

AQUINAS COLLEGE

2009-2010 Catalog



**4210 Harding Road
Nashville, TN 37205**

615-297-7545

Fax 615-279-3892

www.aquinascollege.edu

Founded 1961

TABLE OF CONTENTS

I.	Sources of Information.....	ii
II.	Academic Calendar.....	1-3
III.	General Information.....	4-9
IV.	Admission to the College	10-21
V.	Financial Information.....	21-35
VI.	General Academic Information	36-51
VII.	Student Services	51-54
VIII.	Programs of Study	55-80
IX.	Course Descriptions.....	81-136
X.	Summer Workshops	137-138
XI.	Governance.....	139-142
XII.	Faculty and Administration.....	143-160
XIII.	Index.....	161-164

**Aquinas College General Information
615-297-7545**

Admissions	615-297-7545, Ext 460
Admissions (FAX)	615-279-3893
Business Office	615-383-3230, Ext 540
Financial Aid	615-297-7545, Ext 442
Financial Aid (FAX)	615-279-3891
Registrar	615-297-7545, Ext 430
Registrar (FAX)	615-279-3890
Student Affairs	615-297-7545, Ext 436
A.S.N. Program	615-297-2008, Ext 446
Adult Degree Programs (East Campus)	615-316-9366
Business Program	615-297-7545, Ext 429
Liberal Arts Program	615-297-7545, Ext 457
R.N. to B.S.N. Program	615-297-7545, Ext 428
Teacher Education Program	615-297-7545, Ext 422
FAX (Main Campus)	615-279-3892
Website	www.aquinascollege.edu

President	Sister Mary Peter, O.P.
Assistant to the President	Brenda Kincaid
Vice President for Academic Affairs	Sister Thomas More, O.P.
Assistant to the Vice President for Academic Affairs	Kari Byard
Vice President for Administrative Affairs	Sister Marie Caritas, O.P.
Assistant to the Vice President of Administrative Affairs	Debbie Bennett
Campus Chaplain	Reverend Thomas P. Kalam, C.M.I.
Director of the Liberal Arts Program	Dr. William Smart
Director of the Business Program	Dr. Douglas Gambrall
Director of the Teacher Education Program	Sister Mary Anne, O.P.
Director of the R.N. to B.S.N. Program	Dr. Marilyn Musacchio
Director of the A.S.N. Program	Peggy Daniel
Director of Institutional Research and Accreditation	Sister Teresa Benedicta, O.P.
Director of Student Affairs	Suzette Telli
Assistant Director of Student Affairs	Jennie Adams
Director of Admissions	Connie Hansom
Chief Financial Officer	Roger Muehe
Director of Financial Aid	Kylie Pruitt
Director of Student Learning Services	Lindsey Hinds-Brown
Registrar	Etta Mason
Assistant Registrar	Shirley Dominguez
Librarian	Mark Hall
Reference and Serials Librarian	Adria Olmi
Director of Alumni Affairs	Maria Brocato
Director of Communications	Lauri Brown
Director of Development	Kelly Braniff
Security and Services Manager	Alan Bradley
Adult Degree Programs:	
Director of Adult Studies	Pamela Dunn
Director of Student Services	Dr. Frances Henderson
Associate Director of Financial Aid	Rachel Johnson

Administrative Office Hours (Main Campus)	Monday through Friday (8:00 a.m. - 4:00 p.m.)
Library Hours (Main Campus)	Monday through Thursday (7:45 a.m. - 8:00 p.m.) Fridays (8:00 a.m. - 4:00 p.m.) Sundays - As announced
On-Campus Security Hours (Main Campus)	Monday through Friday (2:30 p.m. - 10:30 p.m.)

FALL SEMESTER 2009
AUGUST

- 3 Summer Session II Ends
- 6 Final ACCESS Orientation/Registration for Fall 2009, All Students, 8:00 a.m. – 4:00 p.m.
- 6 Last Day to Make Financial Arrangement for Fall 2009 with Business Office
- 12 Last Day for Business Office to Officially Finalize Students' Registration
- 12 Computer Competency Test, 8:30 a.m. to 10:30 a.m.
- 12 Freshman First, 10:00 a.m. – 2:00 p.m.
- 17 Fall Semester Classes Begin**
- 17-21 Fall Semester, Drop/Add and 100% Tuition Refund
- 21 Student Ambassador Luncheon 12:00 a.m. – 1:00 p.m.
- 24 Withdraw Without Academic Penalty Begins
- 24-28 Fall Semester, 80% Tuition Refund
- 27 Holy Spirit Mass 11:30 a.m. - 12:30 p.m.
- 31 Fall Semester, 50% Tuition Refund

SEPTEMBER

- 1 Deadline for A.S.N. Spring Semester Applications
- 1-4 Fall Semester, 50% Tuition Refund
- 7 Labor Day – College Closed
- 8 R.N. to B.S.N. Program, New Cohort Begins
- 8-11 Fall Semester, 25% Tuition Refund
- 24 Fall Festival, 11:00 a.m. – 2:00 p.m.

OCTOBER

- 5-8 Mid-Term Exams
- 13 Mid-Term Deficiencies Mailed. Copies to Advisors.
- 19-23 Advisors Must Meet With Students With Deficiencies
- 23 Withdraw Without Academic Penalty Ends
- 26 Withdrawal With Academic Penalty Begins
- 29 Halloween Party, 11:00 a.m. – 2:00 p.m.

NOVEMBER

- 2-13 Spring Semester Advisement for Returning Students
- 5 Registration for Spring 2010 – Returning Students 9:00 a.m. to 3:30 p.m.
- 11 Registration for Spring 2010 – Returning Students 9:00 a.m. to 3:30 p.m.
- 16-20 Fall Semester, Student Evaluations of Faculty and Course
- 17 – 18 ACCESS Orientation/Registration for Spring 2010, All Students, 8:00 a.m. – 4:00 p.m.
- 20 Withdraw With Academic Penalty Ends
- 25-27 Thanksgiving Holidays – College Closed

DECEMBER

- 2 Registration for Spring 2010, All Students, 9:00 a.m. – 3:30 p.m.
- 3 Last Day of Fall Semester Classes
- 4, 7, 9, 10 Final Exams
- 8 Immaculate Conception of the Blessed Virgin Mary – College Closed
- 10 A.S.N. Pinning Ceremony
- 14 Orientation for Spring 2010 Student Teachers, 10:00 a.m. – 1:00 p.m.
- 16 – 17 ACCESS Orientation/Registration for Spring 2010, All Students, 8:00 a.m. – 4:00 p.m.
- 17 Last Day to Finalize Financial Aid with the Office of Financial Aid
- 23-25 Christmas – College Closed
- 28 Last Day for Business Office to Officially Finalize Students' Registration
- 31 New Year's Eve – College Closed

SPRING SEMESTER 2010
JANUARY

- 1 New Year's Day- College Closed
- 6 Spring Semester Classes Begin**
- 6-12 Spring Semester, Drop/Add Period, 100% Tuition Refund
- 11 R.N. to B.S.N. Program, New Cohort Begins
- 13 Withdraw Without Academic Penalty Begins*
- 13-15 Spring Semester, 80% Tuition Refund
- 18 Martin Luther King, Jr. Day - College Closed
- 19-22 Spring Semester, 50% Tuition Refund
- 25-29 Spring Semester, 25% Tuition Refund
- 28 St. Thomas Aquinas Celebration, 11:30 a.m. – 12:30 p.m.

FEBRUARY

- 5 Computer Competency Test, 8:30 a.m. – 10:30 a.m.
- 12 TDC Retreat – College Closed
- 16 Mardi Gras Party, 11:00 a.m. – 2:00 p.m.
- 17 Ash Wednesday
- 22-25 Mid-Term Exams

MARCH

- 1 Deadline for A.S.N. Fall Semester Applications
- 2 Mid-Term Deficiencies Mailed. Copies to Advisors.
- 8-12 Advisors Must Meet With Students With Deficiencies
- 8-12 Fall 2010 Advisement for Returning Students, by Appointment*
- 9 TEP Spring Induction, 12:15 p.m.
- 12 Withdraw Without Academic Penalty Ends
- 15 College Closed – Discretionary Day
- 15 – 19 Spring Break - No Classes
- 16 Withdraw With Academic Penalty Begins
- 22-26 Fall 2010 Advisement for Returning Students, by Appointment*
- 27 Alumni Easter Egg Hunt, 12:00 - 2:00 p.m.

APRIL

- 1 Holy Thursday – No Classes; College Closed ½ Day
- 2 Good Friday - College Closed
- 5 Easter Monday - College Closed
- 7 Registration for Summer I, II, Sci., & Fall 2010, Returning Students, 9:00 a.m. – 3:30 p.m.
- 9 CAAP Test, 8:30 a.m. and 1:30 p.m.
- 11 Scholarship Brunch, 11:00 a.m. – 1:00 p.m.
- 15 Registration for Summer I, II, Sci., & Fall 2010, Returning Students, 9:00 a.m. – 3:30 p.m.
- 16 Major Field Test for Business II, 9:00 a.m.
- 19-23 Spring Semester, Student Evaluations of Faculty and Course
- 20 Registration for Summer I, II, Sci., & Fall 2010, Returning Students, 9:00 a.m. – 3:30 p.m.
- 29 Spring Fling, 11:00 a.m. – 2:00 p.m.
- 30 Last Day of Classes

MAY

- 3-6 Final Exams
- 10 AP I Begins
- 11 Evening AP II Begins
- 13 ACCESS Orientation & Registration Summer I, II, Sci., & Fall 2010, New Students
- 13 R.N. to B.S.N. Program, New Cohort Begins
- 15 Baccalaureate Mass 9:30 a.m.; Commencement 2:00 p.m.
- 18 Microbiology Begins
- 21 Computer Competency Test, 8:30 a.m. – 10:30 a.m.
- 28 Discretionary Day – College Closed
- 31 Memorial Day – College Closed

SUMMER SCHEDULE 2010**JUNE**

- 1 Summer I and Summer Night Sessions Begin
- 9 ACCESS Orientation & Registration Summer II, AP II & Fall 2010, New Students
- 17 Registration for Summer II, AP II and Fall 2010, Returning Students, 9:00 a.m. – 3:30 p.m.
- 18 AP I Session Ends
- 21 AP II Session Begins
- 29 ACCESS Orientation/Registration Summer II, AP II, & Fall 2010, New Students
- 30 Summer Session I Ends

JULY

- 5 Independence Day (Observed) - College Closed
- 6 Summer Session II Begins
- 6 Evening AP II Ends
- 14 Registration for Fall 2010, Returning Students, 9:00 a.m. – 3:30 p.m.
- 21 ACCESS Orientation/Registration for Fall 2010, New Students, 8:00 a.m. – 4:00 p.m.
- 27 Microbiology Sessions Ends
- 30 AP II Session Ends

AUGUST

- 2 Final ACCESS Orientation/Registration for Fall 2010, All Students, 8:00 a.m. – 4:00 p.m.
- 2 Last Day to Make Financial Arrangement for Fall 2010 with Business Office
- 3 Summer II and Summer Night Sessions End

*See pages 22-23 of the Aquinas College Catalog for refund schedule.

Any calendar date may be subject to change. Any change will be posted for students and faculty.



Fall Festival on the patio of the Carriage House

GENERAL INFORMATION

HISTORY AND HERITAGE

Aquinas College, Saint Cecilia Academy and Overbrook School constitute The Dominican Campus, which is located on Harding Road in West Nashville. Owned and administered by the Dominican Sisters of St. Cecilia Congregation, the College first began in 1928 as a normal school for the education of the Sisters and was affiliated with the Catholic University of America in 1929.

In 1961, the normal school was replaced with Aquinas Junior College. Two significant milestones in the institution's history occurred at this point: the College was moved from Saint Cecilia Motherhouse to its present location, and it was opened to the public.

Since its founding in 1961, the College has been alert to both the permanent and the changing needs of the Nashville community. Sensitivity to those needs and to the needs of the Church have led to the establishment of a Nursing Program that offers an Associate of Science in Nursing degree. The Registered Nurse to Bachelor of Science in Nursing degree is offered in an accelerated format through the Adult Studies Program; the Teacher Education Program which offers elementary (K-6) licensure with a baccalaureate degree and post-baccalaureate certificate; the Liberal Arts Program offers a baccalaureate degree, complemented with several majors and minors, and an associate degree; the Business Program offers a baccalaureate degree with two majors; the Adult Degree Studies offers an associate degree, a baccalaureate degree with four majors in business, several certificates, as well as the R.N. to B.S.N. degree.

On December 1, 1971, the College was granted accreditation by the Southern Association of Colleges and Schools to award the Associate Degree. In December 1993, the Commission on Colleges of the Southern Association of Colleges and Schools granted Aquinas candidacy to award the Bachelor of Arts Degree in Liberal Arts. In order to reflect this action, the institution's original charter was officially amended to read Aquinas College. In December 1996, the Southern Association of Colleges and Schools reaffirmed the College's accreditation for ten years, thereby accrediting the Bachelor of Arts Degree in Liberal Arts. Since that time, Aquinas continues to add baccalaureate offerings to accent the needs of its student population.

PHILOSOPHY STATEMENT OF AQUINAS COLLEGE

The Catholic Church, from the beginning of the Order of Preachers, has called Dominicans to teach the Word of God. St. Dominic embodied the teaching mission of the Church in the Apostolic work of his Order. By sending his followers out into the world, he sought to proclaim the Gospel to all people.

The Dominican Sisters of St. Cecilia Congregation have continued this mission of St. Dominic through their dedication to Christian education in institutions of learning. For over a century, the St. Cecilia Congregation has owned and administered academic institutions in which students come to

a deeper understanding of their faith, their heritage and their responsibilities as members of society. Aquinas College exists primarily to enable students to learn in a Christ-centered atmosphere of love and truth.

The College reflects the philosophy of the Catholic Church as it pertains to education. Each student is recognized as an individual of eternal worth whose immortal soul is destined for happiness with God. Aquinas College endeavors to nourish the intellectual gifts of its students and to develop their spiritual and physical potential in view of their final end and the good of society.

MISSION STATEMENT OF AQUINAS COLLEGE

Aquinas College is a private Catholic institution of higher education. The College offers an academically challenging liberal arts and sciences curriculum.

The primary mission of Aquinas College is to provide an atmosphere of learning permeated with faith, directed to the intellectual, moral and professional formation of the human person. Aquinas seeks to foster intellectual achievement and personal growth in a socially and economically diverse population. The Christian principles and values they learn enrich students.

Faculty and staff seek to make students aware that a relationship exists between human culture and the message of salvation. Thus, the mission of Aquinas College is to bring this message of salvation to bear on ethical, social, political, religious and cultural issues.

In order to accomplish this mission, the Board of Directors, administration, faculty and staff of Aquinas College are committed to:

- giving primacy to the Church's mission of evangelization by the faithful proclamation of the Gospel as interpreted and proclaimed by the Catholic Church;
- providing a Teacher Education Program committed to academic excellence, to the instilling of values, to respect and care for students and to professional competence enriched and put into perspective by the Gospel message;
- providing baccalaureate and associate degree nursing programs which combine classroom study with clinical experience in order to form skilled, compassionate and ethical nursing professionals;
- providing a business administration program, which instills in students an understanding of the principles and practices of a market-based free enterprise economy within the context of Christian business ethics;
- providing baccalaureate and associate degree programs in the liberal arts that develop academic and professional skills, foster spiritual growth, and cultivate intellectual virtue;
- providing curricular and co-curricular experiences and activities which help to identify and enhance student talents, extend their opportunities and promote lifelong intellectual and spiritual growth;

- serving the local community through opportunities for continuing education; and
- offering opportunities for the study of Catholic doctrine, ethics, spirituality and worship.

BOARD OF DIRECTORS

The governance of the College is vested in the Board of Directors and in the Congregation of St. Cecilia. The membership of the Board of Directors consists of the Prioress General of the St. Cecilia Congregation who serves as Chairman of the Board and appointed religious and lay members.

PRESIDENT'S COUNCIL

The President's Council was established to advise the President of the College on matters of finance, marketing and development. The President's Council consists of not more than 30 members chosen by the President of the College.

ACCREDITATION

Aquinas College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Aquinas College. The Commission should be contacted only if there is evidence that appears to support the institution's significant non-compliance with the Commission's requirements or standards.

The College is approved by the Tennessee Higher Education Commission for Veterans Training.

The A.S.N. and R.N. to B.S.N. Programs are approved by the Tennessee Board of Nursing and accredited by the National League for Nursing Accrediting Commission.*

The Aquinas College Teacher Education Program has been granted conditional approval by the Tennessee State Department of Education and Accreditation to implement initial and post-baccalaureate programs under the new K-6 elementary licensure standards and guidelines. Final approval of programs will occur during the next State accreditation visit in 2011.

**3343 Peachtree Road, N.E., Suite 500, Atlanta, GA 30326; www.nlnac.org. Telephone No.(404) 975-5000, Fax (404) 975-5020.*

MEMBERSHIPS

Academy of Management
American Association of College Registrars and Admissions Officers (AACRAO)
American Association of Colleges for Teacher Education (AACTE)
American Library Association (ALA)
Association for Supervision and Curriculum Development (ASCD)
Association of Catholic Colleges and Universities (ACCU)
Catholic Campus Ministry Association (CCMA)
College Reading & Learning Association (CRLA)
Council for Exceptional Children (CEC)
Council for Higher Education Accreditation (CHEA)
International Society for Technology in Education (ISTE)
MSDN Academic Alliance
Nashville Area Chamber of Commerce
Nashville Area Library Alliance (NALA) and Project Athena
National Association for College Admissions Counselors (NACAC)
National Association of Independent Colleges and Universities (NAICU)
National Association of College & University Attorneys (NACUA)
National Association of College and University Business Officers (NACUBO)
National Catholic College Admission Association
National College Learning Center Association (NCLCA)
National League for Nursing (NLN)
National Organization for Associate Degree Nursing
Phi Beta Lambda
Sigma Beta Delta
Southern Association of Colleges and Schools, Commission on Colleges (SACS)
Southern Association of Collegiate Registrars and Admissions Officers (SACRAO)
Southern Association of Student Financial Aid Administrators (SASFAA)
Southern Regional Education Board: Council on Collegiate Education for Nursing
TENN-SHARE
Tennessee – Association on Higher Education & Disability (TN-AHEAD)
Tennessee Association of Deans and Directors for Nursing
Tennessee Association of Independent Liberal Arts Colleges for Teacher Education (TAILACTE)
Tennessee Association of Student Financial Aid Administrators (TASFAA)
Tennessee Association for the Supervision of Curriculum Development (TASCD)
Tennessee Association of Collegiate Registrars and Admissions Officers (TACRAO)
Tennessee Clinical Placement System (TCPS)
Tennessee College Association
Tennessee Independent Colleges and Universities Association (TICUA)
Tennessee Intercollegiate State Legislature (TISL)
The College Board
The National Catholic Bioethics Center (NCBC)

BUILDINGS AND FACILITIES

The *Main College Building* houses the administrative offices, the Ann and Monroe Carell, Jr. Teacher Resource Center, bookstore, St. Jude's Chapel, computer lab, science and nursing labs and classrooms.

The *Aquinas Library* is located in the Aquinas Center. The library houses both print and non-print materials. It contains various types of study areas including group study rooms. A small computer lab is housed in the Information Resource Instruction Room and is available to students for class assignments and Internet access when the room is not being used for library instruction.

The *Ann and Monroe Carell, Jr. Technology Education Center* houses state-of-the-art computers utilizing the latest in software and Internet technologies. Software offering word processing, spreadsheet, database and desktop publishing applications is available via the College network.

The *Business Office and Offices of Development/Public Relations and Alumni* are housed in the restored mansion built by Joseph Warner in 1911 on property that is listed in the National Historical Registry.

The *St. Dominic Education Center* house the office of the Director of the Teacher Education Program and Field Experience and Licensure.

The *St. Joseph's Office Building*, located on the south lawn behind the Main College Building, houses the offices of the Director of the Liberal Arts Program, the Director of the Business Program and faculty members within these programs of study.

The *Carriage House* serves as the Student Center for the college. Vending machines, a refrigerator, and a microwave are available for the convenience of students. There is a large, shaded patio at the rear of the building, complete with picnic tables.

OFFICE OF CATECHETICS

The Office of Catechetics at Aquinas College exists to form catechists so that they may faithfully participate in the Church's mission to "make disciples of all nations." The Office of Catechetics strive to prepare catechists who possess a confident knowledge of Church doctrine; who have a proper understanding and skill in right pedagogy; and who are themselves faithful disciples of the Lord.

Presently, the Office directs two autonomous yet integrated programs:

- Catechist Formation Program
- Saint Thomas Aquinas Theological & Catechetical Forum

CATECHIST FORMATION PROGRAM

Aquinas College developed the Catechist Training Program in collaboration with the Diocese of Nashville to help pastors, principals, and directors of religious education train prospective catechists in Roman Catholic doctrine. By making available faculty, research, and scholarship prepared in the light of the Magisterium of the Church, the Catechist Training Program offers a systematic and organic formation program based on the *Catechism of the Catholic Church* and other catechetical documents of the Universal Church and the United States Conference of Catholic Bishops. The program is a non-credit program supported by the college in light of the mission.

ST. THOMAS AQUINAS FORUM

The St. Thomas Aquinas Theological & Catechetical Forum at Aquinas College offers an intensive study of a particular point of Roman Catholic doctrine or devotion, led by Aquinas College faculty members and invited speakers. The Forum includes daily Mass and opportunities for personal prayer, Eucharistic Adoration, and sacramental Reconciliation. Attendance can be counted toward hours needed for diocesan catechist certification programs.

Other formation programs that the Office supports include:

- The Ann & Monroe Carell Conference for Catechists
- Catechesis of the Good Shepherd trainings hosted at Aquinas College

ANN & MONROE CARELL CONFERENCES

The Ann & Monroe Carell Conferences provides on-going formation for Diocesan catechists. The Conference seeks to provide catechists with a solid formation in the teachings of the Catholic Church and to inspire within the catechist a deeper love of Christ.

CATECHESIS OF THE GOOD SHEPHERD

The Catechesis of the Good Shepherd is an experience of life and a formation in the Catholic faith for children. It is rooted in the Bible, the Liturgy of the Church, and the educational principles of Maria Montessori a devout Catholic and exceptional educator. Training sessions are hosted on site at Aquinas College each summer and are offered by a certified CGS trainer.

THE STUDENT RIGHT-TO-KNOW AND CAMPUS SECURITY ACT (Public Law 101-542) was signed into law in November 1990. Title II of this Act is known as the Crime Awareness and Campus Security Act of 1990. This Act requires institutions participating in the student financial aid programs under Title IV of the Higher Education Act of 1965 to disclose information about campus safety policies and procedures and to provide statistics concerning whether certain crimes took place on campus. (National Center for Education Statistics, US Department of Education) Several additional requirements exist to comply with this law and are reported in the *Student Handbook* and on the *Aquinas College* website.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) is a Federal law that protects the privacy of student education records. (US Department of Education) Several additional requirements exist to comply with this law and are reported in the *Student Handbook* and on the *Aquinas College* website.

ADMISSION TO THE COLLEGE

Education at Aquinas College is more than the mere acquisition of skills; it is a complete learning experience intended to open one's mind and heart to the world in light of the Gospel. Here, one will be encouraged to develop his/her unique potential in an atmosphere of personalized learning, with a caring faculty and administrative support.

Aquinas College is committed to fulfilling its mission without discrimination on the basis of race, ethnicity, national origin, religion, age, gender, disability or veteran status.

The provisions of this catalog are for information purposes only and should not be construed as a contract between Aquinas College and the student. The specific courses or activities constituting the degree requirements for any program are subject to substitution at any time prior to completion by the student. The academic regulations, programs, curricula, fees, charges or costs as set forth in this catalog are subject to change at any time.

APPLICATION FOR ADMISSION

Application for admission to any program begins with the Office of Admissions. Aquinas College reserves the right to make exceptions to the admission requirements for all programs offered at the College. Written requests for exceptions to the admission requirements, supported by evidence of extenuating circumstances, will be considered by the Admissions Committee with the approval of the Vice President for Academic Affairs after an official application for admission has been filed.

ADMISSION REQUIREMENTS

All admission requirements must be fulfilled as scheduled by the Office of Admissions. Students who fail to meet requirements and deadlines will be administratively disenrolled from the College. Disenrolled students will not receive refunds of any tuition and fees.

Please note: For students applying to Aquinas College for Fall 2010, the minimum ACT enhanced scores of Composite 20, English 20, Math 20, (or an equivalent SAT score) will be required.

First-time Freshman Applicants must submit an official transcript from an accredited high school and an official ACT or SAT score report. For admission, applicants must have an overall GPA of 2.2 and ACT enhanced scores of: Composite 19, English 19, Math 19 (or an equivalent SAT score). Applicants who have earned a 2.6 overall GPA are not required to meet the minimum ACT/SAT score; however, testing will be required for all applicants scoring below 19 in either Math or English subtests.

Applicants who are not in compliance are referred to the Admissions Committee, which, with the approval of the Vice President for Academic Affairs, will rule on acceptance into Aquinas. If the Admissions Committee rules to accept an individual, the letter of acceptance becomes the legal contract, and any conditions therein must be met for a student to continue in subsequent semesters.

Home-Schooled Students must provide a copy of a transcript from an accredited Home School agency, along with an official ACT or SAT score report. ACT or SAT scores are not required for those who have been out of school for five years or more.

Students who score below 19 in English and/or Math will be required to take the English or Math Test.

GED Recipients must have an official copy of their GED with a composite score of 50 or above, or 500 or above on the computerized version. ACT or SAT scores are not required for those who have been out of school for five years or more. Tests will be given to those who score below 50 in English and/or Math (yet who have a composite of 50 or above).

Applicants who are not in compliance are referred to the Admissions Committee, which, with the approval of the Vice President for Academic Affairs, will rule on acceptance into Aquinas.

Applicants over 21 years of age who do not have post-secondary education or applicants who score below 19 on English or Math sections of the ACT or SAT must take English or Math assessment tests.

Transfer Students must submit official transcripts from all previously attended regionally accredited colleges, universities and any other post-secondary institutions. Transfer students must have a cumulative 2.2 GPA based on post-secondary work at regionally accredited institutions. (Coursework completed more than 10 years ago is excluded from the GPA calculation.) If 30 or fewer credit hours of college work have been completed at previous institutions, an official high school transcript is required as well. Applicants who are not in compliance are referred to the Admissions Committee, which with the approval of the Vice President for Academic Affairs, will rule on acceptance into Aquinas. If the Admissions Committee rules to accept an individual, the letter of acceptance becomes the legal contract, and any conditions therein must be met for a student to continue in subsequent semesters. These transfer students who have not successfully completed a minimum of remedial Math or English on the college level will be required to take tests in English or Math. Transfer students who have completed ENG 112 (or equivalent) will be given an English essay assessment at registration/orientation. Students who do not pass this writing assessment will be required to enroll in ENG 113 Composition III: Practical Academic Writing Across the Disciplines. ENG 113 is designed to strengthen the students' composition skills in preparation for rigorous college-level writing assignments. When all official transcripts have been received, a transfer credit evaluation will be performed. A copy of that evaluation will be sent to the student no later than the end of the first term of enrollment. No more than three credit hours in Physical Education (activity courses) will be permitted. (See pages 15, 38-39 for explanation of transfer of credit.)

International Students are accepted under the same admission requirements as outlined under the *Admission Requirements* section of this catalog on pages 10-11. In addition to the regular admission requirements, international applicants must satisfy the special requirements for students whose native language is not English. These requirements include the following:

- A required minimum score of 525 on the TOEFL (*Test of English as a Foreign Language*) on the paper test or a 195 on the computerized test or 70 on IBT (Internet Based Test). Successful completion of a program in English as a Foreign Language or English Composition I taken at any accredited institution of higher learning may be accepted in lieu of the TOEFL. The grade attained must be at least 85%. The TOEFL may be taken at Prometric Testing Center. For more information call: 615-860-0376 or 615-790-5018.
- Official proof of the ability to pay.

All credentials must be in English. If credentials require translation, they must be evaluated by a certified translator. Information regarding certified services can be obtained from the Office of Admissions. International students who have not completed a minimum of remedial Math or English on the college level will be required to take tests in English and/or Math. The Office of Admissions will set the date and time for completing this requirement. At this time, all the required legal papers may be submitted.

**An International student is defined as anyone who is enrolled in courses at institutions of higher education in the United States who is not a U.S. citizen, an immigrant (permanent resident), or a refugee. These may include holders of F (student) Visas, H (temporary worker/trainee) Visas, J (temporary educational exchange-visitor) Visas, and M (vocational training) Visas.*

Students Not Seeking A Degree

All of these students:

- must complete an application for admission;
- must submit an official transcript from the most recently attended post-secondary institution or official evidence of high school graduation if a post-secondary institution has not been attended;
- are not eligible for financial aid.

Audit Courses carry no credit but are recorded on the student's transcript with "AU". Students seeking only audit courses need not submit transcript evidence. Summer education workshops may not be audited.

Dual Enrollment Program provides an opportunity for qualified high school juniors and seniors to enhance their education by enrolling early in college courses. Students may take courses either on the Aquinas College campus or at a participating Catholic high school. Eligible students have completed their sophomore year in high school, have a minimum of 3.2 GPA on a 4.0 scale, have submitted an application, an application fee, and an official high school transcript. Students participating in the Dual Enrollment Program must achieve a cumulative grade point average of 2.75 on a 4.0 scale for all college-level courses. Students whose cumulative Aquinas College GPA falls below 2.75 or who receive a grade of C or below in an individual course are ineligible to continue in the dual enrollment program.

Licensed Teachers seeking coursework toward renewal of Teacher Licensure must:

- must have a copy of the official transcript sent by the principal of the school at which the applicant is teaching, verify a Bachelor's degree; and
- provide a copy of the teaching license.

Special Students are those who are not working toward a degree, but wish to take courses on a random basis. If a special student desires acceptance into a degree program, he/she must have a 2.2 GPA at Aquinas and comply with the College admission requirements for the specific degree desired.

Transient Students are students who are regularly enrolled at other institutions who desire to take a course(s) approved by the institution in which they are enrolled. They may submit a letter of good standing in place of an official transcript from the institution in which they are enrolled.

READMISSION TO AQUINAS COLLEGE

Students desiring readmission to the College after more than one semester of absence, not including summer sessions, must re-apply for admission and complete the entire admissions process. At that time, all outstanding financial obligations to Aquinas or any other institution must be satisfied and official college transcript(s) for any courses taken since the last semester of attendance at Aquinas must be submitted. Any student readmitted to the College must fulfill degree requirements stipulated in the catalog in effect at the time of return.

One semester absence: These students must report to the Office of the Registrar to verify their absence, having satisfied all Aquinas obligations, any changes in address or phone numbers and submit an official transcript if coursework has been taken.

Two or more semesters absence: These students must report to the Office of Admissions to complete the entire admissions process. At that time, all outstanding financial obligations to Aquinas or any other institution must be satisfied and official college transcript(s) for any courses taken since the last semester of attendance at Aquinas must be submitted. Any student readmitted to the College must fulfill degree requirements stipulated in the catalog in effect at the time of return.

ADMISSION STATUS

Students are admitted to Aquinas College in one of the following statuses:

- **Good Standing:** All admission requirements have been met.
- **Academic Probation:** IDS 106, College Learning in the Dominican Tradition, is a course required of all students entering Aquinas College on Academic Probation. At the recommendation of the Admissions Committee, academic restrictions are placed upon these students (i.e. credit hour restrictions, minimum GPA by end of term, successful completion of developmental courses, etc.). Student records are checked at the end of each term and students making satisfactory progress will have their status changed from academic probation to good standing by the Registrar.

- **Provisional:** Students with official transcripts and/or paperwork missing at the time of acceptance are deemed provisional. When all paperwork is received, the provisional status will be changed to good standing by the Office of Admissions. Provisionally admitted students will not be awarded financial aid of any kind, nor will they be allowed to take final examinations, receive transcripts or re-enroll for subsequent semesters until all paperwork is received. If all necessary paperwork is not received by the Office of Admissions within three weeks from the start of classes, provisional students will be administratively disenrolled from classes. Disenrolled students will be removed from class rosters and will be ineligible to receive any refund of monies paid during the registration process.

ADMISSION TO ACADEMIC PROGRAMS

ADMISSION TO THE BUSINESS PROGRAM

REQUIREMENTS

Students will be assigned an advisor to plan their program of studies when they are initially accepted into the program. Each student must make subsequent appointments each semester thereafter for advisement prior to registration. Students are responsible for selecting courses that will enable them to make reasonable progress toward the completion of the B.B.A. degree.

- Students are responsible for obtaining and reading all policies contained within the *Aquinas College Catalog* and the *Student Handbook*.
- Students are expected to be familiar with the current academic calendar.
- No more than two elective special topics courses (6 semester hrs.) may be taken for credit.
- A grade of “C” or better is required in all business core and major courses and in the prerequisites for these courses (e.g., a “C” is required in MGT 300, Principles of Management, as well as in its prerequisite, ENG 112, English Composition II).

REPEATING COURSES

A course for which a student earned a grade of “C” or better may not be repeated for credit toward the business degree. Students who are not repeating an upper-division course have priority of enrollment over those who are repeating the course.

NON-BUSINESS MAJORS

Other students within the college may take 300-level business courses provided the following conditions are met.

- Minimum cumulative GPA of 2.0.
- Successful completion of at least 30 semester hours.
- If a course has a prerequisite, it must be met prior to taking the course.
- A student may not take more than 30 credit hours of business courses.

TRANSFER OF CREDIT

Aquinas may, at the discretion of the Director of the Business Program, accept up to nine hours of transfer credit from a lower-division in another accredited institution, for the following principles courses: Management, Marketing, and Information Systems. Otherwise, Aquinas will not grant upper-division (300- and 400-level) degree credit for any transfer course taken at a lower-division in another accredited institution. Upper-division coursework transferred from an accredited four-year institution will be evaluated on an individual course basis to determine transferability of degree credit. No transfer credit will be allowed for any course in which the transfer student has earned a grade lower than a "C."

ADMISSION TO THE TEACHER EDUCATION PROGRAM

REQUIREMENTS

For initial entry into the Teacher Education Program at Aquinas, all admission requirements for the College must be fulfilled. Students must provide evidence of the following prior to program induction:

- Two (2) letters of recommendation: one professional reference and one personal reference.
- An overall GPA of 2.6.
- A completed application form for the Teacher Education Program.
- An additional set of official academic transcripts from each college and/or university attended sent to the Director of Field Experience and Licensure.
- Passing scores on the Praxis I (Pre-Professional Skills test) shown below:

Computerized and Standard Format

Math	173
Reading	174
Writing	173

- A score of 21 on the ACT or a score of 22 on the Enhanced ACT or a combined Math and Verbal score of 920 on the SAT or a combined Math and Verbal score of 1020 on the re-centered SAT is accepted in lieu of Praxis I, if the ACT and SAT were taken in high school.
- A health form submitted prior to the first day of Enhanced Student Teaching noting proof of immunization for rubella and tetanus, and tuberculosis screening.
- Proof of individual professional liability insurance (required of all students).

Applicants must:

- report any felony convictions;
- be free of substance abuse;

- report any medical or psychological problems that would prohibit a teaching career;
- schedule an interview with the Director of the Teacher Education Program or a person designated by the Director of the Teacher Education Program; and
- submit evidence to the Teacher Education Office of having completed required background check(s).

Note: Completing the signature page in the Teacher Education Program's Policy and Procedures Handbook substantiates that the applicant does not have any prior or existing history with regard to felony conviction, substance abuse or medical-psychological problems that would prohibit a teaching profession.

Transfer students applying to the Teacher Education Program must have a cumulative grade point average of 2.6. Coursework with a grade point average below a "C" will not be accepted. The Director of the Teacher Education or designee will evaluate transcripts. Credits are accepted only from regionally accredited institutions. Students who do not pass the Praxis I may not enroll in upper-division EDU classes unless they choose to follow the non-licensure track. Transfer students must pass the Praxis I upon the completion of 65 hours (cumulative credit hours, including transfer credit). Students who at a later date pass the Praxis I tests may request induction by writing the Director of the Teacher Education and the Teacher Education faculty that they have met all the criteria.

A post-baccalaureate candidate whose ACT or SAT score is below the cut-off established by the State of Tennessee must take the Praxis I tests. A student may not enroll in an upper-division EDU class until the Praxis I is passed. A student who passes two sections of the Praxis I and is within 2 points of passing the third test may bring an appeal to the TEAC (Teacher Education Advisory Committee).

The TEAC includes the Director of the Teacher Education Program, the Director of Field Experience and Licensure and representatives from the professional education community. This Committee is responsible for the overall assessment of candidacy to the Teacher Education Program and the Post-Baccalaureate Elementary Licensure Program. The Vice President for Academic Affairs and the Director of the Teacher Education Program, in consultation with the TEAC and faculty, reserve the right to make exceptions to the admission requirements. Only in rare cases shall exceptions be granted. Written requests for exceptions to the admission requirements, supported by evidence of extenuating circumstances should be submitted to the Director of the Teacher Education Program for Committee review. An official application for admission must be filed prior to the Committee review. A formal interview with the applicant will be scheduled. The applicant will receive written notice of the action by the Committee.

Students are officially accepted into the Teacher Education Program at the end of their sophomore year or beginning of their junior year. Students who wish to change from one academic program to another must submit to the Vice President for Academic Affairs a copy of the request form: *Change of Academic Program*. All forms can be obtained in the office of the Director of the Teacher Education Program.

The Office of the Director of the Teacher Education Program is located in St. Dominic Education Center. Additional information concerning the Teacher Education Program is available from this office.

ADMISSION TO THE A.S.N. PROGRAM

REQUIREMENTS

Some students elect to enter Aquinas College and complete required non-nursing courses prior to official entry into the A.S.N. Program. For initial entry into the A.S.N. Program, all admission requirements for the College must be fulfilled. It is important to note that acceptance into the College does not guarantee subsequent acceptance into the A.S.N. Program.

In addition to the requirements for admission to the College, the A.S.N. applicant must:

- complete the following prerequisite courses with at least a “C” average:
 - *Math: High school Algebra I and II, or college-level math or remedial math course*
 - *Science: High school Chemistry or college-level Chemistry, or Biology or Anatomy and Physiology I*
 - *Computer: High school computer course or college-level Introduction to Computers, or validation through a computer competency test (current within 10 years);*
- have a cumulative GPA of 2.75 or greater based on transcript evaluation of all previous coursework within 10 years of program application or after completing 12 or more credit hours at Aquinas;
- have a grade of “C” or better in co-requisite courses;
- submit required nursing admission essays;
- complete, with a passing score, the nursing pre-admission exam. (A fee is required for this exam).

Applicants who have graduated over 10 years ago from high school with no post secondary work or applicants who have post secondary work that is over 10 years old, must take at least 12 hours to establish a GPA before being considered for the A.S.N. Program.

Applicants whose latest academic work is greater than 10 years old and have earned an Associate or Bachelor’s degree (with a minimum GPA of 2.75) can be considered for the A.S.N. Program, but the GPA to use for consideration will be 2.75 no matter what their GPA was in their previous course work.

Admission to the A.S.N. Program will be based upon a comparative evaluation of all applicants’ test scores, transcripts, application information and essays.

The following additional requirements are essential for admission and retention to the A.S.N. Program:

- a clear fingerprint background check, free of felonies and misdemeanors (see A.S.N. Program Policy) is mandatory for clinical participation in the A.S.N. Program affiliated health care agencies;
- sufficient visual acuity, such as needed in the accurate preparation and administration of medications, and for observation necessary for patient assessment and nursing care;
- sufficient auditory perception to receive verbal communication from patients and members of the health team and to assess health needs of people through the use of monitoring devices such as cardiac monitor, stethoscope, IV infusion pumps, Doptone, fire alarms, etc.;
- sufficient gross and fine motor coordination to respond promptly and to implement the skills, including the manipulation of equipment, required in meeting health needs;
- sufficient communication skills (speech, reading, and writing) to interact with individuals and to communicate their needs promptly and effectively as may be necessary in the individual's interest;
- sufficient physical, emotional, and intellectual functions to plan and implement care for individuals
- the psychological stability essential to the student's ability to perform at the required levels in the clinical portions of the program.

The registered nurse must be capable of long periods of concentration in selecting correct techniques, equipment and safety measures to assure maximum care and safety of the patient. Therefore, the applicant must be able to exercise independent judgments under both routine and emergency conditions.

Applicants must:

- report any convictions for felonies or misdemeanors other than traffic violation;
- report revocation or suspension of a license in any health care field;
- report any medical or psychological problem that would inhibit nursing practice.

A.S.N. graduates are eligible to write the National Licensing Exam for Registered Nurses (NCLEX-R.N.) for initial licensure.

The Tennessee Board of Nursing may deny licensure to anyone who:

- has been convicted of a crime;
- is unfit or incompetent by reason of negligence, habits or other causes;
- is addicted to alcohol or drugs to the degree of interfering with nursing responsibilities;
- is mentally incompetent;
- is guilty of unprofessional conduct.

The Director of the A.S.N. Program, with the approval of the Vice President for Academic Affairs of the College, reserves the right to make exceptions to the admission/readmission requirements. Written requests for exceptions to the admissions requirements, supported by evidence of extenuating circumstances, will be considered by the Nursing Committee for Admissions after an official application for admission has been filed.

TRANSFER STUDENTS

Students seeking transfer to the A.S.N. Program from another nursing program may be considered on an individual basis pending the following criteria:

- acceptance to the college;
- cumulative GPA of at least 2.75;
- letter of good standing/recommendation from previous nursing program;
- letter of request identifying reason for transfer and nursing courses to be considered for transfer credit;
- course descriptions and content outlines of nursing courses to be considered submitted with letter of request;
- Nursing faculty review of the request and recommendations regarding transfer status.

In addition to the above criteria, applicants seeking readmission or admission by transfer should also be aware that such requests are considered on a case-by-case basis. Applicants should contact the A.S.N. Program Office regarding criteria.

ACCELERATED COURSE SEQUENCE FOR LICENSED PRACTICAL NURSES

In order to be admitted to the accelerated course sequence, a licensed practical nurse must:

- meet Aquinas College admission requirements;
- be admitted to the A.S.N. Program;
- be a graduate of a state-approved practical nurse program;
- have at least one year full-time work experience in a health care facility as a Licensed Practical Nurse within the past two years prior to admission to the A.S.N. Program at Aquinas College;
- declare intent to pursue the L.P.N. to A.S.N. Accelerated Course; Sequence at the time of acceptance into the A.S.N. Program at Aquinas College.

Participants in the accelerated course sequence must:

- meet all admission requirements to L.P.N. to A.S.N. Accelerated Course Sequence;
- make arrangements with the A.S.N. Program to take the Challenge Exam. A fee is required before taking the exam. The exam may be taken one time only;
- achieve a passing score on the Challenge Exam;
- register for and successfully complete NUR 113 (Transition into Nursing);
- furnish proof of passing NUR 113 to the Office of the Registrar to receive credits for

courses that have been challenged. A fee is required to receive credit for one semester of nursing courses;

- Licensed practical nurses who successfully complete the Challenge Exam take Transition into Nursing (NUR 113; 1 credit hour) and Pharmacology (NUR 135; 2 credit hours) during their first semester at Aquinas. These students join the regular program of studies during the second semester of the first year, taking Medical-Surgical Nursing I and Mental Health Nursing.

ADMISSION TO THE R.N. TO B.S.N. PROGRAM

REQUIREMENTS

Some students elect to enter Aquinas College and complete required non-nursing courses prior to official entry into the R.N. to B.S.N. Program. For initial entry into the R.N. to B.S.N. Program, all admission requirements for the College must be fulfilled. It is important to note that acceptance into the College does not guarantee subsequent acceptance into the R.N. to B.S.N. Program.

To be admitted into the R.N. to B.S.N. Program, all admission requirements of Aquinas College must be fulfilled. In addition, the applicant must:

- submit a completed R.N. to B.S.N. application;
- submit two (2) letters of recommendations from registered nurses supervisors, preferably with B.S.N. or higher degree, who currently hold an unencumbered registered nurse license;
- General Education / Liberal Arts courses will also be transferred in accordance with Aquinas College transfer credit policy;
- show evidence of an associate degree or diploma in nursing from an NLNAC accredited institution. Thirty (30) credits will be awarded upon enrolling in the first course in the R.N. to B.S.N. core;
- hold a current unencumbered registered nurse license in Tennessee or a compact state or be eligible for an unencumbered registered nurse license in Tennessee;
- R.N.s seeking admittance to the R.N. to B.S.N. Program must have a 2.5 GPA on a 4.0 scale;
- two (2) years of current nursing practice within the last four (4) years;
- it is strongly recommended that the general studies courses be completed prior to enrolling in the R.N. to B.S.N. nursing courses;
- CPU 115 – Introduction to Computers or a comparable course is a prerequisite to IDS 310 Introduction to Accelerated Studies in Nursing.

Aquinas College students in the final semester of the A.S.N. Program may submit an application to the R.N. to B.S.N. Admissions Counselor by the last day of mid-term break. The student must hold a position in nursing before beginning the nursing courses.

Aquinas A.S.N. graduates who have been out of the college for more than 1 semester must reapply to the College and meet the requirements for admission to the R.N. to B.S.N. Program.

ADMISSIONS APPEALS

Aquinas College reviews each application carefully. The stated requirements serve as a guideline for admission. The R.N. to B.S.N. Admissions Committee reserves the right to exercise discretion in admissions decisions. Candidates, who are not accepted to the R.N. to B.S.N. Program, may submit a formal letter appealing the decision to the R.N. to B.S.N. Admissions Committee.

ADMISSION TO THE LIBERAL ARTS PROGRAM

REQUIREMENTS

Meeting the admission requirements to the College satisfies admission to the Liberal Arts Program.

FINANCIAL INFORMATION

TUITION AND EXPENSES

Tuition and fees are due on the day of registration. Students receiving financial aid or scholarships must be prepared to pay the total balance due after financial aid or scholarships have been applied to their accounts. Students are not officially registered until all financial obligations have been fulfilled. If a student is unable to pay the balance due on the day of registration, one-third of the balance due must be paid at registration and arrangements made through the Central Business Office to pay the balance due.

All financial obligations must be fulfilled according to contractual agreements before final grades for any term are released, transcript requests are honored and/or registration for subsequent semesters/sessions is official.

A charge of \$25.00 will be assessed for returned checks and/or declined credit cards.

Each published schedule of classes will detail tuition and expenses, payment due dates, refund policy and procedures for registration and drop/add.

Tuition for 1 to 11 hours.....	\$556.00 (per credit hour)
Tuition for 12 to 18 hours.....	\$8,340.00
Tuition for over 18 hours.....	\$8,340.00 + \$556.00 (per credit hour)
Tuition for R.N. to B.S.N. Program (until Jan. 1, 2010).....	\$440 (per credit hour)
Tuition for R.N. to B.S.N. Program (after Jan. 1, 2010).....	\$470 (per credit hour)
All Students' Universal Fee.....	\$250.00

A.S.N. Laboratory Fee per Semester Hour	70.00
A.S.N. Students' Liability Insurance per year	40.00
A.S.N. Testing Fee per Semester	25.00
Education Seminar Fee per Semester Hour (EDU 401 & EDU 435).....	50.00
Teacher Education Students' Liability Insurance per year	50.00
Application Fee (Non-Refundable)	25.00
Service Fee for Late Registration	25.00
Change of Schedule Fee (per transaction)	10.00
Audit Fee (per course, computer courses may not be audited)	250.00
Science Laboratory Fee	50.00
Computer Laboratory Fee.....	50.00
Graduation Fee (Payable early spring semester)	25.00
Submission Fee, per Credit Hour <i>Requested</i> , for <i>Documented Learning Portfolio</i> (I or II)	35.00

DELINQUENT PAYMENTS

Delinquent payments require cash or cashier's check. Students with delinquent payments must contact the Business Office within 10 days after final payment due dates.

REFUNDS

If the College cancels a course, all tuition and fees paid for that course will be refunded in full. The application fee is not refundable.

Refund checks, including refunds associated with financial aid, will not be issued until all sources of financial aid have been received and a credit balance exists.

A student dismissed from the College for any reason will not be eligible for a refund.

If a student changes course schedule by adding and dropping equal numbers of credit hours for the same semester, no refunds will be due. There will be a \$10.00 change-of-schedule fee.

If a student changes course schedule by reducing or adding to the total number of semester hours, he/she is subject to a change-of-schedule fee of \$10.00. If a student reduces the number of semester hours, only tuition will be refunded. ***Fees are not refundable.*** It is important for the student to register for classes responsibly. Textbooks and laboratory materials are ordered in advance and space has been reserved for the student.

Students withdrawing from the College on or before Late Registration day will receive a full refund of tuition and fees provided all checks have cleared the bank, with the exception of the non-refundable registration fee of \$100.00 and the \$25.00 application fee.

When a regular student, within fall or spring semesters, including day and evening classes, drops a class, withdraws from a class or withdraws from the College within the published period, tuition will be refunded as follows:

- 100% of tuition paid will be refunded/credited through the fifth calendar working day of the semester;
- 80% of tuition paid will be refunded/credited through the second week of classes;
- 50% of tuition paid will be refunded/credited through the third week of classes;
- 25% of tuition paid will be refunded/credited through the fourth week of classes.
- No refunds will be granted after the fourth week of classes.

The following refund schedule applies to the summer I and II sessions and science classes:

- 80% of tuition paid will be refunded/credited the first day of class only;
- 50% of tuition paid will be refunded/credited the second day of class;
- 25% of tuition paid will be refunded/credited the third day of class.
- No refunds will be granted beyond the third day of class.

The following refund schedule applies to the R.N. to B.S.N. Program:

- 100% of tuition paid will be refunded/credited and the class is dropped if the student withdraws prior to the first meeting date;
- 80% of tuition paid will be refunded/credited if the student withdraws prior to the second meeting date;
- No refunds will be granted from the second meeting date through the end of the course.
- If a student withdraws on the fourth meeting date through the last meeting date of the course, an F appears on the transcript.

To obtain a refund:

- a student approved for financial aid must have received that aid and his/her account must have been credited for the financial aid;
- direct education expenses incurred by the student must have been processed by the Business Office and applied to the student's account;
- any payments by check or credit card must have cleared the bank;

After the initial date for refunds has been published, student refund checks will be available in the Business Office on Thursday after 2:00 p.m. of each week. Checks not picked up Thursday will be mailed Friday morning.

FINANCIAL AID

Aquinas College offers a comprehensive program of financial aid in the form of scholarships, loans, and part-time employment. A student must be provisionally or fully admitted to the College before an award will be made.

The Office of Financial Aid is committed to offering a wide range of financial services to students. Financial aid packages developed by the office attempt to bridge the gap between student resources and the actual cost of education, thus enabling students to attend the College. Students must be provisionally or fully admitted to the College before a financial aid package may be developed; therefore, students are encouraged to work closely with the Office of Admissions.

FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

Financial aid is administered in accordance with federal methodology and regulations established by the U.S. Department of Education. Students are required to complete the *Free Application for Federal Student Aid* (FAFSA) at www.FAFSA.ed.gov in order to establish eligibility for financial aid. Once the results from the FAFSA are received and the student's file is complete, an award package will be developed. Students may accept or decline any portion of the aid package.

Students must meet the following criteria to be eligible for federal financial aid:

- submit the *Free Application for Federal Student Aid* (FAFSA) to the processor;
- be a U.S. citizen or eligible non-citizen;
- comply with current Selective Service laws;
- be enrolled in a degree-seeking program;
- maintain satisfactory academic progress toward a degree;
- be enrolled at least half time (6 credit hours) for Stafford Loans and Tennessee State Grants; and
- be a Tennessee resident and a Federal Pell Grant recipient to receive a Tennessee State Grant.

VERIFICATION

Verification is the process checking the accuracy of the information reported on the FAFSA. Students may be selected by the U.S. Department of Education or by the College's Office of Financial Aid for verification. In either case, students will be required to submit copies of tax returns and other worksheets for review. Financial aid will not be awarded until the verification process has been completed. Failure to submit requested documents in a timely manner may jeopardize eligibility for financial aid.

DEADLINES

The priority deadline for filing the FAFSA is March 1 for each year the student is in school. Failure to file the FAFSA before March 1 may jeopardize eligibility for the Tennessee Student Assistance Award Program (TSAA) and for certain campus-based funds such as Federal work-study and FSEOG.

Scholarship recipients are required to be admitted to Aquinas College and to complete the FAFSA prior to March 1. Failure to meet both requirements will result in the loss of scholarship eligibility.

WITHDRAWAL FROM THE COLLEGE/RETURN OF TITLE IV FUNDS

Students should be aware that their eligibility for financial aid may be jeopardized by dropping classes or by withdrawing from Aquinas College after financial aid has been disbursed. Therefore, students are urged to seek academic counseling from their advisor and financial aid advising from the Office of Financial Aid before deciding to alter their enrollment status. Institutional, state, and federal (Title IV) funds will be returned based on the number of days (percentage of period) completed. This percentage will be applied to the total amount of Title IV aid for which the student established eligibility before withdrawing (earned aid). The amount of earned aid which was (or could have been) disbursed and the remaining amount will be returned to the Title IV programs.

DISTRIBUTION OF UNEARNED AID

If the Return of Title IV Funds calculation reveals that the student has received funds that were not earned, these funds will be returned to the Title IV programs in the following order:

- unsubsidized Federal Stafford Loan;
- subsidized Federal Stafford Loan;
- Federal Plus Loan;
- Federal Pell Grant; and
- Federal Supplemental Educational Opportunity Grant.

SATISFACTORY ACADEMIC PROGRESS POLICY

NOTE: Satisfactory Progress Standards for Financial Aid apply to ALL students whether or not they are receiving federal aid, and must be taken into consideration at such time as a student begins to receive federal aid.

The academic progress of each student financial aid recipient determines whether or not he or she will continue to receive aid. The Office of Financial Aid reviews student transcripts at the end of each fall, spring, and summer semesters. The first time a student fails to meet the minimum requirements of the grade point average and/or the 67% passing rate, he or she will be placed on satisfactory academic progress probation. The student's financial aid will continue through a

probationary period (one semester). However, if the student fails to meet the minimum requirements at the end of the probationary period, he or she will be placed on satisfactory academic progress suspension and financial aid will be terminated.

COMPONENTS OF SATISFACTORY ACADEMIC PROGRESS

Satisfactory Grades

Satisfactory grades are A, B, C, P, W, WP, or I (for one semester only). Unsatisfactory grades are D, F, NP, FN, or WF. If, at the end of a semester, a student receives all unsatisfactory grades, he or she will be placed on immediate financial aid suspension.

67% Passing Rate

Students are required to pass at least 67% of all credit hours attempted.

150% Time Frame

For an associate degree, students may attempt a maximum of 96 credit hours. For a baccalaureate degree, students may attempt a maximum of 186 credit hours. PLEASE NOTE: This component is reviewed independently and there is not a probationary period. Students will be notified when they have one semester of eligibility remaining.

Cumulative Grade Point Average (GPA)

<u>Number of Hours Attempted</u>	<u>Cumulative GPA</u>
0-24	1.5
24-48	1.75
48+	2.0

Appeals Process

Eligibility for financial aid may be reestablished through an appeal, or if an appeal is denied, by satisfying the minimum requirements of the *Satisfactory Academic Progress Policy*. An appeal may be granted if, through no fault of the student, he or she was unable to complete a semester under normal circumstances (e.g., medical problems, accident, or death in the immediate family). The student must appeal through the Office of Financial Aid and each appeal must include documentation (copy of grade report, physician's statement, etc.). It is the student's responsibility to secure and provide full written appeal information to the Office of Financial Aid. Appeals cannot be accepted by calling the Office or by visiting and verbally giving the reason for not making satisfactory progress. Federal regulations require full written documentation for appeals. Appeal documentation and any mitigating circumstances will be reviewed by the Director of Financial Aid and the student will receive written notification of the appeal decision. All decisions of the Director are final. In the event that the appeal is denied, the student may make up the credit hours and/or regular semester(s) at his or her own expense. Please keep in mind that credits completed at other colleges cannot be counted to raise a student's cumulative grade point average at Aquinas College. If a student is approaching the maximum number of credit hours he or she may attempt or the maximum number of semesters for a degree program, and he or she receives warning that financial

aid is about to be exhausted, the student may appeal for continuation of financial aid if extenuating circumstances led to the excessive accumulation of hours and semesters attended.

Reinstatement of Financial Aid Eligibility

A student may be eligible to have his/her financial aid reinstated whenever he/she enrolls without financial aid and successfully completes the requirements necessary to satisfy the *Satisfactory Academic Progress Standards*.

FEDERAL AND STATE GOVERNMENT PROGRAMS

The *Federal Pell Grant* is a federal financial assistance program for undergraduate students who have demonstrated a financial need. These are grant funds that do not need to be repaid.

The *Federal Supplemental Education Opportunity Grant (FSEOG)* is for undergraduate students with exceptional financial need who are also Federal Pell Grant recipients. An FSEOG does not need to be repaid. Funding is limited.

The *Tennessee Student Assistance Award (TSAA)* provides non-repayable financial assistance to needy undergraduate students who are residents of Tennessee and are enrolled at an eligible post-secondary institution in Tennessee. Funding is limited.

The *Federal Work-Study (FWS)* provides part-time employment for students who demonstrate financial need. FWSP jobs may be on campus or off campus at a non-profit agency. The basic rate of pay may be equal to, but not less than the prevailing federal minimum wage. Funds must be earned and will be paid monthly on an as-worked basis. Funding is limited. Students are expected to use these funds as personal payments applied to existing account balances.

Federal Stafford Loans are low-interest, long-term educational loans made to students attending college with at least 6 credit hours per semester. A lender such as a bank, credit union or savings and loan association finances the loans.

Federal PLUS loans are for parents of dependent students enrolled with at least 6 credit hours per semester.

Veterans' Assistance Program

Courses at Aquinas College are approved for Veterans' Training. Information concerning these programs may be obtained from the local Veterans Administration Office or the Registrar at Aquinas College. Veterans are certified to receive benefits beginning with the first day of classes. Students enrolled in any program that is not accredited by the regional accrediting agency may not participate in the Veterans Assistance Program.

ROTC students are eligible through programs at Vanderbilt University and Tennessee State University for scholarships that will defray the cost of their education. Some of those courses may

be applied toward degrees at Aquinas. Contact the Vice President for Academic Affairs at Aquinas College or the ROTC offices at Vanderbilt University and Tennessee State University.

AQUINAS COLLEGE SCHOLARSHIP PROGRAM

Aquinas College maintains an extensive scholarship program. Scholarship applicants must:

- be a degree-seeking student in a designated program;
- have and maintain a minimum cumulative GPA of 2.0 unless otherwise stated;
- register for and complete the minimum credit hours stated; and
- maintain Satisfactory Academic Progress Standards (see pages 25-26).

Scholarships are renewable on a semester-by-semester basis, provided the student maintains the required cumulative grade point average and other criteria as specified in the scholarship agreement.

Scholarships will be awarded according to the decisions of the Scholarship Committee appointed by the President of the College. All scholarship amounts are subject to change and scholarships may be added or deleted at any time. Certain scholarships may require the recipient to devote a specified number of hours of service to Aquinas College. Scholarships are not retroactive and may not be used for summer sessions.

Scholarship Application Procedures

- Complete Aquinas College Scholarship application by March 1.
- Complete the *Free Application for Federal Student Aid (FAFSA)* by March 1 for need based scholarships.
- Be admitted to Aquinas College by March 1 as a new student.

SCHOLARSHIP OFFERINGS BY PROGRAM OF STUDY

ACADEMIC SCHOLARSHIPS

The *President's Scholarship* represents the College's highest recognition of scholastic achievement of the first-time, college freshman student taking a minimum of 15 hours per semester. Full tuition is awarded each year to **one** qualified candidate. The President's Scholarship competition is open to any prospective freshman who has achieved a minimum 27 ACT or minimum 1220 SAT composite score, has a minimum cumulative high school grade point average of 3.5 on a 4.0 scale and demonstrates outstanding leadership potential. Three letters of recommendation are required: one from the student's guidance counselor, a teacher, and the school's Honor Society or community service club sponsor. A personal interview is required of candidates for this scholarship. The President's Scholarship is renewable for up to four years if a GPA of 3.5 is maintained with 15 hours per semester attendance.

The *Vice President's Scholarship* acknowledges the exceptional scholastic achievement of the first-time college freshman student taking a minimum of 15 hours per semester. A maximum of fifty percent of tuition is awarded each year to a qualified candidate. A maximum of **two** Vice President's Scholarships are awarded each year. The Vice President's Scholarship competition is open to any prospective freshman who has achieved a minimum standard composite of 25 on the ACT, 1140 on the SAT and has a minimum cumulative high school grade point average of 3.2 or greater on a 4.0 scale and demonstrates leadership ability. Three letters of recommendation are required: one from the student's guidance counselor, a teacher and the school's Honor Society or community service club sponsor. A personal interview is required of candidates for this scholarship. The Vice President's Scholarship is renewable for up to four years if a minimum GPA of 3.0 is maintained with 15 hours per semester attendance.

Valedictorian Scholarships are granted to first-time college freshmen taking a minimum of 12 hours per semester who have been named Valedictorian of their Senior class in high school. The Award is for \$1,000. Candidates must have a minimum standard composite score of 21 on the ACT or a minimum 990 on the SAT, and a minimum 3.0 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 3.0 on a 4.0 scale to continue their eligibility for up to eight semesters. Eligibility for the Valedictorian Scholarship is stackable up to 100% tuition (max. 2); however, federal and state programs (i.e. Hope Scholarship) will be factored first.

Salutatorian Scholarships are granted to first-time college freshmen taking a minimum of 12 hours per semester who have been named Salutatorian of their Senior class in high school. The Award is for \$750. Candidates must have a minimum standard composite score of 21 on the ACT or a minimum 990 on the SAT, and a minimum 3.0 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 3.0 on a scale to continue their eligibility for up to eight semesters. Eligibility for the Salutatorian Scholarship is stackable up to 100% tuition (max. 2); however, federal and state programs (i.e. Hope Scholarship) will be factored first.

Academic Scholarships are granted to **fifteen** first-time college freshmen taking a minimum of 12 hours per semester. Candidates must have a minimum standard composite score of 21 on the ACT, **OR** a minimum 990 on the SAT, and a minimum 3.0 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 3.0 on a 4.0 scale to continue their eligibility. Eligibility for the Academic Scholarship is nullified if a recipient receives the President's Scholarship or Vice President's Scholarship. See the following chart:

<u>GPA</u>	<u>ACT Score</u>	<u>SAT Score</u>	<u>Amount</u>	<u>4 Yr. Total</u>
3.00 - 3.24	21-22	990-1060	\$1,000	\$4,000
3.25 - 3.49	23-24	1070-1130	\$1,250	\$5,000
3.50 - 3.74	25-26	1140-1210	\$1,500	\$6,000
3.75 - 3.89	27-29	1220-1330	\$1,750	\$7,000
3.90 - 4.00+	30-36	1340-1600	\$2,000	\$8,000

Transfer Scholarships are granted to **nine** college transfer students with at least 30 credit hours earned. Students must be enrolled at least 12 hours per semester. These scholarships may be renewed if the student maintains the cumulative GPA specified for the level of scholarship received. See chart below:

<u>College GPA</u>	<u>Amount</u>
3.00 - 3.24	\$1,000
3.25 - 3.49	\$1,250
3.50 - 3.74	\$1,500
3.75 - 3.89	\$1,750
3.90 - 4.00+	\$2,000

Catholic High School Scholarships are granted to first-time college freshmen taking a minimum of 12 hours per semester who have graduated from a Catholic high school. The Award is for \$1,000. Candidates must have a minimum standard composite score of 19 on the ACT or a minimum 900 on the SAT, and a minimum 2.75 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 2.75 on a 4.0 scale to continue their eligibility for up to eight semesters. Eligibility for the Catholic High School Scholarship is stackable up to 100% tuition (max. 2) (cannot be stacked with the Catholic Student Scholarship); however, federal and state programs (i.e. Hope Scholarship) will be factored first.

Catholic Student Scholarships are granted to first-time college freshmen taking a minimum of 12 hours per semester who are active Catholic Church members. The Award is for \$1,000. Candidates must have a minimum standard composite score of 19 on the ACT or a minimum 900 on the SAT, and a minimum 2.75 high school cumulative grade point average on 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 2.75 on a 4.0 scale to continue their eligibility for up to eight semesters. Eligibility for the Catholic Student Scholarship is stackable up to 100% tuition (max. 2) (cannot be stacked with the Catholic High School Scholarship); however, federal and state programs (i.e. Hope Scholarship) will be factored first.

SCHOLARSHIPS IN THE LIBERAL ARTS PROGRAM

Liberal Arts Program Scholarships are granted to first-time college freshmen taking a minimum of 12 hours per semester who have declared Liberal Arts as their program of study. The Award is for \$1,000. Candidates must have a minimum standard composite score of 19 on the ACT or a minimum 900 on the SAT, and a minimum 2.75 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 2.75 on a 4.0 scale to continue their eligibility for up to eight semesters. Eligibility for the Liberal Arts Program Scholarship is stackable up to 100% tuition (max. 2); however, federal and state programs (i.e. Hope Scholarship) will be factored first.

The J. Randall Wyatt, Jr. Scholarship Fund was named in honor of Judge Randall Wyatt, Jr., a former instructor in the Criminal Justice Program at Aquinas College. Awarded to a student who has been admitted into the Liberal Arts Program and who maintains a minimum grade point average of 2.5. The student must demonstrate financial need and enroll in and complete a minimum of 12 credit hours per semester.

The Sister Henry Suso Scholarship was named in memory of Sister Henry Suso Fletcher, O.P., a former president of Aquinas College. The scholarship provides financial assistance for one Liberal Arts student who demonstrates exceptional academic capability as evidenced by a minimum grade point average of 3.2. The student must enroll in and complete a minimum of 12 credit hours per semester.

The Jean and Bernard Curran Scholarship Fund was established in 1987 by the family members of a Dominican Sister to provide financial assistance to one Liberal Arts student with financial need. This scholarship is only available in even-numbered years (e.g. the academic year of 2010-11). The student must maintain a grade point average of 3.2 and must enroll in and complete a minimum of 12 credit hours per semester. Maximum award amount is \$1400.

The Evelyn Howington Scholarship was named in honor of former St. Cecilia Academy faculty member, Evelyn Howington and provides financial assistance to one Liberal Arts student with a minimum grade point average of 3.0. This scholarship is only available in odd-numbered years (e.g. the academic year 2009-10). The student must enroll in and complete a minimum of 12 credit hours per semester.

The Trinity Scholarship provides financial assistance to encourage students to pursue a deeper understanding of theology. The Trinity Scholarship will allow a student to take a theology class tuition free if all of the following criteria are met: the student has already taken two theology courses at Aquinas College, making at least a "C" in both; the student has achieved sophomore or higher status; the student is enrolled in a baccalaureate degree program; the student is enrolled full time--at least 12 semester hours (the tuition-free theology course may be counted toward the 12 semester hours); the student holds a minimum GPA of 2.5.

SCHOLARSHIPS IN THE BUSINESS PROGRAM

Business Program Scholarships are granted to first-time college freshmen taking a minimum of 12 hours per semester who have declared Business as their program of study. The Award is for \$1,000. Candidates must have a minimum standard composite score of 19 on the ACT or a minimum 900 on the SAT, and a minimum 2.75 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 2.75 on a 4.0 scale to continue their eligibility for up to eight semesters. Eligibility for the Business Program Scholarship is stackable up to 100% tuition (max. 2); however, federal and state programs (i.e. Hope Scholarship) will be factored first.

The Judy and Patrick Sharbel Business Scholarship was established by Mr. and Mrs. Sharbel, long time friends, supporters and member of the Aquinas College Board of Directors (Patrick). The four year scholarship is based on financial need and awarded to a maximum of two students per year. Students must be admitted into the Business Program and have earned a minimum composite score of 20 on the ACT. Students must enroll in and complete a minimum of 15 credit hours per semester and maintain a grade point average of 2.8. The amount awarded may be equal to 50% of the annual tuition and may not exceed this amount.

SCHOLARSHIPS IN THE NURSING PROGRAMS

The Terry O'Rourke Scholarship was named in memory of John Terrance O'Rourke, Jr., a graduate of the Class of 1976 at Aquinas College and former Aquinas alumni association officer. The scholarship provides financial assistance to a student with a minimum grade point average of 2.5 in the Associate Degree Nursing Program.

The Denis-Shepherd-Sprouse Scholarship Fund was established in memory of Miss Magdalene Denis and Miss Hazel Shepherd by Dr. Daphine Sprouse, former Aquinas College Board of Directors Member. The scholarship provides financial assistance to a student with a minimum grade point average of 2.5 in the Associate Degree Nursing Program.

The HCA Scholarship provides financial assistance to a student taking a minimum of 6 credit hours per semester with a minimum grade point average of 2.5 in the Associate Nursing Program.

The Dr. Linda Witherspoon Watlington Scholarship Fund was established in memory of Aquinas College's R.N. to B.S.N. Program Director, Dr. Linda Watlington, by her family. The scholarship is to be awarded to an R.N. to B.S.N. student.

The Dr. Daphine Sprouse Bachelor of Science in Nursing Scholarship was named in honor of Dr. Daphine Sprouse, former Aquinas College Board of Directors Member and provides financial assistance to a student in the R.N. to B.S.N. Program with a minimum grade point average of 2.5. The student must demonstrate financial need and enroll in and complete a minimum of 6 credit hours per semester.

SCHOLARSHIPS IN THE TEACHER EDUCATION PROGRAM

Teacher Education Program Scholarships are granted to first-time college freshmen taking a minimum of 12 hours per semester who have declared Teacher Education as their program of study. The Award is for \$1,000. Candidates must have a minimum standard composite score of 19 on the ACT or a minimum 900 on the SAT, and a minimum 2.75 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 2.75 on a 4.0 scale to continue their eligibility for up to eight semesters. Eligibility for the

Teacher Education Program Scholarship is stackable up to 100% tuition (max. 2); however, federal and state programs (i.e. Hope Scholarship) will be factored first.

The Ann and Monroe Carell, Jr. Catholic Teacher Education Scholarship was established by Ann and Monroe Carell, longtime friends and supporters as well as former Board of Director member (Ann) of Aquinas College to provide financial assistance to a Catholic student pursuing a degree in the Teacher Education program. A parish priest must recommend the student and submit the *Clergy Recommendation Form* available from the Office of Financial Aid. The scholarship is renewable for a maximum of four academic years with a minimum grade point average of 3.0 and the completion of a minimum of 12 credit hours per semester.

The Ann and Monroe Carell, Jr. Teacher Education Scholarship was established by Ann and Monroe Carell, longtime friends and supporters as well as former Board of Director member (Ann) of Aquinas College to support the education of a Dominican Sister at Aquinas College in the Education Program.

The J.W. Carell Family Scholarship was established by Jim Carell, father of several Aquinas graduates to support the education of a Dominican Sister at Aquinas College preferably in the Education Program.

The Marianelli Scholarship was named in honor of Andrew Marianelli, former member of the Aquinas College Advisory Council and is awarded to one student in the Teacher Education Program. The applicant must have a minimum grade point average of 3.8 and enroll in and complete a minimum of 12 credit hours per semester. The recipient must be reviewed annually by the Scholarship Committee for renewal.

The Andrew Marianelli Teacher Education Scholarship was named in honor of Andrew Marianelli, former member of the Aquinas College Advisory Council. Awarded to a student in the Teacher Education Program, the applicant must have a minimum grade point average of 3.8 and enroll in and complete a minimum of 12 credit hours per semester (16 credit hours is preferred). The scholarship is renewable for a maximum of four academic years and is awarded in increments as follows:

Year 1	25% tuition (excluding fees)
Year 2	50% tuition (excluding fees)
Year 3	75% tuition (excluding fees)
Year 4	100% tuition (excluding fees)

The Helen Sprouse Teacher Education Scholarship was named in honor of Miss Sprouse who graciously remembered Aquinas College in her estate plans. It is awarded to one student who has been admitted into the Teacher Education Program. The applicant must have a minimum grade point average of 3.6 and must enroll in and complete a minimum of 15 credit hours per semester. The scholarship is renewable for a maximum of four academic years and is awarded in increments as follows:

Year 1	20% tuition (excluding fees)
Year 2	40% tuition (excluding fees)
Year 3	50% tuition (excluding fees)
Year 4	75% tuition (excluding fees)

The *Veterans Elementary Teaching Scholarship* provides 50% of tuition per year to students who have served in active military duty for at least two years. Students must produce proof of an honorable discharge (DD-214) and must agree to teach in a disadvantaged school for three years upon graduation and maintain a 2.0 GPA.

The *Angela Healey McCormick Memorial Scholarship* was established by her family to honor Mrs. McCormick and her twenty years of service in the Davidson and Williamson counties educational system. Applicants must be a resident of Williamson or Davidson counties, have a minimum composite score on the ACT of 18 or 870 on the SAT, a high school cumulative grade point average of 2.75 and demonstrate financial need. To apply for the scholarship, applicants must submit a 250 word essay and two letters of recommendation. The scholarship is renewable for a maximum of four academic years and recipients must maintain a 2.75 grade point average. The scholarship is stackable up to 100% of the cost of tuition; however, federal and state program will be factored first.

The *Marion Beckham and Jim Clayton Scholarship for the Education of the Dominican Sisters* was established in memory of the parents of Jim Clayton, III, an Aquinas College board member and the grandparents of Carole Reinke AC'00, SCA'97, OS'93, Susan Kennedy SCA'88, OS'84 and Nancye Henderson SCA'84, OS'80. The scholarship provides tuition for a Dominican Sister attending Aquinas College preferably in the Education Program.

GENERAL SCHOLARSHIPS

Dual Enrollment Awards are a one-time award granted to first-time college freshman taking a minimum of 12 hours per semester who have participated in the Dual Enrollment program at Aquinas during the junior and/or senior year. The Award is for \$1,000. Candidates must have a minimum standard composite score of 19 on the ACT or a minimum 900 on the SAT, and a minimum 2.75 high school cumulative grade point average on a 4.0 scale. Recipients must maintain a collegiate cumulative grade point average of 2.75 on a 4.0 scale to continue their eligibility. Eligibility for Dual Enrollment Program is stackable up to 100% tuition; however, federal and state programs (i.e. Hope Scholarship) will be factored first.

Aquinas Scholar Award provides two (2) St. Cecilia Academy students ranking in the top of the junior class the opportunity to be named Aquinas Scholar according to the recommendation of the faculty of St. Cecilia Academy. Such students are entitled to take one course per semester of their senior year at Aquinas College with no tuition beyond the tuition charged at St. Cecilia Academy.

The Mary Sue and Joel Cheek Scholarship Fund was established by the Cheeks, lifelong friends of the College, to provide tuition assistance to Catholic students who demonstrate financial need. Applicants may enroll in any program, complete a minimum of 12 credit hours per semester and must maintain a minimum grade point average of 2.0.

The *Aquinas Future Leaders (AFL) Scholarship* provides tuition assistance to individuals exemplifying leadership and providing service to the college through the AFL Program. Students must maintain a minimum GPA of 2.8. The student must enroll in and complete a minimum of 12 credit hours per semester.

The Margaret and Dan Maddox Tuition Assistance Scholarship was established by Mr. and Mrs. Maddox before their untimely passing and provides tuition assistance to a student in any program who demonstrates financial need and maintains a grade point average of 2.0. The student must enroll in and complete a minimum of 12 credit hours per semester.

The Grannis Family Scholarship Fund is named for a family very devoted to the success of not only Aquinas College but also The Dominican Campus. The scholarship was established by Jay Grannis (OS '72) and his mother, Evelyn, in 2002 to ensure that students from all financial backgrounds can attend Aquinas College.

The Sister Dominica Scholarship was established in 1986 to honor Sr. Dominica Gobel, O.P., former Academic Dean, for her service to Aquinas College since its beginning in 1961. The scholarship provides need-based aid to two students per academic year who have achieved a minimum grade point average of 3.0. Applicants must enroll in and complete a minimum of 12 credit hours per semester.

The Aquinas College Alumni Medallion of Merit Scholarship is funded through the philanthropic support of Aquinas College alumni. The scholarship is awarded to help meet the financial needs of students attending Aquinas College, especially family members of Aquinas alumni.

The Janet and Bill Bachus Family Scholarship was established by alumnus and former Board of Directors member, Stephen Bachus '80, in memory of his parents and ensures that students from all financial backgrounds can attend Aquinas College. Scholarship award should not exceed the full cost of tuition and fees.

OUTSIDE SCHOLARSHIPS

Private Sources offer financial assistance and students are encouraged to research the availability of funds from private foundations and organizations. Source information may be obtained through the Aquinas library, other local libraries and the Internet. Students must inform the Office of Financial Aid upon receipt of an outside scholarship.

GENERAL ACADEMIC INFORMATION

THE ACADEMIC YEAR

Aquinas College operates according to a semester calendar with two (2) 16-week semesters comprising the academic year. In addition, the College offers summer sessions, evening classes, and an adult accelerated degree program.

CLASSIFICATION OF STUDENTS

Students are classified as follows:

- * Freshman: 0 - 24 credit hours completed;
- * Sophomore: 24 - 48 credit hours completed;
- * Junior: 48 - 72 credit hours completed; and
- * Senior: 72 or more credit hours.

**This classification is not the means for determining a student's academic progress toward completion of degree requirements or graduation date. Students must consult with their academic advisor to understand the number of credit hours required for completion of their specific degree and for scheduling remaining courses. Only after consulting his/her academic advisor will the student have a basis for determining an anticipated graduation date.*

COURSE SCHEDULES

Prior to the beginning of each semester, and summer sessions, a schedule of courses is published. Aquinas College reserves the right to alter the published schedule at any time. In addition to the course listings, the schedule contains calendar information, registration procedures, financial information and the schedule for drop, add and withdrawal including the refund policy.

COURSE LISTINGS/OFFERINGS

Individual courses under course schedules are subject to change or cancellation at any time and may not be offered each semester or every year. Any course may be cancelled from current offerings if the number of registrants does not justify its offering.

COURSE SCHEDULE CHANGES

During the fall and spring semesters, should a student decide to change his/her schedule, official changes will be accepted only during the times stipulated on the College calendar. Deadlines for these changes during summer sessions will be posted prior to the beginning of each session. Changes must be made with the consent of the student's advisor, the Director of Financial Aid, the Business Office and the Registrar.

Students who fail to make financial arrangements at the time they register for classes will not be considered officially registered until financial arrangements have been made through the Central Business Office. These students will be automatically deleted from the system according to dates published in the fall, spring and summer session schedules, if financial arrangements are not made by the designated date (or the first day of class, if no date is specified).

STUDENT COURSE LOAD

Students taking 12 or more credit hours of credit work are full-time students. Students taking fewer than 12 credit hours are part-time students. Students may not enroll for more than 18 credit hours without completing the *Extension of Maximum Number of Semester Hours*. This form may be obtained in the Office of the Registrar and must be approved by the Vice President for Academic Affairs. It is the student's responsibility to obtain and be aware of the published schedules and the College calendar.

DEVELOPMENTAL COURSES

Developmental courses are offered to help the student meet the required proficiency in a designated subject area. No credit is awarded for developmental courses. Course grades are Pass (P) or Non-Pass (NP) and are indicated on the College transcript. Developmental courses are not considered in GPA computation.

Although developmental courses do not count towards required credit hours for graduation, they do count toward eligibility for financial aid. Students who are required to take developmental courses must successfully complete them during the first semester of attendance with a minimum grade of 80% (P) before entering the next level of study. Failure to complete with 80% will necessitate a second enrollment during the following term. Students who do not pass on the second attempt will be unable to continue their studies at Aquinas.

CREDIT FOR EXTRA-INSTITUTIONAL LEARNING

Aquinas College acknowledges that learning experiences may be gained through examinations and/or evaluations based on recommendations of the American Council on Education (ACE).

All credits gained through the CLEP, DANTES, and/or AP (Advance Placement Examinations) are considered transferable although the learning did not take place at Aquinas. Students may earn up to a maximum of 30 credit hours toward an associate degree (including standardized exams and *Documented Learning Portfolio*) and 60 hours toward a baccalaureate degree (30 hours maximum through standardized exams and 30 hours maximum by *Documented Learning Portfolio*).

CLEP

Students wishing to take CLEP exams should check with the Registrar to guarantee that Aquinas College will accept the CLEP exam in lieu of college credit.

ADVANCE PLACEMENT

Aquinas College gives advanced placement credit for scores of 3 or above on the College Entrance Examination Board's Advanced Placement tests. The same number of credit hours is awarded which would be earned if the course were taken at Aquinas. The grade is recorded as "CR" on the student's transcript and is not considered in GPA computation. See the Registrar for a complete list of acceptable tests.

COMPUTER COMPETENCY EXAMINATION

Aquinas College offers a competency examination for students who believe they have the required knowledge in Microsoft Word, Excel, PowerPoint and Access to meet the objectives of CPU 115: Introduction to Computers. Students who have taken computer courses above the 100 level are not eligible for the competency examination. Permission to take the test must be obtained from the student's advisor. Students who pass the examination with a score of 70% or higher will be awarded 3.0 credit hours and a grade of "P". Failure to meet the competency minimum score does not guarantee placement in CPU 115 for the following term.

MILITARY CREDIT

For all students being certified to the VA, previous post-secondary education/training (including military) must be evaluated using the ACE guide. Credit will be awarded if equivalent to course content and necessary for the degree.

EXPERIENTIAL LEARNING POLICY

Aquinas College recognizes and gives credit to students for experiential learning. Experiential learning is college-level learning earned without the benefit of a college or university setting. Students applying for credit through experiential learning must follow the policies and procedures as outlined in the *Documented Learning Portfolio-II*. Students should be aware that credit given for experiential learning by Aquinas College might not be transferable to other institutions. Credit is transcribed as "PLA credit" with the course title and number of credits awarded. It will not be considered in the computation of the GPA. Detailed information for applying for experiential learning credit may be obtained through the Office of the Registrar where a manual for *Documented Learning Portfolio-II* is available. If a student wishes to create a portfolio for evaluation, it must be discussed with the student's advisor. The *Documented Learning Portfolio* assessment fees are listed on page 22 under "Tuition and Expenses." Fees are subject to change without prior notice. A submission fee is due at the time that the portfolio is submitted to the Office of the Registrar.

TRANSFER OF CREDIT

Only courses taken at other regionally accredited institutions for which the student has earned at least a grade of "C" will be evaluated for transfer credit. The amount of transfer credit accepted will be determined by the program directors in accordance with the particular degree requirements of the College. Transfer credit is granted at the discretion of the institution. The College reserves the

right to reject any course contrary to its College mission. Once a student matriculates, the expectation is that students who are pursuing a degree must complete all coursework required for that degree at Aquinas College. Transfer credit is not computed in the Aquinas GPA.

Science courses required for the A.S.N. degree must be current within the last five years of starting the A.S.N. Program. For all other programs the science courses must have been completed within the last ten years to be transferable.

CREDIT FOR PROFESSIONAL OR CERTIFICATE COURSES

For those who wish to create a rationale for the possible acceptance of coursework which was taken for Professional or Certificate courses, a *Documented Learning Portfolio-I Manual* is available by request from the Office of the Registrar. All details are contained within the Manual. Students must discuss such application with their advisor. Credit is transcribed as “PLA credit” with the course title and number of credits awarded. It will not be considered in the GPA.

ORIENTATION/REGISTRATION FOR NEW STUDENTS

A new student orientation/registration program (Aquinas ACCESS) is held on specified dates throughout the summer leading up to the start of the fall semester. Students register for classes and receive their handbook/planner, college catalog, parking permit, have photos taken for student IDs, and receive a general orientation to the college and its rules and regulations. The spring program is a condensed version consisting of traditional registration dates and a new student orientation day just prior to the start of spring classes. New students will be notified in advance of orientation/registration dates.

ADVISEMENT AND REGISTRATION

Advisement decisions are made on the basis of the student’s designated course of study. All students, upon acceptance into the College, will be assigned an advisor. The purposes of advisement are to guide the student in terms of course selection and to provide academic counseling.

It is important to note that the student is entirely responsible for completing the requirements for the degree program in which he/she is registered. It is up to the student, in consultation with his/her advisor, to select the correct courses, maintain the required GPA and carry the required hours in preparation for graduation. Course drops, withdrawals and failures are the complete responsibility of the student and one must expect that his/her graduation date may be altered because of these.

TRANSFER AGREEMENTS FOR COURSEWORK TAKEN OUTSIDE OF THE COLLEGE

Once a student matriculates, the expectation is that students who are pursuing a degree must complete all coursework required for that degree at Aquinas College. However, under special

circumstances, students may request to take classes outside of the college. To guarantee that credit(s) will be transferable, Aquinas students must obtain written permission from and provide a compelling argument to the Office of the Vice President for Academic Affairs before enrolling in the course(s) at other institutions while simultaneously enrolled as an Aquinas College student. Failure to obtain such agreement may prevent the course(s) from being transferred. Transfer credit is not computed in the Aquinas GPA.

ATTENDANCE

Because academic learning time is essential for achievement, students are to attend their classes and to be punctual.

Each instructor establishes his/her own attendance policies. These requirements are announced to each class at the beginning of the semester by each instructor and are contained within each course syllabus.

In general, absences totaling more than one week of class meetings (or the equivalent) are excessive and will jeopardize the student's grade in the course.

Students who register but NEVER attend any classes will be purged from the records after two weeks and will be responsible for payment of fees.

Due to the nature of the accelerated format of the R.N. to B.S.N. Program, weekly attendance is expected. Please consult the R.N. to B.S.N. handbook for attendance policies.

DROPPING/ADDING COURSES

The drop/add period for:

- fall and spring semesters begins on the first calendar day of the semester and end after the fifth calendar day of the semester;
- summer I and II sessions begins on the first calendar day of the session and end after the second calendar day of the session;
- summer night sessions ends after the first class meeting;
- science courses ends after the second class meeting;
- **add period** for *Summer Workshops for Educators* begins after registration date for eight business days prior to the first calendar date of the workshop;
- **drop period** for *Summer Workshops for Educators* begins after registration prior to the first calendar date of the workshop.
- R.N. to B.S.N. Program course drops must be processed before the first class meeting.

Drop/add transactions do not appear on the transcript. (*See pages 22-23 of this catalog for refund policy.*)

SUBMISSION OF COURSEWORK

All work submitted in courses must be original and properly cited. Coursework (research, presentations, essays, papers, etc.) cannot be recycled for credit in another course or in a repeated course.

EXAMINATIONS

Instructors may give tests at any time and final written examinations are required at the end of most courses. Only in extreme emergencies will any deviation from a final examination schedule be allowed. Any unexcused absence from a final examination will result in a grade of “F” for the final examination and, depending on weight of exam, may result in a grade of “F” for the course.

THE GRADING SYSTEM

Final course grades represent a common standard intended to reflect the degree to which expected learning outcomes of the course have been achieved. The method(s) for determining final course grades, including grading scale, are indicated in each course syllabus disseminated at the beginning of the term. The standard used by Aquinas College faculty for determining final course grades are reported on students’ transcripts as letters and conform to the following rubric:

- A Work of superior quality indicating an excellent level of achievement;
- B Work of above average quality indicating a high level of achievement;
- C Work of average quality indicating a satisfactory level of achievement;
- D Passing, below graduation and transfer standard; and
- F Failing, course must be repeated to receive credit.

Each instructor establishes his/her own grading system, including numerical standards and equivalent letter grades.

The following are recorded on the transcript depending upon the circumstance:

AU	Audit	W	Withdrawal	FN	Failure non-attendance
I	Incomplete	WP	Withdraw passing	NG	No grade
P	Passing	WF	Withdraw failing	R	Course repeated
NP	Not Passing				

An “*I*” indicates that work required for a course was not completed due to illness or extreme circumstances beyond the student’s control as determined by the instructor and validated by the Vice President for Academic Affairs. If an “*I*” is not removed by the end of the subsequent semester, a grade of “*F*” results. This may or may not include summer session, depending on the availability of the instructor. The student must complete an “*Intent to Take Incomplete*” form

which must be signed by the student, the instructor and the Vice President for Academic Affairs indicating the term by which the Incomplete is to be removed.

A “**P**” (*passing*) and “**NP**” (*not passing*) are awarded for developmental courses and have no grade point value.

A “**W**” appears on the transcript when a student withdraws from a course or the College during the withdrawal without academic penalty period. The W has no effect on the student’s GPA.

A “**WP**” (*withdraw passing*) appears on the transcript when a student withdraws from a course or the College during the withdrawal with academic penalty period. The WP has no effect on the student’s GPA.

A “**WF**” (*withdraw failing*) appears on the transcript when a student withdraws from a course or the College during the withdrawal with academic penalty period. The WF does affect the student’s GPA. It is calculated in the GPA as an “F”.

An “**FN**” (*failure non-attendance*) appears on the transcript when a student is determined by an instructor to be in violation of either the instructor’s attendance policy (contained within each course syllabus) or the general attendance policy of the school. (See page 40 of this catalog regarding attendance.) The FN is calculated into the GPA as an “F”.

THE GRADING SYSTEM AND QUALITY POINTS

Each grade is accompanied by an equivalent number of quality points based upon the numbers of credit hours a course is worth. A student must earn twice as many quality points as credit hours earned toward the degree to determine eligibility for graduation. Quality points are awarded as follows:

A.....	4	Quality Points per credit hour
B	3	Quality Points per credit hour
C	2	Quality Points per credit hour
D.....	1	Quality Point per credit hour
F.....	0	Quality Points per credit hour

GRADE POINT AVERAGE

The student’s grade point average (GPA) is computed by dividing the number of quality points (PNTS) earned from courses taken at Aquinas by the number of credit hours (HRS) earned from courses taken at Aquinas. $PNTS \text{ divided by } HRS = GPA$. This excludes courses taken as audit, courses officially dropped or withdrawn, and developmental courses registering a grade of “P” or “NP.” Grade point averages earned at other institutions are not computed in the Aquinas GPA.

MID-TERM AND FINAL GRADES

Mid-term deficiencies are provided to the student and advisor in the fall and spring semesters, but are not recorded on the transcript. Students who receive mid-term deficiencies must make appointments with advisors within one week. Final course grades are available to the student on the student portal at the end of each semester and summer sessions. Students who prefer to have their grades mailed must notify the Office of the Registrar. Final grades will **not** be available until all financial obligations are met.

A student has a period of ten business days following completion of a course to refute the grade given for that course. The student must contact the instructor of the course in order to challenge the grade. (See the *Student Handbook* for details.)

REPEATING COURSES

If a student fails a developmental course, it must be repeated at Aquinas. If a second failure results, the student must obtain the permission of the Program Director and the Vice President for Academic Affairs prior to successfully completing that course at another accredited institution before applying for re-admission to Aquinas.

Credit-bearing courses may be repeated only once. Petitions for an exception may be accepted and reviewed by the Program Director. The petition must contain documentation and a compelling argument for the exception to this policy to proceed to the Vice President for Academic Affairs. The decision of the Vice President for Academic Affairs is final. The student's advisor will notify the student of the final decision in writing. The grade received in repeating that course supersedes the previous grade. Credit is awarded following completion of the course that was repeated. When a student receives a WF or FN in a credit-bearing course that is considered the initial attempt of a course, the student may only repeat the course one more time.

A student enrolled in a specific program of study, e.g. nursing, must be careful to follow the program's individual stipulation for repeating courses.

CHANGE OF ACADEMIC PROGRAM

Students who wish to change from one academic program to another must submit to the Vice President for Academic Affairs a copy of the request form: "*Change of Academic Program.*" All forms can be obtained in the office of the Program Director.

DOUBLE MAJOR

Students may earn two majors during the completion of their degree requirements. Students should be aware that a minimum of 67% of the credit hours for each major are required to earn any two majors simultaneously and must be unique (that is, do not overlap the requirements for the second

major). In certain circumstances, therefore, it may be impossible to earn two majors if the requirements for the majors under consideration share a number of common courses that would thus prevent the attainment of the required percentage of unique courses. In some instances, due to the large number of credits necessary to complete the obligations of both majors, double majors may not be feasible. In these situations, permission from the Program Directors of each program from which the majors are sought will be required.

Students considering the possibility of the double major should consult with their academic advisor and develop a written proposal outlining their request. If one of the proposed majors does not originate from the student's academic program, permission must be sought and granted from the director of the program of that major. The Vice President for Academic Affairs is responsible for final authorization of the student's request.

WITHDRAWAL FROM COURSES WITHOUT ACADEMIC PENALTY

Once the drop/add period has ended, students are permitted to withdraw without penalty from individual courses(s) as follows:

- fall and spring semesters begins the second week and end the tenth week. No student may withdraw from any class during the two weeks prior to final examinations.
- summer I and II sessions begins the 3rd calendar day of the session and end after the 7th calendar day of the session.
- summer night sessions begins the 2nd day of class and end after the 3rd day of class;
- science courses begins the 3rd day of class and end after the 7th day of class;
- *Summer Workshops for Educators* begin after the first class meeting and end before the second class meeting.
- R.N. to B.S.N. Program:
 - 4-week class: must withdraw before the start of the 2nd class;
 - 5-week class: must withdraw before the start of the 2nd class;
 - 6-week class: must withdraw before the start of the 3rd class;
 - 7-week class: must withdraw before the start of the 3rd class;
 - 8-week class: must withdraw before the start of the 4th class.

Once withdrawn, a "W" (withdrawn) is indicated on the transcript. "W" does not compute in the GPA. Withdrawal does not affect the GPA. (*See pages 22-23 of this catalog for refund policy.*)

WITHDRAWAL FROM COURSES WITH ACADEMIC PENALTY

Students are permitted to withdraw with penalty from individual courses(s) as follows:

- fall and spring semesters begins with the eleventh week and end two weeks before the start of final examinations;

- summer I and II sessions begins the 8th calendar day of the session and end after the 15th calendar day of the session;
- summer night sessions begins the 4th day of class and end after the 7th day of class;
- science courses begins the 8th day of class and end after the 15th day of class;
- *Summer Workshops for Educators* begins after the second class meeting and ends before the third class meeting.
- R.N. to B.S.N. Program:
 - 4-week class: must withdraw before the start of the 3rd class;
 - 5-week class: must withdraw before the start of the 4th class;
 - 6-week class: must withdraw before the start of the 5th class;
 - 7-week class: must withdraw before the start of the 6th class;
 - 8-week class: must withdraw before the start of the 7th class.

Once withdrawn, a “WP” (withdraw passing) or “WF” (withdraw failing) is indicated on the transcript. “WP” does not compute in the GPA. “WF” does compute in the GPA as an “F.” (*See pages 22-23 of this catalog for the refund policy.*)

Summer I, II, and science courses; **under no circumstances** may a student withdraw within the last three days of the term.

Summer night sessions; **under no circumstances** may a student withdraw within the last two days of the term.

When the number of class meetings do not conform to the “Withdraw With Penalty” policy (such as, due to holidays) refer to the academic calendar for exact dates. This can be found in the front of the catalog or the current class schedule.

Following the withdrawal period, students may not withdraw from individual classes.

WITHDRAWAL PROCESS FOR STUDENTS IN THE RESERVES AND NATIONAL GUARD

Reserve and National Guard armed forces are serving our country. When they are also students, and are called to active duty, significant academic and financial hardship may result without a specific policy to address this situation. The purpose of this policy is to minimize the financial and educational impact on Aquinas students called to active duty from the National Guard and Reserves.

The following procedure will be implemented at Aquinas College for students in the Reserves or National Guard who are called to active duty:

- If a student receives written orders to report to active duty, the student should bring the original orders to the advisor who will make a copy to be kept on file in the Office of the Registrar.

- The student should complete the withdrawal process by completing the change of schedule form by seeing his/her Advisor, the Registrar and the Director of Financial Aid. Students will receive a grade of “W” and “WP” depending upon the time in the term the student withdraws.
- If the student is the recipient of Federal financial aid or recipient of VA benefits, the appropriate guidelines will be followed regarding the tuition paid up to the point of withdrawal (all fees and books are nonrefundable).
- If the student is a cash-pay student or the recipient of employer tuition assistance, he/she will either receive a credit, which will be applied when the student re-enrolls or a full refund to the payee (student or employer) for the monies paid to the point of withdrawal for the current semester or class. This policy for enrolling will be honored for 5 years or 10 semesters following the semester of withdrawal.
- In the event that the call to active duty of a Reservist or National Guardsman causes his/her spouse enrolled in the college to withdraw because of hardship, the administration will, on a case-by-case basis, consider granting academic relief and tuition credit for monies paid to the point of withdrawal. Hardship on the part of the spouse is demonstrated by presenting all of the following documentation:
 - a copy of the official orders calling his/her spouse to active duty;
 - documentation of a change in the family income as a result of the spouse’s call to active duty;
 - a letter from the responsible Reserve or National Guard commander attesting to the hardship and recommending relief; and
 - demonstrated need as determined by the Director of Financial Aid using the FAFSA.

WITHDRAWAL FROM THE COLLEGE

A student finding it impossible or inadvisable to continue his/her studies at Aquinas may request permission to withdraw from the College. Such withdrawal is considered official only when the student processes the proper withdrawal forms and satisfies all financial obligations. The withdrawal forms must be approved by the Vice President for Academic Affairs and Central Business Office and submitted to the Office of the Registrar. Withdrawal beyond the designated period will only be permitted under extreme circumstances as determined by the Vice President for Academic Affairs. The transcript will reflect withdrawal as “WP” passing or “WF” failing. “WP” does not compute in the GPA. “WF” does compute in the GPA as an “F.” If the student fails to officially withdraw from the College, an “F” will appear on the transcript for each registered course and the GPA will be affected. Should the student desire to return to the College, the readmission procedures must be followed. Should a student withdraw with a balance due to the College, the student will be liable for this debt and grades nor transcript will be released until all debts to the College have been cleared.

Students who withdraw from the College will be required to complete a withdrawal survey in the Office of the Registrar prior to the finalization of the withdrawal process.

It is important that the student understands it is his/her responsibility to follow the procedure for official withdrawal from classes/the College. Failure to do this will result in a grade of “F” for each class in question. Grades of “F” will be reflected in the GPA and no refunds will be given.

GOOD STANDING

Unless stated otherwise below, the student is in good standing if his/her cumulative GPA meets the standard as follows:

<i>Credit Hours Attempted at Aquinas</i>	<i>Minimum Grade Point Average</i>
0 - 24	1.50
24 - 48	1.75
48 - 72	1.85
72+	2.0

The term “good standing” indicates only that the student meets the minimum standard for retention and does not show disciplinary problems.

Students enrolled in the Liberal Arts Program must maintain a cumulative 2.0 GPA beyond 50 hours of attempted credit.

Students enrolled in the Business Program must maintain a minimum cumulative GPA of 2.0 at all times and must earn at least a “C” in all business core and major courses and any prerequisites for those courses.

Students enrolled in the Teacher Education Program must maintain a minimum GPA of 2.6 from formal induction into the program until program completion and must attain a “C” or higher in all courses in the major and professional education.

A.S.N. students must maintain a minimum GPA of 2.0 at all times and must earn a minimum grade of “C” in all nursing courses.

R.N. to B.S.N. students must maintain a minimum GPA of 2.0 at all times and must earn a minimum grade of “C” in all nursing courses.

ACADEMIC PROBATION

A student is placed on academic probation at the end of any regular semester or Summer Session in which his/her cumulative GPA falls below the standard of “Good Standing.”

The student is removed from probation at the end of the probationary semester if he/she earns a semester GPA of at least 2.0 or if the semester GPA is high enough to bring the cumulative GPA up to the standard for good standing as stated in the chart on page 47. A student may be placed on continued probation for one additional semester with the approval of the Vice President for Academic Affairs, if considerable progress is evident. If a student fails to meet the criteria for academic progress at the end of the probationary semester, he/she will then be placed on academic suspension.

ACADEMIC SUSPENSION

Any regularly admitted student who receives a suspension at the end of any given semester or Summer Session will not be eligible for re-enrollment until one regular fall or spring semester has elapsed. At this time, the student will be readmitted on probation.

Upon the receipt of a second suspension, a student will not be eligible for re-enrollment until one calendar year has passed. The student's application for readmission will then be reviewed by the Admissions Committee to determine if re-admission is in the best interest of the student.

DISMISSAL FROM COLLEGE

A student may be dismissed from the College subject to the appeals process for grievances as outlined in the *Aquinas Student Handbook* for, but not limited to, any of the following reasons:

- Conduct of an unacceptable nature (See the *Student Handbook* for details);
- Falsification of records or withholding of information.

Any student dismissed from the College will not receive a refund of tuition or fees.

GRADUATION REQUIREMENTS

Aquinas College awards the following degrees:

Bachelor of Arts (B.A.)

Bachelor of Business Administration (B.B.A.)

Bachelor of Science (B.S.)

Bachelor of Science in Nursing (B.S.N.)

Associate of Arts in Liberal Arts (A.A.)

Associate of Science in Nursing (A.S.N.)

Candidates for degrees must meet the following graduation requirements:

<u>Degree</u>	<u>Minimum Number of Credit Hours</u>	<u>Final 25% of Total Credit Hours Completed at Aquinas College*</u>
Bachelor of Arts (B.A.)	120	30
Bachelor of Business Administration (B.B.A.)	121	30
Bachelor of Science (B.S.)**	120	30
Bachelor of Science in Nursing (B.S.N.)	120	30
Associate of Science in Nursing (A.S.N.)	71	18
Associate of Arts in Liberal Arts (A.A.)	64	16

* Any deviation must be approved by the Director of the program in which the student is enrolled and by the Vice President for Academic Affairs.

** Academic Programs awarding the Bachelor of Science degree may have program specific requirements. Refer to the following sections.

- **GPA Requirements*:**

- Liberal Arts Program:
 - Bachelor of Arts – 2.0
 - Associate of Arts in Liberal Arts – 2.0
- Business Program:
 - Bachelor of Business Administration – 2.0
- Teacher Education Program:
 - Bachelor of Science – 2.6
 - Post-Baccalaureate – 2.6
- A.S.N. Program:
 - Associate of Science in Nursing – 2.0
- R.N. to B.S.N. Program:
 - Bachelor of Science in Nursing – 2.0

*See Good Standing on page 47 of this catalog.

- ***The Collegiate Assessment of Academic Proficiency (CAAP):***
 - must be taken by the Associate of Arts in Liberal Arts students and junior/sophomore status students seeking bachelor degrees from the Business, Liberal Arts, and Teacher Education programs

- ***Major Field Test in Business II:***
 - must be taken by senior status students seeking a degree in the Bachelor of Business Administration Program

- ***Fulfillment of all financial obligations to the College.***

- ***Submission of an Intent to Graduate form:***
 - must be done in order to be awarded a degree from Aquinas College, and have the degree recorded on the official transcript.

Commencement exercises are held during the month of May of each academic year. Students may participate in the Commencement exercises if graduation requirements are completed in December prior to the May commencement date or students are within 6 credit hours of completing the graduation requirements following the May commencement date. Diplomas are issued with a December date, May date or August date, depending on date of completion of required coursework.

Students are responsible for the following expenses pertaining to graduation:

- A graduation fee of \$25.00 (payable in early Spring Semester)
- Expenses incurred through the ordering of invitations, etc.

Should the student fail to meet graduation requirements or decide not to participate in the ceremony, expenses incurred are the responsibility of the student and no refunds will be made.

AWARDS AND HONORS

Students earning Associate or Baccalaureate degrees (all coursework having been successfully completed) and having the following cumulative grade point averages will graduate with honors:

3.8 - 4.0	Summa Cum Laude
3.5 - 3.79	Magna Cum Laude
3.2 - 3.49	Cum Laude

In determining the GPA used for awarding Latin Honors for Associate or Baccalaureate degrees, all course work must be successfully completed and all credits, including transferred credits and credits earned at Aquinas, will be counted effective December 2011.

Effective December 2011 the following grade point averages will be necessary to attain honors:

3.9 - 4.0	Summa Cum Laude
3.7 - 3.89	Magna Cum Laude
3.5 - 3.69	Cum Laude

Post Baccalaureate do not qualify for honors since they are not in pursuit of a degree.

Full-time students earning a grade point average of 3.6 - 4.0 for a semester are placed on the Dean's List. Full-time (12 credit hours/semester) students earning a grade point average of 3.0 - 3.59 are placed on the Honor Roll. Developmental courses taken are not calculated in the grade point average.

TRANSCRIPTS

Transcripts and all student records are confidential. No student records or transcripts will be released without the written consent of the student. Transcript request forms may be obtained at the Office of the Registrar. Transcripts of grades will not be released if a student, past or present, has an outstanding financial obligation. Only transcripts from Aquinas College are released. Transcripts from other colleges or universities must be obtained from the original institution.

Students in the Liberal Arts, Business, or Teacher Education Programs who have met the graduation requirements must sit for the *Collegiate Assessment of Academic Proficiency (CAAP)* before the degree will be awarded and shown on the transcript. The CAAP is administered on a designated date before the end of the spring semester.

Students in the Business Program who have met the graduation requirements must sit for the *Major Field Test in Business II* before the degree will be awarded and shown on the transcript. This test is Aquinas College are released. Transcripts from other colleges or universities must be obtained from the original institution.

When applicable, the student is responsible for Federal Express or Overnight Mail charges.

STUDENT SERVICES

GUIDANCE AND COUNSELING

Students at Aquinas are provided with a variety of counseling services, which are coordinated through the Office of the Director of Student Learning Services. Any student may make an appointment for individual, confidential assistance.

Services provided for students include:

- Referrals for personal counseling;
- Career guidance, including occupational information;
- Educational counseling for those who qualify for exceptions under the *Americans with Disabilities Act Amendments Act of 2008*;
- Referral services;
- Counseling services on a periodic basis;
- Transfer counseling.

Guidance is concerned with the whole person. At Aquinas, all faculty members and the academic administration participate in the guidance process. All are concerned with the spiritual, psychological and academic welfare of students.

STUDENT LEARNING SERVICES

The mission of the Student Learning Services (SLS) is to enhance the academic performance of Aquinas College students. SLS services include individual and group tutorial assistance in many courses including all developmental courses, most of the Liberal Arts and science courses and all associate degree nursing courses. SLS also offers learning skills enhancement seminars throughout the academic year. There is no charge to the student for the tutorial or seminar services.

STUDENT DISABILITY SERVICES

Aquinas College strives to provide an optimal opportunity for students with disabilities to meet with success, while not compromising the caliber of instruction or the self-confidence of the learner. The *Americans with Disabilities Act Amendments Act of 2008* prohibits discrimination against individuals with disabilities. Section 504 of the *Rehabilitation Act of 1973* mandates that post-secondary institutions that receive federal monies provide “reasonable accommodations” for students with disabilities.

Enrolled students of Aquinas College who have a disability that requires accommodation must request such services from the Director of Student Learning Services. These students must provide documentation to the Director of the Student Affairs to certify the disability. Documentation must be based on current test results (*within the last three years*) provided by a physician (who practices in the area specifically associated with the student’s disability) or certified psychologist. Aquinas reserves the right to request another evaluation, if it is deemed necessary by the Director of Student Learning Services. Such evaluations are the financial responsibility of the student. Please see the Director of Student Learning Services for current documentation requirements.

It is the responsibility of the student to be certain that all necessary documentation is provided to the Director of Student Learning Services early enough to provide sufficient planning time to coordinate and provide appropriate support services. The Director of Student Learning Services will meet with the student to assess the current need and access to accommodations. The Director

of Student Learning Services acts as the liaison between the student and the accommodation provider at the College. It is the responsibility of the Director of Student Learning Services to facilitate the acquisition of such reasonable accommodations as may be required.

These accommodations may include such services as classroom accommodation on tests and examinations, taping of class lectures, assistance with class scheduling and selection (though not to replace the responsibilities of the faculty advisor), tutoring services, and referral to the Department of Vocational Rehabilitation. The accommodation is made on a per term basis. Therefore, it is the responsibility of the student to request support services each term for which the student is enrolled.

Any student with special needs should contact the Director of Student Learning Services at (615) 297-7545, extension 441 for assistance. Aquinas College is committed to providing the best possible learning environment for all students.

LIBRARY

The Aquinas Library houses a collection of more than 70,000 items selected to support the college's curriculum. In addition to books and periodicals, the library provides over 70 databases from information vendors such as OCLC, EBSCO, Gale, JSTOR, Oxford, NetLibrary, and several others. These online databases provide access to thousands of full-text periodicals and books. Wi-Fi access is available in the library as well as loaner laptop computers. Aquinas Library is a member of Lyrasis (formerly SOLINET), the regional library network through which the library accesses OCLC, the largest bibliographic network database in the world. Aquinas Library also participates in the Nashville Area Library Alliance and its Project Athena, which is a virtual online catalog to the collections of fourteen academic and public libraries in the Middle Tennessee area. Through these networks the library both catalogs materials and lends and borrows items via interlibrary loan. The library has an Internet accessible online public access catalog and an integrated library system. There are computer workstations in the library to be used for word processing, course projects and programmed instruction by the students. Equipment for viewing and listening to audiovisual materials is likewise available. The library provides photocopy and microfiche copy services. The library's special collections include the Monsignor Flanigen Papers, Sister Aloysius Mackin Papers and rare books.

BOOKSTORE

The College bookstore is a "virtual bookstore" operated by E-Campus and accessed online through the Bookstore link on the College website. Any books or materials required for courses can be purchased and ordered. The books will arrive at the student's home or specified mailing address. Used books can also be sold back through this virtual bookstore. The Aquinas College virtual bookstore accepts credit/debit cards, checks, money orders, and financial aid/scholarships. If a student intends to use financial aid for his or her books, that student must first visit the Aquinas College Office of Financial Aid for consultation and data input, then, upon approval, may order his or her textbooks online.

CARRIAGE HOUSE

The *Carriage House* serves as the Student Center for the campus. Vending machines, a refrigerator, and a microwave are available for the convenience of students. There is a large, shaded patio at the rear of the building, complete with picnic tables.

STUDENT IDENTIFICATION CARD

All students are required to obtain an Aquinas College identification card. The ID card entitles a student to attend college campus activities and to use the library facilities. Nursing students are required to display identification cards at all times during hospital clinicals. Pictures for ID cards are taken during ACCESS Orientation.

STUDENT RIGHTS AND RESPONSIBILITIES

A statement of “*Student Rights and Responsibilities*” can be found in the *Student Handbook*.

STUDENT ACTIVITIES

Social activities are planned for the student body throughout the school year, including our annual Fall Festival and Spring Fling; details of other events can be found on the website calendar. The following clubs and organizations are available to Aquinas students:

- Student Activities Board
- Phi Beta Lambda (Business)
- Association for Supervision and Curriculum Development – Student Chapter (Teacher Education)
- Association of Student Nurses (Nursing)
- Delta Epsilon Sigma (Academic Honor Society)
- Sigma Beta Delta (Business Academic Honor Society)
- Aquinas Singers
- Frassati Society (Religious)

RELIGIOUS ACTIVITIES

Mass is offered in St. Jude’s Chapel during the fall and spring semesters and during the summer session depending on the availability of a priest. Dates and times for Mass are regularly posted. The chapel is open daily from 8:00 a.m. to 9:00 p.m. year-round for personal prayer. When school is in session, there is frequent Eucharistic Adoration and confessions are heard weekly.

PROGRAMS OF STUDY

Aquinas College offers the following baccalaureate degrees:

Bachelor of Arts (B.A.)
Bachelor of Business Administration (B.B.A.)
Bachelor of Science (B.S.)
Bachelor of Science in Nursing (B.S.N.)

Aquinas College offers the following associate degrees:

Associate of Arts (A.A.) in Liberal Arts
Associate of Science in Nursing (A.S.N.)

Aquinas College offers the following post-baccalaureate program:

Elementary Education K-6

Aquinas College offers the following majors:

English
Finance
History
Interdisciplinary Studies (Elementary Education K-6)
Liberal Arts
Management
Theology

Aquinas College offers the following minors:

Business Administration
English
History
Philosophy
Psychology
Theology

Important: The sections that follow detail the degrees offered by each academic program at Aquinas. The specific requirements for each degree, major, and minor are determined by the individual program's unique professional and academic goals.

The hours listed indicate the number of hours of credit for one semester; i.e. semester hours.

BUSINESS PROGRAM

MISSION

The Mission of the Business Program is to graduate intellectually and spiritually developed business professionals who will join the community of work, exceed the expectations of their employers and advance the common good of society. This will be achieved by providing a robust, fully integrated, professional curriculum taught by faculty who are developed in and committed to Catholic social teachings.

PROGRAM GOALS

- Instill within the students the motivation and desire to follow sound moral judgment in personal and professional roles.
- Provide students with an understanding of the principles of a market-based, free enterprise economy within the framework of Christian business ethics.
- Strengthen the business judgment of graduates by providing a capability for critical thinking, creative problem solving, and innovative decision-making processes in an organizational setting.
- Develop students' skills in areas such as written and verbal business communication, the application of quantitative tools and technology in a management environment, and the utilization of management science techniques to resolve complex business problems.
- Promote in students an understanding of the relationships among business functions (e.g., finance, marketing, operations), and their respective roles in the overall management of the firm.

PROGRAM FEATURES

Aquinas business students consistently characterize the learning environment as supportive, challenging and nurturing, much like a family unit. Small class sizes allow students to develop mentor relationships with faculty and enjoy a more personalized educational experience. At the same time students are earning their business administration degree, they are able to pursue a minor in a Liberal Arts discipline. In their senior year, students look forward to completing an Internship in Business. The Internship course transitions the student from learning core business skills in the classroom to applying them in the business community.

BACHELOR OF BUSINESS ADMINISTRATION DEGREE

The Bachelor of Business Administration (B.B.A.) degree consists of three components: the Liberal Arts Foundation, the Business Core, and a Major area of study. The B.B.A. degree requires 121 semester hours for completion.

THE LIBERAL ARTS FOUNDATION

The business profession necessarily involves interaction with varied stakeholders. The Liberal Arts Foundation of the B.B.A. degree hones important communication and analytic skills necessary for those interactions to be effective. Moreover, because business processes involve and affect diverse groups of people, it is important to have a thorough conception of the human condition—an academic feature unique to liberal arts education.

THE LIBERAL ARTS FOUNDATION55 Hours

ENGLISH (6 hours)

- ENG 111 English Composition I 3 hours
- ENG 112 English Composition II 3 hours

COMMUNICATIONS (3 hours)

- BUS 215 Business Communications 3 hours

COMPUTERS (3 hours)

- CPU 115 Introduction to Computers 3 hours

PHILOSOPHY (3 hours)

- PHI 215 Ethics 3 hours

THEOLOGY (6 hours)

- 100-200 level Theology elective 3 hours
- 100-200 level Theology elective 3 hours

MATHEMATICS (9 hours)

- MAT 121* College Algebra 3 hours
- MAT 210 Statistics I 3 hours
- MAT 240 The Nature of Math 3 hours

NATURAL SCIENCE (4 hours)

- Science elective – with laboratory 4 hours

HISTORY (6 hours)

- HIS 111 Western Civilization I 3 hours
- HIS 112 Western Civilization II 3 hours

LITERATURE (3 hours)

- Any Literature elective 3 hours

FOREIGN LANGUAGE – two semester sequence (6 hours)

- Language sequence I 3 hours
- Language sequence II 3 hours

SOCIAL SCIENCE (6 hours)

- ECO 220 Microeconomics 3 hours
- ECO 221 Macroeconomics 3 hours

*If a student has successfully completed an advanced mathematics class as part of his/her high school curriculum, then a 3 credit hour general elective course may be substituted for the MAT 121 requirement.

THE BUSINESS CORE

The Business Core provides a professional foundation in support of the major area of study. The completion of this component, unique to the B.B.A. degree, will ensure that all business students, regardless of major, will be well-grounded in the larger body of business theory and principles.

BUSINESS CORE REQUIREMENTS..... 27 HOURS

ACC 215 Principles of Financial Accounting & Analysis	3 hours
BUS 360 Business Law	3 hours
BUS 480 International Business	3 hours
BUS 497 Strategic Management in the Good Company.....	3 hours
FIN 300 Principles of Corporate Finance	3 hours
MAT 211 Statistics II	3 hours
MGT 300 Principles of Management.....	3 hours
MIS 310 Principles of Information Systems	3 hours
MKT 302 Principles of Marketing.....	3 hours

THE MAJOR AREA OF STUDY

The Liberal Arts Foundation and the Business Core prepare students for the more specialized study required in the major. The major currently available for the Bachelor of Business Administration degree is Management and Finance.

MANAGEMENT MAJOR

The Management major at Aquinas helps prepare students to manage people and processes operating within today's organizations. Emphasis is placed on achieving a thorough understanding of the theories and practices that shape the discipline.

MAJOR IN MANAGEMENT REQUIREMENTS.....27 Hours

BUS 312 Management Science.....	3 hours
BUS 380 Small Business Management	3 hours
BUS 400 Leadership Seminar	3 hours
BUS 445 Entrepreneurship	3 hours
BUS 498 Internship in Business	3 hours
MGT 420 Project Management for Business	3 hours
MGT 425 Global Supply Chain Management	3 hours
MGT 460 Personnel Management	3 hours
PHI 355 Business Ethics and Social Responsibility	3 hours

GENERAL ELECTIVES

Twelve elective credit hours must be completed as necessary to satisfy the Bachelor of Business Administration degree requirement of 121 credit hours.

FINANCE MAJOR*

The Finance major is a professionally oriented major and one that will provide students with a solid understanding of the operation of organizations and the business climate in which they must conduct business. In addition, the Finance major will allow students to develop the tools necessary for effective decision-making while at the same time prepare them for careers in the financial services industry and business administration.

MAJOR IN FINANCE REQUIREMENTS27 Hours

BUS 312 Management Science.....	3 hours
BUS 400 Leadership Seminar	3 hours
BUS 498 Internship in Business	3 hours
FIN 310 Money & Banking	3 hours
FIN 320 Investments.....	3 hours
FIN 410 Commercial Bank Management	3 hours
FIN 420 Investment Banking and Brokerage.....	3 hours
FIN 425 Capital Markets & Risk Management	3 hours
PHI 355 Business Ethics and Social Responsibility	3 hours

**The Business Program will be accepting first-time freshman students for the Finance major beginning Fall 2009. Transfer students with greater than sophomore status will be evaluated on an individual basis.*

GENERAL ELECTIVES

Twelve elective credit hours must be completed as necessary to satisfy the Bachelor of Business Administration degree requirement of 121 credit hours.

TEACHER EDUCATION PROGRAM

MISSION

The Teacher Education Program reflects the belief that teaching children is more than a career choice; it is both a gift and a mission. The Mission of the Teacher Education Program of Aquinas College is to provide a broad spectrum of liberal arts, sciences, and professional education courses permeated with faith and enriched by Christian principles and values. Students are prepared to be Teachers of the Truth, thus enabling them to bring the message of salvation to bear on ethical, social, political, religious and cultural issues in a variety of public, private and parochial school settings.

PROGRAM GOALS

- To educate the whole person by promoting the spiritual, moral, physical and intellectual development of each prospective teacher in a value-centered environment.
- To challenge the individual abilities of each prospective teacher in such a manner as to enhance self-worth and to attain academic excellence.
- To encourage caring leadership, competence in teaching and cooperation in endeavors with other professionals.
- To motivate students to live as part of a believing community which works to serve the multifaceted needs of the children in society; to enable students to embrace the plurality of cultures and creeds; and to respect and reverence the individual differences of children as a wonder of God.

LICENSURE

A teacher candidate must have acquired the knowledge and skills specified by the Tennessee State Board of Education, have student teaching experiences as outlined in the Tennessee State Board of Education guidelines, and meet additional standards, procedures and guidelines, *if mandated*, by the State Board and the Aquinas College Teacher Education Program.

A teacher candidate seeking initial licensure must attain passing scores on the *Educational Testing Service Praxis II Examinations* as required by the State of Tennessee and the Aquinas College Teacher Education Program before the Enhanced Student Teaching Experience. Aquinas College Teacher Education administration and faculty must recommend the candidate.

HEA Compliance Title II of the Higher Education Act requires teacher preparation institutions to report *Praxis II* test scores and other data. See the following chart:

Academic Year	Aquinas College Pass Rate	Statewide Pass Rate
2001-2002	100	97
2002-2003	100	96
2003-2004	100	98
2004-2005	100	97
2005-2006	100	97
2006-2007	100	97
2007-2008	100	97

NON-LICENSURE PROGRAM

A student who chooses not to pursue teacher licensure is required to take four upper-division courses approved by his/her advisor in lieu of the student teaching. The four courses will fulfill the

remaining requirements for the Bachelor of Science degree with a major in Interdisciplinary Studies. A student who selects the non-licensure track is not eligible for teaching or sitting for the *PRAXIS II* exam.

MAJOR

In addition to the liberal arts (general education) core courses and the professional education courses, the Tennessee Department of Education requires an academic major, which constitutes approximately 30% of the student’s coursework. The major for the Aquinas College Teacher Education Program, entitled **Interdisciplinary Studies**, consists of 37 credit hours in upper level coursework and is especially designed to provide a foundation for those graduates preparing to teach multiple content areas characteristic of elementary education.

POST-BACCALAUREATE PROGRAM

Aquinas College offers a post-baccalaureate program for licensure in elementary education. The program consists of 45 hours of major and professional courses plus any courses that are deemed to be deficiencies from their previous degree. A person holding a baccalaureate degree and/or higher degree may upon successful completion of the post-baccalaureate program, and having fulfilled the standards required by the State of Tennessee be recommended by the Aquinas College Teacher Education administration and faculty for K-6 licensure.

**Policies and procedures governing the Post-Baccalaureate Program are found in the Teacher Education Program Policy and Procedure Handbook.*

ACCREDITATION

The Aquinas College Teacher Education Program has been granted conditional approval by the Tennessee State Department of Education and Accreditation to implement initial and post-baccalaureate programs under the new K-6 elementary licensure standards and guidelines. Final approval of programs will occur during the next State accreditation visit in 2011.

**BACHELOR OF SCIENCE DEGREE
ELEMENTARY EDUCATION LICENSURE K-6**

ELEMENTARY EDUCATION K-6 CORE.....62 Hours

ENGLISH (6 hours)

- ENG 111 English Composition I 3 hours
- ENG 112 English Composition II..... 3 hours

COMMUNICATIONS (3 hours)

ENG 110 Speech..... 3 hours

NATURAL SCIENCES (8 hours)

BIO 111 General Biology I/Lab..... 4 hours

BIO 112 General Biology II/Lab 4 hours

MATH (6 hours)

Choose two of the following courses

MAT 121 College Algebra 3 hours

MAT 130 Concepts of Geometry..... 3 hours

MAT 153 Calculus I..... 3 hours

MAT 154 Calculus II..... 3 hours

HISTORY (6 hours)

HIS 111 Western Civilization I 3 hours

HIS 112 Western Civilization II 3 hours

SOCIAL AND BEHAVIORAL SCIENCES (3 hours)

Choose one of the following courses

SOC 210 Introduction to Sociology 3 hours

ECO 220 Microeconomics..... 3 hours

HUMANITIES: FINE ARTS (3 hours)

Choose one of the following courses

FAR 210 History of Music 3 hours

FAR 211 Art History 3 hours

FAR 212 Art Appreciation 3 hours

FAR 220 Music History and Appreciation 3 hours

FOREIGN LANGUAGES (3 hours)

Choose one of the following courses

Foreign Language - Elementary. I 3 hours

Foreign Language - Elementary. II..... 3 hours

Foreign Language - Intermediate. I..... 3 hours

Foreign Language - Intermediate. II 3 hours

LITERATURE (3 hours)

Choose one of the following courses

ENG 213 English Literature I..... 3 hours

ENG 214 English Literature II..... 3 hours

THEOLOGY (3 hours)

Choose one of the following courses

THE 115 Introduction to Christian Beliefs 3 hours

THE 120 Introduction to New Testament..... 3 hours

THE 125 Introduction to Old Testament 3 hours

PHILOSOPHY (3 hours)

Choose one of the following courses

PHI 105 Logic	3 hours
PHI 235 Philosophy of Nature and Philosophy of Man	3 hours
PHI 215 Ethics	3 hours

COMPUTER (3 hours)

CPU 115 Introduction to Computers	3 hours
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or computer competency test

ADDITIONAL TEACHER EDUCATION CORE (12 hours)

EDU 240 Foundations of Education	3 hours
HPE 110 Personal and Community Health.....	3 hours
PSY 315 Educational Psychology	3 hours
Elective (any 100 or 200 course)	3 hours

MAJOR IN INTERDISCIPLINARY STUDIES..... 37 Hours

English (6 hours)

ENG 400 Children’s Literature, Speech and Drama	3 hours
ENG 410 Linguistics.....	3 hours

History (3 hours)

HIS 320 Western Civilization and America.....	3 hours
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Literature (3 hours)

Choose one of the following courses

ENG 330 Modern Multi-Cultural Writers	3 hours
ENG 311 World Literature: Epic	3 hours
ENG 312 World Literature: Lyric	3 hours
ENG 313 World Literature: Tragedy & Comedy	3 hours
ENG 314 World Literature: Novel.....	3 hours

Math (3 hours)

MAT 240 Nature of Math	3 hours
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Natural Sciences (4 hours)

BIO 310 Ecosystems & Lab.....	4 hours
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Philosophy (3 hours)

PHI 330 Philosophy of Education	3 hours
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Psychology (12 hours)

PSY 345 Child Development.....	3 hours
PSY 400 Tests and Measurements.....	3 hours
PSY 410 Behavior Interventions.....	3 hours
PSY 423 Exceptional Child	3 hours

Theology (3 hours)

THE 210 Moral Theology 3 hours
(if THE 210 is completed, then THE 420 Catechetics)

PROFESSIONAL EDUCATION27 Hours

Professional Core (15 hours)

EDU 312 Literacy Through Learning 3 hours
 EDU 336 Methods in Mathematics & Science Instruction 3 hours
 EDU 350 Methods in Lang. Arts, Soc. Studies & Culture 3 hours
 EDU 417 Reading Diagnosis and Instruction 3 hours
 EDU 425 Media and Technology in Education 3 hours

Student Teaching Experience (12 hours)

EDU 401 Seminar: Classroom Org. and Mgmt. 1 hour
 EDU 435 Enhanced Student Teaching 11 hours

TOTAL K-6 PROGRAM 126 HOURS

**POST-BACCALAUREATE PROGRAM
 ELEMENTARY LICENSURE K-6**

INTERDISCIPLINARY COURSEWORK18 Hours

ENG 400 Children’s Literature, Speech, and Drama 3 hours
 PHI 330 Philosophy of Education..... 3 hours
 PSY 400 Tests and Measurements..... 3 hours
 PSY 410 Behavior Interventions 3 hours
 PSY 423 Exceptional Child 3 hours
 THE 210 Moral Theology 3 hours
(if THE 210 is completed, then THE 420 Catechetics)

PROFESSIONAL EDUCATION27 Hours

Professional Core (15 hours)

EDU 312 Literacy Through Learning 3 hours
 EDU 336 Methods in Mathematics and Science Instruction..... 3 hours
 EDU 350 Methods in Lang. Arts, Soc. Studies & Culture 3 hours
 EDU 417 Reading Diagnosis and Instruction 3 hours
 EDU 425 Media and Technology in Education 3 hours

Student Teaching Experience (12 hours)

EDU 401 Seminar: Classroom Org. and Mgmt. 1 hour
 EDU 435 Enhanced Student Teaching 11 hours

TOTAL ELEMENTARY LICENSURE K-6 45 HOURS

LIBERAL ARTS PROGRAM

THE BACHELOR OF ARTS DEGREE THE ASSOCIATE OF ARTS IN LIBERAL ARTS DEGREE

The Liberal Arts Program at Aquinas is directed to the cultivation of the students' sense of God, of self and of the world, realizing their own essential role in building up the human community. The program, then, has as its primary goal to develop in its students the articulate understanding of Truth, which will free them to act virtuously and thus move themselves closer to the True Good, which they naturally seek.

Aquinas College offers two degrees from the Liberal Arts Program. The Associate of Arts in Liberal Arts is a two-year degree for students wishing to complete a degree for personal or professional advancement. The Bachelor of Arts degree is a four-year degree that reflects the rich heritage of the Catholic academic tradition stressing the universality of Truth. For each degree, the faculty of the Liberal Arts Program emphasizes the profound relationships that exist among all forms of knowledge through carefully integrated curricula.

MISSION

Aquinas College offers a Liberal Arts Program in the Catholic tradition. The program is directed to the perfection of the mind through the acquisition of knowledge and intellectual virtue. The faculty seeks to assist students in coming to a mature knowledge of themselves and of their human potential, nurturing their personal capacity for Truth and Goodness. It is the aim of the Liberal Arts Program to provide an integrated college-level curriculum, which enables students to understand that Truth is one, and that they have the ability to discover it in its many dimensions.

PROGRAM GOALS

The goals have provided a direction for the formation of the Liberal Arts program and its students. These program goals will foster in students:

- An understanding of the basic doctrines of Christianity as taught by the Catholic Church.
- A knowledge of the history and principles of philosophy in the Western tradition, emphasizing the relationship between philosophy and theology, and stressing the rational foundation of ethical action.
- The ability to acquire, critically analyze, and document information and to communicate it effectively.
- The capacity to recognize truth, goodness, and beauty and to appreciate the contribution the creative process makes to the development of human culture.
- The ability to reason mathematically, to conceptualize, and to apply mathematical logic in problem solving.

- An awareness of the major contributions of science as well as the ability to apply scientific method in the acquisition of knowledge.
- A Christian understanding of man and society, emphasizing the history of Western Civilization in general and of the United States in particular.
- A knowledge of other cultures, societies, and religions from the perspective of Christian faith so as to gain a deeper understanding of the forces shaping contemporary persons and societies.
- A practical respect for the good of the human person in his entirety, that is, for his physical, mental and spiritual well-being.



THE BACHELOR OF ARTS DEGREE

The Bachelor of Arts degree has three components: the Bachelor of Arts core, the Major Area of Study, and a Minor Area of Study. The Bachelor of Arts degree requires the completion of 120 credit hours. Of the 120 hours required, 39 credit hours must be at the 300 or 400 level. Finally, at least 12 credit hours at the 400 level must be successfully completed.

THE BACHELOR OF ARTS CORE

Rich and cultivating, the Bachelor of Arts core is designed to give students a breadth of experience in the liberal arts and serves as the foundation for the upper-level coursework required of the Major and Minor Areas of Study.

THE BACHELOR OF ARTS CORE65 Hours**ENGLISH (9 hours)**

ENG 111 English Composition I	3 hours
ENG 112 English Composition II	3 hours
ENG 110 Speech.....	3 hours

LITERATURE (6 hours)

Any <i>two</i> courses in Literature	6 hours
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THEOLOGY (6 hours)

Any <i>two</i> 100 or 200 level courses in Theology	6 hours
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PHILOSOPHY (9 hours)

PHI 105 Logic	3 hours
PHI 235 Philosophy of Nature and Philosophy of Man	3 hours
PHI 215 Ethics	3 hours

HISTORY (6 hours)

HIS 111/112 Western Civilization I & II OR	
HIS 201/202 U.S. History I & II	6 hours

MATHEMATICS (6 hours)

Any <i>two</i> (credit-bearing) courses in Mathematics.....	6 hours
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SCIENCE (8 hours)

Any two laboratory science courses.....	8 hours
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FOREIGN LANGUAGE (6 hours)

<i>Two</i> consecutive semesters of the same foreign language	6 hours
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HUMANITIES (3 hours)

Any <i>one</i> non-literature humanity course.....	3 hours
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SOCIAL BEHAVIORAL SCIENCE (3 hours)

Any <i>one</i> course from the social/behavioral sciences	3 hours
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COMPUTER (3 hours)

CPU 115 Introduction to Computers	3 hours
<i>(must pass computer competency test or take CPU 115)</i>	

THE MAJOR AREA OF STUDY

The thorough Bachelor of Arts core curriculum serves as a broad foundation for the more focused studies undertaken for majors and minors. Majors available within the Bachelor of Arts degree include English, Theology, History, and Liberal Arts. All students intending to complete the Bachelor of Arts degree must complete a major. In addition, coursework intended to satisfy the major requirements must be completed with a grade of 'C' or higher. Finally, 12 hours for the major must be at the 400 level.

ENGLISH MAJOR

The Aquinas College English major combines the study of genres, authors and language into a unique and cohesive curriculum. The capacity of literature to explore and analyze the human condition and consequences of choice, especially moral choice, underscores its relevance as a unique mode of knowing. Thus, the anchor of the major is the genre-based World Literature series, supporting surveys in English and American literature and studies of authors such as Dante and Shakespeare. In addition, the English major will develop important communication skills, especially writing, as well as analytical abilities valued for post-graduate education or employment.

English Requirements of the Bachelor of Arts Core

ENG 111 English Composition I	3 hours
ENG 112 English Composition II	3 hours
ENG 110 Speech	3 hours
ENG 213 English Literature I	3 hours
ENG 214 English Literature II	3 hours
<i>(These five English courses simultaneously satisfy the English and Literature components of the B.A. core curriculum)</i>	

MAJOR IN ENGLISH REQUIREMENTS33 Hours

ENG 215 American Literature	3 hours
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World Literature Series (12 hours)

ENG 311 World Literature: Epic	3 hours
ENG 312 World Literature: Lyric	3 hours
ENG 313 World Literature: Tragedy and Comedy	3 hours
ENG 314 World Literature: Novel	3 hours

Author Studies (6 hours)

ENG 412 Dante	3 hours
ENG 413 Shakespeare	3 hours

English Language (3 hours)

Choose *one* of the following courses

ENG 343 Advanced Grammar	3 hours
ENG 344 Advanced Composition	3 hours
ENG 410 Linguistics	3 hours
ENG 411 History of the English Language	3 hours

Electives (9 hours)

Any <i>three</i> additional courses in English numbered 300 or higher*	9 hours
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English Major Summary

- 11 courses in English *beyond* the Bachelor of Arts core requirement
- 10 courses will be upper-level (300 or 400 level); and,
- at least 4 courses (12 hours) will be at the 400 level

**ENG 400 'Children's Literature, Speech and Drama' or ENG 403 'Adolescent Literature' may not serve as English electives to satisfy the English major.*

THEOLOGY MAJOR

Built upon the thorough foundation of the Bachelor of Arts core curriculum, the Theology major at Aquinas College offers a robust and systematic exploration of Sacred Doctrine (*sacra doctrina*) that seeks to carry the many avenues of liberal learning to their ultimate destination—the contemplation of Divine Wisdom. The curriculum of the Theology major provides a balanced sequence of courses in Sacred Scripture, dogma, and morality, rooted in the insights of the College's patron, St. Thomas Aquinas, and the teachings of the Magisterium of the Catholic Church. Students will participate in a senior seminar and thesis course, which brings their pursuit of the Theology major to completion.

Theology Requirements of the Bachelor of Arts Core

THE 120 Introduction to the Old Testament.....	3 hours
THE 125 Introduction to the New Testament	3 hours
<i>(These two courses simultaneously satisfy the Theology component of the B.A. core curriculum)</i>	

MAJOR IN THEOLOGY REQUIREMENTS33 Hours

THE 115 Introduction to Christian Beliefs	3 hours
THE 210 Moral Theology	3 hours
THE 490 Senior Seminar and Thesis	3 hours

Scripture Component (6 hours)

Choose two of the following courses

THE 318 Old Testament Prophets	3 hours
THE 345 The Synoptic Gospels	3 hours
THE 328 Wisdom Literature and the Psalms	3 hours
THE 338 Pentateuch	3 hours
THE 410 The Writings of John	3 hours
THE 450 New Testament Letters	3 hours

Doctrine Component (6 hours)

Choose two of the following courses

THE 330 The Church	3 hours
THE 316 The Sacraments	3 hours
THE 431 Christology	3 hours
THE 441 Theology of the Trinity	3 hours

Electives (12 hours)

Any *four* additional courses in Theology numbered 300 or higher* 12 hours

Theology Major Summary

- 11 courses in Theology *beyond* the Bachelor of Arts core requirement
- 9 courses will be upper-level (300 or 400 level); and,
- at least 4 courses will be at the 400 level

**THE 420 - Catechetics may not serve as a Theology elective to satisfy the Theology major*

HISTORY MAJOR*

The development of influential ideas in literature and philosophy, the evolution of economic and political systems, the maturation and impact of scientific discovery, and Christianity's role in culture and society can all be simultaneously examined from the historical perspective. That is to say, by its very nature, the discipline of history is intrinsically integrative, and thus complements the liberal arts mission of Aquinas College. Toward that end, the History major at Aquinas explores a broad sweep of human history, across geographical space and wide spans of time, while deliberately concentrating on America and its predominant influence - Western Europe.

History Requirements of the Bachelor of Arts Core

HIS 111 Western Civilization I.....	3 hours
HIS 112 Western Civilization II	3 hours
<i>(the above HIS courses simultaneously satisfy the History component of the B.A. core curriculum)</i>	

MAJOR IN HISTORY REQUIREMENTS33 Hours

HIS 201 United States History I.....	3 hours
HIS 202 United States History II	3 hours
HIS 490 Seminar in Historical Studies	3 hours

United States History (9 hours)

Choose three of the following courses

HIS 334 Civil War and Reconstruction.....	3 hours
HIS 337 The United States Since 1945	3 hours
HIS 420 Western Civilization and America	3 hours
HIS 421 United States Foreign Policy	3 hours
HIS 311 Tennessee History.....	3 hours
HIS 333 The Age of Jefferson and Jackson	3 hours
HIS 335 The Gilded Age and Progressivism	3 hours

European History (9 hours)

Choose three of the following courses

HIS 352 Medieval History	3 hours
HIS 354 The Age of Reformation	3 hours
HIS 456 Russian History.....	3 hours
HIS 351 The Ancient World	3 hours
HIS 357 Europe and The World Wars	3 hours

World History (6 hours)

Choose two of the following courses

HIS 460 Studies in African History	3 hours
HIS 464 Studies in East Asian History	3 hours
HIS 468 Studies in Indian History	3 hours
HIS 472 Studies in Latin American History.....	3 hours
HIS 476 Studies in Middle Eastern History	3 hours

History Major Summary

- 11 courses in History *beyond* the Bachelor of Arts core requirement
- 9 courses will be upper-level (300 or 400 level); and,
- at least 4 courses will be at the 400 level

**The Liberal Arts Program began accepting first-time freshman students for the History major in the Fall of 2008. Transfer students and students with greater than sophomore status are evaluated on an individual basis. A complete slate of upper-level History courses will be available in 2010.*

LIBERAL ARTS MAJOR

The major in Liberal Arts is interdisciplinary in nature and will extend the natural integration evident in a liberal arts curriculum. This major is designed to reflect the belief that truth is not confined to a single academic discipline and that all disciplines should be "... brought into dialogue for their mutual enhancement" (*Ex Corde Ecclesiae*, #15). Five liberal arts disciplines (Theology, Philosophy, History, Literature and Fine Arts) are thus given detailed consideration toward that end.

MAJOR IN LIBERAL ARTS REQUIREMENTS27 Hours

Theology (6 hours)

Two 300-400 level Theology courses 6 hours

Philosophy (6 hours)

Two 300-400 level Philosophy courses 6 hours

History (6 hours)

Two 300-400 level History courses 6 hours

Literature (6 hours)

Two 300-400 level Literature courses 6 hours

Fine Arts (3 hours)

One 300-400 level Fine Arts course 3 hours

Liberal Arts Major Summary

- 9 total courses from five liberal arts disciplines, all of which are upper-level (300 or 400 level)
- at least 4 of those courses (12 hours) will be at the 400 level

THE MINOR AREA OF STUDY

Completion of a Minor Area of Study provides students additional focus in one, or a select few, area(s) of study. Completing a minor allows a student to "scrutinize reality" (*Ex Corde Ecclesiae*, *ibid*) by examining the contributions and methods of a different academic discipline. Minors are currently available in the areas of Theology, Philosophy, English, History, Psychology and Business Administration. All students pursuing the Bachelor of Arts degree must complete one Minor Area of Study, and that minor must be different from the major. Coursework used to satisfy the Major Area of Study may not simultaneously be used to satisfy the Minor Area of Study. Finally, coursework intended to satisfy minor requirements must be completed with a grade of 'C' or higher.

MINOR AREAS OF STUDY 9 - 21 Hours

THEOLOGY MINOR (12 hours)

Any *four* courses in Theology at the 300 or 400 level..... 12 hours

PHILOSOPHY MINOR (9 hours)

Any *three* courses in Philosophy at the 300 or 400 level..... 9 hours

ENGLISH MINOR (12 hours)

Any *four* courses in English/Literature at the 300 or 400 level 12 hours

HISTORY MINOR (12 hours)

Any *four* courses in History at the 300 or 400 level 12 hours

PSYCHOLOGY MINOR (18 hours)

PSY 115 Introduction to Psychology 3 hours

Any *five* courses in Psychology at the 300 or 400 level..... 15 hours

BUSINESS ADMINISTRATION MINOR (21 hours)

BUS 360 Business Law 3 hours

ECO 220 Microeconomics..... 3 hours

FIN 215 Principles of Financial Accounting and Analysis 3 hours

MGT 300 Principles of Management..... 3 hours

MGT 460 Personnel Management 3 hours

MKT 302 Principles of Marketing..... 3 hours

PHI 355 Business Ethics and Social Responsibility 3 hours

ELECTIVES

Elective courses are completed as necessary to satisfy the Bachelor of Arts degree requirement of 120 credit hours. It is important to restate that the Bachelor of Arts degree requires the completion of at least 39 credit hours at the 300 or 400 level. Additionally, the completion of at least 12 credit hours at the 400 level is required.

THE ASSOCIATE OF ARTS IN LIBERAL ARTS
THE ASSOCIATE OF ARTS CORE 47-48 Hours**ENGLISH (6 hours)**

ENG 111 English Composition I	3 hours
ENG 112 English Composition II	3 hours

THEOLOGY (6 hours)

Any <i>two</i> courses in Theology.....	6 hours
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PHILOSOPHY (3 hours)

Any <i>one</i> course in Philosophy	3 hours
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LITERATURE (3 hours)

Any <i>one</i> course in Literature.....	3 hours
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MATHEMATICS (3 hours)

Any <i>one</i> (credit-bearing) course in Mathematics.....	3 hours
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SCIENCE (4 hours)

Any laboratory course.....	4 hours
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MATHEMATICS OR SCIENCE (3-4 hours)

<i>One</i> additional course in either Mathematics or Science	3-4 hours
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HISTORY (6 hours)

HIS 111/112 Western Civilization I & II OR	6 hours
HIS 201/202 U.S. History I & II	

SOCIAL/BEHAVIORAL SCIENCE (3 hours)

Any <i>one</i> course from the social/behavioral sciences.....	3 hours
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COMPUTER (3 hours)

CPU 115 Introduction to Computers.....	3 hours
<i>(must pass computer competency test or take CPU 115)</i>	

HUMANITIES (6 hours)

Any <i>two</i> courses in English, Fine Arts or Foreign Lang.	6 hours
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ELECTIVES

Elective coursework completes the Associate of Arts degree, which totals 63 credit hours.

Only students who are in pursuit of The Associate of Arts degree are eligible to earn it by successful completion of all requirements. It is not a degree earned by default when sufficient requirements have been met while pursuing a degree from another academic program.

NURSING

A.S.N. AND R.N. TO B.S.N.

Aquinas College offers two options in nursing education:

- (1) the Associate of Science in Nursing degree (A.S.N.), an entry level program that enables graduates to complete the NCLEX-RN to become licensed as Registered Nurses.
- (2) the R.N. to B.S.N. Program, an accelerated program designed to allow A.S.N. and diploma program graduates to continue their education to earn a baccalaureate degree in nursing.

The Aquinas College nursing programs (A.S.N. and R.N. to B.S.N.):

- provide an educational environment where quality education, holistic nursing practice, Christian caring, critical thinking, and professionalism are modeled and learned;
- graduate individuals who are prepared to practice nursing in a competent, professional, ethical, and effective manner within a culturally diverse society.

A.S.N. PROGRAM

THE ASSOCIATE OF SCIENCE IN NURSING DEGREE

MISSION

The mission of the A.S.N. Program is to prepare graduates for initial licensure and entry-level roles as a Registered Nurse by: (a) offering an academically challenging nursing curriculum integrated with liberal arts and sciences and, (b) fostering personal and professional growth in a learning environment based on Christian principles.

EDUCATIONAL OUTCOMES

Upon completion of the program, the graduate will:

- demonstrate use of the nursing process, critical thinking and professional judgment to provide individualized and holistic nursing care to clients/families/communities, thus enabling them to maintain or restore an optimum level of health at any point in the health/illness continuum;
- act as a leader and manager in multi-disciplinary health care environments by coordinating resources and delegating responsibilities;

- prioritize and implement therapeutic nursing interventions that are safe, competent, ethical, effective and efficient, while recognizing the dignity, worth and uniqueness of each client, particularly the growing multicultural population of Middle Tennessee;
- demonstrate proficiency in written and oral communication and the utilization of information technology systems in a variety of health care settings;
- participate in activities that enhance personal and professional growth and contribute to the advancement of nursing practice by continuing the interactive teacher-learning process begun at Aquinas College;
- model professional behavior with an appreciation of Christian values and ethics through application of research findings to practice, involvement in professional organizations, commitment to life long learning and community service;
- advocate for client rights and access to health care resources to empower clients in directing their own care regardless of age, race, gender or creed.

ASSOCIATE OF SCIENCE IN NURSING

DEGREE REQUIREMENTS

LIBERAL ARTS CORE30 hours

ENG 111 English Composition I	3 hours
ENG 112 English Composition II*	3 hours
<i>* ENG 112 must be completed prior to beginning the second year of study.</i>	
BIO 211 Anatomy and Physiology I**	4 hours
BIO 212 Anatomy and Physiology II**	4 hours
BIO 220 Microbiology**	4 hours
PHI 215 Ethics	3 hours
PSY 115 General Psychology	3 hours
SOC 210 Introduction to Sociology	3 hours
THE 210 Moral Theology	3 hours

*** Science courses must be current within the last five (5) years of starting the A.S.N. Program.*

NURSING COURSES41 hours

NUR 110 Fundamentals of Nursing	6 hours
NUR 115 Mental Health Nursing	4 hours
NUR 121 Medical-Surgical Nursing I	7 hours
NUR 135 Pharmacology	2 hours
NUR 222 Medical-Surgical Nursing II	9 hours
NUR 223 Clinical Decision Making	2 hours
NUR 225 Parent-Child Nursing	9 hours
NUR 232 Trends and Technology in Nursing	2 hours

TOTAL PROGRAM REQUIREMENTS71 hours

PROGRAM OF STUDY FOR A.S.N. – FALL ADMISSION
FALL

PSY 115 General Psychology	3 hours
SOC 210 Introduction to Sociology	3 hours
BIO 211 Anatomy & Physiology I	4 hours
NUR 110 Fundamentals of Nursing	6 hours
NUR 135 Pharmacology	2 hours
TOTAL	18 Hours

SPRING

BIO 212 Anatomy & Physiology II	4 hours
NUR 115 Mental Health Nursing	4 hours
NUR 121 Medical-Surgical Nursing I	7 hours
TOTAL	15 Hours

SUMMER

ENG 111 English Composition I	3 hours
ENG 112 English Composition II*	3 hours
PHI 215 Ethics	3 hours
TOTAL	9 Hours

*ENG 112 must be completed prior to beginning the second year of study.

FALL

THE 210 Moral Theology	3 hours
NUR 225 Parent-Child Nursing	9 hours
NUR 232 Trends and Technology in Nursing	2 hours
TOTAL	14 Hours

SPRING

BIO 220 Microbiology	4 hours
NUR 223 Clinical Decision Making	2 hours
NUR 222 Medical-Surgical Nursing II	9 hours
TOTAL	15 Hours

PROGRAM OF STUDY FOR A.S.N. – SPRING ADMISSION

SPRING

PSY 115 General Psychology	3 hours
SOC 210 Introduction to Sociology	3 hours
BIO 211 Anatomy & Physiology I	4 hours
NUR 110 Fundamentals of Nursing	6 hours
NUR 135 Pharmacology	2 hours
TOTAL	18 Hours

SUMMER

ENG 111 English Composition I	3 hours
ENG 112 English Composition II*	3 hours
PHI 215 Ethics	3 hours
TOTAL	9 Hours

* ENG 112 must be completed prior to beginning the second year of study.

FALL

BIO 212 Anatomy & Physiology II	4 hours
NUR 115 Mental Health Nursing	4 hours
NUR 121 Medical-Surgical Nursing I	7 hours
TOTAL	15 Hours

SPRING

THE 210 Moral Theology	3 hours
NUR 225 Parent-Child Nursing	9 hours
NUR 232 Trends and Technology in Nursing	2 hours
TOTAL	14 Hours

FALL

BIO 220 Microbiology	4 hours
NUR 223 Clinical Decision Making	2 hours
NUR 222 Medical-Surgical Nursing II	9 hours
TOTAL	15 Hours

Note: Required non-nursing courses may be taken prior to the semester in which they are listed. If not, they must be taken in the designated semester.

A.S.N. - RN to B.S.N.

Students seeking admission to the entry level A.S.N. Program, with plans of continuing their education in the R.N. to B.S.N. Program, may enroll in Liberal Arts and science courses required for the B.S.N. degree. Students should consult with their advisor, the A.S.N. Program Director or the R.N. to B.S.N. Program Director for assistance in course selection. Enrollment in the required Liberal Arts and science courses does not guarantee admission to either nursing program. For a listing of the Liberal Arts and Science courses required for the B.S.N. degree, please see the R.N. to B.S.N. Program of Study.

R.N. TO B.S.N. PROGRAM

THE BACHELOR OF SCIENCE IN NURSING DEGREE

The R.N. to B.S.N. Program is an upper division undergraduate academic program designed for the working professional and grounded in the liberal arts and sciences.

MISSION

The mission of the R.N. to B.S.N. Program is to expand on basic nursing education for R.N.s (a) by offering a completion program, that integrates knowledge from the liberal arts, sciences, business, and nursing that will foster personal and professional growth, experience, and identity, in an environment that is based on Christian principles and (b) by graduating R.N.s that are prepared to identify and meet the health needs of a changing society and to continue advanced education.

PROGRAM GOALS

At program completion, R.N. to B.S.N. graduates will be prepared to:

- exhibit ethical, legal, and Christian behaviors in professional activities
- communicate effectively verbally, in writing, and technologically through the analysis and synthesis of information;
- use critical thinking and problem-solving skills for sound decision-making and to help patients make informed decisions;
- deliver holistic and cost-effective care to individuals, families, groups, and multi-cultural populations;
- use leadership/management skills in a multi-disciplinary healthcare environment to plan, implement, delegate, and evaluate care;
- collaborate with other healthcare team members to promote, protect, and improve health to patients at any point on the illness/wellness continuum;
- provide evidence-based, clinically competent care to patients in a variety of settings;
- anticipate changes in healthcare and respond through a continuous redefining, changing, and maintaining of competencies and preparation for advanced education through graduate studies.

The 120-semester hour R.N. to B.S.N. Program is offered in the accelerated format. Courses meet weekly with accompanying weekly project group work. The nursing core curriculum is an integrated sequence of courses that build on one another. The curriculum culminates in a capstone course (NUR 442) that allows students to complete a clinical practicum culminating a project that synthesizes all upper division course content.

R.N.s, who earned their diploma in nursing or A.S.N. from an NLNAC-accredited college outside of Aquinas College or a nursing diploma program, receive 30 block credit hours for their previous nursing course work, upon enrolling in IDS 310.

BACHELOR OF SCIENCE IN NURSING

DEGREE REQUIREMENTS

LIBERAL ARTS CORE..... 55 HOURS

ENGLISH (6 hours)

ENG 111 English Composition I* 3 hours
 ENG 112 English Composition II* 3 hours

HISTORY (3 hours)

Any *one* course in History 3 hours

HUMANITIES (3 hours)

Choose *one* course from the following: Fine Arts, Foreign Language, History, Philosophy, Literature or Theology 3 hours

LITERATURE (6 hours)

Any *two* courses in Literature 6 hours

MATHEMATICS (3 hours)

MAT 210 Statistics I* 3 hours

COMPUTERS (3 hours)

CPU 115 Introduction to Computers* 3 hours

NATURAL SCIENCES (12 hours)

BIO 211 Anatomy and Physiology I* 4 hours
 BIO 212 Anatomy and Physiology II* 4 hours
 BIO 220 Microbiology* 4 hours

PHILOSOPHY (3 hours)

PHI 215 Ethics* 3 hours

SOCIAL SCIENCES (6 hours)

PSY 115 General Psychology* 3 hours
 SOC 210 Introduction to Sociology* 3 hours

THEOLOGY (3 hours)

THE 210 Moral Theology* 3 hours

ELECTIVE REQUIREMENTS (7 hours)

Choose *three* courses with the approval of the R.N. to B.S.N. Director 7 hours

INTRODUCTION TO ACCELERATED STUDIES 3 HOURS

IDS 310 Introduction to Accelerated Studies in Nursing* 3 hours

UPPER DIVISION NURSING COURSES 32 HOURS**

NUR 315 Professional Nursing Concepts and Issues* 3 hours

NUR 345 Pathophysiology* 4 hours

NUR 375 Health and Physical Assessment* 4 hours

NUR 380 Current Pharmacotherapy Application* 2 hours

NUR 415 Nursing Research* 3 hours

NUR 420 Advanced Adult Health Nursing* 4 hours

NUR 426 Family and Community Health Nursing* 4 hours

NUR 435 Leadership and Management of Healthcare Delivery* 4 hours

NUR 442 Senior Practicum and Seminar* 4 hours

BLOCK NURSING CREDIT (awarded upon enrollment in IDS 310) 30 HOURS

TOTAL HOURS FOR R.N. TO B.S.N. DEGREE 120 HOURS

** Minimum grade of "C" required in each of these courses.*

*** It is strongly recommended that students earn a minimum of 50 of the 55 general studies credits prior to admission to Upper Division Nursing. The remaining 6 credits must be completed before enrolling in NUR 420.*



COURSE DESCRIPTIONS

ACCOUNTING

ACC 210 FUNDAMENTALS OF ACCOUNTING

3 Credit Hours

Prerequisite: MAT 121

This course is an introduction to accounting principles, the language of business. The course prepares the student to understand financial accounting concepts, and how these concepts are utilized to prepare financial statements. The student is introduced to the various types of business entities, and how financial statements prepared by accounting principles are utilized by owners, investors, and outsiders in evaluating a business.

ACC 215 PRINCIPLES OF FINANCIAL ACCOUNTING & ANALYSIS

3 Credit Hours

Same as FIN 215 Prerequisite: MAT 121 or equivalent

This course focuses on the principles employed in the analysis of financial statements rather than their creation. Financial statements, their management information content, their interpretation, and their use in developing financial assessments of publicly held firms will be the pivotal elements of the course, without overlooking the human and moral factors that must also be considered in such evaluations. Analytical techniques employed include trend analysis and deterministic forecasting. This course provides the foundation for corporate finance theory.

ACC 331 MANAGERIAL ACCOUNTING

3 Credit Hours

Prerequisites: ENG 112, ACC 210

This course provides the student the differences between financial statements prepared for outside and in-house users. Management use of financial reports and data are for planning, monitoring, and control. Best business decisions can be achieved by use of ratios, breakeven analysis, cost allocations, direct and indirect costs, and budgeting.

ACC 375/475 SPECIAL TOPICS IN ACCOUNTING

3 Credit Hours

Prerequisites: ENG 112, ACC 210

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in accounting.

BIOLOGICAL SCIENCES**BIO 111 GENERAL BIOLOGY I**

4 Credit Hours

Offered Fall Semester and Summer Session

This is a four-credit hour lab science course, which provides students with a solid foundation of biological principles upon which all other biological life science rests. It begins with a comprehensive study of the basic structure and functions of prokaryotic and eukaryotic cells using selected principles of biochemistry for a more complete understanding. Basic cellular organization and function will be discussed. Some fundamental principles of evolutionary science will be applied to gain a more complete understanding of the diversity that exists in all of life's kingdoms (Monera, Protista, Fungi).

BIO 112 GENERAL BIOLOGY II

4 Credit Hours

Prerequisite: BIO 111 Offered Spring Semester and Summer Session

This course follows successful completion of BIO 111 and continues with the application of the principles studied the first semester. A comprehensive examination of the Kingdoms Plantae and Animalia will be addressed with an emphasis on human reproduction. The material is reinforced with a weekly 2-hour laboratory session, which will consist of microscopy and dissections to illustrate this material.

BIO 200 BIOLOGICAL SCIENCE

4 Credit Hours

Offered Spring Semester

This four-credit hour lab science is specially designed for those not requiring a one-year course of a sequenced science. It begins with an examination of characteristics common to all life, including selected principles of biochemistry, cellular biology and metabolism. Basic genetic principles are also emphasized. A cursory overview of the five kingdoms, including viruses, is addressed. Throughout the course, major biological issues as they apply to the dignity of life, especially human life, will be addressed. Laboratory sessions will focus on the development of such skills as proper microscopy, scientific measurement, basic principles of experiments including the scientific method, and dissections as they apply to the above.

BIO 211 ANATOMY AND PHYSIOLOGY I

4 Credit Hours

This laboratory course is the first of two courses that presents the structures and functions of the human body. This course begins with a brief overview of basic biochemistry, cell biology, and histology in preparation for an in-depth study of each of the organ systems. The integumentary, skeletal, muscular, and nervous systems are covered in this first semester. Weekly laboratory activities are integrated with the lectures, including the study of prepared microscopic slides and dissection of mammalian specimens. Current scientific and ethical issues related to the course of study are considered, with a focus on the dignity of the human person.

BIO 212 ANATOMY AND PHYSIOLOGY II

4 Credit Hours

Prerequisite: BIO 211

This laboratory course is a continuation of Anatomy & Physiology I. The endocrine, cardiovascular, respiratory, gastrointestinal, urinary, and reproductive systems are studied. Weekly laboratory activities are integrated with the lectures, including the study of prepared microscopic slides and dissection of mammalian specimens. Current scientific and ethical issues related to the course of study are considered, with a focus on the dignity of the human person. During the study of the human reproductive system, special consideration is given to an integrated understanding of human sexuality and procreation.

BIO 220 MICROBIOLOGY

4 Credit Hours

Prerequisite: At least one semester of college-level Biology and/or Anatomy and Physiology I.

This four-credit hour lab science addresses such topics as they apply to the microbial world, study of the structures and functions of prokaryotic and eukaryotic microbes, microbial genetics, microbial metabolism and growth requirements, control of their growth through such strategies of antimicrobial agents. Stress will be placed upon various viruses and groups of microorganisms as they relate to the health fields, their prominent characteristics and control measures as they are applied in clinical settings. Some basic principles of disease and immunology will be explored and illustrated using common diseases often encountered in the medical and nursing sciences as examples. The laboratory sessions will serve to reinforce and further illustrate the above by exposing students to such processes as culturing, microscopy, disinfection and sterilization and sterile technique.

BIO 310 ECOSYSTEMS

4 Credit Hours

Prerequisites: BIO 111, BIO 112 and ENG 112

The relationships between the physical and biological worlds are examined in detail. The formation of the Earth and its current position in the solar system will begin the course. This introduction will serve as the foundation for investigating the physical characteristics of and influences on ecosystems, especially: climate and weather; water and mineral cycles; and geological features and their changes over time. These principles will form a foundation to understand select biological responses to the physical environment and interactions within ecosystems. Finally, the effects of human activity on ecosystem stability and function will be examined. This is a four credit hour course with a laboratory component.

BIO 345 PATHOPHYSIOLOGY***Same as NUR 345***

4 Credit Hours

Prerequisites: BIO 211 & 212 or permission of the instructor; ENG 112

This four-credit hour course is designed for practicing nurses or those interested in pursuing medical or dental or other health science studies. It consists of a survey of the principles of the basic mechanisms of disease processes. Much emphasis is placed on the contrast between normal and abnormal states of cells and tissues. The course begins with an examination of the structure and

physiology of the cell, cell injuries and various adaptive responses. This is followed by a study of the process of necrosis, inflammation and the immune response, neoplasm's and carcinogenesis and the pathophysiology of vascular disease. Methods of diagnosis, treatment regimens, sequellae and complications are also discussed. Such processes are illustrated by case histories, clinical slides, and studied at a microbiological level, which includes use of pathology quality microscopes. The Christian meaning of human suffering as it relates to various topics of study within this course is addressed.

BIO 275/375/475 SPECIAL TOPICS IN BIOLOGY

1 - 3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, class activity or independent study focused on a particular topic or current issue in the natural sciences.

BUSINESS

BUS 110 INTRODUCTION TO BUSINESS

3 Credit Hours

This course provides the student exposure to and surveys not only the various disciplines within business but also current issues such as globalization, entrepreneurial management, diversity, and ethics. It relates the position and responsibility of the business sector in our market-driven economy. It serves as an introduction to the field of business and to all other business courses.

BUS 208 PERSONAL FINANCIAL PLANNING

3 Credit Hours

This course is designed to serve the personal financial needs of students. It includes practical knowledge and applications related to and including housing and home ownership; various kinds of insurance; use of credit and borrowing, investments, taxation, and estate planning.

BUS 215 BUSINESS COMMUNICATIONS

3 Credit Hours

Prerequisites: ENG 112, CPU 115

This course is designed to develop communication skills that are essential in a business environment. The building blocks of effective messages (informative, positive, negative, promotional and persuasive), oral presentations, report writing, and the job search process are emphasized. Students will analyze business communication situations and identify methods of negotiation and conflict resolution in the workplace. The moral implications and the responsible use of each method of communication will also be examined.

BUS 312 **MANAGEMENT SCIENCE**

3 Credit Hours

Prerequisites: *ENG 112, MAT 211*

This course explores approaches to management decision-making based on the scientific method, which entails extensive use of quantitative analysis. Complex business decisions are reduced to their elemental components and analyzed using techniques such as linear programming, dynamic programming, simulation and Markov processes. The analytical techniques in this course will allow the student to quantify and integrate dimensions of the human person into the decision-making process.

BUS 360 **BUSINESS LAW**

3 Credit Hours

Prerequisites: *ENG 112*

This course covers the primary substantive bodies of law that pertain to the legal and regulatory environment of business. Primary emphasis is placed on the formation of contracts under the common law and the Uniform Commercial Code. Other topics include the court system, the litigation process, alternatives to litigation, the employer-employee relationship, business organization and regulation, real and personal property, bailments, consumer protection, landlord-tenant issues, product liability, intellectual property and cyberspace laws. Because merely fulfilling one's legal obligation may not be sufficient to satisfy one's moral obligation, students are encouraged to approach business transactions from an ethical standard of conduct above that of the civil law.

BUS 380 **SMALL BUSINESS MANAGEMENT**

3 Credit Hours

Prerequisites: *ENG 112, ACC 215, MGT 300*

This course teaches the fundamentals of starting a new business venture from conception to planning, financing, organizing, and managing. Specific topics range from selecting the best product, market, form of ownership, location, distribution channel and suppliers to effectively managing cash flow, operations and marketing. Particular emphasis is placed on developing a business plan that will attract necessary funding without compromising the principle that a business exists not only to create wealth but also to contribute to the common good of its employees and society.

BUS 400 **LEADERSHIP SEMINAR**

3 Credit Hours

Prerequisites: *junior status*

This course will focus on the science of leadership, the history of leadership studies, and the theories that support practices within contemporary organizations. In addition, students will examine their own personal leadership potential through the lens of Catholic Social Teaching. Business entities will be considered not just as a collection of individual workers, but rather as a true community that fosters the growth of people and supports the common good of the larger society. The use of lectures, exercises, readings, and in-class discussion will help students strengthen their own leadership skills.

BUS 445 ENTREPRENEURSHIP

3 Credit Hours

Prerequisites: ENG 112, MGT 300

This course provides an overview of the business environment and challenges that start-up enterprises committed to growth and going public face. It explores the functional roles and responsibilities that successful start-ups have traditionally emphasized from venture capital stage to post-IPO (Initial Public Offering) stage. It also provides the student with a practical exposure to the fast-paced, instant feed-back world of the entrepreneur through the use of an interactive start-up simulation software package. The course examines the roles and expectations of the various stakeholders who constitute the community of work whose common good the firm is committed to serve.

BUS 460 BUSINESS PRACTICUM

3 Credit Hours

Prerequisites: ENG 112, MGT 300, and permission of the Director of the Business Program.

This is a clinical experience with a managerial/entrepreneurial emphasis in a retail store environment. The students will be assigned functional (Finance, Marketing, Purchasing, etc., depending on class size) managerial roles and will perform all duties relevant to their position, maintain their functional operating manual, and attend a weekly meeting of the store's management team. At each weekly meeting, the students will provide a written management summary report of the week's activities in their respective functions, which they will present orally. Two special topic projects oriented toward the store's growth or more effective management will be assigned by the practicum instructor to be completed either individually or as a team. In executing their managerial roles, students will strive to attain results that promote the common good of all stakeholders.

BUS 480 INTERNATIONAL BUSINESS

3 Credit Hours

Prerequisites: ENG 112, MGT 300, ECO 221

This course provides an overview of the theories of international trade, foreign investment and economic development. It examines why firms go abroad and emphasizes the seven dimensions along which firms can globalize. Globalization involves more than mere geographical considerations; it is the expansion of the firm's family of stakeholders to include foreign peoples and their human needs. Therefore, this course also explores the impact of international trade and foreign investment on the economic development efforts of third-world countries.

BUS 497 STRATEGIC MANAGEMENT IN THE GOOD COMPANY

3 Credit Hours

Prerequisites: ENG 112, senior standing, and permission of the Director of the Business Program.

This capstone course for the Business Program integrates the broad concepts, methods, and issues of strategic management with principles of natural law and virtue in the pursuit of truly ethical business strategy and practice. The strategic management focus is on the current methods of building, sustaining and extending competitive advantage through value creation for stakeholders. Characteristics of the good company are generally defined from the functional performance perspectives, and, more specifically, from the perspective of the company's commitment to and

solidarity with all of its stakeholders. Students will research and analyze industries and individual companies in detail in pursuit of those that can be defined as strategically and ethically good.

BUS 498 **INTERNSHIP IN BUSINESS**

3 Credit Hours

Prerequisites: ENG 112, senior standing, and permission of the Director of the Business Program.

This is a pass/fail applications experience that requires the student to spend 100+ hours in a non-paid position. The student intern works under the supervision and guidance of a mentor in a business, governmental, or non-profit organization. The student maintains a daily journal and prepares a formal report on how the various topics studied in the Business curriculum are practiced in the organization. Regular meetings are held with the internship director to discuss the student's observations. The mentor will also evaluate the student's performance. Practical and specific knowledge and skill should be developed during the internship.

BUS 375/475 **SPECIAL TOPICS IN BUSINESS**

3 Credit Hours

Prerequisites: ENG 112, BUS 110

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in business.

CHEMISTRY**CHE 200** **CHEMICAL SCIENCE**

4 Credit Hours

This course is an overview of the fundamental principles of general and organic chemistry as well as biochemistry. Topics include: the metric system; density; chemical equations and reactions; gas laws; proteins; carbohydrates; and acids and bases. The course includes a laboratory component and is designed for non-science majors and nursing students.

CHE 275/375/475 **SPECIAL TOPICS IN CHEMISTRY**

1 – 3 Semester Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, class activity or independent study focused on a particular topic or current issue in the natural sciences.

CLASSICAL STUDIES**CLSG 111 ELEMENTARY GREEK I**

3 Semester hours

Same as GRE 111

This course is the first semester of elementary Classical Greek grammar, vocabulary, and syntax. It also includes an introduction to Greek history and culture and a selection of readings in translation. Graduated passages will be read and analyzed in class almost daily. At the successful completion of this course, the student should be able to correctly read passages and to form selected simple English phrases and words into Greek.

CLSG 112 ELEMENTARY GREEK II

3 Credit Hours Each

*Same as GRE 112**Prerequisite: GRE/CLSG 111*

This course is the second semester of elementary Classical Greek grammar, vocabulary, and syntax. It also includes continued study of introductory Greek history and culture, especially as known through selected readings in translation. The student should be able to recount and characterize the major divisions of ancient Greek history and a selection of related cultural developments. At the successful completion of this course, the student should be able to correctly read, translate, and analyze grammatically selected elementary classical Greek words, phrases, and passages as well as translate selected English words, phrases and sentences into Greek.

CLSL 111 ELEMENTARY LATIN I

3 Credit Hours

Same as LAT 111

This course is the first semester of elementary Classical Latin grammar, vocabulary, and syntax. It also includes an introduction to Roman history and culture and a selection of readings in translation. The intent of this course is that the student acquire practical knowledge of first semester elementary Latin and, in the context of this study, come to know an introductory level of Roman history and culture. At the successful completion of this course, the student should be able to correctly read, translate, and analyze grammatically elementary Latin words, phrases, and sentences and to translate correctly selected simple English words, phrases, and sentences into Latin.

CLSL 112 ELEMENTARY LATIN II

3 Credit Hours

*Same as LAT 112**Prerequisite: CLSL/LAT 111*

This course is the second semester of elementary Classical Latin grammar, vocabulary, and Syntax. It also includes a continuation of introductory Roman history and culture and selected readings in translation. The intent of this course is that the student acquires practical knowledge of second semester introductory-level college Latin and continues introductory study of Roman history and culture. At the successful completion of this course, the student should be able to correctly read, translate, and analyze grammatically Latin words, phrases and sentences and translate correctly English words, phrases and sentences into Latin.

CLSL 213**INTERMEDIATE LATIN I**

3 Credit Hours

*Same as LAT 213**Prerequisites: CLSL 112 or two years of high school Latin. Must be taken in sequence.*

This course is the first semester study of Classical Latin on the intermediate college level with emphasis on translation of selected passages, primarily prose, from Republican and Augustan authors. Topics include continued study of grammar, especially subjunctive uses, literary analysis and terms, and the historical setting of the passages studied. Additional readings in translation to complement the passages read in Latin will also be included. The intent of this course is that the student correctly translate, grammatically analyze articulately criticize selected Latin passages. At the successful completion of this course, the student should be able to read, translate, and discuss the artistic and historical characteristics of selected Latin passages.

CLSL 214**INTERMEDIATE LATIN II**

3 Credit Hours

*Same as LAT 214**Prerequisite: Successful completion of Intermediate Latin I or the equivalent as determined by the instructor.*

This course is the second semester study of Classical Latin on the intermediate college level with emphasis on the reading and translation of selected passages, especially poetry, from the Republican and Augustan periods. Additional readings in translation will be included to supplement the passages read in Latin. Topics include continued study of grammar, literary analysis and terms, the use of meter, especially in the epic, and the historical setting of the passages studied. Reports on individual topics will be required. At the successful completion of this course, the student should be able to read, translate, and analyze the grammatical and artistic characteristics of selected Latin passages.

CLS 300**MYTHOLOGY**

3 Credit Hours

Prerequisite: ENG 112

This course is a review of the nature, background and content of Greek mythology and the related mythology of the Romans. It also includes a survey of the characteristics of Greek and Roman religion and a consideration of the survival, transformation and later use of Greek and Roman mythology. The intent of this course is that the student acquires knowledge of the nature, content, and use of selected Greek and Roman myths and of their relation to selected aspects of Greek history and culture. A research paper will be required.

COMPUTER**CPU 115****INTRODUCTION TO COMPUTERS**

3 Credit Hours

This course is designed to provide students with an introduction to computers and the basic computer applications of word processing, spreadsheets, databases, and multimedia presentations. The course will also address the basic understanding of computer hardware and its functions.

CPU 340

MULTIMEDIA PRESENTATIONS

3 Credit Hours

Prerequisite: ENG 112

The purpose of this course is to provide students with the knowledge and skills to develop effective multimedia presentations. The course will afford students the opportunity to study, discuss, and apply the use of multimedia for the purposes of presentations, tutorials, and other instructional strategies.

CPU 275/375/475

SPECIAL TOPICS IN COMPUTER

1-3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topic to be indicated. Seminars, conferences, workshops or field activities focused on current issues in the field of computers.

ECONOMICS

ECO 220

MICROECONOMICS

3 Credit Hours

Prerequisite: MAT 121 or equivalent

This course is concerned with the economic behavior of individual persons, firms and industries and the distribution of production and income among them. It introduces and critiques neoclassical economics and other economic models as mechanisms for allocating society's limited resources among their many alternative uses. The human person, as the supplier of labor and the consumer of the final product, is distinguished from all other factors of production.

ECO 221

MACROECONOMICS

3 Credit Hours

Prerequisite: MAT 121 or equivalent

This course is concerned with the aggregate of individual economic behavior. It will provide an overview of the following macroeconomic issues: the determination of output, employment, unemployment, interest rates and inflation. Monetary and fiscal policies are discussed, as well as public and private debt and international economic issues. The course also introduces basic models of macroeconomics and illustrates concepts utilizing the experiences of the United States and other developed economies. Finally, students will assess the impact of macroeconomic policies using the guiding principles of solidarity and the universal destination of goods.

ECO 310

PRINCIPLES OF MANAGERIAL ECONOMICS

3 Credit Hours

Prerequisites: ENG 112, ECO 220, MAT 211

This course puts economic theory into practice with the objective of optimizing business decisions given scarcity constraints. The determination of what is optimum requires the consideration of the primacy of labor over capital. Drawing heavily from various quantitative techniques, the course emphasizes demand estimation, risk analysis, production analysis, cost analysis, pricing analysis and capital budgeting.

ECO 445 CATHOLIC SOCIAL TEACHING & ECONOMIC THOUGHT

3 Credit Hours

Prerequisites: ENG 112, ECO 220 or ECO 221, senior standing, and permission of the Director of the Business Program.

This course employs Catholic Social Teaching to help examine and evaluate economic history and policy. The social encyclicals since *Rerum Novarum* (1891) and select original works from the seminal contributors to economic thought, including, but not limited to, Adam Smith, Karl Marx, Jean Baptiste Say, John Maynard Keynes, and Milton Friedman, will be the primary readings.

ECO 375/475 SPECIAL TOPICS IN ECONOMICS

3 Credit Hours

Prerequisites: ENG 112, ECO 220 or ECO 221

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in economics.

EDUCATION**EDU 240 FOUNDATIONS IN EDUCATION**

3 Credit Hours

This is a general survey of the development of education in the United States including philosophical, legal, sociological, and historical course. This begins the teacher formation process through research and inquiry into the concepts of “profession”, “gift” and “mission.” Particular emphasis will be given to public, private and parochial school systems in terms of structure, administration, organization and function. All students completing this course should be able to understand the complexities facing education today. All students will be required to complete a special topic report concerning a particular topic in education. Field experience included.

EDU 312 LITERACY THROUGH LEARNING

3 Credit Hours

Prerequisite: ENG 112

This course focuses on theories, materials and strategies for reading and writing instruction across the curriculum. A variety of instructional strategies are provided along with the integration and application of materials for creating a literacy environment through the content area and resources from age appropriate literature, including language experiences and other traditional and contemporary programs. Higher order thinking skills and critical questioning techniques supports the emergent reader. Field experience included, observations and teaching.

EDU 336 METHODS IN MATHEMATICS AND SCIENCE INSTRUCTION

3 Credit Hours

Prerequisite: ENG 112

This course emphasizes various methods of instruction including technology, based on content, age, and developmentally appropriate practices. Attention is given to planning, teaching, and assessment strategies related to the elementary school mathematics and science hierarchies. Field experience included.

EDU 340 FOUNDATIONS OF EDUCATION: THE CATHOLIC SCHOOL

3 Credit Hours

Prerequisite: ENG 112

This course is a study in the philosophy, history, needs, and character of Catholic schools. Topics covered include the role of the Catholic school in relationship to the total mission of the Church; the distinctive nature, values, mission and constituencies of the Catholic school; characteristics of society which impact the Catholic school; expectations of the Catholic school by its constituent groups; and general educational issues and sound educational practice in a Catholic setting. Presentation of the Church's teaching on Catholic education as supported by Church documents is an essential part of this course.

EDU 350 METHODS IN LANGUAGE ARTS, SOCIAL STUDIES AND CULTURE

3 Credit Hours

Prerequisite: ENG 112

This course is designed as an integral segment of the Teacher Education Program and focuses on materials, methods, and procedures used in effectively integrating the elements of Language Arts—speaking, reading, writing, listening, visually representing, viewing—into Social Studies. Methodology using the discovery approach, strategies for development of creative and critical thinking, incorporation of technology, and evaluation of resources are applied to the Social Studies content objectives. An emphasis of course content is placed on geography, culture, and values needed to help students become reflective decision makers and citizens. Field experience required.

EDU 401 EDUCATION SEMINAR: CLASSROOM ORGANIZATION AND MANAGEMENT

1 Credit Hour

Prerequisite: ENG 112***Reserved for students seeking the Bachelor of Science degree and post-baccalaureate program.***

This senior synthesis accompanies the Enhanced Student Teaching experience. Designed in a different time format, this seminar bridges the learning for the student teacher in the area of classroom organization and management from theory to practice. Other pertinent concerns that arise during the student teaching experience are discussed and evaluated in the light of sound educational practices.

EDU 417 READING DIAGNOSIS AND INSTRUCTION

3 Credit Hours

Prerequisites: ENG 112, EDU 312

This course offers appropriate methodologies for applying current research and skills in solving problems related to reading level, rate, comprehension and other reading difficulties experienced in the K-6 classroom. The teacher education student will apply these methods to all elementary content subject areas working directly with a student by developing an individual assessment.

EDU 425 MEDIA AND TECHNOLOGY IN EDUCATION

3 Credit Hours

Prerequisites: ENG 112, CPU 115 or computer competency

This course is designed to provide students with the knowledge and skills to integrate instructional technology into the elementary school classroom. The course addresses the management of

different learning strategies, the development of higher order thinking skills using various instructional technologies, the selection, use and integration of appropriate technology-based resources, and the development of instructional materials which make use of basic computer applications of word-processing, spreadsheets, databases, presentation software and the Internet. Students are required to develop and teach a technology-integrated lesson in an elementary school classroom. Evaluation of hardware, software, and Websites are incorporated into this course. Practicum included.

EDU 435 ENHANCED STUDENT TEACHING: K-6 LICENSURE PROGRAM

11 Credit Hours

Prerequisite: ENG 112

Reserved for students seeking the Bachelor of Science degree and post-baccalaureate program.

Enhanced Student Teaching experiences are designed as the culminating course, which synthesizes the total process of teacher education formation. The experiences give the Teacher Education student the opportunity to plan and execute instruction in an environment, which provides structure for an increasing degree of responsibility. In order to provide both depth and breadth of experience, the professional semester is divided into two modules: a nine-week experience and a seven-week experience. The two experiences may be in varied school settings (urban, rural or suburban), which may be in either public or non-public accredited institutions. The two experiences must be in different grade levels. The evaluation of the Teacher Education student's performance during the professional semester is both formative and summative in nature; and is carried out by the mentor teachers in cooperation with the Aquinas College Teacher Education Program.

EDU 375/475 SPECIAL TOPICS IN EDUCATION

1-3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops or field activities focused on current issues in education.

ENGLISH

ENG 012 FUNDAMENTALS OF ENGLISH

3 Non-Credit Hours

This course, which reviews basic skills in composition to prepare students for English 111, is required for students who need remedial work as determined by the English placement essay. Content includes sentence structure, grammar and usage, mechanics, punctuation and the writing of paragraphs and short papers. Students are graded on a pass-fail basis. A passing grade ("P") is achieved with an average score of 80%. If required, this course must be taken within the first semester of attendance. See additional information under "Developmental Courses" within this catalog.

ENG 110 **SPEECH**

3 Credit Hours

This course is designed to give the student an understanding of the principles of effective speech. Emphasis is placed on the preparation, content, language and delivery of speeches before an audience. Students present informative, persuasive and commemorative speeches. They learn standards to evaluate their own public speaking performances and those of others.

ENG 111 **ENGLISH COMPOSITION I**

3 Credit Hours

English Composition I is an introduction to the principles of effective writing through the rhetorical and critical analysis of the essay and the short story. Students will write personal, expository and critical essays while working to improve their grammar, punctuation, mechanics skills, usage and writing style. The course will emphasize writing from invention to revision. **Students must earn a final grade of "C" or better to pass ENG 111.**

ENG 112 **ENGLISH COMPOSITION II**

3 Credit Hours

Prerequisite: ENG 111

A further study of the principles of effective writing through rhetorical and critical analysis, the second semester stresses competency in critical reading, argumentative strategies, research skills and the literary analysis of poetry and drama. Students will write persuasive essays, a research paper, and literary analysis based on readings in drama and poetry. **Students must earn a final grade of "C" or better to pass ENG 112. ENG 112 must be completed prior to beginning the second year of study.**

ENG 113 **COMPOSITION III: PRACTICAL ACADEMIC**

3 credit hours

WRITING ACROSS THE DISCIPLINES

This course, intended for transfer students who have successfully completed the equivalent of ENG 111 and 112, provides additional intensive non-fiction writing practice in composition and research in order to prepare them for upper-division courses at Aquinas. A workshop format allows concentration on the student's intended discipline. Students will write a short research paper, essays in several genres, and various shorter pieces. The midterm and final examinations will cover research methods, citation styles, critical reading skills, and writing theory.

ENG 213 **ENGLISH LITERATURE I**

3 Credit Hours

Prerequisite: ENG 112

This survey course includes representative selections of British literature illustrating various genres from the Anglo-Saxon period to the eighteenth century. Students should be able to analyze a literary text according to its content, structure, and purpose, as well as to understand it as part of a historical, cultural, and literary tradition. A research paper is required.

ENG 214**ENGLISH LITERATURE II**

3 Credit Hours

Prerequisite: ENG 112

This survey course includes representative selections of British literature illustrating various genres from the Romantic period to the present. Students should be able to analyze a literary text according to its content, structure, and purpose, as well as to understand it as part of a historical, cultural, and literary tradition. A research paper is required.

ENG 215**AMERICAN LITERATURE**

3 Credit Hours

Prerequisite: ENG 112***Offered Spring Semester***

Selected major American authors from the Colonial period to the present. Authors may include Bradford, Edwards, Franklin, Paine, Irving, Emerson, Thoreau, Poe, Hawthorne, Dickinson, Twain, Frost, Hemingway and O'Neill.

ENG 245**CREATIVE WRITING**

3 Credit Hours

This course introduces the form, theory, and practice of writing fiction, poetry, drama, or the essay (at the instructor's discretion), leading to a workshop in which students present their own work for discussion.

ENG 311**WORLD LITERATURE: EPIC**

3 Credit Hours

Prerequisite: ENG 112***Offered Fall Semester, even years***

This course provides a close examination of epic poetry. Authors and works may include *Gilgamesh*, Homer's *Iliad and Odyssey*, Virgil's *Aeneid* and Milton's *Paradise Lost*. The persistent themes of the epic – war, homecoming, the founding of a city, the relationship between the human and the divine – will be explored.

ENG 312**WORLD LITERATURE: LYRIC**

3 Credit Hours

Prerequisite: ENG 112***Offered Spring Semester, odd years***

This course is an intensive study of lyric poetry, with an emphasis upon the relationship between poetic form and poetic meaning. Students will learn the art of scansion and learn how to identify the rhetorical schemes and tropes that allow lyric poetry its unique mode of expression. Readings will cover the entire history of the lyric, and in particular, its flourishings within the Psalms, ancient Greece, medieval Europe, seventeenth-century England, and the twentieth century.

ENG 313 WORLD LITERATURE: TRAGEDY & COMEDY

3 Credit hours

Prerequisite: ENG 112**Offered Fall Semester, odd years**

Through the study of drama, this course explores the depths (tragedy) and heights (comedy) of the human condition. Close attention will be paid to the relationship between the classical and Christian understandings of the human condition and the expression of that understanding within drama. Possible texts include the following: *Prometheus Bound*, *The Oresteia*, *Oedipus Tyrannos*, *Oedipus at Colonus*, *Antigone*, *The Bacchae*, *Frogs*, *Clouds*, *Birds*, *The Book of Job*, *Everyman*, *The Second Shepherd's Play*, *Dr. Faustus*, *Hamlet*, *Othello*, *Macbeth*, *King Lear*, *The Tempest*, *Mourning Becomes Electra*, and *A Raisin in the Sun*.

ENG 314 WORLD LITERATURE: NOVEL

3 Credit Hours

Prerequisite: ENG 112**Offered Spring Semester, even years**

The study of the novel is also a study in modernism. The great novelists are deeply aware of the literary tradition that spans from Homer to Shakespeare, and of how their own work interacts with and contributes to that tradition. This course focuses upon the novel's unique ability to synthesize the genres of epic, lyric, tragedy, and comedy. Possible works to be studied: *Crime and Punishment*; *Moby Dick*; *The Ambassadors*; *Madame Bovary*; *Great Expectations*; *The Return of the Native*; *Emma*; *Portrait of the Artist as a Young Man*; *Lord Jim*; *Heart of Darkness*; *Go Down Moses*; *Song of Solomon*; *Possession*; *One Hundred Years of Solitude*; and *Midnight's Children*.

ENG 330 MODERN MULTI-CULTURAL WRITERS

3 Credit Hours

Prerequisite: ENG 112**Same as SOC 330; Offered Fall Semester**

This course includes representative selections of writers from different cultural backgrounds. The choice of ethnic literature is based on American ethnic groups such as African American, Jewish, Native American, Hispanic American, and Asian American. However, modern writers of any nationality may be studied. Student papers will be based on both literary analysis and cultural studies. Some field experience included. A research paper is required.

ENG 331 MEDIEVAL ENGLISH LITERATURE

3 Credit Hours

Prerequisite: ENG 112

This course focuses on the range of forms and the vigorous Christian elements in medieval British literature. Works to be included are Anglo-Saxon and Chaucerian epics; saints' lives in prose, the Anglo-Saxon lyric "The Wanderer", Anglo-Saxon and High Medieval devotional lyrics; *Sir Gawain and the Green Knight* and other works of the Pearl Poet; and fifteenth-century drama from the York, Wakefield and Chester mystery cycles. A research paper is required.

ENG 332 EARLY MODERN ENGLISH LITERATURE

3 Credit Hours

Prerequisite: ENG 112

Intended to complement the Shakespeare course, this course focuses on Early Modern poets and playwrights whose works are not as well known, although some of Shakespeare's work is included in the course. Other authors to be considered include Thomas More, Marlowe, Jonson, Wyatt, Sydney, Spenser, Donne, Herbert, Marvell, Crashaw, Malory and Milton. A research paper is required.

ENG 340 18th CENTURY BRITISH LITERATURE

3 credit hours

Prerequisite: ENG 112

This course examines the "Long Eighteenth Century", which spans from 1660 to 1789. The French Enlightenment's impact upon religion, politics, and philosophy gave rise to the greatest English satirists. Authors may include the poetry and prose satires of Dryden, Pope, Swift, and Johnson. In addition to satire, students will study the development of the following: the rise of the novel, the periodical essay, the biography, and literary criticism. Restoration playwrights such as Gay, Behn, Wycherley, Sheridan, and Congreve will be read as time permits. A research paper is required.

**ENG 341 19th CENTURY BRITISH LITERATURE:
ROMANTIC AND VICTORIAN**

3 Credit Hours

Prerequisite: ENG 112

This course examines English poetry and prose from the French Revolution to circa 1901. The use of lyric, odes and other forms by Romantic poets is noted as an aesthetic and cultural revolution following the Enlightenment. Victorian poets and novelists are studied as the aftermath of the Romantic revolution in the context of late nineteenth-century crises: industrialization, imperialism; Freudian psychology, the Woman Question, and the assault on Christian faith by utilitarianism and Darwin's theory of evolution. Authors may include Blake, Wordsworth, Coleridge, Keats, Shelley, the Bronte sisters, the Brownings, Newman, Tennyson, Hopkins, Carlyle and Mill. A research paper is required.

ENG 342 20th CENTURY LITERATURE

3 credit hours

Prerequisite: ENG 112

This course examines a selection of twentieth-century works that may variously include epics, novels, dramas, lyrics, and essays. Representative authors may include Joyce, Woolf, Pound, Eliot, Yeats, Cather, Faulkner, Steinbeck, Ransom, and Stevens, as well as authors spanning from the second half of the century to contemporary times.

ENG 343 ADVANCED GRAMMAR

3 Credit Hours

*Prerequisite: ENG 112**Offered every Fall semester*

An examination of the three most influential and successful systems for analyzing English morphology and syntax: traditional grammar, structural grammar, and generative-transformational

grammar. Emphasis will be placed on the structures and functions of traditional grammar both as a basis for learning the other two and for teaching grammar in elementary and high schools.

ENG 344 **ADVANCED COMPOSITION**

3 Credit Hours

Prerequisite: ENG 112

Offered every Spring semester

An advanced course in expository, persuasive, and research writing in which students will refine basic writing skills learned earlier in the composition sequence. Topics will include audience and purpose, rhetorical devices, figures of speech, appeals to logic and emotion, and the roles of grammar, punctuation, and sentence structure in achieving a student's own style. Recommended for students who wish to strengthen their writing skills and learn to evaluate the writing of others.

ENG 345 **ADVANCED CREATIVE WRITING**

3 Credit Hours

Prerequisite: ENG 112

This course is an in-depth study of the creation of poetry, short fiction, and drama (at the instructor's discretion), leading to the production of a short story, a one-act play, and several poems in classic forms.

ENG 400 **CHILDREN'S LITERATURE, SPEECH AND DRAMA**

3 Credit Hours

Prerequisite: ENG 112

This course is an overview of age-appropriate children's literature. The course develops an awareness of the value of good literature in the education and life of children. Integration of children's literature with various performance technologies, such as storytelling, puppetry, children's theatre and creative dramatics, provides students with effective techniques for the elementary classroom. Reviewed literature offers the student a cross-cultural experience. Field experience included.

ENG 403 **ADOLESCENT LITERATURE**

3 Credit Hours

Prerequisite: ENG 112

This course is an overview of developmentally appropriate literature for the adolescent student. The content reflects and projects many of life's experiences and demonstrates that significant parallels exist in the literature of global cultures and interrelated genres. Field experience included.

ENG 410 **LINGUISTICS**

3 Credit Hours

Prerequisite: ENG 112

Offered Spring Semester

This course will examine language as systems of sounds, syntax, and small and large units of meaning. Other areas of language study will include writing systems, children's acquisition of language, language and the brain, social and regional dialects, language change over time, and the relationships of world languages to each other.

ENG 411 HISTORY OF THE ENGLISH LANGUAGE

3 Credit Hours

*Prerequisite: ENG 112**Offered every Fall semester*

Beginning with the German roots of the English language, the course will trace the internal development of English sounds, words, and syntax through the Old English, Middle English, Early Modern and Modern English periods. Attention will also be given to external influences such as the Viking and Norman invasions, Renaissance learning with its influx of classical vocabulary, the rise of standards in the eighteenth century, and the effects of exportation of English to colonies such as North America, India, Australia, New Zealand, and parts of Africa.

ENG 412 DANTE

3 Credit Hours

*Prerequisite: ENG 112**Offered every Fall semester*

This course examines the major works of Dante Alighieri, the medieval Italian poet whose works have been called "Thomism in verse." Most of the course will be spent on the *Divine Comedy* in order to understand its literary and historical contexts and allusions and its theological structure. Minor poetry and essays will also be read as time permits. A research paper is required.

ENG 413 SHAKESPEARE

3 Credit Hours

Prerequisite: ENG 112

This course provides a study of selected comedies, histories, and tragedies of Shakespeare, with an emphasis on his Christian typology.

ENG 461 AMERICAN AUTOBIOGRAPHY

3 Credit Hours

Prerequisite: ENG 112

This course examines the autobiographies of well-known American Writers and historical figures. Selections may include works from Benjamin Franklin, Mark Twain, Black Hawk, Jane Addams, Lillian Hellman, Harriet Jacobs, Booker T. Washington, Eudora Welty, and others. A research paper is required.

ENG 275/375/475 SPECIAL TOPICS IN ENGLISH

1-3 Credit Hour(s)

*Prerequisite: ENG 112**Requires written approval of the Vice President for Academic Affairs.*

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities or projects focused on current issues in English.

FINANCE

FIN 215 PRINCIPLES OF FINANCIAL ACCOUNTING AND ANALYSIS

3 Credit Hours

Same as ACC 215

Prerequisite: MAT 121 or equivalent

This course focuses on the principles employed in the analysis of financial statements rather than their creation. Financial statements, their management information content, their interpretation, and their use in developing financial assessments of publicly held firms will be the pivotal elements of the course, without overlooking the human and moral factors that must also be considered in such evaluations. Analytical techniques employed include trend analysis and deterministic forecasting. This course provides the foundation for corporate finance theory.

FIN 300 PRINCIPLES OF CORPORATE FINANCE

3 Credit Hours

Prerequisites: ENG 112, ACC 215

This course describes the theory and practice of corporate finance. Topics include valuation of equity and debt, risk and return, practical problems in capital budgeting, financing decisions and market efficiency, dividend policy and capital structure, long-term financial planning and short-term working capital management. Guided by the principle of the priority of labor over capital, the emphasis of the course is the practical application of finance theory to both strategic and tactical corporate decisions.

FIN 310 MONEY AND BANKING

3 Credit Hours

Prerequisites: ECO 221

This course examines the role that money, interest rates and financial intermediaries (in particular, the banking system) play in the operation of the U.S. and global economy. Therefore, the aim of the course is to give students an overview of the U.S. financial system and an understanding of the theory and practice of monetary policy. The topics will be a blend of theoretical modeling and empirical discourses. Students will examine how current and historical events are reshaping the industry. Attention will be given to the basic analytics of managing a bank's exposure to liquidity, credit, and market risk. In addition, students will consider how to evaluate and compare the risk exposures and performance of individual banks, while evaluating their commitment to the common good through heuristics such as the extent of their involvement in the subprime debacle.

FIN 320 INVESTMENTS

3 Credit Hours

Prerequisites: FIN 300

This course is designed to acquaint the student with the concepts of portfolio analysis in the general area of institutional investment management. Topics include: portfolio theory; equilibrium models of security prices (including the capital asset pricing model and the arbitrage pricing theory); the empirical behavior of security prices; market efficiency; performance evaluation; and behavioral finance. The course discusses principles for managing financial assets. These principles apply, for example, to managing corporate pension funds, bank-administered trusts, and other institutional

funds. Students will learn how to establish appropriate investment objectives, develop optimal portfolio strategies, estimate risk-return tradeoffs, and evaluate investment performance, guided by the principle that they are investing in individual firms which are communities of persons who endeavor to satisfy their basic needs while being of service to society.

FIN 410 COMMERCIAL BANK MANAGEMENT

3 Credit Hours

Prerequisites: FIN 300

This course provides a comprehensive overview of the commercial banking industry. Topics covered include the structure and regulation of the banking industry, sources of funds, asset-liability management, liquidity and reserve management, and the investment function in banking. The course features lecture, interactive class discussion, and case studies – blending theory and practice. Emphasis is placed on the moral considerations inherent in all business decisions, particularly those that impact stakeholders of financial institutions.

FIN 420 INVESTMENT BANKING AND BROKERAGE

3 Credit Hours

Prerequisites: FIN 300

This course provides students with an overview of the basic interaction of financial institutions and the firm. Among the topics covered are capital structure, financial intermediation, initial and seasoned public offerings, corporate reorganization and bankruptcy, and financing in imperfect markets. Students will examine the available corporate securities that firms can use to finance investment, such as corporate and junk bonds, bank loans, common and preferred equity, commercial paper, securitization, as well as some recent innovations. Discussion will focus on the design, the issuing process and the pricing of these composite securities. Despite the apparent exclusive focus on capital, the tenor of this course will neither abandon nor obscure the fundamental principle of the priority of labor over capital.

FIN 425 CAPITAL MARKETS AND RISK MANAGEMENT

3 Credit Hours

Prerequisites: FIN 300

The objective of this course is to study the major decision-making areas of managerial finance and some selected topics in financial theory. The course reviews the theory and empirical evidence related to the investment and financing policies of the firm and attempts to develop decision-making ability in these areas. Areas of finance not covered in earlier courses such as leasing, mergers and acquisitions, complex valuations, risk management, security design, and real options are addressed, while other areas that were covered in earlier courses are explored in greater depth and more rigorously. These include investment decision-making under uncertainty, cost of capital, static and dynamic capital structure, pricing of selected financial instruments and corporate liabilities, and dividend policy. The definition of stakeholders will be expanded from the pure finance theory base of shareholders (the firm's owners) to include employees, customers, debt holders, vendors, and community. Finance theory does not readily lend itself to addressing the interests of this expanded stakeholder base, but finance practice, if properly formed, can embrace the principle of the common good.

FIN 375/475 SPECIAL TOPICS IN FINANCE

3 Credit Hours

Prerequisites: ENG 112, FIN 300

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in finance.

FINE ARTS

FAR 210 HISTORY OF MUSIC

3 Credit Hours

History of Music presents a survey of Western music from ancient to modern times. All periods will be covered and exemplified with analysis of illustrative listening examples. The student will develop a basic understanding of the major periods and their foremost exponents, as well as a fundamental grasp of the evolution of musical style.

FAR 211 ART HISTORY

3 Credit Hours

Offered Fall Semester

This course is a survey of Western art from prehistoric times through the medieval period, with particular emphasis on the development of art and architecture and major iconographic themes in ancient Egypt, Greece, and Rome, and in the early Christian and Byzantine periods.

FAR 212 ART APPRECIATION

3 Credit Hours

Offered Spring Semester

This course is a survey of Western art from the Late Gothic through the modern period, with particular emphasis on the development of art and architecture and major iconographic themes during the renaissance in Italy and the North and the Baroque period.

FAR 215 MUSIC THEORY

3 Credit Hours

This course is designed to acquaint the beginning student with the rudiments of music such as basic notation, elementary harmony, and ear training.

FAR 220 MUSIC HISTORY AND APPRECIATION

3 Credit Hours

Music History and Appreciation is a survey course designed to acquaint the student with the general history of music and to foster an appreciation for various types of music. Topics include leading composers and the relationship of music to other aspects of history and cultural development. The student will become familiar with the basic elements of music, the major periods of music, and the greatest composers of these periods.

FAR 221 AQUINAS SINGERS: MAJOR MODES

1 credit hour

Prerequisite: voice placement with instructor

A course designed to introduce the basic principles of choral singing, including correct diction, vocal production, correct posture and many other related topics. Emphasis will be on learning to read music in solfege', particularly in major keys. The choir will perform music literature appropriate to the choral skills acquired in class. This course was previously titled "The Aquinas Singers". May be repeated for credit.

FAR 222 AQUINAS SINGERS: MINOR MODES

1 credit hour

Prerequisite: voice placement with instructor

In addition to the principles of proper choral singing, participants are introduced to singing in minor keys, using solfege' methodology and the moveable Do system in particular. The choir will perform music literature appropriate to the choral skills acquired in class. May be repeated for credit.

FAR 223 AQUINAS SINGERS: RHYTHMIC STUDIES

1 credit hour

Prerequisite: voice placement with instructor

A performance based course culminating in public Christmas concert. In this course, students will focus on a program of rhythmic studies, allowing them to sing more complex literature. May be repeated for credit.

FAR 224 AQUINAS SINGERS: THEORETICAL STUDIES

1 credit hour

Prerequisite: voice placement with instructor

A performance based course culminating in a spring concert at an advanced level, combining many choral principles. Students receive added instruction in basic music theory with emphasis on programmed instruction in key recognition in both major and minor modes. May be repeated for credit.

FAR 301 CHRISTIAN THEMES IN ART

3 Credit Hours

Prerequisite: ENG 112

Through formal and iconographic analysis, this course examines religious themes and imagery in primarily Christian traditions, both Western and Eastern. Particularly investigated are the manners in which art, architecture, and sacred sites have served religion and human spirituality throughout the history of civilization.

FAR 410 DISCERNING THE VIRTUES IN ART AND MUSIC

3 Credit Hours

Prerequisites: ENG112, and previous course credit in Theology or Philosophy, and either previous course credit in Fine Arts or permission of the instructor.

This course allows students an opportunity to evaluate music and the visual arts according to the theological and cardinal virtues. The course, arranged according to virtues, enables the student to analyze art and music in a spiritual sense and to discern whether a given virtue is present or absent, how it is manifested, and whether virtue is reinforced in the listener or viewer of the art. The course will consider both sacred and secular art and music from a variety of eras, cultures, and genres.

FAR 275/ 375/ 475 SPECIAL TOPICS IN FINE ARTS

1 - 3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topic to be indicated. Seminars, conferences, workshops, field activities or projects focused on current issues in the areas art and/or music.

FOREIGN LANGUAGE

FRE 111, FRE 112 ELEMENTARY FRENCH I, II

3 Credit Hours Each

Must be taken in sequence.

This beginning French course places emphasis on conversation, basic grammar, simple dictation, daily oral practice and a geographical and historical perspective of the French people.

FRE 213, FRE 214 INTERMEDIATE FRENCH I, II

3 Credit Hours Each

Prerequisite: FRE 112 or two years of high school French. FRE 213 and FRE 214 must be taken in sequence.

Intermediate French is a second year course with emphasis on conversation, advanced grammar, simple composition, daily oral practice and cultural readings.

GRE 111 ELEMENTARY GREEK I

3 Credit Hours

Same as CLSG 111

This course is the first semester of elementary Classical Greek grammar, vocabulary, and syntax. It also includes an introduction to Greek history and culture and a selection of readings in translation. Graduated passages will be read and analyzed in class almost daily. At the successful completion of this course, the student should be able to correctly read, translate, and analyze grammatically, elementary Greek words, phrases, sentences, and passages and to form selected simple English phrases and words into Greek.

GRE 112 **ELEMENTARY GREEK II**

3 Credit Hours Each

*Same as CLSG 112**Prerequisite: GRE/CLSG 111*

This course is the second semester of elementary Classical Greek grammar, vocabulary, and syntax. It also includes continued study of introductory Greek history and culture, especially as known through selected readings in translation. The student should be able to recount and characterize the major divisions of ancient Greek history and a selection of related cultural developments. At the successful completion of this course, the student should be able to correctly read, translate, and analyze grammatically selected elementary classical Greek words, phrases, and passages as well as translate selected English words, phrases and sentences into Greek

LAT 111 **ELEMENTARY LATIN I**

3 Credit Hours

Same as CLSL 111

This course is the first semester of elementary Classical Latin grammar, vocabulary, and syntax. It also includes an introduction to Roman history and culture and, time permitting, a selection of readings in translation. The successful student will acquire practical knowledge of first semester elementary Latin and, in the context of this study, come to know an introductory level of Roman history and culture. At the completion of this course, the student should be able to read, translate, and analyze grammatically basic Latin prose.

LAT 112 **ELEMENTARY LATIN II**

3 Credit Hours

*Same as CLSL 112**Prerequisite: LAT/CLSL 111*

This course is the second semester of elementary Classical Latin grammar, vocabulary, and syntax. It also includes a continuation of introductory Roman history and culture and, time permitting, selected readings in translation. The successful student will acquire practical knowledge of second semester introductory-level college Latin. At the completion of this course, the student should be able to read, translate, and analyze grammatically more complex Latin prose and poetry.

LAT 213 **INTERMEDIATE LATIN I**

3 Credit Hours

*Same as CLSL 213**Prerequisite: LAT 112 or two years of high school Latin*

This course is the first semester study of Classical Latin on the intermediate college level with emphasis on translation of selected passages, primarily prose, from Republican and Augustan authors. Topics include continued study of grammar, especially subjunctive uses, literary analysis and terms, and the historical setting of the passages studied. Additional readings in translation to complement the passages read in Latin will also be included. The intent of this course is that the student correctly translate, grammatically analyze articulately criticize selected Latin passages. At the successful completion of this course, the student should be able to read, translate, and discuss the artistic and historical characteristics of selected Latin passages.

LAT 214

INTERMEDIATE LATIN II

3 Credit Hours

Same as CLSL 214

Prerequisite: Successful completion of Intermediate Latin I or the equivalent as determined by instructor.

This course is the second semester study of Classical Latin on the intermediate college level with emphasis on the reading and translation of selected passages, especially poetry, from the Republican and Augustan periods. Additional readings in translation will be included to supplement the passages read in Latin. Topics include continued study of grammar, literary analysis and terms, the use of meter, especially in the epic, and the historical setting of the passages studied. Reports on individual topics will be required. At the successful completion of this course, the student should be able to read, translate, and analyze the grammatical and artistic characteristics of selected Latin passages.

SPA 111, SPA 112

ELEMENTARY SPANISH I, II

3 Credit Hours Each

Must be taken in sequence

This beginning Spanish course includes elements of grammar, composition, dictation and transcription, oral practice, simple reading and a geographical and historical perspective of the Hispanic peoples with emphasis on their cultures, traditions customs and contributions.

SPA 213, SPA 214

INTERMEDIATE SPANISH I, II

3 Credit Hours Each

Prerequisite: SPA 112 or two years of high school Spanish. Must be taken in sequence.

Intermediate Spanish is a second year course that includes an intensive review of Spanish grammar with an emphasis on composition and conversation, with wide reading of Spanish and Latin American authors.

**FRE/GRE/LAT/LAN/SPA
175, 275, 375, 475**

**SPECIAL TOPICS IN
FOREIGN LANGUAGE**

1 - 3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or reading and research. The focus will be on current issues in French, Greek, Latin and Spanish.

GEOGRAPHY

GEO 200

WORLD GEOGRAPHY AND CULTURE

3 Credit Hours

This course will take a penetrating look at the geographic framework of the contemporary world: the grand design that is the product of thousands of years of human achievement and failure, movement and stagnation, revolution and stability, interaction and isolation. The primary goal of

the course will be to examine the realms of the world focusing on the impact environmental characteristics have on the development of cultural traits and economic systems. All students completing this course should be able to understand their own cultural values and beliefs as well as be able to imagine the viewpoints and feelings of others. A research topic is required.

GEO 275/375/475 SPECIAL TOPICS IN GEOGRAPHY

1 - 3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in world geography.

HEALTH AND PHYSICAL EDUCATION

HPE 110 PERSONAL AND COMMUNITY HEALTH

3 Credit Hours

This comprehensive course considers principles of personal and community health, wellness, safety, nutrition, and physical fitness as choices that support a complete, and total health profile. Students study overviews of health-related issues and current community programs that target home, work place, school and community environments.

HPE 210 FIRST AID AND SAFETY EDUCATION

3 Credit Hours

This is an in-depth course in first aid and safety, including CPR. Lectures, demonstrations, and skills-training for emergency first aid procedures and life threatening situations are provided. American Red Cross first aid and CPR certifications are obtainable.

**HPE 275/375/475 SPECIAL TOPICS IN HEALTH AND
PHYSICAL EDUCATION**

1-3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops or field activities focused on current issues in health and physical education.

HISTORY

HIS 111 WESTERN CIVILIZATION I

3 Credit Hours

Offered Fall Semester

Western Civilization I studies the development of Europe from prehistory to the early 18th century and includes the ancient civilizations of the Middle East, Greece, Rome, Medieval Europe, the Renaissance, the Reformation and the Age of Absolutism. Major trends, key personalities and important institutions are investigated and assessed for their historical significance.

HIS 112 WESTERN CIVILIZATION II

3 Credit Hours

Offered Spring Semester

As a continuation of Western Civilization I, this course studies the history of modern Europe from the Age of Reason to the end of the 20th century. The approach is chronological, emphasizing the development of the modern state, the evolution of scientific inquiry in an industrial and technological age, and the role of ideology against a backdrop of war and revolution.

HIS 201 UNITED STATES HISTORY I

3 Credit Hours

Offered Fall Semester

This course studies United States history from pre-Columbian America through the Reconstruction, emphasizing the Colonial Era, the American Revolution, the Early National Period, the Age of Jackson and the Civil War. Major trends, key personalities and important institutions are investigated and assessed for their historical significance.

HIS 202 UNITED STATES HISTORY II

3 Credit Hours

Offered Spring Semester

This course, a continuation of United States History I, studies United States history from the Gilded Age to the present. Some of the topics emphasized are the growth of big business, Progressive Reforms, the Roaring Twenties, the Great Depression, the World Wars and post-World War II America.

HIS 211 HISTORY OF THE CATHOLIC CHURCH I

3 Credit Hours

Same as THE 211

This course is a survey of the history of the Catholic Church from the apostolic community until the Great Western Schism in the 14th Century. Emphasis is placed on the formation of the Church, doctrinal heresies, development of Church structure, medieval Church-state relations, and the causes of the Great Schism. ***This course will not satisfy the General Education requirements for two sequential History courses.***

HIS 212 HISTORY OF THE CATHOLIC CHURCH II

3 Credit Hours

Same as THE 212

This course surveys the development of the Catholic Church from the Reformation to the present. Topics include the Reformation, the Catholic Reformation, the Council of Trent, and Vatican Councils I and II. In addition, the course will explore the Church's influence on the modern and post-modern world with emphasis on philosophical movements, nationalism, imperialism, totalitarianism, and contemporary issues. ***This course will not satisfy the General Education requirements for two sequential History courses.***

HIS 311 TENNESSEE HISTORY

3 Credit Hours

Prerequisite: ENG 112

This course is a survey of the history of Tennessee from the early Indian tribes to the present. Students will examine social, cultural, economic and political aspects of the state. All students completing this course should be knowledgeable about the people who helped make Tennessee what it is today. A special research topic that relates to the state is required. This course will include field trips to local sites of historical interest.

HIS 333 THE AGE OF JEFFERSON AND JACKSON

3 Credit Hours

Prerequisites: ENG 112

This course begins with Washington's first term in office and includes an in-depth study of foreign affairs, the legacies of Thomas Jefferson, the Industrial Revolution, westward expansion and its effects on Native Americans, Jacksonian democracy, and the institutionalization of slavery. Special emphasis will be placed on the social and cultural life of the early republic.

HIS 334 CIVIL WAR AND RECONSTRUCTION

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 211 & HIS 212; ENG 112

Beginning with the Mexican War this course studies antebellum America, the slavery controversy and other causes leading to Southern secession from the Union. The war is examined in detail, as are the political and social aspects of Reconstruction.

HIS 335 THE GILDED AGE AND PROGRESSIVISM

3 Credit Hours

Prerequisites: ENG 112

This course is an analysis of post-Reconstruction society, politics, and culture as America emerges as a global power and enters the modern world. Immigration, urbanization, western settlement and industrialization are considered, culminating in the reforms of the Progressive Era.

HIS 337 THE UNITED STATES SINCE 1945

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 211 & HIS 212; ENG 112

A study of post-World War II America, this course gives special attention to the Cold War, the struggle for Civil Rights, the decades of consensus (1950s) and turmoil (1960s), Watergate and the 70s, the Age of Reagan and current challenges to America in the new millennium.

HIS 351 THE ANCIENT WORLD

3 Credit Hours

Prerequisites: ENG 112

This course is an examination of the Near Eastern Neolithic Revolution, Pharonic Egypt, the Hebrew Kingdom, Mycean and classical Greece, the Persian and Peloponnesian wars, and the Kingdom Republic and Empire periods in Roman history. Topics include the nature of civilization, sources of political power, and the development of major religions

HIS 352 MEDIEVAL HISTORY

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 211 & HIS 212; ENG 112

This course will examine Europe from the fourth through the fourteenth centuries. Topics will include intellectual, economic, technical, cultural and religious expansion; the Carolingian Renaissance; church/state conflicts; church reform and the papacy; limited government; universities; scholasticism; the disasters of the fourteenth century; and the roots of the Renaissance.

HIS 354 THE AGE OF REFORMATION

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 211 & HIS 212; ENG 112

This course will examine sixteenth- and seventeenth-century Europe from the Age of Exploration to the Peace of Westphalia. Examined in detail will be the Protestant Reformation, the Catholic Reformation, Tudor and Stuart England, the Thirty Years War, religious and political fragmentation stemming from these events and the rise of science. Particular attention will be given to such historic figures as Emperor Charles V, Martin Luther, John Calvin, St. Ignatius Loyola, Queen Elizabeth I and Cardinal Richelieu.

HIS 357 EUROPE AND THE WORLD WARS

3 Credit Hours

Prerequisites: ENG 112

This course is a detailed examination of the causes, events and results of World Wars I and II. Topics will include cultural and intellectual developments between the wars, the Russian Revolutions, Communist and Nazi totalitarianism, the Great Depression, the Spanish Civil War, and the Holocaust. Major figures such as Hitler, Stalin, Mussolini, Churchill and Pope Pius XII will be studied.

HIS 420 WESTERN CIVILIZATION AND AMERICA

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 201 & HIS 202; ENG 112

This course provides a detailed examination of how Western Civilization, from ancient history to present, has affected the cultural and intellectual foundations of American institutions. The format is thematic, emphasizing Western influences on American practices and traditions in areas such as religion, government, politics, economics, science and technology, law and culture.

HIS 421 UNITED STATES FOREIGN POLICY

3 credit hours

Prerequisites: HIS 111 & HIS 112 or HIS 201 & HIS 202; ENG 112

This course is designed to provide an overview of America's relations with other nations from the early days of the Republic to the present, emphasizing such policies as neutrality, interventionism vs. isolation, and Manifest Destiny. Also examined are specific decisions that have and continue to shape American history.

HIS 456 RUSSIAN HISTORY

3 credit hours

Prerequisites: HIS 111 & HIS 112; ENG 112

Among the major topics covered are pre-Kievan origins; the Kievan state; the Mongol invasion; Moscovite Russia; the establishment of the Romanov dynasty; Imperial Russia; the Rise of the Bolsheviks; the formations of the USSR; World War II; the Cold War and contemporary post-Communist Russia. Emphasis will be given to the origins and development of Russian political and cultural institutions.

HIS 460 STUDIES IN AFRICAN HISTORY

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 201 & HIS 202; ENG 112

This course will present an intensive study of Africa. Beginning with man's earliest development, this course chronologically covers such topics as early African states, the slave trade, European impact and the African response leading to independence. Major figures who contributed to this continent's greatness will be considered.

HIS 464 STUDIES IN EAST ASIAN HISTORY

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 201 & HIS 202; ENG 112

Japan, China, Korea and Vietnam are studied from their prehistoric development to the end of the twentieth century, with emphasis placed on their interconnectedness. Political, philosophical, religious, economic and social traits and systems will be addressed.

HIS 468 STUDIES IN INDIAN HISTORY

Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 201 & HIS 202; ENG 112

This course will chronologically approach Indian history beginning when the ancient Indian civilizations grew up in the Indus Valley and will focus on such topics as Hinduism, the Mughal Empire, British colonization, the struggle for freedom and liberation, with emphasis placed on the unity within diversity in the subcontinent. Such personalities as Gandhi, Nehru, and Indira Gandhi will be considered.

HIS 472 STUDIES IN LATIN AMERICAN HISTORY

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 201 & HIS 202; ENG 112

This course focuses on the Americas before European contact, from pre-Columbian times to the present, highlighting significant cultural achievements of the Mayas, Aztecs, and Incas, the Columbian exchange, Spanish power in the New World and political, social and economic development in post-independence Latin America.

HIS 476 STUDIES IN MIDDLE EASTERN HISTORY

3 Credit Hours

Prerequisites: HIS 111 & HIS 112 or HIS 201 & HIS 202; ENG 112

This course surveys Middle Eastern History beginning with the rise of Islam and its effects,

Ottoman Empire, European influences, the Arab states, Palestine, the creation of Israel and its role in the modern world. Major trends, key personalities and important institutions will be investigated and assessed for their historical significance.

HIS 490 SEMINAR IN HISTORICAL STUDIES

3 credit hours

Prerequisite: History major students of senior standing or permission of instructor

This course is an introduction to the practice of historical research and writing. Students will examine the development of the discipline, with emphasis on the analysis of primary sources and methodology, considering classic works and the reasons for studying history. A research paper on a particular historiographical topic will be required.

HIS 275/375/475 SPECIAL TOPICS IN HISTORY

1 - 3 Credit Hour(s)

Prerequisite: ENG 112

Requires the written approval of the Vice President for Academic Affairs

Special topics to be indicated. The course may include seminars; conferences, workshops, field activities and/or readings focused on current issues in history.

INTERDISCIPLINARY STUDIES

IDS 106 COLLEGE LEARNING IN THE DOMINICAN TRADITION

1 credit hour

This course provides an introduction to the nature of higher education and serves as an orientation to the function, mission, identity and resources of Aquinas College with particular focus on the Dominican tradition, the importance of a liberal education and identifying and realizing a vocation. It is designed to strengthen higher level thinking skills needed for academic achievement, including effective written and oral expression, the ability to work with others, the productive use of library resources, and basic information technology skills. **THIS COURSE IS REQUIRED OF ALL STUDENTS ENTERING AQUINAS COLLEGE ON ACADEMIC PROBATION.**

IDS 310 INTRODUCTION TO ACCELERATED STUDIES IN NURSING

3 credit hours

Prerequisites: Eng 112; CPU 115; admitted to the R.N. to B.S.N. program; or permission of the R.N. to B.S.N. Program Director

The course is an introduction to accelerated study in nursing. Focus is on an overview to the mission, philosophy, and curriculum framework and the R.N. to B.S.N. program as it relates to the greater mission and goals of Aquinas College. In addition focus is on collaborative learning and teaching strategies utilized in accelerated courses and the application of information literacy, professional writing utilizing APA style and the use information technology in assignments and presentations.

MANAGEMENT

MGT 300 PRINCIPLES OF MANAGEMENT

3 Credit Hours

Prerequisites: ENG 112

This course examines the fundamental practices involved in the management of people who comprise a community of work. It explores the dual goal of satisfying the basic needs of employees while being of service to society. The four basic management functions of planning, organizing, leading and controlling are discussed in detail. Historical approaches and modern developments are considered in their contexts, along with the many management tools and techniques currently available to address both common and complex business situations.

MGT 301 ORGANIZATIONAL BEHAVIOR

3 Credit Hours

Prerequisites: ENG 112, MGT 300

This course is a study of behavioral theory as applied in organizations. Topics include motivation, structure, climate, values and culture, teams, group conflict and politics, change and development. An emphasis is on the organization flexibility required in the global business environment.

MGT 310 OPERATIONS MANAGEMENT

3 Credit Hours

Prerequisites: ENG 112, MGT 300

This course covers operations related topics including efficient plant management, total quality management, inventory control, quality control practices, process design and control, plant location, and supply chain management.

MGT 420 PROJECT MANAGEMENT FOR BUSINESS

3 Credit Hours

Prerequisites: ENG 112, MAT 211, MGT 300

This course provides the basic project management framework encompassing life cycle, scope, risk, scheduling, cost, and quality. Within the framework, the student learns the methodologies and quantitative tools necessary to manage each aspect of the process, as well as the theories on which these are based. The intent of the course is to enable the student to adapt and apply the framework to the wide variety of project situations that exist in the business environment, while never losing sight of the subjective dimension of human work.

MGT 425 GLOBAL SUPPLY CHAIN MANAGEMENT

3 Credit Hours

Prerequisites: ENG 112, MGT 300

This course focuses on the supply chain's primary activities of inbound logistics, operations, and outbound logistics in the global business environment. Strategic sourcing and supplier relationships, capacity planning and control, multi-facility production optimization, warehousing and distribution efficiency are all considered in the continent/government-spanning context of international operations. Students will be exposed to the latest modeling and analytical decision-making techniques employed to deal with such considerations in a manner consistent with the principles of stewardship and solidarity.

MGT 460 PERSONNEL MANAGEMENT

3 Credit Hours

Prerequisites: ENG 112, MGT 300

This course will aid the student in understanding that those who work and those who manage the workers must in some way be united in their efforts to achieve the common good. From this perspective, students will create and analyze personnel policies and critique labor-management practices. A particular emphasis will be placed on the Civil Rights Act of 1964 and its amendments, the National Labor Relations Act of 1935 and its amendments, and other key federal regulation governing employer-employee relations.

MGT 375/475 SPECIAL TOPICS IN MANAGEMENT

3 Credit Hours

Prerequisite: ENG 112, MGT 300

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in management.

MANAGEMENT OF INFORMATION SYSTEMS

MIS 310 PRINCIPLES OF INFORMATION SYSTEMS

3 Credit Hours

Prerequisites: ENG 112, CPU 115

This course covers requirements analysis, designing a personal information system, and business operations and data transactions; point-of-sales systems and operations control; networks and telecommunications implications; models of integrated systems; and the organizational and personnel implications of information management technology.

MIS 323 WEB PAGE DEVELOPMENT

3 Credit Hours

Prerequisites: ENG 112, CPU 115

This course will present an overview of the Microsoft Internet Explorer, HTML, and graphic design. Techniques of web page development with Microsoft FrontPage Express and Microsoft InterDev using JavaScript, dynamic HTML and multimedia will be covered. Advanced topics such as Java, Active Server Pages, and XML will also be discussed.

MIS 375/475 SPECIAL TOPICS IN INFORMATION SYSTEMS

3 Credit Hours

Prerequisites: ENG 112, MIS 310

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in information systems.

MARKETING

MKT 302

PRINCIPLES OF MARKETING

3 Credit Hours

Prerequisites: ENG 112

This course focuses on three predominant marketing themes: building and managing profitable customer relationships, building and managing strong brands to create brand equity, and marketing in a morally and socially responsible way. Topics include: the marketing environment, managing information, consumer & business buyer behavior, segmentation, targeting and positioning, branding strategies, distribution channels, advertising and sales promotion, direct marketing and the global marketplace.

MKT 321

INTEGRATED MARKETING COMMUNICATIONS

3 Credit Hours

Prerequisites: ENG 112, MKT 302

A broad management orientation to integrating the various marketing communications activities of the organization for maximum impact to the customers as well as other stakeholders. This includes the promotion mix of advertising, personal selling, sales promotions, and public relations as well as internally directed communications.

MKT 345

CONSUMER BEHAVIOR

3 Credit Hours

Prerequisites: ENG 112, MKT 302

This course examines the study and analysis of consumer motivation, sociological and psychological phenomena, and marketing activities that influence consumer behavior and purchase decisions.

MKT 425

MARKETING RESEARCH

3 Credit Hours

Prerequisites: ENG 112, MAT 211, MKT 302

This course examines the use of the critical-thinking problem-solving process in understanding marketing problems and challenges. The student will learn and use various techniques for gathering consumer/customer/client data and demographics, survey methods, preference determination, market pattern analysis, and data presentation and analysis.

MKT 375/475

SPECIAL TOPICS IN MARKETING

3 Credit Hours

Prerequisite: ENG 112, MKT 302

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in marketing.

MATHEMATICS

MAT 013 **ELEMENTARY ALGEBRA WITH APPLICATIONS**

3 Non-Credit Hours

This is a developmental course and is non-credit. The course contains a study of real numbers, algebraic expressions, linear equations and inequalities, operations with polynomials, factoring polynomials, operations and equations with rational expressions (with an emphasis on ratio and proportion), and graphing linear equations. A passing grade ("P") is achieved with an average score of 80%. If required, this course must be taken within the first semester of attendance. See additional information under "Developmental Courses" within this catalog.

MAT 121 **COLLEGE ALGEBRA**

3 Credit Hours

This course covers the study of basic concepts of algebra including real numbers, polynomials, rational expressions, complex numbers, equations and inequalities, relations, functions and coordinate geometry and systems of equations.

MAT 125 **TRIGONOMETRY**

3 Credit Hours

Prerequisite: MAT 121 or equivalent

This is a rather in-depth study of the trigonometric. Emphasis is placed on the trigonometric ratios within right triangles, trigonometric functions of any angle in standard position, graphing trigonometric functions, inverse trigonometric functions, equations and identities with trigonometric functions, solving right triangles using trigonometric ratios, solving oblique triangles using the Law of Sine and Law of Cosines, and the study of complex numbers. Trigonometry is extremely helpful in the study of calculus.

MAT 130 **CONCEPTS OF GEOMETRY**

3 Credit Hours

Basic concepts of geometry are studied including linear and angle measurement, construction, triangles and other polygons, circles; perimeter, area and volume measures; deductive reasoning and proofs; and similarity of polygons. MAT 130 is required for all students seeking licensure in Elementary Education K-6.

MAT 153 **CALCULUS WITH ANALYTIC GEOMETRY I**

3 Credit Hours

Prerequisite: MAT 121 or equivalent

This is a study of limits and continuity; the derivative; applications of the derivative in determining maximum, minimum and concavity and integrals to determine area and volume.

MAT 154 **CALCULUS WITH ANALYTIC GEOMETRY II**

3 Credit Hours

Prerequisite: MAT 153 or equivalent

Calculus II is a continuation of Calculus I. It includes volumes generated by function rotation, the study of the derivative of natural logarithms and exponential functions, integration using natural logs and exponential functions, l'Hôpital's Rule, integration by parts, trigonometric integrals.

MAT 210 STATISTICS I

3 Credit Hours

Prerequisite: MAT 121 or equivalent

This course introduces techniques of data analysis used in descriptive statistics, inferential statistics, and selected non-parametric statistical tests. Emphasis is placed on methods for collecting data, processing data, and interpreting the results. Computer assignments using statistical software are required.

MAT 211 STATISTICS II

3 Credit Hours

Prerequisite: MAT 210

This course covers variance and analysis of variance; correlation, linear and multiple regression analysis; statistical process control; and forecasting models. Students apply these techniques to selected real-world situations.

MAT 240 THE NATURE OF MATHEMATICS

3 Credit Hours

Prerequisite: MAT 121

This course is intended to be a content-based study of mathematical ideas suited for sophomore level students in a liberal arts curriculum. Topics will include problem solving, set theory (including Cartesian products and work with infinite sets), symbolic logic, number theory, topics in algebra and variation, solutions to problems emphasizing the use of graphic calculators, triangular geometry, and trigonometry, and fundamental concepts in probability and statistics.

MAT 275/375/475 SPECIAL TOPICS IN MATHEMATICS

1 - 3 Credit Hour(s)

Prerequisite: ENG 112***Requires the written approval of the Vice President for Academic Affairs.***

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities and/or readings focused on current issues in mathematics.

NURSING**NUR 110 FUNDAMENTALS OF NURSING**

6 Credit Hours (3 hours lecture; 3 hours clinical)

Co-requisite: NUR 135

This course is designed to introduce the basic concepts considered essential to nursing practice: man, environment, health and nursing. Man's basic needs are introduced in relation to growth and development, health and illness and internal and external systems. The nursing process, with an emphasis on assessment and nursing diagnoses, is introduced providing a basis for the development of critical thinking and decision making skills necessary for holistic care of clients. Concepts of communication, nutrition, pharmacology, legal, moral and ethical principles are integrated. The clinical component of the course focuses on the application of the theoretical knowledge through nursing skills and interventions in providing holistic nursing care to clients on the health-illness

continuum. The nursing skills lab and the acute care setting are utilized for the practice and development of knowledge and skills.

NUR 113 **TRANSITION INTO NURSING**

1 Credit Hour

Co-requisite: NUR 135

This course is required for all L.P.N.s who successfully completed the challenge exam for Fundamentals of Nursing. Required attendance to selected lectures in NUR 110 will introduce the basic concepts considered essential to professional nursing practice. Validation of clinical skills is required through a scheduled clinical experience.

NUR 115 **MENTAL HEALTH NURSING**

4 Credit Hours (3 hours lecture; 1 hour clinical)

Co-requisite: NUR 121

Prerequisites: NUR 110 or 113, NUR 135

The focus of this course is on the application of the Nursing process in providing holistic nursing care as it relates to the mental health of the client at any point on the health-illness continuum. Emphasis is placed on the use of therapeutic communication and the therapeutic relationship. Concepts of pharmacology, nutrition, legal, moral and ethical principles are integrated. The clinical component utilizes observation and the clinical application of mental health skills and knowledge in a variety of health care settings.

NUR 121 **MEDICAL-SURGICAL NURSING I**

7 Credit Hours (4 hours lecture; 3 hours clinical)

Co-requisite: NUR 115

Prerequisites: NUR 110 or 113, NUR 135

The course focuses on the holistic nursing care of the young adult to the aged client who is adapting to alterations on the health-illness continuum. Common acute and chronic alterations are introduced including fluid and electrolyte balance, the cardiovascular system, respiratory system, digestive system and selected alterations in the endocrine and genitourinary systems. Critical thinking and decision making through use of the nursing process continues to be emphasized. Legal, moral and ethical implications along with the principles of teaching, learning, communication, nutrition and pharmacology are integrated. The clinical component of the course focuses on the application of knowledge and skills utilizing the nursing process as part of the multi-disciplinary team providing holistic care in an acute care setting.

NUR 135 **PHARMACOLOGY**

2 Credit Hours

Co-requisite: NUR 110

This course introduces the characteristics of major drug classifications. Application of the nursing process is emphasized focusing on desired and adverse effects of the medication, which impact the client. Dosage calculations required for safe medication administration in clinical practice is included as an independent critical component of the course. Legal, ethical and moral principles regarding medication administration are incorporated.

NUR 215 PERI-OPERATIVE NURSING

4 Credit Hours (2 hours theory; 2 hours clinical)

Prerequisites: *NUR 110, NUR 135, NUR 121, NUR 115*

This is a nursing elective for students having a special interest in exploring the role and responsibilities of the peri-operative nurse and the peri-operative experience of the surgical patient. The course builds on nursing knowledge and skills related to the peri-operative experience, emphasizing safe nursing care of patients pre-, intra- and postoperatively within the clinical site of the Operating Room. Communication skills, critical thinking, application of the nursing process, and ethical, legal and moral principles are integrated. The course will have 3 weeks of theory and 6 weeks of clinical application under the supervision of an operating room nurse preceptor.

NUR 222 MEDICAL-SURGICAL NURSING II

9 Credit Hours (4 hours lecture; 5 hours clinical)

Co-requisite: *NUR 223*

Prerequisites: *NUR 110 or 113, NUR 135, NUR 121, NUR 115*

This course continues to focus on the holistic nursing care of the young adult to the aged client who is adapting to alterations on the health-illness continuum. Complex alterations, acute and chronic, in the immune system, musculoskeletal system, neurological system, hematologic system, urological system and exocrine system are discussed. Emphasis is placed on critical thinking; decision-making and the nursing process in prioritizing and implementing care as part of the multidisciplinary team. Legal, ethical and moral principles along with concepts of teaching learning, communication, nutrition and pharmacology are integrated. The clinical component focuses on the nursing process, emphasizing application of knowledge and skills, critical thinking and decision making as a member of the multi-disciplinary health care team. Principles of leadership, management and delegation are incorporated into the clinical experiences in acute and chronic health care settings and selected community settings.

NUR 223 CLINICAL DECISION MAKING

2 Credit Hours

Co-requisite: *NUR 222*

This course focuses on the role of the associate degree nurse as a member of the health care team in a variety of settings. Emphasis is placed on critical thinking, decision-making and the nursing process related to coordination of care and collaboration with members of the health care team.

NUR 225 PARENT-CHILD NURSING

9 Credit Hours (5 hours lecture; 4 hours clinical)

Co-requisite: *NUR 232*

Prerequisites: *NUR 110 or 113, NUR 135, NUR 121, NUR 115*

This course focuses on holistic nursing care of members of the child bearing and child rearing family along the health-illness continuum. A family-centered basic needs approach is emphasized in application of the knowledge and skills of decision making, critical thinking and the nursing process. Principles of growth and development, communication, nutrition and pharmacology along with legal, ethical and moral principles are integrated. The clinical component incorporates the collaborative role of the nurse as part of the multi-disciplinary health care team in the acute care setting and in selected community settings. There will be six weeks each of pediatric clinical experience and OB clinical experience.

NUR 232 TRENDS AND TECHNOLOGY IN NURSING

2 Credit Hours

Co-requisite: NUR 225

This course focuses on the associate degree nurse as a member within the profession of nursing and integrates informatics, computer based learning and research. Nursing responsibilities and practice are explored in relation to current health care issues, trends, legal, moral and ethical issues. Career planning strategies, career goals and professional growth and development are incorporated. This course also integrates nursing as it relates to informatics and computer based learning and research.

NUR 275 SPECIAL TOPICS IN NURSING

3 Credit Hours

Prerequisites: NUR 110, ENG 112

Requires the written approval of the Vice President for Academic Affairs.

Special topics to be indicated. This course may include seminars, conferences, independent study or clinical experience focused on a particular topic, current issue or practice area in nursing.

NUR 315 ADVANCED PROFESSIONAL NURSING

3 Credit Hours

CONCEPTS AND ISSUES

Prerequisites: IDS 310; or permission of the R.N. to B.S.N. Program Director

This course focuses on the transition of the RN student into the role of a BSN-prepared registered nurse. Personal and professional expectations and goals are explored to foster educational and professional growth beyond the level associate degree/diploma nursing education. Nursing conceptual models and theories, roles, concepts and issues are explored as they apply to the healthcare system.

NUR 345 PATHOPHYSIOLOGY

Same as BIO 345

4 Credit Hours

Prerequisites: ENG 112; BIO 211 & 212 or permission of the Director of the R.N. to B.S.N. Program;

This four-credit hour course is designed for practicing nurses or those interested in pursuing medical or dental or other health science studies. It consists of a survey of the principles of the basic mechanisms of disease processes. Much emphasis is placed on the contrast between normal and abnormal states of cells and tissues. The course begins with an examination of the structure and physiology of the cell, cell injuries and various adaptive responses. This is followed by a study of the process of necrosis, inflammation and the immune response, neoplasm's and carcinogenesis and the pathophysiology of vascular disease. Methods of diagnosis, treatment regimens, sequellae and complications are also discussed. Such processes are illustrated by case histories, clinical slides, and studied at a microbiological level, which includes use of pathology quality microscopes. The Christian meaning of human suffering as it relates to various topics of study within this course is addressed.

NUR 375 HEALTH AND PHYSICAL ASSESSMENT

4 Credit Hours

Prerequisites: NUR 315; NUR 345; admitted to the A.S.N. or R.N. to B.S.N. Program; or permission of the R.N. to B.S.N. Program Director

The course focuses on developing and enhancing the RN's knowledge and skills necessary to complete a health history and physical assessment required throughout the lifespan and the health-illness continuum. Skills of communication, interviewing, data collection, and documentation are incorporated in association with the health history and physical examination. This course includes classroom instruction along with practice and demonstration of skills in the learning lab.

NUR 380 CURRENT PHARMACOTHERAPY APPLICATIONS

2 Credit Hours

Prerequisites: Enrolled in R.N. to B.S.N. Program; or permission of the R.N. to B.S.N. Program Director

This course is designed for the RN student and provides an overview of the currently used drugs for the pharmacological treatment of major disease processes. The focus of the course is on applications of content in the clinical area.

NUR 415 NURSING RESEARCH

3 Credit Hours

Prerequisites: ENG 112; MAT 210; NUR 315; or permission of the R.N. to B.S.N. Program Director

This is an introductory nursing research course that focuses on preparing the baccalaureate registered nurse to become a knowledgeable consumer of research. The student is introduced to the research process and elements of healthcare research studies. Emphasis is on critical and reflective thinking about research as it relates to the implementation of evidence-based nursing practice. The course requires evaluation and application of nursing research through oral and/or written critiques and projects. Ethical, legal and moral principles, informed consent, and full disclosure are incorporated, as they apply to research subjects, the public, and dissemination of findings.

NUR 420 ADVANCED ADULT HEALTH NURSING

4 Credit Hours

Prerequisites: NUR 375; NUR 380; NUR 415; completion of general studies requirements; or permission of the R.N. to B.S.N. Program Director

This course introduces the student to the nursing management of the critically-ill hospitalized adult patient through the study of appropriate current advanced therapies and treatment. The student will synthesize previous study in anatomy, physiology, microbiology, and pharmacology to form a foundation to study the critically-ill patient. The course will include a review of the Pathophysiology of both single organ and multi-organ system dysfunction found in the critically ill patient with particular focus on the cardiovascular, respiratory, renal, and neurological systems. Contemporary care for the burn and trauma patients will also be reviewed. Associated topics discussed will include ICU pharmacological agents, psychosocial and spiritual family needs and support, transplantation, acute palliation and end-of-life care, with special emphasis on the value

and dignity of the human person, and cultural diversity. Utilizing the concepts listed, the student will gain an understanding of the challenges facing contemporary, multi-disciplinary health care teams.

NUR 426 FAMILY AND COMMUNITY HEALTH NURSING

4 Credit Hours

Prerequisites: NUR 420; or permission of the R.N. to B.S.N. Program Director

The course combines theory and experiential practice to focus on the application of family and community assessment, diagnosis, planning, and intervention for the RN. Emphasis is placed on health promotion, prevention, and improvement for the client as an individual, a family, an aggregate, and a population. Determinants of health, including epidemiology, environment, socio-economic conditions, diversity, behavior, and genetics, are examined. A variety of community health care settings will be explored and evaluated to assess the role of the registered nurse. Legal, ethical and moral principles are described for the role of the community health nurse as a health care provider, an advocate for public policy, and a promoter and protector of public health.

**NUR 435 LEADERSHIP AND MANAGEMENT OF
HEALTHCARE DELIVERY**

4 Credit Hours

Prerequisites: NUR 426; completion of general studies requirements; or permission of the R.N. to B.S.N. Program Director

The course focuses on the concepts, theories, and strategies of leadership and management while emphasis is placed on the roles and responsibilities of the professional nurse leader and/or manager within the structure of the health care system. Critical thinking, problem solving and legal, ethical and moral principles, is incorporated into the management role. Exploration of health informatics in the delivery of nursing and health care. Independent and/or group projects are utilized to demonstrate applications of knowledge and critical/analytic thinking in a leadership and/or management role.

NUR 442 SENIOR PRACTICUM AND SEMINAR

4 Credit Hours

Prerequisites: Completion of all other nursing courses and general studies requirements; or permission of the R.N. to B.S.N. Program Director

This capstone course is designed to integrate the baccalaureate nursing program of study concepts in a variety of health settings and environments. The student in collaboration with the faculty develops an individualized clinical learning experience with objectives and outcomes based on the student's professional career goals.

PHILOSOPHY

PHI 105 LOGIC

3 Credit Hours

Offered every Fall semester

Exploring valid and invalid patterns of deductive inference, with secondary consideration of inductive reasoning, this course examines the principles of Aristotelian material and formal logic,

including signs and signification, abstraction and universals, predication and judgments, and syllogistic reasoning. Informal fallacies are covered as well. The applicability of basic logical principles to both dialectical and rhetorical argumentation is treated in the latter half of the course.

PHI 211 INTRODUCTION TO PHILOSOPHY

3 Credit Hours

This course introduces the student to philosophy by addressing basic concepts of the philosophy of nature: substance, matter/form, change, causes, chance, space/time, and the problem of the Unmoved Mover. On these topics, we note the views of various philosophers over the course of time, but with special emphasis on the views of Aristotle and St. Thomas Aquinas. The second half of the course addresses the properties of man from the Thomistic philosophical perspective: his vegetative, animative, and cognitive operations; the nature of the human soul; the unity of soul and body; the nature, act, and objects of the human intellect; the necessity and freedom of the human will; and the interaction of the intellect and will in the free human act.

PHI 215 ETHICS

3 Credit Hours

This course introduces the student to ethics as a practical science based on reasoning derived from experience. St. Thomas Aquinas is used as a guide to investigate the purpose of human life, the nature of human actions, the use of right reason to distinguish good from bad action, the role of moral law and conscience, patterns of moral reasoning and the perfecting of moral character by acquisition of positive virtue. From this study, the student should come to understand the rational basis of moral doctrine, to appreciate its profound significance for the human person, and to develop a personal commitment to act always so as to promote his true good.

PHI 220 HISTORY OF PHILOSOPHY I

3 Credit Hours

A survey of classical and medieval philosophical thought. Emphasis is placed on analysis and critical understanding of perennial philosophical issues. Topics include, but are not limited to, being, nature, causality, knowledge, freedom, God, man, and society. Sources include Socrates, Plato, Aristotle, Augustine, Anselm, Aquinas, Duns Scotus, and Ockham.

PHI 221 HISTORY OF PHILOSOPHY II

3 Credit Hours

A critical study of Western philosophical thought from the 17th to the 20th century, through the investigation of the works of Rene Descartes and the Rationalists, David Hume and the Empiricists, as well as subsequent thinkers such as Immanuel Kant and George Hegel. Emphasis will be given to the implications of the scientific revolution for the theory of knowledge, metaphysics, and ethics.

PHI 235 PHILOSOPHY OF NATURE AND PHILOSOPHY OF MAN

3 Credit Hours

This course is a speculative study of material being (*ens mobile*) in its entirety. As the first course, after Logic, in the philosophy curriculum, it introduces the student to a basic philosophical perspective of physical reality as a science distinct from, yet complementary to, the empirical sciences. Included within this study is an examination of living material being (*ens mobile animatum*), focusing primarily on the human person.

**PHI 311 SEMINAR IN HEALTH CARE ETHICS:
BEGINNING OF LIFE ISSUES**

1 Credit Hour

Prerequisites: ENG 112, PHI 215

Analysis of particular ethical questions arising in contemporary health care settings pertaining to beginning of life issues. An emphasis will be placed on the application of foundational ethical principles in specific instances. Possible topics examined may include abortion and abortifacients, abnormal pregnancies, pregnancy prevention following sexual assault, contraception, and reproductive technologies.

**PHI 312 SEMINAR IN HEALTH CARE ETHICS:
SOCIAL RESPONSIBILITY**

1 Credit Hour

Prerequisites: ENG 112, PHI 215

Analysis of particular ethical questions arising in contemporary health care settings pertaining to social, political and economic issues. An emphasis will be placed on the application of foundational ethical principles in specific instances. Possible topics examined may include insurance and the uninsurable, religious freedom, confidentiality, regulation of birth, access to health care, and the common good.

**PHI 313 SEMINAR IN HEALTH CARE ETHICS:
BIOTECHNOLOGICAL ISSUES**

1 Credit Hour

Prerequisites: ENG 112, PHI 215

Analysis of particular ethical questions arising in contemporary health care settings resulting from biotechnological innovations. An emphasis will be placed on the application of foundational ethical principles in specific instances. Possible topics examined may include in-vitro fertilization, cloning technologies, genetic manipulation and screening, stem cell research and human subjects in medical research.

PHI 314 SEMINAR IN HEALTH CARE ETHICS: END OF LIFE ISSUES

1 Credit Hour

Prerequisites: ENG 112, PHI 215

Analysis of particular ethical questions arising in contemporary health care settings pertaining to end of life issues. An emphasis will be placed on the application of foundational ethical principles in specific instances. Possible topics examined may include ordinary vs. extraordinary care, pain management, do-not-resuscitate orders and euthanasia.

PHI 315 MEDICAL ETHICS

3 Credit Hours

Same as THE 315

Prerequisites: ENG 112, PHI 215 and THE 210

This course investigates the bioethical issues from both the philosophical perspective of natural law and the theological perspective of faith and revelation. Topics such as abortion, euthanasia, reproductive technologies, contraception, organ transplantation, and genetic engineering are among the issues studied.

PHI 330 PHILOSOPHY OF EDUCATION

3 Credit Hours

Prerequisite: ENG 112

This course investigates the philosophical basis of educational thought from classical to contemporary times. After first establishing the nature of philosophy, the course examines the major philosophical systems and ideologies that have shaped educational theory. The course affords students the opportunity to critique educational philosophies and to begin to develop their own. Field experience included.

PHI 355 BUSINESS ETHICS AND SOCIAL RESPONSIBILITY

3 Credit Hours

Prerequisites: ENG 112, PHI 215

While this course will include a consideration of various ethical theories that dominate current discussion in the business disciplines, it will focus primarily on classical moral philosophy. Using this theory, with its integration of natural law and virtue, students will be capable of providing a richer explanation of ethical decision making in business, both on the descriptive (why we do what we do) and on the normative (what we should do) levels. They will thus be equipped with the necessary tools for analyzing and evaluating particular problematic cases in the various realms of business. Drawing from the Catholic Social Tradition, students will come to understand business as a vital and positive element of human social life.

PHI 370 PHILOSOPHY OF KNOWLEDGE

3 Credit Hours

Prerequisites: ENG 112, and one (1) previous course in philosophy at Aquinas College

This course studies human knowledge and the related issues of truth, falsity, and opinion. Beginning with an examination of epistemological questions as developed initially by the Presocratics, the course centers on the classical view of knowledge as developed in the Platonic-Aristotelian tradition inherited and advanced by St. Thomas Aquinas. The philosophical movements of empiricism, idealism, and phenomenology are investigated; skepticism, both ancient and modern, is both explained and critiqued.

PHI 415 CONTEMPORARY MORAL ISSUES

3 Credit Hours

Prerequisites: ENG 112, PHI 215

Contemporary Moral Issues is a sequel to the Ethics course. It applies the foundational principles studied in ethics to modern day problems such as questions of sexual morality, artificial human reproduction and genetic manipulation, abortion, euthanasia, capital punishment, poverty and other social-justice issues, war, and man's relation to the environment. The content of the course will vary from semester to semester, according to the issues chosen by the professor.

PHI 445 MODERN PROBLEMS IN PHILOSOPHY

3 Credit Hours

Prerequisite: ENG 112

This course introduces the student to Modern Philosophy and the effect it is having on society today. The study traces the development of philosophical thought as great philosophers have laid it

out from the 13th Century to the present day. It examines Modern philosophy in light of Thomistic philosophical principles and highlights the relevance of sound philosophical reasoning to the Christian faith. From this study, the student should be able to analyze the truth of various philosophical views and to realize the impact these views have had on modern man.

PHI 451 **PHILOSOPHY OF SCIENCE**

3 Credit Hours

Prerequisites: ENG 112, and one (1) previous course in philosophy at Aquinas College

In this course students will be introduced to competing theories of science, and will engage in a philosophical exploration of the foundations, nature, methods, and aims of modern experimental science, as distinguished from Aristotelian natural philosophy. The topics examined will include nature and physical law, scientific hypotheses and theory construction, the connection between theory and observation, empirical confirmation and falsification, the question of scientific induction, prediction and types of explanation, causal determinism vs. indeterminism, contingency and necessity, realism vs. antirealism, and questions concerning scientific progress and truth.

PHI 452 **PHILOSOPHY OF LAW**

3 Credit Hours

Prerequisites: ENG 112, and one (1) previous course in philosophy at Aquinas College

This course investigates the sources, nature, types, purposes, and authority of law. Special emphasis will be given to legal positivism and natural law theory. Other topics may include, but are not limited to, theories of justice, legal obligations and rights, civil disobedience and the force of law, church-state issues, and freedom of conscience in relation to law.

PHI 460 **METAPHYSICS**

3 Credit Hours

Prerequisites: ENG 112, and one (1) previous course in philosophy at Aquinas College

This course examines the fundamental question of the meaning of Being and the attendant issues of causality, transcendentals, and the problem of evil. Examined first are the foundations of metaphysics as initially developed by ancient Greek philosophers (principally Parmenides, Plato, and Aristotle). Thereafter, the concept of Being as transformed in Christian thought is illuminated through an analysis of the writings of St. Thomas Aquinas (particularly *De Ente et Essentia*). Modern critiques of the traditional metaphysical project are discussed in an analytical exposition of empiricism, idealism, and existentialism.

PHI 465 **PHILOSOPHY OF GOD**

3 Credit Hours

Prerequisites: ENG 112, PHI 460

This course is devoted to the study of the existence, nature, and attributes of God. The theoretical contributions of Thomas Aquinas (the Common Doctor) will be emphasized, although not to the exclusion of other significant authors (e.g., Aristotle, Augustine, Anselm of Canterbury). The relation between God and created being, the delicate balance between divine transcendence and immanence, theodicy and the classical problem of evil, and the apparent tension between human freedom and divine foreknowledge and providence are among the issues to be examined.

PHI 275/375/475 SPECIAL TOPICS IN PHILOSOPHY

1 - 3 Credit Hour(s)

Prerequisite: *ENG 112*;**Requires written approval of the Vice President for Academic Affairs.**

Special topics to be indicated. The course may include seminars, conferences, workshops or field activities focused on current issues in philosophy. May be repeated.

PHYSICAL SCIENCE**PHS 200 PRINCIPLES OF PHYSICAL SCIENCE**

4 Credit Hours

This is a survey course of the physical sciences and how they affect everyday life and the physical environment. The main emphases are on mechanics including motion, Newton's Laws of Motion, momentum and energy, gravity and satellite motion, fluid mechanics, thermal heat, heat transfer, sound waves, light waves, and properties of light. This course includes 3 hours of lecture and 2 hours of lab each week.

PHS 275/375/475 SPECIAL TOPICS IN PHYSICAL SCIENCE

1 - 3 Credit Hour(s)

Prerequisite: *ENG 112***Requires written approval of the Vice President for Academic Affairs.**

Special topics to be indicated. The course may include seminars, conferences, workshops, class activity or independent study focused on a particular topic or current issue in the natural sciences.

PSYCHOLOGY**PSY 115 GENERAL PSYCHOLOGY**

3 Credit Hours

This course offers the student an introductory survey on the biological, psychological and social aspects of human behavior as viewed from the scientific perspective. Major topics include the physiological basis of behavior, personality development, fundamental concepts in learning and memory, research methods, consciousness, motivation, emotions, human relationships and social influences. The student can expect to become an educated consumer of research findings, and to develop an appreciation for the complexity of human behavior as well as the dignity of being human.

PSY 315 EDUCATIONAL PSYCHOLOGY

3 Credit Hours

Prerequisite: *ENG 112*

This course analyzes and applies psychological principles of learning to the elementary school-age child. Various learning theories are discussed and researched. Application of theory is viewed through a variety of educational situations and settings. Field experience included.

PSY 325 ABNORMAL PSYCHOLOGY

3 Credit Hours

Prerequisite: ENG 112

This course offers the student an introductory survey on the biological, psychological and social aspects of maladaptive behavior. Major topics include causation and DSM-IV classification of maladaptive behavior, and disorders of mood, anxiety, thought, chemical addiction and personality. Theory and practice of treatment interventions are central to the course format.

PSY 345 CHILD DEVELOPMENT

3 Credit Hours

Prerequisite: ENG 112

This course studies child development from birth through adolescence. Included will be an investigation of major theories and research strategies for examining development. In addition, the course examines the impact of context and culture, the joint contributions of biology and environment, and the sense of interdependency of all domains of development—physical, cognitive, emotional, and social. Field experience required.

PSY 400 TESTS AND MEASUREMENTS

3 Credit Hours

Prerequisite: ENG 112, MAT 240

This course is an overview of assessment as it relates to student achievement. Students will be introduced to formal and informal methods of evaluation; interpreting results; communicating results to students, parents, and other professionals; and using results to make instructional decisions. Emphasis will be placed on comprehension of the essentials of standardized achievement testing. Field experience included.

PSY 410 BEHAVIOR INTERVENTIONS

3 Credit Hours

Prerequisite: ENG 112

This course builds on the tenets of applied behavior analysis. Topics to be studied include the applied behavior approach, functional analysis, behavioral objectives, behavior assessment techniques, self-management, and structuring the environment. Specific attention will focus on intentional strategies that involve instruction or change in the environment designed to help a behavioral adaptation and development. These techniques are applicable to various settings. Field experience included.

PSY 423 EXCEPTIONAL CHILD

3 Credit Hours

Prerequisite: ENG 112

Acknowledging that each student is unique, and in this sense, exceptional, this course focuses on the needs of a variety of children, including those with learning disabilities, physically and/or mentally limiting conditions, intellectual gifts and emotional or behavioral difficulties. The main emphasis is on empowering the student to enable each child to strive for and reach full personal potential. Field experience included.

PSY 275/375/475 SPECIAL TOPICS IN PSYCHOLOGY

1 – 3 Credit Hour(s)

*Prerequisite: ENG 112**Requires written approval of the Vice President for Academic Affairs.*

Special topics to be indicated. The course may include seminars, conferences, workshops, field activities or readings focused on current issues in psychology.

SOCIOLOGY**SOC 210 INTRODUCTION TO SOCIOLOGY**

3 Credit Hours

This course is a study of the nature, origin, basic principles, methods and conclusions of modern scientific sociology. Particular emphasis will be given to sociology's contribution to the understanding of human society. All students completing this course should be able to understand how social institutions, such as family, education, religion, and government affect their lives. A term paper within a selected area of interest is required.

SOC 220 MARRIAGE AND THE FAMILY

3 Credit Hours

Same as THE 220

This introductory course focuses on marriage and the family as a vocation written in the very nature of man and woman by their Creator. The prime importance of the family as the central unit of the Church and of society is highlighted from both the theological and sociological points of view. Special attention is given to Pope John Paul II's "theology of the body" and its marital implications, as well as to those sexual issues which relate to marriage and the family. From this course, students should come to appreciate the Christian family as the sign and image of the loving communion of the Blessed Trinity.

SOC 330 MODERN MULTI-CULTURAL WRITERS

3 Credit Hours

Same as ENG 330 Prerequisite: ENG 112

This course includes representative selections of writers from different cultural backgrounds. The choice of ethnic literature is based on American ethnic groups such as African American, Jewish, Native American, Hispanic American, and Asian American. However, modern writers of any nationality may be studied. Student papers will be based on both literary analysis and cultural studies. Some field experience included. A research paper is required.

SOC 445 SOCIAL TEACHINGS OF THE CATHOLIC CHURCH

3 Credit Hours

*Same as THE 445**Prerequisites: ENG 112, 6 hours of Theology*

The course examines the fundamental principles of Catholic Social Thought, particularly the derivation of these principles from the foundational principle concerning the dignity of the human person. Thus the course includes a study of the growth and breadth of social teachings in the past

century, with a concentration on the social encyclicals and an examination of the social teachings of the Church as applied, respectively, to the cultural and scientific sphere, the political sphere, and the economic sphere of the modern world. Students completing this course should be able to articulate the guiding principles of Catholic Social thought as well as to identify their presence or absence in the various aspects of daily social living. Before registering for this course, students are required to successfully complete six (6) credit hours of theology.

SOC 275/375/475 SPECIAL TOPICS IN THE SOCIAL SCIENCES

1 - 3 Credit Hour(s)

Prerequisite: ENG 112

Requires written approval of the Vice President for Academic Affairs.

Special topics to be indicated. The course may include seminars, conferences, workshops or field activities focused on current issues in social science.

THEOLOGY

THE 115 INTRODUCTION TO CHRISTIAN BELIEFS

3 Credit Hours

This introductory course examines the doctrinal and moral content of the Christian message as contained in Sacred Scripture and Sacred Tradition as interpreted by the Sacred Magisterium. The major topic areas covered are the profession of faith, the celebration of the Liturgy, the moral life, and the life of prayer. Students should gain a deeper understanding of the Christian mysteries as well as an appreciation for the unity and inner coherence of all their truths. Students will be required to complete a research paper.

THE 120 INTRODUCTION TO THE OLD TESTAMENT

3 Credit Hours

This course is a survey of the Old Testament in its historical context and its orientation toward fulfillment in Jesus Christ. Major religious themes of Salvation History are traced, in particular those of election, call, promise and covenant. In addition to these, students should gain deeper understanding of Divine Revelation as treated in *Dei Verbum*, and of Catholic principles of Biblical exegesis. A primary aim of this course is to foster in students a "lively sense of God" (*Dei Verbum* 15) and a love for Scripture as His inspired Word.

THE 125 INTRODUCTION TO THE NEW TESTAMENT

3 Credit Hours

This introductory course examines the Canon of the New Testament as determined and interpreted by the Sacred Magisterium. Thus, this exposition of the Canon covers: the major events in the life of Jesus Christ, His teachings, His institutions, His Kingdom, the cost of discipleship, the social character of lived Christianity, and the moral implications of true belief. Students should gain a deeper understanding of the New Testament as a present reality, an efficacious covenant, made such by the entrance of Jesus Christ into human history. Students will be required to complete a special research paper.

THE 200 SURVEY OF SACRED SCRIPTURE

3 Credit Hours

This introductory course studies both the Old and New Testaments in order to offer the student an understanding of the background, content, and relationship of the two parts of Sacred Scripture. It surveys key themes, which permeate both the Old and New Testaments, such as Covenant, Kingdom of God, Chosen People, Messianic Prophecy and Fulfillment. Students taking this course should gain basic theological concepts necessary to read Scripture knowledgeably and fruitfully.

THE 210 MORAL THEOLOGY

3 Credit Hours

Prerequisite: ENG 112

The theological and philosophical basis of Christian morality as a “call to perfection” (Matt. 5:48) is the subject of this course. In addition to the general principles of moral theology, the special fields of sexual morality and medical ethics will be investigated. Previous study of Ethics is helpful, but not necessary.

THE 211 HISTORY OF THE CATHOLIC CHURCH I

3 Credit Hours

Same as HIS 211

This course is a survey of the history of the Catholic Church from the apostolic community until the Great Western Schism in the 14th Century. Emphasis is placed on the formation of the Church, doctrinal heresies, development of Church structure, medieval Church-state relations, and the causes of the Great Schism. ***This course will not satisfy the General Education requirements for two sequential History courses.***

THE 212 HISTORY OF THE CATHOLIC CHURCH II

3 Credit Hours

Same as HIS 212

This course surveys the development of the Catholic Church from the Reformation to the present. Topics include the Reformation, the Catholic Reformation, the Council of Trent, and Vatican Councils I and II. In addition, the course will explore the Church’s influence on the modern and post-modern world with emphasis on philosophical movements, nationalism, imperialism, totalitarianism, and contemporary issues. ***This course will not satisfy the General Education requirements for two sequential History courses.***

THE 213 DOMINICAN HISTORY

3 Credit Hours

This course explores the history of the Order of Preachers from its beginnings in medieval Europe to the present day. Topics include the life of St. Dominic, the charism of the Order, a selection of Dominican saints, and the major contributions of Dominicans at critical points of Church history.

THE 216 THE EUCHARIST

3 Credit Hours

This introductory course explores the nature of the Sacred Liturgy, its place in the life of the Church and the principles governing its celebration. At the heart of the liturgy is the Mass, which is

studied both in its history and in contemporary Church practice. The course concludes with a brief overview of the Liturgy of the Hours and Eucharistic worship outside of Mass. Students should come to appreciate the importance of the Liturgy as an act of worship of the entire Body of Christ to our Heavenly Father.

THE 220**MARRIAGE AND THE FAMILY**

3 Credit Hours

Same as SOC 220

This introductory course focuses on marriage and the family as a vocation written in the very nature of man and woman by their Creator. The prime importance of the family as the central unit of the Church and of society is highlighted from both the theological and sociological points of view. Special attention is given to Pope John Paul II's "theology of the body" and its marital implications, as well as to those sexual issues which relate to marriage and the family. From this course, students should come to appreciate the Christian family as the sign and image of the loving communion of the Blessed Trinity.

THE 230**SPIRITUAL THEOLOGY**

3 Credit Hours

This introductory course surveys the ascetical and mystical stages of the spiritual life experienced by the human soul in achieving an ever-deepening relationship with God the Father through Jesus Christ under the action of the Holy Spirit. Topics include the roles and characteristics of virtue, prayer and vocation in the purgative, illuminative and unitive ways. From this course, the student should acquire not only a greater knowledge of the spiritual life but also a deeper thirst for union with God.

THE 305**PRAYER**

3 Credit Hours

Prerequisite: ENG 112

This course examines the topic of prayer. It looks to both the teachings of the Catholic Church and to the writings of the Saints, especially to St. Teresa of Avila and St. John of the Cross, in order to gain a comprehensive view of the topic. Students taking this course should gain not only an in-depth knowledge of the nature and kinds of prayer, but they should also develop a desire to communicate more intimately with their God.

THE 315**MEDICAL ETHICS**

3 Credit Hours

*Same as PHI 315**Prerequisites: ENG 112, PHI 215, and THE 210*

This course offers students the opportunity to analyze and discuss the ethical issues related to medicine and biotechnology. Using the moral teaching of the Catholic Church as a foundation, students will investigate the bio-ethical issues from both the philosophical perspective of natural law and the theological perspective of faith and revelation. Topics such as abortion, euthanasia, reproductive technologies, contraception, organ transplantation, and genetic engineering are among the issues studied.

THE 316 THE SACRAMENTS

3 Credit Hours

Prerequisite: *ENG 112*

This course uses Questions 60-90 of St. Thomas' *Summa Theologiae* III in studying the theological and philosophical bases of the seven sacraments of the Catholic Church.

THE 318 OLD TESTAMENT PROPHETS

3 Credit Hours

Prerequisites: *ENG 112, THE 120*

This course investigates the role, which the prophets, as a group and as individuals, played in the life of ancient Israel. Both the major and minor prophets are studied in detail, with special emphasis given to the messianic prophecies fulfilled in Christ and in the New Covenant. From this study, students should come to an increased awareness of the meaning of the Old Testament in general and see in it the hand of God preparing His people for the coming of His Son, Jesus Christ. A research paper is required.

THE 328 WISDOM LITERATURE AND THE PSALMS

3 Credit Hours

This course explores Old Testament books from the Wisdom tradition, with emphasis on themes such as the good and evil man, the reconciliation of suffering with divine justice and mercy, and wisdom itself. Possible texts include Job, the Proverbs, Ecclesiastes, the Song of Songs, Sirach, and Wisdom. The Psalms will be examined for their structure, their poetry, and their liturgical uses from ancient Israel to the present.

THE 330 THE CHURCH

3 Credit Hours

Prerequisite: *ENG 112*

Guided by the Second Vatican Council's doctrine, this course takes an in-depth look at the nature and purpose of Christ's Church from biblical, historical, and theological perspectives.

THE 338 PENTATEUCH

3 credit hours

Prerequisite: *THE 120*

This course examines the Torah, the first five books of the Hebrew Scriptures. Students will consider both the historical facts and the theological dimensions of God's self-revelation from the beginnings of human history to the entrance into the Promised Land. The guidance of sound cultural and linguistic principles will be used to examine the origin and transmission of the texts themselves. Attention will be given to the "mystery of our salvation...present in a hidden way" (*Dei verbum* 15) in the Old Testament. A research paper is required.

THE 345 THE SYNOPTIC GOSPELS

3 Credit Hours

Prerequisites: *ENG 112, THE 125*

The Gospel of Jesus Christ, as told by Matthew, Mark and Luke, is the subject of this course. In addition to viewing the Gospels in their historical and theological settings, the student studies each

gospel in light of its own unique contribution to the Christian faith. The student taking this course should come to a greater knowledge of the message of Jesus Christ and a deeper love for His Person.

THE 376 **PATRISTICS**

3 Credit Hours

Prerequisites: ENG 112, THE 115

This course examines the context, culture, theology, and spirituality of the Patristic Age. Representative texts from authors of each epoch of the early Church will be used.

THE 410 **THE WRITINGS OF JOHN**

3 Credit Hours

The course treats the Gospel of John and the other Johannine Writings (the First, Second and Third Epistles of John and the Book of Revelation). Most of the semester will be devoted to the theology of the Fourth Gospel and the literary structure, which embodies it. In addition, the three Epistles and the Book of Revelation will be examined.

THE 420 **CATECHETICS**

3 Credit Hours

Prerequisite: ENG 112

This course combines an historical perspective of the role of catechists in the life of the Church with pedagogical applications and implications. Particular attention is given to the relationship of theology and catechetics; to theories of faith development and their impact on religious education; to the sacraments, including catechesis related to sacramental preparation; and to contemporary issues which influence the teaching of religion. Coursework is applicable to Diocesan Catechetical Certification.

THE 425 **ST. THOMAS AQUINAS**

3 Credit Hours

Prerequisite: ENG 112

This course introduces the student to the person and work of the Dominican theologian and philosopher Thomas Aquinas. Asserting a philosophy rooted in reality, Aquinas proposed the marriage of faith and reason in a synthesis that expresses the essence of Roman Catholic intellectual and spiritual life. Tapping into this wealth that Aquinas has to offer as Saint and scholar, the study will seek not only to learn lessons about him as a historical personage but also to gain wisdom from him as the "universal teacher" of the Church for modern times.

THE 426 **AQUINAS ON FAITH, REVELATION AND GRACE**

3 Credit Hours

Prerequisite: ENG 112

This course is a study of law, grace, and Christian faith, drawing on St. Thomas' *Summa Theologiae* I-II, Qq.90-114 and II-II, Qq.1-16. Topics include human, natural and eternal law; the Old and the New Law; the relative roles of law and grace; actual and sanctifying grace; justification by both faith and grace; the definition of faith; its object and acts; and the relationship between faith and reason.

THE 427 MORALITY AND THE HUMAN ACT

3 Credit Hours

Prerequisite: *ENG 112*

Using St. Thomas' *Summa Theologiae* I-II, Qq.1-48, the course investigates the powers of the human soul; conscience, law, and the passions; the nature of the voluntary act; criteria for the morality of an act; and man's ultimate end.

THE 428 VIRTUES AND VICES

3 Credit Hours

Prerequisite: *ENG 112*

Using St. Thomas Aquinas' *Summa Theologiae* I-II, Qq.49-89 as a guide, the course focuses on the nature, kinds and causes of virtues and vices and on the fall from Original Justice.

THE 431 CHRISTOLOGY

3 Credit Hours

Prerequisite: *ENG 112*

Biblical, historical, and systematic studies of the Person of Jesus Christ and of Christological errors, which have arisen throughout history, are undertaken using Questions 1-59 of St. Thomas' *Summa Theologiae* III and the Christological Councils of the early Church.

THE 435 MARIOLOGY

3 Credit Hours

In this course, we will consider the place and role of Mary in the order of Salvation and the life of the Church. Themes will include: biblical theology of Mary, the four Marian dogmas and their histories, Marian devotion, and Mary's intercession in the lives of the faithful.

THE 441 THEOLOGY OF THE TRINITY

3 Credit Hours

Prerequisite: *ENG 112*

This course uses Sacred Scripture, the Ecumenical Councils of the Church, and Questions 1-43 of St. Thomas' *Summa Theologiae* I to study both the truth and the historical errors concerning the Persons and Nature of the Triune God.

THE 445 SOCIAL TEACHINGS OF THE CATHOLIC CHURCH

3 Credit Hours

Same as *SOC 445***Prerequisite:** *ENG 112, and 6 hours of Theology*

This course examines the fundamental principles of Catholic social teaching, particularly concerning the dignity of the human person. Topics include the social encyclicals from Pope Leo XIII onward, the growth and breadth of social teachings in the past century, and the social teachings of the Church as applied to modern culture, science, politics, and economics.

THE 450 NEW TESTAMENT LETTERS

3 Credit Hours

Prerequisites: ENG 112, THE 120 or THE 125

This course considers the New Testament genre of the epistle, including Pauline, pastoral and catholic, providing insights into the faith and life of the early Church. The course covers not only St. Paul's letters to the early churches and their leaders, but also the letters attributed to St. Peter, St. James and the great statement of faith by the author of Hebrews.

THE 490 SENIOR SEMINAR AND THESIS

3 Credit Hours

Prerequisite: Senior standing and permission from the Director of the Liberal Arts Program

Offered every Spring semester

This course is comprised of seminar and thesis components. Each semester the seminar will center on one or more theological issues of perennial concern, with relevant literature assigned for purposes of class discussion. Students will develop a formally researched senior thesis on a topic pertaining to the seminar or to the student's interests.

**THE 275/375/475 SPECIAL TOPICS IN THEOLOGY, CATECHETICS
AND RELIGIOUS EDUCATION**

1-3 Credit Hour(s)

Prerequisite: ENG 112

Special topics to be indicated. The course may include seminars, workshops, field activities and/or readings and research. The focus will be on current issues in theology, catechetics or religious education.



St. Thomas Aquinas statue at Aquinas College

SUMMER WORKSHOPS IN EDUCATION

The following workshops may be taken for credit. The 300- and 400-level workshops are designed for renewal of teacher licensure for elementary grades; therefore, a baccalaureate degree is required for admission (excluding Tennessee History). Students desiring enrollment in a workshop must apply to the College and follow requirements for admission to workshops.

CPU 340 **MULTIMEDIA PRESENTATIONS**

3 Credit Hours

The purpose of this workshop is to provide students with the knowledge and skills to develop effective multimedia presentations. The course will afford students the opportunity to study, discuss, and apply the use of multimedia for the purposes of presentations, tutorials, and other instructional strategies.

EDU 326 **TECHNOLOGY INTEGRATION IN ELEMENTARY SCIENCE AND MATH CURRICULUM I**

3 Credit Hours

Basic/Intermediate Class Teachers will learn the basics of Microsoft Windows, Word, PowerPoint and Publisher. Projects include: newsletters, tri-fold brochures, slide shows, timesavers, calendars, posters, certificates, fun tabs, troubleshooting and other resources to use throughout the school year. This hands-on workshop is designed for beginning/intermediate computer users. Special emphasis will be placed on science classes although the information is applicable to all classes at any grade level.

EDU 328 **READING DIAGNOSIS IN THE ELEMENTARY SCHOOL**

3 Credit Hours

This workshop focuses on all phases of reading diagnosis in an elementary school setting. Students will learn how to administer and interpret the Qualitative Reading Inventory, which is an individualized reading analysis that determines a student's reading level, rate of comprehension, word identification, and strengths and weaknesses. In addition, students will learn how to administer informal assessments focusing on all phases of literacy including phonological awareness, spelling development, narrative writing and emergent literacy. This will enable the classroom teacher to pinpoint specific areas of concern in order to effectively and efficiently remediate instruction. This hands-on workshop will provide teachers with materials and skills needed to begin literacy assessments in the classroom immediately.

EDU 331 **TECHNOLOGY INTEGRATION IN ELEMENTARY SCIENCE AND MATH CURRICULUM II**

3 credit hours

Intermediate/Advanced Class Teachers will learn the basics of Microsoft Excel and Access as well as some advanced tools in Word and the Internet. Projects include: mail merge, spreadsheets, databases, science magic, web quests, virtual field trips, business cards, macros, watermarks, CD labels, fun tabs, digital camera activities and other resources to use throughout the school year. This

hands-on workshop is designed for intermediate/advanced computer users. No pre-requisite class is required. Special emphasis will be placed on science classes although the information is applicable to all classes at any grade level.

EDU 332 EARLY LITERACY

3 credit hours

This workshop will focus on the critical skills children must master to become successful readers and writers. These skills include: letter naming, sound fluency, phonemic awareness, decoding, spelling and early writing. The class will look at current research on these topics and how to effectively use the research in the classroom. Hands-on games and centers for the classroom will be created. The course will identify different types of assessments that measure early literacy skills. This workshop is geared towards Pre-K through Grade Two teachers.

EDU 340 FOUNDATIONS OF EDUCATION:

Audit Only

THE CATHOLIC SCHOOL

This course is a study in the philosophy, history, needs, and character of Catholic schools. Topics covered include the role of the Catholic school in relationship to the total mission of the Church; the distinctive nature, values, mission and constituencies of the Catholic school; characteristics of society which impact the Catholic school; expectations of the Catholic school by its constituent groups; and general educational issues and sound educational practice in a Catholic setting. Presentation of the Church's teaching on Catholic education as supported by Church documents is an essential part of this course.

HIS 311 TENNESSEE HISTORY

3 Credit Hours

This course is a survey of the history of Tennessee from the early Indian tribes to the present. Students will examine social, cultural, economic and political aspects of the state. All students completing this course should be knowledgeable about the people who helped make Tennessee what it is today. A special research topic that relates to the state is required. This course will include field trips to local sites of historical interest.

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INDEX

A.S.N. Degree Requirements	75
Academic Calendar	1-3
Academic Information.....	36-51
Academic Probation	47-48
Academic Programs.....	55-80
Academic Suspension	48
Academic Year	36
Accreditation	6
Administration and Faculty	143-160
Administrative Office Hours	ii
Admission as an Auditor	12
Admission as a First-Time Freshman Applicant	10
Admission as a G.E.D. Recipient	11
Admission as a Home Schooled Student	11
Admission as an International Student	11-12
Admission as a Special Student.....	13
Admission as a Transfer Student	11
Admission as a Transient Student	13
Admission Requirements.....	10-12
Admission Status	13-14
Admission to the College	10-21
Admission to the A.S.N. Program	17-20
Admission to Business Program	14-15
Admission to the Liberal Arts Program	21
Admission to the R.N. to B.S.N. Program	20-21
Admission to the Teacher Education Program.....	15-17
Advanced Placement	38
Advisement and Registration.....	39
Associate of Arts in Liberal Arts Degree Requirements	73
Attendance	40
Awards and Honors	50-51
Board of Directors	6, 139-140
Bookstore	53
Buildings and Facilities	7-9
Bachelor of Arts Degree Requirements	66-67
Bachelor of Business Administration Degree Requirements	56-58
CAAP	50, 51
Campus Security Act.....	9
Change of Academic Program	43
Classification of Students	36
CLEP	37

Counseling	51-52
Course Descriptions	81-136
Accounting	81
Biological Sciences	82-84
Business	84-87
Chemistry	87
Classical Studies	88-89
Computer	89-90
Economics	90-91
Education	91-93
English	93-99
Finance	100-102
Fine Arts	102-104
Foreign Language	104-106
Geography	106-107
Health /Physical Education	107
History	107-112
Interdisciplinary Studies	112
Management	113-114
Management of Information Systems	114
Marketing	115
Mathematics	116-117
Nursing	117-122
Philosophy	122-127
Physical Science	127
Psychology	127-129
Sociology	129-130
Theology	130-136
Course Load	37
Credit for Professional or Certificated Courses	39
Delinquent Payments	22
Developmental Courses	37
Dismissal from College	48
Drop/Add	40
Double Major	43-44
Examinations	41
Expenses.....	21-22
Experiential Learning Policy	38
Extra-Institutional Learning	37-38
F.A.F.S.A.....	24-25
Faculty and Administration	143-160
Family Educational Rights and Privacy Act (FERPA)	9
Federal and State Government Programs	27

Federal Supplemental Educational Opportunity Grant Program (FSEOG)	27
Federal Work Study Program (FWS)	27
Fees	21-22
Final Grades	43
Financial Aid	24
Financial Aid Appeals	26-27
Financial Aid Probation.....	25-26
Financial Information	21-35
Good Standing	47
Governance	139-142
Grading System	41-42
Graduation Requirements	48-50
Guidance	51-52
History of the College	4
International Students	11-12
Library	53
Major Field Test in Business II.....	50
Memberships	7
Mid-Term Grades	43
Mission of the College	5-6
Orientation	39
Pell Grant	27
Philosophy Statement	4-5
President's Council.....	6, 141-142
Probation, Academic	47-48
Probation, Financial Aid	25-26
Professional or Certificated Courses, Credit	39
Programs of Study	55-80
Business Program	56-59
Teacher Education Program.....	59-64
Liberal Arts Program	65-73
A.S.N. Program	74-77
R.N. to B.S.N. Program	78-80
Quality Points	42
R.N. to B.S.N. Degree Requirements	79-80
Readmission to Aquinas College	13
Refunds	22-23
Religious Activities	54
Repeating Courses	43
ROTC	27-28
Satisfactory Academic Progress Policy	25-26
Schedule Change	36-37
Schedule, Course	36

Scholarships	28-35
Sources of Information	ii
Special Students	13
Stafford Loan	27
Student Activities	54
Student Disability Services	52-53
Student Identification Card	54
Student Right-to-Know Act	9
Student Services	51-54
Summer Workshops	137-138
Suspension, Academic	48
Teacher Education Degree Requirements	61-64
Tennessee Student Assistance Award (TSAA)	27
Transcripts	51
Transfer Agreements	39-40
Transfer of Credit	38-39
Tuition	21-22
Veteran's Assistance Program	27
Withdrawal from Courses	44-46
Withdrawal from the College	25, 46-47
Workshops, Summer	137-138