Year Science Laboratory (1)

Additional Fee(s): Laboratory fee.

### COR 203 Citizenship and Civic Engagement: Issues and Activism (3)

This course is designed to educate students about various political, economic, and social issues in the United States, including but not limited to: the environment; the distribution of wealth and power; and current/proposed policies. In addition to knowledge of the issues, students will explore the impact of values, societal structure, and government process on our citizens. Students will learn strategies and tactics to make their voices heard and to mobilize others to be actively engaged in their society. The course will also examine the role women have played in making a difference throughout our history.

Prerequisite(s): Completion of first-year general education requirements or placement based upon transfer credit.

### COR 203 Citizenship and Civic Engagement: Building the Good Society (3)

This course utilizes classroom discussions, simulations, and group projects to explore current controversies in public policy such as the following: What place should religious beliefs have in public policy? How much are we willing to pay for public services, and who should pay? Is it more important in policy choice to preserve the past or to facilitate the future? The course is intended to build responsible citizens and leaders through active engagement in problem solving.

Prerequisite(s): Completion of first-year general education requirements or placement based upon transfer credit.

### COR 203 Citizenship and Civic Engagement: Women's Leadership in Public Life (3)

This course is designed to encourage students to evaluate, contextualize, and participate in leadership in its many forms in the U.S. political setting. We will examine women's historical and current participation in civil society and public affairs from the local and grassroots to national levels. This course utilizes experiential learning activities in the classroom and in the community to cultivate both a theoretical understanding of civil society and leadership and to apply such understandings to the practice of public leadership.

Prerequisite(s): Completion of first-year general education requirements or placement based upon transfer credit.

### COR 304 Diversity and Identity in a Global Context (3)

This course provides students with an understanding of issues pertaining to global diversity. Students will develop an understanding of how socially constructed categories such as race, sexuality, and nationality emerge, evolve, inform, and affect the individual. This course prepares students for responsible citizenship in a global community.

Prerequisite(s): COR 203 or placement based upon transfer credit.

### COR 405 Integrative Seminar (3)

This course is a culminating, interdisciplinary experience for the general education curriculum. Students integrate and synthesize knowledge gained from their major with knowledge gained through general education and apply their disciplinary knowledge to an issue in the areas of global understanding, environmental responsibility, and women's leadership. Students work in groups to research and analyze the topic of the seminar and present their findings in a public forum. Prerequisite(s): COR 304

### COR 491 Supplemental Instruction in Writing (1)

This course is designed to provide writing support and instruction for first-year students enrolled in College Seminars. Supplemental instruction focuses on the development of writing skills necessary for successful completion of the College Seminar and applicable to other courses across the curriculum.

### CST 183 Representations of Race and Gender (3) Fall

This course introduces students to the methodology of cultural studies. In this survey students learn those skills essential to analyzing social constructions of identity. Specific attention is paid to diverse texts, including film, in order to locate how representations of race, gender, ethnicity, and "otherness" are culturally produced and disseminated.

#### CST 215 Perspectives in Gay and Lesbian Studies (3)

This course examines the cultural representations of lesbian, gay, bisexual, and transgender people in literature, film, history and social movements. We will explore how gender and sexual identities intersect with race, class and ethnicity. Finally, students will become conversant with the arguments and critical terms used in the field of queer theory.

#### CST 225 Female Narration: Race and Gender in Women's Film (3)

This course looks predominantly at films directed by women who have worked out strategies for a feminist film practice. The course will focus on the relationship between representations of women and the socio-political structures in which women live. It will also focus on the need for women, if they wish to affect perception of self and other, us and them, to take up the means of production. Exposing the sexual stratagems in various contemporary societies permits women filmmakers to recreate the world in their own image. Study of traditional portrayals of women will support understanding of the differences between subject and object position. Negotiating these often conflicting spaces allows students to comprehend the multiple mediations that structure a critical consciousness. Such awareness allows questions of responsibility in a world of diverse values and perspectives. The course is organized as a reading, viewing, and lecture experience. Cross-listed as FDT225.

#### CST 257 U.S. Latina Women Writers (3)

Students read a variety of twentieth-century U.S. Latina women writers, with attention to commonalities and differences, the social contexts of their lives, and the formal and thematic issues that make this literature a rich and important field of study. The course examines the parameters of a "women's tradition" in U.S. Latino/a literature, emphasizing its diversity and intersections with other traditions. Students develop an understanding of the major groups of Latino immigrants in the U.S. and the variety of roles that women have played in these communities. The class introduces the materials and methods of research in Latino/a studies.

#### CST 383 Special Topics in Cultural Studies (3)

This course is intended to augment the current offerings in Cultural Studies. The content and material of the course depend on faculty areas of specialization. Prerequisite(s): CST183

#### CST 498 Tutorial (4)

#### CST 499 Tutorial (4)

#### DAN 111 Special Topics in Dance (1)

This course introduces students to different forms of dance, drawing on the expertise of regional professional dance instructors. Types of dance might include Hip-hop, Swing, and Ballroom. Each term focuses on one style of dance and learning basic moves in the different dance rhythms. Pass/fail grading only. This course fulfills a wellness course requirement.

### DAN 121 Contemporary Dance Technique I (3)

This course introduces students to a blend of modern dance, modern ballet, and other prevalent dance forms. This course fulfills a wellness course requirement.

### DAN 125 Ethnic Dance (1)

This course introduces students to different forms of ethnic dance, drawing on the expertise of regional professional dance instructors. Each term will focus on one style such as East Indian, Latin, or Afro-Cuban and learning basic movements and rhythms. Pass/fail grading only. This course fulfills a wellness course requirement.

### DAN 160 African Dance (3)

This introductory course immerses students in the many varieties and styles of African dance, while also attending to the ceremonial and ritual functions of dance in African culture. Various African historical and aesthetic perspectives will be introduced and studied through movement. Videotapes illustrating dance forms, and guest artists will also enhance this course. Additional Fee(s): Applied Art Fee This course fulfills a wellness course requirement.

### DAN 201 Moments in Dance (3)

This course looks at key moments in dance from the rise of ballet in Paris and St. Petersburg to the creation of modern dance in response against the rigid constraints of classical ballet. To enhance student understanding, the class views dance videos, while studying influential factors such as innovation in other art forms, changing social fads, and individual artist contributions. This course fulfills a wellness course requirement.

### DAN 211 Special Topics in Dance (2)

Students in this course are given more in depth study of the movements of a variety of dance styles and their origins. Each special topics course offered covers the steps and historical significance associated with a specific style such as Swing, Tap, or Ballroom. Pass/fail grading only. This course fulfills a wellness course requirement.

### DAN 221 Contemporary Dance Technique II (3)

This class continues an eclectic approach to technique, emphasizing varied approaches to modern dance and/or modern ballet. It provides some additional athleticism and challenge, as well as an exploration of new skills according to the expertise of the instructor: elements of contact improvisation or other forms of partnering and new approaches to composition. Prerequisite(s): DAN121 This course fulfills a wellness course requirement.

### DAN 225 Ethnic Dance (2)

Students in this course further explore the movements of a variety of dance styles and their origins drawing on the expertise of regional professional dance instructors. Each term focuses on one form of dance such as East Indian, Latin or Afro-Cuban and learning the techniques and rhythms. Pass/fail grading only. This course fulfills a wellness course requirement.

### DAN 239 Dance Performance (2)

This course is built around a specific dance performance, for which students must audition and be cast. Pass/fail grading only. This course fulfills a wellness course requirement.

### DAN 311 Special Topics in Dance (2)

Students in this course explore more challenging rhythms and techniques of a particular dance such as Swing, Tap, or Ballroom. Prerequisite(s): DAN 211 This course fulfills a wellness course requirement.

### DAN 325 Ethnic Dance (3)

Students build on previous experience to tackle more challenging rhythms and techniques of a particular dance form. Each term focuses on one style of dance such as East Indian, Latin or Afro-Cuban. Students will further examine key figures, trends and the way in which dance both reflects and affects the society that creates it.

Prerequisite(s): DAN 225 This course fulfills a wellness course requirement.

### DAN 491 Independent Study (1)

### ECN 101 Principles of Macroeconomics: The U.S. Economy in the World (3)

The concepts of national income and output are analyzed, and emphasis is placed on factors that influence the levels of economic activity, unemployment, and inflation, including fiscal and monetary policy and the role of international economics.

### ECN 102 Principles of Microeconomics: Decision-Making by the Firm and Consumers (3)

The roles of the consumer and producer are studied in the context of the functioning of the price system in different market structures. Emphasis is placed on the factors that influence the distribution of income (rent, interest, profit, wages) in the economy and the economic influence of women and their purchase decisions in varying economies.

### ECN 230 Intermediate Macroeconomics (3)

Application of the concepts learned in the introductory course to problems facing the American economy. Questions are raised about government policy goals of growth, price stability, and full employment. The Keynesian model and the micro foundations of macroeconomics theory are considered in depth.

Prerequisite(s): ECN 101 and 102

### ECN 231 Intermediate Microeconomics (3)

An intermediate study of the allocation of resources and the distribution of income within economic concepts is given operational content, but the main emphasis is on the tools of economic thinking.

Prerequisite(s): ECN 101 and 102

### ECN 262 Environmental Economics (3)

This course focuses on the study of the relationship between economic activity and the environment. It teaches students the economic perspectives and tools for analyzing environmental problems and evaluating policy solutions. The course covers both conceptual topics and real-world applications. Cross-listed as ENV 262.

Prerequisite(s): ECN 102

### ECN 280 Money and Banking (3)

The following topics are studied: the nature and function of money; the American monetary system and the role of the banking system in creating the nation's money supply; the structure and functions of the Federal Reserve System as the principal agency for monetary control, monetary theory, and its relation to monetary policy; and

current problems relating to the impact of monetary policy on the levels of prices and employment.

Prerequisite(s): ECN 101

#### ECN 301 Econometrics (3)

This course provides an introduction to the theory and application of the estimation of economic relationships. Topics include simple and multiple regression, hypothesis testing, multicollinearity, serial correlation, heteroskedasticity, and simultaneous equation models. Students use computer software statistical packages to analyze data and test hypotheses. Prerequisite(s): ECN 101 and 102; MTH 110 or PSY 213.

#### ECN 351 International Trade and Finance (3)

An introduction to international trade and finance, and an examination of the structure of international trade and the functioning of the international monetary system. Attention is given to recent issues in these areas and the relationship between the domestic and international economies. Prerequisite(s): ECN 101 or 102

#### ECN 358 Economic Development (3)

An examination of the economic and non-economic factors accounting for the economic growth and development of modern economically developed nations and less-developed areas of the world. A review of the problems encountered in initiating and sustaining the process of economic development. Various theories of economic development and major policy issues are discussed. Prerequisite(s): ECN 101 or 102

#### ECN 374 Labor Economics (3)

An examination of the economic theory of wage determination and its effects on population, collective bargaining, automation, and industrial change. Focus is on the U.S. labor market, labor-force characteristics over time, and the economic effects of union and government labor policies. Prerequisite(s): ECN 101 or 102

#### ECN 385 Industrial Organization and Public Policy (3)

This course analyzes the structure, conduct, and performance of American industry, with an emphasis on the monopoly problem. It examines the ways in which industries become monopolized, the measurement of industrial concentration, and government policies to control monopolies (e.g., antitrust laws, regulatory commissions).

Prerequisite(s): ECN 102

#### ECN 391 Internship (1)

#### ECN 392 Internship (2)

#### ECN 393 Internship (3)

#### ECN 491 Independent Study (1)

#### ECN 492 Independent Study (2)

#### ECN 493 Independent Study (3)

#### ECN 494 Independent Study (4)

### EDC 103 Language Development and Academic Success (3)

This course explores language development skills central to successful learning in academic areas. Students explore developing readers who are successful in the classroom and use reading effectively to negotiate the world. The direct linkages to content in mathematics, sciences, and social science are made through non-fiction literacy instruction, assessment, and interventions. Issues of English Language Learners and academic success are also addressed.

### EDC 104 Contemporary Education and Technology (3)

This course provides an introduction and orientation to the teacher education program, and is designed to explore the fundamental principles of teaching and their application in a classroom setting. Learning and the factors that influence learning will be analyzed, as effective teaching, classroom organization and management, instruction and assessment are examined for their impact on learning. Technology tie-ins to instruction, assessment, and presentation will be explored. Independent and small group activities, classroom dialogue, and student reflection will be used to guide and engage the beginning teacher in the observation process, as well as the development of skills and patterns of effective teaching.

### EDC 219 Cognitive Learning Theories (3)

This course addresses brain and cognitive development from prenatal stages through middle childhood. Students examine child development in the context of learning theories. The implications of physical and social development on instructional planning for effective learning are explored. A field experience where theories and concepts can be observed serves to inform classroom discussion.

### EDC 230 Mathematical Foundations (2)

This course relates the principles and process skills of basic mathematics to effective teaching with manipulatives and hands-on learning. Students acquire the skills research, best practices, state and national performances standards, and assessments. Students will create instruction that gives every student the opportunity to succeed in mathematics.

### EDC103 Language Development and Academic Success (3)

This course explores language development skills central to successful learning in academic areas. Students explore developing readers who are successful in the classroom and use reading effectively to negotiate the world. The direct linkages to content in mathematics, sciences, and social science are made through non-fiction literacy instruction, assessment, and interventions. Issues of English Language learners and academic success are also addressed.

### EDC 104 Contemporary Education and Technology (3)

This course provides an introduction and orientation to the teacher education program, and is designed to explore the fundamental principles of teaching and their application in a classroom setting. Learning and the factors that influence learning will be analyzed, as effective teaching, classroom organization and management, instruction and assessment are examined for their impact on learning. Technology tie-ins to instruction, assessment, and presentation will be explored.

### EDC 105 Child Development (3)

EDC 106 Language Development and English Language (3)

EDC 107 Field Experience I: Child Development in School Settings (1)

EDC 200 Field Placement II: Cognitive Development: Math Foundations and Literacy (1)

EDC 210 Typical and Atypical Development (2)

EDC 219 Cognitive Learning Theories (3)

EDC 220 Literacy (4)

EDC 230 Mathematical Foundations (2)

This course relates the principles and process skills of basic mathematics to effective teaching with manipulatives and hands-on learning. Students acquire the skills research, best practices, state and national performances standards and assessments. Students will create instruction that gives every student the opportunity to succeed in mathematics.

EDC 240 Integrating the Arts (3)

EDC 250 Field Placement III: Early Interventions (1)

EDC 300 Field Experience IV: Instructional Planning (1)

EDC 320 Literacy II (4)

EDC 323 Junior Seminar: Assessment (3)

EDC 333 Assessment and Adaptation: Students with Special Needs (3)

EDC 335 Methods of Teaching Mathematics (3)

EDC 336 Science Teaching Methods (3)

EDC 337 Advocacy, Collaboration, and Teamwork (3)

EDC 410 Differentiated Reading , Writing and Technology (3)

EDC 411 Curriculum (3)

EDC 420 Family and Community Relationships

EDC 498 Tutorial (4)

#### EDC 499 Tutorial (4)

#### EDU 103 Children's Literature and Arts (2)

This class explores children's literature through the lens of the fine arts as well as from a developmental perspective. Students increase their repertoire of methods and materials used to engage children in literature activities. Noted works such as Newberry and Caldecott awardees in children's literature serve as the basis for class discussion. Students participate in storytelling and dramatic activities linked to literature.

#### EDU 104 Perspectives on Education (3)

Students examine the role of teachers and schools in past and contemporary society. Selected educational issues are analyzed including role of technology in the classroom, legal issues for teachers, school-community relations, and current legislative initiatives. A field placement is embedded in this course.

FP Embedded: 16 Hours. Additional Fee(s): Field Placement Fee

#### EDU 207 Trends and Issues in Early Childhood Education (3)

This course examines current and contemporary issues surrounding early childhood education. Class discussions focus on sociological, psychological, political, and economic forces shaping families, children and early educational experiences. Prerequisite: EDU100 and EDU102.

#### EDU 208 Teaching Literacy in the Elementary Schools (4)

Interrelationships among listening, speaking, writing, and reading are investigated. Classroom organizational patterns, materials, and approaches within the total elementary curriculum and specific techniques for individualizing instruction are studied. The refinement of teaching strategies through microteaching and tutoring individual or small groups of children in cooperating preschools and elementary schools reinforces the theoretical considerations of the course.

FP Embedded: 16 hours

Prerequisites or Co-requisites: EDU 100, 102 and 103. Additional Fee(s): Field Placement Fee

#### EDU 212 Elementary Curriculum (2)

This course examines current research and trends in elementary school curriculum. Planning the structure and variety of developmentally appropriate learning experiences for children in grades K through 6 is explored in terms of theory and practice. The complexity of designing and implementing effective instructional experiences for elementary classrooms is an essential part of this course, including classroom management strategies.

Prerequisites: EDU 100/102, 103, 104, 208. Co-requisite: EDU 306

#### EDU 219 Child and Adolescent Development in School Settings (4)

This course addresses physical, social, cognitive, and moral development from prenatal stages through young adulthood. Students examine child development in the context of student learning in instructional settings. Through the use of case studies, an understanding of the implications of growth and development on instructional planning for effective learning is achieved. A field experience where theories and concepts can be observed is part of this course and serves to inform classroom discussion and activities.

FP Embedded: 16 hours. Additional Fee(s): Field Placement Fee

#### EDU 234 Inclusion: Issues and Strategies (3)

This course provides the conceptual framework for understanding inclusion issues in our public schools. The students discuss the variety of exceptionalities found in public school settings and the resultant impact of inclusion policy upon instructional practice. A field placement is embedded within this course.

FP Embedded: 16 hours

Prerequisites: EDU 100, 102, 103, and 208. Additional Fee(s): Field Placement Fee

#### EDU 306 Field Experience Level I: Elementary (1)

In this field experience course students observe teachers in classroom settings as well as tutor students in mathematics and reading. Students teach three mini-lessons during the experience that are then analyzed and evaluated by the host teacher.

FP: 16 hours. Additional Fee(s): Field Placement Fee

Corequisites: EDU 212

#### EDU 307 Field Experience Level II: Elementary (1)

Students work with host classroom teachers focusing on social studies, science and technology. Comparisons are drawn through reflective journals and differentiated lesson plans, then summarized in a reflective journal.

Students complete two experiences – one in a lower elementary classroom and one in an upper elementary classroom. assume a greater role in teaching small groups of students.

FP: 20 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 212, 234

#### EDU 309 Field Experience Level I: Secondary (1)

In this field experience students observe teachers in classroom settings as well as tutor students in core subjects. Secondary certification students assess and tutor students in content areas reading and the subject area of their certification. Students teach three mini-lessons during this experience.

FP: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 220, 234

#### EDU 310 Field Experience Level II: Secondary (1)

Students work with host classroom teachers at two different levels (middle and high school). Students assume a greater role in teaching students through tutoring, small group activities and whole class discussions. Practice and comparisons of a variety of teaching methods are part of the experience. Students submit lesson plans, host teacher reviews, as well as a reflective journal and summary essay.

FP: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 220, 234

#### EDU 311 Early Childhood Curriculum (4)

Students engage in seminars accompanied by field experiences in early childhood settings. The teaching of subject matter (mathematics, science, music, art, social studies, health, and physical education) is explored in the context of these learning situations. Theoretical approaches gathered from appropriate readings are analyzed through a variety of experiences including microteaching and small group instruction. A 16 hour field placement is embedded in this course

FP Embedded: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 100/102, 103, 104, 208

#### EDU 318 Technology and Assessment in the Elementary School (2)

This course addresses the integration of technology in elementary classroom experiences. The focus is on both the nature of the technology and its appropriate use in instructional activities. This course also addresses the role of assessment measures in the elementary classroom both teacher-made and standardized testing. As instruction can be influenced by test results, technology often is used for remediation and enhancement of skills.

Prerequisites: EDU 100, 102, 103, 208, and 212.

#### EDU 319 Methods of Teaching Elementary Social Studies (2)

This course is a study of the resources and methods of teaching elementary social studies including geography and culture. Links to literature and the fine arts are part of this exploration of a thematic integration of social studies in classroom activities. Prerequisites: EDU 100, 102, 103, 208, and 212.

#### EDU 323 Junior Seminar (3)

This course focuses on basic research methodology in preparation for the senior tutorial project. It provides a general approach for conducting any basic research project. Through a series of readings and meetings with an education program faculty member the student will explore the various types of educational research, select and define a research question and complete a literature review. The student will also create an outline for the research paper including the appropriate statistical measures. Tutorial guidelines and Institutional Review processes will be reviewed. Students will meet with the faculty mentor, both in person and online.

Pre-requisite: Formal acceptance to the Teacher Preparation Program

#### EDU 330 The Gifted Learner in the Elementary Classroom (3)

This course is designed to help pre-service teachers recognize and meet the educational needs of gifted students in the regular education elementary classroom. Students will investigate programming options available to the elementary school to provide increased opportunities to meet the needs of this under-served population.

#### EDU 410 Early Childhood Education Practicum (3)

In this course students spend meeting time at the Carriage House or other sites working with the full range of early learning experiences from infants to kindergarten. Students work with an early childhood professional to gain a greater understanding of the application of developmental theory. A resource portfolio is created using observed and published activities, commercial programs and Internet lessons. Registration by permission of instructor.

#### EDU 413 Elementary Student Teaching (9)

#### EDU 414 Early Childhood Student Teaching (9)

#### EDU 415 Secondary School Curriculum (2)

Students investigate instructional planning and implementation as well as a range of behavior and classroom management techniques. Reading assignments in appropriate professional literature encourage students to develop a familiarity with the most effective teaching approaches. Motivation, evaluation of student achievement, and differentiation of instruction are considered.

Prerequisites: EDU 100, 102, 104

Co-requisites: EDU 309, 426, 426F; one of the following: EDU 416, 417, 418, or 419.

### EDU 416 Methods of Teaching Secondary English (3)

This course addresses the theory and philosophy of teaching language arts in middle and secondary schools. Classroom teaching strategies are explored and implemented in class presentations and in grades 7-12 public classrooms. Students plan instructional situations that clearly express the reading-writing connection that exists in effective language arts programs.

FP Embedded: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 100, 102, 104. Co-requisites: EDU 317, 426 and 426F.

### EDU 417 Methods of Teaching Secondary Social Studies (3)

This course intends to develop teaching/learning styles that research has shown are most effective for teaching social studies to adolescents. Contextual teaching, problem based learning and critical thinking are approached through instructional strategies that combine investigative classroom inquiry with both national and state content standards. Students learn to frame issues, help students research and analyze data and information and to construct meaning and understanding.

FP Embedded: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 100, 102, 104. Co-requisites: EDU 317, 426 and 426F.

### EDU 418 Methods of Teaching Secondary Science (3)

Examination of current theory and practice for teaching science in secondary schools is explored in this course. Curriculum development, teaching strategies and methodologies, and assessment issues are also addressed. Students examine research-based curriculum and inquiry teaching and learning as best practices in science education.

FP Embedded: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 100, 102, 104. Co-requisites: EDU 317, 426 and 426F.

### EDU 419 Methods of Teaching Secondary Mathematics (3)

A balance of theory and practice is explored in this course to help students become effective teachers of mathematics. Curriculum development, teaching strategies and methodologies, and assessment issues are also addressed. Students examine research-based curriculum and inquiry teaching and learning as best practices in science education.

FP Embedded: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: EDU 100, 102, 104. Co-requisites: EDU 317, 426 and 426F.

### EDU 423 Secondary Student Teaching (9)

### EDU 424 Teaching in Multicultural Settings (3)

This course is designed to help future teachers understand the complexities of teaching in a culturally diverse classroom. Instruction provides and guides pre-service teachers with the knowledge, insight, and understanding needed to work effectively with students from various social classes, religious, ethnic, and cultural groups. Individual differences that affect teaching and learning are emphasized. Instructional concepts and strategies for multicultural classrooms are offered.

### EDU 425 Tests and Measurements (3)

Students will study the principles and major concepts of psychological and educational testing and systematically explore various types of tests in current use in educational settings. Prerequisites: EDU 100, 102, and 104.

#### EDU 426 Content Area Literacy (3)

This course is designed for secondary education certification students to help them teach students to read and communicate more effectively in the subject area they plan to teach. This course demonstrates how reading strategies can be integrated with other language modes (listening, speaking, writing, and observing), thereby improving comprehension in any subject area.

Prerequisites: EDU 100, 102, and 104. Co-requisite: EDU 426F

#### EDU 426F Field Placement: Content Area Literacy (1)

FP: 16 hours. Additional Fee(s): Field Placement Fee. Co-requisite: EDU 426

#### EDU 427 Designing Early Childhood Centers (2)

This course explores the connection between curriculum and physical environment. Major approaches and theories in early childhood curriculum are explored in terms of their cognitive, social, and physical dimensions. Emphasis is placed on the physical expression of early childhood learning theory. Issues of health and safety, including state and federal regulations are also explored.

Prerequisites: EDU 100, 102, 103, 208. Co-requisites: EDU 311

#### EDU 432 Human Geography (3)

The course provides a review of the interaction between diversity of culture and the impact of geography. Economics, government, social structure, and cultural diversity are all reviewed as they developed over time and in the context of the contemporary world.

#### EDU 433 Early Interventions (3)

This course explores the dynamics of interventions in the life of young children with exceptionalities. A team approach involving health care professionals, educators, social workers, and parents is employed to explore the multi-dimensional requirements of these young children. A field experience is embedded within this course.

FP Embedded: 16 hours. Additional Fee(s): Field Placement Fee

Prerequisites: Education 100, 102, 103, and 208

#### EDU 435 Methods of Teaching Elementary Mathematics (3)

This course studies the methods, materials, and organization of essential learning and research-based perspectives of teaching mathematics in the elementary school. Strong emphasis is placed on the standards of the National Council of Teachers of Mathematics. All concepts presented are linked with manipulative materials.

Prerequisites: EDU 100, 102, 103, 208, and 212.

#### EDU 436 Methods of Teaching Elementary Science (3)

This course presents concepts, processes, and skills essential to the elementary school science program. The standards set by the National Science Teachers Association serve as a framework for the course. Inquiry teaching and learning are experienced through research-based national programs.

Prerequisites: EDU 100, 102, 103, 208, and 212.

#### EDU 437 Methods of Teaching Elementary Art (3)

Students approach the teaching of art consistent with national standards of pedagogy and art. This course combines theory, research and practical knowledge about teaching art as a universal language and creative experience to elementary school children.

FP embedded: 16 hours. Additional Fee(s): Field Placement Fee

#### EDU 447 Methods of Teaching Secondary Art (3)

Students approach the teaching of art consistent with national standards of pedagogy and art. This course combines theory, research and practical knowledge about teaching art as a universal language and creative experience to secondary students. Students work with host classroom teachers at two different schools or two different levels (middle and high school). Co-requisite: EDU 415

#### EDU 491 Independent Study (1)

#### EDU 492 Independent Study (2)

#### EDU 493 Independent Study (3)

#### EDU 494 Independent Study (4)

#### EDU 498 Tutorial (4)

#### EDU 499 Tutorial (4)

#### ENG 100 Multicultural Literature (3)

This survey course explores works written by multi-ethnic writers. In this course, students will spend considerable time learning the principles and methods of close literary analysis to develop critical reading and thinking skills. Students will examine how culture relates to literature: How does ethnic heritage contribute to writing? How do these writers define community and culture? How do strong oral traditions translate into literary forms? Students also will spend considerable time exploring the historical and social issues raised by the various texts. In discussing the many ways multicultural writers express their identities, students will attempt to analyze the complexity of their cultural identities.

#### ENG 102 Expository Writing (3)

A practical course for students who need to improve their grammar and usage skills, digesting and arranging ideas, marshalling suitable evidence, illustrating a point, composing distinct paragraphs, and commanding various appropriate means of reaching an intended audience. May be repeated up to three times with the permission of the English program.

#### ENG 104 Academic Composition and Portfolio Development (3)

The purpose of the course is to introduce or reintroduce adult learners to college-level work and study, discuss and consider concepts and issues, and improve analytical writing skills. Participants also are introduced to experiential portfolio writing techniques, including a focus on the requirements and expectations of academic composition.

### ENG 108 Telling Our Stories: Writing Family History into Legend (3)

This course will focus on techniques of recording and crafting remembered stories into a book of family history. Using whatever people and resources are available, each writer will first collect memories and legends and then organize and write them into "Our Story."

### ENG 200 Frankenstein: Creation of Culture (3)

This course introduces students to Mary Shelley's *Frankenstein or The Modern Prometheus*. In addition to studying this primary text, they will examine the reasons for the extensive presence that Frankenstein and his creature occupy in our cultural imagination. To this end, many critical approaches will inform our analysis of the text and mythology of Frankenstein.

### ENG 201 Environmental Literature and Film (3)

This course will study environmental texts for children, adolescents, and adults. Our primary questions will concern how literature and film can awaken environmental sensibilities in children, adolescents and adults - be these a concern for animals, an appreciation of nature's beauty and the value of green spaces, an understanding of ecological systems, or a rethinking of commonly held anthropocentric (human-centered) assumptions. texts will range from Disney films, to adolescent novels, to adult novels. Each course unit will include an experiential or service learning component.

### ENG 204 World Literature (3)

A critical approach to major writers in several world traditions, from various periods, including such representative authors as Chuang Tze, Plato, and Wole Soyinka, and such representative works as the "Book of Genesis," *The Bacchae*, and *The Odyssey*.

### ENG 205 Exploration (3)

To explore, to discover, to pioneer, and to travel are cultural imperatives deeply engrained in the American character. In this course, we will look at the range of responses to these needs by men and by women, making sense of a long tradition that includes first-person narratives, semi-autobiographical narratives, and fantastic imaginative narratives.

### ENG 207 British Writers I (3)

A critical and historical approach to major writers in English during the Anglo-Saxon, medieval, and Renaissance periods, including such representative authors as the *Beowulf* poet, Chaucer, Spenser, Shakespeare, Donne, and Milton.

### ENG 208 British Writers II (3)

A critical and historical approach to major writers in English during the Augustan, Romantic, and Victorian periods, including such representative authors as Swift, Pope, Johnson, Wordsworth, Keats, Arnold, Tennyson, and Browning.

### ENG 209 Linguistics (3)

An introduction to theoretical and applied linguistics as the "science of language" and its history, nature, and functions. Includes consideration of cross-disciplinary and cross-cultural linguistics, the nature of learning

language, and linguistic analysis. Fulfills secondary English education certification requirement; recommended also for any student considering graduate study in English.

#### ENG 216 American Writers I (3)

A study of cultural and literary developments in America, beginning with the Puritans and culminating with the writers of the American Renaissance: Emerson, Thoreau, Douglass, Hawthorne, and Melville.

#### ENG 217 American Writers II (3)

A continuation of English 216, with emphasis on such figures as Whitman, Dickinson, Twain, Henry James, Faulkner, and Sylvia Plath.

#### ENG 218 20th-Century Literature (3)

A study of the major British, American, Latin American, and Continental writers from World War I to the present, including Eliot, Woolf, Joyce, Kafka, Stevens, Robbe-Grillet, and Borges.

#### ENG 220 Women in Science Fiction (3)

This course focuses on the Science Fiction genre, attending in particular to issues of gender and sexuality. In addition to looking at images of women in Science Fiction (e.g. *Barbarella* or *The Stepford Wives*), students will study how women writers have used the genre to envision alternative gendered realities. How and why does this genre have specific appeal for women writers? How is Science Fiction particularly elastic when it comes to constructions of language, the body, sexuality, and identity?

#### ENG 222 Shakespeare Survey (3)

A representative study of Shakespeare's comedies, histories, and tragedies as literary, dramatic, and Elizabethan art.

#### ENG 230 The English Novel (3)

A study of landmark English novels, from developmental forms in the 18th century through refined Victorian fictions, as art forms and reflections of social concerns. Readings include works by such novelists as Defoe, Richardson, Fielding, Smollett, Sterne, Austen, the Brontes, Dickens, Eliot, Hardy, and Conrad.

#### ENG 241 Business Writing (3) Every third semester

Business writing is designed to help students write clearly and effectively about a variety of subjects for specific audiences. Through actual writing practice and discussions of readings, a number of important issues are addressed, such as targeting an audience, determining methods of organization, and developing a flexible style.

#### ENG 242 Literary Forms and Genre Theory (3)

This course introduces students to the distinguishing features and traditional elements of poems, plays, fiction, and nonfiction writing. Students read classic and contemporary works in each of these genres, while attending to how a given text adheres to or plays with generic norms. Readings in genre theory will accompany each unit of the course.

#### ENG 243 Creative Writing I (3)

Students present a selection of their work each week for class comment and criticism. In addition, special problem

topics are assigned weekly to develop writing skills. Readings concentrate on contemporary prose and verse.

#### ENG 244 Creative Writing II (3)

Students present a selection of their work each week for class comment and criticism. In addition, special problem topics are assigned weekly to develop writing skills. Readings concentrate on contemporary prose and verse.

#### ENG 245 Advanced Writing Workshop (3)

This course focuses on creative writing for experienced writers, geared toward preparing a finished manuscript for potential publication. Fiction writers work intensively on a single story, revising and integrating its various parts. Poets write either long poems or poetic sequences and experiment with contemporary variations on traditional forms. Prerequisite(s): ENG 243 and 244, or equivalent.

#### ENG 249 Writing for Children (3)

Explores multiple facets of writing literature for preschool through adolescent audiences. Focuses on the transformation of experience and memory into a fictional story, developing a voice and point of view, character development, plot construction and intensification, describing setting, and use of vocabulary appropriate to the age of the audience.

#### ENG 262 Introduction to Women Writers (3)

Examining writers from Mary Wollstonecraft to the present, this course delineates the features of a literary tradition specific to women writing in English. It considers novels, essays, and poetry by Austen, Eliot, Stowe, Chopin, Gilman, Woolf, Morrison, Walker, Rich, Lorde, Dove, and others.

#### ENG 281 19th-Century African-American Literature (3)

This course is a critical and historical study of major African-American writers from the slave narrative to the turn of the century. The course examines the themes of community, literacy, and religion and the role they played in slavery and freedom. (See also Cultural Studies.)

#### ENG 282 20th-Century African-American Literature (3)

This course is a critical study of major African-American writers from the Harlem Renaissance of the 1920s to the present. Although the course concentrates on primary texts, specific attention is paid to contextualizing these works within historical and cultural frameworks. (See also Cultural Studies.)

#### ENG 283 The Harlem Renaissance (3)

The course explores the literature, politics, and arts of the Harlem Renaissance. This artistic, philosophical, and intellectual movement in New York City's Harlem took place roughly from the early 1920s to the onset of the Depression. Topics to be considered include the "New Negro," The Jazz Age, and Urban Migration. Specific focus will be placed on the relationship between identity and geography as we consider the effects of migration and urbanization. (See also Cultural Studies.)

#### ENG 286 Contemporary African-American Women Writers (3)

This course will examine the literature of African-American women from 1950 to the present. Specifically, students focus on issues of marginalization, silencing, and female community and how they affect the construction of these narratives. Possible authors include Shange, Naylor, Williams, and Jones. (See also Cultural

Studies.)

ENG 287 African-American Writers (3)

This course provides an introduction to the African-American expressive tradition, including poetry, fiction, autobiography, song and folktales from the 18th century to the present. Examining writers such as Douglass, Chesnutt, Brooks, Baldwin, Ellison, and Walker, this course works to delineate the critical and historical contours of the African-American literary tradition.

ENG 350 Seminar in Literary Theory and Scholarly Writing (3)

An advanced course in writing literary analysis and methods of literary research; required of all junior English majors and interdepartmental majors before enrollment in the tutorial.

Prerequisite(s): Second-term junior status.

ENG 355 Advanced Writing Workshop (3)

This is an advanced writing class which concentrates on style, meaning, and effect. It is designed for upper-level students, and emphasizes the skills of writing more effective sentences, paragraphs and essays. The course focuses on writing academic papers, applications, proposals, and personal statements across the disciplines in appropriate formats.

ENG 357 Writers Writing: Process, Practice, and Perspectives (3)

The seminar considers the writing process, its elements, and purposes, as discussed by writers, scholars, and teachers of composition. Seminar topics include literacy acquisition, the history of composition studies, the development of invention procedures and revision strategies, the use and evaluation of composition studies, the creation of challenging and workable composition topics, the assessment of "errors" and error patterns, distinctions between "fiction" and "fact," the sociopolitical role of composition topics, and the role of composition courses and varieties of composition theory. Participants write often, critiquing texts and academic studies.

ENG 371 Special Topics in Creative Writing (3)

Course offered through Special Topics in Creative Writing building on the 200-level creative writing sequence. From creative writing courses tied to a particular theme or issue, to courses that provide intensive focus in a particular genre, to courses that train students in the mixing of genres, Special Topics in CW allows students to further to hone their craft as writers.

ENG 380 August Wilson and Pittsburgh (3)

This course explores the dramatic work of August Wilson, paying particular attention to Wilson's ten-play cycle, which chronicles twentieth century African American life. Wilson's "Pittsburgh cycle" serves as a lens for reading the history of the city decade by decade.

ENG 385 Toni Morrison Seminar (3) Even Springs

This seminar is a study of Toni Morrison's literature within the context of African-American critical theory. Through Morrison's work, students will engage in current issues regarding the politics of language, narrative authority, historical revision, the production of meaning, and African-American subjectivity.

ENG 391 Internship (1)

### ENG 392 Internship (2)

### ENG 393 Internship (3)

### ENG 416 Latin American Literature in Translation (3)

This course is designed to enable English speakers to read and discover those Latin American authors who attracted worldwide attention in the 20th century. Discussed are novels and short stories by Bombal, Borges, Cortazar, Rulfo, Fuentes, Vargas Llosa, Puig, García Márquez, Allende, Poniatwoska, Ferré, and Valenzuela. The readings will pay particular attention to the historical and cultural background of modern Latin America, the development of national identities, and the roles of humor, popular culture, and gender difference in the works. May be taken with a Spanish attachment for students with Spanish proficiency.

### ENG 418 The American Nature Tradition (3)

In this course we will explore the vital relationship between American literature, American culture, Nature, and environmental values, asking how changing literary interpretations of the land have influenced attitudes toward nonhuman nature. Why have American authors been so consistently concerned with and inspired by the idea of wilderness? How did our culture move from the Puritan notion of howling wilderness to the Transcendentalist vision of divine nature to contemporary nature writers' concern with imperiled ecosystems? What literary interpretations of nature will be likely in the future?

### ENG 419 Frontier Women (3)

An impressive number of narratives, novels, diaries, and poems recording the responses of women to the American frontier have become available in recent years. By reading about these frontier experiences, and examining differences in perception and conception based apparently on gender, students will better understand how the frontier functioned within American culture and what "cultural work" these texts accomplished.

### ENG 422 American Exploration (3)

Focus on American fiction that records physical as well as metaphysical journeys; writers' exploration of new territories such as the frontier West, Polynesian Isles, and South Pole; their imaginative discovery of new truths about nature, society, and the self. Includes works by Poe, Cooper, Melville, Simms, Kirkland, and Chopin.

### ENG 423 American Literary Realism (3)

A study of the 19th-century American literary movement known as Realism. The course focuses on works by Henry James, William Dean Howells, and Mark Twain.

### ENG 425 Love and Lies: The European Novel (3)

This course will cover the modern European novel through the thematic rubric of "love and lies." The latter theme affords the opportunity to consider fiction not only as a medium of the literary genre of the novel but also as a discourse of self-expression, self-creation, and in the cases of some of our lying protagonists, self-destruction. Students will focus on characters' constructions of "truth" and "lies" as these concepts are informed by characters' emotional positions. At its most ambitious, this focus on the dynamic of intersubjectivity not only provides important insights into the literature we will read but also enhances students' understanding of the interpersonal connections that drive individuals' worldviews and narratives.

ENG 432 Mark Twain and American Humor (3)

A study of selected works of Twain within the context of American literature and the tradition of American humor.

ENG 434 Literature of Fact (3)

A study of selected nonfiction (e.g., essays, histories, biographies) designed to examine treatments of “fact” and to highlight differences in style among periods and writers. Selections compare 17th-, 18th-, and 19th-century works to contemporary pieces.

ENG 438 Principles of Literary Criticism (3)

A course focusing on the historical development of the principles of literary criticism from classical origins to modern practice. Texts analyzed include passages and works by Plato, Aristotle, Horace, Longinus, Sidney, Pope, Johnson, Hazlitt, Brooks, Frye, and others.

ENG 441 Writing Personal Legend (3)

This writing class will use as inspiration self-representation by contemporary women authors who have written on the scrim of legend, myth, and folklore. The telling of tales is central to community interaction; story has always been used as a way, direct and indirect, of making culturally specific meaning out of experience. Students will read archival and contemporary material and then select traditional and modern stories resonant of their private experience to generate original work.

ENG 442 American Multicultural Literature: Texts, Theory, Pedagogy (3)

Students explore the issues, debates, and politics of American literary multiculturalism; consider texts from non-European imaginative traditions (Native American, African-American, and Chicano/a) that challenge not only the canon of American literature but also notions of the American and the literary; and devise strategies for incorporating such texts in courses on American multicultural literature.

ENG 443 Nature and Culture (3)

This course explores the issues of ecology and identity as part of the development of American literary culture. The development of an ecological imperative and the patterns of “nature” consciousness will be explored as they rise, grow and change. Questions of the relationship between nature and culture will be the main focus of the course, including the developing ideology of ecology as a response to the growth of mechanical culture and the rapid loss of wilderness. Cross-listed as ENV 445.

ENG 446 Wilderness and Literature (3)

Through close reading of poetry and prose, students will explore the relationship between wilderness and literature-- both representations of the natural world and what Stanley Kunitz calls “your wilderness . . . the untamed self that you pretend doesn’t exist, all that chaos locked behind the closet door, those memories yammering in the dark.” Writers examined include: Anne Carson, Mark Doty, Kathleen Hill, and Virginia Woolf.

ENG 447 Contemporary Environmental Fiction (3)

A study of environmental fiction ranging from Jack London’s *The Call of the Wild* to Margaret Atwood’s *Surfacing* and Jane Smiley’s *A Thousand Acres*, this course attends in specific to the representation of nature and

environment in 20th-Century novels and other cultural texts (e.g., *Bambi* or *The Emerald Forest*). Students will consider how such representations interrogate, critique, or reinforce contemporary constructions of the environment. Special attention will be given to questions of history, gender, and "what counts" (e.g., urban versus wilderness) as the environment.

Prerequisite(s): 200-level English course or permission of department chairperson.

#### ENG 449 Exiles (3)

This course will examine the 20th-century condition of exile in relation to its different configurations, from European émigrés to postcolonial subjects to experiences of exile in the United States, to the relation of exile to Diaspora (African, Indian, and Jewish). Students will see how different patterns of movement define subjects variously as exiles, migrants, nomads, and tourists. They also will approach the concept of exile from psychological, geographical, and cultural angles to understand the different uses of the term, its scope, and its limitations.

#### ENG 452 Ecofeminist Literature (3)

This course brings together theoretical, nonfictional, and fictional approaches to the study of women and the environment. Students will examine how diverse ecofeminist writers problematize, resituate, and reclaim the woman/nature paradigm--a construct historically based in patriarchal culture. This course focuses particularly on how representations of women and environment (ranging from the traditional to the radical) can help students rethink and reimagine their relationship to the Earth. Cross-listed as ENV 452.

#### ENG 463 Transcribing Lives (3)

Focused on developing personal histories into stories that entertain, inform, and inspire, this course teaches students to write autobiography and biography for young audiences using solid research techniques and storytelling skills. Prerequisite(s): ENG 243, 244, and 245, or permission of the program director.

#### ENG 464 Early Modern Romance: Representations of Women (3)

The course looks primarily at medieval and Renaissance romances, asking how they do or do not challenge past or stereotypical notions of the feminine. Possible reading selections include *Tristan and Isolde*, *Sir Gawain and the Green Knight*, *Le Morte d'Arthur*, *The Faerie Queene*, and *The Arcadia*. The course ends by looking at *The Mists of Avalon*, a feminist rewriting of Arthurian romance.

#### ENG 481 The Craft of Fiction (3)

This is a required entry-level course for all MFA students specializing in fiction. Students will experiment with creating scene, sense of place, summary, dialogue, framing, flashbacks, and transitions. Students will be introduced to the workshop method and given instruction on sending work out for publication.

#### ENG 482 The Craft of Nonfiction (3)

This is a required entry-level course for all MFA students specializing in nonfiction. Readings and writing will include exploration of scene construction, sense of place, point of view, character and narrator development, tone, lyricism, structure and oral presentation of the work. Students will be introduced to the workshop method and given instruction on sending work out for publication.

#### ENG 483 The Craft of Poetry (3)

This is a required entry-level course for all MFA students specializing in poetry. Reading and writing will center

on the craft of poetry, and will include exploration of the tools of the poet including figures of speech, meter, music and rhythmic devices in both traditional and experimental forms, as well as instruction in oral performance of poetry. Students will be introduced to the workshop method and given instruction on sending work out for publication.

#### ENG 484 Craft of Environmental and Nature Writing (3)

This is a multi-genre course that focuses on the art and craft of nature and environmental writing. Students will read and study contemporary nature and environmental writing, and will be expected to generate creative work that illustrates a deep understanding of the literary tools available to writers in this genre.

#### ENG 485 Craft of Travel Writing (3)

This course focuses on the art and craft of travel writing. Students will read and study contemporary travel writing, and will be expected to generate creative work that illustrates a deep understanding of the literary tools available to writers in this genre.

#### ENG 486 The Craft of Writing for Children (3)

This course examines the basic principles that guide writers for children and adolescents, beginning with concept and picture books and extending into full-length works of fiction and nonfiction. Students will explore multiple genres and audiences in this writing-intensive course and will be expected to produce written work that will enhance their understanding of publishable quality work.

Prerequisite(s): Acceptance into program or permission of program director.

#### ENG 491 Independent Study (1)

#### ENG 492 Independent Study (2)

#### ENG 493 Independent Study (3)

#### ENG 494 Independent Study (4)

#### ENG 498 Tutorial (4)

#### ENG 499 Tutorial (4)

#### ENV 110 Environment and Science in the Movies (1) As Needed

This course explores how one form of mass media presents the scientific method, environmental issues, and human impact on the environment. One hour of lecture per week.

#### ENV 116 Global Environmental Challenges (3) Fall

This course explores the global implications of environmental issues. It is designed for all students interested in our global environment, one of the most critical issues of our time. The basic premise is that global ecological systems are in decline. This course will not only introduce students to the major issues causing or relating to this ecological decline, but also provide a template for thinking about and acting on solutions. Therefore, the focus is on active, participation-based learning, and students should leave the course ready to create environmental change. Three hours of lecture per week.

#### ENV 122 Environmental Chemistry (3) As Needed

This course introduces chemistry through significant environmental issues developed within political, economic, social, global and personal contexts. Chemical principles are introduced as needed to understand the important environmental issues of today. The course may include such topics as the ozone layer, acid rain, and solar energy. Three hours of lecture per week.

#### ENV 129 Our Fragile Earth: A Scientific Perspective (3) Spring

This course introduces students to a wide range of environmental issues from a scientific perspective. Specific topics vary from year to year, but this course utilizes lectures, discussions, laboratories, guest speakers and field trips to increase knowledge about environmental problems as well as increase scientific knowledge and literacy. Three hours of lecture per week.

#### ENV 129L Our Fragile Earth Lab (1) Spring

This lab offers hands-on opportunity to perform basic environmental lab skills, including water testing, bioassay, and greenhouse experiment protocol. The course may be taken independently as a freestanding environmental lab course. Two hours of laboratory per week. Additional Fee(s): Laboratory fee.

#### ENV 145 Environmental Biology (4) As Needed

This course addresses contemporary environmental issues in a consistent and concerted fashion so as to introduce students to biological concepts. The concepts are developed to the extent needed to inform an understanding of the issues. Three hours lecture and two hours lab per week. Additional Fee(s): Laboratory fee.

#### ENV 147 Environmental Geology (4) As Needed

Fundamental earth science concepts are used to assess the impact of increasing global population and development on the Earth's natural resources as well as to examine how natural processes interact with human activities. Aspects of environmental geology that are particularly applicable to western Pennsylvania are emphasized. Three hours lecture and two hours lab per week. Additional Fee(s): Laboratory fee.

#### ENV 201 Special Topics (3) As Needed

The Special Topics courses will vary by year to provide in-depth analysis of a particular environmental issue. Three hours of lecture per week. Prerequisites, if any, will be determined by the instructor.

#### ENV 225 Environmental Ethics (3) Spring

An investigation of some of the important moral issues generated by human interaction with the environment (natural entities, ecosystems, and other species), such as obligation to future generations, the theoretical foundations for an adequate environmental ethic, biodiversity preservation, environmentally sound development and cultural practices, responsibility to animals, and personal choices and lifestyles. Three hours of lecture per week. Cross-listed as PHI 225.

#### ENV 230 Wilderness and Food Sustainability (3) As Needed

Wilderness and farms are typically considered to be separate, but the ecology of farms can both mimic and support the ecology of wild spaces. In this course, students visit a range of wild and semi-wild spaces, plus a working farm, and learn about the ecological and environmental interactions between food production and nature preservation. Three hours of lecture per week.

#### ENV 242 Women & the Global Environment (3) Even Falls

This course will examine contemporary global environmental issues from a gendered perspective. It will address the following question: How does environmental change impact women's lives, women's health, women's community roles, and how are women offering leadership to address these problems and offer

alternative solutions at the global, national, and local levels? The course will examine these issues from a North/South perspective, examining how northern countries consumption and policies are impacting women in poor and transitional countries. It will also focus on key environmental concerns, from climate change, resource extraction, population, consumption, and toxic contamination. Three hours of lecture per week.

#### ENV250 Plants, People, and the Environment (3) Even Falls

An introduction to the uses of plants by humans. Topics include the form, structure and genetics of plants related to their use as sources of food, shelter, fiber, flavors, beverages, drugs, and medicines. Plant structure and reproduction are studied in lecture and in-class activities with a particular focus on relationships between the plant's structural, chemical, or physiological attributes and the agricultural plant. Agricultural policies will also be discussed. Three hours of lecture per week.

#### ENV 262 Environmental Economics (3) As Needed

This course focuses on the study of the relationship between economic activity and the environment. It teaches students the economic perspectives and tools for analyzing environmental problems and evaluating policy solutions. The course covers both conceptual topics and real-world applications. Three hours of lecture per week. Cross-listed as ECN 262. Prerequisite(s): ECN 102.

#### ENV 300 Perspectives on Landscape (3) As Needed

This design studio is the foundation course for the landscape studies program. The course gives students a broad overview of the breadth and scope of landscape design as it expresses society's relationship and attitudes towards nature and the land. Students will begin to learn the language and vocabulary used for seeing, describing, analyzing, and designing landscapes by looking at examples of historical and contemporary landscape design. Through weekly design exercise, including collages, sketches, and model making, students will learn how landscape space and form are created and how they articulate meanings and functions. They will explore the interrelationships of the structural elements that define landscape space and investigate the principles that create spatial design. Emphasis will be placed on learning how to generate ideas and give aesthetic and functional form to creative concepts. Three hours of lecture s per week. Cross-listed as LNS 300

#### ENV 301 Special Topics (3) As Needed

The Special Topics courses will vary by year to provide in-depth analysis of a particular environmental issue. Three hours of lecture s per week. Prerequisite(s): Prerequisites, if any, will be determined by the instructor.

#### ENV 317 Environmental Solutions & Systems (3) Even Springs

This course takes an interdisciplinary, solution-oriented approach to the analysis of diverse environmental issues. Students learn systems thinking and sustainability as methods to evaluate and act upon environmental problems. Three hours of lecture per week. Prerequisite(s): ENV 116 or ENV129.

#### ENV 327 Writing About Environment Science (3) Odd Falls

This course is designed for students with some basic scientific skills, who might become scientists professionally, but all of whom will be communicating about science, often to non-scientists. In this course, we will read, discuss, and practice a variety of methods of communicating about environmental science, from popular culture to news to government reports. Students will competently translate scientific results into written journalistic English and will be able to evaluate scientific results from the news in terms of its scientific accuracy and clarity. Three hours of lecture per week. Cross-listed as ENG327. Pre-requisite: any 200-level ENV course or permission of either department chairperson.

ENV 352 Environmental Organizations & Governance (3) As Needed

This course explores national and international environmental advocacy and organizations through a historical, political and economic context. The evolution, status, and future of the environmental movement are examined. Topics covered include ozone depletion, global climate change, sustainable development, and corporate environmentalism. Students conduct an environmental public opinion or advocacy project. Three hours of lecture per week.

ENV 381 Principles of Landscape Design (3) As Needed

This course explores the fundamental concepts of landscape design. By studying historical and contemporary examples, students examine the different structures of landscape using site plans and diagrams. The course also allows students to look at nature as the backdrop of all human activity and shows the convergence of elements from nature and the built world. Starting with the concept that natural landscaping is the basis for all planning, students gain an appreciation of ecological concepts in designing landscapes. Three hours of lecture per week. Cross-listed as ART 381 and LNS 309.

ENV 391 Internship (1)

ENV 392 Internship (2)

ENV 393 Internship (3)

ENV 412 Applied Design Studio II: The Principles and Practice of Landscape Design (3) As Needed

In this course students learn to analyze, synthesize, and assimilate contextual and site-specific information into the development and presentation of creative design solutions for specific landscape projects at different scales. These projects lead to an understanding of design problem definition; program development; site analysis; and inventory essential elements in the design process. Three hours of lecture per week. Cross-listed as LNS 412. Prerequisite(s): LNS 411 and 415

ENV 414 Landscape Ecology (3) As Needed

Introduces the study of how landscape structure affects the processes that determine the abundance and distribution of organisms. Students analyze spatial patterning as it relates to ecological systems and resource conservation. Students use quantitative and modeling tools to facilitate understanding of spatial processes, resource conservation, and ecosystem management. Three hours of lecture per week. Cross-listed as LAR 514

ENV 418 Native Plants (3) As Needed

Analysis of the flora of Western Pennsylvania and Allegheny County is the basis of this course. Students learn native plant identification and plant families. Students also learn to compare native to non-native species and discuss the medicinal, food, and, and horticultural uses of natives through field trips and in-class activities. Three hours of lecture per week. Cross-listed as LAR 518.

ENV 425 Environmental Policy (3) Odd Springs

This course takes an interdisciplinary approach to the study of the theory and practice of environmental policies. The course focuses on the political and economic factors contributing to the success and failure of present environmental policies. Topics include the roles of government and the market in causing environmental problems, analysis of proposed means for resolving those problems, and the application of economic and political analyses to selected environmental issues. Three hours of lecture per week. Cross-listed as POL 425. Prerequisite(s): One of the following courses: POL 101, ECN 101, ECN 102, or ENV 116, or permission of instructor.

#### ENV 443 Environmental Chemistry (3) As Needed

This course is an advanced study of the chemical principles underlying common environmental problems. It aims to deepen the student's knowledge of chemistry and its role in the environment and to show the power of chemistry as a tool to help us comprehend the changing world around us. Three hours of lecture per week. Cross-listed as CHM 443. Prerequisite(s): A 300-level ENV course or permission of the instructor.

#### ENV 445 Nature and Culture (3) Odd Falls

This course explores the issues of ecology and identity as part of the development of American literary culture. The development of an ecological imperative and the patterns of "nature" consciousness will be explored as they rise, grow and change. Questions of the relationship between nature and culture will be the main focus of the course, including the developing ideology of ecology as a response to the growth of mechanical culture and the rapid loss of wilderness. Three hours of lecture per week. Cross-listed as ENG 443. Pre-requisite(s): any 300-level ENG or ENV course, or permission of either chairperson.

#### ENV 446 Wilderness and Literature (3) Odd Springs

Through close reading of poetry and prose, students will explore the relationship between wilderness and literature - both representations of the natural world and what Stanley Kunitz calls "your wilderness...the untamed self that you pretend doesn't exist, all that chaos locked behind the closet door, those memories yammering in the dark." Writers examined include: Anne Carson, Mark Doty, Kathleen Hill, and Virginia Wolf. Three hours of lecture per week. Cross-listed as ENG 446. Pre-requisite: any 300-level ENG or ENV course or permission of either chairperson.

#### ENV 447 Contemporary Environmental Fiction (3) Even Springs

A study of environmental fiction ranging from Jack London's *The Call of the Wild* to Margaret Atwood's *Surfacing* and Jane Smiley's *A Thousand Acres*, this course attends in specific to the representation of nature and environment in 20th-Century novels and other cultural texts (e.g., *Bambi* or *The Emerald Forest*). Students will consider how such representations interrogate, critique, or reinforce contemporary constructions of the environment. Special attention will be given to the questions of history, gender, and "what counts" (e.g., urban versus wilderness) as the environment. Three hours of lecture per week. Cross-listed as ENG 447. Prerequisite(s): 200-level English course or permission of department chairperson, and any 300-level ENG or ENV course, or permission of either chairperson.

#### ENV 451 Soil Science (3) Odd Springs

Study of soils as natural bodies, media for plant growth, and ecosystem components. Topics include soil morphology and characteristics, composition, formation, conservation, and soil erosion. Physical, chemical, and biological properties of soils are related to the production of plants, the functioning of hydrologic and nutrient cycles, and the protection of environmental quality. Three hours of lecture per week. Cross-listed as LNS 551 Prerequisite(s): ENV 129 or equivalent, or permission of instructor.

#### ENV 452 Ecofeminist Literature (3) Odd Falls

This course brings together theoretical, non-fictional, and fictional approaches to the study of women and the environment. Students will examine how diverse eco-feminist writers problematize, resituate, and reclaim the woman/nature paradigm - a construct historically based in patriarchal culture. This course focuses particularly on how representations of women and environment (ranging from the traditional to the radical) can help students rethink and re-imagine their relationship to the Earth. Three hours of lecture per week. Cross-listed as ENG 452. Pre-requisite: any 300-level ENG or ENV course or permission of either chairperson.

#### ENV 455 Environmental Educations (3) As Needed

This course reviews the historical development of environmental education in the k-12 curriculum and the development of current standards in environment and ecology. A range of teaching methods for effectively presenting the scientific and economic aspects of environmental concerns as well as integration of community resources and agencies are explored. Course work includes observations and participation in environmental experiences within public school classrooms. Three hours of lecture per week.

#### ENV 470 Principles of Sustainability (3) As Needed

Students develop skills and fluency in preparing, delivering and evaluating the interrelationships between humans and ecological systems. The specific focus is on decision-making approaches that satisfy environmental, economic and ethical criteria. An experiential learning approach is used to develop assessment skills environmental issues. Three hours of lecture per week. Cross-listed as LAR 570. Prerequisite(s): Junior or Senior standing.

#### ESL 100 Advanced Composition I (3)

Student develop the ability to write a variety of college-level essays with sophistication, fluency, and accuracy and execute other academic writing tasks.

#### ELI 101 Academic Reading I (3)

This course offers advanced instruction in college-level reading on a variety of topics that students will encounter in their academic experience. Acquisition of academic vocabulary is also stressed.

#### ELI 102 Academic Writing II (3)

Students develop the ability to write a complete research paper in a series of drafts expanding on previous understanding of college-level essays with sophistication, coherence, fluency and accuracy. Prerequisite: ESL 100.

#### ESL 105 College Reading and Writing I (4)

This course offers advanced instruction in college level reading and writing to non-native English speakers. Reading and writing exercises closely model the academic requirements of regular coursework. The reading component includes vocabulary development, understanding words and phrases from context, and reading a variety of texts for main idea and supporting detail comprehension. Students will study paragraph and essay formats and consider how unity, development and coherence affect the quality of written work. Students will write essays using thesis statement and support structure.

#### ELI 106 Academic Listening/Speaking I (4)

This course offers instruction in college level listening and speaking to non-native English speakers. Students will complete exercises and drills to improve their general listening comprehension, speaking fluency and communication skills. Pronunciation focus includes extensive practice in consonant groups, vowels and syllable stress patterns.

#### ESL 107 College Reading and Writing II (4)

This course offers continued advanced instruction in college level reading and writing to non-native English speakers. Reading and writing exercises closely model the academic requirements of regular coursework. The reading component includes vocabulary development, reading a variety of texts for main idea and supporting detail comprehension, and summarizing and responding to texts both orally and in writing. Students will write academic essays employing a variety of common rhetorical formats and consider how these formats apply to assignments encountered in regular coursework. Students will also learn research skills and write a documented academic paper based on sources.

ESL 108 College Listening and Speaking II (4)

This course offers continued advanced instruction in college level listening and speaking to non-native English speakers. Students will complete exercises and drills to improve their accuracy in listening comprehension, speaking fluency and comprehensibility, oral presentation skills, discussion skills and overall communication skills. Pronunciation focus includes extensive practice in consonant groups, vowels, syllable stress patterns and sentence intonation. Students will practice conversation extension strategies and consider the cultural implications of appropriate language use.

ESL 109 Advanced Speaking for Presentations (3)

Students develop communication skills necessary for full participation in mainstream college classrooms including classroom discussion, argumentation, debate, speeches and presentations.

ESL 111 Advanced Listening & Note-Taking (3)

Students develop communication skills necessary for full participation in mainstream college classrooms, including comprehension of extensive discourse, with a focus on lecture note taking.

ESL 137 Advanced Grammar (3)

Student develop the ability to use complex grammatical structures to produce effective academic presentations, discussions, and essays.

ESL 139 Advanced Reading (3)

Student develop the ability to comprehend and interpret authentic college level texts in content areas by applying appropriate reading strategies.

ELI 191 US Culture I (3)

This course is a rigorous academic content course with a heavy emphasis on academic content course with a heavy emphasis on academic reading, research paper writing, and presentations. Subjects covered include US history, unique cultural phenomenon, as well as current events.

EXS 101 Introduction to Exercise Science (1) Fall

This course is designed to provide an overview of the field of exercise science as a discipline and profession. Students will be exposed to methods and techniques employed to develop positive attitudes and habits that support an active lifestyle. Topics of health risk factors and wellness will be explored as they specifically relate to exercise. Possible career choices related to this field will also be discussed. One hour of class per week.

EXS 102 First Aid and Cardiopulmonary Resuscitation (1) As Needed

A lab/lecture discussion course in which American Red Cross techniques of Cardiopulmonary Resuscitation (CPR) for the Professional Rescuer, and Community First Aid & Safety are presented. In addition to these skills, current methods of management and treatment of emergency illnesses and injuries are also taught. All students who meet the American Red Cross standards will receive American Red Cross Certification. Two hours of lab per week. Additional Fee(s): Laboratory fee.

EXS 103 Wellness (2) Fall

This course is designed to optimize students' wellness. The various dimensions of wellness will be explored and various field trips will be taken over the course of the semester. The dimensions of wellness that will be covered in this course include: Physical, Emotional, Social, Spiritual, and Environmental. This course will provide opportunities to support students' desires to lead a healthy lifestyle. Wellness opportunity resources will be provided to improve overall health. In addition, students will complete self-assessments and document their individual progress within each of the dimensions of wellness stated.

Two hours of lecture per week plus one hour TBA. This course fulfills a wellness course requirement.

#### EXS 252 Exercise and Nutrition (3) Spring

This course introduces the student to the science of human nutrition and the relationship between health, exercise and food intake. Basic topics of digestion, absorption, metabolism, interactions and functions of nutrients will be covered. Special topics emphasized in this course include optimal nutrition for exercise and sport, energy use during exercise, evaluation of body composition (body fat, muscle mass), development of obesity, weight management, and nutritional factors in planning a successful muscular strength and endurance program. Three hours of lecture per week. Prerequisite: BIO 103.

#### EXS 301 Introduction to Critical Research Appraisal (2) As Needed

This course reviews current research design and statistical techniques needed for a better understanding of peer-reviewed literature within exercise science. This course also reviews basic principles of an evidence-based approach related to various types of exercise interventions, and common diagnoses and prognoses in the area of public health (e.g., obesity, diabetes). Material presented in lecture will be focused on "real-world" data from the current literature. Two hours of lecture per week. Prerequisite: EXS252.

#### EXS302 Principles of Strength and Conditioning (3) Fall

Students learn to integrate anatomical and physiological function into a comprehensive strength and conditioning model. Topics include testing, evaluation, exercise techniques, program design, and aerobic endurance training. Students are introduced to facility organization, risk management, and developing a policies and procedure manual. Prerequisite: BIO202.

#### EXS303: Skeletal Muscle Biochemistry (3) As Needed

This upper level undergraduate course will provide students with a comprehensive examination of the biochemical properties of skeletal muscle within the context of human health and disease. Specific topics areas include control of gene expression and protein synthesis, contraction and substrate utilization, non-muscle tissue interactions and exercise training and adaptations. Three hours of lecture per week. Prerequisite: BIO202.

#### EXS326 Applied Exercise Physiology I (3) Fall

This course provides students with the knowledge of theoretical and applied aspects of exercise physiology with an emphasis on exercise response and exercise testing. An in-depth understanding of how the body responds when exposed to acute bouts of exercise will be provided through lectures and laboratories. Topics discussed will include physiological adaptations of the cardiovascular, respiratory, metabolic, and neuromuscular systems in response to exercise, and assessment of aerobic endurance, muscular fitness and body composition. Three hours of lecture per week. Prerequisite: BIO 202; CPR and first aid certification. Corequisite or prerequisite: EXS326L.

#### EXS326L Applied Exercise Physiology I Laboratory (1) Fall

Experiments to complement the material presented in EXS326. Two hours of laboratory per week. Corequisite or prerequisite: EXS326. Additional Fee(s): Laboratory fee.

#### EXS 345 Kinesiology and Movement Science (3) Spring

This course serves as an introduction to kinesiology and movement science of the human body. The student will learn the functional anatomy and biomechanics of the major joints of the human body and the application of kinesiology and biomechanical principles to describe and analyze normal and pathological human movement. Principles and practical application of motor learning, motor control and skill acquisition will also be introduced. Lab will include activities related to skill acquisition, performance and

biomechanical analysis of functional motor patterns. Three hours of lecture per week. Prerequisite: BIO201. Corequisite or prerequisite: EXS345L.

EXS 345L Kinesiology and Movement Science Lab (1) Spring

Experiments to complement the material presented in EXS326. Lab will include activities related to skill acquisition, performance and biomechanical analysis of functional motor patterns. Three hours of laboratory per week. Corequisite or prerequisite: EXS345. Additional Fee(s): Laboratory fee.

EXS 391 Internship (1)

EXS 392 Internship (2)

EXS 393 Internship (3)

EXS 426 Applied Exercise Physiology II (3) Spring

This course provides students with the knowledge of theoretical and applied aspects of exercise physiology and wellness. The emphasis of this course focuses on the physiological adaptations to exercise training. Students will learn how to design exercise prescriptions for typical adult populations, athletic populations, and special populations (i.e. pediatric, geriatric, and obese). Three hours of lecture per week. Prerequisite: EXS326. Corequisite or prerequisite: EXS426L.

EXS 426L Applied Exercise Physiology II Laboratory (1) Spring

The emphasis of this lab is on the physiological adaptations to exercise training. Students will learn how to design exercise prescriptions for typical adult populations, athletic populations, and special populations (i.e. pediatric, geriatric, and obese). Three hours of laboratory per week. Corequisite or prerequisite: EXS426. Additional Fee(s): Laboratory fee.

EXS 498 Tutorial (4)

EXS 499 Tutorial (4)

FDT 141 Media Literacy (3) Fall.

This course introduces students to the Macintosh computer interface and related media practices. Students explore digital foundations, media related histories, theoretical frameworks and critical examination of production elements as they discover how computers are radically changing the way image makers create and present their work.

Cross listed as ART 141 and COM 141. Additional Fee(s): Course Computing fee.

FDT 160 World Film History (3)

This course presents an overview of the history of film by focusing on key countries, both Western and non-Western, whose film industries have made important contributions to world cinema and/or whose filmmakers have pioneered important film movements. The course places film industries and movements in the context both of cinematic history and history of the societies in question.

FDT 161 Introduction to Film, Video, and New Media Art (3)

This course is an introduction to critical and aesthetic perspectives on film, i.e. the rules, codes, and strategies by which film represents reality. Students will be exposed to a variety of movements and moments in film history,

but history will not be an explicit focus for the course. The course will map out the major conceptual areas in film studies using new methodologies in the areas of narrative comprehension, new vocabulary in film semiotics, and multiculturalism and the media. Issues explored in this course include questions of history and memory, self and other, and identity in both the Western and non-Western contexts.

#### FDT 185 Intro to Black Filmmaking (3)

An introductory course that examines black filmmakers as an artistic social force. Students venture into areas as diverse as culture, philosophy, economics, and ideology. The course also covers the aesthetic elements of cinema, the terminology governing film production, and the line of critical inquiry developed for the medium.

#### FDT 206 Digital Sound Production (3) Odd Springs

This class examines how to listen, experience, interpret, record, reproduce, mix and transform sounds into meaningful audioscapes. Sound artists, important film art examples, aural culture and sound reproduction histories and theories are presented to students so that they may understand sound dimensionally. Digital sound projects are distilled from hands-on technical and conceptual pursuits. Prerequisite(s): Art 141 or permission of the instructor. Additional Fee(s): Course Computing fee.

#### FDT 225 Female Narration: Race and Gender in Women's Films (3)

This course looks predominantly at films directed by women who have worked out strategies for feminist film practice. The course will focus on the relationship between representations of women and the socio-political structures in which women live. It will also focus on the need for women, if they wish to affect perception of self and other, us and them, to take up the means of production. Exposing the sexual stratagems in various contemporary societies permits women filmmakers to recreate the world in their own image. Study of traditional portrayals of women will support understanding of the differences between subject and object position. Negotiating these often conflicting spaces allows students to comprehend the multiple mediations that structure a critical consciousness. Such awareness allows questions of responsibility in a world of diverse values and perspectives. The course is organized as a reading, viewing, and lecture, experience.

#### FDT 226 Issues in Film: Gender, Race, and Ethnicity (3)

This course examines some of the major theoretical issues developed in film theory and practice. Emphasis is placed on ways in which the film text is also a social text that can be used to examine underlying assumptions and ideas with regard to issues of gender, race, and ethnicity. The class attempts to go beyond plot and theme analysis to probe for examinations of how culture shapes the way people think, and, in the process, what it selectively leaves out.

#### FDT 250 Introduction to Digital Video Production (3) Spring

This course introduces the tools, technology, and techniques of digital video production. Students plan, script, manage, and produce videos using digital technologies. Along with the technical application, students will be exposed to the history of video as an artistic and instructional medium, as well as the relationship of digital video to film and television. The theoretical focus is on critiques of narrative construction. Cross-listed as ART 250. Prerequisite(s): ART141. Additional Fee(s): Applied art fee.

#### FDT 261 Web Design I: Code + Aesthetics (3) Fall

This introductory course in web design and net art production addresses formal design, aesthetic, conceptual and theoretical methods for the creative production and dissemination of student projects via a global network.

Technical focus is on authoring nonlinear documents using software and basic web programming languages. Students conceptualize projects around a variety of topics including: online social networks, memory and database theory, cultural interfaces, the screen and the body, and collective media. Cross-listed as COM 261. Prerequisite(s): Art 141 or permission of the instructor. Additional Fee(s): Course Computing fee.

### FDT 300 Critical Theory (3) Spring

Critical theory offers a critical study of the key debates in theories of media and communication interfaced with cultural studies. The course also examines the communication circuit from production to consumption within the broader paradigms of cultural studies, feminism, politics of identity, and theories of ideology and postmodernism. Connections are made between these debates and wider debates in communication studies.

### FDT 331 Writing for Film and Emerging Media Arts (3)

This course focuses on content writing for film and emerging media creative projects. Theory and practice are intentionally intermingled to demonstrate the mixture of intellectual context and intuition with which the writer works. Students learn how to imagine, write and produce a project that illustrates innovations in story development.

### FDT 350 Intermediate Digital Video Production (3) Fall

Students will utilize the nonlinear editing software program Final Cut Pro to examine methods of production and related theories involved in achieving structure in film and video. By conceptually dissecting and practically applying techniques such as splicing, transitional effects, and other editing processes, students will render sophisticated projects which are conscious of how the edit structures film and by doing so becomes another creative and technical layer for study. Cross-listed as ART 350. Prerequisite(s): ART141 and FDT250. Additional Fee(s): Course computing fee.

### FDT 364 Web Design II: Interface + Structure (3)

This course focuses on advanced methods of net art and web design. The student broadens her technical understanding of web-based practices and programs with a primary emphasis on Adobe Flash. Students render highly complex Internet works, which arise from conversations that critically analyze the Internet as a tool for political, social, and personal expression. Creative projects cohesively demonstrate technical and innovative aesthetic practices with strong conceptual and artistic integration. Prerequisite(s): ART 141, FDT 261 or permission of instructor. Additional Fee(s): Course Computing fee.

### FDT 369 Interactive Strategies (3)

This course allows advanced students to explore interactive, networked, and convergent media realities. Students learn to strategize projects that take into consideration the impact of designed, cultural interfaces on human experience. Students are exposed to a variety of projects and exhibitions, along with contemporary theoretical discourses in new media. How can students take advantage of the new possibilities that nonlinear forms evoke? Projects could include online interactive narratives, experimental DVD authoring, and interactive installations, among others. Prerequisite(s): ART 141, FDT 261 or permission of instructor. Additional Fee(s): Course Computing fee.

#### FDT 421 Digital Animation and Compositing (3)

This production course provides an introduction to computer animation and visual effects. Students learn the principles, process, and philosophy of animation with a focus on the design and construction of environments, characters, and time-based motion. Students script, storyboard, design, and produce a short animated digital video. Cross-listed with ART 421. Prerequisite(s): ART141 and ART/FDT250. Additional Fee(s): Course Computing fee.

#### FDT 429 Junior Seminar (3)

This seminar is two-fold. Junior-level students will utilize this course to prepare for their senior tutorial projects by examining proposal writing, strategies for research, and writing by various artists. Students will also learn portfolio development and presentation techniques. Relevant festivals, journals, and other creative opportunities will be explored for future field placement. Upon completion of this course, students will have a written tutorial proposal and provisional portfolio completed. Cross-listed with ART 429.

#### FDT 450 Advanced Digital Video Production Studio (3)

This studio course is an intensive laboratory that looks at advanced methods of digital video production, including highly developed lighting practices, audio recording and mixing, nonlinear editing, and digital effects. Students will also experiment with various ways in which to prepare video for web streaming or embedding compressed video in multimedia applications. This course includes regularly scheduled screenings of significant experimental video and multimedia projects - continuing to engage students in conversations of aesthetic, structural, and critical concern. Cross-listed as ART 450. Prerequisite(s): ART141 and ART/FDT350. Additional Fee(s): Course Computing fee.

#### FDT 471 Special Topics in Emerging Media Art (3)

Students will engage in topic-specific explorations of the creative, conceptual, theoretical/historical and technical possibilities of e-merging media art practices in this upper-level course. The content and material of the course will depend on faculty areas of specialization. Topics may include: Reactive Media Environments, Networked Embodiment, Race/Class/Gender and the Internet, Information Politics. Additional Fee(s): Course Computing fee.

#### FDT 491 Independent Study (1)

#### FDT 492 Independent Study (2)

#### FDT 493 Independent Study (3)

#### FDT 494 Independent Study (4)

#### FDT 498 Tutorial (4)

#### FDT 499 Tutorial (4)

#### FOR 102 Crime Scene Investigation (3)

Using concepts from biology, chemistry, and physics, students will learn the basics of forensic procedures, including DNA fingerprinting, organic and inorganic analysis, arson investigation, and trace evidence. The course will focus on relevance and implications of evidence for a criminal trial and how to process the evidence at a

crime scene.

**FOR 102L Crime Scene Investigation Laboratory (1)**

Using concepts from biology, chemistry, and physics, students will learn the basics of forensic procedures, including DNA fingerprinting, organic and inorganic analysis, arson investigation, and trace evidence. The course will focus on relevance and implications of evidence for a criminal trial and how to process the evidence at a crime scene. Additional Fee(s): Laboratory Fee

**FOR 103 Introduction to Criminal Justice (3)**

This course provides an introduction to the criminal justice system of the United States. Coverage includes the steps from criminal investigation through prosecution, corrections, and parole. Also emphasized are professional roles of law enforcement, court, and correctional agents.

**FOR 220 Women and the Criminal Justice System (3)**

This course focuses on three aspects of women's involvement in the criminal justice system: as victims, offenders, and professionals. Coverage will include theories and facts about women offenders, the impact of crime on women victims and survivors, and special issues facing women who pursue careers in policing, corrections and law.

**FOR 224 Juvenile Justice (3)**

Examination of biological, psychological, sociological, and ecological theories of juvenile delinquency; its historical and current legal definitions and enabling legislation; statistical resources and activity patterns; and methods of prevention, control, and treatment of juvenile delinquency. Cross-listed as SWK 224.

**FOR 225 Criminology (3)**

Criminology is the study of crime, its causes and effects. This course covers definitions and types of crime, research methods, theories of criminal behavior and responses to crime. Crimes against people, property, and organizations will be examined, and biological, psychological, and sociological explanations will be discussed.

**FOR 301 Forensic Psychology (3)**

This course provides a broad introduction to Forensic Psychology. Emphasis is on the roles of forensic psychologists in a variety of legal matters. Students will learn about profiling, lie detection, insanity and competency, and child custody as well as several other issues related to the practice of forensic psychology. Cross-listed as PSY 301. Prerequisite(s): FOR 103 or PSY 101

**FOR 320 Forensic Science (3)**

This course will focus on the theory, methods, and instrumentation used in forensic science. Topics covered will include biochemical markers, uses of HPLC and mass spectrometry; trace evidence, toxicology, and arson/explosives analysis. This course will build upon principles learned in FOR 102/102L. Prerequisite(s): CHM 205 and FOR 102/102L. Additional Fee(s): Laboratory Fee

**FOR 360 Special Topics (3)**

This course allows in-depth exploration of a special topic in forensic social science. Possible topics include violent and predatory crime, organized crime, the death penalty, victimization of children and adolescents, and media portrayals of forensics and forensic professionals. Prerequisite: FOR103 and junior standing, or permission

of instructor.

FOR 391 Internship (1)

FOR 392 Internship (2)

FOR 393 Internship (3)

FOR 491 Independent Study (1)

FOR 492 Independent Study (2)

FOR 493 Independent Study (3)

FOR 494 Independent Study (4)

FOR 498 Tutorial (4)

FOR 499 Tutorial (4)

FRN 101 Introduction to French I (4)

An introduction to the four basic skills: comprehension, speaking, reading, and writing, with emphasis on the spoken language through interactive video programs. The course also introduces students to the people and culture of the French-speaking world.

FRN 102 Introduction to French II (4)

A continuation of French 101. Prerequisite(s): FRN 101 or permission of the instructor.

FRN 203 Intermediate French I (4)

Review and reinforcement of the basic skills learned in first-year French. Intensive grammar review through video programs, textbook, literary readings, and computer resources. Continued focus on the culture of the Francophone world. Prerequisite(s): FRN 102 or permission of the instructor.

FRN 204 Intermediate French II (4)

A continuation of French 203. Prerequisite(s): FRN 203 or permission of the instructor.

FRN 205 Grammar and Composition (3)

Intensive course in written French, emphasizing grammar and style. Translation from English texts and free composition on a wide range of topics, including a unit on writing for business purposes.

Prerequisite(s): FRN 204 or permission of the instructor.

FRN 207 Conversation (3)

Conversation, discussion, and debates on topics of timely interest, reinforced by short written résumés, emphasizing accuracy of expression and using a practical, up-to-date vocabulary.

Prerequisite(s): FRN 204 or permission of the instructor.

#### FRN 296 French Study in Angers (15)

Total immersion in the French language and culture through study at the Centre International d'Etudes Françaises at the Université Catholique de l'Ouest in Angers, France. Review of listening, speaking, and writing skills. Additional courses in art history, music history, philosophy, religion, political science, civilization, and current events according to the options available to the qualified student. Any major may apply. Students apply and are accepted for the program through the Office of Academic Affairs. Prerequisite(s): One year of French.

#### FRN 311 Survey of French Literature: Crusaders and Poets, Lovers, and Thinkers (3)

A study of the epic, romance, and lyric genres, illustrating the quest for mythical and chivalric honor, expressions of love, and the problems of the poet. The course also includes the Renaissance reevaluation of this literary tradition and the development of works of moral persuasion, with readings from such writers as Marie de France, Rutebeuf, Villon, Rabelais, Ronsard, Marguerite de Navarre, and Montaigne.

Prerequisite(s): FRN 204 or permission of the instructor.

#### FRN 312 Survey of French Literature: From Enlightenment to Romanticism (3)

The dramatic and philosophical literature of the 17th and 18th centuries, including plays, novels, contest, and letters. Readings include works of Descartes, Pascal, Boileau, La Fontaine, Montesquieu, Diderot, Voltaire, Rousseau, and Beaumarchais. Prerequisite(s): FRN 204 or permission of the instructor.

#### FRN 313 Survey of French Literature: Writing, Absurdity, and Alienation (3)

Twentieth-century French authors in relation to questions of identity and responsibility, philosophy and meaning, language, and translation. Readings from Camus, Ionesco, Sarraute, Sartre, Beauvoir, Duras, Beckett, among others. The course is taught in French. Prerequisite(s): FRN 204 or permission of the instructor.

#### FRN 315 France and the Francophone World (3)

A study of the cultural diversity of France and of the French-speaking world outside mainland France, including countries in Africa, Asia, Europe, the Caribbean, and North America. Topics include political, artistic, and cultural history, as well as contemporary institutions, activities, and values. Cross-cultural comparison and contrast. Prerequisite(s): FRN 204 or permission of the instructor.

#### FRN 380 Francophone Studies in English (3)

Investigation of broad themes or topics in French literature not covered in other course offerings. Recent topics have included Simone Says; Feminism and Existentialism; French African and Creole Writers; Evil, Madness, and Fantasy in Literature; and French Cinema. All readings and class discussions in English. Course may be repeated for credit.

#### FRN 391 Internship (1)

#### FRN 392 Internship (2)

#### FRN 393 Internship (3)

#### FRN 418 French Language Attachment (1)

The French language attachment allows a student who is taking a foreign language literature or civilization course in translation to complete additional reading and research in French for one additional credit with the course instructor. Co-requisite: enrollment in a foreign language, literature, or civilization course taught in English.

#### FRN 432 French Social Action Practicum (3)

This internship offers students a unique opportunity to enhance their knowledge of a foreign language and language pedagogy while providing a valuable service to the larger community. Students are placed in one of the language magnet schools in the Pittsburgh Public School District to work with elementary or middle-school children as coached and role models. Students are expected to give a minimum of 30 hours per semester and are supervised by Chatham faculty and school personnel. Students complete assigned readings and compile a portfolio reflecting the academic and experiential components of the course. Pass/fail grading option only. Students may enroll in the course twice for credit. Prerequisite(s): One year of French and permission of the instructor.

#### FRN 448 Literature of the Francophone World (3)

An investigation of the writings, both theoretical and creative, of major French authors from outside mainland France. Primary emphasis on Francophone writers from Africa and the West Indies with additional works from Quebec, Belgium, Switzerland, and South East Asia. The specific concepts of "négritude" and "créolité" are discussed within the political, social, historical, and economic context. Prerequisite(s): FRN 204 or permission of the instructor.

#### FRN 480 Special Topics in Francophone Literature (3)

In-depth analysis and discussion of selected French and Francophone literature not covered in other advanced course offerings. Recent topics have included Women in French Literature; The French Court Theatre; Montaigne, Diderot, Stendhal; French Poetry; and French Literary Criticism. Course may be repeated for credit. Prerequisite(s): FRN 204 or permission of the instructor.

#### FRN 491 Independent Study (1)

#### FRN 492 Independent Study (2)

#### FRN 493 Independent Study (3)

#### FRN 494 Independent Study (4)

#### FRN 498 Tutorial (4)

#### FRN 499 Tutorial (4)

#### GER 101 Introductory German (4)

This is an introduction to the German language, intended for students with little or no previous instruction in German. It develops the four basic language skills of listening comprehension, reading, speaking, and writing. Focus is on communicative skills and a broad introduction to the cultures of the German speaking world.

#### GER 201 Intermediate German (4)

This course is a continuation of the first year German sequence 101-102. It is intended for students with at least one year of previous college-level instruction in German. It provides an intensive grammar review of the first year and then continues to develop the four basic language skills of listening comprehension, reading, speaking, and writing. Focus is on communicative skills and continued emphasis on the cultures of the German speaking world.

#### GOV 100 Introduction to Comparative Politics (3)

Introduction to politics, policies, and political institutions outside of the United States. Includes concepts such as electoral systems, party systems, parliamentary and presidential systems, democratization, and political change in both Western and non-Western settings.

#### GOV 101 American Government and Public Policy (3)

An examination of the major processes and institutions of American government with comparisons to Canadian government and the economic, social welfare, and environmental policies that these processes and institutions produce.

#### GOV 104 Introduction to International Relations (3)

A survey of significant patterns and trends in 20th-century world politics, modes of conducting relations among nations, instruments for promoting national interests, and current problems of economic and political interdependence.

#### GOV 201 American Judicial Process (3)

This course examines the politics, processes, and policies of the American legal system. The operations and characteristics of state and federal trial courts, court officials, and correctional institutions are examined both through literature and field observation. Court policy making is related to contemporary problems of political justice. Prerequisite(s): GOV 101 or permission of the instructor.

#### GOV 202 Understanding Public Policy (3)

This course introduces students to the concepts and tools used in the analysis of public policies, and uses these concepts and tools to examine public policies in the United States and other industrial democracies.

Prerequisite(s): GOV 100 or 101

#### GOV 213 Sex Discrimination and the Law (3)

An examination of past and present sources of discrimination experienced by men and women in the United States. Consideration of evolving patterns of equal protection and due process of law in recent local, state, and federal laws and court decisions. Employment, marriage, the right to privacy, and the possible impact of equal rights amendments. Prerequisite(s): Sophomore standing or above.

#### GOV 219 International Organizations (3)

This course examines the role of international organizations in world politics, including how and why the network of organized international institutions developed and what they contributed to managing such issues as military conflict, political change, and economic stability. Prerequisite(s): GOV 104

#### GOV 229 Campaigns and Elections (3)

What makes a candidate successful? How do you win in local, state, and national politics today? This course will provide a survey of trends in modern U.S. political campaigns and elections, including the effects of political parties, interest groups, the media, campaign finance, election laws, and individual candidates. Special emphasis will be placed on the impact of gender on electoral success. Students will follow one current campaign in detail, comparing it to the literature on campaigning. Prerequisite(s): GOV 101

### GOV 246 State and Local Government (3)

This course offers an introduction to politics at the state and local levels. Reviews the roles of political institutions, including legislature, executives, and courts, as well as the importance of political parties and interest groups. Examines how institutional structures affect public policy outcomes, particularly in the areas of social and economic policy. Prerequisite(s): GOV 100 or permission of the instructor.

### GOV 262 Women and Politics (3)

Does gender make a difference in politics? Are women different from men in their political behavior? Do women contribute different norms, rules, and outcomes within political institutions? Students become familiar with the literature on, and conduct research projects in a specific aspect of, women's involvement in politics.

Prerequisite(s): GOV 100 or 101, or WST 101, or permission of the instructor.

### GOV 265 Special Topics (3)

This course will cover in-depth, topical analysis of contemporary issues in the discipline not covered in other courses in the program. The course may include special offerings by the Hillman Chair in Politics.

### GOV 270 Special Topics: Applied Politics and Policy (1)

This course is intended to augment the political science curriculum by providing seminar experiences that connect co-curricular activities (e.g., workshops, internships, PLEN conferences) to political science and policy studies. Credit is earned for participation in experiential learning activities, such as the PLEN conferences, and completion of related disciplinary course work as defined by the instructor.

### GOV 302 Ethnic Conflict (3)

This course is designed to introduce students to theories about the sources of nationalist and ethnic conflict and strategies that have been used to manage these conflicts. In the first part of class we will examine sources of ethnic identity and how governments have attempted to reinforce or deemphasize those identities. Second, we will examine how domestic factors have and have not worked to suppress ethnic conflict. Finally, we will examine how the international community or other third parties have attempted to bring about the peaceful resolution of conflicts.

### GOV 303 Constitutional Law I: U.S. Government Powers and Relationships (3)

An examination of the role American courts have played in shaping governmental powers and relationships outlined in the Constitution. The course considers the doctrine and use of judicial review and the legal problems raised by separation of power between nation and state. Special attention is paid to the ways in which courts have affected Congressional power over taxation and commerce and presidential domestic and international powers. These issues are examined through an analysis of court decisions and application of legal principles to hypothetical-fact situations. Prerequisite(s): GOV 101 or permission of the instructor.

### GOV 304 Constitutional Law II: Civil Liberties (3)

An examination of the role American courts have played in giving meaning and scope to rights and liberties protected by the Constitution. The course considers the rights of persons accused of crime; rights to free speech, press, and assembly; freedom of religious belief and practice; equal protection of the law; and the right of privacy. These issues are examined partly through consideration of the actual impact of such decisions on the political system. Examinations require the student to apply principles to hypothetical-fact situations.

Prerequisite(s): GOV 101 or permission of the instructor.

### GOV 308 Non-Governmental Organizations in International Relations (3)

This class will introduce students to non-governmental organizations and the important role that they play in global affairs. We will examine the transnational evolution of non-governmental organizations in several key areas such as human rights, the environment, international development and international security in a global

context. Students will be expected to participate in class discussions and a simulation to negotiate an international human rights treaty.

#### GOV 311 The Research Process (3)

This seminar is essential for students who both use and produce scholarly research. It examines both the process and products of scholarship in the social sciences, including the following: choice of topic, development of research questions or hypotheses, retrieval of sources, preparation of a literature review, choice of appropriate methodology, and consideration of research results. Prerequisite(s): Junior standing or consent of the instructor.

#### GOV 315 Legislative Processes (3)

This course analyzes the powers and rules of legislatures and legislators in modern democracies with special reference to the United States Congress. Emphasizes internal and external factors that influence the decision-making process, including the impact of constituents, interest groups, and political parties.

Prerequisite(s): GOV 100 or permission of the instructor.

#### GOV 319 European Union (3)

#### GOV 324 U.S. Foreign Policy (3)

This course examines the diverse factors that influence the formulation and implementation of American foreign policy. This entails the study of three components: the composition of governmental institutions involved in the policy-making process; the societal forces affecting foreign policy; and the changes in the global environment, which present new challenges to the foreign policy process. To this end, the course examines several issues, including the dominant patterns of continuity and change in foreign policy, the ability of the president to govern in foreign affairs, and the tension inherent between the needs of democracy and national security concerns.

Prerequisite(s): GOV 104 or permission of the instructor.

#### GOV 352 Research Practicum (1)

A practical research opportunity through the Pennsylvania Center for Women, Politics, and Public Policy. Students learn to collect original data on women in politics and policy, do preliminary analysis, and contact elected officials throughout Pennsylvania. Pass/fail grade only. Prerequisite(s): GOV 311 or permission of the instructor.

#### GOV 391 Internship (1)

#### GOV 392 Internship (2)

#### GOV 393 Internship (3)

#### GOV 407 Minority Groups and the Law (3)

An examination of the past and present impact of law and law enforcement on minorities in the United States. Differential treatment based on characteristics such as health, age, language, and race are examined in statutory, administrative, and judicial settings, as well as in the context of issues such as employment and sentencing discrimination or the right of access to education and other public services. (See also Cultural Studies, page 210.)

Prerequisite(s): Junior standing

#### GOV 419 European Integration (3)

The development of the European Union (EU) has been the significant political and economic force in post-war Europe. This course examines the historical conditions in which the EU was formed, the development and expansion of its institutions and policies, its relationship within the U.S., and its expansion into much of Eastern Europe. Prerequisite(s): GOV 104 or permission of instructor.

### GOV 425 Environmental Policy (3)

This course takes an interdisciplinary approach to the study of the theory and practice of environmental policies. The course focuses on the political and economic factors contributing to the success and failure of present environmental policies. Topics include the roles of government and the market in causing environmental problems, analysis of proposed means for resolving those problems, and the application of economic and political analyses to selected environmental issues. Cross-listed as ENV 425. Prerequisite(s): GOV 101, ECN 101, ECN 102, or ENV 116; or permission of the instructor.

### GOV 491 Independent Study (1)

### GOV 492 Independent Study (2)

### GOV 493 Independent Study (3)

### GOV 494 Independent Study (4)

### GOV 498 Tutorial (4)

### GOV 499 Tutorial (4)

### HIS 100 Introduction to World History (3)

This course is an introduction to world history from the rise of civilization to the present. It establishes and compares major themes in the leading civilizations of today's world. It investigates the development of the modern world system and interpretations of its impact on these civilizations.

### HIS 102 Introduction to American History (3)

This course surveys American history from colonization to the present stressing themes that resonate with the World History survey, the influence of global forces on US history as well as the influence of US actions and ideas on the rest of the world.

### HIS 105 Introduction to Latin American History (3)

This course surveys Latin American history from colonization through the present with an emphasis on world history themes. While the legacies of the colonial period will be briefly examined, the course will focus primarily on the nineteenth and twentieth century's. Global themes will include the spread of European religions among indigenous populations; reverberation of liberal revolutionary ideas in the western hemisphere; the incorporation of Latin American and its populations into the world economy; the influence of race on society; and the spread of Marxism and resulting revolutions.

### HIS 106 Introduction to the Middle East (3)

This course introduces students to the cultural, religious, social, economic and political landscape of the Middle East. It provides an in-depth look at 'traditional' society, state and culture and then highlights change and resistance to change in the period since the First World War, when European imperialism redrew the political map and westernization threatened to redraw social, cultural and religious maps.

### HIS 122 Introduction to Modern European History(3)

The impact of World War I on Europe, the crisis of democracy, the rise of totalitarian ideologies in the interwar period, and the decline of European influence in the world after World War II provide the focal points of the

course. It then explores the slow resurgence of Europe, prospects for European unity, and revived European influence in international relations as a "third force."

#### HIS 144 Africa, Past and Present (3)

This course is an interdisciplinary examination of the problems and promises of African development. It investigates the historical development of pre-independence society, culture, political institutions, and economic structures, and their interaction with post-independent economic problems and development strategies.

#### HIS 215 Industrialization & the Working Class in Europe & America (3)

This course examines the industrialization of England, Germany, France, the United States and Russia between 1780 and 1940, and the emergence of an urban working class in those nations. Students will learn about the development of the textile, coal, railroad, steel, and auto industries paying close attention to world trade, technology, and labor management relations as well as working-class communities, cultures, and politics.

#### HIS 207 Oral History, Neighborhoods, and Race (3)

Through this course, students will learn about oral history and the racial dynamics of American cities, especially Pittsburgh, since World War II. Students will learn about the history of racial inequality in cities and the efforts of people to both combat and maintain that inequality. They will then conduct oral history interviews to further explore the role the lives of people in two neighborhoods in Pittsburgh.

#### HIS 220 History & Culture of Europe (3)

#### HIS 223 Special Topics in Non-Western History (3)

This course is intended to augment the present offerings in non-Western history. The content and material of the course depend on the visiting professor's area(s) of specialization.

#### HIS 224 The Holocaust: Nazis, Occupied Europe, and the Jews (3)

This course surveys the destruction of two-thirds of European Jewry during World War II. Through a close reading of primary texts and secondary sources, it explores the foundations and development of Nazi policy toward the Jews. The course documents the reactions of Jews, European peoples and governments, the U.S. people and government, and various churches and political movements.

#### HIS 225 Special Topics in European History (3)

This course is intended to augment the present offerings in European history. The content and material of the course depend on the visiting professor's area(s) of specialization.

#### HIS 226 Special Topics in American History (3)

This course is intended to augment the present offerings in American history. The content and material of the course depend on the visiting professor's area(s) of specialization.

#### HIS 231 The British Empire (3)

This course examines the historical narratives relating to imperialism, ethnocentrism, military aggressions, colonization, acculturation, repression of revolt, technological diffusion, intellectual outreach, and cross-cultural fertilization from the beginning of the reign of Queen Elizabeth I in 1558 to the return of Hong Kong to China in 1997.

#### HIS 241 History of Islam (3)

This course is a historical examination of classical Islamic civilization: its origins, nature, and development. Special attention is given to the religion of Islam and the contributions of Arabs, Persians, and Turks to Islamic civilization. Cross-listed as REL 241.

### HIS 242 The Middle East and the United States (3)

After examining the forces shaping the modern Middle East, the course studies the rise and fall of the Ottoman Empire, Western impact, and responses to it. Origins and development of nation-states, Arab search for independence and political community, the struggle for Palestine, inter-Arab rivalry, and the prospects for future stability also are examined.

### HIS 246 History and Culture of Asia (3)

### HIS 275 History and Policy Analysis (3)

This course illustrates how historical perspectives and methods of investigation are effective tools for assessing contemporary policy debates. The focus of the course moves from foreign-policy issues to public-policy issues in education, criminal justice, economics, and social planning.

### HIS 283 Religious Movements in Contemporary Africa (3)

This is an interdisciplinary exploration of religious experimentation and innovation in modern African history. The course focuses on enterprises that intensify the production and reinvention of sacred ceremonies, legendary narratives, social norms, ritualistic language, and forms of political participation.

### HIS 285 African-American History (3)

This course examines the history of African Americans within a global context from the 1500s through present. The course explores the role of West Africa in the Atlantic economy and slave trade; the nature of slavery in the US as compared to Latin America; emancipation in the US and Latin America; industrialization and migration; and the civil rights movement in its international context.

### HIS 319 Colonial Latin America (3)

While Intro to Latin American History places its emphasis on the nineteenth and twentieth century's, this course focuses entirely on the colonial period from European discovery through the independence movements of the mid-nineteenth century. It pays particular attention to indigenous cultures and societies; the conquest of native states; the development of plantations and the forced labor; European efforts to evangelize among native populations; the role of race in colonial society; the role of caudillos in the colonial economy; and the emergence of liberalism.

### HIS 320 Asia in the 20<sup>th</sup> Century (3)

### HIS 360 History of Pan-Africanism (3)

This course examines the birth and development of the ideology that promoted a universal approach to the rehabilitation of the philosophical traditions, need for self-respect, political consciousness, and aspirations for transatlantic unity among Black people between the 1770s to the end of the 20<sup>th</sup> century.

### HIS 363 Gender and the Family in America (3)

In every era the family has served as a basic human institution, but it has always been subject to other forces in society, such as religion, politics, and the economy. This course traces the history of the American family from the antebellum period to the twentieth century. It examines changes in relationships within the family (parents/children, husbands/wives) and the changing role of the family in society. Particular attention will be paid to the role of the family in defining gender roles and the effects of other institutions upon the family.

### HIS 391 Internship (1)

### HIS 392 Internship (2)

HIS 393 Internship (3)

HIS 426 The Arab-Israeli Conflict (3)

This course examines the origins and issues of conflict between the Arabs and Israelis over Palestine. Using extensive primary materials and some secondary sources, the arguments of all sides of the conflict are presented and evaluated. While the core conflict between Palestinians and Israelis is emphasized, the role of regional and world powers also is examined. Prerequisite(s): HIS 242 or permission of the instructor.

HIS 491 Independent Study (1)

HIS 492 Independent Study (2)

HIS 493 Independent Study (3)

HIS 494 Independent Study (4)

HIS 498 Tutorial (4)

HIS 499 Tutorial (4)

HSC 101 Introduction to the Health Professions (2)

This course explores a variety of health professions available today. Students will have the opportunity to interact with health care professionals currently active in the field. Self-directed research of selected topics allows students to develop skills necessary for career exploration. The use of films, texts, and other media will allow the student to experience real-life scenarios and issues related to the health care professions. Students will be exposed to the concept of problem-based learning as one tool to actively explore real-life clinical issues and the health professions. Students will understand the process required for application to the professional school of their choice. This course is recommended for any student pursuing a career in medicine or the health professions.

IAR 102 Theory of Interior Architecture Studio (3)

This course is intended only for majors or potential majors and cultivates the ability to use formal architectural ordering to develop creative abstract designs that translate into three-dimensional compositions of space and form. Architectural theories and manifestos are explored through process tools and applied utilizing design exercises and projects.

IAR 105 Environment & Behavior (3)

Intended for interior architecture majors or potential majors, this course introduces students to significant theories concerning the interaction of people and interior architecture. Emphasis is placed on shared human needs and differences based on age, culture, gender, and occupation.

IAR 201 Biomimicry and the Built Environment (3)

This course will study Biomimicry which is a new science that studies nature's models and then imitates or takes inspiration from these designs and processes to solve human problems. It will demonstrate how biomimicry reveals the answers that are all around us.

IAR 210 Drafting & Graphics Studio (3)

Intended for interior architecture majors or potential majors, this course develops graphic literacy as a language and philosophy for observation, analysis, expression, and presentation in interior architecture. An understanding is

developed of architectural scale, plans, elevations, and sections. Additional Fee(s): Applied Art Fee

#### IAR 215 Digital Drawing (3)

Students learn the basic computer drafting and drawing skills associated with AutoCAD software. Projects include creating new work and working from existing files. An understanding of drawing layers, detailing, layout, and printing will be presented. Pre-requisite: IAR 210 or permission of instructor. Additional Fee(s): Course Computing fee.

#### IAR 218 Building codes (3)

Students learn and apply relevant building codes as they relate to the health, safety and life safety of the occupant. This course addresses energy laws, the principles of Universal design and accessible code compliance. Prerequisite(s): IAR 220, 235

#### IAR 219 Drawing and Model Making Studio (3)

Students will develop the skills needed to generate design drawings using markers and colored pencils which communicate interior environments. One-point, two point, isometric, and axonometric drawing methods will be covered. Students will explore three-dimensional model making techniques. Prerequisite: IAR 210

#### IAR 220 Interior Architecture I (3)

This studio addresses problem identification and problem solving in the context of small-scale projects of modest scope. Emphasis is placed on human factors, space planning, spatial experience, scale, materials, furniture, fixtures, equipment, and color with respect to user needs. Prerequisite(s): IAR 102 and IAR 210.

#### IAR 225 Interior Architecture II (3)

This studio addresses problem identification and problem solving in the context of small scale projects of modest scope. Emphasis is placed on human factors, space planning, spatial experience, scale, materials, furniture, fixtures, equipment, and color with respect to user needs. Prerequisite(s): IAR 220 and IAR 215. Additional Fee(s): Course Computing fee.

#### IAR 230 Interior Materials (3)

This course is intended only interior architecture majors or potential majors and addresses architectural materials and finishes. Students learn to select, specify and apply architectural finishes. They create specifications, execute take-offs, and produce cost estimates for interior construction. Manufacturing processes, installation methods, maintenance requirements, code regulations, and testing standards are covered.

#### IAR 231 Green and Sustainable Design

Global issues of energy use, resource depletion, and indoor air quality have prompted design professionals to re-evaluate design and construction processes. This course provides students with the knowledge of the US Green Building Council (USGBC) and Environmental Design (LEED) certification system to promote environmentally responsible design.

#### IAR 235 Construction Methods (3)

Intended for interior architecture majors, this course provides an overview of architectural building systems including exterior and interior construction methods and terminology.

#### IAR 257 20th- and 21st-Century Architecture (3)

This course is designed to relate the impact of architecture on both public and private spaces throughout the twentieth century and provide a view towards the future of architecture in the twenty-first century. The course

will guide you through the major styles of architecture of the twentieth century and investigate the socio-historic context of the works and determinants of that architecture. Emphasis will also be placed on the interior spaces, furnishings and the arts and artists of the day.

#### IAR 259 History of Interior Architecture: Prehistory to the 19th Century (3)

This survey course examines world architecture from prehistoric times through the 19th century, including the built environment of Europe, the Middle East, Asia, and the Americas. Emphasis is placed on the role of interior spaces, furnishings, and art within architecture.

#### IAR 310 Advanced Computer Applications in Interior Architecture (3)

This advanced course focuses on Building Information Modeling (BIM) that integrates and synchronizes three-dimensional building modeling for use in all phases of the design process. Students are introduced to Revit and Sketch-up. Graphic rendering skills are also developed to help students communicate interior spaces.

Prerequisite(s): IAR 215. Additional Fee(s): Course Computing fee.

#### IAR 315 Construction Documents Studio (3)

Construction techniques are studied through the production of a set of construction documents. Issues addressed include the selection and assembly of materials, construction methods, detailing of interior finish systems and cabinetry, building codes, and accessibility. Prerequisite(s): IAR 320, 335, and 310, taken concurrently with IAR 330. Additional Fee(s): Course Computing fee.

#### IAR 316 Visual Communication Studio (3)

This course explores color theories, psychology of color and light, typology, and compositional layout relative to interior design presentation, communication and development. Through a variety of media, techniques and applications of visual composition skills are applied to architectural interiors and exterior context. Prerequisite(s): IAR 215, 310, 219. Additional Fee(s): Course Computing fee

#### IAR 320 Interior Architecture III (3)

This advanced studio addresses concept development, design development, and detailing of medium- and large-scale projects. Emphasis is placed on program analysis, user needs, space planning, three-dimensional spatial development, design language and composition, materials and assemblies, color, lighting, acoustics, environmental systems, and building codes and life safety. Prerequisite(s): IAR 225 and 310, 335, 218.

#### IAR 325 Interior Architecture IV (3)

This advanced studio addresses concept development, design development, and detailing of medium- and large-scale projects. Emphasis is placed on program analysis, user needs, space planning, three-dimensional spatial development, design language and composition, materials and assemblies, color, lighting, acoustics, environmental systems, and building codes and life safety. Prerequisite(s): IAR 310 and 320. Additional Fee(s): Course Computing fee.

#### IAR 330 Environmental Systems (3)

This course provides an overview of environmental control systems, including HVAC, plumbing, fire protection, power distribution, security, and data/voice telecommunication. Building codes are also addressed. Emphasis is placed on energy consumption and conservation, human comfort, and health and safety.

### IAR 335 Lighting & Acoustics (3)

This course is an introduction to lighting and acoustics. Emphasis is placed on the psychology of lighting; visual comfort criteria, measurement and calculations, available technologies in lighting design, the selection of fixtures, and the application of computer aided lighting simulation tools. Principles of acoustics, acoustic properties of materials and building systems in relation to building structures, sound transmission between rooms, and design methods in room and building acoustics are also addressed. Prerequisite(s): IAR225, IAR215. Additional Fee(s): Course Computing fee.

### IAR443 Environmental/Sustainable Community Service (3)

Encouraging environmental stewardship, students are required to participate in an environmental community service project under the supervision of a field leader or faculty member.

### IAR 498 Interior Architecture V (Tutorial I) (4)

This course is the first part of a yearlong tutorial that stresses evidence-based design. Students create a program for a project selected by the instructor using the latest research and literature available. The program serves as the foundation for design decision-making in IAR 499. Prerequisite(s): IAR 325

### IAR 499 Interior Architecture VI (Tutorial II) (4)

This course is the second part of a yearlong tutorial that stresses evidence-based design. Using the program developed in IAR 420 as a foundation, students investigate a problem from concept generation through design development and detailing. Prerequisite(s): IAR 498. Additional Fee(s): Course Computing fee.

### IAR 440 Internship (6)

An internship experience provides students with a greater understanding of professional practice. With instructor approval, students work full-time in an office environment under the supervision of a practitioner.

### IAR 445 Professional Practice (3)

In this course, students are introduced to the specialized services provided by the professional interior designer. Emphasis is placed on office operations and personnel issues, marketing strategies, project management, contract documents, ethics, and the legal and financial aspects of professional practice.

### IND 101 Transitions: Essential Skills for Success@Chatham (2)

This course introduces students to the essential skills necessary for successful learning in college. Students practice and demonstrate mastery of the skills within the contexts of the academic courses in which they are currently enrolled. Skills areas include: navigating the college environment, identifying goals, reading efficiently, managing time, controlling procrastination, taking notes and tests, and thinking critically. Students attend one group hour and one individual hour per week.

### IND 110 Information Literacy (1)

Fundamental research skills necessary in today's information rich society are presented. Emphasis is on concepts, processes, and practical application rather than rote memorization. Working knowledge of methods of information gathering through library and Internet are provided. Skills in analyzing found information as it applies to a research topic are developed. This course satisfies part of the computer literacy requirement.

#### IND 115 Global Focus Seminar (1)

This one-credit seminar is intended to foster student intellectual involvement in the Chatham Global Focus Program. Course participants attend a series of Global Focus events, lectures, and programs, and complete a specified number of assignments.

#### IND 203 Nelson Mandela and the End of Apartheid in South Africa (3)

Learn about the life of Nelson Mandela and the struggles he and others faced fighting apartheid (racial segregation) in South Africa that didn't end until the early 1990's.

#### IND 300 Science and Society (3)

A cross-disciplinary examination of current scientific research and technological developments that lead to ethical questions or political controversy, emphasizing current science and technology, plus readings about making decisions on controversial subjects. May include: global warming, genetic engineering, human cloning, stem cell research, nuclear energy. Prerequisite(s): One 200-level science course

#### IND 302 African Pittsburgh (3)

African Pittsburgh is a course offering experiential instruction on life adjustment strategies developed by citizens of African nations living in the Greater Pittsburgh area. It is based on relevant case studies focused on African individuals or migrant communities in the region. The students will be initiated in the use of modern social sciences research methods to try and determine the adjustments negotiated by immigrants in the fields of family life, employment, education, responses to emergency situations in everyday living, inter-ethnic communication, and patterns of relationships with overseas communities of origin. The course will also explore the conceptual framework of "global Pittsburgh".

#### IND 350 Scientific Research Methods (2)

This course serves as an introduction to research literature and research methodology in the sciences. Students prepare a research proposal including literature review, experimental design and methods, budget, timetable, and bibliography. Other topics include professional presentation techniques and research ethics. The student's major department must approve proposals prior to the Tutorial. Prerequisite(s): Junior status and completion of at least two courses at the 200-level or above in the major, or permission of the instructor.

#### IND 391 International/Intercultural Study (1)

This course is a self-designed set of international or intercultural experiences that promotes the ability to appreciate and understand cultural difference. The student's program of study is conducted under the guidance of a faculty member with approval by the Office of International Programs. The student completes the Independent Study Proposal form with purpose, goals, implementation strategy, and assessment. Pre-requisite: approval of the Office of International Programs.

#### IND 392 International/Intercultural Study (2)

This course is a self-designed set of international or intercultural experiences that promotes the ability to appreciate and understand cultural difference. The student's program of study is conducted under the guidance of a faculty member with approval by the Office of International Programs. The student completes the Independent

Study Proposal form with purpose, goals, implementation strategy, and assessment. Pre-requisite: approval of the Office of International Programs.

#### IND 393 International/Intercultural Study (3)

This course is a self-designed set of international or intercultural experiences that promotes the ability to appreciate and understand cultural difference. The student's program of study is conducted under the guidance of a faculty member with approval by the Office of International Programs. The student completes the Independent Study Proposal form with purpose, goals, implementation strategy, and assessment. Pre-requisite: approval of the Office of International Programs.

#### IND 401 Study Away

Students studying away from the Chatham campus, including abroad, register for this course during the time they are away.

#### IND 492 Independent Study (2)

#### IND 493 Independent Study (3)

#### ISP 401 Special Topics: Europe (3)

#### ISP 402 Special Topics in Middle Eastern Studies (3)

Special topics courses for International Studies are given on a year-by-year basis, depending on student needs and staffing availability. They are taught in a seminar format and are designed to facilitate student research on the specific focus of the class.

#### ISP 403 Special Topics in African Studies (3)

Special topics courses for International Studies are given on a year-by-year basis, depending on student needs and staffing availability. They are taught in a seminar format and are designed to facilitate student research on the specific focus of the class.

#### ISP 404 Special Topics in Latin American Studies (3)

Special topics courses for International Studies are given on a year-by-year basis, depending on student needs and staffing availability. They are taught in a seminar format and are designed to facilitate student research on the specific focus of the class.

#### ISP 405 Special Topics: Asia (3)

#### JPN 101 Introduction to Japanese I (4)

This is an introduction to the Japanese language, intended for students with little or no previous instruction to Japanese. It develops the four basic language skills of listening comprehension, reading, speaking, and writing. Focus is on communicative skills and a broad introduction to the culture and contemporary reality of Japan.

#### JPN 102 Introduction to Japanese II (4)

A continuation of Introduction to Japanese I. Prerequisite(s): JPN101 or permission of instructor

#### JPN 201 Intermediate Japanese I (4)

This is a continuation of the first year introduction to the Japanese language (JPN 101 -102), intended for students with at least one year of instruction in Japanese. It continues to develop the four basic language skills of listening

comprehension, reading, speaking and writing. Focus is on communicative skills and a broad introduction to the culture and contemporary reality of Japan. Prerequisite(s): JPN 102

#### JPN 202 Intermediate Japanese II (4)

This is a continuation of the intermediate Japanese I class, and is intended for students with at least intermediate knowledge of Japanese. It continues to develop the four basic language skills of listening comprehension, reading, speaking and writing. Focus is on communicative skills and a broad introduction to the culture and contemporary reality of Japan. Prerequisite(s): JPN 102

#### LNG 101 Introductory Portuguese (4)

This is an introduction to the Portuguese language, intended for students with little or no previous instruction in Portuguese. It develops the four basic language skills of listening comprehension, reading, speaking, and writing. Focus is on communicative skills and a broad introduction to the cultures of the Luso-Brazilian world.

#### LNG 418 Language Attachment (1)

The language attachment allows a student taking a modern language literature or civilization course in translation to complete additional reading and research for one additional credit with the course instructor. Co-requisite: enrollment in a modern language, literature, or civilization course taught in English.

#### LNG 491 Independent Study in Language (1)

#### LNG 492 Independent Study in Language (2)

#### LNG 493 Independent Study in Language (3)

#### LNG 494 Independent Study in Language (4)

#### LNS 300 Perspectives on Landscape (3)

This design studio is the foundation course for the landscape studies program. The course gives students a broad overview of the breadth and scope of landscape design as it expresses society's relationship and attitudes toward nature and the land. Students will begin to learn the language and vocabulary used for viewing, describing, analyzing, and designing landscapes by looking at examples of historical and contemporary landscape design. Through weekly design exercises, including collages, sketches, and model making, students will learn how landscape space and form are created and how they articulate meanings and functions. They will explore the interrelationships of the structural elements that define landscape space and investigate the principles that create spatial design. Emphasis will be placed on learning how to generate ideas, giving aesthetic and functional form to these creative concepts.

#### LNS 310 Introduction to GIS (3)

This course introduces students to using Geographic Information Systems as a tool to inventory, analyze, and present various spatial data.

#### LNS 411 Foundation Design Studio I: Methods and Processes of Landscape Design (3)

This foundation studio provides an overview of the art and philosophy of landscape design. Students begin to learn the verbal and graphic vocabulary to articulate and conceptually express approaches to the art world and landscape design. Students explore how space and form are created and how they articulate meanings and functions. Studio exercises place an emphasis on learning how to generate design ideas, giving aesthetic and

functional form to creative concepts.

#### LNS 412 Applied Design Studio II: The Principles and Practice of Landscape Design (3)

In this course, students learn to analyze, synthesize, and assimilate contextual and site-specific information into the development and presentation of creative design solutions for specific landscape projects at different scales. These projects lead to an understanding of design problem definition; program development; and site analysis and inventory as essential elements in the design process. Cross-listed as ENV 412. Prerequisite(s): LNS 411 and 415

#### LNS 415 Drafting and Graphic Representation (3)

This studio develops graphic literacy as a language and philosophy for observation, analysis, expression, and presentation of landscape design. Students are introduced to a number of techniques and methods of drawing used by landscape designers including: freehand drawing, colored pencils, markers, and mechanical drafting through exercises. Additional work is spent on values, colors, palettes, and shadowing techniques that culminate in a final studio project. Additional Fee(s): Applied Art Fee

#### LNS 421 Plants and Design I (3)

This course introduces students to the art of designing landscape spaces with plant material. This study of outdoor space concentrates on exploring landscape character as a product of the relationship of spaces that people observe and occupy to the plants and architectural masses that define these spaces. The course explores the abstract relationship of mass, height, distance, perception of texture, and color in plant groupings. Students learn to recognize woody plants for their structural and visual qualities, growing conditions, plant spacing, and growth rates to generate detailed planting plans. Prerequisite(s): LNS 411 and 415 or permission of the instructor. Additional Fee(s): Course Computing fee.

#### LNS 422 Plants and Design II: Site Ecology and Ecological Design and Planning (3)

In this studio, students are introduced to the concepts of ecological design and planning at a number of scales – from residential to urban space. They explore the systems approach to design, concerning both site ecology and enhancement of the site, which include the science and the art of ecological design. Through critical reflection, students are encouraged to go beyond mechanical and prescriptive responses to arrive at solutions that harmonize aesthetic form and ecological functioning. Prerequisite(s): LNS 411, 412, 415 and 421.

#### LNS 423 Plant Propagation Laboratory (3)

This course focuses on the principles and practical methods of the propagation of horticultural, herbaceous, and woody plants as they relate to commercial propagation. Principles of sexual and asexual vegetative propagation are covered. Students gain practical experience in a tissue culture laboratory that specializes in hard-to-propagate plants. Cross-listed as BIO 323. Prerequisite(s): BIO 224 or permission of the instructor. Additional Fee(s): Laboratory Fee

#### LNS 424 Field Botany (3)

This course introduces students to the concepts and skills needed to identify plants, make practical and scientific collections, and understand the ecological and evolutionary relationships between major plant families. It includes field trips, class/laboratory work, and several research projects, including the generation of a dichotomous plant key and plant collection. Prerequisite(s): BIO 224 or permission of the instructor.

#### LNS 431 Survey of the History of Landscape Design (3)

The landscape traditions of the Western and Eastern worlds are surveyed from antiquity to the present. The course explores the relationships between designed landscape forms within each culture as well as the political, social, philosophical, and artistic factors that could have determined and influenced the designed landscape. This course draws attention to the fundamental notion that landscape design is both an invention and cultural representation of landscape.

#### LNS 451 Soil Science (3)

Soils are studied as natural bodies, media for plant growth, and ecosystem components. Topics include soil morphology and characteristics, composition, formation, conservation, and soil erosion. Physical, chemical, and biological properties of soil are related to the production of plants; the functioning of hydrologic and nutrient cycles; and the protection of environmental quality. Prerequisite(s): ENV 129 or equivalent, or permission of the instructor.

#### LNS 453 Ornamental Horticulture (3)

This course introduces students to plant biology and relates this science to practical applications in horticulture. It develops a general understanding of the botanical concepts of plant structure, physiology, function, growth, reproduction, and evolutionary diversity. In addition, students are introduced to the horticultural concepts and practices of plant propagation, transplantation, care, and management of ornamental plants.

#### LNS 454 Plant Management (3)

This course covers the identification, culture, use, care, and management of ornamental, woody, and herbaceous plants that can be used in designed landscapes. Students learn how to identify a large palette of plants while considering the aesthetics of form, color, texture, and seasonal changes in each plant. The course also covers the general issues of plant maintenance, use of fertilization, and management systems to create environmentally healthy horticultural practices. Maintenance topics include trimming, pruning, and transplanting.

Prerequisite(s): LNS 453 or permission of the instructor.

#### LNS 457 Diseases and Pests (3)

This course introduces students to the common biotic and abiotic problems caused by diseases and pests in ornamental plants, as well as, basic concepts of the current techniques and practices on managing these problems. Students cover the general principles of plant problem diagnosis and identification of common disease and insect problems. Disease and pest management topics include the concepts of integrated pest management, vertebrate pest management, and pesticide use and safety. Prerequisite(s): LNS 453 or permission of the instructor.

#### LNS 463 Greenhouse Plant Production/Lab (3)

This course provides introduction to techniques and concepts governing the care and maintenance of a modern greenhouse, along with the cultivation of greenhouse-grown plants. Topics include the environmental factors that influence plant growth. Students gain practical experience with greenhouse operations and with the cultural and environmental requirements for growing various types of plants. Prerequisite(s): BIO 224 or permission of the instructor. Additional Fee(s): Laboratory Fee

#### LNS 495 Capstone Project (3) Additional Fee(s): Laboratory Fee

### MTH 100 Mathematical Literacy (3) Fall

This course explores the mathematics of everyday life and problem-solving skills needed to be world ready. Topics include how to plan an efficient distribution network, making sense of statistics, how information is made digital, how to design a fair and equitable voting system, symmetry in the world, and how to get out of debt. Three hours of class per week.

### MTH 103 Mathematical Reasoning (3) Spring

This course is an extension of Math 100 and will include an introduction to the following topics: Statistics, Two and 3-D Geometry, Topology, Trigonometry, Measurement and Fractals. Three hours of class per week. Prerequisite(s): MTH 100 or Permission of instructor.

### MTH 105 College Algebra (3) As Needed

The study of real numbers, linear equations and inequalities, polynomials, rational expressions, roots and radicals, quadratic equations and inequalities, graphs, systems of linear equations, conics, quadratic functions, and inverse functions. Three hours of class per week. Prerequisite(s): One year of high school algebra or equivalent.

### MTH 106 Trigonometry (3) As Needed

The study of right-triangle and circular function approaches to trigonometry, graphs of trigonometric functions, trigonometric identities, inverse trigonometric functions, polar coordinates, complex numbers, exponential functions, and logarithmic functions. Three hours of class per week. Prerequisite(s): One year of high school algebra or equivalent.

### MTH 108 Precalculus (3) Fall and Spring

Development of essential skills in algebra and trigonometry. Topics include the coordinate system, functions and their graphs, solutions of equations and inequalities, introduction to transcendental functions, trigonometric functions and their graphs, trigonometric identities, and the historical and cultural significance of mathematics. Three hours of class per week. Prerequisite(s): One year of high school algebra or equivalent.

### MTH 110 Elementary Statistics (3) Fall and Spring

Topics include statistical measures and distributions, decision making under uncertainty, application of probability to statistical inference, linear correlation, introduction to nonparametric statistical methods, and application to problems drawn from the natural and social sciences. Three hours of class per week. Prerequisite(s): Two years of college-preparatory mathematics.

### MTH 151 Calculus I (4) Fall

This is the first course in the calculus sequence. Topics include differential and integral calculus for algebraic and trigonometric functions with applications. Three hours of class per week. Prerequisite(s): MTH 105 and 106, or MTH 108, or equivalent.

### MTH 152 Calculus II (4) Spring

This is the second course in the calculus sequence. Topics include differential and integral calculus for the transcendental functions, advanced methods of integration, and infinite sequences and series. Four hours of class per week. Prerequisite(s): MTH 151

### MTH 221 Linear Algebra (3) Even Springs

Topics include finite dimensional vector spaces, geometry of  $\mathbb{R}^n$ , linear functions, systems of linear equations, and

theory of matrices and determinants. Three hours of class per week. Prerequisite(s): MTH 152

**MTH 222 Multivariate and Vector Calculus (3) Fall**

An introduction to multivariate calculus using vector spaces, partial differentiation and multiple integration, calculus of vector functions, applications to extremum problems, and differential equations. Three hours of class per week. Prerequisite(s): MTH 152

**MTH 241 Differential Equations (3) Even Springs**

Introduction to differential equations. Topics include first-order and linear equations, systems of equations, series solutions, and Laplace transform methods with computer-aided study of numerical solutions, and introduction to partial differential equations, and Fourier series. Three hours of class per week. Prerequisite(s): MTH 222

**MTH 244 Discrete Mathematics (3) Even Falls**

This course is an introduction to the fundamental logic and mathematical concepts of discrete quantities, as employed in digital computers. Emphasis will be on the careful and precise expression of ideas. Topics include sets and logic, relations and functions, proof techniques, algorithms, combinatorics, discrete probability, graphs, and trees. Three hours of class per week.

**MTH 256 The History and Theory of Numbers (3) Odd Springs**

A survey of the history of our number system and theory of numbers. Topics covered include the development of number systems and mathematics from before the sixth century to the present, divisibility, factorization, arithmetic functions, quadratic reciprocity, primitive roots, and diophantine equations. Three hours of class per week. Prerequisite(s): MTH 105 and 106, or MTH 108, or equivalent.

**MTH 310 Probability (3) Odd Springs**

An introduction to the theory of probability and the role of proofs in mathematics. Topics include discrete and continuous probability functions, random variables, expectations, moments, moment generating functions, the central limit theorem, and Chebyshev's inequality. Applications of probability such as queuing theory, Markov processes, and reliability theory also will be covered. Three hours of class per week.

Prerequisite(s): MTH 152; Linear Algebra recommended.

**MTH 327 Advanced Analysis (3) Odd Falls**

Foundations for abstract analysis, real and complex number systems, elements of point set topology and limits, continuity, and derivatives. Three hours of class per week. Prerequisite(s): MTH 222 or equivalent.

**MTH 341 Abstract Algebra (3) Even Falls**

Introduction to elements of modern abstract algebra, including rings, groups, and fields. Three hours of class per week. Prerequisite(s): MTH 221 or equivalent.

**MTH 391 Internship (1)**

**MTH 392 Internship (2)**

**MTH 393 Internship (3)**

MTH 417 Seminar in Advanced Calculus (3) Spring

A study of specialized topics in differential, integral and vector calculus; sequences and infinite series; improper integrals; Fourier series; orthogonal functions; and functions of a complex variable. Three hours of class per week. Prerequisite(s): MTH 241

MTH 418 Mathematics Seminar (3) As Needed

A study of some specialized topic in mathematics not ordinarily treated in one of the regular course offerings. Three hours of class per week. Prerequisite(s): Permission of the instructor.

MTH 462 Numerical Methods and Mathematical Modeling (3) As Needed

Numerical methods and mathematical models used in computational science, including techniques for solving scientific problems, scientific visualization, and vector, parallel, distributed and massively parallel architecture. Three hours of class per week. Prerequisite(s): MTH 241, CMP 202, and permission of the instructor.

MTH 491 Independent Study (1)

MTH 492 Independent Study (2)

MTH 493 Independent Study (3)

MTH 494 Independent Study (4)

MTH 498 Tutorial (4)

MTH 499 Tutorial (4)

MUS 124 Opera: Mozart to Verdi (3)

This course examines Italian, French, and German operas from the Classical period through the 19th century. A study of components of operatic form (e.g. recitative, aria, ensemble) and musical characteristics of historical periods, national styles, and individual composers is implemented through musical examples and readings. Voice types/classifications and character interpretations are discussed.

MUS 159 Music Fundamentals (3)

The course introduces fundamental terminology and theoretical concepts associated with common practice Western art music. Specific topics covered include notation, scales, intervals, triads, rhythm, form and basic aural skills. This course provides the requisite knowledge necessary for MUS 161: Music Theory I.

MUS 160 The Art of Music (3)

Through guided listening, students examine musical works and gain an understanding of the style of various composers and historical periods. Relevant cultural features are presented, and basic elements of music are introduced to enhance the appreciation of this art form.

MUS 161 Music Theory I (4)

The course covers the fundamentals of basic musicianship: scales, intervals, chord forms, analysis, and writing

involving diatonic harmony. Creative use of materials is encouraged. The course includes aural training and sight-singing.

**MUS 171 Choir (2)**

Students prepare and perform a wide variety of choral literature for both women's and mixed voices. An audition is required as are two, two-hour rehearsals per week. Pass/fail grading only.

**MUS 173 Instrumental Ensemble (2)**

Preparation and performance of chamber music for various ensembles.

**MUS 174 Survey of Jazz (3)**

Students explore the origin and development of jazz from its African origins to Dixieland and contemporary styles. They become familiar with jazz musicians and a wide variety of jazz styles through recorded music and, when possible, live performances.

**MUS 175 Voice (1)**

One 30-minute lesson per week. Co-requisite: Music 171 or another music program course.

Additional Fee(s): Applied music fee.

**MUS 176 Voice (2)**

One 60-minute lesson per week.

Additional Fee(s): Applied music fee.

**MUS 177 Voice (3)**

One 60-minute lesson per week plus performance.

Additional Fee(s): Applied music fee.

**MUS 183 Composition**

Students will work closely with the composition instructor to identify and articulate their personal artistic perspective, and develop sound or multimedia compositions that express this outlook. Students may also work on analytic projects that relate to their artistic projects. Specific goals are determined in collaboration with the instructor.

**MUS 191 Piano (1)**

One 30-minute lesson per week. Co-requisite: Music 171 or another music program course.

Additional Fee(s): Applied music fee.

**MUS 192 Piano (2)**

One 60-minute lesson per week.

Additional Fee(s): Applied music fee.

**MUS 193 Piano (3)**

One 60-minute lesson per week, plus performance.

Additional Fee(s): Applied music fee.

**MUS 195 Orchestral Instruments (1)**

One 30-minute lesson per week. Co-requisite: A music program course.

Additional Fee(s): Applied music fee.

MUS 196 Orchestral Instruments (2)

One 60-minute lesson per week.

Additional Fee(s): Applied music fee.

MUS 197 Orchestral Instruments (3)

One 60-minute lesson per week, plus performance.

Additional Fee(s): Applied music fee.

MUS 203 History of Rock, Pop & Soul (3)

This course explores the evolution of American and British popular music from about 1950 to the present day.

Musical styles are studied and contextualized with an examination of related cultural, social and political trends.

This course also introduces fundamental music terminology that is germane to the study of popular music

MUS 232 Women in Music (3)

This course is a survey of women composers in Western art music, with a special emphasis on contemporary composers. This survey will include such important figures as Ruth Crawford, Ellen Taaffe Zwilich, and Tania Leon.

MUS 252 Music Theory II (4)

The course is a continuation of Music Theory I, and includes a basic study of 16th-century counterpoint.

Prerequisite(s): MUS 161

MUS 262 Electronic Computer Music Studio (3)

Using an array of MIDI-compatible keyboards, instruments, and computers, the course focuses on digitally generated sound and timbres, computer-assisted sound production, and multi-tracked recording techniques. Where appropriate, emphasis is placed on applications to film, theatre, dance, and other arts. Additional Fee(s): Course Computing fee.

MUS 266 World Music (3)

The course focuses on the music and related arts of selected major civilizations of the world, including India, China, and Japan as well as areas such as Southeast Asia, South America, and Africa. Emphasis is placed on the factors resulting in art that is sometimes quite different from Western music.

MUS 267 History of Music I (3)

This course examines the growth and development of music as an art, music as a part of the whole of civilization, and representative works of all periods leading to an understanding of music itself.

MUS 301 Music and the Natural World (3)

This course will explore the intersection of music and nature in musical thought and practice. Students will explore readings from a variety of historical periods to understand the variety of ways in which the relationship between music and nature has been conceived. Particular emphasis will be placed on Early Modern thought as well as living composers such as David Dunn, Annea Lockwood, John Luther Adams, Alvin Curran, Christopher Shultis, and other sonic ecologists who incorporate sounds from the natural environment into their work.

MUS 363 Music Theory III (4)

The course examines the elements of 18th-century tonal counterpoint. The principles of tonal harmony are applied in combination with various contrapuntal techniques, and contrapuntal forms of the Baroque period are analyzed. The composition of small forms is included.

Prerequisite(s): MUS 252 or equivalent.

MUS 368 History of Music II (3)

This course is a continuation of History of Music I, and examines the growth and development of music as an art, music as a part of the whole of civilization, and representative works of all periods leading to an understanding of music itself. Prerequisite(s): MUS 267

MUS 391 Internship (1)

MUS 392 Internship (2)

MUS 393 Internship (3)

MUS 464 Music Theory IV (4)

Students learn to analyze musical works according to basic form, harmony, and melody. Relationships among these components and new compositional techniques are explored. The course includes aural training and sight singing. prerequisite: MUS363 or equivalent.

MUS 491 Independent Study (1)

MUS 492 Independent Study (2)

MUS 493 Independent Study (3)

MUS 494 Independent Study (4)

MUS 498 Tutorial (4)

MUS 499 Tutorial (4)

PED 101 Introduction to Lifetime Fitness (1)

This course is designed to introduce the student to the concepts of fitness and personal health and physical skills needed to maintain fitness for life. Topics included are physical fitness, health, nutrition, jogging, walking, and the use of weight and exercise equipment.

PED 102 Varsity Sport (1)

Members of Chatham's NCAA Division III varsity sports teams may register for credit two times, either for the same varsity sport or two different varsity sports, over the course of the student's participation in varsity sport. Injured team members may receive a pass for the course if they continue to participate through regular rehabilitation, managerial duties, regular attendance at team practices, and support of the team. Team members who quit, are dismissed or are otherwise declared ineligible must withdraw from the course. Failure to withdraw results in failing (no pass) grade. Pass/fail only. May be repeated once for credit.

PED 103 Weight Training for Women (1)

This class focuses on muscular toning and strengthening through the use of weight training equipment. Class discussions on muscle physiology supplement vigorous workouts using Body Masters equipment and free weights. Students may repeat this course a maximum of two times.

#### PED 105 Body Conditioning and the Normal Aging Process (1)

How a woman ages depends on a combination of lifestyle behaviors and hereditary factors. Women in their 30s and 40s can begin taking steps to minimize the effects of aging. This course teaches students how to modify current physical and emotional health habits to improve the quality of their lives as they grow older. Students may repeat this course a maximum of two times.

#### PED 107 Body Dynamics (1)

This is an exercise program that incorporates basic dance warm-up, back exercise, stretching, deep breathing, and relaxation exercises. Body Dynamics is created from many physical and mental disciplines and is not an aerobics program. Students may repeat this course a maximum of two times.

#### PED 108 Yoga and Relaxation (1)

Yoga is the world's oldest system of personal development. It is a discipline that can help bring stress under control through the practice of physical postures (asanas) for muscle tone and flexibility and through breathing and meditation techniques for quieting the mind. Students may repeat this course a maximum of two times.

#### PED 109 Pilates (1)

This course is an introductory level pilates mat class. Exercises focus on core strength, stability, and flexibility. The six basic fundamentals are introduced as well as beginner exercises, which progress throughout the semester. Students may repeat this course a maximum of two times.

#### PED 112 Total Fitness and Gym Ball (1)

The gym ball is one of the many emerging disciplines/programs to target core/trunk stability as well as total body fitness. This class is for all levels and for those interested in improving muscular fitness, flexibility, and balance. Students are required to purchase an exercise ball before the class begins. Students may repeat this course a maximum of two times.

#### PED 115 Squash (1)

Students will learn the fundamentals of squash, including sound footwork, proper racquet technique, and various serves. Basic strategy, squash rules, and terminology are presented to give the student a complete understanding of the game. Students may repeat this course a maximum of two times.

#### PED 117 Tennis (1)

Instruction for all levels of tennis skill from novice to advanced player, including skill development, competition strategy, and rules of play. Students may repeat this course a maximum of two times.

#### PED 118 Racquet Techniques: Badminton (1)

Basic racquet skills, footwork, and strategies are taught. Students learn techniques, terminology, and rules of the game that will increase their proficiency and enjoyment of the sport of badminton. Students may repeat this course a maximum of two times.

#### PED 119 Skiing: Conditioning and Techniques (1)

On-campus physical conditioning and classroom discussion are combined with ski trips to local ski resorts. Students will learn proper conditioning techniques to be better prepared to ski. Participation is open to skiers of all

abilities. Students are required to attend two ski outings during the course.

Additional Fee(s): Additional fees are required. Students may repeat this course a maximum of two times.

#### PED 120 Conditioning for Rowing (1)

Participants learn proper rowing techniques by training on the Concept II rowing ergometers and the rowing simulator at poolside. Daily workouts, videotaping, and individual skill analysis are performed. Students are instructed in proper strength training, flexibility, exercises, and nutritional guidelines to enhance performance. Safety considerations are also reviewed. Students may repeat this course a maximum of two times.

#### PED 121 Introduction to Athletic Coaching (3)

Students will learn basic principles of athletic coaching at the scholastic level, including developmental, recreational, and varsity level. These principles will not be sport specific but will cover general physiological, psychological, management, and strategic skills development for all sports. Students will earn certification through the American Sport Education Program (ASEP).

#### PED 123 Indoor Soccer (1)

Students will learn the proper techniques used in the game of soccer including passing, shooting, heading, positioning, and game strategies. Physical conditioning will also be a part of the course. Students may repeat this course a maximum of two times.

#### PED 125 Volleyball Skills (1)

Basic skills, footwork, and game strategies are taught. Students learn techniques, terminology, and rules of the game that will increase their enjoyment and proficiency of volleyball. Students may repeat this course a maximum of two times.

#### PED 128 Beginning Karate (1)

This course is an introduction to the principles and techniques of traditional Tang Soo Do (Korean) Karate. Starting with physical conditioning and basic blocking, striking, punching, and kicking techniques, training progresses through traditional formal exercises (Hyung), sparring, and self-defense methods. Students may repeat this course a maximum of two times.

#### PED 131 Cardio Kickboxing (1)

Cardio Kickboxing is an exciting physical activity that incorporates the benefits of aerobic exercise and martial arts techniques. The course is designed to emphasize proper form, cardiovascular conditioning, and overall fitness. Students may repeat this course a maximum of two times.

#### PED 132E Cardioblast (1)

A total body workout focusing on maintaining an elevated heart rate while working with dumbbells, steps, exercise balls, and basic sports conditioning exercises. Students may repeat this course a maximum of two times.

#### PED 135 Campus Leadership and Wellness (1)

Students will examine the relationship between leadership and wellness. The course provides an opportunity for students to engage in an interdisciplinary approach to leadership. The focus will be on exposure to resources,

innovative methods, and programming for a diverse community. This course is designed to equip students with the necessary information and motivation to make healthy lifestyle choices.

**PED 138 Peer Education Training (1)**

This course is designed to prepare students to participate in the Chatham University Resident Advisor program. Upon completion of course work, students are able to direct peer groups involved in various health and wellness topics and are prepared to conduct and assist with various residence life activities. Pass/fail grading only.

Prerequisite(s): Student must be a Resident Advisor to enroll in this course.

**PED 140 Speed, Agility & Quickness (1)**

Students will learn to utilize and increase speed, agility, and quickness to improve their training and athletic performance. Students may repeat this course a maximum of two times.

**PED 141 Walking For Fitness (1)**

This course covers all aspects of walking, including equipment and training techniques. In addition, students will learn basic body dynamics and how they relate to this lifetime training activity. Students may repeat this course a maximum of two times.

**PED 145 Aerobic Dancing (1)**

This course provides stimulating low-impact aerobic exercise to improve overall fitness. Routines are choreographed to music. Emphasis is on muscle tone, correct use of exercise techniques, fat density, and nutrition. Students may repeat this course a maximum of two times.

**PED 147 Scottish Country Dancing (1)**

The course explores the traditional social dancing of Scotland: reels, jigs, and strathspeys (slow dances). Basic steps and figures are taught in every class and incorporated into specific dances. Students will be introduced to a variety of exciting music (fiddle, piano, accordion, bagpipes) and the French etiquette and the history of the dance. No previous experience, partners, or kilts are required. Students may repeat this course a maximum of two times.

**PED 150 Water Aerobics (1)**

This course introduces students to an aerobic method of training that is safe and unique. Students will learn a sequence of water exercises that are designed to increase cardiovascular fitness, flexibility, strength, and muscular endurance. Swimming is not required. Students may repeat this course a maximum of two times.

**PED 155 Swimming (1)**

Swimming can be an enjoyable means of maintaining fitness for a lifetime. Individual instruction is provided for beginners and experienced swimmers, who design their aquatic exercise programs. Basic stroke mechanics and common stroke defects are examined and corrected to enhance swimming proficiency. Students may repeat this course a maximum of two times.

**PED 158 SCUBA (1)**

Designed for someone with no scuba experience. Students will learn the academics of diving, proper use of equipment, and safety concerns relating to scuba diving. Consists of classroom and pool time instruction.

Additional Fee(s): There is an additional fee for this course. Students may repeat this course a maximum of two

times.

#### PED 161 Beginning Golf (1)

This course emphasizes the fundamentals of golf. Attention is given to all strokes, strategies, and rules. The student is taught how to select, purchase, maintain, and properly care for equipment. Students may repeat this course a maximum of two times.

#### PED 165 Outdoor Adventure Course (2)

Students engage in a variety of challenging problem-solving tasks and initiatives designed to foster individual and group goal setting; promote group dynamics and leadership development; increase self-awareness regarding abilities, limitations, strengths, and weaknesses; and encourage physical and emotional risk-taking in a positive and supportive environment. Students may repeat this course a maximum of two times.

#### PED 166 Outdoor Leadership: Backpacking and Hiking (1)

Students will learn the necessary skills to lead a wilderness trip, including equipment selection, outdoor cooking, map and compass reading, risk assessment and management, first-aid, and minimum impact camping skills. Course will include a one-day and an overnight excursion. Students may repeat this course a maximum of two times.

#### PED 209 Advanced Pilates (1)

This course is a continuation of Physical Education 109. Beginner exercises will be reviewed and advanced options, exercises, and techniques will be taught. Students may repeat this course a maximum of two times. Prerequisite(s): PED 109 or permission by the instructor.

#### PED 214 Lifesaving and Lifeguarding: American Red Cross (1)

The course includes advanced lifesaving techniques, CPR and first-aid training, and lifeguard training as outlined by the American Red Cross guidelines. Upon completion, students may assume the responsibilities of a lifeguard at a pool or protected open water beach. (Lifesaving at open water surf beaches is not applicable to this course.) Students may repeat this course a maximum of two times.

#### PED 228 Advanced Karate (1)

A continuation of Physical Education 128. Students will learn advanced forms and techniques. In addition, they will have an introduction to traditional weapons used in the martial arts. Students may repeat this course a maximum of two times. Prerequisite(s): PED 128 or permission of the instructor.

#### PED 245 Step Bench Aerobics I (1)

Students learn advanced, low-impact choreographed routines using step boxes, DynaBands, and hand weights. This course is not for beginners or for students who do not exercise regularly. Students may repeat this course a maximum of two times.

#### PED 246 Step Bench Aerobics II (1)

This course is a continuation of Physical Education 245. Students learn advanced step bench aerobic routines that require greater skill level and additional fitness demands. Students may repeat this course a maximum of two

times.

Prerequisite(s): PED 245 or permission of the instructor.

**PED 306 Water Safety Instruction: American Red Cross (1)**

Methods of teaching swimming skills to others with emphasis on safe and skillful contact in, on, and around water.

Prerequisite(s): PED 214 or equivalent.

Additional Fee(s): Textbook fee required.

**PED 391 Independent Study (1)**

**PED 392 Independent Study (2)**

**PHI 113 Introduction to Philosophy (3)**

An introductory course focusing on some of the perennial problems of philosophy: the relation of mind and body; the nature of knowledge, freedom and determinism; the existence of God; immortality, and moral responsibility.

**PHI 117 Human Values and Ethics (3)**

A discussion-orientated critical exploration of some important value questions and conflicts. Focus is on one's responsibility to and for oneself and on conflicts arising from interpersonal and societal relationships.

**PHI 121 Introduction to Logic (3)**

An introduction to critical thinking, induction, deduction, and contemporary symbolic logic including argument symbolization, proof construction, and truth tables.

**PHI 205 Introduction to Social and Political Thought (3)**

An introductory exploration of the fundamental normative questions of politics and social life. The course examines the various methods of political and social thought, especially the range of solutions to the problems of authority, obedience, freedom, equality, and justice in the works of such theorists as Plato, Hobbes, Locke, Mill, Rousseau, and Marx.

**PHI 210 Biomedical Ethics (3)**

This course is concerned with the ethical issues arising from recent biomedical innovations or issues that might arise from future innovations. Among the topics discussed are new definitions of death and personhood, killing versus letting die, allocation of scarce medical resources, organ transplants, genetic engineering, the psychiatric control of human behavior, and new projected techniques of human sexual and asexual reproduction.

**PHI 218 Ethics and Women's Issues (3)**

A discussion-based course that focuses upon issues of particular relevance to women. Topics discussed may include equality, affirmative action and comparative worth, social and gender roles, feminism, love, sexuality, family, work, caring and justice, pornography, fashion and beauty, abortion, reproduction, and ecofeminism.

**PHI 225 Environmental Ethics (3)**

An investigation of some of the important moral issues generated by human interaction with the environment

(natural entities, ecosystems, and other species), such as obligation to future generations, the theoretical foundations for an adequate environmental ethic, biodiversity preservation, environmentally sound development and cultural practices, responsibility to animals, and personal choices and lifestyles. Cross-listed as ENV 225.

PHI 241 Love, Sex, and Friendship (3)

This course is an intensive philosophical inquiry into the concepts of love, friendship, and sex and how these are connected. It examines ideas on relationship, intimacy, and personal fulfillment by some of the best thinkers in the western intellectual tradition. It also explores some puzzling contemporary problems surrounding relationships.

PHI 276 Art, Beauty, Truth (3)

A philosophical inquiry into the nature and significance of art, beauty, and aesthetic experience, interpretation, and evaluation. Prerequisite(s): One course in philosophy.

PHI 382 Rights, Justice, and the Law (3)

An intensive critical investigation of the nature and role of rights in legal and political philosophy, especially in the theory of law, theory of distributive justice, propriety of legislating morality, and justification of punishment. Prerequisite(s): One course in philosophy.

PHI 391 Internship (1)

PHI 392 Internship (2)

PHI 393 Internship (3)

PHI 491 Independent Study (1)

PHI 492 Independent Study (2)

PHI 493 Independent Study (3)

PHI 494 Independent Study (4)

PHY 151 Fundamentals of Physics I (3)

This is the first course in an algebra-based sequence. Topics include motion, momentum and energy, Newton's Laws, thermodynamics, kinetic theory, and heat and waves. Three hours of class per week. Prerequisite(s): MTH 108.

PHY 152 Fundamentals of Physics II (3)

This is the second course in an algebra-based sequence. Topics include electricity and magnetism, circuits, sound, optics, and relativity. Three hours of class per week. Prerequisite(s): PHY 151.

PHY 251 Principles of Physics I (4) Fall

Introduction to the concepts, laws, and structure of physics. This is the first course in a calculus-based

sequence that focuses on classical mechanics. Topics include vector analysis, kinematics, Newton's laws, work, conservation of energy and momentum, collisions, gravity, harmonic motion, and wave phenomena. Four hours of class per week. Prerequisite(s): Prerequisite or Co-requisite: MTH 151.

**PHY 252 Principles of Physics II (4) Spring**

Introduction to the concepts, laws, and structure of physics. The second course in a calculus-based physics sequence. Topics include thermodynamics, fluids, electricity, circuit analysis, magnetism, Maxwell's equations, properties of light, and optics. Four hours of class per week. Prerequisite(s): PHY 251

**PHY 255 Physics Laboratory I (1) Fall**

Experimental techniques of classical mechanical physics. Three hours of laboratory per week. Prerequisite(s): PHY 151 or PHY 251. Additional Fee(s): Laboratory fee.

**PHY 256 Physics Laboratory II (1) Spring**

Experimental techniques of classical physics with applications to electricity, magnetism, sound, and optics. Three hours of laboratory per week. Prerequisite(s): PHY 255 Prerequisite or Co-requisite: PHY 152 or PHY 252. Additional Fee(s): Laboratory fee.

**PHY 391 Internship (1)**

**PHY 392 Internship (2)**

**PHY 393 Internship (3)**

**PHY 491 Independent Study (1)**

**PHY 492 Independent Study (2)**

**PHY 493 Independent Study (3)**

**PHY 494 Independent Study (4)**

**PHY 498 Tutorial (4)**

**PHY 499 Tutorial (4)**

**PSY 101 General Psychology (3)**

An introduction to the scientific study of behavior with an emphasis on the origins of behavior, learning, social influences, physiological factors, individual differences, personality, and adjustment and

maladjustment.

**PSY 152 Human Growth and Development (3)**

Physical, cognitive, social, and emotional development are studied throughout the life span. Major theories of development are discussed. Applications and examples are presented from applied contexts. Special needs of individuals at various stages throughout the life span are addressed. Does NOT count toward the psychology major. Prerequisite(s): PSY101 or by permission of instructor

**PSY 210 Psychology of Eating (3)**

This course examines the research and theories of food consumption from biological, cultural, and learning perspectives. Topics include the physiology of hunger, development of food preferences, cuisines, and disordered eating. Prerequisite(s): PSY101 or by permission of instructor

**PSY 213 Statistics and Research Design (3)**

This course is designed to introduce students to essential research tools. Topics include frequency distributions, indices of central tendency, variability, and various inferential statistics, including nonparametric techniques. This course also examines research design procedures with an emphasis on analysis of variance. Priority given to psychology, social work and forensics majors. Prerequisite(s): PSY 101

**PSY 214 Foundations of Behavioral Research (3)**

This course examines the scientific method employed by psychologists. Topics include sampling, validity and reliability, experimentation, and field research. Students also conduct laboratory assignments on areas within learning, cognition, and social psychology. Prerequisite(s): PSY 101 and 213 or permission of the instructor.

**PSY 215 Theories of Counseling and Psychotherapy (3)**

Major approaches to “helping” are examined and compared within two basic course orientations: a person-centered framework and a rational-emotive one. Interviewing and listening skills are discussed and practiced. The course also features guest lecturers who are practitioners in human-services settings. Prerequisite(s): PSY 101 or permission of the instructor.

**PSY 220 Special Topics in Psychology (3)**

This course is designed to allow students to explore in depth a specific topic or area of psychology. Topics will vary from year to year and might include coping and adaptation, history and systems of psychology, psychology of eating and eating disorders, or evaluation of self-help literature and programs. Prerequisite(s): PSY 101 or permission of the instructor.

**PSY 225 Death and Dying (3)**

This course explores the psychological and social impact of death. While such study will include theoretical approaches to death and bereavement, attention also will be focused on individual, cultural, and situational differences. It examines the phenomenon of death as understood by family members, physicians, nurses, and the dying themselves. Prerequisite(s): PSY 101, SWK 101, or permission of the instructor.

**PSY 230 Animal Behavior (3)**

A general introduction to the study of animal behavior from evolutionary and sociobiological perspectives. Emphasis is on social behaviors and interactions. Prerequisite(s): PSY 101 or permission of the instructor. Additional Fee(s): Laboratory Fee

### PSY 236 Psychology of Women (3)

The course examines current theory and research on the psychology of women. Topics include the development of gender roles, gender comparisons, women and work, love relationships, women's physical and mental health, violence against women, and women in later adulthood. Students who take this course should acquire an understanding of what it means to be a female in North America. Prerequisite(s): PSY 101 or WST 101

### PSY 238 Industrial/Organizational Psychology (3)

The course examines psychological principles and methods as they apply to industry and organizations. Topics include motivation, leadership, communication systems, organizational change and development, performance assessment, stress, and group dynamics. Prerequisite(s): PSY 101 or permission of the instructor.

### PSY 243 Health Psychology (3)

An examination of the psychological processes that influence physical health. Topics include stress and coping; nutrition, weight control, and diet; managing and controlling pain; substance abuse; and health promotion. Prerequisite(s): PSY 101 or permission of the instructor

### PSY 301 Forensic Psychology (3)

This course provides a broad introduction to Forensic Psychology. Emphasis is on the roles of forensic psychologists in a variety of legal matters. Students will learn about profiling, lie detection, insanity and competency, and child custody as well as several other issues related to the practice of forensic psychology. Cross-listed as FOR 301. Prerequisite(s): PSY101 or by permission of instructor or FOR 103

### PSY 302 Junior Seminar in Psychology (3)

Prepares students of psychology for the tutorial. Research methodology, statistical analysis, computer usage, and professional issues of APA style, format, and ethics are key components. Each student intensively studies a specific research problem by surveying current research literature and then designs an appropriate research protocol. Required of all junior psychology majors. Prerequisite(s): PSY 101, 213, 214, and junior standing.

### PSY 303 Fangs, Wands & Female Identity (3)

This course will use three popular series: Twilight, Harry Potter, and True Blood to explore use of mythical figures in female identity development. Each week of the Maymester will be led by a different instructor who will focus on one series mentioned above in relation to several aspects of female identity development. Each series mentioned above in relation to several aspects of female identity development. Each series focuses on marginalized characters in the stage of adolescent development; each instructor will use the characters to explore issues of female identity development including development of sexuality, relationships, and empowerment. Prerequisite: PSY 101 or permission of instructor

### PSY306 Psychology of Harry Potter (3)

This course uses the Harry Potter books as a framework studying pre adolescent-adolescent developmental psychology. The focus of the course will be the developmental issues that are featured in the books including attachment/family relationships, clinical issues (grief, loss and resilience), adolescent peer & romantic relationships, and adolescent development in relation to the media. Prerequisite(s): PSY 101 or permission of instructor

### PSY 307 Cognitive Psychology (3)

A survey of theories and research concerned with human cognitive processes. Topics include attention, memory, problem solving, and concept formation. Prerequisite(s): PSY101 or by permission of instructor

### PSY 323 Personality (3)

A survey of individual characteristics from four conceptual strategies: psychoanalytic, dispositional, phenomenological, and behavioral. All conceptual strategies address issues of theory, assessment, research, and personality change. Emphasis is on enduring principles and contemporary issues, illustrated with selected examples and personal application. Prerequisite(s): PSY101 or by permission of instructor

### PSY 324 Motivation (3)

A survey of concepts and data related to the arousal and direction of behavior. Prerequisite(s): PSY 101

### PSY 326 Psychology of Learning (3)

An overview of the principles and research associated with modern learning theory. Topics include classical conditioning, operant learning, reinforcement theory, and stimulus control of behavior.

Prerequisite(s): PSY101 or by permission of instructor

### PSY 331 Social Psychology (3)

An examination of human social behavior with an emphasis on social influences that people have upon the beliefs or behaviors of others. The course covers methods of inquiry as well as the scientific study of how we think about, influence, and relate to one another. Representative topics include conformity, persuasion, social cognition, prejudice, aggression, and interpersonal relationships. Prerequisite(s): PSY 101

### PSY 333 Abnormal Behavior (3)

A study of definitions of normality and abnormality, functional and organic syndromes, theories of causation, and procedures for the diagnosis and modification of disturbed behavior.

Prerequisite(s): PSY101 or by permission of instructor

### PSY 340 Psychopharmacology (3)

The influence of drugs on behavior and psychological state. Topics include neuron morphology, neurochemistry, principles of pharmacology, and the action and effects of psychotropic drugs.

Prerequisite(s): PSY 101 or permission of the instructor.

### PSY 341 Psychobiology (3)

An examination of the biological correlates of behavior. Emphasis is placed on the central nervous system and its structure, organization, and function. Specific topics considered are sleep, learning, memory, sexual behavior, motivation, and complex processes such as thought and language. Prerequisite(s):

PSY101 or by permission of instructor

### PSY 351 Childhood and Adolescence (3)

A general introduction to theories and methods of developmental psychology. The course covers patterns and possible mechanisms of behavioral development from conception through adolescence. Audio- and videotapes of infants, children, and their families supplement lectures, discussions, and written exercises. The life-span perspective is continued in PSY 352. Prerequisite(s): PSY101 or by permission of instructor

### PSY 352 Adult Development (3)

The periods of adolescence and adulthood are examined through current theories of development. A life cycle perspective is adopted to study physical, cognitive, and social/emotional development. Questions of qualitative changes, continuity/discontinuity stages, individual differences, and the impact of biological, environmental, and cultural factors throughout adulthood are addressed. This course is designed to follow PSY 351 but may be taken as a stand-alone course. Prerequisite(s): PSY101 or by permission of instructor

**PSY 357 Adolescence and the Transition into Adulthood (3)**

An in-depth study of the biological, cognitive, and psychosocial aspects of adolescent development and the transition to adulthood (including individuals ages 18-25 years), with a focus on how healthy development during this period can be enhanced by parenting and educational strategies. Prerequisite: PSY101 or by permission of instructor

**PSY 391 Internship (1)**

**PSY 392 Internship (2)**

**PSY 393 Internship (3)**

**PSY 401 Individual Research (1)**

Intensive study of a specific research problem by survey of literature, data collection and data analysis with the supervision and collaboration of a faculty member, possibly in collaboration with other students who are working on the same problem or related ones. Minimum registration: one term or interim; repeated registration to a total of three permitted. This course is ideal preparation for tutorial work in psychology.

Prerequisite(s): PSY 101, 213, 213, or permission of the instructor.

**PSY 402 Individual Research (2)**

Intensive study of a specific research problem by survey of literature, data collection, and data analysis with the supervision and collaboration of a faculty member, possibly in collaboration with other students who are working on the same problem or related ones. Minimum registration: one term or interim; repeated registration to a total of three permitted. This course is ideal preparation for tutorial work in psychology.

Prerequisite(s): PSY 101, 213, 214, or permission of the instructor.

**PSY 403 Individual Research (3)**

Intensive study of a specific research problem by survey of literature, data collection, and data analysis with the supervision and collaboration of a faculty member, possibly in collaboration with other students who are working on the same problem or related ones. Minimum registration: one term or interim; repeated registration to a total of three permitted. This course is ideal preparation for tutorial work in psychology.

Prerequisite(s): Prerequisites: Psychology 101, 213, 214, or permission of the instructor.

**PSY 415 Human Sexuality (3)**

This course draws from current research to examine biological, psychological, and social aspects of sexuality. In addition, issues relating to sexuality for parents and educational and counseling professionals will be addressed.

Prerequisite(s): PSY101 or by permission of instructor

**PSY 430 Introduction to Sport & Exercise Psychology (3)**

This course is designed to introduce students to the basic concepts and intervention techniques of sport and exercise psychology. Topics covered will include motivation theory applied to sport, team dynamics, an introduction to psychological skills training, the psychology of sport injury, and issues pertinent to exercise adoption, adherence, and drop-out

PSY 491 Independent Study (1)

PSY 492 Independent Study (2)

PSY 493 Independent Study (3)

PSY 494 Independent Study (4)

PSY 498 Tutorial (4)

PSY 499 Tutorial (4)

REL 110 Religious Questions and Issues (3)

This introductory level course will explore one or more central religious themes (such as, Why is there evil?) through the examination of diverse sources such as religious texts, contemporary fiction, drama, film, and music.

REL 157 World Religions (3)

An introduction to the world's major religious traditions, including Hinduism, Buddhism, Daoism, Confucianism, Judaism, Christianity, and Islam.

REL 241 History of Islam (3)

This course is a historical examination of classical Islamic civilization: its origins, nature, and development. Special attention is given to the religion of Islam and the contributions of Arabs, Persians, and Turks to Islamic civilization. Cross-listed as HIS 241.

REL 252 History of Judaism (3)

A survey of the development of Jewish religious ideas from Biblical to modern times and an examination of the impact of these ideas on the Western heritage. This course is funded by the Jewish Chautauqua Society of New York.

REL 266 History of Eastern Religions (3)

The History of Eastern Religions will provide students with a broad historical overview of the various traditions of Hinduism, Jainism, Buddhism, Taoism, and Confucianism from their inception to their relevance in contemporary society. It will expose students to the primary sacred and historical texts and will attempt to foster an authentic understanding of the faith traditions.

REL 275 History of Christianity (3)

The History of Christianity will provide students with a broad historical overview of Christianity from its founding to its relevance in contemporary society. It will expose students to the primary sacred and historical texts of Christianity and will attempt to foster an authentic understanding of this religion tradition.

### REL 283 Religious Movements in Contemporary Africa (3)

### REL 322 Special Topics Seminar in Religion (3)

This seminar will serve as the culminating academic experience of the religion minor. It will focus on specialized topics and provide students with the opportunity for in-depth study and research.

Prerequisite(s): Religion minors will be admitted to this seminar only after having completed REL 157 and one of the following four courses: REL 241, 252, 266, or 275. Other students will be admitted with the express consent of the instructor.

### SDE 100 Career Exploration (1)

Career exploration is a course designed to assist those students who are undecided about career choices. This course covers self-assessment, career exploration, and the development of networking and the development of internship/job search skills. Concepts such as the role and function of work in society and economic/job market trends will be incorporated into class discussions. Students learn about various sources of career information, including the Occupational Outlook Handbook and various online resources. Students leave the course with the skills to assist them in lifelong career planning and decision making. Counts as a wellness requirement in the developmental category.

### SDE 104 Organic Gardening: Reaping the Harvest (1)

Students in this course will learn about best practices for organic gardening through class discussion and the experience of harvesting and preparing the garden for winter at Chatham's Eden Hall Farm Campus. No other physical activity also reaps a meal of fresh vegetables. This course fulfills a wellness course requirement.

### SDE 105 The Learning Manager: Strategies for Success in an Academic Environment (1)

This course prepares participants to adapt workplace strategies (quality assessment, project design and management, time management, and organization and communication skills) to an academic environment. Students are introduced to experiential learning and shown how they can receive credit for learning acquired outside the classroom. They participate in collaborative activities, including peer evaluation, study groups, and group work. This course fulfills a wellness course requirement.

### SDE 133 Self Defense – (SHARP) Sexual Harassment and Rape Prevention(1)

This self-defense course will utilize education and physical activity to help students recognize and deal with dangerous situations. Self-defense is a means of empowerment: through stretching, discussion of risk reduction strategies, and practice of self-defense techniques, students will learn how to defend themselves. This course fulfills a wellness course requirement.

### SDE 152 Meditation Techniques (1)

This course introduces students to a variety of meditation techniques and their physiological effects. Students are required to practice these techniques both in class and outside of class. Written assignments will focus on students' experiences with meditation. Counts as a wellness requirements in the developmental category.

### SDE 172 The Meaningful Life (2)

A meaningful productive life engages people in enjoying doing their best while at the same time contributing to something beyond themselves, ideally with actions that have effect reaching far into the future. This course has three focal points: to examine the growing body of research on the meaningful life; to combine an academic study

of the subject with an experiential component; and to help students to build a personal plan to incorporate the course concepts into their own lives. This course fulfills a wellness course requirement.

#### SDE 210 Career Preparation (2)

This class will prepare participants to conduct a job or internship search. Topics will include writing a professional resume and cover letter, interviewing techniques, networking and job search skills, and professional etiquette and dress. Students will create a career handbook, which will include their work from the class and will be graded. This class will fulfill a wellness requirement in the development category. This course fulfills a wellness course requirement.

#### SDE 491 Independent Study (1)

#### SPN 101 Introduction to Spanish I (4)

An introduction to the four basic skills: comprehension, speaking, reading, and writing, with emphasis on the spoken language. This course also introduces students to the people and cultures of the Spanish-speaking world.

#### SPN 102 Introduction to Spanish II (4)

Continuation of Spanish 101.

Prerequisite(s): SPN 101 or permission of the instructor.

#### SPN 201 Intermediate Spanish I (4)

Review and reinforcement of the basic skills learned in first-year Spanish. Intensive grammar review through video programs, textbook, literary readings, and computer resources. Continued focus on the cultures of the Spanish-speaking world. Prerequisite(s): SPN 102 or permission of the instructor.

#### SPN 202 Intermediate Spanish II (4)

A continuation of Spanish 203.

Prerequisite(s): SPN 203 or permission of the instructor.

#### SPN 205 Grammar and Composition (3)

Intensive course in written Spanish, emphasizing grammar and style. Translation from English and free composition on a wide range of topics, including a unit on writing for business purposes.

Prerequisite(s): SPN 204 or permission of the instructor.

#### SPN 207 Conversation (3)

Intensive course in spoken Spanish. Devoted mainly to developing acceptable pronunciation, increasing vocabulary, and improving fluency through the discussion of cultural texts and topics of current interest.

Prerequisite(s): SPN 204 or permission of the instructor.

#### SPN 215 Spanish Civilization (3)

The cultural heritage of Spain: the interrelation of its customs, institutions, arts, and letters.

Prerequisite(s): SPN 204 or permission of the instructor.

#### SPN 216 Spanish-American Civilization (3)

The ethnic inheritance, culture, ecology, institutions, class structure, concepts of reality, and current problems in Spanish America. The influence of the Colonial period is traced in various aspects of present-day culture. Prerequisite(s): SPN 204 or permission of the instructor.

#### SPN 296 Spanish Study in Costa Rica (15)

Students enrolled in this program travel to Costa Rica to study Spanish and Latin American culture through the San José-based Institute for Central American Development Studies (ICADS). During the first four weeks, each student lives with a host family in San José and participates in an immersion Spanish course, seminars on the culture and politics of Costa Rica and Central American women, and an environmental issues course. Students then spend eight weeks in individualized internships reflecting their particular fields of interest. A student may stay in San José or pursue an internship project in another site in Costa Rica, Nicaragua, or Belize. All students are supervised by local mentors throughout their internships. Upon completion of the eight-week internship, students have the opportunity to participate in a special four-day excursion to Panamá. After the trip, students return to ICADS in San José to complete written work and oral presentations on their internship experiences. Students apply and are accepted through the Office of Academic Affairs. Prerequisite(s): Spanish competency and permission of the instructor.

#### SPN 310 Latin America Through Its Cinema (3)

Through the viewing and discussion of selected works of Latin American cinema, as well as the consideration of supplementary readings, students are introduced to major topics of contemporary Latin American history and culture. The class surveys Latin American cinema from the Mexican melodrama of the 1940s to recent productions from México, Cuba, and Brazil. In addition to class meetings, students must attend one film screening per week.

#### SPN 318 Contemporary Latin American Narrative in Translation (3)

This course is designed to enable English speakers to read and discover those Latin American authors who attracted worldwide attention in the 20th century. Discussed are novels and short stories by Bombal, Borges, Cortázar, Rulfo, Fuentes, Vargas Llosa, Puig, García Márquez, Allende, Poniatwoska, Ferré, and Valenzuela. The readings will pay particular attention to the historical and cultural background of modern Latin America, the development of national identities, and the roles of humor, popular culture, and gender difference in the works. May be taken with a Spanish attachment for students with Spanish proficiency.

#### SPN 322 Spanish-American Literature (3)

An introduction to the most significant works of Spanish-American literature. Emphasis is placed on the Colonial and Revolutionary periods, the Romantic literary theories, the realist novel, modernism, and the contemporary period. Prerequisite(s): SPN 204 or permission of the instructor.

#### SPN 323 Survey of Spanish Literature (3)

A survey of Spanish literature from the Middle Ages to the present through the study of representative authors in their historical and social contexts. Readings and discussions in Spanish. Prerequisite(s): SPN 204 or permission of the instructor.

#### SPN 355 Spanish Literature of the 20th Century (3)

The main trends in the drama, novel and poetry since 1900.

Prerequisite(s): SPN 204 or permission of the instructor.

### SPN 357 Women Writers of Latin America (3)

This course examines a variety of genres: novels, short stories, poems, plays, and testimonials. Students will read and analyze works of outstanding Latin American women authors from the beginning of the 20th century to the present, emphasizing the diverse representations of women's lives, the formation of the woman's voice as a collective as well as an individual subject, and questions of race, class, and gender in the writings. The course will consider texts by Alfonsina Storni, Delmira Agustini, María Luisa Bombal, Rosario Castellanos, Griselda Gambaro, Luisa Valenzuela, Rosario Ferré, Elena Poniatowska, Cristina Peri Rossi, Carmen Naranjo, Rigoberta Menchú, and Isabel Allende. Readings and discussions will be in Spanish.

Prerequisite(s): Prerequisite: Spanish 204 or equivalent, or permission of the instructor.

### SPN370 Special Topics

This course is intended to augment the current offerings in Spanish Studies. The content and material of the course depend on faculty areas of specialization.

### SPN 391 Internship (1)

### SPN 392 Internship (2)

### SPN 393 Internship (3)

### SPN 415 The Spanish American Short Story (3)

This course will explore the important genre of the short story in Spanish American literature from its beginnings to the present. It introduces students to the short story in the Latin American context during the 20th century and encourages discussion and composition about development of the genre, as well as the texts themselves. Students will focus on major authors such as Quiroga, Borges, Bombal, Cortazar, Donoso, García Márquez, Castellanos, Rulfo, Arreola, and Ferré. Cross-listed as SPN 515. Prerequisite(s): SPN 204 or permission of the instructor.

### SPN 416 Latin American Literature in Translation (3)

This course is designed to enable English speakers to read and discover those Latin American authors who attracted worldwide attention in the 20th century. Discussed are novels and short stories by Bombal, Borges, Cortazar, Rulfo, Fuentes, Vargas Llosa, Puig, García Márquez, Allende, Poniatowska, Ferré, and Valenzuela. The readings will pay particular attention to the historical and cultural background of modern Latin America, the development of national identities, and the roles of humor, popular culture, and gender difference in the works. May be taken with a Spanish attachment for students with Spanish proficiency.

### SPN 418 Spanish Language Attachment (1)

The Spanish Language Attachment allows a student who is taking a foreign language literature or civilization course in translation to complete additional reading and research in Spanish for one additional credit with the course instructor. Prerequisite(s): Co-requisite: enrollment in a foreign language, literature, or civilization course taught in English.

### SPN 432 Spanish Social Action Practicum (3)

This internship offers students a unique opportunity to enhance their knowledge of a foreign language and language pedagogy while providing a valuable service to the larger community. Students are placed in one of the language magnet schools in the Pittsburgh Public School District to work with elementary or middle-school children as coaches and role models. Students are expected to give a minimum of 30 hours per semester and are supervised by Chatham faculty and school personnel. Students complete assigned readings and compile a portfolio reflecting the academic and experiential components of the course. Pass/fail grading option only. Students may enroll in the course twice for credit. Prerequisite(s): One year of Spanish and permission of the instructor.

SPN 491 Independent Study (1)

SPN 492 Independent Study (2)

SPN 493 Independent Study (3)

SPN 494 Independent Study (4)

SPN 498 Tutorial (4)

SPN 499 Tutorial (4)

SWK 101 Introduction to Sociology (3)

The goal of the course is to introduce students to basic sociological concepts and methods, including socialization, groups, social institutions, collective behavior, and social change. Emphasis is placed on conceptual and methodological tools necessary for the scientific analysis of human interaction and on society's fulfillment of human needs through health, education, and social welfare systems.

SWK 102 Introduction to Social Work and Social Issues (3)

This course examines selected social issues as well as related social welfare policies and programs. It introduces the profession of social work, key aspects of the professional knowledge base, fields of practice, and populations served by social workers.

SWK 164 Diversity in Health and Illness (3)

This course will examine the impact of culture on health care services and delivery in the United States. The influence of cultural difference on patient/provider interactions will be considered within the cultural competency model. The context of health and illness for groups including African-Americans, Asian-Americans, and Latin-Americans will be included.

SWK 201 Human Behavior in the Social Environment I (3)

This course examines the development of individuals, couples, and families from birth to adolescence within the framework of relevant biological, psychological, sociological, and social work research and theory. Additionally, it examines the evolution of families, groups, organizations, institutions, and communities as systems and their influence on human development and behavior. Attention is also given to the interactions of systems that influence development as well as the impact of gender, race, ethnicity, social, and economic influences on

systems and behavior, and implications for social work practice. Prerequisite(s): PSY 101 or permission of the instructor.

#### SWK 202 Human Behavior in the Social Environment II (3)

This course is a continuation of Social Work 201. It examines the development of individuals, couples, and families from adolescence to death within the framework of relevant biological, psychological, sociological, and social work research and theory. Additionally, it examines the evolution of families, groups, organizations, institutions, and communities as systems and their influence on human development and behavior. Attention is also given to the interactions of systems that influence development as well as the impact of gender, race, ethnicity, social, and economic influences on systems and behavior, and implications for social work practice. Prerequisite(s): SWK 201 or permission of instructor.

#### SWK 212 Social Gerontology (3)

Understanding the aging process through an introductory examination of the biological, psychological, and physiological aspects of aging. A systematic examination, using an ecological framework of social aspects of aging; of the political, familial, educational; economic; and religious institutions and other noninstitutional forces affecting the elderly in Western society.

#### SWK 224 Juvenile Justice (3)

Examination of biological, psychological, sociological, and ecological theories of juvenile delinquency; its historical and current legal definitions and enabling legislation; statistical resources and activity patterns; and methods of prevention, control, and treatment of juvenile delinquency. Cross-listed as FOR 224.

#### SWK 248 Marriage and the Family (3)

This course analyzes marriage and the family in American society: historical development, contemporary economic and cultural pressures, and the impact that social class has upon the nature of family life. The course also contrasts the American family with examples of marriage and family life from other selected cultures and subcultures.

#### SWK 260 Special Topics in Social Work (3)

A topic of current interest in social work. Topics will vary from year to year depending on interest and needs of students. Possible topics include alcoholism and other drug addictions, social work with the developmentally disabled, domestic violence, advocacy in social work, or conflict resolution skills.

#### SWK 321 Social Welfare Policy (3)

This course examines the history, development, context, and current status of the American social welfare system. The American system is compared with policies and programs in other countries. The specifics of major welfare programs such as Social Security and Temporary Aid to Needy Families are explored.

#### SWK 322 Women & Policy(3)

This course is designed to examine current issues and policies that impact the lives of women and to explore methods of creating or modifying policies. This course will utilize a comparative policy framework to explore the strengths and weaknesses of current interventions regarding their promotion of social and economic justice.

### SWK 325 Deviant Behavior (3)

This course examines psychological and sociological theories and research on deviant behavior. Deviancy is examined from biological, psychological, and sociological perspectives, and discussed as a problem in individual adjustment, small groups, and social organizations. Theory and research concerning the major types of deviant behavior and societal reactions, as both cause and consequences of deviant behavior, also are discussed.

Prerequisite(s): SWK 101

### SWK 346 Seminar in Gerontology (3)

This course will be offered in three stages. First, it will provide for an assessment of student knowledge of gerontology. Second, it will focus substantially upon the research methods used in gerontological research and a student project. Third, it will provide a forum for the presentation of student research projects.

Prerequisite(s): Completion of all other certificate in gerontology requirements or permission of the instructor.

### SWK 351 Social Work Practice I (3)

This course introduces generalist social work practice, including its philosophy, domains, and values. The role of the practitioner and an overview of the helping process provide the foundation for the study and practice of basic interviewing skills. Prerequisite(s): SWK 102. Open only to social work and psychology majors, or with permission of the instructor.

### SWK 352 Social Work Practice II (3)

Building on the knowledge and skills acquired in Social Work 351, this course focuses on direct practice with individuals and families, including the assessment, middle, and termination phases of social work practice. Skills for working with diverse populations will be illustrated and practiced using videos and role playing.

Prerequisite(s): SWK 351. Open only to social work majors.

### SWK 354 Social Work Practice III (3)

This course examines the essential components of generalist social work practice with groups. Topics include group typology, formation, development, and processes. Strategies for effective leadership with small and large groups are explored using both didactic and experiential methods. Prerequisite(s): SWK 351; Open only to social work majors.

### SWK 355 Social Work Practice IV (3)

Organizational and community theories are examined and linked to agency design and administration, community organization, and social planning. Models of intervention are evaluated in terms of existing power structures, underlying assumptions, and potential for enhancing social and economic justice. Strategies based on the strengths perspective and aimed at empowering disadvantaged groups receive special attention.

Prerequisite(s): SWK 351; Open only to social work majors.

### SWK 391 Internship (1)

### SWK 392 Internship (2)

### SWK 393 Internship (3)

#### SWK 451 Field Placement (1)

Students participate in a practice experience with the opportunity to apply social work knowledge, ethics, and practice skills. Students work closely with their field instructors, as well as meeting weekly with social work faculty. Students must complete a total of 12 credits of field placement.

Prerequisite(s): Prerequisites or Co-requisites: SWK 352, 354, 355; Co-requisite in the fall term, SWK 460 and in the spring term, SWK 461.

#### SWK 452 Field Placement (2)

Students participate in a practice experience with the opportunity to apply social work knowledge, ethics, and practice skills. Students work closely with their field instructors, as well as meeting weekly with social work faculty. Students must complete a total of 12 credits of field placement.

Prerequisite(s): Prerequisites or Co-requisites: SWK 352, 354, 355; Co-requisite in the fall term, SWK 460 and in the spring term, SWK 461.

#### SWK 453 Field Placement (3)

Students participate in a practice experience with the opportunity to apply social work knowledge, ethics, and practice skills. Students work closely with their field instructors, as well as meeting weekly with social work faculty. Students must complete a total of 12 credits of field placement.

Prerequisite(s): Prerequisites or Co-requisites: SWK 352, 354, 355; Co-requisite in the fall term, SWK 460 and in the spring term, SWK 461.

#### SWK 454 Field Placement (4)

Students participate in a practice experience with the opportunity to apply social work knowledge, ethics, and practice skills. Students work closely with their field instructors, as well as meeting weekly with social work faculty. Students must complete a total of 12 credits of field placement.

Prerequisite(s): Prerequisites or Co-requisites: SWK 352, 354, 355; Co-requisite in the fall term, SWK 460 and in the spring term, SWK 461.

#### SWK 455 Field Placement (5)

Students participate in a practice experience with the opportunity to apply social work knowledge, ethics, and practice skills. Students work closely with their field instructors, as well as meeting weekly with social work faculty. Students must complete a total of 12 credits of field placement.

Prerequisite(s): Prerequisites or Co-requisites: SWK 352, 354, 355; Co-requisite in the fall term, SWK 460 and in the spring term, SWK 461.

#### SWK 460 Integrative Seminar in Social Work I (1.5)

The capstone course of the social work program, this seminar requires students to synthesize and integrate their professional knowledge with field experience. Topics include ethics, professional practice, critical thinking, and integration of research in practice, and career development.

Prerequisite(s): Co-requisite: Field placement.

#### SWK 461 Integrative Seminar in Social Work II (1.5)

The capstone course of the social work program, this seminar requires students to synthesize and integrate their professional knowledge with field experience. Topics include ethics; professional practice, critical thinking, and

integration of research in practice, and career development.

SWK 491 Independent Study (1)

SWK 492 Independent Study (2)

SWK 493 Independent Study (3)

SWK 494 Independent Study (4)

SWK 498 Tutorial (4)

SWK 499 Tutorial (4)

THT 141 Acting One (3)

Through exercises, improvisations, and scene work, students broaden and develop their own creativity, gain a deeper understanding of human behavior and interaction, and strengthen analytical skills through character study. Students learn to work with scene partners and develop self-confidence in a performance situation.

THT 145 Practicum in Technical Theatre (2)

Students gain experience at stage managing; constructing sets, costumes, and props; hanging and focusing lights; operating lighting and sound systems; and organizing and maintaining the theatre program's stock of sets, costumes, props, and lighting instruments. Under supervision of the theatre program's designer/technical director, students accumulate 45 hours of work. Additional Fee(s): Applied Art Fee

THT 146 Practicum in Technical Theatre (2)

Students gain experience at stage managing; constructing sets, costumes, and props; hanging and focusing lights; operating lighting and sound systems; and organizing and maintaining the theatre program's stock of sets, costumes, props, and lighting instruments. Under supervision of the theatre program's designer/technical director, students accumulate 45 hours of work. Additional Fee(s): Applied Art Fee

THT 147 Stage Craft (3)

This course is a hands-on introduction to the elements of producing scenery, properties, and lighting for a play including construction techniques, tools, and materials. Students practice skills by working on Chatham University theatre productions. Additional Fee(s): Applied Art Fee

THT 149 Play Performance (2)

Students who audition successfully for a theatre production are cast and then permitted to enroll in this course. Over a five-week rehearsal period, they develop roles and explore various aspects of the play in production: genre, author, social context, interpretation, and production style. They also participate in workshops and exercises related to specific needs of the production, e.g., training in the use of dialect period movement, dance, choral speaking, or specific acting styles. May be repeated for up to eight credits. Pass/fail grading only. Students may not register for this course until they have auditioned and been cast in a specific production.

### THT 150 Play Performance (2)

Students who audition successfully for a theatre production are cast and then permitted to enroll in this course. Over a five-week rehearsal period, they develop roles and explore various aspects of the play in production: genre, author, social context, interpretation, and production style. They also participate in workshops and exercises related to specific needs of the production, e.g., training in the use of dialect period movement, dance, choral speaking, or specific acting styles. May be repeated for up to eight credits. Pass/fail grading only. Students may not register for this course until they have auditioned and been cast in a specific production.

### THT 210 Puppetry (3)

Students explore designing, building and manipulation techniques as well as the cultural and historical significance of a variety of puppets styles using a diverse assortment of materials. The semester will culminate in a performance. Additional Fee(s): Applied Art Fee

### THT 231 Acting Two (3)

This class focuses on strengthening the actor's ability to attain a higher level of truth, presence, and spontaneity on stage. Students examine in further detail the link between the script, playwright and stage.

Prerequisite(s): THT 141

### THT 240 Special Topics in Technical Theatre (3)

Students explore in depth a specific area of technical theatre. Topics will vary each semester and may include scene painting, stage management, construction techniques, and prop makeup and costume design. Additional Fee(s): Applied Art Fee

### THT 241 History of Drama (3)

Students encounter theatre masterpieces from classical times to the 20th century across the world and explore the performance arenas, acting styles, and staging methods that gave these scripts life. They examine key playwrights and trends to explore the ways in which theatre both reflects and affects the society that created it.

### THT 310 Lighting Design (3)

Students encounter theatrical lighting theories and practices including composition, color, psychological impact, electricity, and the mechanics of developing functional design while staying true to the intention of the script.

Prerequisite(s): IAR 210

### THT 315 Scene Design (3)

Students explore the process of designing scenery from script analysis and concept development to the finished design by studying historical periods in style and decoration, techniques of rendering,

Prerequisite(s): IAR 210 and IAR 215

### THT 355 Playwriting (3)

Students explore the role of the writer in the theatre and in society to deepen appreciation of the craft of dramatic writing by examining and practicing scriptwriting techniques. Students will also be introduced to the vocabulary of dramatic criticism and further develop the imagination, discipline, and craft of playwriting.

### THT 380 Acting for the Camera (3) Additional Fee(s): Applied Art Fee

THT 391 Internship (1)

THT 392 Internship (2)

THT 393 Internship (3)

THT 458 Directing (4)

Students develop the stage director's crafts: selecting, researching, analyzing, and interpreting the script; rehearsing the actors; coordinating the design and technical elements; and supervising publicity. Each student director prepares a prompt book for a one-act play and mounts the play as part of the New Directions series.

Prerequisite(s): THT 141

THT 498 Tutorial (4)

THT 499 Tutorial (4)

WST 101 Introduction to Women's Studies (3) Fall

Examines the role and status of women in society using a variety of disciplinary perspectives. Students will examine materials that present and challenge cultural assumptions of the nature and roles of women and consider diversity among women.

WST 201 Feminist Theory (3) Spring

This course is designed to provide students with a critical introduction to the historical development and current controversies of feminist theory including global feminism and women's bodies as a site of contestation. It includes a comprehensive summary of the diverse and interdisciplinary philosophical strains that make up the intellectual heritage of modern feminism.

Prerequisite(s): CST 183 or WST 101

WST 275 Producing Food, Producing Difference (3)

Course examines race, class, and gender as organizing principles for social experience, with a focus on food as a key symbolic and material resource that is unequally distributed through entitlements rather than need. Debates about local, global, artisanal, and commercial food intersect with debates about cultural differences.

WST 322 Social Welfare: Women and Policy (3)

This course is designed to examine current issues and policies that impact the lives of women and to explore methods of creating or modifying policies. This course will utilize a comparative policy framework to explore the strengths and weaknesses of current interventions regarding their promotion of social and economic justice.

WST 325 Transnational Perspectives of Gender Identity (3)

This course uses close reading of fiction, film and theory to lead students to analyze their own identities and to an understanding of how those identities and others exist in a global matrix of cultural, economic, and political relationships. We consider categories of identity such as gender, race, ethnicity, class, spirituality, and sexuality, and their roles in a global context as well as the evolving concepts of postcolonialism, hybridity, and multiplicity

with an additional focus on migration to understand how political borders affect women's identities.

Prerequisite(s): WST 101 or WST 201

WST 350 Service Internship in Women's Studies (3)

Students intern in an organization that deals with the concerns of women in the social/activist, for profit or government sectors in order to apply and explore concepts of gender identity and feminist practice.

Students arrange internship through the PACE center in coordination with the faculty sponsor who monitors her experience. Prerequisite(s): WST 201

WST 355 Special Topics in Women's Studies (3)

WST 491 Independent Study (1)

WST 492 Independent Study (2)

WST 493 Independent Study (3)

WST 494 Independent Study (4)

WST 498 Tutorial (4)

WST 499 Tutorial (4)

# College for Continuing and Professional Studies

The College for Continuing and Professional Studies at Chatham University (CCPS) offers coeducational online and off-site certificate, undergraduate, master's, and doctoral-level programs in the liberal arts and professional disciplines including business, health sciences, nursing, and writing as well as non-credit opportunities for lifelong learning. Academic quality, innovation, and professional growth are hallmarks of the College for Continuing and Professional Studies. The online learning experience is enhanced by small class sizes fostering greater student-faculty interaction and a dynamic online learning environment. Students have the opportunity to enhance their professions or launch a new career in an online learning environment.

## Admissions

Degrees offered by the College for Continuing and Professional Studies include the following: Registered Nursing to Bachelor of Science in Nursing (RN-to-BSN), Master of Arts in Medical Informatics, Master of Arts in Healthcare Quality Management, Master of Arts in Integrative Health Studies, Master of Professional Writing (MPW), Master of Fine Arts in Creative Writing (MFA), Master of Science in Interior Architecture (MSIA), Master of Science in Nursing (MSN), Professional Doctorate of Occupational Therapy (OTD), and Doctor of Nursing Practice (DNP). CCPS also offers a Graduate Certificate in Infant Mental Health (IMH), Undergraduate Certificate in Green and Sustainable Management and Undergraduate Certificate in Integrated Health Sciences. The College is continuously adding new educational opportunities for Chatham University students, so be aware that a full and up-to-date list of the online, continuing education, and remote campus degree programs can be found on the CCPS website at [www.chatham.edu/ccps](http://www.chatham.edu/ccps).

Unless otherwise noted by the degree program in question, requirements for entrance into CCPS degree programs include official transcripts from all previous academic institutions and a completed online application, which may be found at <http://apply.chatham.edu/ccps>. GRE scores are not required for entrance into any CCPS programs.

### Specific Program Admission Requirements

#### Doctor of Nursing Practice (DNP)

- Complete online application
- Official Academic Transcripts from all institutions attended
- Applicant must have completed a Master of Science in Nursing
- GPA of 3.0 or greater on a 4.0 scale
- Copy of Resume or Curriculum Vitae
- Two letters of Recommendation
- Admissions Essay
- Verified completion of 500 clinical hours during Advanced Practice Nursing certification or during MSN program completion
- Copy of Current RN License with license number

**Professional Doctorate of Occupational Therapy (OTD)**

- Complete online application
- Official transcripts from all institutions attended
- Candidate must have completed a Masters degree. Either the Masters Degree or the undergraduate degree must be in Occupational Therapy.
- Copy of OT license with license number
- Personal Statement

Experienced Occupational Therapists who hold a Bachelor's Degree in Occupational Therapy but hold no Master's degree have the option to bridge into Chatham's Bachelors-to-OTD program.

**Graduate Certificate in Infant Mental Health (IMH)**

- Complete online application
- Official Academic Transcripts verifying completion of bachelor's degree

**Master of Arts in Healthcare Quality Management (with Certificate Option)**

- Chatham University Application for Admission
- One letter of recommendation from someone who can specifically attest to your motivation to pursue graduate study, and your ability to write at a graduate level.
- Evidence of having completed a bachelor's degree from a regionally-accredited university
- Official transcripts from all colleges and universities attended, even if you did not receive a degree.

Students who wish to enter the Certificate Program only must follow the same admissions procedures.

**Master of Arts in Integrative Health Studies (with Certificate Option)**

- Chatham University Application for Admission
- One letter of recommendation from someone who can specifically attest to your motivation to pursue graduate study, and your ability to write at a graduate level.
- Evidence of having completed a bachelor's degree from a regionally-accredited university
- Official transcripts from all colleges and universities attended, even if you did not receive a degree.

Students who wish to enter the Certificate Program only must follow the same admissions procedures.

**Master of Arts in Medical Informatics**

- Chatham University Application for Admission
- One letter of recommendation from someone who can specifically attest to your motivation to pursue graduate study, and your ability to write at a graduate level.
- Evidence of having completed a bachelor's degree from a regionally-accredited university
- Official transcripts from all colleges and universities attended, even if you did not receive a degree.

**Master of Fine Arts in Creative Writing (MFA)**

- Complete online application
- Official Academic Transcripts from all previous institutions attended
- Minimum undergraduate GPA of 3.0 on a 4.0 scale
- Copy of Resume or Curriculum Vitae
- Two letters of recommendation
- Writing Sample of at least 20 pages in the genre which student is applying
- Personal Letter stating genre to which student is applying

**Master of Professional Writing (MPW)**

- Complete online application
- Official transcripts from all previous institutions attended
- Minimum undergraduate GPA of 3.0 on a 4.0 scale

**Master of Science in Infant Mental Health Counseling**

- Completed online application
- Minimum GPA of 3.0 on a 4.0 scale
- Official transcripts from all colleges and universities attended
- Copy of curriculum vitae or resume
- Personal Statement
- Two letters of recommendation from previous faculty or employers
- Evidence of completion of undergraduate level courses in statistics, biology and psychology

(An applicant may be accepted into the program without statistics, or biology courses but will need to take them prior to taking the related graduate level courses.)

**Master of Science in Infant Mental Health**

- Minimum GPA of 3.0 on a 4.0 scale
- Official transcripts from all colleges and universities attended
- Copy of curriculum vitae or resume
- Personal Statement
- Two letters of recommendation from previous faculty or employers
- Evidence of completion of undergraduate level courses in statistics, biology and psychology

(An applicant may be accepted into the program without statistics, or biology courses but will need to take them prior to taking the related graduate level courses.)

**Master of Science in Interior Architecture (MSIA)**

- Complete online application
- Official transcript verifying completion of bachelor's degree in interior design or architecture
- Minimum undergraduate GPA of 3.0 on a 4.0 scale
- Personal Statement

- Copy of Resume or Curriculum Vitae
- Two Letters of Recommendation

### **Master of Science in Nursing (MSN)**

- Complete online application
- Official transcript verifying completion of BSN degree
- Minimum undergraduate GPA of 3.0 on a 4.0 scale
- Copy of Resume
- Copy of current RN License with license number

### **Bachelor of Arts in Professional Studies – Enterprise Program for Women**

- Age 24 or above
- Complete online application
- Official transcripts for any college or university coursework OR high school transcript showing graduation OR evidence of earned GED

### **RN to Bachelor of Science in Nursing (RN-BSN)**

- Complete online application
- Official transcripts from all previous institutions attended
- Copy of current RN License with license number

### **International Applications**

In addition to fulfilling the admission requirements for the specific program to which the student is applying, international applicants must provide the proper documentation, which includes the following:

- All official (original or school-verified copy) academic records (including courses taken and grades/marks received, graduation certificate, etc.) from postsecondary institutions in English language. Students are responsible for having their native language professionally translated and evaluated and sent directly to the College for Continuing and Professional Studies office. Chatham's recommended evaluation service, the World Education Services, can be found online at [www.wes.org](http://www.wes.org).
- Official TOEFL (Test of English as a Foreign Language) scores required for citizens of non-English speaking countries
  - Scores required for undergraduate students:
    - 500 or above on the paper-based test
    - 213 or above on the computerized test
    - 75 or above on the internet test
  - Scores required for graduate students:
    - 600 or above on the paper-based test
    - 250 or above on the computerized test
    - 100 or above on the internet test

### **Deferred Entrance**

Deferred Entrance is not available for the DNP and OTD programs. Occasionally a student wishes to defer his or her entrance into the College following their initial admission. A student who wishes to defer entrance who has submitted a non-refundable deposit for enrollment should contact his or her Admissions Support Specialist to confirm the deferment. A student may defer entrance into his or her CCPS program for up to a year after the original start date. A student may defer one time only. After the year has passed, the student will be required to reapply.

## Financial Aid

Financial aid is the assistance students receive from federal, state, institutional and private sources to help finance their college educations. Financial aid may take the form of scholarships and grants (gift aid that does not require repayment), student loans, or student employment. Financial aid is based on financial need. Chatham uses information from the Free Application for Federal Student Aid (FAFSA) to determine a student's need.

Accepted students who are citizens or permanent residents of the United States are eligible to apply for financial aid. International students are not eligible for the federal financial aid and must rely on personal financial resources.

### Determining Financial Need

To determine the student's need for financial aid at Chatham, the student must complete the Free Application for Federal Student Aid (FAFSA). This can be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Our school code is 003244. Based upon the information reported, including income, assets, family size, and number in college, a federal calculation determines the "Expected Family Contribution." Determining a student's eligibility for aid involves three basic components:

Cost of Education – Family Contribution = Need

After the University receives a student's processed FAFSA, the family contribution is subtracted from the "cost of education" at Chatham. This "cost of education" takes into consideration both direct and indirect expenses. The result of this calculation is a student's financial need. All students, regardless of income, are encouraged to apply for financial assistance in order to explore available options. The cost of attendance for online programs includes tuition, fees, and books, only.

### Financial Aid Application Process

To be considered for financial aid, a student must complete:

- The FAFSA as soon as possible after January 1 of each new year. This can be completed on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Returning students should submit their completed FAFSA by March 15. Failure to submit by this date will result in a financial hold, which will delay registration. New students should submit their completed FAFSA as soon as possible to expedite processing and registration.

- A master promissory note under the Direct Loan Program. Applications must be completed online at [www.studentloans.gov](http://www.studentloans.gov). Student will need their Federal PIN to sign the Master Promissory Note.
- All students who are selected for verification will be required to submit (1) a completed Verification Worksheet; (2) verification of all nontaxable income, if applicable; (3) signed copies of the student's (and spouse's, if married) (4) signed copies of parent's tax returns, federal income tax return from the calendar year preceding the academic year for which aid is requested.

## **Student Loan Program**

Please note that the majority of Stafford Loans are delivered to Chatham University through electronic funds transfer. If students choose a lender that is not on our Preferred Lender list, Stafford loan funds may come in the form of a check, which requires a student signature. All other forms of student financial aid are disbursed to Chatham University via electronic funds transfer or check.

To be considered for a federal student loan, a student must meet certain minimum requirements:

- Be enrolled in a degree-seeking program at Chatham on at least a half-time basis, which is six (6) or more credits per semester.
- Be a U.S. citizen, permanent resident or eligible non-citizen (with appropriate INS documentation).
- Maintain —Satisfactory Academic Progress— as defined as follows: Full-time students must complete 18 credits for every two terms of enrollment. Part-time students must complete 75 percent of credits attempted for every two terms of enrollment. Both full-time and part-time students must maintain a 2.0 cumulative GPA. Please note that some programs have specific academic guidelines, which must be met to continue enrollment.

### **Direct Subsidized Stafford Loan**

This low-interest loan is awarded to students who have demonstrated financial need. Repayment and interest charges begin six months after graduation or cessation of at least half-time enrollment. Students must complete the Federal Stafford Loan Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov). This application is completed once and can typically be used for a ten year period. The Federal PIN number that was used to sign the FAFSA is also used to sign the Master Promissory note. All new students to Chatham University and those students who have never borrowed before must also complete Entrance Interview Counseling at [www.studentloans.gov](http://www.studentloans.gov).

### **Direct Unsubsidized Stafford Loan**

This low-interest loan is available to all students regardless of financial need. This loan also provides additional loan eligibility to independent students or to dependent undergraduate students whose parents are denied a federal Parent Loan for Undergraduate Students (PLUS). While re-payment begins six months after graduation or cessation of at least half-time enrollment, the student must make interest payments or have the interest capitalized during in-school, grace, or deferment periods. To obtain this

loan, the student must complete a master promissory note with a lending institution in addition to filing the FAFSA.

### **Direct Graduate (PLUS Loan)**

Credit based loan made available to graduate students who are enrolled at least part-time. In order to determine eligibility for this loan program, students must first complete the Direct PLUS Loan Master Promissory Note. The loan is deferred while the student is enrolled at least part-time, which is six credits per term. There is a six month grace period available upon graduation or cessation of half-time enrollment.

### **Alternative/Private Loans**

Other Non-Federal/Private Loans, sometimes called Alternative Loans, are available to all students to help fill the gap that sometimes exists between the cost of a Chatham education and a financial aid award. These credit-based loans are deferred until six months after graduation, provided you are enrolled at least part-time, which is six credits. Private loans do accumulate interest while you are enrolled. These programs require credit worthiness or a co-signer.

Eligibility requirements and funding for the programs described here are subject to change without notice. Federal loans are available to U.S. citizens and permanent residents only.

### **Tuition Installment Program**

The Chatham University Tuition Installment Program is a semester based, interest-free payment program that allows students to finance tuition and fees over four monthly installments each semester. Designed to ease the burden of paying for college, this payment program helps many students pay the balance due each semester that is not covered by financial aid assistance. Additional information and enrollment forms for this payment program are sent to students each semester with their term invoice. To enroll in the Tuition Installment Program, a student must be registered for classes and be in good financial standing with the Office of Student Accounts. The Tuition Installment Program is offered for the fall and spring semesters.

### **Corporate Payment Options**

Chatham University is pleased to offer several corporate related payment options. These payment options are available for any student employed at a company offering tuition assistance benefits. Payment options are offered year round, however, students must enroll in the payment options program for each term they wish to participate. Enrollment in any of the Corporate Payment Options is free provided a completed application and all required documents are received each term by the add/drop deadline. Applications received after the term add/drop deadline will be charged a \$50 late processing fee. To enroll in any of the Corporate Payment Options students must be registered for classes and be in good financial standing with the Office of Student Accounts. Available payment options include:

### **Company Reimbursement Program**

The Company Reimbursement Program is offered for students who work for an employer who offers tuition reimbursement. The program allows students to defer payment of the reimbursed portion of their educational expenses until 30 days after the end of the term. Students are required to submit a completed

Corporate Payment Options Application & Contract and a letter from their employer verifying employment and eligibility to participate in their company's tuition reimbursement program. Any amount not covered by tuition reimbursement must be paid in accordance with standard Chatham University payment policies.

### **Company Billing Program**

The Company Billing Program is offered for students who work for an employer that requests to be billed directly for their employee's tuition and fees. With Company Billing, Chatham University will bill the company directly following the term add/drop deadline. The company is required to pay upon receipt of invoice. Students are required to submit a completed Corporate Payment Options Application & Contract and a letter of authorization and/or tuition voucher authorizing Chatham University to bill the company directly. A detailed explanation of coverage and invoicing details must be included. Any amount not covered by company billing must be paid in accordance with standard Chatham University payment policies.

### **Tuition Advancement**

Tuition Advancement is a special program for employees of the University of Pittsburgh Medical Center (UPMC). Students must first submit the completed Corporate Payment Options Application & Contract in order to receive a special UPMC invoice. The student submits this invoice to the UPMC Employee Service Center along with the required UPMC advancement application. The Employee Service Center will process the advancement request and provide the student with an advancement letter indicating the amount of advancement. The student then submits the advancement letter to Chatham as a form of payment. Chatham University will then bill UPMC for all advancement amounts. Any amount not covered by tuition advancement must be paid in accordance with standard Chatham University payment policies.

### **Corporate Tuition Reduction**

As an added benefit for students participating in a corporate payment option, Chatham University has teamed up with a number of companies to offer a special 20% tuition reduction benefit. If a student's employer is listed on our current approved company list at time of application, they will receive this reduction automatically, provided all eligibility requirements are met. By receiving the 20% reduction, students will not be eligible for any other reduced tuition rates offered by the University. Additionally, if a student already receives a reduced tuition rate, they will not be eligible for the corporate tuition reduction benefit. As required by federal guidelines, the 20% tuition reduction must be counted as a financial aid resource for students receiving financial aid assistance.

### **Methods of Payment**

Chatham University accepts tuition payments by cash, check or money order made payable to Chatham University, or credit card (Visa, MasterCard, American Express, and Discover). Payments may be made to the Student Services Center in person, by mail, or by phone. Student may also pay online through the student portal.

It is very important to remember that the student is ultimately responsible for payment of your student account, regardless of actions taken, or not taken, by your employer.

Please remember to complete the form for each term you are attending classes.

### **Chatham Policies That May Affect Your Aid**

Financial aid is awarded to accepted College for Continuing and Professional Studies students who have completed the FAFSA. If the student submitted the FAFSA with estimated information, the award may be adjusted once the actual tax returns and supporting documentation are reviewed during the verification process.

Students are responsible for reporting to the University all financial assistance received from other sources such as outside scholarships, grants, Office of Vocational Rehabilitation assistance, employer paid tuition, or tuition waivers. All outside assistance must be taken into account in the packaging of the student's financial aid and may result in adjustment of the aid package if notification is received after the initial package is awarded.

Financial aid is awarded annually and requires completion of the FAFSA each year.

### **Refund of Excess Financial Aid**

Students may be eligible for a refund if their financial aid and/or other credits exceed current semester charges. Student refunds are issued 7-14 days after the student account develops a credit balance. Refunds will be processed electronically through Education Computer Systems, Inc. (ECSI) and deposited directly into a bank account. Paper checks will no longer be issued through the Student Accounts Office. Please go to [www.ecsi.net/gateway.cu-erefund.html](http://www.ecsi.net/gateway.cu-erefund.html) and sign up to receive electronic refunds.

If a student wishes to retain a credit balance from one semester to the next within the same academic year they should email this information to [studentaccounts@chatham.edu](mailto:studentaccounts@chatham.edu).

## **Financial Information**

### **Tuition & Fees**

Tuition and fees are charged according to the following schedule:

#### **Undergraduate Programs**

Part-time Tuition (1-11 credits) ..... \$681 per credit

#### **Graduate Program and Teacher Certification**

Tuition..... \$742 per credit

Campus Fee..... \$18 per credit

#### **Miscellaneous Charges and Fees**

Collection Fee..... Varies

This fee is charged to the student in the event a student account is determined uncollectible by the University and it is assigned to collections agency. The exact amount of the collection fee will vary based upon the delinquent account balance.

Graduation Fee..... \$100 per degree

This onetime fee covers the cost of the diploma and graduation materials and services.

Late Add/Drop Fee..... \$50 per course

Any student who receives permission to make a course change to their schedule after the end of the add/drop period will be assessed this fee.

Late Financial Clearance Fee..... \$150 per term

This fee is assessed to students not financially cleared by the published tuition due date each term.

Late Payment Fee..... \$35 per month

This fee is assessed monthly to any student account for which payment was not received by the due date indicated on the monthly account statement.

Late Registration Fee..... \$150 per term

This fee is assessed to continuing students who process a new registration after the open registration period published each term.

Replacement ID Card Fee..... \$25 per card

This fee is charged to students who obtain a replacement ID.

Returned Payment Fee..... \$50 per check

Students will be assessed this fee for any payment returned for insufficient funds, closed account, stop payment order, or for any other reason that would cause the check to be returned to the University.

Student Accident and Sickness Insurance Policy..... \$640 per term

See section on Student Accident and Sickness Insurance for further information.

## **Payment of Expenses**

### **Term Invoice**

The Student Accounts Office will mail term invoices to registered students approximately a month prior to the start of each semester, or, in the case of new students, at the beginning of the month following the students' initial registration. The term invoice will list anticipated charges and credits based on the student's status at the time of invoicing and are subject to change. A student must be financially cleared

by the published tuition due date for any balance due on the term invoice. Financial clearance is the final step in the registration process and may be obtained by paying the balance due in full, or by enrolling in a University-approved payment program. Payment by check or money order should be made payable to Chatham University and addressed to Chatham University, Office of Student Accounts, Woodland Road, Pittsburgh, PA 15232. Payment by credit card is also available by completing the appropriate remittance attached to the invoice. Failure to financially clear by the tuition due date listed on the term invoice will result in a late financial clearance fee.

### **Monthly Account Statement**

The Student Accounts Office will mail monthly account statements to students around the first of each month. The statement shows all College charges and credits for the previous month, as well as any unpaid financial obligation to the University. Payment by check or money order should be made payable to Chatham University and addressed to Chatham University, Office of Student Accounts, Woodland Road, Pittsburgh, PA 15232.

Payment by credit card is also available by completing the appropriate remittance attached to the Account Statement. Failure to pay the amount due by the due date listed on the statement will result in a late payment fee.

### **Past Due Accounts**

A student account is considered past due when a scheduled payment is not paid by the required due date. The following actions will be taken against any student with a past due account:

- Place the student on financial hold
- Withdraw all charging privileges
- Withhold grades
- Withhold transcripts
- Withhold statement of transfer in good standing
- Withhold the ability to register for future terms
- Cancel the student's current registration at the University
- Withhold receipt of the degree
- Withhold participation in graduation ceremonies
- Place the account into collections; charging the student all related collection costs and reporting the default to all national credit bureaus and other appropriate non-campus organizations.

### **Student Accident and Sickness Insurance**

Chatham University requires all full-time students to have health insurance. The coverage can be provided by the University-sponsored plan or through your own comparable health insurance plan. Enrollment in the Student Accident and Sickness Insurance Plan is available to all matriculated students.

Enrollment can be completed directly with the insurance agent, Special Risk Consultants, Inc., with the Enrollment Form found in the brochure mailed to all students. A charge of \$620 will be placed on the students fall and spring student account to cover the cost of the plan. Students should work with the Financial Aid Office to ensure that the cost of the plan is included in the calculation of the overall cost of attendance for Student Financial Aid packaging.

Full-time students who have alternate coverage may waive enrollment in the Chatham University Accident and Sickness Insurance Plan online at <http://my.chatham.edu>. Any full-time student who does not complete the waiver process online by the deadline will automatically be enrolled in the Chatham University Student Accident and Sickness Insurance Plan and the cost of the plan billed to their student account.

### **Institutional Refund Policy**

An institutional refund policy has been established for those students who process a complete withdrawal (all classes) or leave of absence from the College. Adjustments are for tuition only; nonrefundable deposits and fees are not adjusted or refunded. To be entitled to a refund, a student must give the College written notice of complete withdrawal. Non-attendance and/or non-payment of tuition charges do not constitute an official withdrawal. No adjustments will be made for students who process a course withdrawal (one or more classes as opposed to all classes).

Institutional refund adjustments for complete withdrawals are made according to the following schedules:

#### Seven-Week Sessions

- Before the 5th day of the session 100%
- 6th – 7th day of session 80%
- 8th – 14th day of session 50%
- 15th day of session and beyond 0%

#### Fourteen-Week Sessions

- Before the 5th day of the session 100%
- 6th – 13th day of session 80%
- 14th – 26th day of session 50%
- 27th day of session and beyond 0%

After the Institutional Refund Policy is applied, any balance is due upon withdrawal. Any credit amount will be refunded within 14 business days. For the purpose of computing any refund, a student's

withdrawal date is the date the student initiates the withdrawal process by filing a notice of withdrawal or leave of absence.

Appeals regarding the institutional refund policy should be addressed in writing to the Director of Student Accounts.

### **Return of Federal Funds**

The Return of Title IV Funds Calculation is applied for all students who received Federal Financial Aid and have completely withdrawn from the University. Withdrawal date is defined as the date the student officially notifies the University of intent to withdraw, or the midpoint of the term for a student who leaves without notification to the University. Under these rules, the following guidelines have been established:

Students who withdraw from the University before 60 percent of the term may have a percentage of federal aid returned to the federal government. Federal financial aid includes the Pell grant, SEOG, Perkins loan, Stafford loans (subsidized and unsubsidized), and PLUS loans. This mandatory recalculation is based upon the percentage of earned aid using the following formula:  $\text{Percent earned} = \frac{\text{Number of days completed in the term up to withdrawal date}}{\text{total number of days in the term}}$ . This is the percentage of federal financial aid disbursed that is permitted to be applied toward institutional charges.

The amount of federal financial aid that will be returned to the federal government is based upon the percent of unearned aid using the following formula:  $\text{Aid to be returned} = 100 \text{ percent} - \text{percent earned} \times \text{the amount of aid disbursed towards institutional charges}$ .

When aid is returned, the student may owe a balance to the University. The Office of Student Accounts will invoice the student for any amounts owed. Students are responsible for any portion of their institutional charges that are left outstanding after federal funds are returned.

Funds are to be returned in the following order:

- Unsubsidized Federal Family Educational Loans (FFEL)
- Subsidized FFEL Loans
- Federal Perkins Loans
- FFEL PLUS Loans
- Federal Pell Grants
- Federal SEOG
- Other Title IV assistance for which a return of funds is required
- Other federal, state, private, or institutional funds
- Student

# CCPS Academic Programs and Procedures

## **Undergraduate Students** (for graduate student regulations, see page )

### **Academic Calendar**

The 2010-2011 academic calendar will consist of three terms of 14 weeks each. The credit hour is the unit of academic credit for all courses offered during any term. One credit hour is the equivalent of one semester hour. A minimum of 120 credit hours is required for graduation from an undergraduate program.

### **Academic Load**

The average full-time academic load is 30 credits per year. The minimum full-time load is 24 credits per year. The minimum full-time credit load per term is 12. Students with programs below this limit are considered part-time and are charged on a per-credit basis.

### **Academic Overload**

A program of more than 18 credit hours in any one term is considered an academic overload. To qualify for an overload, a student must have a 3.0 cumulative Chatham GPA. A student who has a GPA below 3.0 must request permission for an academic overload from the dean of the College. All students intending to take more than 18 credits in a single term must complete an academic overload request form, available in Student Services.

### **Independent Study**

A student may register for only one independent project per term. Independent study options are available in all academic programs. Up to 18 credits of independent study may count toward the 120 credits needed to graduate. Credit values for independent study are one, two, three, or four credits.

### **Class Standing**

Class standing is determined by the number of credits earned at Chatham or transferred to Chatham.

- 0 – 14 credits First-Semester, First-Year Student
- 15 – 30 credits Second-Semester, First-Year Student
- 31 – 44 credits First-Semester Sophomore
- 45 – 59 credits Second-Semester Sophomore
- 60 – 74 credits First-Semester Junior
- 75 – 89 credits Second-Semester Junior
- 90 + credits Senior

## **Schedule Changes**

### **Registration**

All registration, adding, and dropping of courses occur online. Students must register for classes on the dates indicated on the University calendar. Registration after these dates may significantly reduce the availability of classes open for enrollment. Continuing students who register for classes after the open registration published deadline will be assessed a late registration fee.

### **Adding and Dropping Courses**

Students may add or drop courses, with the approval of their advisors, until the end of the add/drop period for that term. If a course is closed, the student must obtain the instructor's signature on a special permission form available at the Office of the Registrar. The length of the add/drop period depends on the length of the term.

| Term/Course Length   | Add/Drop Period                               |
|----------------------|-----------------------------------------------|
| 14 weeks or more     | See the Academic Calendar for published dates |
| 7 weeks              | See the Academic Calendar for published dates |
| Shorter than 3 weeks | Before the second class                       |
| One-day workshops    | Before the workshop begins                    |

There are no academic penalties for adds and drops occurring within the prescribed deadlines. However, there may be financial or financial aid penalties for adds or drops that occur after the first day of class. See the institutional refund policy for more information.

After the conclusion of the add/drop period, students wishing to add, drop, or change the grading option on a course must petition the dean of the College. Late adds and drops are normally limited to unusual circumstances that can be documented in writing. A fee will be charged for any authorized course change occurring after the prescribed deadlines.

### **Withdrawal from Courses**

If a student wishes to withdraw from a course after the drop deadline but before the withdrawal deadline, a grade of W will be recorded on the transcript as an official withdrawal. The Withdrawal deadline for other, non-standard terms will be posted in the academic calendar. Students wishing to withdraw from courses must fill out and submit a withdrawal form to the Office of the Registrar. Course Withdrawal forms are available in the Office of the Registrar.

The calendar for registration changes for summer school and other, non-standard terms is available in the online academic calendar.

### **Withdrawal from Courses for Non-Academic Reasons**

Students may not withdraw from courses after the final withdrawal deadline. Withdrawal deadlines will be waived only in unusual circumstances that prevent the student from completing the course work and can be confirmed by authoritative documentation. Requests for withdrawal for non-academic reasons should be sent to the College dean, who will make the decision and notify the Registrar.

### **Grades**

Grade Point Average:

A student's grade point average (GPA) is calculated after the completion of each term; both cumulative and term GPAs appear in the student's grade report and transcript. Pluses and minuses are included in the

calculation. If a student earns an F grade in a course taken on a pass/fail basis, the F is included in the grade point calculation; P and LP grades do not affect the GPA.

The grades are as follows:

| Grade | Grade Point Value | Description                              |
|-------|-------------------|------------------------------------------|
| A     | 4.00              | Excellent                                |
| A-    | 3.67              |                                          |
| B+    | 3.33              | Good                                     |
| B     | 3.00              |                                          |
| B-    | 2.67              |                                          |
| C+    | 2.33              | Satisfactory                             |
| C     | 2.00              | Minimal Performance                      |
| C-    | 1.67              |                                          |
| D+    | 1.33              |                                          |
| D     | 1.00              |                                          |
| D-    | 0.67              |                                          |
| F     | 0.00              | Unsatisfactory performance, no credit    |
| NG    |                   | No Credit                                |
| I     |                   | Incomplete work in a course              |
| W     |                   | Withdrawal from a course with no penalty |
| P     |                   | Pass, minimal value C                    |
| LP    |                   | Low pass, equivalent to a D              |
| F     |                   | Unsatisfactory, no credit                |

### **Midterm Grades**

All undergraduate students receive a report of their midterm grades. These grades will not become a part of the student's permanent record. The registrar establishes the submission date for midterm grades.

### **Final Grades**

The registrar reports all grades and credits earned to all students and their advisors at the close of each term.

### **Repeat Courses**

When available, students may repeat courses. Whenever a course is repeated, the academic record and transcript reflect all course enrollments and the grade earned for each enrollment. Upon completion of a repeated course, only the course credit(s) and the grade for the most recent attempt will be computed in the GPA. If a student withdraws from a repeated course, the withdrawal course will appear on the transcript, and the previous grade earned will continue to be counted in the GPA. Courses must be repeated for a letter grade.

### **Incomplete Grade**

Unless the instructor stipulates a shorter time period for completion of the work, an incomplete must be satisfied within 8 weeks of the last day of the term as published for 14 week sessions, or within four weeks from the last day of the term as published for terms of shorter length.

A regular letter grade will be recorded upon notification by the instructor to the registrar. Incompletes will convert to the grade of F at the end of the period allotted for the satisfaction of the incomplete. As long as an “I” remains on the record for a course, a student may not enroll for credit in any course that has that course as a stated prerequisite. A student may not graduate while an “I” remains on the record.

Students who believe they can demonstrate a legitimate need for an incomplete should 1) obtain an Incomplete Contract from the Office of the Registrar or from myChatham, 2) seek instructor approval to take an incomplete and establish the terms of the contract, and 3) return the completed contract to the Office of the Registrar. The deadline for completing this process is by the last day of the term as published.

### **Pass/Fail Grades**

With the guidance of their advisor, a student may decide to take a course on a pass/fail basis rather than under the traditional grading system. If a student elects to take a course on a pass/fail basis, the student must declare their intention at the time of registration. The student may change this option during the first two weeks of the term.

For a cross-registered course, the student must declare their option to the Chatham registrar within two weeks of the beginning of the course.

A student may enroll for no more than 30 pass/fail credits during their studies at the University. Courses for major and minor credit may not be taken pass/fail. General Education credits may not be taken on a pass/fail basis.

Internships may be taken only on a pass/fail basis.

Students choosing to take courses on a pass/fail basis will be graded as follows:

P = Pass, minimal value C

LP = Low pass, equivalent to D

F = Unsatisfactory, no credit

An F earned in a pass/fail course is calculated into the grade point average (GPA); P and LP grades do not affect the GPA.

### **Appeal of Grade**

A challenge to a grade received in a course, thesis, or other graduation requirement will be considered only when the student alleges that the grade received reflects other than appropriate academic criteria; that is, achievement and proficiency in the subject matter as stated in the course syllabus.

A student wishing to challenge a grade received in a course must first discuss the matter with the faculty member teaching the course in an effort to resolve the grievance informally. If the grievance is not settled, the student may then file a petition with the appropriate dean, who will seek informal reconciliation. A student challenging a grade received in a course may file a petition with the dean no later than 120 calendar days after the date on which the grade was due in the Office of the Registrar.

If reconciliation is not achieved at the dean level, the student may file a petition with the vice president for academic affairs. The decision of the vice president is final in the grade appeal process. A petition must be filed with the vice president no later than five working days after receiving the dean's decision in the case. The vice president will investigate the case, hearing both the student and the faculty member and will render a decision within 30 calendar days of receiving the petition. The vice president will inform the student and the faculty member of the decision in writing.

### **Review of Academic Progress**

A student's progress is reviewed at the close of each term. At that time, the dean reviews the grades of all students who have not met College standards. While individual consideration is given to each student experiencing academic difficulty, the dean is guided by the following: All students are expected to maintain at least a 2.0 cumulative grade point average (GPA). Full time students are expected to accumulate course credits, under the minimal normal course load of 12 credits per long term, at a rate consistent with achieving 120 credits by the end of 10 long terms. Students may be given a probationary period when they fall below either of these expectations.

Any student may be warned, placed on probation, or placed on mandatory leave of absence at any time by the dean for marked deficiency in scholarship. Probationary status may endanger the continuation of financial aid.

Academic Warning:

- All students who earn a term (Fall, Spring, Summer) GPA below 2.0 will be placed on Academic Warning.

Academic Probation:

- All students who meet any of the following criteria will be placed on Academic Probation:
- A cumulative GPA below 2.0 OR
- Two consecutive terms with a GPA below 2.0 OR
- Three or more terms with a GPA below 2.0 even if their cumulative GPA is above 2.0.

### **Mandatory Leave of Absence (MLOA):**

Chatham reserves the right to require a student to take a leave of absence for academic reasons following a review by the appropriate College authorities. This action, which requires the student to be away from the College for a specified period of time, is taken in the best interest of the student. In all cases, the student, their advisor, and the Office of Academic Affairs and Student Affairs, and, when appropriate, the parent or guardian, will be notified of this action.

Students who meet any of the following criteria are subject to a mandatory leave of absence:

- Once semester of all “F” grades (0.0 GPA) OR
- A cumulative GPA below 2.0 for two terms OR
- A cumulative GPA below 2.0 after at least one previous term of probation.

### **Academic Forgiveness Policy**

Undergraduate students who have returned to the College after an absence of at least two consecutive terms have the option of applying for academic forgiveness to the Committee on Academic Standing (CAS).

This is a one-time opportunity for students to request that all grades received previously at Chatham be removed from their cumulative GPA calculation. Students will be eligible for Academic Forgiveness after they have returned to Chatham and completed a minimum of 12 credits maintaining a GPA of at least 2.0. Credits received for the forgiven courses will be retained, the grades will remain on the transcript, but they will no longer be calculated in the GPA. If this option is exercised, a minimum of 45 graded credits for graduation must be completed at Chatham College after the student’s return from her absence.

### **Voluntary Leave of Absence**

A voluntary leave of absence may be granted for participation in an approved study away program; for study abroad; study at another college or university in the United States; purposes of work, travel, or other nonacademic experience; health; or personal reasons. Students desiring a voluntary leave of absence must meet with the dean to complete the appropriate paperwork. The deadline for requesting a voluntary leave of absence in any term is the end of the withdrawal period for that term.

If the leave is granted, the student may return to the College within one year without reapplying for admission. The student is expected to notify the College dean.

A student who is absent from the College for more than two consecutive terms should contact the CCPS admission representative to begin the readmission process. If the student needs financial assistance to return, she will be given full consideration. Applications should be made to the College for Continuing and Professional Studies and Financial Aid.

Normally, no more than two leaves are granted to a student during their course of study.

Current immigration regulations do not permit international students to take a voluntary leave of absence, except in the case of a documented medical leave. International students wishing to take a medical leave of absence must first consult with the director of the Office of International Programs.

**Mandatory Non-Academic Leave of Absence**

Chatham reserves the right to require a student to take a leave of absence following a review by the appropriate College authorities. This action, which requires the student to be away from the College for a specified period of time, is taken in the best interest of the student.

The College may require a leave of absence or withdrawal for reasons that would supersede a voluntary leave of absence or withdrawal. Upon the recommendation of the vice president for student affairs/dean of students, the College may require a leave of absence or withdrawal at any time it is deemed reasonably necessary to protect the student, other students, members of the College community, or the interests of the College itself. When a student who has been on a required leave wishes to return to the College, she/he must apply in writing to the vice president for student affairs/dean of students at least one month in advance of return. The student will not be permitted to return to the College until the appropriate staff members provide validation. If the student is approved to return, staff members may make recommendations to the vice president regarding conditions of return and/or continued enrollment.

**Withdrawal from the College**

To avoid unnecessary financial complications with the College and other loan providers, a student who wishes to withdraw from the College should contact their student advisor immediately to complete a Withdrawal from College form. Any refund will be made in accordance with both the College's and federal government's refund policies.

Upon the recommendation of the director of student health and the director of counseling services and/or the College physician, the College may ask a student to withdraw for health reasons.

Students who return to CCPS after withdrawing must re-apply and be re-accepted for admission. Students should contact the CCPS admission representative to begin the readmission process.

**Summer Study**

Summer classes are open to students matriculating at Chatham University or at other institutions of higher education, students entering college, and non-degree seeking students. Courses are available both on campus and online.

**Graduate Students****Graduate Academic Programs**

Chatham's graduate academic programs, built on the University's historic strengths, are designed to serve women and men striving to enter the professional marketplace. With graduate programs in writing, nursing, occupational therapy, infant mental health, interior architecture, medical informatics, health studies and healthcare quality management, Chatham will continue the task of identifying other viable areas of graduate education opportunities.

**Graduate Academic Regulations**

The following are general guidelines for all graduate programs. More specific academic regulations are available from the program director of the relevant graduate program.

**Academic Credit**

A credit hour is the unit of academic credit for all graduate courses. Credit hour graduation requirements are specified by each graduate degree program.

### **Academic Load**

Unless otherwise specified by the graduate program, the minimum full-time academic load during any term is nine credit hours per term. Short session classes are considered part of the fall, spring or summer terms.

### **Academic Overload**

Unless otherwise specified, a student pursuing a graduate degree who is registered for more than 12 credits in any one term is considered to be on academic overload. To qualify for such an overload, a student must be in good academic standing with a cumulative grade point average of 3.0 or above and have signed approval from the Program Director and Dean.

Academic overload is determined by the total number of credits for which a student is registered during one term, irrespective of whether the student is enrolled in a master's program, five-year master's program, or dual master's degree program.

### **Graduate Continuing Registration Credit**

All non-cohort graduate students are required to continuously register during the time they are completing their final projects or theses and are no longer taking formal courses. Students will be required to register for a one-credit course, Graduate Continuing Credit, if they are not registered for other courses or thesis work. This credit will appear on the transcript as an audit and will not count toward total credits needed for the program. All students must be registered for this credit from the time they complete all other coursework until the time they graduate, unless they have been granted a leave of absence.

Registration for Graduate Continuing Credit does not apply to the summer term unless a student intends to graduate at the end of the term. Registering for the Graduate Continuing Credit will classify students as less than part-time with regard to financial aid. Students pay tuition for one credit, which allows students access to computing services and e-mail, to the library and other student services.

### **Statute of Limitations**

Students enrolled in a graduate program must complete all degree requirements within five years after the date of first enrollment in the program. A student may submit a Petition for Exception form to the appropriate Program Director and faculty advisor, for exceptions for a limited period if such extension is sought prior to the five-year limit expiration.

Students desiring a leave of absence must meet with the Program Director to complete the appropriate paperwork. If the leave is granted, the student must return to the University within one year. Students who do not return at the end of the leave will be withdrawn from the program and must reapply for readmission. An exception to this time period will be made for students called to active duty in the military.

When a student in the Reserves or in the National Guard is called to active duty, the student must notify the Program Director and provide proof of deployment prior to being deployed. The proof may be faxed, mailed, or hand-carried to the Program Director and forwarded to the office of the Dean, who will then

forward it to the Registrar. Proof may take the form of general orders cut by the company commander. When a student is activated during the term, Financial Aid, Registrar, and Student Accounts policies will take effect. Please contact these three offices for specific information.

If a student is called to active duty near the end of the term, the student and faculty members may determine that incomplete (I) grades are more appropriate. In this case, tuition will not be waived.

### **Credit Transfers**

Chatham University will not typically accept credits in transfer that were completed more than 5 years prior to admission to a graduate program at Chatham University. However, students may submit documentation to their Program Directors via the Petition for Exception form if they believe it is warranted.

In consultation with the faculty advisor, students may cross-register for a maximum of 6 credits while enrolled in their graduate programs by completing the appropriate Pittsburgh Consortium for Higher Education (PCHE) forms. This option is available to full-time graduate students enrolled in fall and spring semesters and is designed to enhance the student's educational experience broadly through the use of local institutional resources.

A maximum of six credit hours may be transferred into a graduate program of study either from internal programs (if the student is enrolled in only one graduate program) or non-Chatham-based graduate programs. Requests for transfer credits must be made prior to enrollment.

### **Attendance**

Chatham University expects students to meet attendance requirements in all courses to qualify for credit. A student who is absent from classes for an extended period of time must inform his or her instructors and Program Director, preferably in writing (letter or e-mail). Requests for make-up work must be made immediately upon a student's return to class. Any student who is unable to attend classes or is unable to participate in any examination, study, or work requirement because of religious beliefs shall be provided an opportunity to make up the relevant requirements. This accommodation is provided if it does not create an unreasonable burden upon the instructor or violate program integrity. A student selected for jury duty should inform the instructors, who will provide a reasonable substitute or compensatory opportunities for any required work missed. In these instances, absences will not be penalized in any way.

### **Schedule Changes**

#### **Registration**

All registration, adding, and dropping of courses occur online. Students must register for classes during the published open registration period. Registration after these dates may significantly reduce the availability of classes open for enrollment. Continuing students who register for classes after the open registration period will be assessed a \$150 Late Registration Fee. This fee is non-refundable.

#### **Adding and Dropping Courses**

Students may add or drop courses, with the approval of their advisors, until the end of the add/drop period for that term. If a course is closed, the student must obtain the instructor's signature on a special permission form available at Student Services. The length of the add/drop period depends on the length of the term.

| Term/Course Length   | Add/Drop Period                               |
|----------------------|-----------------------------------------------|
| 14 weeks or more     | See the Academic Calendar for published dates |
| 7 weeks              | See the Academic Calendar for published dates |
| Shorter than 3 weeks | Before the second class                       |
| One-day workshops    | Before the workshop begins                    |

There are no academic penalties for adds and drops occurring within the prescribed deadlines. However, there may be financial or financial aid penalties for adds or drops that occur after the first day of class. See the institutional refund policy for more information. Students wishing to add or drop courses after the deadline should submit an add/drop form, along with Petition for Exception form and any supporting documentation, to the Dean.

After conclusion of the add/drop or withdrawal period, all change requests must be approved by the Program Director and Dean. Late adds and drops are normally limited to unusual circumstances that can be documented in writing. Students wishing to add or drop courses after the deadline must submit a completed add/drop withdrawal along with a Petition for Exception form and any supporting documentation. A fee will be charged for any authorized course change occurring after the prescribed deadlines.

### **Withdrawal from Courses**

Students wishing to withdraw from a course after the normal deadline must follow the same process and submit the appropriate paperwork to the appropriate Program Director and Dean. Withdrawal deadlines will be waived only in unusual circumstances that prevent the student from completing course work and can be confirmed by supporting documentation. If a student wishes to withdraw from a course after the drop deadline but before the withdrawal deadline, a grade of W will be recorded on the transcript as an official withdrawal.

### **Exemption from and Substitutions for Courses**

All graduate students must fulfill the minimum program credit requirements. Substitutions for graduate courses can be considered via completion of the Petition for Exception form, which is to be approved by the Program Director and Dean.

### **Auditing Courses**

Students in health science programs generally may not audit courses except for special circumstances approved by the instructor and Program Director.

Non-health science programs graduate students may audit a course by obtaining permission from the instructor and completing a course audit application. All regular per-credit tuition and fees apply to the audited course. The course audit option is restricted to Chatham courses and does not apply to

independent studies. No credit is granted for course audits, but the course will be recorded on the transcript. Students auditing a course are expected to meet the same course requirements as the students who take the course for credit and must have the qualifications needed to take an academic overload if applicable.

## Grades

Successful completion of a Chatham University graduate degree requires that students maintain a minimum cumulative grade point average (GPA) of 3.0. The Registrar reports all grades and credits earned to all students and their advisors at the close of each term.

- To this end, a student who's GPA for a semester falls below a 3.0 will be notified along with the advisor and will be placed on academic probation.
- When a student earns a grade lower than B-, the same course must be repeated.
- Students who are on academic probation and fail to make a 3.0 for the next semester or fail to have a 3.0 GPA overall after two semesters will be dismissed from the program.
- A student is allowed to repeat only two courses, but each course only once. The second grade in the repeated course will be calculated in the student's cumulative GPA; this grade must be a B- or better. A course may not be repeated with an independent study.
- When a graduate student repeats a course, the transcript shall record both enrollments and both grades, but only the second grade shall be included in the calculation of the GPA.
- If the repeated grade earned is less than B-, the student will be dismissed.
- All dismissals may be appealed to the Dean within one week of the end of the term.

The grades in use are as follows:

| Grade              | Grade Point Value | Description                              |
|--------------------|-------------------|------------------------------------------|
| A                  | 4.00              | Excellent                                |
| A-                 | 3.67              |                                          |
| B+                 | 3.33              | Satisfactory                             |
| B                  | 3.00              |                                          |
| B-                 | 2.67              |                                          |
| C+, C, C- or below |                   | Course must be repeated                  |
| F                  | 0.00              | Unsatisfactory performance, no credit    |
| P                  |                   | Pass, minimal value B-                   |
| NG                 |                   | No Credit                                |
| I                  |                   | Incomplete work in a course              |
| W                  |                   | Withdrawal from a course with no penalty |

### **Incomplete Grade**

Unless the instructor stipulates a shorter time period for completion of the work, an incomplete must be satisfied within 8 weeks of the last day of the term as published for 14 week sessions, or within four weeks from the last day of the term as published for terms of shorter length.

A regular letter grade will be recorded upon notification by the instructor to the registrar. Incompletes will convert to the grade of F at the end of the period allotted for the satisfaction of the incomplete. As long as an “I” remains on the record for a course, a student may not enroll for credit in any course that has that course as a stated prerequisite. A student may not graduate while an “I” remains on the record.

Students who believe they can demonstrate a legitimate need for an incomplete should 1) obtain an Incomplete Contract from the Office of the Registrar or from myChatham, 2) seek instructor approval to take an incomplete and establish the terms of the contract, and 3) return the completed contract to the Office of the Registrar. The deadline for completing this process is by the last day of the term as published.

### **Pass/Fail Grades**

In some graduate programs, some courses may be offered on a Pass/Fail basis rather than under the traditional grading system. A grade of B- earned in a Pass/Fail course is calculated in the grade point average (GPA); a P earned is not calculated in the GPA and must represent work earned at a grade of B- or above.

### **Appeal Process**

Students who believe that there has been an unjust evaluation or decision which adversely affects their academic future may appeal that evaluation or decision. Appeals made by graduate students must follow the procedures established by the Chatham University faculty and the program involved; a student must appeal decisions in the following order:

1. Faculty member
2. Program Director
3. Dean
4. Vice President for Academic Affairs

Types of issues that fall within the range of academic appeals include, but are not limited to, grade appeals, adverse decisions of Program Directors or programmatic disciplinary actions.

Appeals made to the Dean must be in writing, must include written documentation from each stage of the appellate process, and must be submitted within **14 calendar days** of the decision or grade in question. The student may request an additional period of no more than 14 calendar days to provide additional, pertinent documentation.

After the Dean’s decision has been rendered, the appellant has the right to carry the appeal to the Vice President for Academic Affairs, whose decision is final. Such an appeal must be provided in writing to

the Vice President's office no later than **five (5)** calendar days after the student has received the decision from the Dean.

### **Academic Standing**

At the time of completion of graduate degree requirements, students must have earned a minimum of a cumulative 3.0 grade point average (GPA) unless noted otherwise by a specific graduate program. Satisfactory progress toward a degree is monitored each term by this same criterion. Students not in good academic standing are subject to provisional status or dismissal.

Appeals of continuing financial aid decisions are made in writing to the director of financial aid and are reviewed in consultation with the relevant program director. Appeals of academic status decisions are made in writing to the relevant program director and are reviewed in consultation with the dean of The College for Continuing and Professional Studies.

### **Transcripts**

Graduates and students whose student accounts are in good standing may request an official copy of their College records. Requests for transcripts, submitted in writing, should be directed to the Registrar's office, and will be processed within two business days without a fee. Transcripts may also be requested to be sent by Fed Ex Express Service (overnight) for a \$20 fee. Requests for Fed Ex Express Service must be received by noon for same day pickup. Students whose accounts are delinquent cannot receive official transcripts until accounts are paid in full, including late fees and collections costs, if any.

Upon request at Student Services, currently enrolled students will be provided with an unofficial transcript at no charge.

### **Chatham University Honor Code and Academic Integrity Policy**

All members of the Chatham community are expected to conduct themselves with integrity in personal and academic affairs and to serve the best interests of the entire community. In accepting admission to Chatham University, students automatically agree to be personally responsible in all matters pertaining to academic honor and pledge to abide by those rules considered by the College community as part of its honor code. Academic dishonesty is a violation of our honor code. Academic dishonesty includes, but is not limited to, cheating, plagiarism, and lying.

### **Honor Code**

#### **Intellectual Independence**

The academic community at Chatham University is founded on the principle of intellectual independence, which requires each member to conduct herself or himself honestly and with responsibility in scholarly affairs and to respect and acknowledge the ideas of others. Members of the Chatham community will refrain from engaging in any form of dishonesty that impedes the academic process, including cheating, lying, and plagiarism.

#### **Consideration for the Rights and Well Being of Others**

Chatham University strives to create a civil community whose members respect one another's voices, dignity, and physical well being. Violation of another person's rights, including threats, intentional libel, slander, physical harm, or harassment of another person will not be tolerated. Members of the Chatham

community will refrain from carrying out any action that is harmful to oneself or another person, including physical, verbal, or mental abuse.

### **Honesty in All Relationships**

Creation of a civil community requires honesty in the relationships binding the community. Honesty in scholarly activities, including coursework, research, and open debate, is the foundation of a thriving and creative academic community. Members of the Chatham community agree to conduct themselves honestly in all academic and social endeavors.

### **Personal Integrity**

All members of the Chatham community are expected to conduct themselves with integrity in personal and academic affairs and to serve the best interests of the entire community. Respect for the people and property around us is a founding principle of our community. Students, faculty, and staff members agree to be personally responsible for upholding local, commonwealth, and federal laws, as well as the academic and social standards set forth for the campus community.

### **Honor Pledge**

Realizing the trust placed in me, I affirm my faith in the individual and in personal integrity, and I assume the responsibility of maintaining the tenets of the Honor Code.

### **Academic Integrity**

#### **Definitions**

Cheating is the attempt, successful or not, to give or receive aid and/or information by illicit means in order to meet academic requirements. Examples of cheating include, but are not limited to, falsifying reports and documents; using any electronic device to copy, transmit, or receive information during an exam; taking information into an exam without permission; asking someone to take a test, write a paper, or complete any assignment for you, or agreeing to such a request; buying a paper and presenting it as your own; giving someone else a paper or providing other materials in an unapproved manner; obtaining a copy of an exam without faculty permission; and sharing copies of exams with students who have yet to take the exam.

Plagiarism is one form of cheating. Plagiarism is the use of the organizational design, ideas, phrases, sentences, or larger units of discourse from another writer or speaker without proper acknowledgment. In order to avoid plagiarism, you must document all sources of text and ideas that derive from someone else's work. This includes, but is not limited to, enclosing in quotation marks text copied directly from a source and identifying that source; identifying a source of summarized or paraphrased material; identifying the source of an idea taken from someone else's work; and acknowledging sources in all formats, including web pages, television, sound recordings, speeches, and traditional hard copy.

Lying includes, but is not limited to, not being honest with a faculty or staff member when questioned about cheating or plagiarism; providing false information to College officials; or intentionally lodging false accusations of cheating or plagiarism against another student.

### **Procedures for Handling Cheating and Plagiarism**

Faculty members must make a responsible effort to confront the student with the evidence of dishonesty within five working days of discovering a case of suspected cheating or plagiarism. Three possible

scenarios follow: If, after talking with the student, the faculty member is satisfied that no offense occurred, no further action is warranted.

If the student admits to wrongdoing, the faculty member must send an academic dishonesty form to the Office of Student Affairs for inclusion in the student's conduct file. In general, if this is the student's first incident of academic dishonesty, the faculty member may decide what penalties will apply, and the student will not be called before the Student Conduct Board (SCB). However, there may be instances when a first incident is serious enough to warrant sending the student to the SCB; this decision is at the faculty member's discretion.

If the student denies responsibility and the faculty member continues to believe academic dishonesty has occurred, the faculty member must send an academic dishonesty form to the Office of Student Affairs to inform the SCB of the incident and that the issue has not been resolved. SCB will then convene a hearing. Procedures for convening and conducting a SCB hearing are available in the Student Handbook (Chapter 4).

Upon receipt of an academic dishonesty form, the advisor to the SCB will inform the reporting faculty member whether the student has been involved in other incidents of academic dishonesty. Faculty members should take this information into account when deciding on course-specific penalties.

### **Sanctions and Penalties for Cheating and Plagiarism**

Faculty members may decide on the penalty for the first incident of academic dishonesty. Penalties should reflect the severity of the offense. Typical penalties include:

- requiring the student to resubmit the assignment or take a new examination
- failing the student on the assignment or examination
- lowering the student's grade for the course
- failing the student for the course

Regardless of the penalty decided upon, the faculty member must report the incident to the Office of Student Affairs by filing an academic dishonesty form.

For a second or subsequent incident, the student must also go before the SCB which will determine the appropriate course of action over and above the course-specific actions decided on by the course instructor. In addition to the above penalties, sanctions may include academic probation, suspension, or expulsion from the University.

The student may appeal the above decisions in writing to the Office of Academic Affairs within seven working days.

If the student has admitted to or been found responsible for academic dishonesty, the Dean of Students will maintain the first academic dishonesty form in the student's file. If no further incidents of academic dishonesty occur, the record will be destroyed upon graduation or separation from the University. If the student has committed two or more offenses, the academic dishonesty forms and their disposition become part of the student's permanent University record.

### **Responsibilities of the Faculty**

At the beginning of each course and in writing on the course syllabus, faculty should explain plagiarism and cheating and the penalties for such behavior. They should refer students to the Student Handbook for a more detailed outline of policies and procedures.

### **Responsibilities of Student**

Students are responsible for knowing the policies regarding academic dishonesty and the penalties for such behavior. Failure of an individual faculty member to remind students of what constitutes cheating and plagiarism does not relieve the student of this responsibility.

As required by the honor code, students should inform the faculty members of incidents of academic dishonesty taking place in their courses. If a student reports an honor code violation to a staff member, the staff member should direct the student to report the incident to the appropriate faculty member.

### **Review of Academic Progress**

A student's progress is reviewed at the close of each term. At that time, the Dean reviews the grades of all students who have not met College standards. While individual consideration is given to each student experiencing academic difficulty, the Dean is guided by the following:

All undergraduate students are expected to maintain at least a 2.0 cumulative grade point average (GPA), while all graduate students are expected to maintain at least a 3.0 GPA.

Any student may be warned, placed on probation, or placed on mandatory leave of absence at any time by the Dean for marked deficiency in scholarship.

- Academic warning: All students will be placed on academic warning for excessive incompletes and/or a term average below 2.0 for undergraduate students or 3.0 for graduate students.
- Academic probation: All students will be placed on academic probation for a cumulative GPA below 2.0 for undergraduate students or 3.0 for graduate students; or two semesters of term averages below 2.0 for undergraduate students or 3.0 for graduate students. Probationary status may endanger the continuation of financial aid.

## **Degree Programs**

### **Doctorate of Nursing Practice**

The Doctorate of Nursing Practice (DNP) is a clinical doctorate that prepares nurses to practice as clinical leaders in the health care delivery system. Graduates of the DNP program have a skill set and competencies to function in clinical leadership roles depending on student interest and career trajectory.

### **Program Structure**

The DNP program is a low-residency, online program. Students can complete the 27 credit DNP program in 12 months of full time study, including 500 clinical hours. The program culminates in an evidence based capstone experience.

### *Degree Requirements*

27 credits, including:

|        |                                                               |
|--------|---------------------------------------------------------------|
| NUR700 | Structure & Application of Contemporary Nursing Knowledge (3) |
| NUR702 | Developing Practice Scholarship (3)                           |
| NUR703 | Ethical Issues (3)                                            |
| NUR704 | Quality Improvement in Health Care (3)                        |
| NUR705 | Evidence-Based Practice (3)                                   |
| NUR706 | Professional Communication for Nurse Executives (3)           |
| NUR707 | Grantsmanship (3)                                             |
| NUR799 | Capstone Experience (6)                                       |

### *Clinical Requirements*

DNP students are required to complete 500 clinical hours during the program in NUR702 (125 hours), NUR704 (125 hours) and NUR799 (250 hours). The DNP clinical is an advanced practicum that allows DNP students an opportunity that includes, but is not limited to: gaining and applying advanced skills in the clinical setting; linking policy making within clinical systems, or local, regional, or national organizations; translation of evidenced based research into practice through policy or practice innovation; and to serve as change agents in health care delivery settings. Clinical is defined by the Chatham University Nursing program faculty as those experiences that DNP students log as they develop clinical expertise and transition to achieve the DNP student learning outcomes.

## **Professional Doctorate of Occupational Therapy**

The Professional Doctorate of Occupational Therapy (OTD) program is designed for occupational therapy clinicians and/or academicians who want to enhance their careers and be professional leaders. Students learn to apply evidence-based literature and bring practice to a heightened level of professional accountability, develop into a professional leader in areas of public policy, professional advocacy, and business management, gain additional theoretical knowledge and clinical competence, and practice concepts of educational theory and measurement as it relates to both clients and students. Each course is intricately connected to the professional student's practice focus. Student growth is not simply academic; what is learned in "the classroom" can be applied directly to the student's work setting. The student will grow into an advanced clinician. The professional student's practice focus may be the setting in which they work, or may extend into the community or an emerging practice area.

### **Program Structure**

The online OTD program consists of ten (10) courses that are intricately connected to the professional student's practice focus. The online learning experience is enhanced with two short required residencies at Chatham University in Pittsburgh.

### *Degree Requirements*

30 credits, including:

|        |                          |
|--------|--------------------------|
| OTD740 | Occupational Science (3) |
|--------|--------------------------|

|        |                                              |
|--------|----------------------------------------------|
| OTD741 | Evidence-Based Practice (3)                  |
| OTD742 | Advanced Practice Concepts and Skills (3)    |
| OTD750 | Occupational Therapist as Entrepreneur (3)   |
| OTD751 | Applied Evidence-Based Practice (3)          |
| OTD752 | Education Theory and Technology (3)          |
| OTD760 | Leadership and Professionalism (3)           |
| OTD766 | Methods of Evaluation (3)                    |
| OTD770 | Capstone I: Design and Implementation (3)    |
| OTD771 | Capstone II: Evaluation and Presentation (3) |

Experienced Occupational Therapists who hold a Bachelor's degree in Occupational Therapy, but no Master's degree, have the option to bridge into Chatham's Bachelors-to-OTD program. Before entering the 16-month cohort, students will complete the following pre-requisites. All courses may be completed online at Chatham University:

- Principles of Evidence-Based Practice (3 credits)
- Research Methodology (3 credits)
- Conceptual Models in Occupational Therapy (3 credits)
- Introduction to Professional Writing (3 credits)

### **Master of Arts in Healthcare Quality Management (with Certificate Option)**

The Master of Arts in Healthcare Quality Management is designed for individuals who work in a healthcare environment, either as a clinician or staff member/administrator who wishes to gain specialized knowledge in healthcare management.

#### **Program Structure**

The MA in Healthcare Quality Management is a two-year, part-time online program consisting of 33 credits (11 courses). Students who complete the first 18 credits (6 courses) will be awarded a Chatham University Post-baccalaureate Certificate in Healthcare Management.

#### *Degree Requirements*

33 credits, including:

|        |                                                             |
|--------|-------------------------------------------------------------|
| HCQ501 | History and Philosophy of Healthcare Quality Management (3) |
| HCQ502 | Tackling Healthcare Change (3)                              |
| HCQ503 | Change Management in Healthcare (3)                         |
| HCQ504 | Patient Safety: Strategic and Operational (3)               |
| HCQ505 | Special Topics in Healthcare Quality Management (3)         |
| HCQ506 | Project (3)                                                 |
| HCQ601 | Performance Measurement and Planning (3)                    |
| HCQ602 | Leadership in Healthcare Quality Management (3)             |
| HCQ603 | Information Management (3)                                  |
| HCQ604 | Research in Healthcare Quality Management (3)               |

### **Master of Arts in Integrative Health Studies (with Certificate Option)**

The Master of Arts in Integrative Health Studies (IHS) is designed for individuals who work in a healthcare environment and are interested in expanding their knowledge of non-mainstream and integrative medicine modalities. The MA in Integrative Health Studies incorporates integrative modalities in Western Medicine, with a focus on helping each patient achieve optimal health and healing.

#### **Program Structure**

The MA in Integrative Health Studies is a two-year, part-time online program consisting of 33 credits. Students who complete the first 18 credits(6 courses) will be awarded a Chatham University Post-baccalaureate Certificate in Integrative Health Studies.

#### *Degree Requirements*

33 credits, including:

|        |                                                          |
|--------|----------------------------------------------------------|
| IHS501 | History and Philosophy of Integrative Health Studies (3) |
| IHS502 | Health Policy (3)                                        |
| IHS503 | Biology-Based Therapies (3)                              |
| IHS504 | Ethical Issues in Integrative Health Practice (3)        |
| IHS505 | Evidence-Based Literature Review (3)                     |
| IHS506 | Data Analysis and Interpretation (3)                     |
| IHS601 | Cultural Competency in Integrative Healthcare (3)        |
| IHS602 | Whole Medical Systems (3)                                |
| IHS603 | Integrative Health Coaching (3)                          |
| IHS604 | Spiritual Wellness (3)                                   |
| IHS605 | Thesis or Demonstration Project (3)                      |

### **Master of Arts in Medical Informatics**

Healthcare Informatics utilizes information technology and management to optimize the electronic acquisition, analysis, synthesis, and secure use of information in the healthcare industry. This program will provide an educational experience for individuals who seek to enhance their knowledge of the intersection of healthcare and information technology. There is a pressing need for more individuals with knowledge and skills in information technology. The course of study is more useful for those interested in gaining skills in healthcare informatics to complement their existing career as a physician, nurse, other healthcare professional, IT professional, administrator or healthcare manager.

#### **Program Structure**

The Master of Arts in Medical Informatics is a 33 credit program. Courses are offered online in consideration of the professional student's other obligations

### *Degree Requirements*

33 credits, including:

|                                                                     |                                                                                                        |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| MIF501                                                              | Information Management in a Healthcare Environment (3)<br>(Requires a two-day residency in Pittsburgh) |
| MIF502                                                              | Medical Informatics Project Management (3)                                                             |
| MIF503                                                              | Healthcare Economics (3)                                                                               |
| MIF504                                                              | Leadership Theory (3)                                                                                  |
| MIF505                                                              | Change Management (3)                                                                                  |
| MIF601                                                              | Health Information Legal Issues (3)                                                                    |
| MIF602                                                              | Quality & Performance Improvement in Healthcare Settings (3)                                           |
| MIF603                                                              | Clinical Data Warehousing (3)                                                                          |
| MIF604                                                              | Healthcare Data Mining (3)                                                                             |
| MIF605                                                              | Biomedical Research Methods (3)                                                                        |
| 1 elective course from a variety of graduate-level business courses |                                                                                                        |

## **Master of Fine Arts in Creative Writing - Low Residency**

Chatham University's Low-Residency Master of Fine Arts Creative Writing (MFA) program is 39 credits hours that can be completed in two years with two summer residencies of 10 days each. The program is very similar to Chatham University's highly acclaimed residency program with the same innovative focus on nature, environment and travel writing. It is the premier graduate program for nurturing creative writers interested in the environmental imagination and place-based writing. The program is inspired by alumna, Rachel Carson, a creative writer whose work demonstrates both lyricism and social conscience.

### **Program Structure**

The low-residency program is different from the residency program in a few ways. First, in lieu of writing workshops each term, students take mentorships with a publishing writer. Second, although the literature and content courses students enroll in will be the same as those taught in the residency program, they will be taught in an electronic classroom environment. Third, low-residency students must complete two residencies of ten days each in their first and second summers.

Residencies will take place on the Chatham University campus in Pittsburgh and will consist of intensive workshops, craft lectures, panels and readings with well-known creative writers. Low-residency student have the opportunity to take one of the creative writing field seminars along with the residency students in lieu of one of the summer residencies, although the field seminar is not required. Field seminars include additional fees for travel and lodging and will vary depending on the location.

### *Degree Requirements*

39 credits, including:

|        |                                      |
|--------|--------------------------------------|
| ENG584 | Nature and Environmental Writing (3) |
| ENG585 | Travel Writing (3)                   |

|        |                                                      |
|--------|------------------------------------------------------|
| ENG612 | Mentorship I (6)                                     |
| ENG712 | Mentorship II (6)                                    |
| ENG674 | Residency I (3) or Field Seminar<br>Residency II (3) |

Five content courses, two of which must be literature courses (15)

## **Master of Professional Writing**

Chatham University's Master of Professional Writing (MPW) program is a broad-based course of study that leads to a unique, professional degree. Students will explore the practice of writing in a variety of professional contexts, including technical writing, speech writing, business correspondence, writing for electronic media, journalism and critical writing. Student may also incorporate courses that build on their abilities as creative writer while retaining a professional focus. By bringing today students from a variety of different backgrounds, the MPW program offers an educational experience that more accurately reflects the realities of today's shifting and expanding business world.

### **Program Structure**

The MPW program consists of 30 credits completed in the online format. Students will gain experience working in a variety of business formats and will be prepared to assume positions that demand highly-developed communication skills. Chatham University's MPW program allows students to choose a concentration of Web-Content Design, Technical Writing or a general professional writing degree.

#### *Degree Requirements*

30 credits, including:

|        |                                          |
|--------|------------------------------------------|
| PWR601 | Introduction to Professional Writing (3) |
| PWR699 | Professional Writing Practicum (3)       |

Choose 24 credits from:

|        |                                                |
|--------|------------------------------------------------|
| PWR605 | Speech Writing (3)                             |
| PWR616 | Technical Writing (3)                          |
| PWR625 | Business and Organizational Writing (3)        |
| PWR632 | Science and Environmental Writing (3)          |
| PWR641 | Financial Writing (3)                          |
| PWR653 | Newspaper and Magazine Writing and Editing (3) |
| PWR662 | Writing for the Internet                       |
| PWR673 | Web Design and Development I (3)               |
| PWR674 | Web Design and Development II (3)              |

## **Master of Science in Infant Mental Health Counseling**

The Master of Science in Infant Mental Health Counseling program focuses on the personal and professional growth of students and prepares them to promote infant-caregiver relationships. Students in

this program are given the chance to engage in community-based leadership opportunities and to interact with nationally recognized leaders in the Infant Mental Health field. The Master of Science in Infant Mental Health Counseling program will allow students to complete the necessary credit hours to become a licensed counselor (LPC) in the Commonwealth of Pennsylvania.

### **Program Structure**

The Master of Science in Infant Mental Health Counseling is a 60 credit degree program consisting of 42 prerequisites credits, 9 elective credits and 9 field placement credits through practicum and internships in a variety of settings that serve infants, toddlers, and their families with Reflective Supervision provided by faculty. Classes are offered online, in the evenings and on the weekends and students can enroll in full-time or part-time studies.

#### *Degree Requirements*

60 credits, including:

##### Prerequisite Courses (42 credits)

|        |                                                                 |
|--------|-----------------------------------------------------------------|
| PSY506 | Essentials of Infant Mental Health (3)                          |
| PSY508 | Infant Development (3)                                          |
| PSY510 | Infant Assessment (3)                                           |
| PSY512 | Practices & Principles of Infant Mental Health Intervention (3) |
| PSY514 | Infant Attachment: A Dual Relationship (3)                      |
| PSY518 | Family Interactions                                             |
| PSY555 | Statistics & Research (3)                                       |
| PSY617 | Psychology of Culture & Identity (3)                            |
| PSY629 | Human Development (3)                                           |
| PSY627 | Vocational & Career Counseling (3)                              |
| PSY642 | Assessment (3)                                                  |
| PSY662 | Theories & Techniques of Counseling (3)                         |
| PSY672 | Group Counseling (3)                                            |
| PSY681 | Professional Integration Seminar (3)                            |

##### Electives (9 credits)

|        |                                                        |
|--------|--------------------------------------------------------|
| PSY6XX | The Neonatal Intensive Care Unit (NICU) Experience (3) |
| PSYXXX | Foundations of Family Therapy (3)                      |
| PSY678 | Developmental Psychopathology (3)                      |
| PSY6XX | Infant-Parent Psychotherapy (3)                        |

##### Field Placements (9 credits)

|        |                   |
|--------|-------------------|
| PSY682 | Practicum (3)     |
| PSY685 | Internship I (3)  |
| PSY686 | Internship II (3) |

## **Master of Science in Infant Mental Health**

The Master of Science in Infant Mental Health program focuses on the personal and professional growth of students and prepares them to promote infant-caregiver relationships. Students in this program are given the chance to engage in community-based leadership opportunities and to interact with nationally recognized leaders in the Infant Mental Health field.

### *Program Structure*

The Master of Science in Infant Mental Health is a 36 credit degree program consisting of 27 core course credits and 9 field placement credits through practicum and internships in a variety of settings that serve infants, toddlers, and their families with Reflective Supervision provided by faculty. Classes are offered online, in the evenings and on the weekends and students can enroll in full-time or part-time studies.

### *Degree Requirements*

36 credits, including:

|        |                                                        |
|--------|--------------------------------------------------------|
| PSY506 | Essentials of Infant Mental Health (3)                 |
| PSY508 | Infant Development (3)                                 |
| PSY510 | Infant Assessment (3)                                  |
| PSY512 | Practices & Principles of IMH Intervention (3)         |
| PSY514 | Infant Attachment: A Dual Relationship (3)             |
| PSY518 | Family Interactions (3)                                |
| PSY6XX | The Neonatal Intensive Care Unit (NICU) Experience (3) |
| PSY6XX | Infant-Parent Psychotherapy (3)                        |
| PSY678 | Developmental Psychopathology (3)                      |
| PSY682 | Practicum (3)                                          |
| PSY685 | Internship I (3)                                       |
| PSY686 | Internship II (3)                                      |

## **Graduate Certificate in Infant Mental Health – Low Residency**

Chatham University's Infant Mental Health (IMH) certificate program focuses on relationship-based training in order to promote optimal development of infants and families. The coursework includes academic and applied training based on the most current research to prepare students for work with infants and their families. Training will emphasize service learning and experiential opportunities.

### **Program Structure**

The IMH Low-residency certificate program is a three semester flexible cohort model that includes 6 courses taught online in an electronic classroom environment. In conjunction with their course work students will participate in a one full weekend residency to complete the program. Students have the option to complete the Credit certificate or Non-credit certificate.

### *Certificate Requirements*

18 credits, including:

|        |                                                                   |
|--------|-------------------------------------------------------------------|
| PSY506 | Essentials of Infant Mental Health (3)                            |
| PSY509 | Infant Development (3)                                            |
| PSY510 | Infant Assessment (3)                                             |
| PSY512 | Practices and Principles of Infant Mental Health Intervention (3) |
| PSY514 | Infant Attachment and Family Interactions (3)                     |
| PSY518 | Family Interactions (3)                                           |

## **Master of Science in Interior Architecture**

The Master of Science in Interior Architecture (MSIA) is a 30 credit post professional degree, for students with a first professional degree in interior design or architecture. Students develop a specialization in interior design that can be applied in practice or serve as a foundation for a career in higher education or enrollment in a doctoral program program that allows students to explore a specific building type, user group or design issue in depth and to develop a specialization.

### **Program Structure**

The MSIA program is a 30 credit degree completed online. Students will participate in supervised teaching and will defend their thesis in residence at Chatham University.

### *Degree Requirements*

30 credits, including:

|                                  |                                               |
|----------------------------------|-----------------------------------------------|
| IAR655                           | Graduate Research Methods (3)                 |
| IAR661                           | Interior Architecture Inquiry (3)             |
| IAR662                           | Issues in Interior Architecture (3)           |
| IAR670                           | Supervised Teaching (3)                       |
| IAR680                           | Thesis (3)                                    |
| IAR681                           | Thesis (3)                                    |
| BUS515                           | Statistical Research Methods for Business (3) |
| PWR625                           | Business and Organizational Writing (3)       |
| 2 electives from any program (6) |                                               |

## **Master of Science in Nursing**

Chatham University Nursing Programs offers a 32 credit Master of Science Degree in Nursing (MSN). The program prepares students to become world ready nurse educators or nurse leaders. The Chatham University MSN program requires 15 credits of MSN Core courses and 17 credits in the Nurse Educator or Nurse Leadership tracks.

## **Program Structure**

The Chatham University MSN program is delivered as a low-residency program. The program builds on the Bachelor of Science in Nursing foundations by preparing advanced practice nurses as nurse educators or leaders in a variety of settings. A cohort for each track is admitted each Fall. Students can enroll in full-time or part-time studies.

### *Degree Requirements*

32 credits, including:

#### Core courses (15 credits)

|        |                                                            |
|--------|------------------------------------------------------------|
| NUR501 | Theoretical Foundations Guiding Nursing Practice (3)       |
| NUR510 | Population-Focused Community and Global Health Issues (3)  |
| NUR600 | Advanced Nursing Research (3)                              |
| NUR605 | Advanced Practice Leadership and Role Development (3)      |
| NUR615 | Health Care Delivery Systems: Past, Present and Future (3) |

#### Nursing Education Track (17 credits)

|        |                                                                 |
|--------|-----------------------------------------------------------------|
| NUR631 | Teaching Strategies for Nurse Educators (3)                     |
| NUR641 | Technology and Health Care Informatics in Nursing Education (3) |
| NUR651 | Nurse Educator Roles (3)                                        |
| NUR661 | Curriculum Development and Evaluation (3)                       |
| NUR699 | Capstone Practicum with Nurse Mentor (5)                        |

#### Nursing Leadership Track (17 credits)

|        |                                                        |
|--------|--------------------------------------------------------|
| NUR630 | Health Care Economics (3)                              |
| NUR640 | Human Resource Concepts for Nursing Leaders (3)        |
| NUR650 | Leadership for Change in Health Care Organizations (3) |
| NUR660 | Leadership Seminar (3)                                 |
| NUR698 | Leadership Capstone Practicum (5)                      |

## **Bachelor of Arts in Professional Studies – Enterprise Program for Women**

The Enterprise Program for Women is a distinctive program development to provide the returning adult women, age 24 and above, with the opportunity to complete her bachelor's degree.

## **Program Structure**

The 120 credit program is designed to allow students with no college to credit to take two classes at a time and complete the program in four years. A maximum of 75 credits may be transferred in to the Enterprise program from prior coursework and learning.

Students in the Enterprise Program will complete a Bachelor of Arts in Professional Studies with a concentration in Psychology, Business or Communications.

*Degree Requirements*

120 credits, including:

Core Courses (40 credits)

- Art/Music (3)
- Diversity and Identity (3)
- Enterprise Seminar (3)
- Environmental Studies (3)
- Humanities (3)
- Integrative Seminar (3)
- Lab Science (4)
- Math (3)
- Public Speaking (3)
- Women and Work: Multiple Perspectives (3)
- Social Science (3)
- Wellness (3)
- Writing (3)

Electives (50 credits)

- Any undergraduate online courses offered through College for Continuing and Professional Studies
- Undergraduate on-ground courses, with permission
- Specific Enterprise Program elective courses, to be developed

Business Concentration (30 credits)

|        |                                                      |
|--------|------------------------------------------------------|
| ACT222 | Financial Accounting Principles (3)                  |
| BUS105 | Introduction to Management (3)                       |
| BUS225 | Business Communication (3)                           |
| BUS235 | Group Dynamics in Organizations (3)                  |
| BUS245 | Marketing (3)                                        |
| BUS272 | Introduction to Finance (4)                          |
| BUS300 | Organizational Research and Quantitative Methods (3) |
| CMP140 | Introduction to Computer Science (3)                 |
| ECN101 | Principles of Macroeconomics (3)                     |
| PHI212 | Business Ethics (3)                                  |

Communication Concentration (30 credits)

|        |                                           |
|--------|-------------------------------------------|
| CMP140 | Introduction to Computer Science (3)      |
| COM106 | Mass Communication and Modern Society (3) |
| COM166 | Global Communications (4)                 |
| COM141 | Media Literacy (3)                        |

|        |                                     |
|--------|-------------------------------------|
| COM251 | News Writing and Editing (3)        |
| COM400 | Media Ethics and Responsibility (3) |
| COM260 | Public Relations (3)                |
| COM234 | Persuasion (3)                      |
| ENG241 | Business Writing (3)                |

#### Psychology Concentration (30 credits)

|        |                                        |
|--------|----------------------------------------|
| CMP140 | Introduction to Computer Science (3)   |
| PSY101 | General Psychology (3)                 |
| PSY214 | Foundations of Behavioral Research (4) |
| PSY323 | Personality (3)                        |
| PSY326 | Psychology of Learning (3)             |
| PSY361 | Psychobiology (3)                      |
| PSY351 | Childhood and Adolescence (3)          |
| PSY352 | Adult Behavior (3)                     |
| PSY333 | Abnormal Behavior (3)                  |
| PSYXXX | Capstone (3)                           |

### **Bachelor of Science in Nursing for RNs (RN-to-BSN)**

Chatham University's Rn-to-BSN program is based on a strong liberal arts and science foundation preparing you with the knowledge, skills and attitude to perform creatively, ethically and effectively.

#### **Program Structure**

The RN-to-BSN program is an online degree completion program that requires completion of a total of 120 credit hours in college level courses. Students must maintain a cumulative 2.0 or better to be awarded the Bachelor of Science in Nursing degree.

#### *Degree Requirements*

26 credits, including:

|        |                                                |
|--------|------------------------------------------------|
| NUR402 | Health Policy and Ethics in Nursing (3)        |
| NUR403 | Issues in Women's Health Nursing (3)           |
| NUR404 | Community and Environmental Health Nursing (3) |
| NUR405 | Cross Cultural Nursing (3)                     |
| NUR406 | Issues in Geriatric Nursing (3)                |
| NUR407 | Nursing Research (3)                           |
| NUR408 | Nursing with Underserved Populations (3)       |
| NUR499 | Nursing Practicum (5)                          |

#### *Liberal Arts Electives*

Students will need to complete a group of college level general education courses along with the core courses. A growing selection of liberal arts courses will be available online each term to satisfy this requirement. Students may transfer up to 75 credit hours of college level courses into the program. A minimum of 45 credits, including the 26 credits of core nursing courses, must be taken at Chatham University. (Registered nurses who are graduates of select nursing schools with established articulation agreements are subject to the criteria of the agreement.)

### *Clinical Requirements*

To enable students to complete the necessary clinical experiences, Chatham University requires students to complete a self directed clinical placement process. This process is made up of the following steps: 1) Each student contacts the clinical coordinator to identify a “preceptor”; 2) Student and/or coordinator contacts the preceptor; 3) The student develops a learning contract with learning goals and identified project; 4) A conference call occurs between the student, preceptor and clinical coordinator; 5) At the conclusion of the course, the preceptor submits to the faculty member a written evaluation of the student’s work and the student does a self-assessment. These evaluations become part of the overall assessment of the student’s performance in that class.

## **Undergraduate Certificate Program in Green and Sustainable Management**

The Undergraduate Certificate Program in Green and Sustainable Management allows undergraduate students to increase their understanding of the concepts and importance of looking at professions from a green and sustainable perspective. The Certificate will enhance any undergraduate degree choice because of the increase in jobs and focus on green and sustainable management in the job economy.

### *Program Structure*

The Undergraduate Certificate Program in Green and Sustainable Management is a 24 credit certificate consisting of 15 credits of core courses and 9 credits of concentration courses taken in an electronic classroom. This certificate will also allow transfer students from the Enterprise Program for Women to take the 21 or more credits of elective courses required to complete their bachelor’s degree.

### *Degree Requirements*

24 credits, including:

#### Core Courses (15 credits)

|        |                                                       |
|--------|-------------------------------------------------------|
| SUS101 | Sustainability and the Green Environment (3)          |
| SUS102 | Energy Sources, End Users, and Impacts (3)            |
| SUS103 | Green Building Materials and Construction Methods (3) |
| SUS104 | Green and Sustainable Management and Leadership (3)   |
| SUS216 | Internship or Project (3)                             |

#### Sustainable Design Concentration (9 credits)

|        |                                                                     |
|--------|---------------------------------------------------------------------|
| SUS201 | Sustainable Planning, Environmental Site Design and Development (3) |
| SUS202 | Sustainable Water Resources Management (3)                          |

SUS203                      Green Architecture

Renewable Energy Concentration (9 credits)

SUS204                      Solar and Small Wind Energy Systems (3)  
SUS205                      Cogeneration and District Solutions (3)  
SUS206                      Bio-energy and Geothermal Energy Systems Design (3)

Sustainability Concentration (9 credits)

SUS210                      Global Environmentalism (3)  
SUS211                      Economics of the Environment (3)  
SUS212                      Social Equality and Inequality (3)

Environmental Management Concentration (9 credits)

SUS213                      Environmental Management (3)  
SUS214                      Environmental Politics (3)  
SUS215                      Conservation Biology (3)

## **Undergraduate Certificate Program in Integrated Health Studies**

The Undergraduate Certificate Program in Integrated Health Studies is for undergraduate students who are interested in health professions as well as the online Bachelor of Science in Nursing students who are required to take 20 credits of general studies at Chatham. This certificate provides students with the knowledge and understanding of different health professions, how they are all integrated and also allow students to explore their interest in health studies.

### **Program Structure**

The Undergraduate Certificate in Integrated Health Studies is a 20 credit certificate program consisting of 14 core course credits and 6 concentration course credits. The certificate program courses are offered in an online classroom.

#### *Degree Requirements*

20 credits, including:

Core Courses (14 credits)

- Introduction to Integrated Health Studies (3)
- Nutrition and Exercise (3)
- Spiritual Wellness and Healing (2)
- Ethics in Healthcare (3)
- Healthcare in a Multicultural Society (3)

Women's Health Concentration (6 credits)

- Overview of Women's Health Issues (3)

- Initiatives in Women's Health with Project (3)

Community Health Concentration (6 credits)

- Overview of Community Health Issues (3)
- Initiatives in Community Health with Project (3)

Global Health Concentration (6 credits)

- Overview of Global Health Issues (3)
- Initiatives in Global Health with Project (3)

Environmental Health Concentration (6 credits)

- Overview of Environmental Health Issues (3)
- Initiatives in Environmental Health with Project (3)

# College for Continuing and Professional Studies Course Descriptions

## ACT 510 Accounting Fundamentals (3)

An accelerated study of accounting and financial management issues and techniques to provide insight into the financial performance of organizations. The course is a comprehensive study of the preparation, interpretation, analysis, and use of accounting statements and financial information.

## ART 271 Asian Art (3)

This course surveys the art of India, China, Southeast Asia, Korea, and Japan from the earliest civilizations to the modern period. Since much Asian artistic production was inspired by religious belief, students also will be introduced to the major currents of Asian religion and philosophy, including Buddhism, Hinduism, Jainism, Islam, Confucianism, Daoism, and Shintoism.

## BUS 505 Managing Organizational Behavior (3)

This course examines the broad area of human behavior in organizations. It explores the individual, group, and organizational levels of interaction. Topics include perception and attribution, communications, group dynamics, decision making, motivation and leadership, organizational power, politics and conflict, culture, and change. Particular attention is given to issues of diversity and how all these topics relate to women's development as managers and leaders.

## BUS 508 Essentials of Marketing (2)

This course will introduce students to marketing concepts relevant in any sector of business. Topics will include market analysis, product strategy, the marketing mix, and managing the marketing program. Course material will be presented through online discussion, collaborative activities, assigned readings, and team creation of a comprehensive marketing plan.

## BUS 512 Fundamentals of Finance (3)

This course examines the mechanics of wealth creation in a practical context. Topics include the time value of money, portfolio theory, money, and capital markets, financial statements analysis, tax structures, monetary and fiscal policy and economic performance, and the influence of events in the global economy.

## BUS 515 Statistical Research Methods of Business (3)

This course examines the fundamentals of research and quantitative methodology with emphasis on the use of statistical analysis by business. Topics include statistical measures and distributions, application of probability to statistical inference, experimental design, hypothesis testing, linear correlation, and statistical quality control. Focus is on business applications of statistics using problems and case studies. Course uses computer-based statistical package for data analysis.

## BUS 517 Economic Analysis for Managerial Decisions (3)

This introduction to economic analysis examines the major areas of study within microeconomics and macroeconomics and teaches students to apply the basic tools of economic analysis to policy and business decision making. Topics include supply and demand, production functions, cost, market structure, inflation, unemployment, and economic growth.

#### BUS 519 Global Marketing (3)

This course examines marketing concepts and methods, including product, pricing, promotion, and distribution strategies. The course explores the nature and dynamics of consumer markets. Concepts and constructs are used to identify and measure market segments as a basis of market strategy.

#### BUS570 International Business (2)

This course introduces students to the world of international business and management by studying cultural influences, government, and business structures in our global economy. Students also learn about trade relations, international finance and legal and labor agreements. Also covered, are topics on information needs, production systems, marketing and promotion, and career planning.

#### BUS 576 Organizational Behavior (2)

This course will develop an understanding of the key issues managers need to master in order to manage the interface between people and organizations. The course begins with a focus on the individual within the organization, then progresses to a broader focus on the organization as a whole, and organizational culture.

#### BUS 571 Business Communication (2)

This course targets key aspects of business communication: persuasive presentation skills, writing skills and listening skills. By the end of this course, you will improve your ability to “sell” yourself and your ideas to others, develop a more effective and adaptable communication strategy, enhance your credibility and align your objectives with those of your audience, perfect your ability to grab and retain audience interest and understanding through how you structure what you say, and improve your nonverbal skills so that both your body language and vocal traits align with the image you seek to project.

#### BUS 625 Human Resource Management (3)

This course covers the primary functions of human resource management: recruitment and selection, training and development, employee/labor relations, and compensation and benefits. The effects of past and current HR practices on diverse groups and women’s career development are considered, and effective strategies for career mobility are emphasized. Recent legislation, developments and technology, and current employment issues in HR are also addressed.

#### BUS 635 Managing a Diverse Workforce (3)

This course gives students the knowledge and skills to effectively champion a diverse workforce as well as respond to the challenges and opportunities posed by the presence of diversity in organizations. By combining theory with concrete competency development through readings, case studies, and experiential activities, students will learn to manage real-life diversity issues and understand the connection between multicultural diversity and organizational bottom-line success.

### BUS 650 Global Management and Leadership (3)

This advanced seminar explores a varied selection of the rich literature concerning management and leadership that addresses the organizational challenges of the 21st century. Classic schools of thought, as well as new paradigms, receive critical evaluation. Case studies of successes and failures in management and leadership provide a basis for in-depth discussion. Various styles of effective leadership are examined with particular attention to female role models. Prerequisite(s): BUS 505 or 510

### BUS 651 Strategic Management: Organizational Change (3)

This course explores the systematic processes implicit in strategic planning, including definition of mission, environmental forecasting, analysis of risk, scenario construction, trend analysis, and formulation and implementation of strategy. Through analysis of cases drawn from diverse organizations, students develop approaches to corporate and nonprofit management at the top level. Prerequisite(s): Management core and 12 credits of advanced required courses or permission of the program director.

### BUS 674 Mgt-non-profit Organizations (3)

The nonprofit sector is a fast-growing part of the public domain. Students will get an overview of key areas of nonprofit management and how it compares to for-profit organizations. Students will examine processes and strategies that nonprofits have adopted from businesses and government entities, and how they can be adapted to fit the mission of the nonprofit organization.

### BUS 657 Management Information Systems (3)

This course emphasizes the use of computer resources for managers. This includes discussion and hands-on use of online resources and databases, project management systems, decision support systems, and database management systems. Topics also include systems analysis and design, management of technical personnel and security, and ethics in management information systems.

### BUS 670 Business Ethics in a Global Context (3)

This course provides an intellectual framework in which to consider the ways society and organizations affect an individual's ethical decision making. Students apply ethical decision tools to the numerous moral challenges confronting them in their professional careers with particular attention given to women and minorities in organizational life and the ethical dilemmas they may confront. The global context of ethical decision making is examined.

### BUS 673 Legal Aspects of Business (3)

This course introduces business law and the legal system in preparation for dealing with legal business issues and attorneys. Topics include civil procedure, torts, strict liability, legal fees and case management, common law contracts, the Uniform Commercial Code, partnerships, corporate law, estates and trusts, secured transactions, third-party rights, property, insurance, securities law, and ethics.

### BUS 675 Advanced Corporate Finance (3)

This course deepens an understanding of financial analysis tools and concepts. Students will learn how and when to use the financial-analytical tools required to make effective business and policy decisions. Functional areas addressed are assessing financial health, planning financial performance, and interpretation of data and recommendations.

#### BUS 676 Investments and Portfolio Management (3)

This course will discuss and teach the tools to objectively evaluate investment, portfolio, and market risks. Through case studies, lectures, videos, readings, and exams, students will learn the basic concepts and applications in investment decision making. An exercise in which students invest a predetermined sum of imaginary capital to choose a portfolio of personal assets gives firsthand experience into the competitive and potentially speculative nature of investment and portfolio management.

#### BUS 677 Organizational Training and Development (3)

This course teaches students about the process of improving individual performance in organizations. Topics include needs assessment, program design, implementation, evaluation, and related training and development topics. Emphasis is on both practical application of training and development concepts and presentation skills, training design, and implementation.

#### BUS 678 Entrepreneurship (3)

This course provides an understanding of the entrepreneurial process. It begins with a perspective of the entrepreneur and covers areas such as starting a venture, financing options, managing and growing the business and finally harvesting strategies. The student will integrate concepts from previous courses in management, finance, law, and marketing.

#### BUS 679 Business Negotiations and Communications (2)

Negotiation is the art and science of securing agreements between two or more interdependent parties. The purpose of this course is to understand the theory and processes of negotiation as it is practiced in a variety of settings. A basic premise of the course is that while managers need analytic skills to discover optimal solutions to problems, they also need a broad array of negotiation skills in order to get these solutions accepted and implemented. Upon completion of the class, students should recognize the two major negotiating approaches (distributive and integrative), understand the complexities that occur when multiple parties are involved in a negotiation, and have some practice applying the negotiating techniques explained in class.

#### BUS 693 Independent Study (3)

#### BUS 694 Internship (3)

#### BUS 696 Applied Research Project (3)

Each student selects a specific problem, question, or topic and is guided in the process of planning and conducting a management-related research project. Students present a final written project paper and make an oral presentation of their findings and recommendations.

#### COR 203 Citizenship and Civic Engagement: Issues in Activism (3)

This course is designed to educate students about various political, economic, and social issues in the United States, including but not limited to: the environment; the distribution of wealth and power; and current/proposed policies. In addition to knowledge of the issues, students will explore the impact of values, societal structure, and government process on our citizens. Students will learn strategies and

tactics to make their voices heard and to mobilize others to be actively engaged in their society. The course will also examine the role women have played in making a difference throughout our history. Prerequisite(s): completion of first-year general education requirements or placement based upon transfer credit.

#### COR 304 Diversity and Identity in a Global Context (3)

This course provides students with an understanding of issues pertaining to global diversity. Students will develop an understanding of how socially constructed categories such as race, sexuality, and nationality emerge, evolve, inform, and affect the individual. This course prepares students for responsible citizenship in a global community.

#### ENG 100 Multicultural Literature (3)

This survey course explores works written by multi-ethnic writers. In this course, students will spend considerable time learning the principles and methods of close literary analysis to develop critical reading and thinking skills. Students will examine how culture relates to literature: How does ethnic heritage contribute to writing? How do these writers define community and culture? How do strong oral traditions translate into literary forms? Students also will spend considerable time exploring the historical and social issues raised by the various texts. In discussing the many ways multicultural writers express their identities, students will attempt to analyze the complexity of their cultural identities.

#### ENG 241 Business Writing (3)

Business writing is designed to help students write clearly and effectively about a variety of subjects for specific audiences. Through actual writing practice and discussions of readings, a number of important issues are addressed, such as targeting an audience, determining methods of organization, and developing a flexible style.

#### ENG 357 Writers Writing: Process, Practice, and Perspectives (3)

The seminar considers the writing process, its elements, and purposes, as discussed by writers, scholars, and teachers of composition. Seminar topics include literacy acquisition, the history of composition studies, the development of invention procedures and revision strategies, the use and evaluation of composition studies, the creation of challenging and workable composition topics, the assessment of "errors" and error patterns, distinctions between "fiction" and "fact," the sociopolitical role of composition topics, and the role of composition courses and varieties of composition theory. Participants write often, critiquing texts and academic studies.

#### ENG 584 Nature and Environmental Writing (3)

This is a multi-genre course that focuses on the art and craft of nature and environmental writing. Students will read and study contemporary nature and environmental writing, and will be expected to generate creative work that illustrates a deep understanding of the literary tools available to writers in this genre.

#### ENG 585 Travel Writing (3)

This course focuses on the art and craft of travel writing. Students will read and study contemporary travel writing, and will be expected to generate creative work that illustrates a deep understanding of the literary tools available to writers in this genre.

#### ENG 612 Mentorship I (6)

This course is designed for students of the Chatham Low-Residency MFA in Creative Writing Program as the first-year tutorial class. During the mentorship, a student works one-on-one with a faculty mentor who guides the student's study of literature and craft; the mentor provides written commentary on the student's work.

#### ENG 674 Field Seminar (3)

The field seminar is a traveling creative workshop. This is a multi-genre course that is designed to push students outside the realm of comfort and make them question their assumptions about themselves and their culture. Travel locations and specific topics will vary. An additional fee applies to this course. May be repeated for credit.

#### ENG 712 Mentorship II (6)

This course is designed for students of the Chatham Low-Residency MFA in Creative Writing Program as the second-year tutorial class. This course is designed to expedite the development of the student's MFA thesis.

#### ENT201 Women and work: an Interdisciplinary Approach (3)

Students will enhance their writing, oral communication, and critical thinking skills by studying and analyzing the historical and contemporary representations of women in the workplace, alternative models and images of women and work, and how the feminist movement has impacted women's lives in the workplace.

#### HCQ 501 Healthcare Quality Management (3)

This course provides an introduction to the history and philosophies based on theory; practice and frameworks for quality management in health care organizations. Students will learn the current theoretical, methodological and practical views of healthcare quality and be able to apply the basics of quality improvement tools and perform data analysis.

#### HSC 500 Principles of Evidence Based Practice (3)

An examination of the practice and impact of evidence based medicine on the decision making processes surrounding patient care, availability of resources, and determination of best practices.

#### HSC 501 Research and Analysis in Health Care (3)

An overview of quantitative and qualitative research methodology as a method to review medical literature.

#### HSC 502 Life Span Issues and Health Care (3)

Provides a clinical and business-focused study of health care needs across the lifespan.

#### HSC 503 Diversity Issues in Health Care Delivery (3)

Exploration of the impact of cultural, ethnic, gender, racial, and other issues as they impact the delivery of health care.

#### HSC 504 Principles of Health Care Education (3)

Discussion of issues related to the delivery of health care information and its impact upon treatment and outcomes.

### HSC 600 Current Issues in Health Care (3)

Learners explore current trends in clinical medicine, health care delivery, legal issues, public policy and other areas that impact the delivery of health care in the United States and globally.

### HSC 601 Healthcare Policy and Medical Ethics (3)

Explores the policies and issues that govern patient care delivery and how laws, trends, and ethical considerations impact medical practice.

### HSC 602 Fundamentals of Public Health (3)

Analysis of the public health system in the United States and its role in delivery of care and monitoring of disease.

### HSC 603 The Business of Health Care (3)

Examines issues of reimbursement for services and financial aspects of the provision of care in the United States with comparisons to other health care models.

### IAR 655 Graduate Research Methods (3)

This graduate seminar is a review and analysis of published research in interior design and architecture. Students are introduced to various methods for gathering information and conducting research with emphasis placed on the selection and utilization of data collection strategies and tools, culminating in the development of a research proposal.

Cross-listed as LAR 680 and LNS 680.

### IAR 665 Special Topics (3)

Theory, research, and application are stressed in relation to interior architecture through various course topics. Special topics may include design and culture, design for special populations, design for specific building types, programming, post occupancy evaluation, and historic preservation.

### IAR 670 Supervised Teaching (3)

Students have the opportunity to assist with a class in interior architecture under the supervision of a faculty member.

### IAR 675 Independent Study (3)

In-depth investigation conducted independently by the student under the supervision of an instructor. This course may be taken to satisfy an elective requirement.

### IAR 680 Thesis (3)

The thesis is independently taken by a student under the guidance of a thesis committee. The final project is a written thesis with original research or a creative design project that is supported by in-depth information gathering and written material.

### IAR 681 Thesis (3)

The thesis is independently taken by a student under the guidance of a thesis committee. The final project is a written thesis with original research or a creative design project that is supported by in-depth information gathering and written material.

#### MTH 100 Mathematical Literacy (3)

This course explores the mathematics of everyday life and problem-solving skills needed to be world ready. Topics include how to plan an efficient distribution network, making sense of statistics, how information is made digital, how to design a fair and equitable voting system, symmetry in the world, and how to get out of debt.

#### MTH 108 Precalculus (3)

Development of essential skills in algebra and trigonometry, Topics include the coordinate system, functions and their graphs, solutions of equations and inequalities, introduction to transcendental functions, trigonometric functions and their graphs, trigonometric identities, and the historical and cultural significance of mathematics.

#### MTH 110 Elementary Statistics (3)

Topics include statistical measures and distributions, decision making under uncertainty, application of probability to statistical inference, linear correlation, introduction to nonparametric statistical methods, and application to problems drawn from the natural and social sciences. Three hours of class per week.

#### MTH 151 Calculus I (4)

This is the first course in the calculus sequence. Topics include differential and integral calculus for algebraic and trigonometric functions with applications. Prerequisite(s): MTH 105 and 106, or MTH 108, or equivalent.

#### MTH 152 Calculus II (4)

This is the second course in the calculus sequence. Topics include differential and integral calculus for the transcendental functions, advanced methods of integration, and infinite sequences and series. Prerequisite(s): MTH 151

#### NUR 402 Health Policy & Ethics in Nursing (3)

This course is designed to explore the role of health policy and ethics as they related to the practice of nursing. Students will compare and contrast ethical principles and legal issues that impact the delivery of nursing services. Topics covered will include patient rights, end of life issues, financing health care, federal and state regulatory issues, informed consent, and organ transplantation.

#### NUR 403 Issues in Women's Health Nursing (3)

This course will present an overview of issues relevant to women's health nursing. Nursing assessment techniques specific to female clients will be explored. Specific nursing interventions to promote women's health will be covered including HIV, early detection of female cancers, reproductive health, mental health issues, osteoporosis, pharmacokinetics, nutrition, and physical fitness.

#### NUR 404 Community and Environmental Health Nursing (3)

This course provides a framework for the development of nursing interventions promoting environmental health for individuals and communities. Students are placed in public health agencies for clinical practicum. Tools to assess the environmental health of a select community will be evaluated. Students will explore a particular nursing issue in greater depth as it relates to their clinical placements (air pollution, childhood cancers, toxic waste, noise exposure, etc).

#### NUR 405 Cross-Cultural Nursing (3)

This course provides a theoretical framework for the delivery of culturally competent nursing care. Concepts of illness, health, and wellness will be explored from a cultural belief system perspective. Recognizing cultural diversity, integrating knowledge of culture, and delivery of nursing care in a culturally appropriate/culturally sensitive manner will be studied.

#### NUR 406 Issues in Geriatric Health Nursing (3)

This course will provide an overview of issues relevant to geriatric health nursing. Nursing assessment techniques specific to older adults will be explored. Specific nursing interventions to promote older adult health will be covered including pharmacological considerations, nutrition, elder abuse, sexuality, coping with loss and grief, health and wellness promotion, and continuum of care.

#### NUR 407 Nursing Research (3)

This course is designed to enable students to critically analyze nursing research and determine the appropriateness of use of such nursing research in clinical practice. Ethical principles of nursing research, particularly the protection of human subjects and other ethical accountabilities inherent in the researcher's role will be explored. Students will identify a clinical problem relevant for investigation and select appropriate data collection methods. The completion of a research proposal is a requirement of this course.

#### NUR 408 Nursing in Underserved Populations (3)

This course provides a framework for the development of nursing interventions promoting health for underserved populations with a focus on minority health promotion. Students are placed in select primary settings devoted to the care of underserved/minority populations. Students will explore a particular nursing issue in depth as it relates to their clinical placements (access to health care, infant mortality, resources, cultural/communication barriers, issues related to aging)

#### NUR 499 Contemporary Nursing Leadership (5)

This is the final course in the RN to BS Nursing program. Through the exploration of unifying nursing leadership themes (influence, integrity, compassion, commitment, challenge, empowerment) students design, implement and evaluate a nursing leadership project in a clinical setting.

#### NUR 501 Theoretical Foundations Guiding Nursing Practice (3)

The Theoretical Foundations Guiding Nursing Practice course focuses on helping advanced practice nurses formulate and apply a wide range of nursing and scientific theories to practice. Students critique and apply theories from nursing and related sciences, and relate theory to research and patient-centered outcomes for individuals, families, and communities.

#### NUR 510 Population-focused Community & Global Health Issues (3)

This course focuses on global health issues and need for culturally sensitive, culturally congruent care of diverse minority and high-risk vulnerable populations at individual and societal levels.

#### NUR 600 Advanced Nursing Research (3)

The Advanced Nursing Research course provides masters level nurses principles and processes of nursing research leading to research utilization. The course focuses on assessing current and relevant research for delineating issues, translating research, competencies in analysis and evaluation of relevant research, practice innovations and evidence-based practice. Prerequisites: Statistics.

### NUR 605 Advanced Practice Leadership & Role Development (3)

The Advanced Practice Leadership & Role Development course focuses on role transition to advanced practice nurse. The course provides content on the history and present state of the nursing profession, advanced practice nurse roles, as well as requirements and regulations for advanced practice roles.

### NUR 615 Health Care Delivery Systems: Past, Present, & Future (3)

The Health Care Delivery Systems: Past, Present & Future focuses on developing understanding of policy, organizational design, and financing of health care services. There is emphasis on health care delivery and reimbursement systems and impacts on patient outcomes for individual, families, and communities locally, nationally, and internationally.

### NUR 630 Health Care Economics (3)

The Health Care Economics course focuses on examination and understanding of health care financing and reimbursement concepts preparing a world-ready nurse leader to function in a variety of health care delivery settings.

### NUR 631 Teaching Strategies for Nurse Educators (3)

The Teaching Strategies for Nurse Educators prepares nurse educators for a variety of roles impacting patient outcomes by developing knowledge and skill sets in pedagogy, teaching-learning theories, testing and measurement, educator roles, application of educational research, educational technologies, and learner-centered education.

### NUR 640 Human Resource Concepts for Nursing Leaders (3)

The Human Resource Concepts for Nursing Leaders course focuses on those concepts regarding legal, ethical, social, and political concepts of working in organizations.

### NUR 641 Technology & Health Care Informatics in Nursing Education (3)

The Technology & Health Care Informatics in Nursing courses focuses on educational and patient care technologies impacting learner outcomes in a variety of health care delivery environments. There is emphasis in on-line and non-traditional educational settings, teaching for multilingual audiences, and literacy in education.

### NUR 650 Leadership for Change in Health Care Organizations (3)

The Leadership for Change in Health Care Organizations course focuses on the needs of health care leaders to take health care delivery into the future through creative, innovative design initiatives focusing on a consumer-driven health care delivery system.

### NUR 651 Nurse Educator Roles (3)

The Nurse Educator Roles course focuses on the multiple roles and diverse practice environments for nurse educators. The course specifically focuses on roles sets and competencies in addition to certification requirements and preparation.

### NUR 660 Leadership Seminar (3)

The Leadership Seminar focuses on relevant and timely health care leadership issues confronting today's health care leaders. Topics will include how to become a better leader, getting support in a leadership role, mentoring others, being a role model, identifying resources for success in a leadership role.

#### NUR 661 Curriculum Development and Evaluation (3)

The Curriculum Development and Evaluation course focuses on curriculum design and implementation as well as valid and reliable methodologies for learner measurement and outcomes. Issues to be addressed include accreditation, program, course, and class objectives, engaging learners in learner-centered course design, integrating best practice into the classroom, and peer evaluation.

#### NUR 698 Leadership Capstone Practicum (5)

Nursing 698 is designed as a capstone course helping the nurse leader student put into practice what has been learned in the MSN in Nursing Leadership/Management Track. This is a precepted experience with a qualified preceptor in an area in which the student plans to work after completing the MSN.

#### NUR 699 Capstone Practicum with Nurse Mentor (5)

Nursing 699 is designed as a capstone course helping the nurse educator student put into practice what has been learned in the MSN in Nursing Education Track. This is a precepted experience with a qualified preceptor in an area in which the student plans to work after completing the MSN

#### NUR 700 Structure and Application of Contemporary Nursing Knowledge (3)

This course introduces the advanced practice nurse to the world of contemporary nursing knowledge, as formalized in conceptual models of nursing and nursing theories applied to clinical practice. There is emphasis on the metaparadigm, philosophies, conceptual models, theories, and empirical indicators linking them to clinical practice.

#### NUR 702 Developing Practice Scholarship (3)

This course prepares students with skills and competencies needed to build and assimilate knowledge for establishing a scholarly trajectory at a high level of complexity. This clinical course is the foundation for the culminating Capstone project focusing on improving practice or nursing education.

#### NUR 703 Ethics and Public Policy in Healthcare Delivery (3)

This course focuses on ethical issues and public policy in healthcare. Students develop strategies to manage ethical dilemmas and analyze health policy to educate, advocate and provide leadership in shaping health care policy

#### NUR 704 Quality Improvement in Health Care (3)

This clinical course focuses on the role of the executive nurse leader in quality improvement initiatives. The emphasis is on skills and competencies needed to provide a scientific knowledge base for leadership in quality healthcare and systems of change focusing on outcomes.

#### NUR 705 Evidenced Based Practice (3)

This course provides a foundation for evidence based practice integrating scientific research and advancing nursing leadership.

#### NUR 706 Professional Communication for Nurse Executives (3)

This course introduces students to strategies to improve professional communication with peers, subordinates, and patients in the health care environment.

#### NUR 707 Grantsmanship (3)

This course introduces students to strategies, skills, and technical competencies for grantsmanship for nurse leaders and executives.

#### NUR 799 Capstone Experience (6)

This clinical course provides an opportunity for the student to complete a specific project that demonstrates student synthesis of the student's work and lays the groundwork for future scholarship. This course culminates in a tangible and deliverable academic product derived from the practice immersion experience and is reviewed and evaluated by a designated faculty committee.

#### OTD 740 Occupational Science (3)

Professional students examine landmark occupational science literature and apply learned concepts of human nature and meaningful occupation to observation exercises within their practice focus.

#### OTD 741 Evidence-Based Practice (3)

This course is designed to provide the experienced therapist with a systematic method to critically evaluate and integrate the results of current scientific literature into the clinical decision making process. Students will participate in discussions and practical exercises to articulate clinical questions that can be answered through sources of scientific evidence. Strategies for searching relevant data bases, appraising and evaluating sources of evidence will be presented.

#### OTD 742 Advanced Practice Concepts and Skills (3)

Students apply The Occupational Therapy Practice Framework: Domain and Process (AJOT, 2002) and conceptual models most relevant for their practice focus to evaluation and intervention processes. Additionally, students redesign facility forms to reflect The OT Practice Framework's language and concepts.

#### OTD 750 Occupational Therapist as Entrepreneur (3)

This course provides the professional student with the knowledge and skills necessary to market and manage an occupational therapy practice in either traditional or emerging healthcare systems. Students develop business plans and marketing strategies and research potential financing through grants or loans. Legal and ethical issues impacting practice are also examined.

#### OTD 751 Applied Evidence-Based Practice (3)

Students continue to develop their ability to critically evaluate scientific evidence within their practice focus. Through a critical review of the literature, the professional student generates an evidence-based plan of assessment or intervention. This is linked to the Capstone Rotation.

#### OTD 752 Education Theory and Technology (3)

This course, through an examination of learning theories, provides the therapist with strategies to develop optimal learning experiences for their students, clients, caregivers, or employers. Coursework is applied directly in the professional student's educational and/or clinical setting. Students gain skills in current technological tools used in the teaching-learning environment.

#### OTD 760 Leadership and Professionalism (2)

The applied ethics portion of this course is an integrated review of the principles of ethics specific to therapy practice. Topics include: professionalism, reasoning, code of ethics, societal values and mores, conflicts of interest, and ethical patient care. The leadership and management portion of the course is an integrated review of the principles of leadership and management specific to therapeutic practices. Topics include: professionalism, strategic planning, supervision, quality assessment, marketing, principle-centered leadership, moral imperatives of leadership, and clinician as manager and leader.

#### OTD 766 Methods of Evaluation (3)

Linked to PTH 774/OTD 774 Education Theory and Technology, students learn to evaluate the effectiveness of their teaching and therapeutic interventions. Methods for survey and test construction are examined and practiced with consumers of our services: students, clients, and/or caregivers.

#### OTD 770 Capstone I: Design and Implementation (3)

The methods of evidence-based practice culminate in the professional student's design and implementation of an intervention within their clinical setting. Although an independent study, students network with the faculty mentor, administrators, and other professionals to gain skills in current technological tools used in the teaching-learning environment.

#### OTD 771 Capstone II: Evaluation and Presentation (4)

Professional students apply concepts from PTH 774/OTD 774 Education Theory and Technology and PTH 793/OTD 793 Methods of Evaluation as they evaluate the efficacy of implemented programs and present their findings. Presentations are conducted on the Chatham College campus to the Master of Occupational Therapy Program's faculty, students, and area clinicians. Additionally, the professional student writes and submits a brief report for professional publication or grant application.

#### PSY 152 Human Growth and Development (3)

Physical, cognitive, social, and emotional development are studied throughout the life span. Major theories of development are discussed. Applications and examples are presented from applied contexts. Special needs of individuals at various stages throughout the life span are addressed. This course is not a substitute for 200 and 300 level developmental courses that apply toward majors in psychology and social work and certification in education. Does not count toward the psychological major.

#### PSY 506 Essentials of Infant Mental Health (3)

This course will provide an introduction and overview of Infant Mental Health (IMH). Core theoretical concepts related to the practice of IMH will be examined. Emphasis will be placed on understanding how IMH principles provide a foundation for working with infants, toddlers, and families across settings and disciplines.

#### PSY 509 Infant Development (3)

This course will provide in-depth examination of infant development from conception to age 3. Participants will gain an understanding of the bio-psychosocial aspects of brain development, attachment theory, temperament, and the potential consequences of trauma and loss. The development of specific development milestones across key skills will be reviewed.

### PSY 510 Infant Assessment (3)

This course will provide students with an introduction and hands on experience completing developmental assessment of infants from a multidisciplinary perspective. Participants will learn to assess infant development of milestones in cognitive, social-emotional, communication, adaptive skills as well as sensory integration.

### PSY 512 Practice and Principles of Infant Mental Health Intervention (3)

This course introduces specific prevention and intervention approaches for promoting attachment relationships and social-emotional development in children aged 0 to 3 emphasizing evidence-based practice. Participants will gain valuable skills for assisting parents, caregivers, educators and children in the promotion of positive social, emotional and behavioral development.

### PSY 514 Infant Attachment: A Dual Relationship

This course will explore parent-infant interactions with specific emphasis on early attachment relationships between parents and child, problems in the attachments process, family systems, and interventions to improve the quality of parent-infant relationships. Opportunities to observe and assess attachment relationships and parent-infant interactions within different at-risk populations will be provided.

### PSY 625 Principles of Coaching for Leaders (3)

This course is an introduction to concepts, skills, and theories in leadership coaching using the Situational Leadership Model. The course will cover topics such as the three levels of listening and how to ask powerful questions. The course is designed to provide the skills necessary for those interested in becoming coaches for managers, supervisors, and leaders in a variety of organizations and environments. In addition, the students will learn how to help managers develop plans of action to increase productivity in the workplace.

### PWR 601 Introduction to Professional Writing (3)

This foundational course is designed as an introduction to professional writing genres, models, standards, and formats of the online Master of Professional Writing degree. The course features practical writing and editing experience in a collaborative work environment. The class will establish a basic level of writing skills among MPW students and will begin with the development, or enhancement, of students' skills in analysis, synthesis, summarizing, and expository writing. In the latter part of the course, students focus on the techniques that make professional writing flow and hold the reader's interest. A workshop approach helps beginning writers learn to craft their work so that it reads smoothly and communicates effectively. Topics include creating leads that command interest, developing a story or idea without foundering, making graceful and unobtrusive transitions, enriching the theme, and perfecting the ruthless art of self-editing. Students write short essays and critique their own published work.

### PWR 605 Speech Writing (3)

This course gives students the confidence and skills to write speeches that will inform and captivate their audiences. With an interactive format taking students through a variety of techniques that will improve their writing skills, this course also offers the opportunity for specific skills to be learned, including grabbing your audience-writing great openings; how to structure your speeches; communicating technical information and facts; and writing a great finish.

### PWR 616 Technical Writing (3)

This course teaches students how to prepare letter reports and technical reports about subjects that require technical explanations, diagrams, charts, and jargon understood by technical readers. In addition, this course teaches students how to present technical information to technical readers so they understand the concepts and can apply them in their work.

#### PWR 625 Business and Organizational Writing (3)

This course teaches students the rhetorical principles and writing practices necessary for producing effective business letters, memos, reports, and collaborative projects in professional contexts. All sections are offered in networked computer classrooms to ensure that students taking the course are prepared for the writing environment of the 21st century workplace. The course teaches the rhetorical principles that help students shape their business writing ethically, for multiple audiences, in a variety of professional situations.

#### PWR 632 Science and Environmental Writing (3)

This course focuses on the practice of writing about science, environment, medicine, and technology for audiences ranging from the general public to scientists and engineers. It starts with basic science writing for lay audiences, emphasizing organization and clear writing techniques and also explores problems of conveying highly complex technical information to multiple audiences, factors that influence science communication to the public, and interactions between scientists and journalists.

#### PWR 641 Financial Writing (3)

This course is concerned with the communication of financial information in writing: How should financial professionals construct documents? What are the writing techniques needed to make the numbers tell their own story? Topics include genres of financial writing (reports, presentations, correspondence), successful writing strategies (audience analysis, grammar usage, information gathering), organizing information, and using tables and charts.

#### PWR 653 Newspaper and Magazine Writing and Editing (3)

This course explores how newspaper and magazine reporters approach writing stories for newspapers, magazines, and/or electronic media. The course focuses on developing necessary skills in journalism. Class time is devoted to such topics as interviewing, sourcing of stories, accuracy, fairness, voice and audience. Case studies examine professional ethics and the role of the journalist in framing public discourse. Finally, the course also explores the ways that online publishing is affecting what journalists write, how they write it, and how the public reads it.

#### PWR 662 Writing for the Internet (3)

This class will prepare students to enter these fields by teaching the strategies and skills needed to make compelling interactive experiences. Specifically, students will focus on developing their abilities to conceptualize, design, and create multimedia applications. Areas of focus will include: strategies for understanding and documenting audience needs and expectations; basics of effective user interface design; and typical process and artifacts involved with multimedia application development.

#### PWR 673 Web Design and Development I (3)

This course will provide an introduction to the technical skills needed for designing on-line content and interactive multimedia. Current multimedia tools for use in creating web-based products will be taught with ample opportunity for practice. Students learn authoring tools and multimedia techniques while covering topics,

including non-text-based communication, integration of visuals, the animation of text and graphics, and digital video web-deployment.

#### PWR 674 Web Design and Development II (3)

A continuation of Web Design and Development I, this course will advance student knowledge and understanding of multimedia authoring tools.

#### PWR 699 Professional Writing Practicum (3)

This course must be taken as each student's last course in the MPW program. This capstone course is a self-directed, guided independent practicum in which the student will produce a written project to the specifications of a "client" in one of the disciplinary areas of study. At the same time, students will have the opportunity to participate in a workshop-style program in which they will analyze the editorial and communication interests of various consumers of writing services (corporate communication offices, magazines, online venues, etc.). The workshop will explore many areas of the business of being a writer and cover copyright and contracts, cover and query letters, standard business practices – and strategies for success.

#### SUS 101 Introduction to Sustainability (3)

Introduction to the history, evolution and principles of sustainability. Focuses on exploring and critiquing decision-making approaches that satisfy environmental, economic and social criteria in terms of sustainable practices. Students will understand the definition of and history of sustainability theory and the three realms practical sustainability; social, economic and environmental.

#### SWK 101 Introduction to Sociology (3)

The goal of the course is to introduce students to basic sociological concepts and methods, including socialization, groups, social institutions, collective behavior, and social change. Emphasis is placed on conceptual and methodological tools necessary for the scientific analysis of human interaction and on society's fulfillment of human needs through health, education, and social welfare systems.

#### SWK 164 Diversity in Health and Illness (3)

This course will examine the impact of culture on health care services and delivery in the United States. The influence of cultural difference on patient/provider interactions will be considered within the cultural competency model. The context of health and illness for groups including African-Americans, Asian-Americans, and Latin-Americans will be included.

#### WLN 500 Principles of Evidence Based Practice (3)

An examination of the practice and impact of evidence based medicine on the decision making processes surrounding patient care, availability of resources, and determination of best practices.

#### WLN 501 Fitness and Health (3)

Exploring the impact of the components of fitness and exercise physiology as they relate to overall wellness.

#### WLN 502 Life Span Issues and Health Care (3)

Provides a clinical and business-focused study of health care needs across the lifespan.

WLN 503 Spiritual Wellness (3)

Exploring how the spiritual wellness connection impacts the body, mind, and soul.

WLN 504 Principles of Health Care Education (3)

Discussion of issues related to the delivery of health care information and its impact upon treatment and outcomes.

WLN 600 Wellness Physiology (3)

Examination of the impact of physiologic disease on the physical component of wellness and the biochemical alterations that occur with successful wellness interventions.

WLN 601 Broadening the Parameters of Disabilities (3)

The impact of physical, mental, emotional, and learning disabilities on the individual and family will be examined, targeting effective health promotion activities.

WLN 602 Healthy Aging, Nutrition and Wellness (3)

Wellness and health promotion will be examined through nutrition and dietary modification. Promotion of the concept of “healthy aging” will be addressed.

WLN 603 Integrative and Holistic Health Care (3)

Examining the public health impact of complementary and alternative therapies for the welfare of the whole person.

## College for Graduate Studies

The College for Graduate Studies offers coeducational masters and professional doctoral programs in the liberal arts and health sciences, including interior architecture, business, teaching, food studies, biology, film and digital technology, counseling psychology, and writing. Programs in landscape architecture, occupational therapy, physical therapy, and physician assistant studies are nationally accredited, while the creative writing program has earned national recognition for its innovation.

Academic quality, innovation, and professional growth are hallmarks of the College for Graduate Studies. The experiences are enhanced by small class sizes fostering greater student-faculty interaction and a dynamic learning environment. Designed to respond to workforce needs, programs are cutting edge and current; program directors and faculty maintain professional agendas and contact with colleagues locally and globally providing opportunities for students to network with professionals in their respective fields. Students have the opportunity to enhance their professions or launch new careers within a unique learning environment.

With most classes scheduled evenings and weekends, students can better integrate their personal and professional lives with their time on campus. All programs include some opportunity for research or applied training in the discipline. Students participate in clinical experiences, internships, and international study opportunities as part of the curriculum.

Selected program highlights reflect the broad array of offerings.

- Psychology and Education focus on both the personal and professional growth of students, emphasizing value-centered approaches.
- Communication, Art and Design (Film and Digital Technology, Interior Architecture, Landscape Architecture, Landscape Studies, Creative Writing) programs include Chatham University's path-breaking MFA focusing on nature, environmental and travel writing. Innovative in its scope, Creative Writing is the premier graduate program for nurturing writers interested in the environmental imagination and place-based writing. Landscape Architecture is comprehensive by definition --the art and science of analysis, planning design, management, preservation and rehabilitation of the land. The MFA in Film and Digital Technology benefits from collaboration with Pittsburgh Filmmakers, providing an excellent opportunity for students to gain first-hand knowledge in the field.
- Sciences and Health Professions (Biology, Physical Therapy, Physician Assistant, Occupational Therapy): As an integral part of Chatham University, these programs educate and prepare autonomous practitioners to meet the challenges of a dynamic healthcare environment and the needs of changing populations. Support of scholarly activity bridges science and clinical practice.
- Business and Policy (Business Administration, Accounting; ): The business programs are unique in their foci on leadership, and diversity in organizations. In small classes, students apply management concepts to diagnose and solve practical problems in a supportive and collaborative environment. The challenging and technologically relevant curriculum is taught by faculty whose business experience and academic credentials enliven the small interactive classes. Chatham's long-standing commitment to educating future leaders broadens the learning experience of all students.

## Graduate Admissions and Financial Aid

### Graduate Admissions

Chatham's graduate programs are coeducational. Degrees include the following: Master of Arts in Teaching (M.A.T.), Master of Accounting (M.Acc), Master of Business Administration (M.B.A.), Master of Fine Arts in Film and Digital Technology (M.F.A.), Master of Fine Arts in Creative Writing (M.F.A.), Master of Interior Architecture (M.I.A.), Master of Landscape Architecture (M.L.A.), Master of Arts in Landscape Studies (M.A.L.S.), Master of Arts in Food Studies (M.A.F.S.), Master of Occupational Therapy (M.O.T.), Doctor of Physical Therapy (D.P.T.), Transitional Doctor of Physical Therapy (D.P.T.), Doctor of Psychology (PsyD), Master of Physician Assistant Studies (M.P.A.S.), Master of Arts in Psychology (M.A.P), Master of Science in Counseling Psychology (M.S.C.P.), Master of Science in Biology (M.S.). GRE scores are required for the Doctor of Physical Therapy program. GRE scores are not required for all other applications. Well-qualified students may be able to complete a combined baccalaureate/master's degree program through the Chatham Accelerated Graduate Program. These programs are available across all undergraduate majors in conjunction with all graduate programs, except the Doctor of Physical Therapy, Master of Interior Architecture, Master of Arts in Food Studies and Master of Landscape Architecture programs.

### International Applications

In addition to fulfilling graduate admissions criteria, international applicants must complete the International Graduate Student Application Supplement and provide the proper documentation, which includes the following:

- All official (original or school-verified copy) academic records (including courses taken and grades/marks received, graduation certificate, etc.) from postsecondary institutions in English and native language
- Official TOEFL scores – 100 or above on the internet-based test is required for citizens of non-English speaking countries. Applicants whose TOEFL scores are below 100 may be eligible for provisional admission (consult the Office of International Programs).
- Official TWE (Test of Written English) score of 5 or 6 is recommended
- Official IELTS scores – 6.5 or above
- Proof of financial resources to cover educational and living expenses while attending Chatham
- U.S. visa information if currently residing in the United States
- International students must provide a course-by-course transcript evaluation for all transcripts from outside of the United States or Canada.

### Conditional Admission

Students admitted to a graduate program on a conditional basis are on probation; if a student earns a grade lower than B- in the first semester, or fails to earn a 3.0 G.P.A., the student will be dismissed from the program. Otherwise, the conditional status will be lifted at the end of the first semester.

### Applying to Health Science Programs

#### Applying to the Doctor of Physical Therapy Program

The D.P.T. program does not accept pass/fail grades in prerequisite courses.. The D.P.T. program does not accept prerequisite courses taken more than ten years earlier.

Conditional acceptances may be granted pending successful completion of prerequisites for these programs.

Chatham University's Doctor of Physical Therapy program is a member of the Physical Therapist Centralized Application Service (PTCAS). All applicants applying for the Doctor of Physical Therapy program must complete the on-line PTCAS application and submit applications and relevant materials (transcripts and recommendations) through PTCAS. Information about the application process can be obtained at the PTCAS website ([www.ptcas.org](http://www.ptcas.org)). The Early Decision Interview will take place in November. The deadline for submitting your application for this interview is October 1. The Regular Decision Interview will follow in January. The deadline for submitting your application for this interview is December 1.

### **Application Requirements:**

1. A minimum of a baccalaureate degree
2. The following prerequisite courses
  - Biology with lab - two terms
  - Chemistry with lab - two terms
  - Physics with lab - two terms
  - Animal or Human Physiology (prefer human) - one term\*
  - Human Anatomy - one term\*
  - Introduction to Psychology
  - Developmental Psychology
  - Statistics

\*If taking anatomy with physiology, both Anatomy & Physiology I and II are necessary to fulfill the anatomy and physiology requirement

\*Applicants need to have completed at least 60% (24 credits) of the prerequisites in order to be considered for an interview.

3. Graduate Record Examination (GRE)
4. Three letters of reference (two academic and one physical therapist)
5. Volunteer hours in physical therapy setting
6. Completed PTCAS Application. Application must be received at PTCAS by the stated deadlines; Early Decision, October 1; Regular Decision, December 1.
7. Admitted students will be required to purchase a laptop computer prior to matriculating into the program. Information on appropriate computer specifications will be sent to all admitted students.

### **Applying to the Transitional Doctor of Physical Therapy Program**

Applicants should contact Chatham University, Office of Graduate Admission, Woodland Road, Pittsburgh, PA 15232. Admission is limited to persons who are licensed physical therapists in the United States with a minimum of a baccalaureate degree from an accredited college or university.

**Application Requirements:**

- TDPT application, available on-line or from the Office of Admission
- Résumé and/or additional supporting information on professional activities
- Copy of current state license in physical therapy
- Satisfactory TOEFL or IELTS score for licensed physical therapists trained outside of the United States
- Admitted students will be required to purchase a laptop computer prior to matriculating into the program. Information on appropriate computer specifications will be sent to all admitted students.

**Applying to the Master of Physician Assistant Studies Program**

Chatham University's Physician Assistant Studies program is a member of the Centralized Application Service for Physician Assistants (CASPA). All applications must be submitted through CASPA with all relevant materials (transcripts and recommendations) at <http://secure.caspaonline.org>.

Applicants must also complete and submit the Physician Assistant Studies Shadowing form. A shadowing experience is required for applicants to the MPAS program. Shadowing forms are available from the Office of Admissions. Applicants may print the PDF version from our website and mail it to the Chatham University Admissions office, or they may complete and submit the on-line form on our website.

Pass/fail grades must be calculated into the GPA according to the minimum degree requirements for a "pass." If the minimum required is a D, the course will be unacceptable unless documentation from the course instructor supports a higher grade.

Conditional acceptances may be granted pending successful completion of prerequisites for this program. All pre-requisite courses must be completed by June 1st of the matriculation year. Conditional acceptances may be granted to candidates with a grade point average (GPA) of less than a 3.0 who show extreme promise through their other achievements or have an overall GPA of at least 3.3 in their last 60 semester credits. Full admission may be granted to candidates with an overall GPA below 3.0 if their last 60 semester hours GPA is at least 3.3. Conditional acceptance may be granted for applicants with science GPAs above 2.85 with at least 18 semester science credits as long as they complete a minimum of 26 science credits (including pre-requisite science courses) and attain a science GPA of 3.0 by June 1st of the matriculation year.

Chatham undergraduate students who plan to apply for the MPAS program are encouraged to complete the liberal arts major of their choice. Students should begin completing prerequisite courses during the sophomore year.

**Master of Physician Assistant Studies Admission Requirements**

- A baccalaureate degree from an accredited institution or completion of the 3+2 Integrated Degree Program
- Cumulative GPA of 3.0 or better on a scale of 4.0 [candidates whose cumulative GPA is below 3.0 may be considered on a case by case basis or if their GPA for the last 60 semester credits is at least 3.3]
- Cumulative science GPA of 3.0 or better with a minimum of 20 semester credits
- A grade of “C” or better for the following prerequisite courses [courses must be completed by June 1st prior to the August matriculation]:
  - General Biology with lab (two terms)
  - General Chemistry with lab (two terms)
  - Anatomy with lab (one term)
  - Physiology (one term)
  - Microbiology (one term)
  - General Psychology (one term)
- Completed CASPA application, including all pertinent supporting documentation, by October 1st
- Submit a Physician Assistant Shadowing Form
- Admitted students will be required to purchase a laptop computer prior to matriculating into the program. Information on appropriate computer specifications will be sent to all admitted students

### **Recommendations**

- We recommend, but do not require, the following courses:
  - Genetics
  - Statistics
  - Nutrition
  - Developmental Psychology

### **International Applicants to the Physician Assistant Studies Program**

- Official TOEFL or IELTS scores are required for graduates whose native language is not English, unless proficiency is demonstrated by:
  - Graduation from an approved English language institution, with a bachelor’s or master’s degree, or
  - Successful completion of a college-level English course from an accredited institution in the USA
- Minimum TOEFL scores required:; 250 or above on the computerized test; 100 or above on the internet-based test.
- International applicants must complete the International Graduate Student Application Supplement and provide the proper documentation [see University Catalog]

### **Holistic Approach to Admissions Process**

After verifying that the minimum requirements are met, the Physician Assistant Studies program utilizes a holistic approach in reviewing the candidate’s entire application. This process is intended to seek talented and qualified individuals of all backgrounds. Using multiple factors into consideration during our

admissions process positively achieves the educational benefits of a student body that is both diverse and academically excellent. This approach includes an evaluation of each candidate's academic achievements as well as their personal characteristics, attributes, and experiences.

- In addition to the minimum academic requirements stated above we take into consideration the following academic achievements:
  - Overall GPA of 3.5 and above or induction into a national honor society
  - Research, publications, or presentations
  - Advanced degrees or training
- We look for a variety of personal attributes in our applicants such as, leadership, motivation and goal-setting.
- Significant personal experiences have an impact on how individuals view the world and those around them. We also consider experiences such as contact with other cultures, including travel; work experience, especially in healthcare; and volunteer service.

#### **Applying to the Master of Occupational Therapy Program (MOT)**

Applicants should complete the Master of Occupational Therapy Application for Admission and submit it to Office of Graduate Admission, Chatham University, Woodland Road, Pittsburgh, PA 15232. Applications may also be submitted online at [www.chatham.edu](http://www.chatham.edu).

**Fall Early Decision Deadline:** October 18, 2010 (Applicants for early decision deadline must have an overall cumulative GPA of 3.4 on a 4.0 scale. They must also have a minimum 3.0 GPA in their prerequisite coursework at the time of their application).

**Regular Application Deadline:** December 15, 2010 (Applicants must have 3.0 overall cumulative GPA on a 4.0 scale and 3.0 minimum GPA in their prerequisite work at the time of their application).

Chatham will continue to accept applications after the regular deadline if there is space available in the program. College students should have their current semester transcripts sent to the Chatham University Office of Admissions as soon as possible after the end of each semester. After an initial review of the application materials, interviews will be scheduled with qualified candidates to determine eligibility. Conditional acceptances may be granted pending successful completion of prerequisite courses. Conditional acceptances may be granted to candidates with a grade point average (GPA) of less than a 3.0 who show extreme promise through their other achievements.

The M.O.T. program generally does not accept pass/fail grades in prerequisite courses, nor does it accept prerequisite courses for credits taken more than 10 years earlier. If a prerequisite course is repeated, an average of

the two course grades will be used. The program will neither waive nor allow substitution for specific prerequisite courses.

Because practice as a professional requires competence in oral and written communication, students will be expected to demonstrate these competencies at the time of the on-campus interview and writing assessment.

Chatham undergraduate students who plan to apply for M.O.T. admission are encouraged to complete the liberal arts major of their choice. Students should begin completing prerequisite courses during their sophomore year.

### **Master of Occupational Therapy Admission Requirements**

- A baccalaureate degree from an accredited college or university
- Cumulative prerequisite course grade point average (GPA) of 3.0 or better on a 4.0 scale; grades below a C are not acceptable in prerequisite courses
- Overall undergraduate GPA of 3.0 or better on a 4.0 scale
- Required prerequisite courses (You may apply before completing your prerequisite courses; however, they must be completed satisfactorily before you may enroll in the program)
- On-campus writing sample and interview
- Completed application for admission, including:
  - Official transcripts from all colleges and universities attended, verifying cumulative GPA of 3.0 or above
  - Evidence of community service
  - Evidence of volunteer/work experience in an occupational therapy setting
  - A minimum of 10 hours at two different sites (20 hours total) is required
  - Three references: one academic, one from an occupational therapy practitioner involved in the volunteer/work experience, and one from the supervisor or staff of a volunteer or work experience
  - Nonrefundable application fee of \$45 (Fee is waived if application submitted online through [www.chatham.edu](http://www.chatham.edu).)
- Admitted students will be required to purchase a laptop computer prior to matriculating into the program. Information on appropriate computer specifications will be sent to all admitted students

### **Masters of Occupational Therapy Prerequisites**

Although all applicants must satisfactorily complete the following courses in order to be eligible to begin the Chatham University M.O.T. program, completion of all courses is not a requirement for submitting an application.

- Anatomy (one term). If taking anatomy with physiology, both Anatomy and Physiology I and Anatomy and Physiology II are necessary to fulfill this requirement.
- Physiology (animal or human) (one term). If taking physiology with anatomy, both Anatomy and Physiology I and Anatomy and Physiology II are necessary to fulfill this requirement.
- Abnormal psychology (one term). General or developmental psychology is not acceptable.
- Lifespan Development (one term). A combination of developmental psychology courses that cover the life span from birth to death is also acceptable. Statistics or research methods (one term)

## **Applying to Non-Health Science Degree Programs**

Applicants should complete the Graduate Application for Admission and submit it to, Office of Graduate Admission, Chatham University, Woodland Road, Pittsburgh, PA 15232. Applications may also be submitted online at [www.chatham.edu](http://www.chatham.edu).

Chatham accepts applications to these programs throughout the year for enrollment during some or all of its terms (fall, spring, summer). Applications are accepted on a rolling basis. However, please note the recommended deadlines listed with the application requirements for each program. Conditional acceptance may be granted pending successful completion of prerequisite coursework as recommended by the program director. Conditional acceptances may be granted to candidates with a grade point average (GPA) of less than 3.0 who show extreme promise through their other achievements. Applications received after the deadline will be reviewed on a space-available basis.

## **Applying to the Doctor of Psychology Program**

### **Doctor of Psychology Admission Requirements (PsyD)**

#### **Post-Master's Degree Admission**

- Master's degree in counseling, psychology, or related field (36 credit hours minimum)
- Official transcripts from each college/university you have attended
- 3.2 minimum GPA
- GRE test scores (general)
- Completed application form
  - Free online application at <http://apply.chatham.edu/graduate>
  - Paper applications require payment of \$45 non-refundable application fee
- Curriculum vitae or resume
- Personal Statement
- Three letters of recommendation from professor or supervisor from professional/work experience
- Interview
- Graduate Level Course pre-requisites
  - Multicultural/Diversity Issues in Counseling
  - Human Development across the Lifespan
  - Counseling Theories and Techniques
  - Group Counseling
  - Abnormal Psychology/Psychopathology
  - Assessment/Appraisal
  - Psychobiology
  - Statistics and Research Design
  - Professional Ethics

#### **Post-Bachelor's Degree Admission**

- A baccalaureate degree from an accredited college or university
- Official transcripts from each college/university you have attended
- 3.0 minimum GPA
- Completion of introductory or above level course in psychology
- GRE test scores (general)
- Completed application form
  - Free online application at <http://apply.chatham.edu/graduate>
  - Paper applications require payment of \$45 non-refundable application fee
- Curriculum vitae or resume
- Personal statement
- Three letters of recommendation from professor or supervisor from professional/work experience
- Interview
- Students who enroll in the PsyD program at the post-baccalaureate level must successfully complete Chatham's MA in Psychology degree and remain in good standing with regard to professional behavior prior to beginning the PsyD curriculum.

### **Applying to the Master of Interior Architecture Program**

#### **Master of Interior Architecture Admission Requirements**

- Official transcripts from all colleges and universities attended verifying undergraduate grade point average (GPA) of 3.0 on a 4.0 scale. Students with a GPA below 3.0 may gain admittance to the program with approval from the program director.
- Completed and signed application for admission, including:
  - a personal statement of intent explaining why you would like to pursue a graduate degree in interior architecture;
  - curriculum vita or resume;
  - two letters of recommendation;
  - payment of a non-refundable \$45 application fee (unless application is completed online).
- [Admitted students will be required to purchase a laptop computer prior to matriculating into the program. Information on appropriate computer specifications will be sent to all admitted students](#)
- Recommended Deadline:
  - Fall Enrollment - May 1
  - Spring Enrollment – November 1
  -

### **Applying to the Master of Landscape Programs**

#### **Master of Landscape Architecture and Master of Arts in Landscape Studies Admission Requirements**

- Baccalaureate degree from an accredited college or university
- Overall undergraduate GPA of 3.0 or above on a 4.0 scale
- Completed application for admission, including:

- Official transcripts from all colleges and universities attended
- Completed and signed application form
- Résumé and/or additional supporting information on professional or volunteer activities
- Payment of a non-refundable \$45 application fee (fee waived if member of ALA or ASLA; no fee is required for the online application)
- Two letters of recommendation
- Essay that explains the candidate's interest in and awareness of the field landscape architecture.
- A portfolio of works that indicates the applicant's creative ability in and/or appreciation of arts and the environment
- [Admitted students will be required to purchase a laptop computer prior to matriculating into the program. Information on appropriate computer specifications will be sent to all admitted students](#)

### **Admission Policy**

- We may accept students at the beginning of each semester; however, the prototypical curriculum recommends beginning in the fall. This allows students to start with basic design studio, graphic communications course, plant materials laboratory class and introduction to landscape architecture seminar.
- If a student is accepted, after submitting a complete application with official transcripts, references, and portfolio, he or she can defer entrance to another term up to a year after acceptance.
- Recommended Deadlines:
  - Spring Enrollment - November 1
  - Summer Enrollment - March 15
  - Fall Enrollment - May 1

### **Applying to Master of Fine Arts in Film and Digital Technology Program**

#### **Master of Fine Arts in Film and Digital Technology Admission Requirements**

- Baccalaureate degree from an accredited college or university
- Overall undergraduate GPA of 3.0 or above on a 4.0 scale
- Completed application for admission, including:
  - Official transcripts from all colleges and universities attended
  - Completed and signed application form
  - Résumé and/or additional supporting information on professional or volunteer activities
  - 3-5 page statement of previous experience and current goals in the field
  - Nonrefundable application fee of \$45 (unless application is completed online)
  - Two letters of recommendation
  - Portfolio or other examples of work in film and/or digital media
- Recommended Deadline:
  - Fall Enrollment - May 1

## **Applying to the Master of Fine Arts in Creative Writing Program**

### **Master of Fine Arts in Creative Writing Admission Requirements**

- Baccalaureate degree from an accredited college or university
- Overall undergraduate GPA of 3.0 or above on a 4.0 scale
- Completed application for admission, including:
  - Official transcripts from all colleges and universities attended
  - Completed and signed application form
  - Résumé and/or additional supporting information on professional or volunteer activities
  - Nonrefundable application fee of \$45 (unless application is completed online)
  - Two letters of recommendation (one from a professor who has reviewed your writing)
  - Writing sample(s) (can be one or several pieces. Total: 20 pages, submit two copies on 8.5 x 11 standard paper, unbound)

Fall Early Decision Deadline - January 15 (requires 3.4 GPA or higher)\*

Fall Recommended/Regular Deadline - May 1

Summer Recommended/Regular Deadline - March 15

Spring Recommended/Regular Deadline - November 1

*\*Only Early Decision Candidates may apply for fellowship awards.*

## **Applying to the Master of Arts in Teaching Program**

### **Master of Arts in Teaching Admission Requirements**

- Baccalaureate degree from an accredited college or university
- Overall undergraduate GPA of 3.0 or above on a 4.0 scale
- Passing *PPST Praxis Test Scores*
- *Completed application for admission, including:*
  - ***Official transcripts from all colleges*** and universities attended
  - Completed and signed application form
  - Essay
  - Two letters of recommendation from academic or professional sources
  - Résumé and/or additional supporting information on professional/volunteer activities
  - Nonrefundable application fee of \$45 (unless application is completed online)
- Fall Recommended/Regular Deadline - May 1
- Spring Recommended/Regular Deadline - November 1
- Summer Recommended Deadline – March 15

## **Applying to the Master of Business Programs**

### **Master of Business Administration Admission Requirements**

- Baccalaureate degree from an accredited college or university
- Overall undergraduate GPA of 3.0 or above on a 4.0 scale

- Proficiency in written and oral communications, college level math, and computer usage including word processing, spreadsheets, databases, and the Internet are required
- Completed application for admission, including:
  - Official transcripts from all colleges and universities attended
  - Completed and signed application form
  - Two letters of recommendation
  - Résumé and/or additional information concerning professional or volunteer activities
  - Nonrefundable application fee of \$45 (unless application is completed online)
  - Essay
- Fall Recommended/Regular Deadline - May 1  
 Summer Recommended/Regular Deadline - March 15  
 Spring Recommended/Regular Deadline - November 1

### **Master of Accounting Admission Requirements**

- Baccalaureate degree from an accredited college or university
- Overall undergraduate GPA of 3.0 or above on a 4.0 scale (Conditional admission may be granted for applicants with a GPA of less than a 3.0 who show extreme promise through their other achievements.)
- Proficiency in written and oral communications, college level math, and computer usage including word processing, spreadsheets, databases, and the Internet are required
- Completed application for admission, including:
  - Official transcripts from all college and universities attended
  - Completed and signed application form
  - Two letters of recommendation
  - Résumé and/or additional information concerning professional or volunteer activities
  - Nonrefundable application fee of \$45 (unless application is completed online)
  - Essay
- Fall Recommended/Regular Deadline - May 1  
 Summer Recommended/Regular Deadline - March 15  
 Spring Recommended/Regular Deadline - November 1

### **Applying to the Master of Arts in Food Studies Program**

#### **Master of Arts in Food Studies Admission Requirements**

- Baccalaureate degree from an accredited college or university
- Overall undergraduate GPA of 3.0 or above on a 4.0 scale
- Completed application for admission, including:
  - Official transcripts from all colleges and universities attended
  - Completed and signed application form
  - Three letters of recommendation
  - Résumé and/or additional information concerning professional or volunteer activities

- Nonrefundable application fee of \$45 (unless application is completed online)
- Essay
- Fall Recommended/Regular Deadline - May 1
- Spring Recommended/Regular Deadline – November 1

## **Applying to Graduate Psychology Programs**

### **MAP Admission Requirements**

Applicants to the Master of Arts in Psychology program must submit the following information to the Office of Admission for review:

- Official transcripts from all college and universities attended
- Minimum 3.0 GPA
- Completion of introductory level course in psychology
- Completed application form
- Personal statement
- Curriculum Vitae or Resume
- Minimum of two (2) letters of recommendation from previous faculty or employers
- Nonrefundable \$45 application fee
- Fall Recommended/Regular Deadline – May 1
- Spring Recommended Regular Deadline – November 1

### **Masters of Science in Counseling Psychology (MSCP) Admission Requirements**

Applicants to the MSCP program must submit the following information to the Office of Admission for review:

- Official transcripts from all colleges and universities attended
- Minimum 3.0 GPA
- Completion of introductory level course in psychology
- Completed application form
- Personal statement
- Interview
- Curriculum Vitae or Resume
- Minimum of two (2) letters of recommendation from previous faculty or employers
- Nonrefundable \$45 application fee

### **Accelerated Graduate Program Admission**

This program gives qualified undergraduate women the opportunity to complete the MSCP degree in an

accelerated fashion. Students have the opportunity to earn a bachelor's degree in the major of their choice along with the master's degree in Counseling Psychology in five years. The accelerated graduate program requires a demanding undergraduate load for three years, followed by four semesters of full-time graduate study (for the 48 credit hour MSCP degree) or by five semesters of full-time graduate study (for 60 credit hours toward licensure eligibility). Students need to consult their advisors early in their academic career for guidance in developing an appropriate undergraduate course of study. The following are requirements for admission to the accelerated graduate program:

- Junior Status: typically a student will submit a completed accelerated masters program application form at the end of the fall term of her Junior year
- Overall GPA of 3.0 or higher
- Completion of all general education requirements except the Tutorial
- Completion of introductory level courses in psychology
- Transfer students must have completed 33 credit hours at Chatham University over a minimum of two consecutive semesters
- Minimum of two (2) letters of recommendation from previous faculty or employers

#### Specific Conditions for Accelerated Masters Program

Students must complete a minimum of 102 undergraduate credits, including all general education and major requirements, except Tutorial, and fulfill prerequisites for the Master of Counseling Psychology program before entering the program.

### **Applying to the Master of Science in Biology Program**

#### **Master of Science in Biology Admission Requirements**

Prerequisites for admission to the Master's program in Biology at Chatham University are:

- Possession of a baccalaureate degree in biology or a related field from an accredited college or university. At a minimum, students should have successfully completed the following:
  - 1 year introductory biology (with lab)
  - 1 year introductory chemistry (with lab)
  - 1 semester organic chemistry with lab (2 semesters preferred)
  - 1 course in statistics
  - 1 additional college-level mathematics course
  - 3-4 upper level courses in biology, biochemistry, or psychobiology.
- Overall undergraduate grade point average (GPA) of 3.0 or above on a 4.0 scale. Conditional admission may be granted for applicants with a GPA of less than a 3.0 who show extreme promise through their other achievements.
- Completed application for admission, including:
  - Official transcripts from all colleges and universities attended
  - Completed and signed application form
  - Resume and/or additional supporting information on professional or volunteer activities

- Payment of a non-refundable application fee
  - Two letters of recommendation (three if GPA is less than 3.0).
  - Essay on career plans and reasons for pursuing a master's degree in biology
  - Prospective students are welcome to fax an unofficial copy of their transcript to the program director for evaluation of prerequisites in advance of applying.
- Fall Recommended/Regular Deadline - May 1  
Summer Recommended/Regular Deadline - March 15  
Spring Recommended/Regular Deadline - November 1

### **Non-Degree Seeking Students**

At the discretion of the graduate program director, a qualified student can take up to 12 credit hours of graduate courses as a non-degree seeking student. Students who have been denied admittance into a program cannot register for courses as non-degree-seeking students. Students must earn a B or above in each course. Successful completion of 12 hours as a non-degree-seeking student does not imply admittance into the program. Courses taken as non-degree are not guaranteed to count towards the degree. In cohort programs, degree-seeking students will be given preference for available seats.

### **Graduate and Teacher Certification Financial Aid**

Students accepted into and enrolled in Chatham's master's degree, doctoral degree, and teacher certification programs who are citizens or permanent residents of the United States are eligible to apply for financial aid through the Federal Stafford Loan program. International students are not eligible for the federal loan program and must rely on personal financial resources to fund graduate study at Chatham.

### **Determining Financial Need**

To determine the student's need for financial aid at Chatham, the student must file the Free Application for Federal Student Aid (FAFSA). Based upon the information reported by the student, including income, assets, family size, and number in college, a federal calculation determines the "Expected Family Contribution." Determining a student's eligibility for aid involves three basic components:

$$\text{Cost of Education} - \text{Family Contribution} = \text{Need}$$

After the University receives an electronic copy of the FAFSA from the Federal Processor, the expected family contribution is subtracted from the "cost of education" at Chatham. This "cost of education" takes into consideration tuition, fees, room, board, books, and miscellaneous personal expenses. The result of this calculation is a student's financial need. All students, regardless of income, are encouraged to apply for financial assistance in order to explore available options. The cost of attendance for on-line programs includes tuition, fees, and books, only.

### **Financial Aid Application Process**

To be considered for financial aid, a student must complete:

- The FAFSA as soon as possible after January 1 at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Continuing students should submit their completed FAFSA by March 15. Failure to submit by this date will delay registration for the

following fall term. New students should submit their completed FAFSA as soon as possible to expedite processing and fall registration.

- A master promissory note under the Direct Loan Program. Applications must be completed on-line at [www.studentloans.gov](http://www.studentloans.gov). Student will need their Federal PIN to sign the Master Promissory Note.
- All students who are selected for verification will be required to submit (1) a completed Verification Form; (2) verification of all nontaxable income, if applicable; (3) signed copies of the student's (and spouse's, if married) federal income tax return from the calendar year preceding the academic year for which aid is requested.

## **Student Loan Program**

Chatham participates in the Direct Loan Program. The majority of Stafford Loans are sent to Chatham University through electronic funds transfer. This means loan funds are sent electronically and applied directly to a student's account. Funds are disbursed each semester. All other forms of student financial aid are disbursed to Chatham University via electronic funds transfer or check.

To be considered for a federal student loan, a student must meet certain minimum requirements:

- Be enrolled in a degree-seeking or teacher certification program at Chatham on at least a half-time basis, which is six (6) or more credits per semester.
- Be a U.S. citizen, permanent resident, or eligible non-citizen (with appropriate INS documentation).
- Maintain "Satisfactory Academic Progress" as defined as follows: Full-time and part-time graduate students must complete 75 percent of credits attempted and maintain a 2.0 cumulative GPA as a minimum requirement for financial aid. Please note that some graduate programs have specific academic guidelines, which must be met to continue enrollment (see the sections on Grades and Academic Standing in the College of Graduate Studies section of this catalog for further information). Students may not receive Federal Financial Aid for classes they are required to repeat.

## **Direct Subsidized Stafford Loan**

This, low-interest loan is awarded to students who have demonstrated financial need. Repayment and interest charges begin six months after graduation or cessation of at least half-time enrollment. Students must complete the Federal Stafford Loan Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov). This application is completed once and can typically be used for a ten year period. The Federal PIN number that was used to sign the FAFSA is also used to sign the Master Promissory note. All new students to Chatham University and those students who have never borrowed before must also complete Entrance Interview Counseling at [www.studentloans.gov](http://www.studentloans.gov).

## **Direct Unsubsidized Stafford Loan**

This low-interest loan is available to all students regardless of financial need. While repayment begins six months after graduation or cessation of at least half-time enrollment, the student must make interest payments or have the interest capitalized during in-school, grace, or deferment periods. Students must complete the Federal Stafford

Loan Master Promissory Note in order to receive Federal Stafford Loan funds. There is only one application for both the Subsidized and the Unsubsidized Federal Stafford loans.

### **Chatham offers the following financing option for students who choose not to apply for Federal Stafford loans:**

**Direct Graduate:** Credit based loan available graduate students who are enrolled at least part-time. In order to determine eligibility for this loan program, students must first complete a credit check at [www.studentloans.gov](http://www.studentloans.gov). If the loan is approved, applicants must also complete the Direct PLUS Loan Master Promissory Note. The loan is deferred while the student is enrolled at least par-time, which is six credits per term. There is a six month grace period available upon graduation or cessation of half-time enrollment.

### **Alternative/Private Loans**

Other Non-Federal/Private Loans, sometimes called Alternative Loans, are available to all students to help fill the gap that sometimes exists between the cost of a Chatham education and a financial aid award. These credit-based loans are deferred until six months after graduation, provided you are enrolled at least part-time, which is six credits. Private loans do accumulate interest while you are enrolled. These programs require credit worthiness or a co-signer.

## Chatham Policies That May Affect Your Aid

Financial aid is awarded to accepted graduate and teacher certification students who have completed the FAFSA. If the student submitted the FAFSA with estimated information, the award may be adjusted once the actual tax returns and supporting documentation are reviewed during the verification process.

Students are responsible for reporting to the University all financial assistance received from other sources such as outside scholarships, grants, Office of Vocational Rehabilitation assistance, employer paid tuition, or tuition waivers. All outside assistance must be taken into account in the packaging of the student's financial aid and may result in adjustment of the aid package if notification is received after the initial package is awarded.

Financial aid is awarded annually and requires completion of the FAFSA each year.

Per federal regulations, all Teacher Certification students are eligible to receive Stafford Loans at the fifth year undergraduate level. Students are eligible to borrow up to \$5,500 in subsidized Stafford Loans, and if independent, another \$7,000 in unsubsidized Stafford Loans, as long as student completes the FAFSA, meets all eligibility requirements, and has not exceeded aggregate Stafford limits.

### **Refund of Excess Financial Aid**

Students may be eligible for a refund if their financial aid and/or other credits exceed current semester charges. Student refunds are issued 7-14 days after the student account develops a credit balance. Refunds will be processed electronically through Education Computer Systems, Inc. (ECSI) and deposited directly into a bank

account. Paper checks will no longer be issued through the Student Accounts Office. Please go to [www.ecsi.net/gateway.cu-erefund.html](http://www.ecsi.net/gateway.cu-erefund.html) and sign up to receive electronic refunds.

If a student wishes to retain a credit balance from one semester to the next within the same academic year they should email this information to [studentaccounts@chatham.edu](mailto:studentaccounts@chatham.edu).

## Graduate Financial Information

### Tuition & Fees

Graduate tuition and fees are charged according to the following schedule:

#### Graduate Program and Teacher Certification

|                                                                                                                                                                                             |                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Tuition.....                                                                                                                                                                                | \$742 per credit |
| For all graduate and teacher certification programs unless otherwise noted. Nine (9) credits is considered to be full-time for graduate students enrolled in fall, spring, or summer terms. |                  |
| College Fee.....                                                                                                                                                                            | \$18 per credit  |
| Student Liability Insurance Fee.....                                                                                                                                                        | \$20 per term    |
| (Required of students in the counseling psychology and education programs only.)                                                                                                            |                  |

#### Master of Physician Assistant Studies

|                                           |                   |
|-------------------------------------------|-------------------|
| Tuition.....                              | \$11,799 per term |
| College Fee.....                          | \$200 per term    |
| Combined Lab/Liability Insurance Fee..... | \$160 per term    |

#### Master of Occupational Therapy

|                                           |                  |
|-------------------------------------------|------------------|
| Tuition.....                              | \$8,421 per term |
| College Fee.....                          | \$200 per term   |
| Combined Lab/Liability Insurance Fee..... | \$155 per term   |

#### Doctor of Physical Therapy

|                                           |                  |
|-------------------------------------------|------------------|
| Tuition.....                              | \$9,260 per term |
| College Fee.....                          | \$200 per term   |
| Combined Lab/Liability Insurance Fee..... | \$155 per term   |

### Room and Board

#### Housing

Housing rates may differ depending on the type of room and specific residence hall selected. Please refer to the Room Selection Booklet published by the Office of Residence Life for details. Residence Housing

|              |       |
|--------------|-------|
| Deposit..... | \$150 |
|--------------|-------|

This is a non-refundable housing deposit used to reserve a space in campus housing.

#### Meal Plans

Chatham University, in partnership with Parkhurst Dining Services, is looking to match students, faculty and staff with a dining plan that will take care of all on-campus dining needs. Undergraduate students living in one of the traditional residence halls must purchase a Chatham Gold, Chatham Silver, Chatham Bronze or Chatham Steel meal plan. The Chatham Steel meal plan is not an option for First Year students. Undergraduate students living in one of the Chatham-owned apartments are required to purchase, at minimum, the Cougar Bronze Plan; however, they may choose to purchase any one of the other meal plans offered. Graduate students and commuters are welcome to purchase any of the meal plans offered. Please select the meal plan that best suits your needs. The cost of the meal plan will be charged to your student account each term. There is a limit of one meal plan per term and meal plans cannot be shared. You may choose your meal plan online by going to <http://my.chatham.edu/mymenu/index.cfm> and clicking on the meal plan link. All meal plan changes must be made by the end of the add/drop period for each term.

Meal Plan charges are computed under the following schedule:

|                 |                          |                  |
|-----------------|--------------------------|------------------|
| Chatham Gold    | 19 Meals/wk + \$55 Flex  | \$2,210 per term |
| Chatham Silver  | 14 Meals/wk + \$110 Flex | \$2,210 per term |
| Chatham Bronze  | 10 Meals/wk + \$220 Flex | \$2,210 per term |
| Chatham Steel   | 200 Meals + \$200 Flex   | \$2000 per term  |
| Cougar Platinum | 5 Meals/wk + \$220 Flex  | \$890 per term   |
| Cougar Gold     | 100 Meals + \$200 Flex   | \$915 per term   |
| Cougar Silver   | 50 Meals + \$200 Flex    | \$575 per term   |
| Cougar Bronze   | 25 Meals + \$200 Flex    | \$390 per term   |

### Cougar Dollars

Students, faculty and staff may add value to their Chatham ID Card in \$50 increments. This money will carry over from one semester to the next. These dollars can be used the same way as meal plan flex dollars. Benefits include: 10% bonus added at purchase, safety and convenience of cashless dining and acceptance at Anderson Dining Hall, Weathervane Snack Bar, Eastside Café and Café Rachel. You may add value to the plan by visiting the Student Accounts Office during business hours or by purchasing online at <http://my.chatham.edu/welcome.cfm> and clicking on the Cougar Dollars link.

## Miscellaneous Charges and Fees

### Admission Application Fee

|                               |                      |
|-------------------------------|----------------------|
| Graduate Health Sciences..... | \$45 per application |
| Other Graduate Programs.....  | \$45 per application |
| Teacher Certification.....    | \$45 per application |

The admission application fee is a non-refundable fee charged for processing an admission application and is not applied as credit to the student account.

### Collection Fee.....

Varies

This fee is charged to the student in the event a student account is determined uncollectible by the University and it is assigned to collections agency. The exact amount of the collection fee will vary based upon the delinquent account balance.

### Continual Registration Fee.....

\$742

This fee allows students to remain registered for the term with full-time status while completing graduate research.

Course Computing Fee .....\$100 per course

Graduation Fee..... \$100 per degree

This onetime fee covers the cost of the diploma and graduation materials and services.

Health Services/Medical Professional Fee..... Varies

The University bills the student directly for physician office visits and various services. A listing of fees is available in Health Services.

Late Add/Drop Fee..... \$50 per course

Any student who receives permission to make a course change to their schedule after the end of the add/drop period will be assessed this fee.

Late Financial Clearance Fee..... \$150 per term

This fee is assessed to students not financially cleared by the published tuition due date each term.

Late Payment Fee.....\$35 per month

This fee is assessed monthly to any student account for which payment was not received by the due date indicated on the monthly account statement.

Late Registration Fee..... \$150 per term

This fee is assessed to continuing students who process a new registration after the open registration period published each term.

Photography Course Fee..... \$50 per course

This fee is charged for all photography and audiovisual courses requiring additional instructional supplies.

Replacement ID Card Fee..... \$25 per card

This fee is charged to students who obtain a replacement ID.

Returned Check Fee.....\$50 per check

Students will be assessed this fee for any check returned for insufficient funds, closed account, stop payment order, or for any other reason that would cause the check to be returned to the University.

Student Accident and Sickness Insurance Policy..... \$660 per term

See section on Student Accident and Sickness Insurance for further information.

Student Teacher Placement Fee..... \$525

This fee covers the cost of teacher placement charged by the school district.

## Payment of Expenses

### Term Invoice

The Student Accounts Office will mail term invoices to registered students approximately a month prior to the start of each semester. The term invoice will list anticipated charges and credits based on the student's status at the time of invoicing and are subject to change. A student must be financially cleared by the published tuition due date for any balance due on the term invoice. Financial clearance is the final step in the registration process and may be obtained by paying the balance due in full, or by enrolling in a University-approved payment program. Payment by check or money order should be made payable to Chatham University and addressed to Chatham University, Office of Student Accounts, Woodland Road, Pittsburgh, PA 15232. Payment by credit card is also available by completing the appropriate remittance attached to the invoice or on-line through the student portal.

Failure to financially clear by the tuition due date listed on the term invoice will result in a late financial clearance fee.

### **Monthly Account Statement**

The Student Accounts Office will mail monthly account statements to students around the first of each month. The statement shows all College charges and credits for the previous month, as well as any unpaid financial obligation to the University. Payment by check or money order should be made payable to Chatham University and addressed to Chatham University, Office of Student Accounts, Woodland Road, Pittsburgh, PA 15232. Payment by credit card is also available by completing the appropriate remittance attached to the Account Statement or on-line through the student portal. Failure to pay the amount due by the due date listed on the statement will result in a late payment fee.

### **Past Due Accounts**

A student account is considered past due when a scheduled payment is not paid by the required due date. The following actions may be taken against any student with a past due account:

- Place the student on financial hold
- Withdraw all charging privileges
- Withhold grades
- Withhold transcripts
- Withhold statement of transfer in good standing
- Cancel dining hall privileges
- Request that a student vacate campus housing
- Withhold the ability to register for future terms
- Cancel the student's current registration at the University
- Withhold receipt of the degree
- Withhold participation in graduation ceremonies
- Garnish work-study wages
- Place the account into collections; charging the student all related collection costs and reporting the default to all national credit bureaus and other appropriate non-campus organizations.

### **Student Accident and Sickness Insurance**

Chatham University requires all full-time students to have health insurance. The coverage can be provided by the University-sponsored plan or through your own comparable health insurance plan. Enrollment in the Student Accident and Sickness Insurance Plan is available to all matriculated students. A charge of \$660 will be placed on the students fall and spring student account to cover the cost of the plan. Students should work with the Financial Aid Office to ensure that the cost of the plan is included in the calculation of the overall cost of attendance for Student Financial Aid packaging.

Full-time students who have alternate coverage may waive enrollment in the Chatham University Accident and Sickness Insurance Plan online at <http://my.chatham.edu>. Any full-time student who does not complete the waiver

process online by the deadline will automatically be enrolled in the Chatham University Student Accident and Sickness Insurance Plan and the cost of the plan billed to their student account.

### **Institutional Refund Policy**

An institutional refund policy has been established for those students who process a complete withdrawal (all classes) or leave of absence from the University. Adjustments are for tuition, room, and board charges only; non-refundable deposits and fees are not adjusted or refunded. To be entitled to a refund, a student must give the University written notice of complete withdrawal. Non-attendance and/or non-payment of tuition charges do not constitute an official withdrawal. No adjustments will be made for students who process a course withdrawal (one or more classes as opposed to all classes).

Institutional refund adjustments for complete withdrawals are made according to the following schedules:

#### **Fall/Spring**

- |                                        |      |
|----------------------------------------|------|
| • Before the first day of the semester | 100% |
| • 1st – 14th day of semester           | 80%  |
| • 15th – 28th day of semester          | 50%  |
| • 29th day of semester and beyond      | 0%   |

#### **Maymester/Summer**

- |                                               |      |
|-----------------------------------------------|------|
| • Before the first day of the semester        | 100% |
| • Before end of add/drop                      | 80%  |
| • Semester less than or equal to 30% complete | 50%  |
| • Semester greater than 30% complete          | 0%   |

After the Institutional Refund Policy is applied, any balance is due upon withdrawal. Any credit amount will be refunded within 14 business days.

For the purpose of computing any refund, a student's withdrawal date is the date the student initiates the withdrawal process by filing a notice of withdrawal or leave of absence.

Refunds for charges in room and board status will be calculated based on the same schedule used for a complete withdrawal or leave of absence. The date used for this calculation is the date on which the director of residence life and/or the vice president for student affairs receives written notification of the student's intent to live off-campus.

Students sign a Housing Contract for two semesters. If a student chooses to live off-campus for the second semester, she must notify the director of residence life in writing by December 1. Students will be held to their Housing Contract for the second semester if written notification is not received by December 1, and their student account will be billed room and board charges for the spring semester.

Appeals regarding the institutional refund policy should be addressed in writing to the director of student accounts.

## **Return of Federal Funds**

The Return of Title IV Funds Calculation is applied for all students who received Federal Financial Aid and have completely withdrawn from the University. Withdrawal date is defined as the date the student officially notifies the University of intent to withdraw, or the midpoint of the term for a student who leaves without notification to the University. Under these rules, the following guidelines have been established:

Students who withdraw from the University before 60 percent of the term may have a percentage of federal aid returned to the federal government. Federal financial aid includes the Pell grant, SEOG, Perkins loan, Stafford loans (subsidized and unsubsidized), and PLUS loans. This mandatory recalculation is based upon the percentage of earned aid using the following formula:  $\text{Percent earned} = \frac{\text{Number of days completed in the term up to withdrawal date}}{\text{total number of days in the term}}$ . This is the percentage of federal financial aid disbursed that is permitted to be applied toward institutional charges.

The amount of federal financial aid that will be returned to the federal government is based upon the percent of unearned aid using the following formula:  $\text{Aid to be returned} = 100 \text{ percent} - \text{percent earned} \times \text{the amount of aid disbursed towards institutional charges}$ .

When aid is returned, the student may owe a balance to the University. The Office of Student Accounts will invoice the student for any amounts owed. Students are responsible for any portion of their institutional charges that are left outstanding after federal funds are returned.

Funds are to be returned in the following order:

- Unsubsidized Federal Family Educational Loans (FFEL)
- Subsidized FFEL Loans
- Federal Perkins Loans
- FFEL PLUS Loans
- Federal Pell Grants
- Federal SEOG
- Other Title IV assistance for which a return of funds is required
- Other federal, state, private, or institutional funds
- Student

## **Graduate Academic Programs and Procedures**

### **Graduate Academic Programs**

Chatham's graduate academic programs, built on the University's historic strengths, are designed to serve women and men striving to enter the professional marketplace. With graduate programs in biology, business administration, counseling psychology, psychology, food studies, creative writing, film and digital technology, interior architecture, landscape architecture, landscape studies, occupational therapy, physician assistant studies, physical therapy, and teaching, Chatham will continue the task of identifying other viable areas of graduate education opportunities.

## **Graduate Academic Regulations**

The following are general guidelines for all graduate programs. More specific academic regulations are available from the program director of the relevant graduate program. *NOTE: Refer to the online Graduate Student Handbook and to the individual program handbooks for additional information.*

### **Academic Credit**

A credit hour is the unit of academic credit for all graduate courses. Credit hour graduation requirements are specified by each graduate degree program.

### **Academic Load**

Unless otherwise specified by the graduate program, the minimum full-time academic load during any term is nine credit hours per term. Short session classes are considered part of the fall, spring or summer terms. Maymester session is included within the spring term.

### **Academic Overload**

Unless otherwise specified, a student pursuing a graduate degree who is registered for more than 12 (19 for MPAS, MSBIO, MOT, DPT) credits in any one term is considered to be on academic overload. To qualify for such an overload, a student must be in good academic standing with a cumulative grade point average of 3.0 or above and have signed approval from the Program Director and Dean.

Academic overload is determined by the total number of credits for which a student is registered during one term, irrespective of whether the student is enrolled in a master's program, Accelerated Graduate program, or dual master's degree program.

### **Graduate Continuing Registration Credit**

All non-cohort graduate students are required to continuously register during the time they are completing their final projects or theses and are no longer taking formal courses. Students will be required to register for a one-credit course, Graduate Continuing Credit, if they are not registered for other courses or thesis work. This credit will appear on the transcript as an audit and will not count toward total credits needed for the program. All students must be registered for this credit from the time they complete all other coursework until the time they graduate, unless they have been granted a leave of absence.

Registration for Graduate Continuing Credit does not apply to the summer term or Maymester unless a student intends to graduate at the end of either term. Registering for the Graduate Continuing Credit will classify students as less than part-time with regard to financial aid. Students pay tuition for one credit, which allows students access to computing services and e-mail, to the library and other student services.

### **Statute of Limitations**

Students enrolled in a graduate program must complete all degree requirements within five years after the date of first enrollment in the program. A student may submit a Petition for Exception form to the appropriate Program Director and faculty advisor, for exceptions for a limited period if such extension is sought prior to the five-year limit expiration.

Students desiring a leave of absence must meet with the Program Director to complete the appropriate paperwork. If the leave is granted, the student must return to the University within one year. Students who do not return at the end of the leave will be withdrawn from the program and must reapply for

readmission. An exception to this time period will be made for students called to active duty in the military.

When a student in the Reserves or in the National Guard is called to active duty, the student must notify the Program Director and provide proof of deployment prior to being deployed. The proof may be faxed, mailed, or hand-carried to the Program Director and forwarded to the office of the Dean, who will then forward it to the Registrar. Proof may take the form of general orders cut by the company commander. When a student is activated during the term, Financial Aid, Registrar, and Student Accounts policies will take effect. Please contact these three offices for specific information.

If a student is called to active duty near the end of the term, the student and faculty members may determine that incomplete (I) grades are more appropriate. In this case, tuition will not be waived.

### **Credit Transfers**

Chatham University will not typically accept credits in transfer that were completed more than 5 years prior to admission to a graduate program at Chatham University. However, students may submit documentation to their Program Directors via the Petition for Exception form if they believe it is warranted.

In consultation with the faculty advisor, students may cross-register for a maximum of 6 credits while enrolled in their graduate programs by completing the appropriate Pittsburgh Consortium for Higher Education (PCHE) forms. This option is available to full-time graduate students enrolled in fall and spring semesters and is designed to enhance the student's educational experience broadly through the use of local institutional resources.

A maximum of six credit hours may be transferred into any graduate program of study either from internal programs (if the student is enrolled in only one graduate program) or non-Chatham-based graduate programs. Requests for transfer credits must be made prior to enrollment.

### **Attendance**

Chatham University expects students to meet attendance requirements in all courses to qualify for credit. A student who is absent from classes for an extended period of time must inform his or her instructors and Program Director, preferably in writing (letter or e-mail). Requests for make-up work must be made immediately upon a student's return to class. Any student who is unable to attend classes or is unable to participate in any examination, study, or work requirement because of religious beliefs shall be provided an opportunity to make up the relevant requirements. This accommodation is provided if it does not create an unreasonable burden upon the instructor or violate program integrity. A student selected for jury duty should inform the instructors, who will provide a reasonable substitute or compensatory opportunities for any required work missed. In these instances, absences will not be penalized in any way.

### **Registration**

All registration, adding, and dropping of courses occur online. Students must register for classes during the published open registration period. Registration after these dates may significantly reduce the availability of classes open for enrollment. Continuing students who register for classes after the open registration period will be assessed a \$150 Late Registration Fee. This fee is non-refundable.

## **Adding and Dropping Courses**

Students may add or drop courses, with the approval of their advisors, until the end of the add/drop period for that term. If a course is closed, the student must obtain the instructor's signature on a special permission form available in Student Services. The length of the add/drop period depends on the length of the term.

| Term/Course Length   | Add/Drop Period                               |
|----------------------|-----------------------------------------------|
| 12 weeks or more     | See the Academic Calendar for published dates |
| 6 weeks              | See the Academic Calendar for published dates |
| Maymester            | Throughout the first three days of class      |
| Shorter than 3 weeks | Before the second class                       |
| One-day workshops    | Before the workshop begins                    |

There are no academic penalties for adds and drops occurring within the prescribed deadlines. However, there may be financial or financial aid penalties for adds or drops that occur after the first day of class. See the institutional refund policy for more information.

After conclusion of the add/drop or withdrawal period, all change requests must be approved by the Program Director and Dean. Late adds and drops are normally limited to unusual circumstances that can be documented in writing. Students wishing to add or drop courses after the deadline must submit a completed add/drop withdrawal along with a Petition for Exception form and any supporting documentation. A fee will be charged for any authorized course change occurring after the prescribed deadlines.

## **Withdrawal from Courses**

Students wishing to withdraw from a course after the normal deadline must follow the same process and submit the appropriate paperwork to the appropriate Program Director and Dean. Withdrawal deadlines will be waived only in unusual circumstances that prevent the student from completing course work and can be confirmed by supporting documentation. If a student wishes to withdraw from a course after the drop deadline but before the end of the 10th week of the regular term, a grade of W will be recorded on the transcript as an official withdrawal.

During the Maymester term, the withdrawal period is through the first two weeks of the term. Students wishing to withdraw from courses must fill out a withdrawal form and submit it to Student Services. The deadlines for registration changes for summer terms and other non-standard terms are available in the online academic calendar.

## **Exemption from and Substitutions for Courses**

All graduate students must fulfill the minimum program credit requirements. Substitutions for graduate courses can be considered via completion of the Petition for Exception form, which is to be approved by the Program Director and Dean.

## **Auditing Courses**

Students in health science programs generally may not audit courses except for special circumstances approved by the instructor and Program Director.

Non-health science programs graduate students may audit a course by obtaining permission from the instructor and completing a course audit application. All regular per-credit tuition and fees apply to the audited course. The course audit option is restricted to Chatham courses and does not apply to independent studies. No credit is granted for course audits, but the course will be recorded on the transcript. Students auditing a course are expected to meet the same course requirements as the students who take the course for credit and must have the qualifications needed to take an academic overload if applicable.

## Grades

Successful completion of a Chatham University graduate degree requires that students maintain a minimum cumulative grade point average (GPA) of 3.0. The Registrar reports all grades and credits earned to all students and their advisors at the close of each term.

- To this end, a student whose GPA for a semester falls below a 3.0 will be notified along with the advisor and will be placed on academic probation.
- When a student earns a grade lower than B-, the same course must be repeated.
- Students who are on academic probation and fail to make a 3.0 for the next semester or fail to have a 3.0 GPA overall after two semesters will be dismissed from the program.
- A student is allowed to repeat only two courses, but each course only once. The second grade in the repeated course will be calculated in the student's cumulative GPA; this grade must be a B- or better. A course may not be repeated with an independent study.
- When a graduate student repeats a course, the transcript shall record both enrollments and both grades, but only the second grade shall be included in the calculation of the GPA.
- If the repeated grade earned is less than B-, the student will be dismissed.
- All dismissals may be appealed to the Vice President for Academic Affairs within ten days of the date that the dismissal notification was sent.
- Individual programs may have additional guidelines that are published in the program's student manual.

The grades in use are as follows:

| Grade     | Grade Point Value | Description                           |
|-----------|-------------------|---------------------------------------|
| A         | 4.00              | Excellent                             |
| A-        | 3.67              |                                       |
| B+        | 3.33              | Satisfactory                          |
| B         | 3.00              |                                       |
| B-        | 2.67              |                                       |
| C+, C, C- |                   | Course must be repeated               |
| F         | 0.00              | Unsatisfactory performance, no credit |
| P         |                   | Pass, minimal value B-                |
| NG        |                   | No Credit                             |

I  
W

Incomplete work in a course  
Withdrawal from a course with no penalty

### **Incomplete Grade**

Unless the instructor stipulates a shorter time period for completion of the work, an incomplete must be satisfied within 8 weeks of the last day of the term as published for 14 week sessions, or within four weeks from the last day of the term as published for terms of shorter length.

A regular letter grade will be recorded upon notification by the instructor to the registrar. Incompletes will convert to the grade of F at the end of the period allotted for the satisfaction of the incomplete. As long as an “I” remains on the record for a course, a student may not enroll for credit in any course that has that course as a stated prerequisite. A student may not graduate while an “I” remains on the record.

Students who believe they can demonstrate a legitimate need for an incomplete should 1) obtain an Incomplete Contract from the Office of the Registrar or from my.Chatham, 2) seek instructor approval to take an incomplete and establish the terms of the contract, and 3) return the completed contract to the Office of the Registrar. The deadline for completing this process is by the last day of the term as published.

### **Pass/Fail Grades**

In some graduate programs, some courses may be offered on a Pass/Fail basis rather than under the traditional grading system. A grade of B- earned in a Pass/Fail course is calculated in the grade point average (GPA); a P earned is not calculated in the GPA and must represent work earned at a grade of B- or above.

### **Appeal Process**

Students who believe that there has been an unjust evaluation or decision which adversely affects their academic future may appeal that evaluation or decision. Appeals made by graduate students must follow the procedures established by the Chatham University faculty and the program involved; a student must appeal decisions in the following order:

1. Faculty member
2. Program Director
3. Dean
4. Vice President for Academic Affairs

Types of issues that fall within the range of academic appeals include, but are not limited to, grade appeals, adverse decisions of Program Directors or programmatic disciplinary actions.

Appeals made to the Dean must be in writing, must include written documentation from each stage of the appellate process, and must be submitted within **14 calendar days** of the decision or grade in question. The student may request an additional period of no more than 14 calendar days to provide additional, pertinent documentation.

After the Dean’s decision has been rendered, the appellant has the right to carry the appeal to the Vice President for Academic Affairs, whose decision is final. Such an appeal must be provided in writing to the Vice President’s office no later than **five (5)** calendar days after the student has received the decision from the Dean.

## **Academic Standing**

At the time of completion of graduate degree requirements, students must have earned a minimum of a cumulative 3.0 grade point average (GPA) unless noted otherwise by a specific graduate program. Satisfactory progress toward a degree is monitored each term by this same criterion. Students not in good academic standing are subject to provisional status or dismissal.

Academic standing for students in the Master of Physician Assistant Studies program is described in the “Policies and Procedures” section of the Physician Assistant Program Handbook.

Appeals of continuing financial aid decisions are made in writing to the director of financial aid and are reviewed in consultation with the relevant program director. Appeals of academic status decisions are made in writing to the relevant program director and are reviewed in consultation with the dean of The College of Graduate Studies.

## **Transcripts**

Graduates and students whose student accounts are in good standing may request an official copy of their College records. Requests for transcripts, submitted in writing, should be directed to the Registrar’s office, and will be processed within two business days without a fee. Students may also be issued a transcript over the counter upon immediate request or have a transcript sent by Fed Ex Express Service (overnight) for a \$20 fee. Requests for Fed Ex Express Service must be received by noon for same day pickup. Students whose accounts are delinquent cannot receive official transcripts until accounts are paid in full, including late fees and collections costs, if any.

Upon request at Student Services, currently enrolled students will be provided with an unofficial transcript at no charge.

## Chatham University Honor Code and Academic Integrity Policy

All members of the Chatham community are expected to conduct themselves with integrity in personal and academic affairs and to serve the best interests of the entire community. In accepting admission to Chatham University, students automatically agree to be personally responsible in all matters pertaining to academic honor and pledge to abide by those rules considered by the College community as part of its honor code. Academic dishonesty is a violation of our honor code. Academic dishonesty includes, but is not limited to, cheating, plagiarism, and lying.

### **Honor Code**

#### **Intellectual Independence**

The academic community at Chatham University is founded on the principle of intellectual independence, which requires each member to conduct herself or himself honestly and with responsibility in scholarly affairs and to respect and acknowledge the ideas of others. Members of the Chatham community will refrain from engaging in any form of dishonesty that impedes the academic process, including cheating, lying, and plagiarism.

### **Consideration for the Rights and Well Being of Others**

Chatham University strives to create a civil community whose members respect one another's voices, dignity, and physical well being. Violation of another person's rights, including threats, intentional libel, slander, physical harm, or harassment of another person will not be tolerated. Members of the Chatham community will refrain from carrying out any action that is harmful to oneself or another person, including physical, verbal, or mental abuse.

### **Honesty in All Relationships**

Creation of a civil community requires honesty in the relationships binding the community. Honesty in scholarly activities, including coursework, research, and open debate, is the foundation of a thriving and creative academic community. Members of the Chatham community agree to conduct themselves honestly in all academic and social endeavors.

### **Personal Integrity**

All members of the Chatham community are expected to conduct themselves with integrity in personal and academic affairs and to serve the best interests of the entire community. Respect for the people and property around us is a founding principle of our community. Students, faculty, and staff members agree to be personally responsible for upholding local, commonwealth, and federal laws, as well as the academic and social standards set forth for the campus community.

### **Honor Pledge**

Realizing the trust placed in me, I affirm my faith in the individual and in personal integrity, and I assume the responsibility of maintaining the tenets of the Honor Code.

### **Academic Integrity Policy**

#### **Definitions**

Cheating is the attempt, successful or not, to give or receive aid and/or information by illicit means in order to meet academic requirements. Examples of cheating include, but are not limited to, falsifying reports and documents; using any electronic device to copy, transmit, or receive information during an exam; taking information into an exam without permission; asking someone to take a test, write a paper, or complete any assignment for you, or agreeing to such a request; buying a paper and presenting it as your own; giving someone else a paper or providing other materials in an unapproved manner; obtaining a copy of an exam without faculty permission; and sharing copies of exams with students who have yet to take the exam.

Plagiarism is one form of cheating. Plagiarism is the use of the organizational design, ideas, phrases, sentences, or larger units of discourse from another writer or speaker without proper acknowledgment. In order to avoid plagiarism, you must document all sources of text and ideas that derive from someone else's work. This includes, but is not limited to, enclosing in quotation marks text copied directly from a source and identifying that source; identifying a source of summarized or paraphrased material; identifying the source of an idea taken from someone else's work; and acknowledging sources in all formats, including web pages, television, sound recordings, speeches, and traditional hard copy.

Lying includes, but is not limited to, not being honest with a faculty or staff member when questioned about cheating or plagiarism; providing false information to college officials; or intentionally lodging false accusations of cheating or plagiarism against another student.

### **Procedures for Handling Cheating and Plagiarism**

Faculty members must make a responsible effort to confront the student with the evidence of dishonesty within five working days of discovering a case of suspected cheating or plagiarism. Three possible scenarios follow: If, after talking with the student, the faculty member is satisfied that no offense occurred, no further action is warranted.

If the student admits to wrongdoing, the faculty member must send an academic dishonesty form to the Office of Student Affairs for inclusion in the student's conduct file. In general, if this is the student's first incident of academic dishonesty, the faculty member may decide what penalties will apply, and the student will not be called before the Student Conduct Board (SCB). However, there may be instances when a first incident is serious enough to warrant sending the student to the SCB; this decision is at the faculty member's discretion.

If the student denies responsibility and the faculty member continues to believe academic dishonesty has occurred, the faculty member must send an academic dishonesty form to the Office of Student Affairs to inform the SCB of the incident and that the issue has not been resolved. SCB will then convene a hearing. Procedures for convening and conducting a SCB hearing are available in the Student Handbook (Chapter 4).

Upon receipt of an academic dishonesty form, the advisor to the SCB will inform the reporting faculty member whether the student has been involved in other incidents of academic dishonesty. Faculty members should take this information into account when deciding on course-specific penalties.

### **Sanctions and Penalties for Cheating and Plagiarism**

Faculty members may decide on the penalty for the first incident of academic dishonesty. Penalties should reflect the severity of the offense. Typical penalties include:

- requiring the student to resubmit the assignment or take a new examination
- failing the student on the assignment or examination
- lowering the student's grade for the course
- failing the student for the course

Regardless of the penalty decided upon, the faculty member must report the incident to the Office of Student Affairs by filing an academic dishonesty form.

For a second or subsequent incident, the student must also go before the SCB which will determine the appropriate course of action over and above the course-specific actions decided on by the course instructor. In addition to the above penalties, sanctions may include academic probation, suspension, or expulsion from the University.

The student may appeal the above decisions in writing to the Office of Academic Affairs within seven working days.

If the student has admitted to or been found responsible for academic dishonesty, the dean of students will maintain the first academic dishonesty form in the student's file. If no further incidents of academic dishonesty

occur, the record will be destroyed upon graduation or separation from the University. If the student has committed two or more offenses, the academic dishonesty forms and their disposition become part of the student's permanent University record.

### **Responsibilities of the Faculty**

At the beginning of each course and in writing on the course syllabus, faculty should explain plagiarism and cheating and the penalties for such behavior. They should refer students to the Student Handbook for a more detailed outline of policies and procedures.

### **Responsibilities of Students**

Students are responsible for knowing the policies regarding academic dishonesty and the penalties for such behavior. Failure of an individual faculty member to remind students of what constitutes cheating and plagiarism does not relieve the student of this responsibility.

As required by the honor code, students should inform the faculty members of incidents of academic dishonesty taking place in their courses. If a student reports an honor code violation to a staff member, the staff member should direct the student to report the incident to the appropriate faculty member.

### **Summer Study**

All graduate programs at Chatham University are 12-month programs, with curricular progression designed to include summer studies. In addition, many of the prerequisites for graduate programs at Chatham are scheduled during summer terms.

### **Dual Masters Policy**

Graduate students may enroll concurrently in two master's programs or consecutively in multiple programs or certifications by separate application to each program based on the following guidelines:

1. Some graduate courses are equally applicable to two or more graduate programs. Chatham graduate students can apply relevant courses to two masters' degrees under the following circumstances:
  - Credits must be approved by the Director of the program where credits are being sought;
  - Each student must complete at least 30 graduate credits that are unique to that program. In cases where a student is completing two master's degrees that each require 30 credits for completion, a maximum of six credits may be counted toward both degrees.
  - The program director accepting the credits must ensure that the program of study remains consistent with quality standards for that profession or discipline. In no circumstance will a program director permit acceptance of credits to compromise applicable licensure, certification, or accreditation standards.
2. Students who have already earned a master's degree from Chatham may apply credits toward a second master's degree at Chatham according to the above guidelines only if they obtained the first degree within four years prior to the term in which they begin their course of study for the second degree.
3. Students may not enroll in more than two master's degree programs simultaneously.

4. Credits from one course may not be applied to more than two degrees. (Credits applied to both an undergraduate degree and graduate degree may not be applied to a second undergraduate or graduate degree).

### **Academic Advising**

All new graduate students are assigned to a faculty advisor in their programs. The College's curriculum implies the need for a conscientious program of academic advising. The responsibility for designing a program of study rests finally with the student. Faculty guidance can make important contributions to the student's process of setting and implementing educational and professional aims. Above all, the faculty advisor can be expected to offer information on the intellectual resources of the College, careful analysis of the student's course of study, and perspective with regard to the student's academic future.

# Graduate Certificates and Degree Programs

## **Doctor of Physical Therapy**

All physical therapy courses are limited to physical therapy students unless permission is obtained from the program director.

Chatham's entry-level physical therapy program supports and enhances the University's mission to educate its graduates to become leaders in their careers and to serve society. The program strives to educate competent physical therapists qualified to practice autonomously and within the interdisciplinary health care team in diverse health care settings. It seeks to advance the student's knowledge and skills by promoting the value of evidence-based practice and encourages service to a variety of communities through active involvement in service-oriented programs. Through this unique program, Chatham seeks to provide an academic community in which all participants exhibit a commitment to excellence in clinical practice, service to the profession and larger community, and lifelong learning.

Designed to prepare graduates to serve as generalists, the curriculum stresses clinical decision making through the study of patient problems typically encountered in the clinical setting. Normal structure and function provide a basis for the study of disease processes and prevention, and the effect of pathology and impairments on function and quality of life. The modified problem-based learning (PBL) curriculum presents the clinical arts and science of physical therapy in an integrated manner organized around body systems.

Chatham College offers a D.P.T. degree upon successful completion of seven terms of study. Candidates follow a sequence of courses that includes 36 weeks of clinical field placements.

### *Degree Requirements*

105 credits, including:

- BIO 502 Human Gross Anatomy (6)
- BIO 504 Human Physiology (3)
- BIO 506 Principles of Neuroscience (4)
- PTH 700 Introduction to Clinical Skills (2)
- PTH 701 Foundations of Movement Science I (7)
- PTH 702 Foundations of Movement Science II (2)
- PTH 703 Management of Musculoskeletal Systems Dysfunction (11)
- PTH 704 Fundamentals of Exercise Physiology (2)
- PTH 707 Management of Cardiovascular and Pulmonary Systems Dysfunction (7)
- PTH 708 Management of Pediatric Neuro-musculo-skeletal Systems Dysfunction (4)
- PTH 709 Management of Neuromuscular System Dysfunction (9)
- PTH 713 Management of Multi-System Dysfunction (3)
- PTH 722 Research I (3)
- PTH 724 Research II (2)
- PTH 730 Clinical Experience I-A (3)

PTH 731 Clinical Experience I-B (4)  
PTH 733 Clinical Experience II (7)  
PTH 735 Clinical Experience III (12) or  
PTH 746 Clinical Experience IV (6) and  
PTH 747 Clinical Experience V (6)  
PTH 737 Correlative Neuroscience (1)  
PTH 741 Principles of Practice I: Introduction to Physical Therapy Practice (3)  
PTH 742 Principles of Practice II: Communication and Ethics (3)  
PTH 743 Principles of Practice III: Integration of Psychosocial Issues and Social Responsibility (1)  
PTH 744 Principles of Practice IV: Service Learning (1)  
PTH 745 Principles of Practice V: Health Care Delivery, Management, and Policy (3)  
PTH 748 Principles of Practice VI: The Art and Science of Physical Therapy Practice (2)

#### *Accreditation*

Chatham University's Doctor of Physical Therapy degree program is accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association (1111 North Fairfax Street, Alexandria, VA 22314, 703-684-2782).

#### **Transitional Doctor of Physical Therapy**

The transitional Doctor of Physical Therapy degree program provides practicing clinicians with excellent professional education to be autonomous practitioners. The transitional degree is a clinical degree, not a research degree. It responds to the goal of the American Physical Therapy Association for all physical therapists to have professional doctoral degrees by 2020. The program is open to physical therapists holding a current license to practice physical therapy in the United States who have completed a bachelors' or masters' degree and have a certificate of graduation from an accredited physical therapy program. Students take five core courses and two elective courses.

#### *Degree Requirements*

7 core courses, including:

PTH 760 Ethics & Leadership (2)  
PTH 761 Differential Diagnosis in Physical Therapy (2)  
PTH 762 Exercise Prescription and Application for the Physical Therapist (2)  
PTH 763 Imaging and Pharmacology (2)  
PTH 764 Evidence-Based Practice (2)

2 elective courses from the following:

PTH 711 Promoting Skill Acquisition in Neurologic Clients (2)  
PTH 772 Physical Examination and Treatment of the Musculoskeletal System Part I: Upper Quarter (2)  
PTH 773 Physical Examination and Treatment of the Musculoskeletal System Part II: Lower Quarter (2)  
PTH 775 Geriatric Rehabilitation – Principles of Practice (2)

PTH 780 Advanced Clinical Internship (3)

An advanced Clinical Internship is required of students with less than one year of clinical practice.

## **Doctor of Psychology (Psy.D.)**

### Year One:

|         |                                                               |
|---------|---------------------------------------------------------------|
| PSY 708 | Cognitive & Affective Bases of Behavior (3)                   |
| PSY 709 | Intellectual Assessment (4)                                   |
| PSY 710 | Foundations of Psychological Interventions (3)                |
| PSY 711 | Multicultural & Diversity Issues (3)                          |
| PSY 714 | Personality Assessment (4)                                    |
| PSY 715 | Ethical Issues (3)                                            |
| PSY 741 | Individual Differences: Assessment and Treatment Planning (3) |
| PSY 746 | Practicum I (3)                                               |
| PSY 747 | Practicum II (3)                                              |
| PSY 804 | Vocational Issues in Counseling Psychology (3)                |
| PSY 807 | Biopsychology (3)                                             |

### Year Two:

|         |                                                      |
|---------|------------------------------------------------------|
| PSY 707 | Social Psychology (3)                                |
| PSY 712 | Advanced Statistics & Research Design (4)            |
| PSY 801 | Family-Focused Systemic Interventions (3)            |
| PSY 802 | Advanced Data Analysis (3)                           |
| PSY 814 | Sustainable Health and Well-Being I: Individuals (3) |
| PSY 815 | SHWB: Organizations & Communities (3)                |
| PSY 805 | Group Processes & Interventions (3)                  |
| PSY 846 | Practicum III (3)                                    |
| PSY 847 | Practicum IV (3)                                     |
| PSY 861 | Doctoral Project (1)                                 |

Portfolio Review

Comprehensive Exams

### Year Three

|         |                                             |
|---------|---------------------------------------------|
| PSY 704 | History and Contemporary Issues I (1)       |
| PSY 705 | History and Contemporary Issues II (1)      |
| PSY 806 | Supervision, Leadership, & Consultation (3) |
| PSY 816 | SHWB: Health Psychology Practice (3)        |
| PSY 817 | SHWB: Prevention & Positive Psychology (3)  |
| PSY 848 | Practicum V (elective – optional)*          |
| PSY 862 | Doctoral Project II (2)                     |
| PSY 863 | Doctoral Project III (3)                    |

- PsyD students are required to complete four practicum courses for the degree. A fifth practicum course is available as an elective for students who want to expand skills into a new area or to strengthen existing skills prior to the pre-doctoral internship.

### Year Four

|         |                                 |
|---------|---------------------------------|
| PSY 871 | Pre-Doctoral Internship I (1)   |
| PSY 872 | Pre-Doctoral Internship II (1)  |
| PSY 873 | Pre-Doctoral Internship III (1) |

## **Master of Accounting**

*Made possible by a generous grant from The PNC Foundation, Inc.*

The Master of Accounting (MAcc) program is designed to help prepare students to take advantage of the many opportunities available in the field of accounting and play an important role in the preparation for taking the CPA and/or the CMA examinations. Whether a student desires to work in private industry, the not-for-profit sector, or governmental entities, a degree in accounting can lead to a dynamic career with skills that are highly valued in the marketplace. The MAcc is a flexible program designed to fit the student's career goals and is available to college graduates of all majors. Many of the courses are available in concentrated seven week terms.

### *Degree Requirements*

Undergraduate degree, proficiency in written and oral communications, college level math and computer usage, including word processing, spread sheets, databases, and the Internet, are required.

### *Program Design*

The MAcc requires students to take 30 credits from both the Accounting and M.B.A. curricula. The courses taken will depend upon level of previous accounting and business education and the student's career goals. A minimum of 18 credits are to be in the accounting area; the other 12 credits can be further accounting or M.B.A. course electives depending upon the students educational needs and career interests. The student will receive individual advisory assistance to develop a program of study that will best suit their educational background and career interests.

### *Degree Requirements*

Core Courses: (Choose 12 credits below)

ACT 620 Advanced Financial Accounting (3)

ACT 625 Cost Analysis (3)

ACT 630 Advanced Tax Accounting (3)

ACT 635 Forensic Accounting (3)

ACT 640 Governmental and Not-For-Profit Accounting (3)

ACT 645 Accounting Theory (3)

ACT 650 Managerial Accounting (3)

Electives: (Choose 18 credits below, with at least 6 credits in ACT courses)

Any courses not taken from the list above

ACT 510 Accounting Fundamentals (3)

ACT 519 Intermediate Accounting I (3)

ACT 523 Intermediate Accounting II (3)

ACT 524 Federal Tax Accounting (3)

ACT 531 Auditing (3)

BUS 570 International Business (2)  
BUS 571 Business Communication (2)  
BUS 572 Global Marketing (2)- pre-req: BUS 508  
BUS 573 Entrepreneurship/Strategy (2)  
BUS 574 Corporate Finance (3)  
BUS 575 Leadership & Management (2)  
BUS 576 Organizational Behavior (2)  
BUS 577 Information Technology (2)  
BUS 578 Negotiations/Persuasion (2)  
BUS 579 Creativity/ Innovative Thinking (2)  
BUS 580 Business Ethics and Corporate Responsibility (2)  
BUS 673 Legal Aspects of Business (3)  
Or Approved Chatham M.B.A. electives

### **Master of Arts in Food Studies**

The Masters of Arts in Food Studies emphasizes a holistic approach to *food systems*, from agriculture and food production to cuisines and consumption, providing intellectual and practical experience from field to table. Graduates gain analytical and experiential knowledge of global and local food systems. Academic courses provide a critical framework, emphasizing the ways people relate to food within a cultural and historical context. Analysis of global, environmental, and women's/gender issues are centralized in the study of the food system as a cultural, economic, and geographic entity. The 388-acre Eden Hall Campus provides a working environment for engagement with the practice and pedagogy of sustainable agriculture and culinary arts. Food Studies is the interdisciplinary domain that includes agricultural and culinary history as well as sociological, cultural, political, economic, and geographic examinations of food production and consumption. At the heart of the curriculum model are a number of common preparatory, experiential, and core courses, which allow students to develop a shared knowledge base and social network. The common preparatory courses provide all students with disciplinary training in both natural and social sciences. The core courses link real world problems with ethics, theory, history, communication, research skills, and experiential learning. Internships and directed study in community-based settings are encouraged.

#### *Degree Requirements*

The MAFS consists of 42 credits (15 courses). Core (21 credit hours-8 courses); Applied Electives (4 credit hours- 2 courses); Science Electives (6 credit hours-2 courses); and two Concentrations from three available (Food Policies and Security, Food Markets and Marketing, or Communication and Writing)

#### **Core** (6 courses, 18 credit hours)

FST508 Food Systems (3)  
FST509 Food Access (3)  
FST510 Food, Culture, History (3)  
FST511 Research Methods: Food (3)  
FST601 Theories of Food (3)  
FST698 Thesis I (3)

FST 699 Thesis II (3) (optional)

**Applied Electives** (10 credit hours)

FST520 Growing Sustainably (4)

FST530 Sustainable Culinary Arts (3)

FST691;692;693 Internship (1) (2) (3) (any combination adding up to three credits)

**Science Electives** (1 course, 3 credit hours)

FST512 Practical Nutrition (3)

LNS551 Soil Science (3)

**Concentrations** Choose 4 courses, 12 credit hours. Up to one course may be substituted per concentration with permission of the Program Director.

*Food Politics*

FST513 Food, Labor, Inequality (3)

FST514 Fair Trade (3)

FST517 Sustainable Systems (3)

FST604 Food, Social Reform, & Health

*Food Markets and Marketing*

FST518 The Business of Food (3)

FST602 Global Agriculture (3)

FST 516 Comparative Cuisines

*Communication and Writing*

FST405/505 Food and Representations (3)

FST515 Writing About Food (3)

FST603 Food Journeys (3)

FST 406/506 Eco-feminism and Food

FST 507 Food, Film, Literature

*Additional Courses:*

FST 683 Special Topics

**Master of Arts in Landscape Studies**

The Master of Arts in Landscape Studies (M.A.L.S.) provides students who are interested in landscape design, natural resources conservation, and other related environmental fields with the basic knowledge and skills necessary to participate in developing a variety of outdoor ranging from small private gardens to larger public parks. Students learn the skills required for engaging in a innovative landscape design process that aims at creating functionally useful, aesthetically pleasing, and socially livable open spaces. The curriculum draws upon

other disciplines, including horticulture, ecology, design and visual arts, cultural and literary studies, behavioral sciences, philosophy, history, and geography to explore different perspectives on landscape. Emphasis across the curriculum provides the motivated student with wide opportunities to develop an understanding of landscape issues and examine landscape ideologies and environmental strategies that will enable him or her to be engaged as an intellectually creative designer and environmentalist

*Degree Requirements*

15 courses (46 credits), including:

**5 courses of foundation study:**

- LNS 512      Applied Design Studio: The Principles and Practice of Landscape Design (3)
- LNS 516      Graphic Communication (4)
- LNS 521      Plants and Design I (3)
- LNS 520      History of Landscape Design (3)
- LAR 516      Plant Identification: Trees and Shrubs (3)

**5 courses of advanced study:**

- LNS 522      Plants and Design II: Site Ecology and Ecological Design and Planning (3)
- LNS 528      Theory and Aesthetics of Landscape Design (3)
- LNS 533      Advanced Design Studio III: The Applications of Landscape Design (3)
- LNS 680      Graduate Research Methods in Landscape Studies (3)
- LNS 695      Master's Project (3)

**4 courses of electives, selected from:**

- LNS 511      Foundation Design Studio: The Methods and Processes of Landscape Design (3)
- LNS 524      Plant Management (3)
- LNS 549      Historic Landscape Preservation (3)
- LNS 553      Ornamental Horticulture I (3)
- LNS 554      Ornamental Horticulture II (3)
- LNS 557      Diseases and Pests (3)
- LNS 573      Materials and Methods in Landscape Construction (3)
- LNS 575      Landscape Grading and Drainage (3)

Other courses may be acceptable as electives upon permission of the Director of Landscape Architecture Programs.

**A total of 6 credits of Thesis or Thesis Project are required.**

## **Master of Arts in Psychology**

In the Master of Arts in Psychology program, students develop an advanced understanding of general concepts in psychology. Students will increase understanding of human behavior and of psychological research and research methods. Students may focus on study of health behavior or sport and exercise psychology, may design an individualized focus, or may focus on science and theories of psychology in preparation for application to doctoral programs. This degree is not a practice degree, and does not enable students to qualify for licensure as a counselor.

### *Degree Requirements*

The MAP consists of a total of 36 credit hours, as described below.

#### **MAP with focus on Health Psychology**

|                     |                                                                      |
|---------------------|----------------------------------------------------------------------|
| PSY 503             | Applied Biological Psychology                                        |
| PSY 513             | Learning and Behavior or PSY501 Foundations of Counseling Psychology |
| PSY 555             | Statistics and Research Design                                       |
| PSY 617             | Psychology of Culture and Identity                                   |
| PSY 629             | Human Development                                                    |
| PSY 635             | Concepts of Mental Health and Illness                                |
| PSY 663             | Foundations in Health Psychology                                     |
| PSY 672             | Group Counseling                                                     |
| PSY 693             | Independent Study                                                    |
| 3 hours of elective |                                                                      |

PLUS TWO SELECTED FROM THE FOLLOWING:

|                                                        |                                               |
|--------------------------------------------------------|-----------------------------------------------|
| PSY 667                                                | Stress: Somatic and Contemplative Approaches  |
| PSY 530                                                | Introduction to Sport and Exercise Psychology |
| Another health-related course approved by the director |                                               |

#### **MAP with focus on Sport and Exercise Psychology**

|         |                                                                           |
|---------|---------------------------------------------------------------------------|
| PSY 503 | Applied Biological Psychology                                             |
| PSY 513 | Learning and Behavior                                                     |
| PSY 530 | Introduction to Sport and Exercise Psychology                             |
| PSY 555 | Statistics and Research Design                                            |
| PSY 607 | Sport and Exercise Psychology Interventions I: Children & Adolescents     |
| PSY 608 | Sport and Exercise Psychology Interventions II: College Students & Adults |
| PSY 610 | Advanced Seminar in Sport and Exercise Psychology                         |

|         |                                    |
|---------|------------------------------------|
| PSY 617 | Psychology of Culture and Identity |
| PSY 629 | Human Development                  |
| PSY 663 | Foundations in Health Psychology   |
| PSY 672 | Group Counseling                   |
| PSY 693 | Independent Study                  |

### **MAP with self-designed focus**

|                                                                                                     |                                                                                  |
|-----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| PSY 503                                                                                             | Applied Biological Psychology                                                    |
| PSY 513                                                                                             | Learning and Behavior or PSY 501 Foundations of Counseling Psychology            |
| PSY 555                                                                                             | Statistics and Research Design                                                   |
| PSY 617                                                                                             | Psychology of Culture and Identity                                               |
| PSY 629                                                                                             | Human Development                                                                |
| PSY 635                                                                                             | Concepts of Mental Health and Illness or PSY663 Foundations in Health Psychology |
| PSY 672                                                                                             | Group Counseling                                                                 |
| PSY 693                                                                                             | Independent Study or PSY682 Practicum (with director's permission)               |
| 12 credit hours of graduate psychology electives selected in consultation with director and advisor |                                                                                  |

### **MAP with a focus on Science and Theories of Psychology\***

\*Students who attain post-baccalaureate degree admission to the PsyD in Counseling Psychology program at Chatham earn this degree prior to beginning the doctoral level courses.

|                                                |                                                                    |
|------------------------------------------------|--------------------------------------------------------------------|
| PSY 501                                        | Foundations of Counseling Psychology                               |
| PSY 503                                        | Applied Biological Psychology                                      |
| PSY 555                                        | Statistics and Research Design                                     |
| PSY 617                                        | Psychology of Culture and Identity                                 |
| PSY 629                                        | Human Development                                                  |
| PSY 635                                        | Concepts of Mental Health and Illness                              |
| PSY642                                         | Assessment                                                         |
| PSY662                                         | Theories and Techniques of Counseling                              |
| PSY 672                                        | Group Counseling                                                   |
| PSY 681                                        | Professional Integration                                           |
| PSY 693                                        | Independent Study or PSY682 Practicum (with director's permission) |
| 3 credit hours of graduate psychology elective |                                                                    |

### **Master of Arts in Teaching**

The Master of Arts in Teaching (M.A.T.) degree is designed for women and men planning careers in the teaching profession at the early childhood (N-3), elementary (K-6), and secondary levels (7-12 in the areas of biology,

chemistry, English, mathematics, physics, social studies); in K-12 art education and environmental education; and special education. The program is based on the premise that successful teachers will need a strong liberal arts education, in-depth knowledge of a chosen discipline, and mastery of current educational theory, practice, and technology. Applicants' transcripts will be reviewed to determine whether students have completed the academic requirements specified by the Pennsylvania Department of Education in the standards for the desired certification area. Successful completion of the PRAXIS Pre-professional examinations in reading, writing and mathematics are also required. All undergraduate requirements for certification in a given area need to be completed before a student is fully accepted into the M.A.T. program.

The M.A.T. degree provides a curriculum differentiated to serve students with a wide range of academic and professional experiences, including those:

- who have no experience in the field of education and are seeking both a master's degree and certification in the Commonwealth of Pennsylvania;
- who are currently teaching in an independent or parochial school without certification and wish to become certified while earning a master's degree.

The M.A.T. program in special education is available for students:

- seeking a master's degree and certification in special education or dual certification in special education and either elementary or secondary education;
- certified in elementary or secondary education, seeking additional certification in special education.

#### *Admission: PDE Clearances*

The Pennsylvania Department of Education requires all individuals who interact with children in Pennsylvania schools to obtain three types of clearances: Act 34, Act 151, and FBI Criminal History Report. These clearances – a criminal background check, a child abuse check, and a criminal history report – are required for all Chatham field placements including observations and student teaching. In all M.A.T. programs, field placements begin in the first term of enrollment. Therefore, students must submit these three clearances to the education department at the beginning of their program and before they register for any field placements. ***Negative information on any of these clearances may be cause for dismissal from the program.***

More information regarding these clearances is available on the Pennsylvania Department of Education website. Visit <http://www.teaching.state.pa.us/teaching/site/default.asp> and click on “Background Checks” in the left-hand menu.

#### *Program of Study*

Students with no academic or professional experience in the field of education who are seeking a master's degree and either elementary or secondary certification must complete 45 credits, including:

- 33 credits in professional preparation and content-related courses
- 3 credits in field placement
- 9 credits in student teaching
- Successful completion of the PRAXIS Pre-professional in reading, writing and mathematics prior to full admission to the program, and successful completion of all required Praxis examinations before certification applications can be forwarded to the State Department of Education Bureau of Teacher Preparation and Certification.

All students seeking Pennsylvania state certification must have the following:

- six credits in English, including three credits in composition or writing and three credits in literature, and
- six credits in college-level mathematics prior to entering the program.

Those individuals with no academic or professional experience in the field of education who are seeking a master's degree with dual certification in special education and either elementary or secondary must complete 64 credits, including:

- 50 credits in professional preparation and content-related courses
- 5 credits in field placement
- 9 credits in student teaching
- Successful completion of the PRAXIS Preprofessional Test in reading, writing, mathematics prior to full admission to the program, and successful completion of all required Praxis examinations before certification applications can be forwarded to the State Department of Education Bureau of Teacher Preparation and Certification.

Students who have experience in the field of education and are seeking a master's degree and/or further certification should contact the program director or academic advisor for specific requirements of their programs of study.

For those students seeking special education certification, a minimum of four 40-hour field experiences (excluding student teaching), totaling approximately 160 hours is required. Additional field experiences are possible and encouraged. Field experiences are equivalent to one credit hour and, in most cases, involve classroom visitation one day per week for at least three hours per visit for the duration of the term. Placements will be based on the particular course or courses in which the student is enrolled. Students will document their experiences in a Special Education Field Experience Record Book. A completed Record Book is to be submitted to the Education Department prior to making application for certification in special education.

#### *Certification Programs*

Chatham College also offers a certificate in English as a Second Language (ESL). This 18-credit certificate program offers the student the opportunity to earn a teaching credential which demonstrates specialization in the field of teaching English as a Second language (ESL). According to the Pennsylvania Department of Education, all new and existing teachers in an ESL program must have an ESL certification by the beginning of the 2004-2005 school year. This training program requires a demonstration of knowledge of the fundamental concepts and practices of English as second language instruction/services that could be provided at either pre-school, elementary or secondary level. Upon completion of the program, the candidate will receive a signed copy of the ESL Training Completion Form listing the program competencies and indicating that the training components have been successfully completed.

#### *Graduate Certificate in Early Childhood Directorship*

This certificate provides individuals with credentials as specified by the NAEYC as necessary for demonstrating competency as a director of an early learners' facility. Upon completion of this 20 credit experience, participants will receive a certificate specifying the extent and degree of their professional training.

5 courses, including:

EDU 527      Designing Early Childhood Centers (2)

|         |                                          |
|---------|------------------------------------------|
| EDU 629 | School Law (3)                           |
| EDU 688 | Early Childhood Supervised Practicum (6) |
| BUS 505 | Organizational Behavior (3)              |
| BUS 625 | Human Resource Management (3)            |

*Degree Requirements – Early Childhood*

44 credits, including:

|         |                                                            |
|---------|------------------------------------------------------------|
| EDU 502 | Perspectives on Education (2)                              |
| EDU 503 | Children’s Literature and the Arts (3)                     |
| EDU 511 | Early Childhood Curriculum (3)                             |
| EDU 524 | Teaching in a Multicultural Setting (3)                    |
| EDU 527 | Designing Early Childhood Centers (2)                      |
| EDU 535 | Methods of Teaching Elementary Mathematics (3)             |
| EDU 536 | Methods of Teaching Elementary Science (3)                 |
| EDU 580 | Field Placement: School Culture (1)                        |
| EDU 581 | Field Placement: Instructional Strategies (1)              |
| EDU 582 | Field Placement: Learning Support/Inclusion (1)            |
| EDU 607 | Child and Adolescent Development in the School Context (3) |
| EDU 609 | Communication Skills (3)                                   |
| EDU 618 | Instructional Computer Integration (3)                     |
| EDU 634 | Inclusion: Issues and Strategies (2)                       |
| EDU 637 | Writing as Learning (3)                                    |
| EDU 693 | Early Childhood Student Teaching (9)                       |

*Degree Requirements – Elementary*

44 credits, including:

|         |                                                            |
|---------|------------------------------------------------------------|
| EDU 502 | Perspectives on Education (2)                              |
| EDU 503 | Children’s Literature, Media and the Arts (3)              |
| EDU 524 | Teaching in a Multicultural Setting (3)                    |
| EDU 532 | Human Geography: Content and Methodology (3)               |
| EDU 535 | Methods of Teaching Elementary Mathematics (3)             |
| EDU 536 | Methods of Teaching Elementary Science (3)                 |
| EDU 580 | Field Placement: School Culture (1)                        |
| EDU 581 | Field Placement: Instructional Strategies (1)              |
| EDU 582 | Field Placement: Learning Support/Inclusion (1)            |
| EDU 607 | Child and Adolescent Development in the School Context (3) |
| EDU 609 | Communication Skills (3)                                   |
| EDU 613 | Elementary School Curriculum (3)                           |
| EDU 618 | Instructional Computer Integration (3)                     |
| EDU 634 | Inclusion: Issues and Strategies (2)                       |
| EDU 637 | Writing as Learning (3)                                    |
| EDU 694 | Elementary Student Teaching (9)                            |

*Degree Requirements – Secondary (biology, chemistry, English, mathematics, physics or social studies):*

44 credits, including:

|         |                                                            |
|---------|------------------------------------------------------------|
| EDU 502 | Perspectives on Education (2)                              |
| EDU 515 | Secondary School Curriculum (2)                            |
| EDU 516 | Teaching Methods in Secondary English (2) or               |
| EDU 517 | Teaching Methods in Secondary Social Studies (2) or        |
| EDU 518 | Methods of Teaching Secondary Science (2) or               |
| EDU 519 | Methods of Teaching Secondary Mathematics (2)              |
| EDU 524 | Teaching in a Multicultural Setting (3)                    |
| EDU 525 | Tests and Measurements (3)                                 |
| EDU 526 | Content Area Literacy (3)                                  |
| EDU 580 | Field Placement: School Culture (1)                        |
| EDU 581 | Field Placement: Instructional Strategies (1)              |
| EDU 582 | Field Placement: Learning Support/Inclusion (1)            |
| EDU 607 | Child and Adolescent Development in the School Context (3) |
| EDU 618 | Instructional Computer Integration (3)                     |
| EDU 634 | Inclusion: Issues and Strategies (2)                       |
| EDU 695 | Secondary Student Teaching (9)                             |

3 courses in content area of certification

*Degree Requirements: Art Education and Environmental Education K-12*

Programs in these areas require some coursework in both elementary and secondary education. Candidates for these degrees should contact the certification officer or program chairperson.

*Degree Requirements – Special Education (for students who hold no other teaching certificate)*

64 credits, including:

|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| EDU 502 | Perspectives on Education (2)                                               |
| EDU 506 | Issues in Special Education (3)                                             |
| EDU 524 | Teaching in a Multicultural Setting (3)                                     |
| EDU 535 | Methods of Teaching Elementary Mathematics (3)                              |
| EDU 536 | Methods of Teaching Elementary Science (3)                                  |
| EDU 582 | Field Placement: Learning Support/Inclusion (1)                             |
| EDU 583 | Field Placement: Emotional Support (1)                                      |
| EDU 584 | Field Placement: Transition (1)                                             |
| EDU 585 | Field Placement: Multiple and Physical Exceptionalities (1)                 |
| EDU 586 | Field Placement: Life Skills (1)                                            |
| EDU 607 | Child and Adolescent Development in the School Context (3)                  |
| EDU 609 | Communication Skills (3)                                                    |
| EDU 613 | Elementary School Curriculum (3)                                            |
| EDU 618 | Instructional Computer Integration (3)                                      |
| EDU 629 | School Law (3)                                                              |
| EDU 651 | Gifted Education (3)                                                        |
| EDU 652 | Characteristics of Individuals with Physical and Neurological Disorders (2) |
| EDU 655 | Assessment of Special Needs Students (3)                                    |

|         |                                                                                    |
|---------|------------------------------------------------------------------------------------|
| EDU 661 | Curriculum and Instruction of Individuals with Mild Learning Needs (3)             |
| EDU 664 | Behavior Management in the Classroom (3)                                           |
| EDU 668 | Curriculum and Instruction of Individuals with Moderate to Severe Disabilities (3) |
| EDU 671 | Collaboration (3)                                                                  |
| EDU 673 | Transition Planning and Adult Services (3)                                         |
| EDU 696 | Special Education Student Teaching (9)                                             |

*Degree Requirements – Special Education (for students who are seeking certification in both elementary and special education)*

70 credits, including:

|         |                                                                                    |
|---------|------------------------------------------------------------------------------------|
| EDU 502 | Perspectives on Education (2)                                                      |
| EDU 503 | Children’s Literature, Media and the Arts (3)                                      |
| EDU 506 | Issues in Special Education (3)                                                    |
| EDU 524 | Teaching in a Multicultural Setting (3)                                            |
| EDU 535 | Methods of Teaching Elementary Mathematics (3)                                     |
| EDU 536 | Methods of Teaching Elementary Science (3)                                         |
| EDU 582 | Field Placement: Learning Support/Inclusion (1)                                    |
| EDU 583 | Field Placement: Emotional Support (1)                                             |
| EDU 584 | Field Placement: Transition (1)                                                    |
| EDU 585 | Field Placement: Multiple and Physical Exceptionalities (1)                        |
| EDU 586 | Field Placement: Life Skills (1)                                                   |
| EDU 607 | Child and Adolescent Development in the School Context (3)                         |
| EDU 609 | Communication Skills (3)                                                           |
| EDU 613 | Elementary Curriculum (3)                                                          |
| EDU 618 | Instructional Computer Integration (3)                                             |
| EDU 629 | School Law (3)                                                                     |
| EDU 637 | Writing as Learning: Theory, Practice and Pedagogy (3)                             |
| EDU 651 | Education of the Gifted (3)                                                        |
| EDU 652 | Characteristics of Individuals with Physical and Neurological Disorders (2)        |
| EDU 655 | Assessment of Special Needs Students (3)                                           |
| EDU 661 | Curriculum and Instruction of Individuals with Mild Learning Needs (3)             |
| EDU 664 | Behavior Management in the Classroom (3)                                           |
| EDU 668 | Curriculum and Instruction of Individuals with Moderate to Severe Disabilities (3) |
| EDU 671 | Collaboration (3)                                                                  |
| EDU 673 | Transition Planning and Adult Services (3)                                         |
| EDU 696 | Special Education Student Teaching (9)                                             |

*Degree Requirements – Special Education (for students who already hold certification in elementary or secondary education)*

48 credits, including:

|         |                                 |
|---------|---------------------------------|
| EDU 506 | Issues in Special Education (3) |
|---------|---------------------------------|

|         |                                                                                    |
|---------|------------------------------------------------------------------------------------|
| EDU 535 | Methods of Teaching Elementary Mathematics (3)                                     |
| EDU 536 | Methods of Teaching Elementary Science (3)                                         |
| EDU 582 | Field Placement: Learning Support/Inclusion (1)                                    |
| EDU 583 | Field Placement: Emotional Support (1)                                             |
| EDU 584 | Field Placement: Transition (1)                                                    |
| EDU 585 | Field Placement: Multiple and Physical Exceptionalities (1)                        |
| EDU 586 | Field Placement: Life Skills (1)                                                   |
| EDU 618 | Instructional Computer Integration (3)                                             |
| EDU 629 | School Law (3)                                                                     |
| EDU 651 | Education of the Gifted (3)***                                                     |
| EDU 652 | Characteristics of Individuals with Physical and Neurological Disorders (2)        |
| EDU 655 | Assessment of Special Needs Students (3)                                           |
| EDU 661 | Curriculum and Instruction of Individuals with Mild Learning Needs (3)             |
| EDU 664 | Behavior Management in the Classroom (3)                                           |
| EDU 668 | Curriculum and Instruction of Individuals with Moderate to Severe Disabilities (3) |
| EDU 671 | Collaboration (3)                                                                  |
| EDU 673 | Transition Planning and Adult Services (3)                                         |
| EDU 690 | Practicum in Special Education (6)                                                 |

\*\*\*May substitute 653, 654 or 656

#### *Graduate Certificate in Education for Gifted and Talented Children Requirements*

This certificate is an 18-credit gifted-education program offered by Chatham University. The State of Pennsylvania does not currently offer instructional certification in this area. Education of gifted and talented students is part of Special Education in Pennsylvania.

6 courses, including:

|         |                                                         |
|---------|---------------------------------------------------------|
| EDU 651 | Education of the Gifted (3)                             |
| EDU 653 | Models of Gifted Education: Curriculum (3)              |
| EDU 654 | Multicultural Gifted Education: Diverse Populations (3) |

At least 6 credits from the following:

|         |                                                                            |
|---------|----------------------------------------------------------------------------|
| EDU 503 | Children's Literature and the Arts (3)                                     |
| EDU 618 | Computer Integration (3)                                                   |
| EDU 648 | Special Topics: Environmental Education Experiences in the Schooolyard (3) |

Other courses may be chosen as electives in consultation with an education program advisor.

#### *Graduate Certificate in English as a Second Language*

This program offers an opportunity to demonstrate specialization in the field of teaching English as a second language. Upon completion of this 18 credit program, participants will receive a signed copy of the ESL Training Completion Form required by the Pennsylvania Department of Education.

## **Master of Business Administration**

The challenging and rigorous curriculum of the Chatham MBA is taught by faculty whose long and varied business experience and strong academic credentials form the cornerstone of the small interactive classes. The MBA is designed to provide maximum relevance to the business world of 21<sup>st</sup> century: the program focuses on skills identified by current business leaders as vital in an increasingly competitive job market: creative thinking, innovation, effective communication, and leadership, as well as courses in finance, marketing, economics, etc. In each course, students apply management concepts to diagnose and solve practical problems in a supportive and collaborative environment.

The Chatham MBA consists of two parts: Core Classes which provide students with detailed coverage of the advanced business knowledge and critical skills that are most in demand by employers, and three Concentration Tracks: 1) Strategy and Entrepreneurship; 2) Healthcare Management; and 3) Executive Leadership for Women. In all three tracks, the Multi-Discipline Strategic Management (MSM) or Capstone class provides the opportunity for students to work in teams with local business leaders in an experiential setting to solve a real-world business problem. The MSM is flexible to allow students to place emphasis on the skills or sector they most want to develop; examples could include issues relating to sustainability, strategic planning, marketing, entrepreneurship, or issues in women's healthcare. The Center for Women's Entrepreneurship at Chatham University and the MBA program are partnering to advance the region's established and start-up businesses, and provide opportunities for men and women students to work with and network with some of the most dynamic companies in Pittsburgh. The small classes in the Chatham University cutting-edge MBA allow students to participate and lead class discussions, know their professors well and explore a variety of business topics in greater depth and to enrich their understanding of organizational complexity.

### *Degree Requirements*

Proficiency in written and oral communications, college level math, and computer usage, including word processing, spread sheets, databases, and the Internet, are required. In addition, basic knowledge of statistics, accounting, marketing and economics are essential. Online courses (Foundation courses) are available for students without previous coursework or life experience in these areas. Placement into these courses will be done on a case-by-case basis as part of the application review process by the Director of the Program.

The pre-requisite (Foundation) courses are as follows (4 courses- 8 credit hours, online format):

- BUS 506 Statistics Essentials (2)
- BUS 507 Accounting Essentials (2)
- BUS 508 Marketing Essentials (2)
- BUS 509 Economics Essentials (2)

## **MBA Curriculum**

The MBA consists of 37 credits (17 courses). Core (26 credit hours-12 courses) and 5 courses from one of three available Concentrations (Strategy and Entrepreneurship, Healthcare Management, or Executive Leadership for Women).

Core (12 required courses -26 credit hours) – required in all three Concentrations

BUS 570 International Business (2)

BUS 571 Business Communication (2)

BUS 572 Global Marketing (2)- pre-req: BUS 508

BUS 573 Entrepreneurship/Strategy (2)

BUS 574 Corporate Finance (3)

BUS 575 Leadership & Management (2)

BUS 576 Organizational Behavior (2)

BUS 577 Information Technology (2)

BUS 578 Negotiations/Persuasion (2)

BUS 579 Creativity/ Innovative Thinking (2)

BUS 580 Business Ethics and Corporate Responsibility (2)

ACT 650 Managerial Accounting (3) –pre-req: BUS 507

Concentrations (choose 1) Students should declare their Concentration as they enter the program.

*Strategy and Entrepreneurship (5 courses – 11 credit hours)*

BUS607 Human Resource and Issues in Diversity (2)

BUS608 Economics for Managers (2) –pre-req: BUS 509

BUS609 Business and Sustainability (2)

BUS610 Statistical Application to Business Efficiency (2) – pre-req: BUS 506

BUS 624 Multi-Discipline Strategic Management 1 (3) – pre-req: BUS 573, BUS 575, BUS 579

*Healthcare Management (5 courses – 11 credit hours)*

BUS 611 Quality Measurement (2)

BUS 612 Health Economics + Reimbursement (2) – pre-req: BUS 509; BUS 506

BUS 613 Health Policy and History (2)

BUS 614 Management Issues in Healthcare Institutions (2)

BUS 615 Healthcare Capstone Experience (3) -pre-req: BUS 573, BUS 575, BUS 579, BUS 614

*Executive Leadership for Women (5 courses – 11 credits)*

BUS 620 Risk Management (2) - pre-req: BUS 509; BUS 506

BUS 621 Gender and Diversity in Leadership (2)

BUS 622 Advanced Topics in Leadership and Governance (2)

BUS 623 Strategic Performance for Women Executives (2)

BUS 624 Multi-Discipline Strategic Management (3) – pre-req: BUS 573, BUS 575, BUS 579

## Master of Fine Arts in Creative Writing

The Master of Fine Arts in Creative Writing is a broad program of study (39 credit hours) designed to prepare students for careers as writers or other positions requiring similar professional skills, such as editing, publishing, and content development for the web; to enable students to improve their writing in more than one genre through interaction with our faculty and other writing students; and to become experienced critics of literary works. Our focus on nature, environmental and travel writing provides students unique opportunities to explore the world and travel as part of their degree programs.

Most full-time students will be able to complete the program in two years. All students must complete the program within six years of entrance into the program.

### *Program of Study*

Complete 39 credits hours of graduate coursework beyond the BA or BS. Students who have not completed an undergraduate major in writing, or in English with a writing focus, may be required to take a basic core of 3 courses before registering for the advanced curriculum.

### *Requirements:*

**One** craft course in your primary genre (3 credits):

ENG 583 The Craft of Poetry (3)  
ENG 581 The Craft of Fiction (3)  
ENG 582 The Craft of Nonfiction (3)  
ENG 586 The Craft of Writing for Children (3)

Primary genre craft course must be taken during the fall of student's first year. Craft courses are prerequisites for all workshops of any genre.

**Three** advanced writing workshops (9 credits) in your primary genre chosen from the following:

ENG 553 Writing Poetry (3)  
ENG535 Writing Poetry: Form Workshop (3)  
ENG537 Writing Poetry: Literary Movements Workshop (3)  
ENG 554 Writing Fiction (3)  
ENG550 Writing Fiction: the Novel (3)  
ENG551 Writing Fiction: the Short Story (3)  
ENG557 Writing Fiction: Story Collections/Novel-in-Stories (3)  
ENG 548 Writing Creative Nonfiction (3)  
ENG539 Writing Creative Nonfiction: Memoir (3)  
ENG544 Writing Creative Nonfiction: the Lyric and Formally Adventurous (3)  
ENG545 Writing Creative Nonfiction: Literary Journalism (3)  
ENG 556 Writing for Children (3)  
ENG559 Writing for Children: Biography and Autobiography (3)

ENG560 Writing for Children: Mystery and Suspense (3)  
ENG561 Writing for Children: Picture Book (3)  
ENG565 Writing for Children: History (3)  
ENG/FDT 651 Screenwriting (3)  
ENG/FDT652 Screenwriting: Adaptation (3)  
ENG/FDT655 Screenwriting: Documentary, Experimental and Narrative (3)  
ENG/FDT657 Screenwriting: Television (3)

**One** of Nature Writing, Writing About Environmental Science OR Travel Writing:

ENG 584 Nature and Environmental Writing (3)  
ENG 585 Travel Writing (3)  
ENG526 Writing About Environmental Science (3)

**One** national or international Field Seminar

ENG 674 Field Seminar: International (3)  
ENG675 Field Seminar: National (3)  
ENG676 The Pittsburgh Field Seminar (3)

Students will travel with faculty members to parts of the United States and other countries, respond to the culture and natural world of another locale, and write about their experiences.

**Four** content courses (12 credits), at least 2 of which must be literature-based courses. Sample courses include:

ENG 552 Ecofeminist Literature (3)  
ENG 519 Frontier Women (3)  
ENG522 American Exploration (3)  
ENG 527 Ethnicity and Place (3)  
ENG 546 Wildness and Literature (3)  
ENG 562 Children's Literature (3)

**One** elective (3 credits; any course from the MFA program or outside of the English department with permission of director). Note: Students in the Writing for Children Track are required to take ENG 562, Children's Literature, as one of their literature courses.

**One** Thesis Seminar corresponding to the student's primary genre (3) Choose from:

ENG 605 Fiction  
ENG 606 Creative Nonfiction  
ENG 607 Poetry  
ENG 608 Children's Writing  
ENG 609 Screenwriting

The Thesis Seminar is a prerequisite for Final Manuscript (698)

- **One** ENG 698 Final Manuscript (3)

### **Dual Concentration Requirements**

By taking a craft course and two writing workshops in their secondary genre, students may attain their MFA with a Dual Concentration. Thus, students choosing this option will take one craft course and nine credits in workshops for their primary genre and one craft course plus six credits of workshops for the secondary genre. The Thesis Project for Dual Concentration may be composed of work in either genre or a combination of both.

### **Certificate in the Teaching of Writing**

Students who wish to earn a Certificate in the Teaching of Writing take an additional nine credits specifically in courses designed to study the pedagogy of writing. Students earning this certificate take related course work throughout the degree program aimed at increasing their knowledge and understanding of current theoretical and practical approaches to the teaching of creative writing. During the final semester, students teach in a field placement that they design and implement in a working classroom or other approved setting.

3 required courses:

ENG 514 Readings in the Pedagogy of Creative Writing (3)

ENG 515 Teaching Creative Writing (3)

ENG 678 Field Placement (3)

### *Concentration in Literary Publishing*

Students who wish to concentrate in literary publishing may take nine hours of related courses to do so.

ENG 595 Independent Literary Publishing

ENG 569 or 569 Practicum: Fourth River 1 and 2

Internship with a nationally recognized press or journal.

### *Concentration in Travel Writing*

Students who wish to concentrate in Travel Writing must take nine hours of related courses to do so, chosen from the courses below.

ENG 585 Travel Writing (3)

ENG 674 International Field Seminar (3) (may be repeated once)

ENG 675 National Field Seminar (3) (may be repeated once)

ENG 676 Pittsburgh Field Seminar (3)

### *Concentration in Nature and Environmental Writing*

Students who wish to concentrate in Nature and Environmental Writing must take nine hours of related courses to do so, chosen from the courses below.

ENG 584 Nature and Environmental Writing (3)

ENG526 Writing About Environmental Science (3)

ENG 552 Ecofeminist Writing (3)

ENG 547 Contemporary Environmental Fiction (3)

ENG 555 Shakespeare Ecocriticism Pedagogy (3)

## **Master of Fine Arts in Film and Digital Technology**

The MFA program is focused on advanced project work in a range of media production areas, principally film/video, DVD, and the Web. It is designed to extend and develop students' experiences and knowledge in the field of media production and their understanding of creative and critical practice within the media industries.

Students in the MFA in Film and Digital Technology program are encouraged to explore the ways boundaries between previously separate forms of media production are blurring. Students will focus on developing their understanding of how emerging concepts such as interactivity, connectivity, and convergence of emerging technologies such as DVD and interactive video are creating new creative possibilities, production processes, and delivery systems for more traditional forms of media production, such as film and video.

The program is mainly project-based, with students working in small groups on a range of media productions. Students have the ability to customize their activities according to their interests and specializations. The program includes research components, where students are asked to place their production works in broader social, historical, cultural, and theoretical contexts. Particular emphasis is placed on industry, and students who complete the MFA will have a high level of industry readiness, with a realistic and well-informed sense of the career possibilities in this rapidly changing area.

### *Degree Requirements*

36 credits, including:

|         |                                                         |
|---------|---------------------------------------------------------|
| FDT 543 | The Media Production Industry (3)                       |
| FDT 550 | Media Project 1: Digital Video Production (3)           |
| FDT 650 | Media Project 2: Advanced Digital Video Production (3)  |
| FDT 675 | Media Project 3: Advanced Sound Recording & Editing (3) |
| FDT 676 | Media Project 4: Visual Effects & Animation Modes (3)   |
| FDT 641 | The Craft of Screenwriting (3)                          |
| FDT 563 | Media Contexts 1: Media History (3)                     |
| FDT 663 | Media Contexts 2: Media Theory (3)                      |
| FDT 571 | eMerging Media 1: Interactive Strategies (3)            |
| FDT 671 | eMerging Media 2: Advanced Web Design (3)               |
| FDT 677 | Media Project 5: Master's Thesis Studio (6)             |

Elective courses may be substituted for FDT 571 and FDT 671 with prior approval of the program director.

## **Master of Interior Architecture**

The Master of Interior Architecture is a first professional interior design program consisting of 72 semester credits. It is geared toward students with an undergraduate degree in a field other than interior design or architecture. The curriculum includes foundation courses in interior architecture a dynamic studio sequence, an internship, and a capstone studio. The Master of Interior Architecture prepares students for practice in an interior design or architecture firm.

### *Degree Requirements*

23 courses (72 credits), including:

|         |                                                                      |
|---------|----------------------------------------------------------------------|
| IAR502  | Theory of Interior Architecture Studio (3)                           |
| IAR 505 | Environment and Behavior (3)                                         |
| IAR 510 | Drafting & Graphics Studio (3)                                       |
| IAR 515 | Digital Drawing (3)                                                  |
| IAR 518 | Building Codes (3)                                                   |
| IAR 519 | Drawing and Model Making Studio (3)                                  |
| IAR 520 | Interior Architecture I (3)                                          |
| IAR 525 | Interior Architecture II (3)                                         |
| IAR 530 | Interior Materials (3)                                               |
| IAR 535 | Construction Methods (3)                                             |
| IAR 557 | 20th and 21st Century Architecture (3)                               |
| IAR 559 | History of Interior Architecture: Prehistory to the 19th Century (3) |
| IAR 610 | Advanced Computer Applications in Interior Architecture (3)          |
| IAR 615 | Construction Documents Studio (3)                                    |
| IAR 616 | Visual Communication Studio (3)                                      |
| IAR 620 | Interior Architecture III (3)                                        |
| IAR 630 | Building Systems (3)                                                 |
| IAR 631 | Green & Sustainable Design (3)                                       |
| IAR 635 | Lighting & Acoustics Studio (3)                                      |
| IAR 640 | Internship (3)                                                       |
| IAR 645 | Professional Practice (3)                                            |
| IAR 650 | Capstone Studio (6)                                                  |
| IAR 655 | Graduate Research Methods (3)                                        |

### **Master of Landscape Architecture (LAR)**

Landscape Architecture is the field of design, planning, and management of the land, arrangement of natural and man-made elements thereon through application of cultural and scientific knowledge. It is the art of arranging the external physical environment to support human behavior with concern of resource conservation and stewardship to serve a useful and enjoyable purpose. As the link between architecture and city planning, landscape architecture is considered the art of improving people's use and experience of outdoor space. It aims at enhancing direct relations between man and nature.

The Bureau of Labor Statistics has noted "employment of landscape architects is expected to increase by 16 percent during the 2006-2016 decade which is faster than the average for all occupations." The course of study leading to the first professional degree at Chatham University has received initial accreditation from the Landscape Architecture Accreditation Board of the American Society of Landscape Architects.

The Master of Landscape Architecture (MLA) program has three (3) options:

1) An MLA for those with a Bachelor of Landscape Architecture (BLA) or a Bachelor of Science in Landscape Architecture (BSLA). This is a post-professional two year program that requires at least 44 credit hours depending on the student's education and experience.

2) An MLA for those with a Bachelor of Architecture that requires a minimum of 65 credit hours depending on the student's education and experience.

3) An MLA degree for those with an undergraduate degree in other disciplines. These graduate students would enter a first professional, three year program, which requires them to complete 78 credit hours. This program of study at Chatham University has received accreditation from the Landscape Architecture Accreditation Board of the American Society of Landscape Architects.

### **Master of Landscape Architecture Program Curriculum**

**First Professional Degree (78 credits) – For students who have an undergraduate degree other than a Bachelor of Architecture (BARCH) or Bachelor of Landscape Architecture (BLA or BSLA).**

This curriculum is designed to educate students who can become license-eligible landscape architects.

#### **Degree Requirements (78 Credit Hours)**

##### **22 Required courses including:**

|     |     |                                                         |
|-----|-----|---------------------------------------------------------|
| LAR | 501 | Media I: Landscape Graphic Communication (3)            |
| LAR | 502 | Media II: 2D Digital Visualization (3)                  |
| LAR | 503 | Media III: Geographic Information Systems (3)           |
| LAR | 504 | Media IV: 3D Digital Visualization (3)                  |
| LAR | 516 | Plant Identification: Trees and Shrubs (3)              |
| LAR | 518 | Native Plants (2)                                       |
| LAR | 519 | Environmental Planning & Management (3)                 |
| LAR | 522 | History of Landscape Architecture (3)                   |
| LAR | 541 | Design I: Elements & Principles of Landscape Design (3) |
| LAR | 542 | Design II: Site Design Process (3)                      |
| LAR | 643 | Design III: Urban Design Studio (4)                     |
| LAR | 644 | Design IV: Landscape Master Planning (4)                |
| LAR | 650 | Construction I: Site Engineering (3)                    |
| LAR | 651 | Construction II: Landscape Construction Materials (3)   |
| LAR | 652 | Construction III: Landscape Construction Documents (4)  |
| LAR | 660 | Professional Practice in Landscape Architecture (3)     |
| LAR | 661 | Seminar I: Introduction in Landscape Architecture (1)   |
| LAR | 662 | Seminar II: Landscape Architecture Policies (1)         |
| LAR | 663 | Seminar III: Thesis Preparation (1)                     |
| LAR | 570 | Principles of Sustainability (3)                        |

|     |     |                               |
|-----|-----|-------------------------------|
| LAR | 680 | Graduate Research Methods (3) |
| LAR | 698 | Thesis or Final Project (3)   |
| LAR | 699 | Thesis or Final Project (3)   |

A combination of any of the following courses must be fulfilled for a total of 4 Credits:

|     |     |                  |
|-----|-----|------------------|
| LAR | 656 | Field Work (2)   |
| LAR | 657 | Field Work (2)   |
| LAR | 671 | Study Abroad (1) |
| LAR | 672 | Study Abroad (2) |
| LAR | 673 | Study Abroad (3) |
| LAR | 681 | Internship (1)   |
| LAR | 682 | Internship (2)   |
| LAR | 683 | Internship (3)   |

### **3 Elective courses (9 credit hours) selected from:**

|     |     |                                                                 |
|-----|-----|-----------------------------------------------------------------|
| LAR | 505 | Media V: Interactive Portfolio Design (3)                       |
| LAR | 514 | Landscape Ecology (3)                                           |
| LAR | 526 | Topics in 20 <sup>th</sup> Century Landscape Architecture (3)   |
| LAR | 527 | Historic Landscape Preservation (3)                             |
| LAR | 532 | Ornamental Horticulture (3)                                     |
| LAR | 534 | Soil Science (3)                                                |
| LAR | 535 | Diseases and Pests (3)                                          |
| LAR | 575 | Field Ecology (3)                                               |
| LAR | 578 | Wetlands Ecology (3)                                            |
| LAR | 630 | Green Roof Design Studio (3)                                    |
| LAR | 646 | Design VI: Special Topics (3)                                   |
| LAR | 654 | Construction IV: Road Design and Sustainable Transportation (3) |
| LAR | 655 | Construction V: Water in the Landscape (3)                      |
| LNS | 521 | Planting Design (3)                                             |

## **Master of Occupational Therapy**

All occupational therapy courses are limited to occupational therapy students unless permission is obtained from the instructor and the program director.

The goal of the Chatham University Master of Occupational Therapy (M.O.T.) program is to educate competent occupational therapy practitioners to assist individuals of all ages to achieve maximum independence in daily life activities. Upon completion of this program, graduates are prepared to practice evidence-based occupational therapy in a variety of healthcare and community settings, provided that they pass the national certification exam and obtain state licensure as needed.

The M.O.T. program curriculum design is based upon self-directed, active, experiential, and didactic learning strategies. The curriculum focuses on the development of critical thinking/professional reasoning skills, occupational therapy knowledge and evidence based practice skills, and professional growth and development. Students must complete fieldwork training as part of the degree requirement. Fieldwork experiences, which are provided throughout the curriculum in a variety of settings and locations, are designed in collaboration with the student's academic advisor and fieldwork coordinator. Students must complete all degree requirements no later than five years after the date of first enrollment in the program. A student may petition the Graduate Programs Committee, through the occupational therapy program director, for an extension for a limited period if such extension is sought before the five-year limit expires.

#### *Accreditation*

The M.O.T. program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220, 301-652-AOTA. Graduates of the program will be able to sit for the national certification examination for the occupational therapist, administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be an Occupational Therapist Registered (OTR). Most states require licensure in order to practice. State licenses are usually based on the results of the NBCOT Certification Examination.

#### *Degree Requirements*

87 credits, including:

|         |                                                         |
|---------|---------------------------------------------------------|
| BIO 503 | Human Anatomy (4)                                       |
| BIO 506 | Principles of Neuroscience (4)                          |
| OTH 601 | Foundations of Occupation & Occupational Therapy (3)    |
| OTH 603 | Introduction to OT Assessment & Intervention Skills (4) |
| OTH 605 | Mental Health & Occupational Performance (3)            |
| OTH 610 | Advanced Topics in Occupational Therapy (2)             |
| OTH 612 | Evidence-based Practice I (2)                           |
| OTH 622 | Occupational Performance in Children & Adolescents (4)  |
| OTH 623 | Occupational Performance in the Aging Population (4)    |
| OTH 624 | Biomechanics & Occupational Performance (4)             |
| OTH 626 | Occupational Therapy Models of Practice (2)             |
| OTH 628 | Evidence-based Practice II (3)                          |
| OTH 632 | Environmental Interventions (3)                         |
| OTH 635 | Pediatric Fieldwork I-A & Seminar (1)                   |
| OTH 636 | Adult Fieldwork I-B & Seminar (1)                       |
| OTH 637 | Functional Neuroscience (4)                             |
| OTH 641 | Neurological Conditions & Occupational Performance (4)  |
| OTH 643 | Evidence-based Practice III (2)                         |
| OTH 644 | Community Based Fieldwork I-C & Seminar (2)             |
| OTH 645 | Professional Leadership & Management (3)                |
| OTH 646 | Evidence-based Practice Capstone Project (3)            |
| OTH 660 | Fieldwork II Seminar (1)                                |
| OTH 662 | Fieldwork Level II-A (12)                               |

OTH 665        Fieldwork Level II-B (12)  
OTH 682, 683   Special Topics (2,3)  
OTH 697, 698, 699    Independent Study (1, 2, 3)

## **Master of Physician Assistant Studies**

All physician assistant studies courses are limited to physician assistant studies students, unless permission is obtained from the program director.

Chatham University's Master of Physician Assistant Studies (MPAS) Program produces knowledgeable, compassionate, ethical, and clinically skillful graduates that are ready to provide healthcare services to all persons regardless of race, culture, spiritual beliefs, gender or socioeconomic status and are willing to become the future leaders and educators of the profession. This will be accomplished by:

- Providing a student-centered curriculum which promotes self-directed and lifelong learning as well as professionalism and service;
- Educating competent physician assistants to practice as primary care providers to all populations;
- Contributing to the advancement of knowledge in the discipline and in medicine;
- Encouraging students to serve local, national, and international communities through active involvement in service-oriented programs for medically underserved populations; and
- Promoting participation in professional organizations and the education of future PAs.

The curriculum is a 24 month (85 semester credits) professional course of study leading to the MPAS degree. Basic medical sciences, research, clinical methods, and clinical experiences are integrated from the beginning of the program and continued throughout the course of study.

The program produces physician assistants capable of providing primary medical care in an ethical, legal, safe, and caring manner. To achieve this, students must acquire knowledge and the ability to use that knowledge in the practice of medicine. Students are expected to consistently retrieve and apply their knowledge appropriately in the area of their patients and reason effectively. Self-directed learning skills are necessary in order to keep their knowledge current. Self-knowledge, knowledge and understanding of others and continued professional development beyond the degree are necessary for success. Problem-based learning is the basis for the entire curriculum. In this learning process, the student encounters a clinical problem which serves as stimulus for the application of clinical-reasoning, self-directed learning, and teamwork skills. They are encouraged to seek out all available resources, thus developing skills necessary for the life-long learning that a medical practitioner must use.

The MPAS program is competency-based, requiring all students to master the required material. The grading system is pass/fail. Any student receiving a failing grade may remediate the course work with the approval of the respective instructor of record.

A student in the MPAS program must be in good academic standing to remain enrolled in the program. To be eligible for graduation, students must be in good academic standing and successfully complete all required courses.

Beginning in fall 2010 Chatham University will offer the only ARC-PA-approved physician assistant studies program in Puerto Rico. Through a partnership with Universidad Metropolitana (UMet), Chatham MPAS students will complete two didactic semesters and all clinical rotations at the UMet's Bayamón Campus located in the San Juan metropolitan area. Classes start in August. Students from the San Juan cohort will be required to attend three short seminars (2-3 weeks long) at the Pittsburgh Campus. The first seminar will take place the first three weeks in August (at the start of the first year) and the second seminar will take place the second and third weeks in May (at the end of the first year). The third seminar (3 weeks) will take place during the summer of the second year (at the end of the program). Please review the program's curriculum for specifics on the courses taught during these seminars. Additional information about the seminars will be presented during the New Students Orientation, before classes begin.

The program builds on the unique problem-based learning method that has been so successful at our Pittsburgh campus and is approved under our ARC-PA accreditation. It will combine on-the-ground and distance learning components to enhance the educational experience for our students.

**Applicants to the Puerto Rico cohort must be bilingual in English and Spanish.**

#### *Accreditation*

The MPAS program is accredited by the Accreditation Review Commission on Education for the Physician Assistant, Inc. (ARC-PA). Only graduates of an accredited program are permitted to sit for the certification examination, which is administered by the National Commission on Certification of Physician Assistants (NCCPA).

#### *Degree Requirements*

Completion of 85 credits in physician assistant studies courses.

All courses are pass/fail grading only.

|         |                                                   |
|---------|---------------------------------------------------|
| PAS 600 | Essentials for the PA I (9)                       |
| PAS 601 | Essentials for the PA II (9)                      |
| PAS 602 | Clinical Application of the Basic Sciences I (4)  |
| PAS 603 | Clinical Application of the Basic Sciences II (4) |
| PAS 604 | Critical Reading of the Literature I (1)          |
| PAS 605 | Critical Reading of the Literature II (1)         |
| PAS 606 | Clinical Pharmacology I (2)                       |
| PAS 607 | Clinical Pharmacology II (2)                      |
| PAS 610 | Introduction to Clinical Experience I (1)         |
| PAS 611 | Introduction to Clinical Experience II (1)        |
| PAS 612 | Introduction to the PA Profession (1)             |
| PAS 614 | Medical Ethics (1)                                |
| PAS 616 | History and Physical Examination (4)              |
| PAS 617 | Clinical Procedures (2)                           |
| PAS 625 | Clinical Decision Making I (1)                    |

|               |                                     |
|---------------|-------------------------------------|
| PAS 626       | Clinical Decision Making II (1)     |
| PAS 627       | Clinical Decision Making III (2)    |
| PAS 628       | Clinical Decision Making IV (1)     |
| PAS 630       | Topic in Clinical Medicine (3)      |
| PAS 633       | Physical Diagnosis I (3)            |
| PAS 634       | Physical Diagnosis II (3)           |
| PAS 635       | Healthcare Policy (1)               |
| PAS 636       | Program to Practice (1)             |
| PAS 640 – 648 | Clinical Experience I – IX (3 each) |

## **Master of Science in Biology**

In many professions, the master's degree is now the minimum requirement for either employment or advancement. To meet this need, Chatham has developed two options for the MS biology program. The non-thesis option can be completed in one calendar year, and different tracks are available focusing on different areas of biology. The thesis option includes a research component and typically takes one and a half to two years.

### **Non-Thesis Option**

Students must complete a total of eleven-twelve courses (31+ credits). The number of electives varies by track. Final selection of electives requires approval of the student's academic advisor. Students may enroll in the program part-time, but should be aware that the majority of the courses are not available evenings or weekends. The program is designed for students beginning in the fall semester; students are welcome to enter in the spring, but because of scheduling it may not be possible to complete the program in one calendar year.

### **Thesis Option**

This option takes 4-5 semesters; students are expected to enroll full-time beginning in the fall semester and must complete a total of eleven-twelve courses (31+ credits), three of which are electives, allowing the program to be adapted to meet the needs of many different career goals. Students prepare for the thesis by taking a required research methods course in the fall semester and working with faculty to develop a research proposal, which must then be accepted by a faculty committee before thesis work can begin. Many of our graduates have gone on to present their work at regional or national conferences and many have had their research published.

### **Available Tracks**

The Human Biology track is designed primarily for students who wish to improve their credentials and/or complete requirements for advanced programs in medicine, dentistry, pharmacy, optometry etc. The Environmental Biology track includes classroom, laboratory, and field work experiences suitable for student wishing to pursue careers in environmental services, research, education, or advocacy.

### **Entrance Requirements**

BA or BS in biology or equivalent field with a 3.0 grade point average overall and in the biological sciences and two letters of recommendation, at least one of which must be from a faculty member in the sciences. Students with an average below 3.0 may be admitted conditionally, but may not take more than 11 credits in the first semester.

#### Environmental Biology

##### *Degree Requirements:*

11 courses, including 8 required courses and 3 electives. Students admitted to the thesis track may take BIO698 and BIO699 in place of the required internship and one elective with permission of the program director and with the understanding that the program cannot be completed in a calendar year.

##### *Required Courses*

|         |                                      |
|---------|--------------------------------------|
| BIO 511 | Seminar in Environmental Biology (3) |
| BIO 525 | Plant Development (3) OR             |
| BIO 584 | Plant Physiology (3)                 |
| BIO 532 | Biostatistics (3)                    |
| BIO 623 | Methods of Biological Research (2)   |
| BIO 639 | Internship (3)                       |
| LNS 510 | Introduction to GIS (3)              |
| LAR 534 | Soil Science (3)                     |
| LAR 575 | Field Ecology OR                     |
| LAR 578 | Wetlands Ecology (3)                 |

##### *Electives, chosen from the following:*

|         |                                                     |
|---------|-----------------------------------------------------|
| BIO 518 | Chemical Analysis Lab (3)                           |
| BIO 531 | Advanced Cell and Molecular Biology (3)             |
| BIO 538 | Biochemistry I (3)                                  |
| BIO 539 | Biochemistry II (3)                                 |
| BIO 540 | Advanced Cell/Molecular/Biochemistry Lab (2)        |
| CHM 543 | Advanced Environmental Chemistry (3)                |
| ENV 525 | Environmental Policy (3)                            |
| LAR 514 | Landscape Ecology (3)                               |
| LAR 516 | Plant Identification (3)                            |
| LAR 518 | Native Plants (3)                                   |
| LAR 535 | Diseases and Pests (3)                              |
| LAR 575 | Field Ecology (3) (if not taken for requirement)    |
| LAR 578 | Wetlands Ecology (3) (if not taken for requirement) |
| LAR 543 | Ornamental Horticulture (3)                         |
| ENV 525 | Environmental Policy (3)                            |
| PWR 632 | Science and Environmental Writing (3) (Online)      |

#### Human Biology Track

##### *Degree Requirements*

12 courses, including 7 required courses and 5 electives:

*Required Courses*

|          |                                    |
|----------|------------------------------------|
| BIO 502  | Human Gross Anatomy (4) AND        |
| BIO 502L | Human Gross Anatomy Lab (2)        |
| BIO 504  | Human Physiology (3)               |
| BIO 506  | Principles of Neuroscience (3) AND |
| BIO 506L | Principles of Neuroscience Lab (1) |
| BIO 532  | Biostatistics (3)                  |
| BIO 623  | Methods of Biological Research (2) |

*Electives, chosen from the following:*

For the MS with thesis option, two of the electives must be Thesis I and II (BIO698 and BIO699. Thesis courses are not available to students pursuing the non-thesis track.)\*

|         |                                                   |
|---------|---------------------------------------------------|
| BIO 508 | Developmental Biology (3)                         |
| BIO 517 | Genetics (3)                                      |
| BIO 518 | Chemical Analysis Lab (3)                         |
| BIO 531 | Advance Cell and Molecular Biology (3)            |
| BIO 538 | Biochemistry I (3)                                |
| BIO 539 | Biochemistry II (3)                               |
| BIO 540 | Cell/Molecular/Biochemistry Lab (2)               |
| BIO 551 | Bioinformatics (3)                                |
| BIO 552 | Computational Drug Design (3)                     |
| BIO 553 | Special Topics in Biology (3)                     |
| BIO 558 | Histology (3)                                     |
| BIO 639 | Internship (3)                                    |
| BIO 693 | Independent Study (3)                             |
| BIO 698 | Thesis I (3)                                      |
| BIO 699 | Thesis II (3)                                     |
| BUS 642 | Health Care Policy (3)                            |
| BUS 648 | Current Issues in Health Care (3)                 |
| HSC 600 | Current Issues in Health Care (3) (Online)        |
| HSC 601 | Healthcare Policy and Medical Ethics (3) (Online) |
| HSC 602 | Fundamentals of Public Health (3) (Online)        |
| HSC 603 | The Business of Health Care (3) (Online)          |
| PSY 503 | Applied Biological Psychology (3)                 |
| PSY 629 | Human Development Across the Lifespan (3)         |
| PSY 633 | Foundations of Health Psychology (3)              |
| PWR 616 | Technical Writing (3) (Online)                    |
| PWR 632 | Science and Environmental Writing (3) (Online)    |

\*Students may substitute two undergraduate courses for one graduate elective upon recommendation to the Dean of the College for Graduate Studies from the Program Director.

## **Master of Science in Counseling Psychology**

The Master of Science in Counseling Psychology (M.S.C.P.) prepares students for master's-level positions in professions promoting the optimal development of individuals, families, groups, organizations, and communities. Graduates of the program will be ready for employment in agencies providing mental and physical health services, social services, and other education, professional, and business organizations. The psychology-based curriculum integrates theoretical foundations, experiential perspectives, and research methodologies with practice. In addition, students learn to assess persons in their familial and social contexts, design strategies for change, and evaluate the effectiveness of those interventions. Students are further encouraged to be mindful of the socio-cultural diversity of individuals, families, and groups.

### *Degree Requirements*

Program of Study (39 credits + 9 credits field placement=48 credit hours for MSCP degree)

- PSY501 Foundations of Counseling Psychology
- PSY503 Applied Biological Psychology
- PSY513 Learning and Behavior
- PSY555 Statistics and Research Design
- PSY617 Psychology of Culture and Identity
- PSY627 Vocational and Career Counseling
- PSY629 Human Development across the Lifespan
- PSY635 Concepts of Mental Health and Illness
- PSY642 Assessment
- PSY662 Theories and Techniques of Counseling
- PSY672 Group Counseling
- PSY674 Foundations of Family Therapy
- PSY681 Professional Integration Seminar

### Field Placements

- PSY682 Practicum
- PSY685 Internship I
- PSY686 Internship II

Additional Electives Available for eligibility for LPC\*

\*A total of 60 credit hours is needed to become a licensed professional counselor in PA. Students may take 12 or more credit hours of electives in order to become eligible for the LPC in the Commonwealth of Pennsylvania. The electives may be taken as a specific concentration (Infant Mental Health or Sport and Exercise Psychology) or as a Self-Designed concentration. Each elective below is 3 credit hours:

- PSY663 Foundations of Health Psychology
- PSY665 Addictions Counseling
- PSY666 Theories of Holistic Counseling
- PSY667 Stress: Somatic and Contemplative Approaches
- PSY668 Trauma and Recovery
- PSY669 Foundations of Expressive Arts Therapy
- PSY674 Couples and Family Counseling
- PSY676 Counseling Children and Adolescents
- PSY677 Grief Counseling
- PSY678 Developmental Psychopathology
- PSY506 Essentials of Infant Mental Health
- PSY509 Infant Development
- PSY610 Infant Assessment
- PSY612 Practices and Principles of Infant Mental Health Intervention
- PSY514 Family Interactions
- PSY530 Introduction to Sport and Exercise Psychology
- PSY607 Sport & Exercise Psychology Interventions I: Children and Adolescents
- PSY68 Sport & Exercise Psychology Interventions II: College Students and Adults
- PSY610 Advanced Seminar in Sport Psychology

Infant Mental Health Concentration (*see also the section on Certificate in Infant Mental Health in the College for Continuing and Professional Studies*)

12 credits from the following:

- PSY 506 Essentials of Infant Mental Health (3)
- PSY 509 Infant Development (3)
- PSY 510 Infant Assessment (3)
- PSY 512 Practice and Principles of Infant Mental Health Intervention (3)
- PSY 514 Infant Attachment and Family Interactions (3)

# College of Graduate Studies Course Descriptions

## ACT 510 Accounting Fundamentals (3)

This course is an accelerated study of accounting and financial management issues and techniques to provide insight into the financial performance of organizations. The course is a comprehensive study of the preparation, interpretation, analysis, and use of accounting statements and financial information.

## ACT 519 Intermediate Accounting I (3)

This course is a comprehensive study of generally accepted accounting principles as they relate to the measurement and reporting of assets and income. Students examine the nature, composition, valuation, and classification of balance sheet items. Prerequisite(s): ACT 510 or approved equivalent

## ACT 523 Intermediate Accounting II (3)

The course continues from Intermediate Accounting I with the application of generally accepted accounting principles to liability and equity accounts including accounting for intangibles, bonds, debt and loans, partnerships, corporations, and analysis of working capital. Prerequisite(s): ACT 519 or approved equivalent

## ACT 524 Federal Tax Accounting (3)

The focus of the course is on developing knowledge of tax law and its application. The primary emphasis of the course is on the income taxation of individuals, but the course also includes an overview of the federal taxation of other forms of business organization (e.g., corporations, partnerships). Prerequisite(s): ACT 510 or approved equivalent

## ACT 531 Auditing (3)

A study of auditing objectives, standards, and procedures employed in the examination of business enterprises and verification of their financial statements. This course includes an evaluation of internal control, preparation of work papers, report writing, professional ethics, and current auditing trends. Prerequisite(s): ACT 523 or approved equivalent

## ACT 620 Advanced Financial Accounting (3)

An introduction to many advanced financial accounting issues. Topics covered include the application of GAAP rules for consolidation of inter-corporate acquisitions and investments in other entities, multinational accounting issues involving foreign currency transactions and translation of foreign entity statements, accounting for partnerships, and segment and interim reporting requirements. Prerequisite(s): ACT 523 or approved equivalent

## ACT 625 Cost Analysis (3)

Cost Analysis introduces students to the role cost considerations play in management decision making. Topics include the classification and allocation of costs, job order and process costing, standard costs, budgeting and planning, cost-volume-profit analysis, and using costs as performance measurements. Prerequisite(s): ACT 510 or approved equivalent

## ACT 630 Advanced Tax Accounting (3)

This course is designed to introduce students to advanced strategies in taxation. The course's focus is upon how tax research is performed and the basic concepts underlying strategic tax planning. Tax issues associated with new

businesses, business operation, growth, expansion, terminations, and liquidations and estate planning are examined. ACT 524 or approved equivalent

#### ACT 635 Forensic Accounting (3)

This is an introductory course to the field of forensic accounting, or fraud investigation. The focus is upon the impact of fraud on auditing and financial reporting. Topics include how organizations can detect, prevent, and investigate fraud, as well as proper procedures to follow to resolve allegations of fraud. ACT 531 or approved equivalent

#### ACT 640 Government and Not-for-Profit Accounting (3)

This course's focus is upon the principles of fund accounting and the financial reporting, budgeting and auditing of both public and private not-for-profit organizations. Particular attention is given to accounting procedures for the activities of state and local governments, but the course also considers other not-for-profit entities. ACT 523 or approved equivalent

#### ACT 645 Accounting Theory (3)

This course encourages students to take a more conceptual view of accounting, urging them to get beyond the process and to grasp the reasoning behind accounting procedures. The focus is upon what it means for accounting to be a source of information and providing a framework for evaluating accounting alternatives. ACT 523 or approved equivalent

#### ACT 650 Managerial Accounting (3)

This course examines accounting information that is used in managerial decision making within the organization. Focus is on interpretation of financial statements, cost accounting, financial planning and analysis, the development of internal controls, and constructing budgets.

Prerequisite(s): ACT 510 or approved equivalent.

#### ART 500 2-D & 3-D Design (3)

This accelerated course provides an introduction to two-dimensional design and addresses pattern, balance, scale, movement, rhythm, proportion, and relationships of figure to ground in various media. The course also introduces students to the basic elements of 3-D design. Students explore furniture and interior, sculptural, and architectural design through lectures, field trips, and a sequence of problem-solving exercises.

#### ART 517 Drawing I (3)

Through various drawing media, this studio course explores the basic principles of creating a work of visual art, including figure studies from the model, studies from nature, and techniques of composition.

#### BIO 502 Human Gross Anatomy (6) Fall

An in-depth study of gross human anatomic structure, emphasizing the musculoskeletal and neuromuscular systems through study of head and neck, body wall, and upper and lower extremity structures. Clinical correlates examine normal movement and pathological processes. Four hours of class and three hours of laboratory per week. Prerequisite(s): Permission of the instructor.

#### BIO 503 Human Anatomy (4) (For Occupational Therapy students only)

This course provides a basic understanding of human anatomy, with an emphasis on the osteology and muscles of the upper and lower limbs, including the back. It uses a combination of systems-based and region-specific instruction. Lectures are complimented by laboratory exercises based upon the A.D.A.M. computer program. Three hours of class and two hours of laboratory per week.

Prerequisite(s): Permission of the instructor.

#### BIO 504 Human Physiology (3) Fall

An in-depth study of the mechanisms of human body function, emphasizing cells, genetic control of protein synthesis, transport across membranes, contraction and excitation of muscles, the physiology of cardiac muscle, and rhythmical excitation of the normal heart.

#### BIO 506 Principles of Neuroscience (3) Spring

A study of the structure and function of the human central and peripheral nervous system, including vascular components and special senses. The course emphasizes nervous system control of movement. Three hours of class per week. Prerequisite: BIO 502 and BIO 503 or permission of instructor. Corequisite: BIO 506L

#### BIO 506L Principles of Neuroscience Laboratory (1)

Laboratory experience includes human nervous system material, brain sections, and anatomical models. Two hours of laboratory per week. Corequisite: BIO 506.

#### BIO 508 Developmental Biology (3) Spring

A study of the embryonic and post-embryonic development of animals, with special emphasis on humans. The morphogenesis, growth and mechanisms of differentiation are stressed. Other topics include cancer, regeneration, cloning, hormones as mediators of development, and developmental genetics. Prerequisite: graduate standing or permission of instructor.

#### BIO 509 Fundamentals of Neuroscience (3) Spring

This course is designed to examine the fundamental aspects of nervous system function, emphasizing the bases of excitability, synaptic transmission and neuron-target interactions. BIO 509 introduces students to the basics of integrative neural function, including sensory, motor, learning, memory, and limbic systems. Three hours of lecture per week.

#### BIO 509L Fundamentals of Neuroscience Laboratory (1) Spring

Laboratory exercises to compliment lectures in BIO 509, including study of human nervous system material, brain sections and anatomical models. Two hours of laboratory per week.

#### BIO 511 Seminar in Environmental Biology (3) Fall

An advanced survey of the basic concepts and theories of environmental biology, with particular emphasis on topics relevant to conservation biology. Includes discussion and evaluation of major scientific advances in the field based on primary literature in leading journals and symposia published in recent years. Prerequisite: graduate standing.

#### BIO 518 Chemical Analysis Laboratory (3) Spring

This laboratory teaches the proper design, implementation and analysis of modern techniques in instrumental chemistry, encompassing spectroscopy, electrochemistry, and separation science. In addition, several inorganic compounds are synthesized and characterized. Student-originated research projects are used extensively throughout this course. Prerequisites: Enrollment in MS Biology program or permission of instructor. Additional Fee(s): Laboratory fee.

**BIO 525 Plant Development (3) Spring**

This course combines classical and molecular biological approaches to the study of plant growth and development. Topics covered in this course include: plant morphology, axis development in plants, plant pattern formation, and the molecular genetics of plant growth and development. Three hours of lecture per week.

**BIO 531 Advanced Principles of Cell and Molecular Biology (3) Spring**

Topics include genes and genomes, transcription, translation, the control of gene expression by prokaryotes, and eukaryotes, DNA synthesis and repair, and cell signaling.

**BIO 532 Biostatistics (3) Spring**

The study and application of biostatistics and probability distributions in biology, for students who already have a working knowledge of statistics and want to understand the place and application of biostatistical methods in science. Topics include hypothesis testing, ANOVA for one and many variables, and linear and nonlinear regression. Three hours of class per week.

**BIO 540 Biochemistry, Cell, and Molecular Biology Laboratory (2) Fall**

An advanced laboratory course for junior or senior science majors who wish to gain theoretical and practical experience with the techniques and equipment commonly used in the fields of cellular biology, molecular biology, and biochemistry. Topics include PCR, electrophoresis, enzyme kinetics, aseptic cell and tissue culture, cell surface receptors, and molecular modeling. Five-hour laboratory with one-hour pre-lab lecture each week.

**BIO 551 Bioinformatics (3) Spring**

An introduction to computer-aided analysis of gene sequences and their relationships to DNA, RNA, and proteins. Topics include use of the computer for restriction mapping, primer selection, and database searches for homology discovery. In addition, students will carry out analyses aimed at predicting the structure and evolution of macromolecules. Three hours of class per week.

**BIO 552 Computational Drug Design (3) As Needed**

Study of computational techniques of importance in contemporary drug design. Topics include molecular docking, ligand binding free energy calculations, de novo drug design, pharmacophore elucidation, quantitative structure-activity relations, and combinatorial library design. Three hours of class per week. Cross-listed as

**BIO 553 Special Topics in Biology (3) As Needed**

Lectures and/or laboratories in selected areas of contemporary biology, with a focus of recent research.

Prerequisite(s): Graduate standing.

**BIO 558 Histology (3) Fall**

A microscopic analysis of human and animal tissue and organ function at the cellular level. Material comes from textbook, lecture, images and animations in addition to practical application and identification of histological specimens. Recommended for students planning to apply to professional schools of medicine, veterinary medicine, or dentistry.

**BIO 623 Methods of Biological Research (3) Fall**

Study of experimental design in biology, including hypothesis formulation, literature review and bibliography

selection, experimental methods, budgeting, setting timetables, and consideration of legal and ethical issues. Students will prepare and defend a proposal for their thesis work. Three hours of class per week. Prerequisite(s): Graduate standing.

#### BIO 698 Biology Thesis I (2) As Needed

Research in an area of biology. This is the first of two courses that result in a thesis approved by a committee of three faculty members. Prerequisite(s): Graduate standing.

#### BIO 699 Biology Thesis II (3) As Needed

Research in an area of biology. This is the second of two courses that result in a thesis approved by a committee of three faculty members. Prerequisite(s): BIO 698

#### BUS 506 Statistics Essentials (2)

This course examines the fundamentals of research and quantitative methodology with emphasis on statistical analysis by business. Topics include statistical measures and distributions, application of probability to statistical inference, experimental design, hypothesis testing, linear correlation, and statistical quality control. Focus is on business applications of statistics using problems and case studies.

#### BUS 507 Accounting Essentials (2)

This course is a basic overview of accounting and financial management issues and techniques to provide insight into the financial performance of organizations. The course provides a survey of the preparation, interpretation, analysis, and use of accounting statements and financial information. In addition, managerial accounting issues such as employee performance, efficiency, product rates and customer satisfaction stats will be covered.

#### BUS 508 Marketing Essentials (2)

This course examines the concepts and processes for gaining competitive advantage in the marketplace. It is designed around a marketing planning approach which will provide a background for strategic analysis and planning. The course takes a hands-on approach toward analyzing markets and market behavior, and matching strategies to changing market conditions.

#### BUS 509 Economics Essentials (2)

This introduction to economic analysis examines the major areas of study within microeconomics and macroeconomics and teaches students to apply the basic tools of economic analysis to policy and business decision making. Topics include supply and demand, production functions, cost, market structure, inflation, unemployment, and economic growth.

#### BUS 570 International Business (2)

A course in the problems, procedures, and techniques of conducting international trade. Background is provided on the relationships among multinational corporations, international financial markets, and government agencies. Multinational corporations' strategic formulations of product policy research and development, production, and supply systems, as well as financing of international operations, are examined.

#### BUS 571 Business Communication (interpersonal skills)(2)

This course targets key aspects of business communication: persuasive presentation skills, writing skills and listening skills. Students will learn to "sell" themselves and their ideas to others, develop a more effective and adaptable communication strategy, enhance their credibility and align their objectives with those of the audience. Projects will include written, and verbal presentations, effective email strategies and use of networking and other internet forms of communication.

#### BUS 572 Global Marketing (2)

This course explores the rapidly evolving realities of international marketing. Through class discussion, case study and project work, students learn to analyze macro-environments (alternative cultures, economic systems, financial markets, governments and legal issues). Students learn to develop marketing strategies and tactics to fit the unique aspects of targeted global markets. Prerequisite(s): BUS 508

#### BUS 573 Entrepreneurship/Strategy (2)

This course provides an understanding of the entrepreneurial process and overall concepts concerning strategy development and implementation. It begins with a perspective of the entrepreneur and covers areas such as starting a venture, financing options, managing and growing the business and finally harvesting strategies. The student will integrate concepts in management, finance, law, and marketing, and develop an overall strategic outlook.

#### BUS 574 Corporate Finance (3)

This course deepens an understanding of financial analysis tools and concepts. Students will learn how and when to use the financial-analytical tools required to make effective business and policy decision. Functional areas addressed are assessing financial health, planning financial performance, interpretation of data and recommendations, supply-chain management.

#### BUS 575 Leadership & Management (2)

This course provides an introduction and overview to leadership, and corporate management issues. The course integrates theory with practice through readings and lectures. Assessment, practice, and development of leadership, managerial, and organizational skills will be accomplished through team exercises. Case studies in management and leadership provide a basis for in-depth discussion for various styles of effective leadership.

#### BUS 576 Organizational Behavior (2)

This course examines human behavior in organizations. It explores the individual, group, and organizational levels of interaction. Topics include perception and attribution, communications, group dynamics, decision making, motivation and leadership, organizational power, politics and conflict, culture, and change. Particular attention is given to issues of diversity.

#### BUS 577 Information Technology (2)

This class focuses on the concept, definition and components of IT and Management Information Systems (MIS). Upon completion of the course students will understand the terminology that exists throughout the industry as well as the wide variety of available information systems and how they work together. The course will also cover how those

information systems affect us individually and in our work environment, and how choices in information systems can lead to profit or to failure.

#### BUS 578 Negotiations/Persuasion (interpersonal skills)(2)

The ability to negotiate successfully rests on a combination of analytical and interpersonal skills. This course presents a toolbox of analytical and process frameworks, strategies, and skills that can be used to better analyze negotiations, prepare more systematically and engage more strategically. Rhetoric, persuasion techniques and other interpersonal skills will be covered.

#### BUS 579 Creativity/Innovative Thinking (2)

Students will be introduced to various models exploring creativity and the work place. Students will work with executives and engage in discussions on the issues of creative thinking, as well as interacting with artists both in class and at the studios to help understand how artistically creative people approach their art and craft. This course work will provide students with a much asked for component of management- the ability to think and utilize creativity in practical ways.

#### BUS 580 Business Ethics and Corporate Responsibility (2)

This course provides an intellectual framework in which to consider the ways society and organizations affect an individual's and corporation's ethical decision making. Students apply ethical decision tools to the numerous moral challenges confronting them in their professional careers. The global context of ethical decision making is examined.

#### BUS 607 Human Resource Management and Issues of Diversity (2)

This course approaches Human Resource Management as that process of reaching organizational goals by working with and through the employees, in other words HR as an important part of the strategic plan and implementation of the organization. The student will develop conceptual, ethical, and practical skills for managing people through the understanding of, and effective use of HR systems including compensation packages, feedback loops, assessment measures etc. In addition, ethical, legal and strategic issues concerning diversity, international HR challenges as well as domestic situations will be examined.

#### BUS 608 Economics for Managers (2)

This course presents the fundamental ideas of microeconomics and macroeconomics and then integrates them from a managerial decision-making perspective. The class utilizes real-world examples to highlight relevant economic concepts and to apply them to the business environment. Emphasis is on developing the ability to understand market competition and changes in the overall economic environment in order to develop the best competitive strategies for their firms. Prerequisite(s): BUS 509

#### BUS 609 Business and Sustainability (2)

This course covers basic questions concerning sustainability and the challenges in reconciling free-market capitalism with the need for more sustainable business practices. Among topics covered will be: the need to translate real-world sustainability challenges into the future business opportunities, and the economic moral challenges involved with the creation of a sustainable world.

#### BUS 610 Statistical Application to Business Efficiency (2)

This class is designed to introduce students to concepts and techniques concerning the effectiveness with which a process meets customer requirements and is free of defects. Topics such as 'lean' and 'six sigma lean manufacturing /service' will be covered with a focus on improving the speed of a process and the elimination of waste, primarily by reducing non-value added steps. The class will also cover analytical thinking and problem solving capability. Prerequisite(s): BUS 506

#### BUS 611 Quality Measurement (2)

This 2 credit course will address the quality of healthcare in the United States. Key issues relating to quality of care will be analyzed from the perspectives of health care systems, providers, patients and payers. The course will also address the various methods of assessment and quality control for patient care. Students will learn to understand and apply the science of studying and measuring the flow of work in providing patient care. Methods of Quality Control (including QA/QC, Deming and TQM) will be covered in detail. Strategies to improve the quality of patient care will be critiqued.

#### BUS 612 Health Economics and Reimbursement (2)

This 2 credit course will apply microeconomic principles to analyze the drivers of health behavior, the supply and demand for health care services, the impact of insurance on the demand for health care services, and the role of government in health care markets. An emphasis will be placed on what makes this market different from the markets for other goods and services. Students will be provided with a set of tools to evaluate economic issues related to health or medical care. The course will also offer an overview of the health insurance industry in the United States, with an emphasis on reimbursement mechanisms in private insurance, Medicare and Medicaid. The impact of health care reform on hospital and provider reimbursement will be analyzed. Prerequisite(s): BUS 506, BUS 509

#### BUS 613 Health Policy and History (2)

This 2 credit course will provide an introduction to the history, structure and current issues in the United States' health care system. The interrelationships of the major stakeholders in the system, including providers, patients and payors, will be examined in detail. The structure of the main segments of this market will be analyzed. The course will examine the patient segment, hospital segment, physician segment, allied health care segment, managed care segment, public health care segment, pharmacy segment and other relevant markets. Particular attention will be given to the influence of legislative bodies, lobbyists and regulatory agencies.

#### BUS 614 Management Issues in Healthcare Institutions (2)

This 2 credit course will examine common management themes from the perspective of the head of a health care institution. Topics will include financial management (margins, reimbursement, capital asset purchasing), marketing management (competition and publicity), management for growth (mergers and alliances, horizontal and vertical integration), human resource issues (unionization, shortages in specific professions), regulatory concerns and legal issues.

#### BUS 615 Capstone in Healthcare Management (3)

The 3 credit Capstone project will focus on the management issues and organizational challenges confronting an actual health care institution or firm. Students will work in 3-5 person teams as management consultants to a health care organization client. Prospective clients will submit project

proposals in advance to the course coordinator(s). Proposals will be selected based upon the depth and relevance of experience that the project offers to the consulting team. During the first week of class, each student team will negotiate a contract with their client specifying the project objectives, deliverables and due dates. By the end of the semester, each team will present both an oral and a written project report to their client, instructor(s) and class. Completed projects will be assessed by a panel comprised of representatives of the client firm, faculty and student peers. Prerequisite(s): BUS 573, BUS 575, BUS 579, BUS 614

#### BUS 620 Risk Management (2)

The goal of this course is to study the management of risks in a corporation; which is an especially important topic for the modern business world as academics and practitioners have recently renewed their focus on risk management as a corporate decision making process.

Through this course the student will: learn a risk management process that can be applied to a variety of risks; develop an understanding of what risk is, how it can be measured and transferred, why individuals care about risk, and why corporations care about risk; and apply the risk management process to two major areas of concern for corporations, liability risk and financial risk, in some detail. By the end of the semester the student will have a good conceptual framework for analyzing risk and making decisions in a corporate setting. Prerequisite(s): BUS 506, BUS 509

#### BUS 620 Gender and Diversity in Leadership (2)

Upon completion of the course, students will be able to: analyze how their own cultures and biases influence interactions with others; recognize and respect individual differences; identify how conflicts may originate from cultural differences; better expose myths and stereotypes about different cultural groups; assess how individual actions and organizational practices influence equity and opportunity; analyze why gender equity and diversity are important from an organizational perspective; identify organizational factors that hinder and those that promote managing diversity.

#### BUS 622 Advanced Topics in Leadership and Governance (2)

The course examines the essential concepts of and current challenges in corporate governance and is organized into three modules: Leadership – introduces the four complementary sets of frameworks for understanding and evaluating governance systems; Governance – examines the components design, and management of internal and external control systems; Accountability – applies leadership and governance concepts to a variety of challenges that affect the many different stakeholders to whom managers are accountable.

#### BUS 623 Strategic Performance for Women Executives (2)

This course will cover issues specific to women business leaders such as conflict management, negotiation and persuasion, mentoring structures, crisis communication and organizational change. Other topics will include implicit and explicit attitudes toward female authority in the workplace; implicit social cognition: attitudes, self-esteem and stereotypes, etc.

#### BUS 624 Multi-Discipline Strategic Management (MSM Course) (3)

MSM is a three-credit experiential course which provides students hands-on experience working with local businesses or entrepreneurs as consultants to create business plans, actualize concepts and strategies, and/or develop business opportunities. Students work in teams in an area of their choosing which could include sustainability, international business opportunities or local businesses. In this course students also have the option to create their own case study, either a hypothetical business or their own actual entrepreneurial venture – with input and help from Chatham’s Center for Women’s Entrepreneurship (CWE) which can provide support with local businesses. By the end of the course, students will be able to write a business plan, propose a strategy and oversee all follow-through, linking the various disciplines of business together into a unified and thorough business strategy. Prerequisites: BUS 573, BUS 575, BUS 579

COM 680 Integrative Project (3)

COM 682 Special Topics (2)

COM 683 Special Topics (3)

COM 691 Independent Study (1)

COM 692 Independent Study (2)

COM 693 Independent Study (3)

EDU502 Perspectives on Education (2)

This course examines the influences that have resulted in the unique role of the teacher and school in our society. Topics include needs of exceptional children, the role of technology in education, and school-community relations. Students are required to complete a major research project that addresses a current educational issue. Co-Requisite: EDU 580 Field Placement: School Culture

EDU503 Children’s Literature and the Arts (3)

In this course, students explore and develop in-depth knowledge of children’s literature and its integration into the early childhood or elementary curricula. Students are required to complete a major project using technology and the arts that reflects effective pedagogy. Prerequisite or co-requisite: EDU 502

EDU506 Issues in Special Education (3)

This course presents a historical overview of special education as related to current perspectives and practices. In the course, students become acquainted with the range of exceptionalities and consider the ethical and legal rights afforded students and their parents. Prerequisite: EDU 502

EDU511 Early Childhood Curriculum (3)

Students explore the teaching of all content areas in the early childhood setting. Students experience using computer as a teaching tool, examine and evaluate instructional software. A capstone research paper or project will demonstrate theory-based best practices to develop a curriculum for use in the early childhood classroom. Prerequisites: EDU 502 Co-requisites: EDU 607 and 609

#### EDU 515 Secondary School Curriculum (2)

Students investigate instructional planning and implementation as well as a range of behavior and classroom management techniques. Reading assignments in appropriate professional literature encourage students to develop a familiarity with the most effective teaching approaches. Motivation, evaluation of student achievement, and differentiation of instruction are considered.

Co-Requisites: EDU 581 and one of the following: EDU 516, 517, 518, 519, or 547

#### EDU516 Methods of Teaching Secondary English (2)

This course addresses the theory and philosophy of teaching language arts in middle and secondary schools. Classroom teaching strategies are explored and implemented in class presentation and in 7-12 public classrooms. Students plan instructional situations that clearly express the reading-writing connection that exists in effective language arts programs. Co-Requisites: EDU 515 and 581

#### EDU517 Methods of Teaching Secondary Social Studies (2)

This course develops research-based strategies for teaching social studies. Contextual teaching, problem-based learning and critical thinking are approached through instructional strategies that combine investigative classroom inquiry with both national and state content standards. Students learn to frame issues, help students research and analyze data and information to construct meaning and understanding. Co-Requisites: EDU 515 and 581

#### EDU518 Methods of Teaching Secondary Science (2)

Examination of current theory and practice for teaching science in secondary schools is explored in this course. Curriculum development, teaching strategies and methodologies and assessment issues are also addressed. Students examine research-based curriculum and inquiry teaching and learning as best practices in science education. Co-Requisites: EDU 515 and 581

#### EDU519 Methods of Teaching Secondary Mathematics (2)

A balance of theory and practice is explored in this course to help students become effective teachers of mathematics. Curriculum development, teaching strategies, and assessment issues are addressed. Co-Requisites: EDU 515 and 581

#### EDU524 Teaching in a Multicultural Setting (3)

This course helps future teachers understand the complexities of teaching in a culturally diverse classroom. Students learn how to work effectively with students from various socioeconomic, religious, ethnic, and cultural groups. Students complete a major research project reflecting an understanding of best practices in effectively developing multicultural learning communities. Prerequisites: EDU 502 and 607.

#### EDU525 Tests and Measurements (3)

A study of the principles and major concepts of psychological and educational testing is the focus of this course. A review of statistical measures used in test reporting is integrated with classroom decision-making strategies. Special emphasis is placed on current standardized testing and using results to inform instruction. Prerequisites: EDU 502 and 607.

#### EDU526 Content Area Literacy (3)

This course addresses theory and practice in teaching secondary school students to read and communicate effectively in the content area. The course provides strategies for teaching reading, listening, speaking, and writing, in the secondary classroom. A research paper or project demonstrating mastery of content area literacy is required. Prerequisites: EDU 502 and 607.

#### EDU527 Designing Early Childhood Centers (2)

This course explores connections between curriculum and physical environment. Strategies and theories in early childhood curriculum are studied through cognitive, social and physical dimensions. Physical expression of early childhood learning theory is emphasized. Issues of health and safety, including state and federal regulations are explored. Prerequisites: EDU 502 and 607.

#### EDU532 Human Geography: Content and Methodology (3)

This course provides an awareness of the existential, ethical, intellectual, and practical reasons that all individuals need an understanding of geography. Students are given a conceptual framework to provide instruction in geography, a study of people, places, and the environment from a spatial perspective. Prerequisites: EDU 502 and 607.

#### EDU535 Methods of Teaching Elementary Mathematics (3)

This course explores recent developments of national reform efforts in teaching mathematics. Students explore the teaching of mathematics within the context of child development and learning theory. Research-based curriculum projects promote deep conceptual understanding in mathematics. Review of specific topics in math to increase the student's own competencies is included. Prerequisites: EDU 502 and 607.

#### EDU536 Methods of Teaching Elementary Science (3)

This course explores recent developments of national reform efforts in teaching science based on developmental and learning theory. Students will learn hands-on innovative classroom practices and review national and state standards for science education. Methods for increasing content knowledge related to science and technology will be explored. Prerequisites: EDU 502 and 607.

#### EDU537 Methods of Teaching Elementary Art (3)

Students approach the teaching of art consistent with national standards of pedagogy and art. This course combines theory, research and practical knowledge about teaching art as a universal language and creative experience for elementary children. This course contains an embedded field experience of 16 hours in an elementary art classroom. Prerequisites EDU 502, 503, 607 Co-requisites EDU 613

#### EDU547 Methods of Teaching Secondary Art (3)

Students approach the teaching of art consistent with national standards of pedagogy and art. This course approaches the teaching of art as a means of exploring its relevance to humanity. This course contains an embedded field experience of 16 hours in a secondary art classroom. Prerequisites EDU 502, 607 Co-requisite EDU 515

#### EDU580 Field Placement: School Culture (1)

This field placement offers the student the opportunity to experience and assess the

culture of a school. Daily interactions among teachers, students, administration, and support staff in a unique physical setting provide the pre-service teacher with a comprehensive overview of school life. Co-requisite EDU 502

**EDU581 Field Placement: Instructional Strategies (1)**

Students assist classroom teachers in a variety of experiences such as tutoring, leading small group activities, creating bulletin boards, and evaluating student work. Maintaining a record of a variety of instructional strategies is a requirement of this field placement. Three lessons are taught and evaluated during this placement.

Co-requisite EDU 613

**EDU582 Field Placement: Learning Support/Inclusion (1)**

Students learn strategies for successfully including students in the general curriculum by working with special and general education teachers in developing accommodations and modification for the students, analyzing the general and special education environment and reviewing Individualized Educational Plans. Requirements include teaching one lesson with attention to the IEP. Co-Requisite: EDU 634

**EDU583 Field Placement: Emotional Support (1)**

This field experience familiarizes the student with instructional environments and strategies for addressing the needs of children with behavioral and/or emotional disorders. Particular attention is paid to the unique social, emotional and behavioral needs of an individual while examining the child's individual educational plan and daily routine. Co-Requisite: EDU 664

**EDU584 Field Placement: Transition (1)**

In this field experience, the student observes and participates in a variety of placements. Students choose from a menu of placements throughout Allegheny County. Students are to visit/observe/participate in work based programs, community living arrangements and social leisure activities. Co-Requisite: EDU 673

**EDU585 Field Placement: Multiple and Physical Exceptionalities (1)**

This field experience familiarizes the student with instructional environments and strategies for addressing the needs of children with multiple disabilities and/or physical exceptionalities. Co-Requisite: EDU 652

**EDU586 Field Placement: Life Skills (1)**

Students work with their field placement host teacher to analyze intervention strategies and community based support for individuals with the need for special supports. Co-Requisite: EDU 668

**EDU591 Independent Study (1)**

**EDU592 Independent Study (2)**

**EDU593 Independent Study (3)**

**EDU607 Child and Adolescent Development in the School Context (3)**

Focusing on child development from prenatal to age 12, this course emphasizes current research on physical, cognitive, and social development. Students examine the nature of adolescent development, implications of

cognitive and affective characteristics of adolescents in the selection of instructional methods and materials, and structural and organizational features of schools.

#### EDU609 Communication Skills (3)

The interrelationships among listening, speaking, writing, and reading are investigated with emphasis on the impact that classroom organization, patterns, materials, and approaches have on teacher effectiveness in teaching elementary and early childhood-aged students. Students will complete a major research paper or project demonstrating knowledge of teaching strategies reinforcing literacy skills. Prerequisite or Co-requisite: EDU 502 and 607.

#### EDU613 Elementary School Curriculum and Management (3)

Students explore a variety of teaching strategies of core subjects, research behavior management theorists and discuss classroom management best practices. Requirements include development of a learning center, a classroom management plan and a curriculum unit, demonstrating conversion of theory into practice.

Prerequisites: EDU 502, 580, 607, 609. Co-requisite: EDU 581

#### EDU618 Instructional Computer Integration (3)

This course helps students develop competency integrating technology with the curriculum. It provides a practical introduction to using technology to help students learn. Special emphasis is on the processes and products available through computer technology and educational media. Students prepare an instructional unit integrating a variety of technologies. Prerequisites: EDU 502, 580, 607

#### EDU623 Teaching Methods and Curriculum Development for School Counselors K-12 (3)

Students learn developmental curriculum design, operational components of the school, teaching strategies and classroom management techniques for K-12. Students are required to read and report on professional literature. Issues such as student motivation, evaluation of student achievement, the use of technology in teaching and group and individualized instruction are studied. Prerequisite: EDU 506

#### EDU625 Methods of Teaching ESL (English as a Second Language)

This course focuses on design and implementation of an ESL program to assist students in acquiring English and cognitive academic language skills: the study of various methods and teaching resources that address the educational needs of ESL students according to their language proficiency, native language development and literacy development. Prerequisite: Permission of the education program director

#### EDU629 School Law (3)

The focus of this course is to explore the interaction between the law and educational practice and their continuing development under the press of changing societal demands. This course provides educators with information and insights to enable them to address potential legal problems using sound judgment.

#### EDU634 Inclusion: Issues and Strategies (2)

This course surveys practices of inclusion in education. It encompasses the historical precedents, underlying philosophy, educational theory, instructional strategies, and practical implications of its implementation. Students participate in a variety of learning experiences throughout the course. Prerequisites: EDU 502, 580 and 607 Co-Requisite: EDU 582

### EDU637 Writing as Learning: Theory, Practice, and Pedagogy (3)

This course introduces current research and practice in the field of writing pedagogy. The differences between processes, skills, and genre-based approaches to teaching writing are examined. Topics include the purposes of writing to various diverse communities, conventions of writing, social/individual dimensions of writing, reading/writing workshop assessment issues, and rubric development. Prerequisites: EDU 502, 580 and 607

### EDU638 Research Methods in Education (3)

The purpose of this course is to help students gain a meaningful understanding of the central elements of educational research as it applies in the elementary classroom. The appropriate uses of qualitative and quantitative research are examined. The relationships among data, theory and knowledge are applied. Prerequisite: Permission of the education program director

### EDU640 Elementary Mathematics Teacher Leadership (3)

This course examines the Regional K-12 Mathematics Curriculum Framework, explores the Developing Mathematical Ideas Curriculum through the major ideas of the base ten system. Additionally, students learn about effective instructional strategies. Through a sharing of K-6 student work, insight into their solution strategies is gained.

### EDU641 Secondary Mathematics Teacher Leadership (3)

Students address leadership topics to aid in building learning communities within their school district using a variety of research-based tools. Exploration of Big Ideas in Mathematics focuses on how concepts are organized to ensure cohesive implementation of PA academic standards. Students analyze mathematical problems from multiple perspectives.

### EDU642 Secondary Science Teacher Leadership (3)

Participants investigate the role and form of “Science as Inquiry” in instruction of Earth Science, Life Science and Physical Science. They also engage in the process of Analyzing Instructional Materials (AIM) to examine how the implementation of different challenging instructional materials develops deep conceptual understanding of essential learning.

### EDU646 Special Topics (1)

### EDU647 Special Topics (2)

### EDU648 Special Topics: Environmental Education Experiences in the Schoolyard (3)

In this course, students learn to apply skills and concepts of observation, recording and identification in the environmental setting of a schoolyard. Students conduct experiments and investigations to determine quality of air, water and soil as well as studies of the biodiversity of the schoolyard and surrounding neighborhood.

### EDU651 Education of the Gifted (3)

This course compares the traditional and emerging paradigms for gifted education. Through a developmental approach, students explore characteristics of gifted students, appropriate curriculum, materials and classroom strategies.

#### EDU652 Characteristics of Individuals with Physical and Neurological Disorders (2)

Students investigate the nature and types of conditions classified as physical and neurological disorders. The impact of these disorders on day-to-day functioning of individual students and possible medical, psychological and educational interventions are also investigated. Prerequisite: EDU 506 Co-requisite: EDU 585

#### EDU653 Models of Gifted Education: Curriculum (3)

Students examine various models of gifted education and best practices in gifted programs. Factors affecting the planning and implementation of programs for the gifted are explored.

#### EDU654 Multicultural Gifted Education: Diverse Populations

In this course, students examine methods of differentiating instruction for gifted students with an emphasis on meeting the needs of low socio-economic status and culturally diverse students. Research on issues of gender and ethnicity relating to identification and acceptance of giftedness are explored.

#### EDU655 Assessment of Special Needs Students (3)

Students investigate the assessment of individuals with mild to moderate disabling conditions. Topics include the fundamental principles of assessment tools and the social responsibility of professionals to exercise fairness and accuracy in the assessment process. Prerequisite: EDU506

#### EDU656 Dual Exceptionalities: Gifted Students with Disabilities (3)

The role of giftedness in dual exceptionalities is explored. New methods of assessing and identifying children who are both gifted and exceptional are discussed. Models of collaboration with special education and curriculum experts as well as parents and school personnel are developed to serve the needs of the children.

#### EDU661 Curriculum and Instruction of Individuals with Mild Learning Needs (3)

This course focuses on the design and implementation of an individual education program for a child with mild learning needs and the selection, design and adaptation of curriculum and instructional techniques in the area of reading, language arts and mathematics. Prerequisite: EDU 506 Co-requisite: EDU 582

#### EDU664 Behavior Management in the Classroom (3)

Students investigate the principles and systematic approaches used to identify and analyze problem management techniques, individual behavior and affective intervention strategies and community based support programs designed to address problem behaviors. Prerequisite: EDU 506 or 634 Co-requisite: EDU 583

#### EDU668 Curriculum and Instruction of Individuals with Moderate to Severe Disabilities (3)

This course focuses on the design of a comprehensive educational program for the child with moderate to severe mental or physical disabilities. Students analyze the child's cognitive, behavioral and physical profile; review assessment techniques and examine curriculum materials and instructional methods to determine the most appropriate educational program. Prerequisite: EDU 661 Co-requisite: EDU 586

#### EDU670 Introduction to School Counseling (3)

The role of school counselors is explored in relation to school settings, consultation, and coordination. Professional development, documentation, ethical, and legal standards are addressed. This course also focuses on

the creation of instructional programs as part of a comprehensive K-12 school counseling curriculum with respect to counseling philosophy and trends.

EDU671 Collaboration, Consultation and Teamwork (3)

This course focuses on developing effective collaboration skills with members of the school community as well as the community at large, to provide a realistic and integrated program for all students. Prerequisite: EDU 506 or 634

EDU673 Transition Planning and Adult Services (3)

This course focuses on the transition of students throughout their school programming. The course examines the following topics: parent's needs and methods of collaborating, Early Childhood Intervention, Inclusion, Sexuality and Transition to Adult Life. Prerequisite: EDU 506 and 661 Co-requisite: Education 584

EDU675 Special Topics in Learning Disabilities (3)

EDU676 Seminar in Pervasive Development Disorders (3)

EDU687 Elementary Supervised Practicum (6)

EDU688 Early Childhood Supervised Practicum (6)

EDU689 Secondary Supervised Practicum (6)

EDU690 Practicum in Special Education (6)

This course is designed for students who hold a Pennsylvania certification and are seeking certification in special education. Students demonstrate their ability to plan for and deliver a minimum of 15 lessons to special needs students enrolled in regular education or resource rooms. Prerequisites: EDU 524,668,673 and permission of the education program director.

EDU691, 692 Special Topics (2, 3)

EDU693 Early Childhood Student Teaching (9)

During the 14-week pre-K-3 placement, student teachers will plan and implement lessons, and assume other appropriate instructional responsibilities under the guidance of an experienced teacher and a college supervisor. Students develop a portfolio based on the PDE Form 430 to document their competencies for certification. Prerequisites: Completion of all other program requirements.

EDU694 Elementary Student Teaching (9)

During the 14-week K-6 placement, student teachers will plan and implement lessons, and assume other appropriate instructional responsibilities under the guidance of an experienced teacher and a college supervisor. Students develop a portfolio based on the PDE Form 430 to document their competencies for certification. Prerequisites: Completion of all other program requirements.

EDU695 Secondary Student Teaching (9)

During the 14-week 7-12 placement, student teachers will plan and implement lessons, and assume other appropriate instructional responsibilities under the guidance of an experienced teacher and a college supervisor. Students develop a portfolio based on the PDE Form 430 to document their competencies for certification. Prerequisites: Completion of all other program requirements.

#### EDU696 Special Education Student Teaching (9)

During one 8-week elementary and one 8-week secondary placement, student teachers will plan and implement lessons, and assume other appropriate instructional responsibilities under the guidance of an experienced teacher and a college supervisor. Students develop a portfolio based on the PDE Form 430 to document their competencies for certification. Prerequisites: Completion of all other program requirements.

ENG 510 Great American Novel: Craft and Culture (3) This course examines nostalgia in the contemporary American novel via the lenses of real estate and the American landscape, masculinity in crisis, and the novel as social-political commentary. Rather than rhetorically discussing whether or not these novels meet the standard of “Great American Novel,” we will interrogate the standard itself.

ENG 514 Readings in the Pedagogy of Creative Writing (3) This course is a prerequisite for English 515 (Teaching Creative Writing) and focuses on theoretical and pedagogical readings related to the teaching of creative writing.

ENG 515 Teaching Creative Writing (3) Students explore the genres of poetry, fiction, drama, and nonfiction from the perspective of a teacher, producing lesson plans, as well as developing a final curricular creative writing unit. Aspects of lesson design, classroom environment/management, the writing process, writing workshops, assessment, publication, and performance will be emphasized. Prerequisite(s): ENG 514

ENG 516 Latin American Literature in Translation (3) This course focuses on Latin American authors of the 20th century. The readings pay particular attention to the historical and cultural background of modern Latin America, the development of national identities, and the roles of humor, popular culture, and gender difference in the works.

ENG 518 The American Nature Tradition (3) This course explores the vital relationship between American literature, American culture, Nature, and environmental values, asking how changing literary interpretations of the land have influenced attitudes toward nonhuman nature.

ENG 519 Frontier Women (3) A number of narratives, novels, diaries, and poems recording the responses of women to the American frontier have become available in recent years. By reading about these experiences, and examining differences in perception and conception based apparently on gender, students will better understand how the frontier functioned within American culture.

ENG 522 American Exploration (3) Focus on American fiction that records physical as well as metaphysical journeys; writers' exploration of new territories such as the frontier West, Polynesian Isles, and South Pole; their imaginative discovery of new truths about nature, society, and self. Includes works by Poe, Cooper, Melville, Simms, Kirkland, and Chopin.

ENG 523 The Craft of Creative Writing: Multiple Genres (3) This course may substitute for any other craft course for students specializing in any genre. Students will be introduced to the craft of poetry, fiction and nonfiction, and will also be introduced to the workshop method and given instruction on sending work out for publication.

ENG 525 Bleak Houses: English Novels in Shifting Landscapes (3) This course surveys the English novel from 1850 through the present. Of particular interest will be how these novels depict their subjects' relationships with notions of Englishness, and with the radically changing landscape from estate-culture to an urban-industrialized and, ultimately, suburban one. Each novel will explore a new sense of Englishness rooted in the social-political and economic events of the era.

ENG 526 Writing About Environmental Science (3) In this course, students will read, discuss, and practice a variety of methods of communicating about environmental science, from popular culture to news to government reports. By the end, students should be able to competently translate scientific results into conversational English, and should be able to evaluate scientific results from the news in terms of its accuracy and clarity.

ENG 527 Ethnicity and Place (3) This course focuses on the connection between place and cultural identity. Ethnic, regional, and linguistic markers help define writers' distinctive voices. Dislocation from the place of origination can also result in a creative tension. Students will read a variety of texts that explore the borderlands between ethnicity and place.

ENG 530 Mark Twain and American Humor (3) A study of selected works of Twain within the context of American literature and the traditional American humor.

ENG535 Writing Poetry: Form Workshop (3) A poetry writing workshop focusing on form. Prerequisite: ENG 583.

ENG537 Writing Poetry: Literary Movements Workshop (3) A poetry workshop focusing on readings from a particular poetic movement, and writing poetry that models or responds to that movement. Prerequisite: ENG 583.

ENG539 Writing Creative Nonfiction: Memoir (3) A creative nonfiction workshop focusing on the memoir. Prerequisite: ENG 582

ENG 540 Memoir (3) A literature course focused on the memoir. Through close reading of memoirs we will take up such questions as: What is the relationship between memory and the imagination? What is the importance of bearing witness/remembering? Students will look critically at texts and think about how these authors write memoir and how they shape experience.

ENG 544 Writing Creative Nonfiction: the Lyric and Formally Adventurous Essay (3) A Creative nonfiction workshop focused on lyric and experimental essay forms. Prerequisite: ENG 582

ENG 545 Writing Creative Nonfiction: Literary Journalism (3) A creative nonfiction workshop focusing

on literary journalism. Prerequisite: ENG 582

ENG 542 American Multicultural Literature: Texts, Theory, Pedagogy (3) Students explore the issues, debates, and politics of American literary multiculturalism; consider texts from non- European imaginative traditions that challenge not only the canon of American literature but also notions of the American and the literary; and devise strategies of incorporating such texts in courses on American multicultural literature.

ENG 546 Wildness and Literature (3) Students read poetry, nonfiction and fiction that explores the relationship between wildness and humans as well as the relationship between wildness and culture. This seminar will trace the idea of wildness in American literature through the twenty-first century.

ENG 547 Contemporary Environmental Fiction (3) A study of contemporary environmental fiction, this course attends in specific to the representation of nature and environment in 20th-century novels and other cultural texts. Students will consider how such representations interrogate, critique, or reinforce contemporary constructions of the environment.

ENG 548 Writing Creative Nonfiction (3) This course is designed to teach the techniques and practice of creative nonfiction through participation in a process of peer review and commentary, reading and discussions of selections of other writers and stories, and regular submissions of original creative compositions. The course is taught in a workshop format. Prerequisite: ENG 582

ENG 549 Exiles (3) This course examines the 20th-century condition of exile in relation to its different configurations, from European émigrés to postcolonial subjects to experiences of exile in the United States, to the relation of exile to Diaspora (African, Indian, and Jewish).

ENG 550 Writing Fiction: the Novel (3) This course further teaches the techniques and practice of fiction writing via focusing on the novel. Varied models will be read and analyzed for aspects of sustaining voice, structure, and momentum. Students participate in ongoing discussions, developmental exercises, and weekly peer review. This course is taught in a workshop format. Prerequisite ENG 581.

ENG 551 Writing Fiction: the Short Story (3) This course furthers one's technique and practice of fiction writing via focusing on the short story. Classic models are read and analyzed for variety of P.O.V., character development, story structure, etc. Students are expected participate in ongoing discussions and weekly peer review. This course is taught in a workshop format. Prerequisite ENG 581.

ENG 557 Writing Fiction: Story Collections/Novel-in-Stories (3) This course furthers one's technique and practice of fiction writing via studying booklength story collections &/or story-cycles. Contemporary models are considered for their creative melding of varied themes, P.O.V.s, structures, etc. Students are expected participate in ongoing discussions and weekly peer review. This course is taught in a workshop format. Prerequisite ENG 581.

ENG 552 Ecofeminist Literature (3) This course brings together theoretical and creative approaches to the study of women and the environment. Students will examine how diverse eco-feminist writers

problematize and reclaim the woman/nature paradigm. This course focuses particularly on how representations of women and can help students rethink and re-imagine their relationships to the Earth.

ENG 553 Writing Poetry (3) This course is designed to teach the techniques and practice of poetry writing through participation in a process of peer review and commentary, reading and discussions of selections of other poets and poems, and regular submissions of original creative compositions. The course is taught in a workshop format. Prerequisite: ENG 583.

ENG 554 Writing Fiction (3) This course is designed to teach the techniques and practice of fiction writing through participation in a process of peer review and commentary, reading and discussions of selections of other writers and stories, and regular submissions of original creative compositions. The course is taught in a workshop format. Prerequisite: ENG 581

ENG 555: Shakespeare: Ecocriticism and Pedagogy Students in this course study Shakespeare's sonnets and plays from a "green" perspective. This course looks at how Shakespeare's works engage deforestation, enclosure, the (ab)use of animals, stewardship, cultivation and the exploitation of natural resources. Pedagogical strategies for teaching Shakespeare will also be discussed.

ENG 556 Writing for Children (3) This course is designed to teach the techniques and practice of writing poetry and prose for children and adolescents through participation in a process of peer review and commentary, reading and discussions of selections of other writers and their work, and regular submissions of original creative compositions. The course is taught in a workshop format. Prerequisite: ENG 586.

ENG 558 Contemporary Writers and the Art of Reading (3) This course will explore the ways creative writers read literature. Students will read both critical and creative work, examining a given writer's creative interests, theories, and practices. Emphasis will be on 20th-century writers from around the world.

ENG 559 Writing for Children: Biography and Autobiography (3) Focused on developing personal histories into stories that entertain, inform, and inspire, students will write autobiographies and biographies for young audiences using solid research techniques and storytelling skills. Prerequisite: ENG 586.

ENG560 Writing for Children: Mystery and Suspense (3) Prerequisite: ENG 586. This writing workshop requires students to compose and revise via in-class critiques. Students develop writing skills essential to suspenseful narrative including the creation of: character, setting, atmosphere, critical details, plot. Readings include high-quality mystery books and stories for young readers.

ENG561 Writing for Children: Picture Book (3) Prerequisite: ENG 586. This course explores the pairing of words and images in creating literature for the young child. Students write and revise for children from infancy through the early elementary grades, aiming for lively, lyrical, spare texts that address a young child's growth, development, concerns, and abilities.

ENG565 Writing for Children: History (3) Prerequisite: ENG 586. This course examines non-fiction and fiction writing for children based on history. Students examine the use of historical settings and events in high-quality books for young readers. As they prepare their own manuscripts, students develop active research strategies, which include the investigation, annotation, and development of primary and secondary sources.

ENG 562 Children's Literature (3) Designed to complement Writing for Children and Adolescents, this course surveys the best of children's fiction and nonfiction and encourages the student to examine issues of plot, story development, character, setting, and creative use of language.

ENG 566 Young Adult Literature (3) This course explores young adult fiction and focuses on authors that capture the teenage experience. Students learn the distinction between children's and adolescent literature, the history of the genre, the psychological challenges of adolescence, and literary structural elements and techniques.

ENG 568 Practicum: Fourth River 1 (3) This course is a practicum in which graduate students publish the print edition of Chatham's national literary journal, Fourth River. All phases of the publishing process are addressed, with a special emphasis on editorial acquisitions and copy editing.

ENG 569 Practicum: Fourth River 2 (3) This course is a practicum in which graduate students publish the print edition of Chatham's national literary journal, Fourth River. All phases of the publishing process are addressed, with a special emphasis on design, production, proofreading, marketing, and distribution.

ENG 580 August Wilson and Pittsburgh (3) This course explores the dramatic work of August Wilson, paying particular attention to Wilson's ten-play cycle. We will perform close readings of the plays, examining themes such as urban migration, the blues and Black Nationalism, while simultaneously using Wilson's drama as a lens for reading the history of Pittsburgh.

ENG 581 The Craft of Fiction (3) This is a required course for MFA students specializing in fiction. Students will experiment with creating scene, sense of place, summary, dialogue, framing, flashbacks, and transitions. Students will be introduced to the workshop method and given instruction on sending work out for publication.

ENG 582 The Craft of Creative Nonfiction (3) This is a required course for MFA students specializing in creative nonfiction. Readings and writing will include scene construction, sense of place, point of view, character and narrator development. Students will be introduced to the workshop method and given instruction on sending work out for publication.

ENG 583 The Craft of Poetry (3) This is a required course for MFA students specializing in poetry. Reading and writing will center on the craft of poetry including music and rhythmic devices in traditional and experimental forms. Students will be introduced to the workshop method and given instruction on sending work out for publication.

ENG 584 Nature Writing (3) This is a multi-genre course that focuses on the art and craft of nature and

environmental writing. Students will read and study contemporary nature and environmental writing, and will be expected to generate creative work that illustrates a deep understanding of the literary tools available to writers in this genre.

ENG 585 Travel Writing (3) This course focuses on the art and craft of travel writing. Students will read and study contemporary travel writing, and will be expected to generate creative work that illustrates a deep understanding of the literary tools available to writers in this genre.

ENG 586 The Craft of Writing for Children (3) This course, required for all MFA students specializing in writing for children, examines the basic principles that guide writers for children and adolescents, beginning with concept and picture books and extending into full-length works of fiction and nonfiction. Students will explore multiple genres and audiences in this writing-intensive course.

ENG 589 Creative Writing: Multi-genre (3) A multi-genre craft course that includes poetry, fiction, creative nonfiction, children's writing and hybrid genres. This course fulfils the craft requirement for all genres.

ENG 595 Independent Literary Publishing (3) This course gives students the opportunity to gain hands-on experience as publishers. Students will research independent literary presses or magazines of their own choosing, and then they will publish a literary chapbook by an author other than themselves.

ENG 605 Fiction Thesis Seminar; 606 Creative Nonfiction Thesis Seminar; 607 Poetry Thesis Seminar; 608 Children's Writing Thesis Seminar; 609 Screenwriting Thesis Seminar (3) This course is a workshop focusing on generating a thesis proposal, bibliography and significant creative work towards completion of the student's thesis. Readings will focus on creating and articulating a creative process and vision as well as models for longer creative projects. Normally taken the first semester of the student's second year, this course is a prerequisite for ENG 698 Final Manuscript.

ENG 641 The Craft of Screenwriting (3) This course focuses on the art and craft of Screenwriting. Students will read and study contemporary scripts, and be expected to generate creative work that illustrates an understanding of conventional script formatting. As well, students will be introduced to the workshop method and practice peer review.

ENG 651 Screenwriting (3) This course is designed to further one's understanding of the techniques and practice of scriptwriting. Students will become more versed and versatile in the tools available to scriptwriters via varied exercises and model readings/screenings, as well as active participation in peer review of fellow classmates' works-in-progress.

ENG 652 Screenwriting: Adaptation (3) This course is designed to further students' flexibility in visual storytelling via adapting selected works of fiction. Emphasis is placed on balancing issues of personal creativity and maintaining integrity with the original authors' intentions. Classes are a mix of model readings, screenings, and peer workshoping.

ENG 655 Screenwriting: Documentary, Experimental and Narrative (3) A screenwriting workshop focusing on documentary, experimental and narrative forms.

ENG 657 Screenwriting: Television (3) A screenwriting workshop focusing on generating material for television.

ENG 674 Field Seminar: International (3) The field seminar is a traveling creative writing workshop designed to push students outside the realm of comfort and make them question their assumptions about themselves and their culture. Travel locations and specific topics will vary, but will always be outside the United States. An additional fee applies to this course. May be repeated for credit.

ENG675 Field Seminar: National (3). Same as ENG 674 but destinations will be within the United States. An additional fee applies to this course. May be repeated for credit.

ENG 676 The Pittsburgh Field Seminar (3) Same as ENG 674 but destinations will be within Pittsburgh and Western Pennsylvania. An additional fee applies to this course.

ENG 678 Field Placement (3) During this course, taken in one of the final semesters of the M.F.A., students teach/study in a supervised field placement and practice the pedagogy of creative writing in a working classroom. Prerequisite(s): ENG 514 and ENG 515

ENG 683 Special Topics (3) Literature courses on differing topics, usually thematically based.

ENG 691 Independent Study (1) ENG 692 Independent Study (2) ENG 693 Independent Study (3) Independent study on topics of the student's choosing.

ENG 698 Final Manuscript (3) Independent work on the final creative thesis and critical introduction. Taken in the last year of the MFA. The Thesis Seminar (ENG 605, 606, 607, 608, or 609) is a prerequisite for this course.

ENV 525 Environmental Policy (3)

This course takes an interdisciplinary approach to the study of the theory and practice of environmental policies. The course focuses on the political and economic factors contributing to the success and failure of present environmental policies. Topics include the roles of government and the market in causing environmental problems, analysis of proposed means for resolving those problems, and the application of economic and political analyses to selected environmental issues. Cross-listed as GOV 525.

ENV 543 Nature and Culture (3)

This course explores the issues of ecology and identity as part of the development of American literary culture. The development of an ecological imperative and the patterns of "nature" consciousness will be explored as they rise, grow and change. Questions of the relationship between nature and culture will be the main focus of the course, including the developing ideology of ecology as a response to the growth of mechanical culture and the rapid loss of wilderness. Cross-listed as ENV 443 and ENG 743.

ENV 555 Environmental Education (3)

The historical development of environmental education and the development of current standards in the environment and ecology as well as a range of teaching methods for effectively presenting environmental

challenges are explored. Course work includes participation in environmental experiences for applications within public school classrooms.

**FDT 543 The Media Production Industry (3)**

Offered in the final semester of the program it is designed to enhance the ability of graduates to establish themselves in the media production industry.

**FDT 550 Media Project #1 – Digital Video Production (3)**

Presents technical practices of digital video production: non-linear editing, foundations of alternative screenwriting, videography, sound production and other media-related processes. Additional Fee(s): Course Computing Fee.

**FDT 563 Media Contexts #1 – Media History (3)**

Provides overview for incoming students of current rhetorical concerns related to independent media, film production, and histories.

**FDT 571 eMerging Media #1 – Interactive Strategies (3)**

Maps ways web can be utilized for the production of alternative narratives. Enables students to analyze and create works online using web-cams, streaming media, and interactive web-based projects. Additional Fee(s): Course Computing Fee.

**FDT641 The Craft of Screenwriting (3)**

Provides a focus on the art and craft of screenwriting. Students will read and study contemporary screenwriting, and will be expected to generate creative work that illustrates a deep understanding of the tools available to filmmakers in this genre.

**FDT 650 Media Project #2 – Advanced Digital Video Production (3)**

Introduces students to Avid non-linear editing system, the most widely used system within the industry. Students will have a chance to explore the ways in which the Avid DV Xpress can enhance traditional editing techniques. Additional Fee(s): Course Computing Fee.

**FDT 651 Screenwriting (3)**

This course is designed to teach the techniques and practice of screenwriting for television and film through participation in a process of peer review and commentary, and reading and analysis of published screenplays. The course is taught in a workshop format with the emphasis placed on peer critique of both professional and student work.

**FDT 663 Media Contexts #2 – Media Theory (3)**

Analyzes the aesthetic conventions, narratives and formats of new media, as well as the impact digital technologies have had on existing media.

**FDT 671 eMerging Media #2 – Advanced Web Design (3)**

Focuses on the technical through advanced study. Students will produce DVD, CD-ROM and other interactive projects. Additional Fee(s): Course Computing Fee.

FDT 675 Media Project #3 -- Advanced Sound Recording and Editing (3)

Focuses on advanced sound recording, editing, and mixing technologies using Pro Tools digital audio workstation. Additional Fee(s): Course Computing Fee.

FDT 676 Media Project #4 -- Visual Effects and Animation Modes (3)

Extends to visual effects, animation modes and compositing. Students will utilize this course to develop their master's thesis topic and begin pre-production processes. Additional Fee(s): Course Computing Fee.

FDT 677 Media Project #5 -- Master's thesis studio (6 credits)

The mastery of written, oral, and production components: a self-directed project with an approved thesis topic generated by individual student interest. The final project is completed under joint guidance of the class instructor and an outside advisor. Additional Fee(s): Course Computing Fee.

FDT 693 Independent Study (3)

FRN 548 Literature of the Francophone World (3)

An investigation of the writings, both theoretical and creative, of major French authors from outside mainland France. Primary emphasis on Francophone writers from Africa and the West Indies with additional works from Quebec, Belgium, Switzerland, and Southeast Asia. The specific concepts on "négritude" and "créolite" are discussed within the political, social, historical, and economic context.

FRN 580 Special Topics in Francophone Literature (3)

In-depth analysis and discussion of selected French and Francophone literature not covered in other advanced course offerings. Recent topics have included Women in French Literature; The French Court Theatre; Montaigne, Diderot, Stendhal; French Poetry; and French Literary Criticism. Course may be repeated for credit. Prerequisite(s): FRN 204 or permission of the instructor

FST 505: Literary Representations of Food

Food is elemental to survival, culture, home, and subjectivity—to rituals of love, loss, and celebration. Focusing on representations of food and eating in spiritual narratives, epic texts, myth, novels, and film, this class examines the cultural work food performs along with the varying meanings assigned to food and eating.

FST 506: Ecofeminism and Food

Food and gender are frequently linked in literature, film, and art. This course focuses on representations of women, femininity, masculinity, and sexuality, from the cook consumed to the consuming cook. The gendered politics of the production and consumption of food is a key concern throughout the semester.

FST 508 Food Systems

Examines philosophical, sociological, economic, and cultural issues related to the production and consumption of food. From Agrarianism to the Green Revolution, explores the transformations of industrialization, technology, and migration. Provides foundation in food systems and commodity chains as concepts and methodological tools for uncovering the relationship between communities, agriculture, markets, and consumers.

#### FST 509 Food Access

If food is a basic human right, how do societies create universal access to food? What is the moral ethical basis for making citizens food secure in an age of global inequality? To what extent does providing food access need to consider culturally appropriateness, nutrition, and sustainability, and justice?

#### FST 510 Food, Culture and History

Provides an overview of food and diet in transnational history, emphasizing cultural impact of modernity on food gathering, farming, plant biology, the body and consumption, health, taste, and cuisine. Topics include the development of agriculture, the causes of famine, the disruptions of colonialism, global exchange, industrialization, migration, and commercial economic dominance of the food system.

#### FST 511 Research Methods: Food

Introduction to social science research methods applicable to the study of food and culture. Practicum includes ethnography, interviews, focus groups, survey research, oral history, textual analysis, cultural mapping, and visual methods. Applied approach to research: students will produce data for practical use in existing community or commercial projects.

#### FST 512 Practical Nutrition

Course provides an overview of nutrition as an evidence-based research field, focusing on groups and communities where research is conducted and then applied. Topics include science and politics of food categories; supplements and functional foods; weight and disordered eating, commercial, local, organic, and conventional foods; cuisine, culture, and diet.

#### FST 513 Food, Labor, and Inequality

Course examines how food labors shape historical, political, and social contexts. From nomadic egalitarianism, agrarian politics, industrial stratification to global technological disparities, we explore the uneven compensation and status created in domestic settings, restaurants, factories, and farms. Research on contemporary food labor practices and relevant policies is emphasized.

#### FST 514 Fair Trade

Exploring the role of global trade agreements, government policies, international labor standards, and social movements in determining global food production and distribution. Examines historical food exchanges, debates over genetic modification, strategies of multinational corporations, environmental concerns, and development scenarios. Case studies include coffee, chocolate, green beans, and aquaculture.

#### FST 515 Writing About Food

Students will develop techniques and skills for writing about food and culture by studying ethics; journalism, advertising, multimodal and new technology venues; recipe writing; food criticism; writing about food in a variety of genres from history to fiction, magazines and websites. Course emphasizes both print and online media.

#### FST 520 Growing Sustainably

Through working on Chatham's Eden Hall Campus farm as well as neighboring farms, students will integrate best practices for sustainable agriculture with theory encountered in class. Topics will include basic principles of soil fertility, biodiversity, agriculture history, effects of both conventional and organic agriculture, and the politics surrounding the issues.

#### FST 530 Sustainable Systems

Students work collectively to collaborate with one client on a real world problem to provide an analysis of a complex food-related public policy issue. Projects include business plan for food-based social enterprise; production/ distribution models for urban farm operations ; researching solutions for bringing fresh food into low-income, historically disadvantaged communities.

#### FST 601 Food Theories

Provides a conceptual framework for research and writing about food. Topics include identity, aesthetics, ethics, politics, geography and environment, animals, and technology. Readings from classical to modern philosophy explore questions of rights, welfare, sustainability, authenticity, and development using food as the pragmatic test case.

#### FST 603 Food Journeys

From the Columbian Exchange to Eco-tourism, food travels the world and the traveler journeys through food. This course examines historical and contemporary writing on food and geographic movement. Topics include culinary adventuring, anti-colonialist eating, and the migrant food voice. Analysis of memoirs, cookbooks, and travelogues culminates in publishable food journeys.

#### FST 691; 692; 693 Internship

Internship placement will focus on local nonprofits, advocacy groups, community projects, food companies, farms, co-ops, food producers, and policy agencies. Directed experience can include developing products, community knowledge, food system data, or promotional materials.

#### HIS 526 The Arab-Israeli Conflict (3)

This course examines the origins and issues of conflict between the Arabs and Israelis over Palestine. Using extensive primary materials and some secondary sources, the arguments of all sides of the conflict are presented and evaluated. While the core conflict between Palestinians and Israelis is emphasized, the role of regional and world powers also is examined.

#### HIS 682 Special Topics (2)

This course addresses a variety of focused issues relevant to the study of history. Students may repeat enrollment in the course under different topics of instruction.

#### HIS 683 Special Topics (3)

This course addresses a variety of focused issues relevant to the study of history. Students may repeat enrollment in the course under different topics of instruction.

### HSC 601 Healthcare Policy and Medical Ethics (3)

Explores the policies and issues that govern patient care delivery and how laws, trends, and ethical considerations impact medical practice.

### IAR 502 Theory of Interior Architecture Studio (3) Fall

This course cultivates the ability to use formal architectural ordering to develop creative abstract designs that translate into three-dimensional compositions of space and form. Architectural theories and manifestos are explored through process tools and applied utilizing design exercises including concept development, abstract ideation, physical embodiment, architectural composition and analytical review.

### IAR 505 Environment & Behavior (3) Fall

The designed environment influences and is influenced by human activity patterns and behavior. This course is an introduction to significant theories concerning the interaction of people and interior architecture. Emphasis is placed on shared human needs and differences based on age, culture, gender, and occupation.

### IAR 510 Drafting & Graphics Studio (3) Fall

This course develops graphic literacy as a language and philosophy for observation, analysis, expression, and presentation of interior architecture. Students are introduced to a number of techniques and methods of drawing used by interior designers, including freehand drawing, use of colored pencils, markers, and mechanical drafting through various exercises. An understanding is developed of architectural scale, plans, elevations, and sections. Additional work is spent on values, colors, palettes, and shadowing techniques that culminate in a final project.

### IAR 515 Digital Drawing (3) Spring

Students learn the basic computer drafting and drawing skills associated with AutoCAD software. Projects include creating new work and working from existing files. An understanding of drawing layers, detailing, layout, and printing will be presented. Prerequisite(s): IAR510 or permission from instructor. Additional Fee(s): Course Computing Fee.

### IAR 518 Building Codes (3) Summer

Students learn and apply relevant building codes as they relate to the health, safety and life safety of the occupant. This course addresses energy laws, the principles of Universal design and accessible code compliance. Prerequisite(s): IAR520, IAR535

### IAR 519 Drawing & Model Making Studio (3) Spring

Students will develop the skills needed to generate design drawings using markers and colored pencils which communicate interior environments. One-point, two-point, isometric, and axonometric drawing methods will be covered. Students will explore three-dimensional model making techniques. Prerequisite(s): IAR510

### IAR 520 Interior Architecture I (3) Spring

This studio addresses problem identification and problem solving in the context of small-scale projects of modest scope. Emphasis is placed on human factors, space planning, spatial experience, scale, materials, furniture, fixtures, equipment, and color with respect to user needs. Prerequisite(s): IAR502, IAR510

#### IAR 525 Interior Architecture II (3) Summer

This studio addresses problem identification and problem solving in the context of small scale projects of modest scope. Emphasis is placed on human factors, space planning, spatial experience, scale, materials, furniture, fixtures, equipment, and color with respect to user needs. Prerequisite(s): IAR 520, IAR515. Additional Fee(s): Course Computing Fee.

#### IAR 530 Interior Materials (3) Fall

This course is intended only for majors or potential majors and addresses architectural materials and finishes. Students learn to select, specify and apply architectural finishes. They create specifications, execute take-offs, and produce cost estimates for interior construction. Manufacturing processes, installation methods, maintenance requirements, code regulations, and testing standards are covered.

#### IAR 535 Construction Methods (3) Spring

Intended for interior architecture majors, this course provides an overview of architectural building systems including exterior and interior construction methods and terminology.

#### IAR 557 20th- and 21st-Century Architecture (3) Spring

This course is designed to relate the impact of architecture on both public and private spaces throughout the twentieth century and provide a view towards the future of architecture in the twenty-first century. The course will guide you through the major styles of architecture of the twentieth century and investigate the socio-historic context of the works and determinants of that architecture. Emphasis will also be placed on the interior spaces, furnishings and the arts and artists of the day.

#### IAR 559 History of Interior Architecture: Prehistory to the 19th Century (3) Fall

This survey course examines world architecture from prehistoric times through the 19th century, including the built environment of Europe, the Middle East, Asia, and the Americas. Emphasis is placed on the role of interior spaces, furnishings, and art within architecture.

#### IAR 610 Advanced Computer Applications in Interior Architecture (3) Summer

This advanced course focuses on Building Information Modeling (BIM) that integrates and synchronizes three-dimensional building modeling for use in all phases of the design process. Students are introduced to Revit and Sketch-up. Graphic rendering skills are also developed to help students communicate interior spaces. Prerequisite(s): IAR 515. Additional Fee(s): Course Computing Fee.

#### IAR 615 Construction Documents Studio (3) Fall

Construction techniques are studied through the production of a set of construction documents. Issues addressed include the selection and assembly of materials, construction methods, detailing of interior finish systems and cabinetry, building codes, and accessibility. Prerequisite(s): IAR620, taken concurrently with IAR630. Additional Fee(s): Course Computing Fee.

#### IAR616 Visual Communications Studio (3) Fall

This course explores color theories, typography, branding, graphic organization and compositional layout relative to interior design presentation, communication and development. Prerequisite(s): IAR515, IAR610, IAR519. Additional Fee(s): Course Computing Fee.

### IAR 620 Interior Architecture III (3) Fall

This advanced studio addresses concept development, design development, and detailing of medium- and large-scale projects. Emphasis is placed on program analysis, user needs, space planning, three-dimensional spatial development, design language and composition, materials and assemblies, color, lighting, acoustics, environmental systems, and building codes and life safety. Prerequisite(s): IAR525, IAR635, IAR610, IAR518, and taken concurrently with IAR630. Additional Fee(s): Course Computing Fee.

### IAR 630 Building Systems (3) Fall

This course provides an overview of environmental control systems, including HVAC, plumbing, fire protection, power distribution, security, and data/voice telecommunication. Emphasis is placed on energy consumption and conservation, human comfort, and health and safety. Prerequisite(s): IAR535, IAR518

### IAR631 Green & Sustainable Design (3) Spring

Global issues of energy use, resource depletion, and indoor air quality have prompted design professionals to re-evaluate design and construction processes. This course provides students with the knowledge of the US Green Building Council (USGBC) and Leadership in Energy and Environmental Design (LEED) certification system to promote environmentally responsible design.

### IAR 635 Lighting & Acoustics Studio (3) Summer

This course is an introduction to lighting and acoustics. Emphasis is placed on the psychology of lighting, visual comfort criteria, measurement and calculations, available technologies in lighting design, the selection of fixtures, and the application of computer aided lighting simulation tools. Principles of acoustics, acoustic properties of materials and building systems in relation to building structures, sound transmission between rooms, and design methods in room and building acoustics are also addressed. Prerequisite(s): IAR525, IAR515. Additional Fee(s): Course Computing Fee.

### IAR 640 Internship (3) Spring

An internship experience provides students with a greater understanding of professional practice. With instructor approval, students work full-time in an office environment under the supervision of a practitioner. Prerequisite: IAR620, taken concurrently with IAR645

### IAR 645 Professional Practice (3) Spring

In this course, students are introduced to the specialized services provided by the professional interior designer. Emphasis is placed on office operations and personnel issues, marketing strategies, project management, contract documents, ethics, and the legal and financial aspects of professional practice.

### IAR 650 Graduate Tutorial (6) Spring

This course stresses evidence-based design. Students create a program for a project selected by the instructor using the latest research and literature available. The program serves as a foundation for the investigation of a design problem from concept generation through design development and detailing.

Prerequisite(s): IAR 620 . Additional Fee(s): Course Computing Fee.

#### IAR 655 Graduate Research Methods (3) Fall

This graduate seminar is a review and analysis of published research in interior design and architecture. Students are introduced to various methods for gathering information and conducting research with emphasis placed on the selection and utilization of data collection strategies and tools, culminating in the development of a research proposal.

Cross-listed as LAR 680 and LNS 680.

#### IND 500 Science and Society (3) As Needed

A cross-disciplinary examination of current scientific research and technological developments that lead to ethical questions or political controversy, emphasizing current science and technology along with readings about making decisions on controversial subjects. May include: global warming, genetic engineering, human cloning, stem cell research, and nuclear energy. Prerequisite(s): One 200-level science course.

#### LAR 508 Media II: 2 D Digital Visualization (3)

In this course students learn the techniques and practice of using rendered two dimensional CAD drawings, scanned drafted drawings and photo realistic simulations as a medium for visualizing landscape architectural designs. Additional Fee(s): Course Computing Fee.

#### LAR 509 Media I: Graphic Communication (3)

This course develops graphic literacy as a language and philosophy for observation, analysis, expression, and presentation of landscape architectural designs. Students are introduced to a number of techniques used by landscape architects for completing plan, section, and perspective drawings. Both mechanical drafting and freehand sketching methods are covered to teach drawing, color rendering, lettering, and presentation methods. Cross-listed as LNS 516.

#### LAR512 Media III: 3D Digital Visualization (3)

In this course students learn the techniques and practice of using 3D CAD drawings, no-photo realistic modeling, and animation as a communication technique for visualizing landscape architectural designs.

#### LAR 514 Landscape Ecology (3)

In this course students will examine the role of ecology in landscape architecture and land use planning. The course will begin with an overview of general ecological principles and then move into the study of landscape ecology. Finally, students will use ecological principles to develop a conservation-based regional plan.

#### LAR515 Media IV: Geographic Information Systems(3)

This course provides the theory and practice of spatial data analysis with Geographic Information Systems (GIS) as applied to landscape architecture. Through lectures, readings, case studies, and projects, students learn the fundamentals of using GIS for land use planning, site suitability, and environmental assessment. Additional Fee(s): Course Computing Fee.

#### LAR 516 Plant Identification: Trees and Shrubs (3)

This course introduces students to the skills needed to identify woody landscape plants. Emphasis is placed on natives and cultivators of native plants, focusing on their uses in the landscape with sustainable

site design. This source predominantly uses field work with limited classroom lecture. Students successfully completing the course will: be able to correctly identify 160 woody landscape plants and be familiar with their site requirements, acquire a practical knowledge of plant nomenclature, plant morphology, and taxonomic terminology; use proper scientific and common names for plants studied, learn to identify plants by their physical characteristics, and learn site requirements for plants covered in course.

#### LAR 518 Native Plants (2)

Native Plants focuses on herbaceous flora of Northeastern US, with an emphasis on plant communities and the cultural conditions which give rise to them. Each major ecosystem of the area will be discussed, with emphasis on recreating these in the landscape. Field trips to typical habitat locations will reinforce these concepts.

#### LAR 519 Environmental Planning & Management (3)

An introduction to environmental planning and management issues with emphasis on the integration of related disciplines to attain environmentally and socially sustainable development. The course provides an overview of the ecological planning process and the methods and techniques associated with its application. It also highlights the major concerns of the emerging field of landscape planning including: land use planning; cultural and visual resources management, and the preservation, conservation, and development of natural resources within regional settings.

#### LAR 522 History of Landscape Architecture (3)

This core course introduces students to historically significant designed landscapes of key world cultures with the aim of placing the contemporary profession of Landscape Architecture within the continuum of man's place making activities. The course will consist of a brief overview of ancient civilizations and their lasting influences on modern cultures followed by topics covering the major Western and Eastern landscape design movements and/or styles which have impacted and continue to impact design today. The second half of the course will address the evolution of the profession in the U.S. continuing up to today's current global practices in Landscape Architecture. Cross-listed as LNS 520.

#### LAR 526 Topics in 20<sup>th</sup> Century Landscape Architecture (3)

This course will begin with an investigation of early 20<sup>th</sup> century strivings of landscape architects towards both modernist and conservationist approaches within the profession. These threads will be followed via selected readings, slide lectures, and individual group research, to discover and appreciate the context of the modern profession's main avenues of work. The class focus will be on establishing criteria for categorizing major activity areas within the profession ranging from the outrageously artistic to the courageously scientific and placing a representative sampling of specific works and practitioners within the context of the typologies defined. The many venues for practicing environmentally proactive design will be at the forefront of readings and individual research. Prerequisite: LAR 522 or LNS 520.

#### LAR 527 Historic Landscape Preservation (3)

The development of the Historic American Landscape Survey (HALS) for the National Park Service has brought the design of open space and the built landscape into the same venue as both the Historic American Building Survey (HABS) and the Historic American Engineering Record (HAER). This course

focuses on the fundamentals of the Cultural Landscape Report (CLR), the primary method of documenting, analyzing and treating a cultural or historic landscape and HALS documentation. A variety of historic projects will be viewed for type and treatment. After this foundation is laid, the process of researching and documenting an historic landscape will be focused on through individual projects of historic landscapes. Realization of historic landscape treatment as sustainability is key. Cross-listed as LNS 549.

#### LAR 532 Ornamental Horticulture (3)

This course introduces the student to the many facets of ornamental horticulture including the economic opportunities of growing and caring for plants. A basic knowledge of plants, plant biology, plant physiology, plant reproduction, plant maintenance as well as evolutionary changes will be presented through the perspective of professionals in various fields including botany, arboriculture, forestry, landscape contracting, and landscape architecture. The course also covers the general issues in order to create environmentally healthy horticultural practices. Cross-listed as LNS 553.

#### LAR 534 Soil Science (3)

The focus of this course is to introduce students to the concept of soil as a natural resource, the basic physical, chemical and biological properties of soils; the management of soils for growth of terrestrial vegetation; the role of soils in buffering watersheds and aquifers from environmental pollutants; and the role of soils in natural and managed landscape and aquifer water budgets. The role of soils and associated vegetation in global carbon budgets will also be discussed. Emphasis is placed on soil as a natural resource in natural environments as well as urbanized and disturbed settings. The study of soil and soil properties provides a broad foundation for further study or professional practice in landscape design and environmental sciences. Cross-listed as LNS 551.

#### LAR 535 Diseases and Pests (3)

This course introduces students to the common biotic and abiotic problems caused by diseases and pests in ornamental plants, as well as basic concepts of the current techniques and beliefs on managing these problems. Students cover the general principles of diagnosis and learn environmentally friendly management options. Students successfully completing this course will be able to: diagnose common biotic and abiotic problems associated with landscape plants; identify common insects, disease, weed, and vertebrate pest; prescribe appropriate integrated pest management strategies for specific situations. Cross-listed as LNS 557.

#### LAR 541 Design I: Elements & Principles of Landscape Design (3)

This is the first in a sequence of design studios focusing on concepts, skills, and methods of design. This course introduces the student to the basic vocabulary and theoretical principles of the design process, with oral, written and graphic project presentations relative to the natural environment. This studio includes a sketchbook and models for the development of three-dimensional spatial concepts in form, sequence, relationships, scale, color, textures, and values within the context of sustainable landscape architecture.. Cross-listed as LNS 511. Additional Fee(s): Course Computing Fee.

#### LAR 542 Design II: Applications Methods Studio (3)

In this studio, students learn to analyze, synthesize, and assimilate contextual, site-specific diagramming into the development and presentation of creative and sustainable design solutions for specific landscape architecture projects. These projects lead to an understanding of design problem definition, program development, as well as a spatial appreciation of scale, site analysis and inventory as essential elements of the environmentally focused design process. Emphasis is placed on site analysis and conceptual diagramming. Model building is a component of this course. Prerequisite(s): LAR 541. Cross-listed as LNS 512. Additional Fee(s): Course Computing Fee.

#### LAR 570 Principles of Sustainability (3)

This course explores the fundamentals of sustainability theory and practice. Students develop skills and fluency in evaluating the interrelationships between the human actions in the built and natural environment. Focus is placed on core philosophies of sustainable thought and decision-making approaches that satisfy environmental, economic, and social criteria. Practical alternatives are analyzed for more sustainable design, construction, landscape, and maintenance of the built environment. An experiential learning approach is used to develop facilities for assessing sustainability issues.. Cross-listed as ENV 443.

#### LAR 575 Field Ecology (3)

The goal of this course is to introduce the students to the principles of ecology in urban and rural environments. Initially there will be a series of lectures to study ecological concepts, with extensive reading and discussion from the primary literature. The students will gain the understanding of how the physical environment, global cycles and climate influence the biogeographical distribution of global and regional ecosystems and local microhabitats. Lectures will focus on the physical environment, plant and animal adaptations, population ecology and community dynamics. One-half of the classes will consist of field trips to observe flora and fauna, practice plant and animal data collection techniques using standard field methods, and to study human ecology and the impacts of population growth and resource consumption.

#### LAR 578 Wetlands Ecology (3)

This course increases general knowledge of wetland systems - the physical and biological processes that influence the formation, development and distribution of wetlands in the landscape. Focus on the physical and biotic characteristics of wetlands through a series of lectures and discussions based on extensive readings of primary literature along with study of the principles of hydrogeomorphology, biogeochemistry, energy flow, population dynamics and community structure wetlands assessment. This course will review the life histories of keystone wetland species and threatened and endangered species endemic to regional wetland habitats. Field trips to local and regional wetlands will include inland wetlands of bogs, swamps, freshwater marshes and riparian habitat complexes with their characteristic flora and fauna.

#### LAR 591, 592, 593 Independent Study (1,2,3)

#### LAR 630 Green Roof Design Studio (3)

In the Green Roof Studio, students design solutions to critical environmental problems in Pittsburgh's built environment through innovative applications of vegetated roofs and other green technologies. Research and case studies from around the world are explored to inspire and inform imaginative and ecologically-based designs for prominent local structures. Additional Fee(s): Course Computing Fee.

#### LAR 643 Design III: Urban Design Studio (4)

This course examines urban design professions. It introduces a critical analysis of various city planning factors and human systems with special emphasis on the three prongs of sustainable design – ecologic, social and economics. Actual sites located in Western Pennsylvania are utilized with emphasis on attaining civic improvements and quality of the city's aesthetic environment. . Prerequisite(s): LAR 515, 541 and 542. Additional Fee(s): Course Computing Fee.

#### LAR 644 Design IV: Landscape Master Planning (4)

The focus on this studio is on land use planning & development and community design of the regional landscapes with incorporation of environmental, social and economic factors into the solution of the different projects. Prerequisite(s): LAR 643. Additional Fee(s): Course Computing Fee.

#### LAR 646 Design V: Special Topics (6)

Varying topics and applications in specific design applications that capture the essence of ecological design process.

#### LAR 650 Construction I: Grading and Landforms (3)

This course is the first in a series of construction courses that begin to look at the technical aspects of site design. This course specifically looks at landform as a design element. Landform is the base physical element for all landscape architectural designs. It can be utilized to accomplish both artistic and functional goals, such as managing storm water, establishing privacy, or providing accessibility in the landscape. Prerequisite(s): LAR509 Cross-listed as LNS 575. Additional Fee(s): Course Computing Fee.

#### LAR 651 Construction II: Materials and Methods (4)

Focus is on landscape construction methods and materials from masonry to wood. Students will learn construction and detailing of walls, fences, planters, walks, stairs, and paving, focusing on environmentally friendly and sustainable harvested materials. Students produce construction drawings and specific site details for various project types relevant to construction. Field trips to construction sites may be included. Prerequisite(s): LAR 509. Cross-listed as LNS 573. Additional Fee(s): Course Computing Fee.

#### LAR 652 Construction III: Landscape Construction Documents (4)

Students incorporate a design project into final design and construction documents. This project will allow the students to produce a complete set of construction documents appropriate for bidding. Sustainable site design, land use, and construction will be incorporated through layout, grading,

construction detailing, planting plans, and general ecosystem management. Prerequisite(s): LAR 650 and LAR 651. Additional Fee(s): Course Computing Fee.

#### LAR 654 Construction IV: Roadway Design/Sustainable Transportation (3)

This course introduces the student to the basic elements of roadway design and explores how these elements can be combined with context sensitive solutions to result in sustainable transportation. The course begins with an introduction to the concept of environmental stewardship and how this obligation can be married with functional feasibility to produce sustainable and enduring transportation solutions. Technical and procedural elements of roadway design such as project planning and development, environmental clearance, traffic operation, geometric layout, drainage, structural design, traffic maintenance during construction, and benefit/cost analysis are introduced and discussed. Additional issues such as traffic calming, pedestrian usage, bicycle usages, and inter-modal transit facilities are also discussed. The final project will require the students to prepare and present a conceptual design for an urban corridor that meets its functional needs as a roadway and incorporates context sensitive solutions.

#### LAR 655 Construction V: Water in the Landscape (3)

This seminar course focuses on stormwater management using natural methods for water runoff through wetlands, bioswales, permeable paving, stormwater detention and sustainable water management systems. Pennsylvania Stormwater Best Management Practices (BMP) will be studied as well as innovative stormwater design.

#### LAR 656 Field Work (2)

#### LAR 657 Field Work (2)

#### LAR 660 Professional Practice in Landscape Architecture (3)

This course outlines many of the non-design skills needed for a successful career as a landscape architect. Topics include professional and environmental ethics; legal aspects of the profession; project management; and the professional's relationship to the client and society. Introduction of the key aspects of the construction implementation process and procedures include contracts, cost estimates and specifications. Finally the course will clarify of the current procedures for licensure in landscape architecture, including a session specifically discussing the Landscape Architecture Review Examination (LARE). Prerequisite(s): LAR542

LAR 661 Seminar I: Introduction in Landscape Architecture (1)

An introduction to the interdisciplinary field of landscape architecture exploring its historical evolution, highlighting its interaction with arts and science, and examining its contemporary leaders.

LAR 662 Seminar II: Landscape Architecture Policies (1)

Critical readings, discussion and writing assignments on a range of disciplinary and interdisciplinary issues of public and professional policies related to the field of landscape architecture.

LAR 663 Seminar III: thesis Preparation (1)

An overview of methods and techniques used in preparing a research thesis or a terminal landscape design and/or landscape planning project.

LAR 665 Media IV: Advanced Digital Visualization (3)

This course builds on the techniques and practices covered in both Media I and Media II courses with the topic of advanced 3D modeling and animation. Using Autodesk Civil 3D and 3ds MAX students learn the various digital methods for representing landform, vegetation, water, and atmosphere. Through lectures and vigorous practice this course explores complex site modeling and rendering techniques. These include architectural creations, material editing, texture mapping, morphing, lighting, and animation production. In addition to developing advanced technical skills, this course instills a critical attitude toward using digital visualization in practice.

LAR 670 Interactive Portfolio Design (3)

This course provides students with essential marketing principles and advanced desktop publishing skills to complete individual design portfolios. Analysis of professional portfolios and research of target firm's requirements are completed to establish a deliverable format. Using advanced tools in Adobe InDesign and other design applications, students learn how to implement their portfolios as both print and interactive formats. Topics such as selective content, innovative graphics, consistent layout, stylized copy, and creative packaging are covered. The portfolios created in this course are used to market individual talents to any sector of the design profession. Additional Fee(s): Course Computing Fee.

LAR 671 Study Abroad (1)

LAR 672 Study Abroad (2)

LAR 673 Study Abroad (3)

LAR 680 Graduate Research Methods (3)

This graduate seminar introduces students to some methods and techniques that have been developed through multidisciplinary research for literary and aesthetic expression in landscape architecture. It focuses on the contributions and limitations of different approaches to the study of landscape in a range of disciplinary areas and the potential bibliographical and institutional resources that are available to the students when drawing upon other disciplines to inform the interpretation, writing, and design of landscape architecture. Emphasis is placed on the selection and utilization of data collection strategies and tools in the development of a research proposal. Cross-listed as LNS 680 and LAR 655.

#### LAR 681 Internship (1)

The student will have the opportunity to work in an office environment to better understand the duties and responsibilities involved with sustainable landscape architectural design. A total of 40 hours is required for 1 credit.

#### LAR 682 Internship (2)

The student will have the opportunity to work in an office environment to better understand the duties and responsibilities involved with sustainable landscape architectural design. A total of 80 hours is required for 2 credits.

#### LAR 683 Internship (3)

The student will have the opportunity to work in an office environment to better understand the duties and responsibilities involved with sustainable landscape architectural design. A total of 120 hours is required for 3 credits.

#### LAR 698 Thesis or Thesis Project (3)

#### LAR 699 Thesis or Thesis Project (3)

The master's thesis/project is the final independent effort undertaken by the student under the guidance of an academic advisor. It involves original interpretive research and/or a creative design project demonstrating the mastery of the themes, ideas, and critical approaches learned through the program and include written and oral presentations of a research study or a design project. The final product is a scholarly document that has academic rigor and effective communication. Prerequisite: **LAR 680, LAR 663**, and a research/project proposal that is approved by the LAR faculty and the program director. **A total of 6 credits of Thesis or Thesis Project are required.**

#### LNS 511 Foundation Design Studio: The Methods and Processes of Landscape Design (3)

This studio is the first in a sequence of design studios focusing on concepts, skills, and methods of design. This course introduces the student to the basic vocabulary and theoretical principles of the design process, with oral, written and graphic project presentations relative to the natural environment. Cross-listed as LAR541

#### LNS 512 Applied Design Studio: The Principles and Practice of Landscape Design (3)

In this studio, students learn to analyze, synthesize, and assimilate contextual, site-specific diagramming into the development and presentation of creative and sustainable design solutions for specific landscape design projects. Design problem definition, program development, spatial appreciation of scale, site analysis and inventory will be developed in this studio. Cross-listed as LAR 542. Prerequisite(s): LNS 511

#### LNS 516 Graphic Communication (3)

This course develops graphic literacy as a language and philosophy for observation, analysis, expression, and presentation of landscape architectural designs. Students are introduced to a number of techniques, both hand and digital, used by landscape architects and designers for completing plan, section, and perspective drawings. Cross-listed as LAR 509.

### LNS 520 History of Landscape Design (3)

This core course introduces students to historically significant designed landscapes of key world cultures from ancient civilizations to today. The class will explore the notion that landscape designers have long integrated sustainable design principles into their practices perhaps more consciously than other design professionals due to their work with nature's "raw materials". Cross-listed as LAR 522.

### LNS 521 Plants and Design I (3)

This course introduces students to the art of designing landscape spaces with plant material. Abstract relationships of mass, height, distance, perception of texture, and color in plant groupings are explored. Structural and visual qualities, growing conditions, plant spacing, and growth rates are studied to generate detailed planting plans. Prerequisite(s): LNS 516 or permission of the instructor. Additional Fee(s): Course Computing Fee.

### LNS 522 Plants and Design II: Site Ecology and Ecological Design Planning (3)

Concepts of ecological design and planning at a variety of scales, from residential and urban to regional, are introduced along with the ecological systems approach to design. Through critical reflection, students are encouraged to go beyond mechanical and prescriptive responses to the site to create solutions that harmonize aesthetic form and ecological functioning. Prerequisite(s): LNS 511 and 515 or permission of the instructor.

### LNS 524 Plant Management (3)

This course covers the identification, culture, use, care, and management of ornamental woody and herbaceous plants that can be used in designed landscapes. The course also covers the general issues of plant maintenance, use of fertilization, and management systems to create environmentally healthy horticultural practices. Maintenance topics include trimming, pruning, and transplantation. Prerequisite(s): LNS 553 and 554 or permission of the instructor.

### LNS 528 Theory and Aesthetics of Landscape Design (3)

This interdisciplinary course explores various aesthetic, cultural and historical approaches that have guided the design intent of landscapes. Cultural, social, and philosophical ideas that have influenced and defined the aesthetics of art and design practice today are the focus. This course will be of use to designers of historical restoration projects as well as designers of contemporary landscapes. Prerequisite: LNS 520.

### LNS 533 Advanced Design Studio III: The Applications of Landscape Design (3)

Students apply the principles, methods, and processes of landscape design as addressed in the curriculum that have practical implications within the community. Students explore various multidisciplinary approaches and perspectives generating innovative and clearly user-responsive solutions for the project site. Prerequisites: LNS 511, 512, and 515.

### LNS 549 Historic Landscape Preservation (3)

This course focuses on the fundamentals of the Cultural Landscape Report (CLR), the primary method of documenting, analyzing and treating a cultural or historic landscape and Historic American Landscape Survey (HALS) documentation. Realization of historic landscape treatment as a sustainable factor is key. Cross-listed as LAR 527.

### LNS 551 Soil Science (3)

Soils are studied as natural bodies, media for plant growth, and ecosystem components. Topics include soil

morphology and characteristics, composition, formation, conservation, and soil erosion. Physical, chemical, and biological properties of soil are related to the production of plants, the functioning of hydrologic and nutrient cycles, and the protection of environmental quality. Cross-listed as ENV 451 and LAR 534.

#### LNS 553 Ornamental Horticulture I (3)

This course introduces the student to the many facets of ornamental horticulture along with a basic knowledge of plants, plant biology, plant physiology, plant reproduction, and plant maintenance. The course also covers general issues in order to create environmentally healthy horticultural practices. Cross-listed as LAR 532

#### LNS 554 Ornamental Horticulture II (3)

This course covers the identification, culture, use, care, and management of ornamental woody and herbaceous plants that can be used in designed landscapes. The course also covers the general issues of plant maintenance, fertilization use, and management systems to create environmentally healthy horticultural practices. Maintenance topics include trimming, pruning, and transplantation. Prerequisite(s): LNS 553 or permissions of the instructor.

#### LNS 557 Diseases and Pests (3)

This course introduces students to the common biotic and abiotic problems caused by diseases and pests in ornamental plants, as well as basic concepts of the current techniques and beliefs on managing these problems. Students cover the general principles of diagnosis and learn environmentally friendly management options. Cross-listed as ENV 457 and LAR 535. Prerequisite(s): LNS 553 or permission of the instructor.

#### LNS 573 Materials and Methods in Landscape Construction (3)

This course covers the basic materials used in landscape construction of architectural site features such as walls, fences, walks, stairs and paving, patios, and water features. Students produce construction drawings and specific site details for various project types relevant to small-scale site construction. Cross-listed as LAR 651.

#### LNS 575 Landscape Grading and Drainage (3)

This course covers the fundamentals of site grading with relationship to spatial land design and to manipulation of landforms for pleasing results. Emphasis will be on creating a grading plan, understanding contours, spot elevations, and how to read site plans. Cross-listed as LAR 650. Prerequisite(s): LNS 511, 512, 515, and 521

#### LNS 591 Independent Study (1)

#### LNS 592 Independent Study (2)

#### LNS 593 Independent Study (3)

#### LNS 680 Graduate Research Methods in Landscape Studies (3)

This graduate seminar introduces methods and techniques developed through multidisciplinary research for literary and aesthetic expression in landscape studies. Emphasis is placed on the selection and utilization of data collection strategies and tools in the development of a research proposal for future master projects. Cross-listed as LAR 680 and IAR 655.

#### LNS 682 Special Topics (2)

### LNS 683 Special Topics (3)

### LNS 695 Master's Project (3)

The master's project is the final independent project undertaken by the student with guidance of an advisor and project committee. Original interpretive research and/or a creative design project with academic rigor demonstrating the mastery of the themes, ideas, and critical approaches acquired throughout the program. Requirements include a portfolio quality document and/or manuscript, accompanied by an electronic version, and an oral presentation to faculty and peers. Prerequisite(s): A prerequisite for registration is a project proposal statement that must be approved by the faculty project advisor and the program director.

### OTH 601 Foundations of Occupational and Occupational Therapy (3)

Students explore the role of occupation as the foundation of the profession and the relationship between occupation and health. Standards of practice, OT roles, history, current practice and future trends are discussed. Methods of evaluation and documentation are introduced and practiced. Occupations throughout the lifespan and implications for intervention are examined.

### OTH 603 Introduction to OT Assessment and Intervention Skills (4)

Students learn to identify and assess the influence of client factors, performance skills and patterns, activity demands, and context on occupational performance from a physical disabilities perspective. Experiential learning opportunities enable students to gain proficiency in administering and interpreting assessments and practicing intervention strategies related to multiple areas of occupation.

### OTH 605 Mental Health and Occupational Performance (3)

Students learn and apply the occupational therapy process for clients with mental health disorders. Occupational performance assessment and intervention planning and implementation are emphasized. Societal and personal attitudes towards persons with mental health disorders are explored. The social, economic, political and demographic factors influencing mental health service provision are addressed.

### OTH 610 Advanced Topics in Occupational Therapy (2)

This course expands the OT student's understanding and application of treatment skills and clinical reasoning. The students practice these skills to enhance technical abilities and gain confidence in the selection and use of procedures. Objectives are achieved through visiting lecturers, case studies, class discussion, active participation, and dialogue.

### OTH 612 Evidence Based Practice I (2)

This course introduces the role of evidence in occupational therapy clinical reasoning and practice. Students develop research consumer skills, including database search techniques, and critical analysis skills. Students are instructed within lecture and lab formats and with written and oral assignments that develop understanding of evidence based practice.

### OTH 622 Occupational Performance in Children and Adolescents (4)

Students explore occupational development of children and adolescents, and the interrelationship between the child/adolescent, occupation, and environment on participation. Students learn about common pediatric diagnoses,

practice models, and intervention sites and apply this knowledge to occupational therapy evaluation and intervention. Influence of the family, environment, and socio-cultural factors is explored.

#### OTH 623 Occupational Performance in the Aging Population (4)

This course examines the normal aging process with emphasis on functional performance, activity limitation, and performance restrictions of individuals from adulthood through the lifespan. Students review the assessment and treatment of clients, including prevention, remediation, and maintenance of wellness. Various practice settings for the aged population are discussed.

#### OTH 624 Biomechanics and Occupational Performance (4)

Students integrate knowledge of occupational performance with anatomy, neurology and body factors to learn how impairments can lead to disability or role loss. Assessments and interventions are taught with holistic approach to the person. Instruction is in both lecture and lab formats and with written and oral assignments.

#### OTH 626 Occupational Therapy Conceptual Models of Practice (2)

Theoretical practice models that guide occupational therapy evaluation and intervention are introduced and explored. Engagement in active learning opportunities enables students to describe and implement the occupational therapy process using selected models. Students analyze and relate pertinent occupational therapy literature and case studies to models of practice.

#### OTH 628 Evidence Based Practice II (3)

This course develops and applies the students evidence based practice skills. Emphasis is placed on writing focused clinical questions, systematic database searches and critical appraisals of research papers. Students work in small groups with a faculty advisor and individually to analyze and articulate evidence through written and oral assignments.

#### OTH 632 Environmental Interventions (3)

Students learn principles of assistive technology practice and the occupational therapist's role on the assistive technology team. Students explore and critique technology resources, assess environments, and apply information to evaluation and treatment. The impact of environmental interventions on the consumer's ability to engage in meaningful occupations is discussed and analyzed.

#### OTH 635 Pediatric Fieldwork I-A and Seminar (1)

This course provides students the opportunity to engage in pediatric clinical observations using guided assignments and discussion to bridge their didactic classroom knowledge with the occupational therapy process in clinical settings. Students search for and critique evidence-based literature related to clinical observations.

#### OTH 636 Adult Fieldwork I-B and Seminar (1)

This course provides students the additional opportunities for engaging in adult/geriatric clinical observations using guided assignments and discussion to bridge their didactic classroom knowledge with the occupational therapy process in clinical settings. Students search for and critique evidence-based literature related to clinical observations.

#### OTH 637 Functional Neuroscience (4)

This course applies content learned in Biology 509 to the occupational therapy process. Students broaden their understanding of neurological disorders that may affect an individual's ability to perform routine occupational tasks. Students begin to translate the physiological changes incurred secondary to these neurological diagnoses to develop assessment and intervention plans.

#### OTH 641 Neurological Conditions and Occupational Performance (4)

This course emphasizes preparatory, purposeful, and occupation-based intervention commonly used in occupational therapy practice. Students learn, apply, practice, compare and contrast evaluative and intervention methods for dysfunction related to neurological conditions. Students practice hands-on techniques, analyze cases, and superimpose purposeful and occupation-based treatment after incorporating various neuro-physiologically based techniques.

#### OTH 643 Evidence Based Practice III (2)

This course further develops evidence based practice skills by synthesizing the evidence analyzed in OTH 628 to prepare for writing a critical appraisal of topic. Students continue to work in small groups with a faculty advisor and produce a large format poster to report their findings via a poster presentation.

#### OTH 644 Community Based Fieldwork I-C and Seminar (2)

This community-based fieldwork experience emphasizes higher level management skills, including advocacy and consulting. Students learn about community agencies, population and organizational needs, and the roles of occupational therapists in community-based settings. Students complete an organizational analysis, needs assessment, and a program plan which is implemented and evaluated.

#### OTH 645 Professional Leadership and Management (3)

Students explore the meaning of professional leadership/service through self assessment and engagement in a variety of projects throughout the course. Managerial roles, including communicating, marketing, budgeting, planning and evaluating programs are discussed within the broader context of an evolving health care system. Ethical issues related to occupational therapy are explored.

#### OTH 646 Evidence Based Practice Capstone Project (3)

In this course students prepare a critical appraisal of topic using evidence gathered and analyzed in OTH612, OTH628 and OTH643. Students develop a scholarly agenda and learn how to collect and analyze data in preparation for entry level evidence based practice. Objectives are achieved through written and oral assignments.

#### OTH 660 Fieldwork II Seminar (1)

This seminar course enables students to synthesize information and strategies in preparation for Level II fieldwork. Students analyze topics related to effective communication and supervision. Job search skills, résumé writing and interviewing techniques, are integrated. Students develop organizational skills to fulfill national occupational therapy certification examination and state licensure applications.

#### OTH 662 Fieldwork Level II-A (12)

In this first 12 week full-time fieldwork experience, students engage in the evaluation and provision of

occupational therapy services with clients in a practice setting under the supervision of an occupational therapist. Students apply previously learned knowledge and skills and gain additional proficiencies that will support their growth as entry-level practitioners.

#### OTH 665 Fieldwork Level II-B (12)

In this second 12 week full-time fieldwork experience, students engage in the evaluation and provision of occupational therapy services with clients in a new practice setting under the supervision of an occupational therapist. Students continue to apply previously learned knowledge and skills and gain additional proficiencies that will support their growth as entry-level practitioners.

#### OTH 682 Special Topics (2)

#### OTH 683 Special Topics (3)

#### OTH 697 Independent Study (1)

#### OTH 698 Independent Study (2)

#### OTH 699 Independent Study (3)

PAS 600A, PAS 600B & PAS 600C Essentials for the Physician Assistant I (9). Essentials for the Physician Assistant I is a problem-oriented approach to primary and specialty care medicine. This course incorporates medical diagnosis and treatment; pharmacotherapeutics; psychosocial assessment and management; patient education; management of patients with chronic illness; clinical decision making; and prevention of disability and disease through detection, education, and prevention. The course is divided into three segments. Audit grades will be given to PAS 600A & PAS 600B. The final grade will be given for the course in PAS 600C. Prerequisite: PAS 616

PAS 601A, PAS 601B & PAS 601C Essentials for the Physician Assistant I (9). Essentials for the Physician Assistant I is a problem-oriented approach to primary and specialty care medicine. This course incorporates medical diagnosis and treatment; pharmacotherapeutics; psychosocial assessment and management; patient education; management of patients with chronic illness; clinical decision making; and prevention of disability and disease through detection, education, and prevention. The course is divided into three segments. Audit grades will be given to PAS 601A & PAS 601B. The final grade will be given for the course in PAS 601C. Prerequisite(s) PAS 600C

#### PAS 602 Clinical Application of Basic Sciences I (4)

An in-depth study of topics in gross human anatomy, physiology, and pathophysiology, supporting the instruction in the Essentials for the Physician Assistant courses. Instruction will involve basic sciences with an emphasis on the clinical application of the material, utilizing a systems approach.

#### PAS 603 Clinical Application of Basic Sciences II (4)

This course is a continuation of PAS 602. An in-depth study of topics in gross human anatomy, physiology, and pathophysiology, supporting the instruction in the Essentials for the Physician Assistant courses. Instruction will

involve basic sciences with an emphasis on the clinical application of the material, utilizing a systems approach.  
Prerequisite: PAS 602

**PAS 604 Critical Reading of the Literature I (1)**

Students critically evaluate medical literature and resources used in the Essentials for the Physician Assistant courses, including research design, data collection, and statistical analysis.

**PAS 605 Critical Reading of the Literature II (1)**

This course is a continuation of PAS 604. Students critically evaluate medical literature and resources used in the Essentials for the Physician Assistant courses, including research design, data collection, and statistical analysis.

Prerequisite: PAS 604

**PAS 606 Clinical Pharmacology I (2)**

This clinically oriented course provides students with knowledge required for the safe and effective use of pharmaceutical agents in the diagnosis, prevention, and treatment of diseases through an understanding of pharmacokinetics and pharmacodynamics. Topics selected will support the body systems covered in the Essentials for the Physician Assistant courses.

**PAS 607 Clinical Pharmacology II (2)**

This course is a continuation of PAS 606. This clinically oriented course provides students with knowledge required for the safe and effective use of pharmaceutical agents in the diagnosis, prevention, and treatment of diseases through an understanding of pharmacokinetics and pharmacodynamics. Topics selected will support the body systems covered in the Essentials for the Physician Assistant courses. Prerequisite: PAS 606

**PAS 610 Introduction to Clinical Experiences I (1)**

This course will introduce the student to various types of medical documentation, HIPAA regulations and issues surrounding cultural sensitivity in medicine. Professional comportment while on rotations will also be introduced.

**PAS 611 Introduction to Clinical Experiences II (1)**

This is a continuation of PAS 610. Students will continue to explore various types of medical documentation, HIPAA regulations and issues surrounding cultural sensitivity in medicine. Professional comportment while on rotations will also be introduced. Prerequisite: PAS 610

**PAS 612 Introduction to the PA Profession (1)**

This course introduces the students to the physician assistant profession and their role in the American healthcare system. Topics of discussion include history of the profession, national and state organizations, federal and state laws affecting practice, education, and the future of the profession.

**PAS 614 Medical Ethics (1)**

Contemporary professional medical ethics issues are discussed and debated. Instruction is provided through classroom discussions, guest lectures, and small group problem-based learning.

**PAS 616 History and Physical Examination (1)**

Lecture and practical laboratory course covering theory and application of interviewing skills, history and physical examination skills, elicitation and documentation of patient data, and clinical procedures. Students demonstrate competence through practical evaluations, written documentation, and oral presentations.

PAS 617 Clinical Procedures (2)

Laboratory course covering theory and application of common clinical procedures that a physician assistant will encounter during practice. Students demonstrate competence through practical evaluations.

PAS 625 Clinical Decision Making I (1)

Problem-oriented cases present the student with opportunities to use clinical reasoning to formulate differential diagnoses and emphasize development of treatment and care plans. These courses run concurrently with the clinical experiences I-IX.

PAS 626 Clinical Decision Making II (1)

Problem-oriented cases present the student with opportunities to use clinical reasoning to formulate differential diagnoses and emphasize development of treatment and care plans. These courses run concurrently with the clinical experiences I-IX.

PAS 627 Clinical Decision Making III (2)

Problem-oriented cases present the student with opportunities to use clinical reasoning to formulate differential diagnoses and emphasize development of treatment and care plans. These courses run concurrently with the clinical experiences I-IX.

PAS 628 Clinical Decision Making IV (1)

Problem-oriented cases present the student with opportunities to use clinical reasoning to formulate differential diagnoses and emphasize development of treatment and care plans. Students complete summative program evaluations related to medical knowledge and clinical skills.

PAS 630 Topics in Clinical Medicine (4)

An intensive review in preparation for entering practice as a physician assistant. A series of special seminars and presentations, along with clinical skills review session, provide the student with a topical approach to medicine.

PAS 633 Physical Diagnosis I (3)

Practical laboratory course covering application of interviewing, history taking, and physical examination skills, as well as elicitation and documentation of patient data. Students demonstrate competence through practical evaluations and written documentation. The student will perform a patient-focused physical exam for all major organ systems involving most common presenting complaints in Primary Care. Prerequisite: PAS 616

PAS 634 Physical Diagnosis II (3)

This course is a continuation of PAS 633. Practical laboratory course covering application of interviewing, history taking, and physical examination skills, as well as elicitation and documentation of patient data. Students demonstrate competence through practical evaluations and written documentation. The student will perform a

patient-focused physical exam for all major organ systems involving most common presenting complaints in Primary Care. Prerequisite: PAS 633

**PAS 635 Healthcare Policy (1)**

Students explore relevant health-care law and policy issues that impact the Physician Assistant profession and health-care delivery systems. Instruction is provided through classroom discussions, guest lectures, and small group problem-based learning.

**PAS 636 Program to Practice (1)**

Assist students with the transition of becoming a clinically practicing physician assistant. The course will provide information on how to prepare for the new career, including obtaining certification, licensure, malpractice insurance, and many other essential items needed before they begin practicing.

**PAS 640 Clinical Experiences I (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

**PAS 641 Clinical Experiences II (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

**PAS 642 Clinical Experiences III (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

**PAS 643 Clinical Experiences IV (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

**PAS 644 Clinical Experiences V (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

**PAS 645 Clinical Experiences VI (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

**PAS 646 Clinical Experiences VII (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

**PAS 647 Clinical Experiences VIII (3)**

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

PAS 648 Clinical Experiences IX (3)

Clinical course designed to provide students with supervised medical and surgical clinical practice experiences enabling them to meet program expectations and acquire the competencies needed for clinical PA practice.

PAS 682 Special Topics (2)

PAS 683 Special Topics (3)

PAS 691 Independent Study (1)

PAS 692 Independent Study (2)

PAS 693 Independent Study (3)

GOV 507 Minority Groups and the Law (3)

An examination of the past and present impact of law and law enforcement on minorities in the United States. Differential treatment based on characteristics such as health, age, language, and race are examined in statutory, administrative, and judicial settings, as well as in the context of issues such as employment and sentencing discrimination or the right of access to education and other public services.

GOV 519 European Integration (3)

The development of the European Union (EU) has been the significant political and economic force in post-war Europe. This course examines the historical conditions in which the EU was formed, the development and expansion of its institutions and policies, relationship with the U.S., and expansion into much of Eastern Europe.

GOV 525 Environmental Policy (3)

This course takes an interdisciplinary approach to the study of the theory and practice of environmental policies. The course focuses on the political and economic factors contributing to the success and failure of present environmental policies. Topics include the roles of government and the market in causing environmental problems, analysis of proposed means for resolving those problems, and the application of economic and political analyses to selected environmental issues.

GOV 545 Health Policy (3)

This course examines health policies in the United States with comparisons to other countries. It uses a policy analysis framework to explore the formation, implementation, and outcomes of a wide variety of public policies relating to health, including professional standards and liability, costs and coverage of medical care, drug regulation, organ donation, and epidemics.

Prerequisite(s): An introductory course in Economics or Political Science, or permission of the instructor.

PSY 501 Foundations of Counseling Psychology (3)

The course focuses on historical, theoretical, and practical aspects of the counseling psychology field. Students will write a research paper, using the American Psychological Association Publication Manual and library resources commonly used by counseling psychologists. The course will also introduce students to the theory and

practice of basic counseling skills.

#### PSY 503 Applied Biological Psychology (3)

The course addresses biological aspects of human psychology, including the biological basis of neurological deficits and mental disorders, and the use psychotropic medications for treating mental illnesses. Topics also include stress and health, mental disorders such as depression, anxiety, and schizophrenia, and contemporary issues in biological psychology.

#### PSY506 Essentials of Infant Mental Health (3)

This course will provide an introduction and overview of Infant Mental Health (IMH). Core theoretical concepts related to the practice of IMH will be examined. Emphasis will be placed on understanding how IMH principles provide a foundation for working with infants, toddlers, and families across settings and disciplines.

#### PSY509 Infant Development (3)

This course will provide in-depth examination of infant development from conception to age 3. Participants will gain an understanding of the bio-psychosocial aspects of brain development, attachment theory, temperament, and the potential consequences of trauma and loss. The development of specific developmental milestones across key skills areas will be reviewed.

#### PSY510 Infant Assessment (3)

This course will provide students with an introduction to and hands on experience completing developmental assessment of infants from a multidisciplinary perspective. Participants will learn to assess infant development of milestones in cognitive, social-emotional, communication, adaptive skills as well as sensory integration.

#### PSY512 Practice and Principles of Infant Mental Health Intervention (3)

This course introduces specific prevention and intervention approaches for promoting attachment relationships and social-emotional development in children aged 0 to 3 emphasizing evidence-based practice. Participants will gain valuable skills for assisting parents, caregivers, educators and children in the promotion of positive social, emotional and behavioral development.

#### PSY 513 Learning and Behavior (3)

The course addresses concepts of instrumental and classical conditioning. Topics include concepts relevant to behavior formation and maintenance, application of conditioning techniques to counseling sessions, research data on learning techniques, and effective and cognitive elements of learning theories. The course also emphasizes ways to improve clients' self-change abilities.

#### PSY514 Infant Attachment and Family Interactions (3)

This course will explore parent-infant interactions with specific emphasis on early attachment relationships between parent and child, problems in the attachment process, family systems, and interventions to improve the quality of parent-infant relationships. Opportunities to observe and assess attachment relationships and parent-infant interactions within different at-risk populations will be provided.

#### PSY 515 Human Sexuality (3)

This course draws from current research to examine biological, psychological, and social aspects of sexuality. In addition, issues relating to sexuality for parents and educational and counseling professionals will be addressed.

### PSY 530 Introduction to Sport & Exercise Psychology (3)

This course is designed to introduce students to the basic concepts and intervention techniques of sport and exercise psychology. Topics covered will include motivation theory applied to sport, team dynamics, an introduction to psychological skills training, the psychology of sport injury, and issues pertinent to exercise adoption, adherence, and drop-out

### PSY 555 Statistics and Research Methods (3)

The course provides a basic review of descriptive and inferential statistics and how these techniques are used with research methods in counseling psychology. Students will become proficient in computer analysis of data sets, designing and evaluating research designs and techniques, and understanding primary research in counseling literature.

### PSY 584 Practicum in School Counseling (3)

In this entry-level field placement, students work directly with elementary or secondary school students, parents, and teachers under the supervision of a certified school counselor, obtaining experience interviewing students and conducting sessions in group and individual format. Students will also attend a weekly seminar on campus.

### PSY 594 Supervised School Counseling Internship I (3)

The course emphasizes integration of counseling theory and practice in the school setting. Interns are supervised by a certified school counselor, working directly with students, parents, and teachers to provide counseling-related services. A weekly seminar on campus focuses on case conceptualization and processing of the internship experience. PREREQUISITE: PSY 584: Practicum in School Counseling

### PSY 595 Supervised School Counseling Internship II (3)

The course emphasizes integration of counseling theory and practice in the school setting. Interns are supervised by a certified school counselor, working directly with students, parents, and teachers to provide counseling-related services. A weekly seminar on campus focuses on case conceptualization, and culminates in the completion of the graduate portfolio. PREREQUISITE: PSY 584: Practicum in School Counseling

### PSY 598 Tutorial for Integrated Degree Students (3)

### PSY 599 Tutorial for Integrated Degree Students (3)

The two course sequence satisfies the undergraduate tutorial requirement, and is available only to students accepted into the MSCP Integrated Degree program. During PSY598, students will complete the research or project proposal. During PSY599, students will conduct the research or project, and present the final results to their tutorial board. PRE-REQUISITE: Acceptance into the MSCP Integrated Degree Program

### PSY 607 Sport & Exercise Psychology Interventions I: Children and Adolescents (3)

This course provides students with a framework with which to apply knowledge of human development to choice of interventions in sport and exercise psychology settings. Students will learn about the unique challenges, as well as strategies and techniques that are optimally effective for work with children and adolescents.

### PSY 608 Sport & Exercise Psychology Interventions II: College Students and Adults (3)

Students in this course will become competent in the understanding and application of the core mental skills of

sport and exercise psychology with collegiate athletes, adults, and senior adults. Special attention will be paid to the issues related to exercise adoption and adherence interventions.

#### PSY 609 Foundations of Qualitative Research/Program Evaluation (3)

Qualitative and quantitative research methods in organizational and community psychological contexts allow students to systematically examine key concepts and constructs that guide program evaluation research. Study design and evaluation proposals are used to explore outcomes and relevant ethical and political issues.

#### PSY 610 Advanced Seminar in Sport & Exercise Psychology (3)

This course focuses on research and professional practice in an athletic or exercise setting. Issues of credentialing, certification, and licensure will be presented. Further, pertinent ethical issues will be examined. Students will develop a research project that involves conceptualizing a problem statement and designing a study to address the question.

#### PSY 617 Psychology of Culture and Identity (3)

The course addresses issues of culture and identity, as related to counseling and therapeutic relationships. Sociopolitical, socioeconomic, familial, and psychological aspects of diversity, identity, and culture are explored through readings, seminars, and experiential exercises. Students challenge underlying assumptions and develop effective skills to work with diverse populations in counseling.

#### PSY 621 Advanced Seminar in Diversity Issues (3)

The course further develops the multicultural competency of counselors in relation to specific selected topics related to diversity and counseling.

#### PSY 623 Contemporary Issues in Counseling: Crisis and Addiction (3)

The course examines the topics of effective crisis intervention, conflict resolution strategies, critical incident stress debriefing, and identification and treatment of addictions and substance abuse. This course will also examine the use of current technology regarding these issues in community and school counseling.

#### PSY 627 Vocational/Career Counseling (3)

The course addresses the issues involved in the lifelong process of vocational development, through exploration of theories and assessment approaches in career counseling. Additional topics addressed include self-awareness, career awareness and assessment, career decision making and planning, and career implementation.

#### PSY 629 Human Development Across the Life Span (3)

The course explores cognitive, social, emotional, and physiological development throughout the life span. While including concentration on the major theoretical approaches to life span development, an equally significant focus will be on practical application of material.

#### PSY 635 Concepts of Mental Health and Illness (3)

The course provides an overview of concepts of mental health and its development, and of the etiologies of psychopathology, from a culturally sensitive perspective. Students learn to recognize the complex biological and environmental contributors to mental illness, and to evaluate effective treatment approaches for mental illness.

### PSY 642 Assessment (3)

The course covers the basics of psychological assessment. The importance of integrating information from various sources when formulating hypotheses and diagnostic impressions and when developing treatment plans is emphasized. Other topics include interviewing, mental status examinations, psycho-physiological strategies, psychological tests related to various diagnostic groupings, and program evaluation.

### PSY 662 Theories and Techniques of Counseling (3)

The course explores a variety of counseling theories and techniques to provide a foundation for the practice of professional counseling from a culturally sensitive perspective. The course emphasizes current professional research and practice related to counseling theories and techniques, and provides opportunities for skill practice.

### PSY 663 Foundations of Health Psychology (3)

Students will explore how psychological processes influence physical health. Further, the psychological sequelae of physical illness will be examined. Students will delve into the mind-body connection with consideration given to the cultural context. The role of the counseling psychologist as a member of the healthcare team will be explored

### PSY 664 Interventions in Health Settings (3)

This course focuses on interventions used by counselors in traditional health settings, including an overview of assessment techniques, individual and group counseling approaches, and consultation. Cognitive behavioral techniques and behavioral medicine approaches will be covered.

### PSY 665 Addictions Counseling (3)

The course addresses a variety of addiction topics, including chemical dependency, eating disorders, sexual addiction, the chemically dependent offender, and women's issues in addiction. Several treatment models are explored, with emphases on effectiveness of treatment approaches and on multicultural sensitivity.

### PSY 666 Theories of Holistic Counseling (3)

The course is an advanced theory course focusing on holistic theories and applications that integrate spirituality, meaning, symbolic, narrative, and somatic perspectives. Examples include Jungian, transpersonal, humanistic, existential, and integrative approaches.

### PSY 667 Stress: Somatic and Contemplative Approaches (3)

The course explores stress as a physiological, psychological, and social phenomenon. Topics include the mind-body question, the psychosomatic theory of disease, and the mechanism that links stress and illness. Students will develop beginning skills in particular techniques and approaches used for the management of stress.

### PSY 668 Trauma and Recovery (3)

The course is an introduction to the field of psychological trauma, examining the historical development of trauma as a clinical entity and an overview of theories and strategies for treating trauma. Students will learn to identify and work with their own reactions to clients who present trauma issues.

### PSY 669 Foundations of Expressive Arts Therapy (3)

The class explores the use of various expressive art modalities used in counseling, and presents a blend of clinical

and theoretical approaches, including Eastern traditions, Jungian psychology, and other sources. The student will participate in experiential exercises to further understanding of the expressive arts theories and applications.

#### PSY 672 Group Counseling (3)

The course explores the theory and practice of group experience from the perspectives of a member and observer. Topics include basic elements of group dynamics, interpersonal styles as they affect or hinder group functioning, role identity, leadership style, and application of group skills in organizations.

#### PSY 673 Family and Couples Counseling (3)

This advanced course covers selected theories and techniques related to couples counseling. The emphasis in the course is on practical application of the theories. PRE-REQUISITES: PSY662 Theories and Techniques of Counseling; PSY674 Foundations of Family Therapy

#### PSY 674 Foundations of Family Therapy (3)

The course focuses on the evaluation and treatment of psychological symptoms from the perspective of the family and systems theory. The history and evolution of the family movement will be presented and multiple family therapy modalities introduced, with an emphasis on selected theories and applications. PRE-REQUISITE: PSY662 Theories and Techniques of Counseling

#### PSY 676 Counseling Children and Adolescents (3)

The course focuses on issues and concepts related to counseling children and adolescents with social and/or emotional problems. Topics include significant differences between children/adolescents and adults; theories of normal child development and temperament; and conceptualization and effective treatment of problems.

#### PSY 677 Grief Counseling (3)

The course introduces students to the techniques, strategies, and treatment modalities counselors use to work with adults, children, and families dealing with bereavement. The class focuses on psychological, somatic, cultural, and spiritual aspects of grief and loss. Other topics included are interventions, community resources, and diverse religious and cultural practices.

#### PSY 678 Developmental Psychopathology (3)

The course covers child/adolescent psychopathology and psychological assessment of children and adolescents. Specific topics include diagnostic and assessment issues specific to children and adolescents; psychological and developmental disorders specific to children and adolescents; and related social and cultural issues.

#### PSY 681 Professional Integration Seminar (3)

The course explores ethical conceptualization, analysis, and practices of applied and counseling psychologists. Topics include the ethical standards of the American Psychological Association and the American Counseling Association, the history of applied psychology, and the developing mental health counseling movement. Certification, licensure, and regulatory practices are also discussed.

#### PSY 682 Practicum (3)

The course is an entry-level fieldwork course in which students obtain supervised counseling experience. They work directly under the supervision of a qualified professional and obtain experience interviewing clients and conducting sessions in group and individual formats.

**PSY 685 Supervised Internship I (3)**

The course is a supervised field placement experience focusing on integration of theory and practice. The course requires attendance at a weekly seminar on campus, which involves presentations focusing predominantly on assessment, diagnosis, and case conceptualization. PRE-REQUISITE: PSY682 Practicum

**PSY 686 Supervised Internship II (3)**

The course enhances students' abilities to effectively offer mental health treatment and services to clients. Activities include discussion of issues in contemporary counseling psychology and treatment planning, formal case presentations, and completion of the graduate portfolio. PRE-REQUISITE: PSY682 Practicum

**PSY 687 Advanced Internship I (3)**

The course provides an advanced field placement opportunity for students who want to further develop counseling skills with a particular population and/or develop new skills with a population different from the ones worked with in prior field placements.

**PSY 691 Independent Study (1)**

**PSY 692 Independent Study (2)**

**PSY 693 Independent Study (3)**

**PSY 704 Historical and contemporary Issues in Psychology I (1)**

This course is the first of three courses focusing on contemporary perspectives and historical and philosophical foundations of counseling psychology. It emphasizes philosophical ideas and models that predated modern psychology as a social science and profession, and explores connections between these ideas and models and contemporary issues in counseling psychology.

**PSY 705 Historical and Contemporary Issues in Psychology II (1)**

This is the second of three courses focusing on contemporary perspectives and historical and philosophical foundations of counseling psychology. It emphasizes the birth of psychology as a social science and profession, and explores connections between early psychological theories and practices and contemporary issues in psychology.

**PSY 706 Historical and Contemporary Issues in Psychology III (1)**

This is the third of three courses focusing on contemporary perspectives and historical and philosophical foundations of counseling psychology. The course emphasizes modern theories and practices of counseling psychology as a social science and profession, particularly as related to sustainable health and well-being for individuals, families, and communities.

**PSY 707 Social Psychology (3)**

This course provides an overview of historical and current trends in social psychology. Major theories and research findings relating to group dynamics, attitude change, prejudice, and others are presented. Contemporary critiques of the field and the relevance of social psychology to social change and the helping professions are discussed.

#### PSY 708 Cognitive and Affective Bases of Behavior (3)

The course addresses empirically supported theories of Cognition and Affect and their influence on human behavior. Cognitive understanding of how humans learn, process and retain information and its role in human activities will be examined. Affect will be examined through review of early attachment relationships, emotional regulation, and social-emotional processes.

#### PSY 709 Intellectual Assessment (4)

The course prepares students to administer tests of cognitive functions. Students will examine theory and clinical assessment of cognitive functioning including basic psychometric principles. Practical experiences are offered in test administration, scoring, interpretation, and professional report writing.

#### PSY 710 Foundations of Psychological Interventions (3)

The course will review basic therapeutic modalities used in psychological interventions. Processes of change are discussed, as well as the role of evidence-informed practice in interventions with individuals, groups, families, and communities.

#### PSY 711 Multicultural and Diversity Issues in Counseling Psychology (3)

The course provides an in-depth exploration of cultural differences as they impact the counseling relationship. Identity development theory will be examined, as will multicultural research methods and findings. Finally, the significance of both between-group and within-group differences will be explored for their relative influence on the process of therapeutic change.

#### PSY 712 Advanced Research Design (4)

This course reviews essential concepts in research design and statistics, with an emphasis on ensuring that students are capable of critically evaluating research studies and drawing reasonable conclusions from those studies. Students will have a strong foundation in research design and proficiency in statistics after having completed this course.

#### PSY 714 Personality Assessment (4)

This course prepares students to administer, score, interpret, and write reports about commonly used instruments for the assessment of personality and vocational issues. Approaches and instruments included will be interviewing techniques, personality inventories, and projective tests.

#### PSY 715 Ethical Issues in Counseling Psychology (3)

This course will focus on providing students with the knowledge, skills, and experiences necessary to perform ethical practice with clients across the full dimension of human experience, using the APA Ethics Guidelines as a foundation.

#### PSY 741 Individual Differences: Assessment and Treatment Planning (3)

This course prepares students, and is a pre-requisite, for field placements in settings that provide psychological services. The course reviews the Diagnostic & Statistical Manual and emphasizes integration of basic assessment

and intervention activities, as presented in PSY709 and PSY710, as well as ethical and professional issues in psychology.

#### PSY 746 Practicum I (3)

This course is a field placement in which students obtain training in psychological service provision. They work directly under the supervision of a qualified professional and obtain experience interviewing clients and conducting sessions in group and individual formats.

#### PSY 747 Practicum II (3)

This course is the second field placement in which students obtain training in psychological service provision. They work directly under the supervision of a qualified professional and obtain experience interviewing clients and conducting sessions in group and individual formats.

#### PSY801 Family-Focused Systemic Interventions (3)

The class focuses on theories and interventions related to conceptualization and improvement of interactions within family systems. A framework of family science and evidence-informed approaches is emphasized. Students will examine general systems theory, family systems interventions, trans-generational theory, modern and post-modern adaptations of family intervention, and multi-systemic approaches.

#### PSY803 Advanced Data Analysis (3)

The course focuses on data-oriented approaches to examination of human behavior and various research methods, both qualitative and quantitative, used to gather data systematically. The course also provides students with applied information on how to use statistics to analyze data consistent with research questions posed and data collection procedures utilized.

#### PSY 804 Vocational Issues in Counseling Psychology (3)

Theories of vocational choice as well as career decision making, planning and lifelong career development will be addressed. Current issues in field of vocational counseling will be integrated with well established theories and methods of vocational assessment.

#### PSY805 Group Psychotherapy (3)

In this class, research on group process and dynamics will be examined from diverse perspectives such as psychodynamic, systemic, social learning, and existential, as applied in group psychotherapy. The specific applications of different types of therapeutic groups will be emphasized. This class will include an experience of group supervision for participants.

#### PSY806 Supervision, Consultation, and Leadership (3)

This course introduces students to theories, research, roles and activities of supervision, consultation, and leadership in counseling psychology. The course is both didactic and experiential. For all activities, issues of diversity, ethics, and professional practice will be discussed.

#### PSY 807 Biopsychology (3)

This course focuses on the development of the brain and nervous system, interconnections between the human body's biological systems, and types of mechanisms of psychopharmacological interventions for psychological disorders.

#### PSY814 Sustainable Health and Well-Being (SHWB): Individuals (3)

The course addresses theories and research related to psychopathology, as well as the strength-based perspective in counseling psychology. Major approaches to understanding adaptive and maladaptive behavior of individuals, such as psychoanalytic, humanistic, social constructivist, systemic, and social learning, will be discussed.

#### PSY815 SHWB : Communities and Organizations (3)

This course will address theories and research related to adaptive and maladaptive functioning of organizations and communities. The counseling psychologist as consultant will be discussed, along with the major principles and strategies for conducting system level assessments, and planning, implementation and evaluation of consultative interventions.

#### PSY816 SHWB: Health Psychology Practice (3)

The course focuses on the interface between psychology and medicine, preparing students to use psychology interventions in the treatment and management of illness and to understand the role of psychologist in the interdisciplinary healthcare team. Theory, research, and practice of health psychology will be presented.

#### PSY817 SHWB: Special topics (3)

This Psychology for Sustainable Health and Well-Being course focus on the individual, community, and global issues related to both individual and community health. Health and well-being viewed from the perspectives of physical, cognitive, emotional, environmental, social, and spiritual dimensions.

#### PSY846 Practicum III (3)

This course is a field placement in which students obtain training in psychological service provision. They work directly under the supervision of a qualified professional and obtain experience interviewing clients and conducting sessions in group and individual formats.

#### PSY847 Practicum IV (3)

This course is a field placement in which students obtain training in psychological service provision. They work directly under the supervision of a qualified professional and obtain experience interviewing clients and conducting sessions in group and individual formats.

#### PSY848 Practicum V (3) (optional elective)

This course is a field placement in which students obtain training in psychological service provision. They work directly under the supervision of a qualified professional and obtain experience interviewing clients and conducting sessions in group and individual formats.

#### PSY861 Supervised Independent Research I

#### PSY862 Supervised Independent Research II

#### PSY863 Supervised Independent Research III

These courses are capstone scholarly projects that demonstrate an original contribution to the field of counseling psychology.

#### PSY871 Pre-Doctoral Internship I (1)

#### PSY872 Pre-Doctoral Internship II (1)

#### PSY873 Pre-Doctoral Internship III (1)

This year-long residency internship in psychology is the culminating field placement and serves as a bridge between doctoral study and independent practice.

#### PTH 700 Introduction to Clinical Skills (2)

This course provides an introduction to physical therapy clinical skills with an emphasis on basic assessment and intervention procedures, along with surface anatomy palpation. Principles relating to these foundational techniques will be introduced via lecture and laboratory experiences. The techniques will be applied in future courses in increasingly complex patient problems and diagnoses.

#### PTH 701 Foundations of Movement Science I (7)

An in-depth analysis of normal and abnormal human motion with an emphasis on biomechanics, gait, patterns of motion and mechanisms that affect or limit movement. Principles of the physical therapy diagnostic process, along with therapeutic techniques, procedures, and modalities will be introduced. Prerequisite(s): BIO 502 and BIO 504

PTH 702 Foundations of Movement Science II (2) This problem-based course includes advanced study and application of current theories of motor control, motor learning, and motor development, including basic premises, clinical implications, and limitations of each model. The use of this information to guide the examination of children and adults with neuromuscular dysfunction is explored. Prerequisite(s): BIO 506 and PTH 701

#### PTH 703 Management of Musculoskeletal Systems Dysfunction (11)

This problem-based course will provide in-depth information on the examination, evaluation, and management of musculoskeletal physical therapy practice. The course includes the physical therapy diagnostic process, including differential diagnosis, physical therapeutic interventions, and patient care program development. Prerequisite(s): PTH 700, PTH 701, BIO 502 and BIO 504

#### PTH 704 Fundamentals of Exercise Physiology (2)

Students will learn the basic principles of exercise physiology utilizing a firm understanding of both anatomy and physiology. These principles stem from how the human body's normal structure and physiological functioning alters with physical activity. Understanding these adaptations is critical to the understanding of the physiological demands of rehabilitation programs.

#### PTH 707 Management of Cardiovascular & Pulmonary Dysfunction (7)

This course provides didactic, laboratory and problem-based learning experiences in the examination, evaluation and treatment of patients with primary and secondary cardiac, vascular and/or pulmonary dysfunction. Content ranges from the development of individualized, scientifically-based fitness/wellness programs to the management of patients across the lifespan with a wide spectrum of acute illnesses and/or chronic conditions. Prerequisite(s): PTH 700, PTH 701, and PTH 703.

PTH 708 Management of Pediatric Neuro-musculo-skeletal System Dysfunction (4) This problem-based course will provide in-depth information on the examination, evaluation, and management of pediatric neuromuscular system dysfunction from birth through adolescence and young adulthood. Students will build upon concepts of normal development, motor control, and motor learning to develop a theoretical framework for addressing the physical therapy needs of children. Prerequisite(s): PTH 702 and 707

PTH 709 Management of Neuromuscular System Dysfunction (9) This problem-based course will provide in-depth information on the evaluation and management of neuromuscular system dysfunction throughout the adult life span. Students will build upon concepts of normal development and movement control to gain a comprehensive understanding of movement dysfunction in patients with neurological disease. : PTH 702,703, and 707

#### PTH 713 Management of Multi-System Dysfunction (3)

This problem-based learning course emphasizes the physical therapy management of complex patients across the lifespan who present with pathology affecting multiple body systems. Students utilize advanced clinical decision-making skills to evaluate and prioritize interventions. Laboratory and problem-based learning experiences focus on educating and directing patients, families and other providers is included. Prerequisite(s): PTH 703, PTH 707, and PTH 709

#### PTH 722 Research I (3)

The purpose of this course is to offer students the opportunity to gain knowledge and skills that are essential to the critical evaluation of the medical literature and the application of research to the practice of physical therapy. Prerequisite(s): PTH 700, 701, 702, 703, 709, 737, 741, and 742.

#### PTH 724 Research II (2)

The purpose of this course is to offer students the opportunity to enhance their knowledge and skills that are essential to the critical evaluation of the medical literature, the application of research to the practice of physical therapy, and how to submit an abstract for publication. Prerequisite(s): PTH 722

#### PTH 730 Clinical Experience I-A (3)

The first part of a 10-week, full-time experience scheduled at the completion of study of the musculoskeletal system. Students will be placed in outpatient facilities or general hospitals with an expectation that students see primarily orthopedic patients. Prerequisite(s): Satisfactory completion of all previous academic requirements.

#### PTH 731 Clinical Experience I-B (4)

The second part of a 10-week, full-time experience scheduled at the completion of study of the musculoskeletal system. Students will be placed in outpatient facilities or general hospitals with an expectation that students see primarily orthopedic patients. Prerequisite: Satisfactory completion of all previous academic requirements.

PTH 733 Clinical Experience II (7) A 10-week, full-time experience scheduled at the completion of the neuromuscular and cardiopulmonary systems. Students will generally be placed in acute care, rehabilitation, skilled nursing, or pediatric settings, subacute units, or outpatient facilities seeing primarily neurologically impaired patients or with home health agencies. Prerequisite(s): Satisfactory completion of all previous academic requirements.

PTH 735 Clinical Experience III (12) A 16-week, full-time experience completed at the conclusion of all clinical didactic and laboratory course work. The student is assigned to an area of academic need and/or interest. An alternative to this course is the combination of PTH 746 Clinical Experience IV (seven weeks) and PTH 747 Clinical Experience V (seven weeks). Prerequisite(s): Satisfactory completion of all previous academic requirements.

#### PTH 737 Correlative Neuroscience (1)

This course uses a seminar format to reinforce and make relevant to the practice of physical therapy content learned in BIO 506. The student identifies and analyzes functional problems related to neurological insult. Case study analysis and presentation are used for clinical application. Prerequisite(s): PTH 700 and BIO 502; Co-requisite: BIO 506 and PTH 701

#### PTH 741 Principles of Practice I: Introduction to Physical Therapy Practice (3)

This course introduces the novice professional student to the roles of the physical therapist as: a professional; a communicator; and as a scholar. There is a heavy emphasis on patient-practitioner communication skills, especially during the patient interview. Fundamentals of evidence-based practice help students embrace the role of scholarly clinician.

#### PTH 742 Principles of Practice II: Communication and Ethics

This course explores ethics, education, cultural competence, systems dynamics and evidence-based practice in physical therapy. Additional topics include spirituality in medicine, psychosocial aspects of chronic illness and disease, laws governing practice, and documentation and reimbursement. Prerequisite: PTH 741

#### PTH 744 Principles of Practice IV: Service Learning (1)

This course is an integrated synthesis of material learned during previous POP courses. This course is an integrated synthesis of material learned during previous POP courses. This course, guided by community service faculty advisors, will focus on evaluation of the project over the past year. The viewpoints of the student group, the faculty advisor, the community agency advisor, and the constituencies served (when possible) will be taken into account. Preparation for Clinical Experience II will also take place within this class. Prerequisite(s): PTH 741, 742, and 743

PTH 745 Principles of Practice V: Health Care Delivery, Management, and Policy (3) Principles of Practice V integrates the principles of health care delivery, management, policy and leadership within the physical therapy profession. Prerequisite(s): PTH 741, 742, 743, and 744

PTH 746 Clinical Experience IV (6)

An eight-week, full-time experience in combination with PTH 747 Clinical Experience V (eight weeks) completed at the conclusion of all clinical didactic and laboratory course work. During this experience, the student will continue to develop competency in his or her entry-level professional physical therapy skills. An alternative to this course in combination with PTH 747 Clinical Experience V is PTH 735 Clinical Experience III (16 weeks). Prerequisite(s): Satisfactory completion of all previous academic requirements.

PTH 747 Clinical Experience V (6)

An eight-week, full-time experience in combination with PTH 746 Clinical Experience IV completed at the conclusion of all clinical didactic and laboratory course work. During this experience, the student will continue to develop competency in his or her entry-level professional physical therapy skills. An alternative to this course in combination with PTH 746 Clinical Experience IV is PTH 735 Clinical Experience III (16 weeks). Prerequisite(s): Satisfactory completion of all previous academic requirements.

PTH 748 Principles of Practice VI: The Art and Science of Physical Therapy Practice (2)

This course provides the student with the opportunity to integrate previous Principles of Practice topics, such as professionalism, communication, education, evidence analysis and implementation of evidence into clinical practice. Prerequisite(s): PTH 745

PTH 711 Promoting Skill Acquisition in Neurologic Clients (2)

The purpose of this course is to update physical therapists on contemporary concepts in motor learning for clients with neurologic dysfunction. Students will explore important animal and human research that provides a basis for cortical reorganization and neuroplastic changes in the intact and pathologic brain. The course will include content on learning, memory and motivation, and their roles in skill acquisition/functional improvement.

PTH 760 Ethics & Leadership (2)

The applied ethics portion of this course presents the principles of ethics specific to physical therapy practice and includes topics of professionalism, moral reasoning, PT code of ethics, societal values and mores, conflicts of interest, and ethical patient care. The leadership portion of the course will challenge the participants to see the leadership within themselves and review various views of leadership in professional and nonprofessional literature.

PTH 761 Differential Diagnoses in Physical Therapy (2)

This course introduces the experienced physical therapist to a differential diagnosis process using the essential components of the Guide to Physical Therapist Practice. It includes the fundamental concepts of using the evidence to determine the diagnostic utility of the various tests and measures employed in physical therapy practice.

**PTH 762 Exercise Prescription and Application for the Physical Therapist (2)**

This course is designed to instruct physical therapists about the appropriate generation and application of exercise prescription for various pathologies, as well as a means of primary disease prevention and health enhancement.

**PTH 763 Imaging and Pharmacology (2)** **Imaging Unit:** This unit will focus on the principles, procedures, and interpretation of diagnostic imaging techniques through patient cases. Plain film radiography, myelograms, CT scans, MRI, and nuclear medicine are included. **Pharmacology Unit:** This unit is a focused review of pharmacodynamics and pharmacokinetics along with common medications, their effects and side effects, encountered within physical therapy practices.

**PTH 764 Evidence-Based Practice (2)**

This course is designed to provide the experienced physical therapist with a systematic method to critically evaluate and integrate the results of current scientific literature into the clinical decision-making process of patient management. Students will participate in discussions and practical exercises to articulate clinical questions that can be answered through sources of scientific evidence.

**PTH 772 Physical Examination and Treatment of the Musculoskeletal System Part I: Upper Quarter (2)**

This course in an in-depth approach to the physical examination of the upper quarter utilizing a comprehensive baseline examination augmented by tests and measures with the highest diagnostic utility. Special emphasis on applying treatment principles and techniques consistent with the evidence for benefit and best clinical practice is also covered.

**PTH 773 Physical Examination and Treatment of the Musculoskeletal System Part II: Lower Quarter (2)**

This course is an in-depth approach to the physical examination of the lower quarter utilizing a comprehensive baseline examination augmented by tests and measures with the highest diagnostic utility. Emphasis on applying treatment principles and techniques consistent with the evidence for benefit and best clinical practice is also covered.

**PTH 775 Geriatric Rehabilitation - Principles of Practice (2)** This course is designed to prepare physical therapists to work effectively with the older adult in a variety of settings. Participants will learn the difference between —normal aging and pathological changes commonly seen in the older adult. Students will be encouraged to explore the literature to find supporting evidence for therapeutic interventions.

**PTH 780 Transitional DPT Advanced Clinical Internship (3)**

A seven-week, full-time clinical experience for recent graduates of an entry-level Physical Therapy program to participate in the development of advanced clinical skills, critical thinking, and ethical issues in orthopedic physical therapy and neurological, geriatric, and pediatric physical therapy. Required for TDPT students with less than one year of clinical practice at program completion.

**PWR 616 Technical Writing (3)**

This course teaches students how to prepare letter reports and technical reports about subjects that require

technical explanations, diagrams, charts, and jargon understood by technical readers. In addition, this course teaches students how to present technical information to technical readers so they understand the concepts and can apply them in their work.

#### PWR 625 Business and Organizational Writing (3)

This course teaches students the rhetorical principles and writing practices necessary for producing effective business letters, memos, reports, and collaborative projects in professional contexts. All sections are offered in networked computer classrooms to ensure that students taking the course are prepared for the writing environment of the 21st century workplace. The course teaches the rhetorical principles that help students shape their business writing ethically, for multiple audiences, in a variety of professional situations.

#### PWR 632 Science and Environmental Writing (3)

This course focuses on the practice of writing about science, environment, medicine, and technology for audiences ranging from the general public to scientists and engineers. It starts with basic science writing for lay audiences, emphasizing organization and clear writing techniques and also explores problems of conveying highly complex technical information to multiple audiences, factors that influence science communication to the public, and interactions between scientists and journalists.

#### SPN 515 The Spanish American Short Story (3)

This course will explore the important genre of the short story in Spanish American literature from its beginnings to the present. It introduces students to the short story in the Latin American context during the 20th century and encourages discussion and composition about development of the genre; as well as the texts themselves. Students will focus on major authors such as Quiroga, Borges, Bombal, Cortazar, Donoso, García Marquez, Castellanos, Rulfo, Arreola, and Ferré. Cross-listed as SPN 415. Prerequisite(s): SPN 204 or permission of the instructor.

#### SPN 516 Latin American Literature in Translation (3)

This course is designed to enable English speakers to read and discover those Latin American authors who attracted worldwide attention in the 20th century. Discussed are novels and short stories by Bombal, Borges, Cortazar, Rulfo, Fuentes, Vargas Llosa, Puig, García Márquez, Allende, Poniatwoska, Ferré, and Valenzuela. The readings will pay particular attention to the historical and cultural background of modern Latin America, the development of national identities, and the roles of humor, popular culture, and gender difference in the works. May be taken with a Spanish attachment for students with Spanish proficiency.

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B.F.A., Washington University in St. Louis; M.B.A., Chatham University

## 2010-2011 Academic Calendar

| <b>Fall Semester Dates</b>                                                  |                                                       |
|-----------------------------------------------------------------------------|-------------------------------------------------------|
| Orientation                                                                 | Thursday, August 26-Sunday, August 29                 |
| 1 <sup>st</sup> 7 week session and CCPS session A begin                     | Monday, August 30                                     |
| 14 week session and CCPS session B begin                                    | Monday, August 30                                     |
| Labor Day – no classes <i>No Saturday classes 9/4/10</i>                    | Monday, September 6                                   |
| Add/Drop Period Ends                                                        | Tuesday, September 7                                  |
| Midterm Grades Due                                                          | Thursday, October Friday, October 22                  |
| Long weekend <i>Saturday classes remain in session 10/9</i>                 | Monday, October 11 – Tuesday, October 12              |
| 1 <sup>st</sup> 7 week session and CCPS session A end                       | Monday, October 18                                    |
| 2 <sup>nd</sup> 7 week session and CCPS session C begin                     | Wednesday, October 20                                 |
| Last Day to Withdraw from classes                                           | Monday, November 8                                    |
| Registration for Spring and Maymester 2011 terms                            | Wednesday, November 3 – Friday, November 5            |
| Thanksgiving holiday                                                        | Wednesday-Sunday, November 24-28                      |
| 2 <sup>nd</sup> 7 week session and CCPS session C end                       | Saturday, December 11                                 |
| Last day to register for Spring and Maymester 2009 terms without a late fee | Friday, December 3                                    |
| 14 week session day and CCPS session B classes end                          | Monday, December 13                                   |
| 14 week session evening classes end                                         | Thursday, December 16                                 |
| Reading day                                                                 | Tuesday, December 14                                  |
| Incomplete Request Deadline                                                 | Day of the scheduled final exam for the course        |
| Final exams—Day classes                                                     | Wednesday, December 15 – Friday, December 18          |
| <b>Winter Break</b>                                                         | <b>End of exams through Saturday, January 5, 2009</b> |

| <b>Spring Semester Dates</b>                             |                                                |
|----------------------------------------------------------|------------------------------------------------|
| 1 <sup>st</sup> 7 week session and CCPS session A begins | Wednesday, January 5, 2010                     |
| 14 week session and CCPS session B begin                 | Wednesday, January 5                           |
| Martin Luther King Day – no classes                      | Monday, January 17                             |
| Add/Drop Period Ends                                     | Wednesday, January 12                          |
| 1 <sup>st</sup> 7 week session and CCPS session A end    | Tuesday, February 22                           |
| 2 <sup>nd</sup> 7 week session and CCPS session C begins | Thursday, February 23                          |
| Midterm Grades Due                                       | Friday, February 25                            |
| Spring Break <i>Saturday classes remain in session</i>   | Monday, March 6-Friday, March 13               |
| Last Day to Withdraw from classes                        | Wednesday, March 23                            |
|                                                          |                                                |
| Registration for Fall 2011 term                          | Wednesday, April 6 – Friday, April 8           |
| 2 <sup>nd</sup> 7 week session and CCPS session C ends   | Tuesday, April 19                              |
| 14 week session and CCPS session B ends                  | Wednesday, April 20                            |
| Reading Day                                              | Tuesday, April 21                              |
| Incomplete Request Deadline                              | Day of the scheduled final exam for the course |
| Final exams                                              | Wednesday, April 22, 23, 25, 26                |
| Last day of Evening classes                              | Tuesday, April 21                              |

| <b>Maymester Dates</b>             |                     |
|------------------------------------|---------------------|
| University Day/Bucket and Blossoms | Wednesday, April 27 |
| Maymester Begins                   | Thursday, April 28  |
| Add/Drop Period Ends               | Monday, May 2       |
| Last Day to Withdraw from classes  | Wednesday, May 11   |
| Maymester Ends                     | Wednesday, May 18   |
| Incomplete Request Deadline        | Wednesday, May 18   |
| Commencement                       | Sunday, May 22      |