Tusculum College
Catalog 2009-10
Revised Edition

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TABLE OF CONTENTS

Introduction
Our Mission and Values .......................................................... 4
About Tusculum College ........................................................ 6
A Brief History of the College ............................................... 7
Regarding the Civic Arts ...................................................... 8
Library Services ..................................................................... 9
The Tusculum Institute .......................................................... 10

Tuition, Fees & Financial Aid
Tuition and Fees: The Residential College .......................... 10
Tuition and Fees: Graduate and Professional Studies ...... 11
Financial Aid ......................................................................... 12

The Residential College

ADMISSION POLICIES
Admission Requirements: Freshmen ................................. 15
Admission Requirements: Transfer Students ................. 15
Admission Requirements: International Students .......... 16
Admission Requirements: Home-Schooled Students ..... 16
Academic Fresh Start ......................................................... 16
Early, Second Block, or Mid-Year Admission ................. 17
Readmission ....................................................................... 17
Special Student Status ....................................................... 17
Veteran’s Admission ............................................................ 17

STUDENT AFFAIRS AND STUDENT SERVICES
Campus, Cultural, Religious Activities .............................. 18
Students’ Rights and Responsibilities ............................... 18
Organizations ........................................................................ 18
Residence Life ....................................................................... 20
Health and Wellness Services ......................................... 20
Academic Resource Center ............................................... 20
Career Counseling ............................................................ 20
The Writing Center ............................................................ 21
Support Services for Individuals with Disabilities .......... 21
Dining Service ..................................................................... 21
Athletics ............................................................................. 21
Motor Vehicle Regulations ............................................... 21

ACADEMIC POLICIES
Degree Requirements ............................................................ 22
Coursework .......................................................................... 22
Degrees with Distinction, Bruce Batts Medal .................. 22
Independent Programs of Study ........................................ 22
Course Load .......................................................................... 23
Term Honors ....................................................................... 23
Repeating/Correspondence Courses ............................... 23
Courses at Another Institution ........................................ 23
Course Levels ...................................................................... 23
Advanced Placement Programs .................................... 23
Academic Advising ............................................................ 24
Academic Time ..................................................................... 24
Adding and Dropping Classes ......................................... 24
Withdrawal from Class, College ...................................... 24
Student Leave of Absence ................................................. 24

Class Attendance ............................................................... 24
Declaration and Changing of Majors ............................... 24
Academic Misconduct ....................................................... 25
Grading Procedures .......................................................... 25
Classification of Students ................................................ 27
Grade Reports and Transcripts ....................................... 27
Retention Standards .......................................................... 27
Academic Probation, Suspension, Dismissal .................. 27
Special Offerings ............................................................... 28
Athletic Eligibility ............................................................... 28
Student Records/Right to Privacy ................................... 28

ACADEMIC PROGRAMS
Service-Learning ............................................................... 29
Tusculum College Commons ........................................ 29
Placement ............................................................................ 31
The Honors Program ........................................................ 31
The Bridge Program .......................................................... 32
The Leadership Series ....................................................... 32
International Programs of Study, Travel ....................... 32

PROGRAMS OF STUDY
Programs of Study Listing ............................................... 33
Art and Design .................................................................. 34
Athletic Training ............................................................... 38
Biology .............................................................................. 46
Business Administration .................................................. 50
Chemistry .......................................................................... 54
Civic Engagement ............................................................ 55
Computer Science/Computer Information Systems ....... 55
Education .......................................................................... 57
English .............................................................................. 57
Environmental Science ..................................................... 63
Field Guide/Naturalist ....................................................... 64
Film and Broadcasting ..................................................... 65
Geography .......................................................................... 70
Geology ............................................................................. 70
History ............................................................................... 71
Human Growth and Learning ......................................... 75
Humanities ......................................................................... 84
Journalism .......................................................................... 84
Mathematics ....................................................................... 85
Museum Studies ............................................................... 88
Music ................................................................................. 90
Physical Education ........................................................... 91
Physics ............................................................................... 98
Political Science and Pre-Law ......................................... 98
Pre-Professional Programs ............................................. 101
Psychology ......................................................................... 101
Religious Studies ............................................................. 105
Service-Learning ............................................................. 106
Sociology ............................................................................ 107
Spanish ............................................................................... 107
Special Education .......................................................... 107
Sport Management .......................................................... 110
Theatre ............................................................................. 111
Graduate and Professional Studies

**ACADEMIC POLICIES**
- Academic Schedule ............................................. 113
- Adding and Dropping Courses .............................. 113
- Locations and Facilities .................................. 113
- Academic Advising and Faculty Mentoring ............ 113
- Learning Teams and the Online Learning Community 113
- Class Attendance ................................................. 114
- Course Load .......................................................... 114
- Computer Needs and Recommended Skills ............ 114
- Admission ............................................................. 114
- Transfer Credit ..................................................... 114
- Grades of ‘D’ or ‘F’ .............................................. 115
- Admission of Special Students ......................... 115
- International Students ....................................... 115
- Readmission .......................................................... 115
- Retention Standards ........................................... 115
- Withdrawal .......................................................... 116
- Academic Misconduct ......................................... 117
- Degrees with Distinction .................................... 117
- Second Bachelor’s Degree .................................. 117
- GPS Gateway Program ....................................... 117
- Service Learning ................................................ 117
- Grading Procedures and Appeals ....................... 117
- Grade Reports and Transcripts .......................... 118
- Repeating Courses ............................................. 118
- Program Completion ......................................... 118
- Tuition, Fees, and Library Services .................... 118
- Career Counseling Services ............................... 118
- Student Services Center .................................... 119
- Support Services for Individuals with Disabilities 119
- Student Records/Right to Privacy ....................... 119

**THE GATEWAY PROGRAM**
- Admission Requirements and Procedures .......... 120
- Academic Fresh Start ........................................ 120
- Online Learning Community .............................. 120
- Course Descriptions ......................................... 121

**BACHELOR OF SCIENCE DEGREE**
- General Information, Objectives ....................... 123
- Classification of Students ................................. 124
- General Education Requirements ...................... 124
- Credit for Prior College-Level Learning .............. 124

**BACHELOR OF SCIENCE IN ORGANIZATIONAL MANAGEMENT**
- Admission Requirements, Procedures .............. 126
- Description and Degree Completion Requirements 126
- Learning Team Service Project ........................ 126
- Course Descriptions-Professional Preparation Core 126
- BSOM Concentrations ........................................ 127

**BACHELOR OF ARTS IN EDUCATION/HUMAN GROWTH AND LEARNING**
- Admission .......................................................... 129
- PRAXIS I and PPST ................................................ 129
- Background Check and Fingerprinting ............... 129

**MASTER OF ARTS DEGREES**
- General Information, Objectives ....................... 135
- Graduate Research Requirement ....................... 135
- Admission Requirements and Procedures ............ 135
- Provisional Acceptance ..................................... 136
- Graduation Requirements ................................. 136
- Attendance Policy ............................................. 136

**MASTER OF ARTS IN EDUCATION**
- Introduction ...................................................... 137
- Curriculum and Instruction ............................... 137
- Admission Requirements ................................ 137
- Curriculum Sequence ...................................... 137
- Course Descriptions ......................................... 138

**HUMAN RESOURCES DEVELOPMENT**
- Admission Requirements ................................ 138
- Curriculum Sequence ...................................... 138
- Course Descriptions ......................................... 138

**ORGANIZATIONAL TRAINING AND EDUCATION**
- Admission Requirements ................................ 140
- Curriculum Sequence ...................................... 140
- Course Descriptions ......................................... 140

**MASTER OF ARTS IN ORGANIZATIONAL MANAGEMENT**
- Introduction ...................................................... 141
- Admission Requirements ................................ 141
- MAOM Program Specific Academic Policies ......... 142
- Directed Readings Sequence ......................... 142
- Curriculum Sequence ...................................... 142
- Course Descriptions ......................................... 142

**Covenants, TRIO Programs, College Personnel**
- Synod of Living Waters Covenant .................... 145
- Holston Presbytery Covenant ............................. 147
- Presbytery of East Tennessee Covenant ............. 149
- TRIO Programs .................................................. 151
- The Board of Trustees ....................................... 151
- Faculty ............................................................. 153
- Staff ................................................................. 158
- 2009-10 Academic Calendar ............................ 161
Vision: Tusculum College will be known throughout the mid-South for its adherence to Judeo-Christian values, its allegiance to the liberal arts and its avenues for career preparation and civic engagement, all delivered through innovative course structures and personal attention from outstanding faculty.

Purposes: Mindful of our Presbyterian heritage and commitment to the civic republican tradition, we seek to educate men and women to act morally, think reflectively, write and speak articulately and serve honorably. We strive to perpetuate the free societies of the world by teaching the tenets of the civic arts, including the role of not-for-profit service, the history and foundations of democratic governance and the fundamentals of a virtuous free enterprise system.

Mission: Tusculum College provides a liberal arts education in a Judeo-Christian and civic arts environment.
1. **Personal Integrity**, encompassing honesty, trustworthiness, and high moral conduct. All members of the Tusculum College community are expected to display and value personal and community virtue at all times.

2. **Liberal Arts**, a curriculum suited for a timeless education and preparation for the unknown future. Through exposure to the sciences, the arts and humanities, and the social sciences, students are encouraged to appreciate the history of human endeavor and to thirst for life-long learning.

3. **Civic Responsibility**, a commitment to and experience in serving our communities. The virtue of generosity is encouraged in all Tusculum College citizens, a generosity displayed through community service, shared financial means and benevolence with personal talents to help make this a better world.

4. **Career Readiness**, grounded in the awareness of career options and the skills to succeed. With the understanding that personal success complements the virtue of civic benevolence, Tusculum College students are encouraged to explore professions and callings that serve both personal goals and community interests without sacrifice of either.

5. **Strong Sense of College Community**, demonstrated by close student-faculty relationships, vibrant student interactions, multiple cultural enrichment activities and a safe living environment. A hallmark of the Tusculum College experience, in residential life and in graduate and professional studies, will be the personal attention and care devoted to others by every constituency. Tusculum College students, faculty and staff will take care of one another.

6. **Respect for Our Domestic Heritage and Global Interests/Responsibilities**, Tusculum College students and faculty will explore the ideas, cultures and opportunities in other countries while sustaining a deep appreciation of our own local, regional and national history and mores.

7. **Appreciation for Critical Thinking and Reflective Judgment**, Tusculum College students will become adept at analyzing the critical elements of an argument, critiquing the important issues of a proposal and developing the ability to defend either side of a dilemma. By honing these critical thinking skills, students will be expected to make responsible personal and professional judgments based on sound logic and moral principles.

8. **Commitment to Continual Improvement**, individually and collectively. All members of the Tusculum College community—from faculty to staff to students—will strive for continual improvement in personal work and in collective achievements. Such devotion to improvement will manifest itself in a clear set of goals, precise strategies for achieving them, openness to suggestions, collective review of methods and means and thorough assessment of outcomes, with assessment results guiding new plans and strategies.
SIZE: Tusculum College has a combined campus and off-campus enrollment of about 2,100 students with a student-faculty ratio of 16 to 1. The College believes that learning is an intimate process best supported on a personal basis between teacher and student and that no environment nurtures this process more completely than a small college community.

LOCATION: Tusculum is located east of Greeneville, Tennessee, a growing community of 15,537. The population of Greene County, including the City of Greeneville, is around 65,971. The campus is situated in picturesque Northeast Tennessee. The College maintains a regional center for Graduate and Professional Studies in Knoxville and sites in Morristown and Gray.

Located between Knoxville and the Tri-Cities area of Bristol, Kingsport and Johnson City, Tennessee, Tusculum College is easily accessible by automobile, interstate bus lines and airlines. Interstate Highway 81 is 10 miles from campus and Interstate 26 is about 25 miles from the College. Major airlines serve each of these airports: the Tri-Cities Regional Airport (40 miles), the Knoxville McGhee-Tyson Airport (80 miles) and the Asheville, North Carolina Regional Airport (70 miles).

MEMBERSHIPS: Tusculum is an institutional member of the Association of American Colleges and Universities, The Council of Independent Colleges, The National Council of Educational Opportunities, the National Commission on Accrediting, the Commission on Christian Higher Education, the Presbyterian College Union, the Tennessee College Association and the Tennessee State Board of Education. The College is also on the approved list of the American Medical Association, the New York State Board of Regents and the American Association of University Women. Tusculum College is an institutional member of the Appalachian College Association and the Tennessee Independent Colleges and Universities Association.

FACILITIES: The Tusculum College campus consists of 160 acres. The College has occupied this rolling, wooded site since 1818, and the campus is a striking combination of modern structures and historic red brick buildings clustered in the shade of sheltering oaks.

At the heart of campus, the Thomas J. Garland Library serves all Tusculum students with a collection of over 185,000 print and microform texts and 104,250 e-books, 200 print and 55,000 full text electronic periodical titles, over 50 electronic databases and in excess of 800 video tapes and DVDs. All are accessible through the library’s Internet home page.

Among major academic facilities, Virginia Hall, originally designed by noted architect Louis Sullivan, enjoyed a major renovation in 1994 and celebrated its 100th anniversary in 2001. It is the central arrival point for new and prospective students on campus. In addition to housing computer laboratories, Virginia Hall is home to the Northeast Tennessee division of the Graduate and Professional Studies Program as well as offices for the Registrar, Admission and Financial Aid. It also contains several classrooms and faculty offices.

Just across the street from Virginia Hall is the Annie Hogan Byrd Fine Arts Building, where many community activities take place. The building contains a 700-seat auditorium, used for theater productions, musical performances and College assemblies, as well as a 200-seat arena theatre. Located in the building are the Academic Resource Center and the Arts Outreach and TRIO program offices.

The President Andrew Johnson Museum and Library, the oldest academic building on campus, houses the collection of the seventeenth president’s private and family papers and family artifacts. Many of the items were donated to the College by Margaret Johnson Patterson Bartlett, Johnson’s great-granddaughter and a Tusculum alumna. The library also holds the Charles Coffin Rare Book Collection, the original College library, which is the largest extant library dating before 1807 in the Southeast. Named after an early president of the College, it contains books from the collections of Jonathan Edwards, Samuel Hopkins and Cotton Mather, with imprints back to the fifteenth century.

The Herbert L. Shulman Center is built in a distinctive circular design. The Center’s primary use is as the site of studios and offices for the Art and Design program. Other academic facilities include Tredway Science Hall and Rankin Hall, which houses the Center for Civic Advancement.

A major hub of student activity on campus is the Niswonger Commons building, which houses a full-service post office, bookstore, a 24-hour computer lab, the cafeteria and a coffee
Tusculum College athletic and recreation facilities are among the best among East Tennessee institutions of higher learning. Inside the Niswonger Commons are a gymnasium-swimming pool complex that incorporates the 2,000-seat Pioneer Arena, a weight room/fitness center as well as the Student Activity Center housing the Recreational Sports and Campus Activities programs.

Through the generous support of business and community leader Scott M. Niswonger, who is a member of Tusculum College’s Board of Trustees, a modern athletics complex, which in October 2003 was dedicated in Mr. Niswonger’s honor, enhances Tusculum’s campus. It includes an indoor sports complex, Pioneer Field and Pioneer Park. The indoor sports complex includes a fieldhouse located behind the west end zone of Pioneer Field, featuring large locker area facilities and indoor practice and soccer space with a special high-quality, realistic turf.

Pioneer Field’s seating capacity is now at 3,500. A modern press box facility, built to blend with the architectural style of the campus’s most historic facilities, is adjacent to the field, on which Tusculum’s football and soccer teams play.

A baseball stadium, Pioneer Park, was added to the complex in 2004. The stadium, used by both the Tusculum Pioneers baseball team and the Greeneville Astros professional team, has a seating capacity of 2,500 and features a covered seating area, locker facilities offices, and a museum of College as well as local baseball memorabilia.

The Charles Oliver Gray Complex includes four separate buildings—three are residence halls and the fourth houses the professional education and special education programs along with general classrooms and faculty offices. Other residence halls include historic Haynes and Welty-Craig halls, Katherine Hall as well as Mastrapasqua Hall and three other buildings featuring apartment-style housing.

About seven years ago, Tusculum built the Knoxville Regional Center near the intersection of Pellissippi Parkway and Lovell Road to house the Graduate and Professional Studies program in that city and serve as the headquarters of the program in southeast Tennessee.

Nine buildings and the arch are on the National Register of Historic Places and form the Historical District on campus: Doak House (1830s), Old College (1841), McCormick Hall (1887), Welty-Craig Hall (1891), Virginia Hall (1901), The Thomas J. Garland Library (1910), Haynes Hall (1914), The Arch (1917), Rankin Hall (1923) and Tredway Hall (1930).

The Tusculum College athletic program has experienced much success in recent years, including NCAA Division II Tournament appearances by the baseball, men’s and women’s basketball, men’s soccer and football (above) teams last year.

The roots of Tusculum College are buried deep in early American frontier history.

In 1794, George Washington was president of a young country and the State of Tennessee was still two years away from becoming a reality. In what is now East Tennessee, Hezekiah Balch and Samuel Doak, Presbyterian ministers educated at the College of New Jersey (now Princeton University), were ministering to the pioneers of what was the southwestern frontier of the United States. They also desired to meet the educational needs of these Scots-Irish settlers. Doak and Balch, although they did not always see eye-to-eye, were visionaries ultimately seeking the same goals through the rival colleges they established: they wanted to educate settlers of the American frontier so that they would become better Presbyterians, and therefore, in their vision, better citizens.

This marker denotes the site on the Old Asheville Highway in Greene County where the original Greeneville College stood. The campus buildings were located in the area of the trees in the background.

Tusculum College as it now exists descends from two schools. The first, Greeneville College, was chartered in September 1794 by the General Assembly of the Territory of the United States South of the Ohio River, and established by Hezekiah Balch. The second was founded as Tusculum Academy in 1818 by Samuel Doak and his son Samuel Witherspoon Doak.

Tusculum was named by Rev. Samuel Doak to recognize the home of the president of the College of New Jersey, the Rev. Jonathan Witherspoon—a signer of the Declaration of Independence. The name Tusculum comes from a community near Rome, Italy, that was the home of the Roman educator and philosopher Cicero, who along with others, identified the civic virtues that form the bases of the civic republican tradition, which emphasizes citizens working together to form good societies that in turn nurture individuals of good character. That civic republican tradition continues to be reflected in Tusculum College’s civic arts emphasis.

Tusculum Academy operated in a log cabin adjacent to the present site of Tusculum College. When the academy became Tusculum College in 1844, Andrew Johnson, who was to become 17th President of the United States, was one of its trustees.
Johnson often walked the five miles to and from Greeneville to participate in the debating activities at Tusculum.

A merger in 1868 formed Greeneville and Tusculum College. In 1908, Greeneville and Tusculum College merged with Washington College, creating Washington and Tusculum College. This union dissolved in 1912, and thus evolved modern-day Tusculum College. The College received formal accreditation fourteen years later in 1926.

From the outset, the flux of early American culture was reflected in the life of the institution. As the pioneer settlers thrived, so did the College. As the area was torn apart during the Civil War, so were the two institutions that are Tusculum’s twin roots. College buildings served as barracks for soldiers, scientific apparatus was destroyed and library holdings were scattered and stolen.

Ultimately, the College survived it all. It endured the Civil War through the merger of the two institutions. It made it through financial difficulty and near-disastrous enrollment droughts during World War I and World War II. The College survived these devastating events only to rebound into an institution stronger than it was before.

There are many people who played important roles in the development of the institution. It is difficult to guess what Tusculum College would be like today without early influences such as Charles Coffin, Cyrus and Nettie McCormick, Charles Oliver Gray, Landon Carter “Daddy” Haynes and a host of others too numerous to mention individually. Of all of these people, Nettie Fowler McCormick undoubtedly had the largest and most visible impact on the College. She was the widow of Cyrus Hall McCormick, the inventor of a famous mechanized reaper. Through McCormick philanthropy, five major buildings were added on campus. McCormick Hall, built in 1887, remains the central landmark on the campus and is a living memorial to this notable family.

Tusculum College is the oldest college in Tennessee, the 28th oldest in the nation and the 23rd oldest operating college in the country. In addition, Tusculum is the oldest coeducational institution affiliated with the Presbyterian Church (U.S.A.) and an early national pioneer in the admission of women. Tusculum accepted women students early in its history, and it is notable that by the turn of the 20th century more than half of its students were women.

In 1984, Tusculum College made a major commitment to serve another type of student, working adults, in extended campus locations throughout East Tennessee. Tusculum’s rich heritage provides a firm foundation that sustains extended learning opportunities for adults through the Graduate and Professional Studies Program. This program, which offers degrees in education and organizational management, has gained a solid reputation in the region for high academic standards and practical focus.

### Regarding the Civic Arts

Tusculum College is uniquely prepared to offer education that leads to effective citizenship. The information below describes some of the distinctive features that contribute to making this literally a one-of-a-kind experience in higher education.

**A. What is meant by “civic arts”?**

The term “liberal arts” is used so often in so many different ways that its meaning has tended to become lost or ambiguous. Some use the term in reference to almost any small private college. Others use it to refer to a curriculum that includes a range of courses in a variety of subjects. At Tusculum we have developed the term “civic arts” to recapture the original meaning of the phrase “liberal arts” as it was first used by Cicero, the Roman orator, philosopher, statesman and educator from whose villa our college takes its name. This original meaning referred to those skills, attitudes and abilities appropriate to citizenship in a democratic society.

We draw strength for implementing the mission of the college from two traditions that have undergirded the institution throughout its 215-year history and have provided the College’s guiding virtues. On one hand, the Judeo-Christian heritage was uppermost in the minds of our Presbyterian founders and continues to figure in our ongoing connection to the church. This tradition, in addition to its richness of spiritual insight, has a special role in promoting the virtue of Compassion.

On the other hand, the civic republican tradition, including Plato, Aristotle, Cicero, Cato and others leading right up to the present time, emphasizes citizens working together to form good societies—that in turn nurture individuals of good character. Such virtues as Courage (moral and physical), Self-Control (moderation, responsibility and self-discipline) and Justice (fairness) are all prominent in the civic republican tradition. Particular emphasis is placed on Practical Wisdom. Within the tradition, this term carries a special meaning. It indicates careful thinking with other citizens, guided by the virtues listed above, in order to determine a course of action that will enhance the good of the community.

Drawing on these two traditions then, the civic arts embrace such things as the ability to present one’s thoughts clearly in speaking or writing, the ability to analyze situations carefully and solve problems creatively and to identify information needs and to locate and evaluate information sources in traditional and electronic forms.

**B. How does Tusculum’s focused calendar contribute to a civic arts education?**

Residential College and Graduate and Professional Studies students complete their course work by taking courses sequentially, one course at a time. The Residential College follows a semester schedule with each semester being comprised of four blocks that are three and one-half weeks long while Graduate and Professional Studies offers courses throughout the year with class sessions meeting once or twice weekly, including weekends, for three to four hours per session. We call these calendars “focused” calendars because students and faculty can concentrate on one course without the distraction of having to prepare other courses at the same time. These calendars were implemented to produce distinctive teaching and learning environments.

Since classes meet from three to four hours, students and faculty are able to get to know each other quite well, facilitating...
exchange of ideas among all members of the class—transforming the classroom into a model of a community. In addition to transmitting knowledge, such classes actively engage students in their own learning. The focused calendar allows time for serious listening and critical thinking, as well as for learning to communicate clearly. In the process, students and faculty connect the subject matter of the course to their lives and the life of the community more directly than is normally possible.

Some additional benefits of the focused calendar include:

a. Field trips, laboratory work and other out-of-classroom experiences are readily arranged since there are no conflicts with other classes. Recently, courses have included extended trips to Belize, Europe, Atlanta, Chicago and Washington, D.C., while dozens of other courses have included overnight or day trips as an integrated part of their curriculum.

b. Retention of material is enhanced due to the concentration encouraged by the calendar itself and the fact that classroom environment and a wider range of teaching methods more directly connect the knowledge gained to students’ lives.

c. Films, dramatic productions or other modes of presentation, where appropriate, can be used within the context of a class, while still allowing time for discussion.

d. Close contact with students allows early identification of students needing extra help as well as advanced students who are ready for extra challenges.

e. Students have the opportunity to develop personal skills of self-discipline and time management since the schedule provides blocks of discretionary time.

C. How do Tusculum’s distinctive programs affect me as a student at Tusculum College?

Students enrolling in Tusculum College should be prepared to spend a significant portion of each day in diligent study. In an academic community such as Tusculum, academic rigor is valued; professors will expect much of you, while also providing the support you need to be successful. Your effort will not only reap individual dividends of academic success but also is important in maintaining an intellectual atmosphere conducive to learning. While much can be learned from the well-qualified faculty, it is also true that much is learned from interactions with fellow students. The better prepared each student is, the richer is the academic climate for all.

There are numerous opportunities to become involved in campus organizations, clubs, volunteer service in the community, college governance, intramurals and intercollegiate athletics. All of these provide experiences that are enjoyable in their own right while also developing the skills of working with others toward a common goal, even when it is necessary to work through disagreements. Such experiences and skills are invaluable for civic life.

D. How do Tusculum’s distinctive programs affect graduates?

Your time spent pursuing a degree at Tusculum College is probably the most important investment you can make. The College has had a long history of success from graduates in its various major programs of study. The mission of the College, Commons Curriculum and other reforms, all work together in an integrated way to prepare citizens for effective participation in professional, public and personal life. The bold initiatives of the institution are gaining increasing national recognition, further enhancing the value of your degree from Tusculum College.

LIBRARY SERVICES

The historic Thomas J. Garland Library on the Greeneville campus, along with the Knoxville Regional Center branch, plays a creative and dynamic role in meeting the academic mission of the College. The education of Tusculum students is enhanced through an intellectually stimulating library environment, active collaboration between librarians and faculty, a program of information literacy/librarianship instruction and a significant presence on the Internet. Introduction to Tusculum College’s library services commences with new student orientation and is fostered throughout a student’s entire course of study. The Library actively works to improve the quality of student research, to prepare students for life-long learning and to equip graduates to be able to stay up-to-date in their chosen profession.

In summer 2005, Tusculum’s main library moved into a renovated 30,000-square-foot complex. The Thomas J. Garland Library is nearly triple the size of its predecessor and allows the College to provide increased on-site reference, circulation and periodical space, as well as house additional computer terminals and resources and a book collection of 48,000 volumes. The expanded library also includes six full-size classrooms, eight faculty offices, a conference room and study rooms and a special classroom dedicated to library instruction and information literacy.

The collection exceeds 185,000 print and microform texts and more than 200 periodical subscriptions. Whether the books and journals are in Greeneville or Knoxville, all students have access to these resources via an efficient intercampus loan procedure. More than 104,250 full-text e-books and more than 55,000 journal titles are available via the Library Web site. The Library has working agreements with other colleges in eastern Tennessee, thereby permitting Tusculum College students additional walk-in service and access to hundreds of thousands of additional volumes. Membership in TennShare, ACA Bowen Central Library and LYRASIS allows interlibrary loan service to be both quick and efficient.

Internet access to online databases and other resources is available at both library locations or, with passwords, from any computer with Internet access. The Library’s Web site provides 24-hour, seven-days-a-week access to a virtual library made up more than 50 full-text subscription databases, over 104,250 e-books, thousands of categorized links and email assistance and services. Wherever or whenever members of the Tusculum community need access to information, the Library and its resources are always available.

THE PRESIDENT ANDREW JOHNSON MUSEUM AND LIBRARY

Opened in the fall of 1993, The President Andrew Johnson Museum and Library houses the College’s special collections: the Charles Coffin Collection, the Andrew Johnson Library and the College Archives. The 2,000 volumes of the Charles Coffin Collection are from the original College library of 1794–1827. As a sizeable collection from a post-Revolutionary frontier college, this collection is a unique resource for scholars of 18th century history. The Coffin collection includes 16th, 17th and 18th century imprints from renowned European publishing houses and from the early American colonial press.
The Andrew Johnson Library includes books, papers and memorabilia of the 17th President of the United States. This collection was presented to the College by Mrs. Margaret Johnson Patterson Bartlett, great-granddaughter of President Andrew Johnson and a 1924 Tusculum graduate. The College Archives contain documents and artifacts relating to the history of Tusculum College since its founding in 1794. The College’s special collections, including its Archives, are available by arrangement to students and to the public for scholarly research.

The Instructional Materials Center

Located with the Education program in the Charles Oliver Gray building, the IMC contains a wide variety of professional and child-use materials, some specifically designed for use in special education. Materials may be circulated and are employed by education personnel throughout the Greene County area and by Tusculum students preparing for teaching careers.

The Tusculum Institute for Public Leadership and Policy

To complement the College’s attention to civic responsibility, the Tusculum Institute works with students to cultivate their leadership potential through an array of academic and extracurricular activities. The Tusculum College Board of Trustees established the Tusculum Institute out of its commitment to expanding the horizons of students beyond traditional academic studies by focusing more broadly on leadership and service obligations.

The Institute recently entered into a collaborative relationship with the Niswonger Foundation to foster educational excellence in the region. Specifically, the Institute is helping to provide leadership training for the Foundation’s scholarship program—a program designed to prepare a network of talented young people for future leadership in Upper East Tennessee. Several of these scholars have attended Tusculum College, and all of the scholars are contractually committed to returning to East Tennessee for future work and service.

While the primary academic focus of the Institute’s activities is the study of government, the Institute also works with students demonstrating outstanding potential to provide real life experiences with accomplished public servants, political officeholders and other community leaders in hope of preparing the students more fully for leadership.

Tuition and Fees

Charges for the 2009-2010 academic year at Tusculum College are listed below.

Residential College

Standard Full-time Charges

Resident Students

Tuition (12 to 18 hrs/semester) ................................. $19,530

Room and board

All Dormitories including Apartments ........................ $7,735

Double Rooms as a Single ........................................ $9,015

Tuition under 12 hrs/semester (per hour) ...................... $895

Tuition over 18 hrs/semester (per hour) ....................... $895

Summer tuition is billed separately depending upon the course of study. Normally the College offers a significant reduction in tuition rates for this period.

Tuition (summer sessions per hour) ......................... $420

Audit fee (per course) .................................................. $100

The following may audit courses without charge:

Full-time Tusculum College students enrolled in degree programs; full-time Tusculum College faculty/staff; former full-time Tusculum College faculty/staff who retired from those positions.

Portfolio assessment fee ........................................... $200

Portfolio recording fee per semester hour requested .... $50

Graduation fee .......................................................... $75

Music and Art courses may require a small fee to cover materials. Some courses require lab fees that may vary.

Required deposits

Intention to enroll ..................................................... $300

The intention-to-enroll deposit is requested within 30 days of acceptance for all new, transfer and readmitted students. The intention-to-enroll deposit will be credited to the next semester billing. This deposit for new, transfer and readmitted students is fully refundable until May 1. Deposits are not refundable after May 1.

Residential College Student Enrollment in Graduate and Professional Studies Courses

Full-time residential students who desire to enroll in Graduate and Professional Studies courses will be charged as follows:

If the additional course does not constitute overload status, the student will not incur any additional charges. If the additional course does constitute overload status, or if the registration takes place in the summer term, the charges will be assessed at the Professional Studies rate (e.g., Gateway, Bachelor of Science).

Miscellaneous Costs

Textbooks average approximately $600 per semester. Personal expenses and travel costs will vary with each individual. Financial aid budgets include an allocation of $1,500 per semester for personal expenses and travel costs.
Graduate and Professional Studies

Tuition and fees are subject to revision; revised rates are available from Professional Studies admission counselors.

Gateway Program
Tuition per semester hour ........................................... $205
Audit fee per course ..................................................... $100

Bachelor of Science in Organizational Management
Tuition per semester hour ........................................... $310
Audit fee per course ..................................................... $100
Graduation fee .............................................................. $75

Bachelor of Arts in Education
Tuition per semester hour ........................................... $310
Audit fee per course ..................................................... $100
Graduation fee .............................................................. $75

Master of Arts in Education and Organizational Management
Tuition per semester hour ........................................... $325
Audit fee per course ..................................................... $100
Graduation fee .............................................................. $75

Other Charges
Portfolio assessment fee .............................................. $200
Portfolio recording fee per semester hour requested .......... $50

Graduate and Professional Studies Student Enrollment in Residential College Courses

Full-time Graduate and Professional Studies students who desire to enroll in a Residential College course during the fall or spring terms will be charged at the Residential College rate. Students who enroll in the summer term will be assessed charges according to established Residential College summer school rates.

Graduate and Professional Studies Payment Schedule

Each course is to be paid in full no later than one week prior to the start of class. Students who are awarded financial assistance under federal, state, institutional and/or private programs approved by the College may use documentary evidence of such awards. This privilege, however, does not relieve the student from completing payment in full when actual funds are received and, in any event, prior to the end of the semester. Accounts of students who have balances past due will be placed on hold, and students will not be allowed to register for future classes. All students on hold will not receive grades or transcripts.

Residential Payment Schedule

Charges are due at the beginning of each semester and are payable in full as a part of registration and as a condition for enrollment. A student who is awarded financial assistance under federal, state, institutional and/or private programs approved by the College may use documentary evidence of such award as a condition for registration. This privilege, however, does not relieve the student from completing payment in full when actual funds are received and, in any event, prior to the end of the semester. Accounts of students who have balances past due will be placed on hold, and students will not be allowed to register for future classes. All students on hold will not receive grades or transcripts.

Students or parents who prefer to pay educational expenses in monthly installments may want to consider “The Tuition Pay™ Plan” offered through Sallie Mae. For information or questions about “The Tuition Pay™ Plan,” please contact Sallie Mae at 1-800-635-0120 or visit the Web site at www.TuitionPay.com.

The college also accepts payments via VISA, Mastercard and Discover.

Upon the occurrence of non-payment, the student is responsible for reasonable attorneys’ fees, collection fees and court costs if the account is referred to an outside source.

Adjustment of Charges for Dropping a Course

There is no tuition adjustment for dropping a course in the Residential College program. For a Professional Studies student who drops a course, the course’s tuition will be reduced in accordance with the following schedule:

Written request to drop                  Portion of received by Tusculum College:  
Prior to the first class meeting .............. 100 percent
Prior to the second class meeting .......... 80 percent
After the second class meeting .............. None

Professional Studies audit and laboratory fees are refundable only if the student drops the course prior to the first class meeting. Other fees are not refundable.

Refund of Charges and Financial Aid Awards

Formal withdrawal from the College consists of submission of a written request to withdraw from Tusculum College. Withdrawal is effective upon the College’s receipt of the written request to withdraw and upon approval by appropriate administrative offices.

Room charges, fees, summer tuition and textbooks will not be refunded after the first day of classes for the term (or the year in case of room charges). Board/meal charges will be refunded for the portion of the academic term remaining from four full weeks from the date of the withdrawal from the date the plan is approved.

The distribution of any refunds and/or repayments will be made to the source(s) from which payment was received.

In case of formal withdrawal from the College, the semester’s financial aid awards will be refunded as follows:

For students receiving federal student aid, the semester’s Title IV awards will be calculated in accordance with the “Return of Title IV Funds” regulations published July 1, 2008. A copy of the policy is available in the Financial Aid Office upon request.

For a Residential College student who formally withdraws from the College, the semester’s tuition will be refunded in accordance with the following schedule:

Written request to withdraw                  Portion of received by Tusculum College:  
Within 3 calendar days of scheduled class start date .... 75 percent
Within 10 calendar days of scheduled class start date ... 50 percent
Within 31 calendar days of scheduled class start date .... 25 percent
After 31 calendar days from scheduled class start date ...... None

No refund will be granted to a student suspended for disciplinary reasons.
For a Graduate and Professional Studies student who formally withdraws from the College, each course’s tuition will be refunded in accordance with the following schedule:

- Written request to withdraw
- Portion of received by Tusculum College: Tuition Refunded
- Prior to the first class meeting: 100 percent
- Prior to the second class meeting: 80 percent
- After the second class meeting: None

No refund will be granted to a student suspended for disciplinary reasons. Graduate and Professional Studies audit and laboratory fees are refundable only if the student formally withdraws from the College prior to the first class meeting. Other fees are not refundable.

**Graduate and Professional Studies Refund Policy**

All students who are due a refund from loans or other financial aid monies will qualify for a refund after attending three nights of the first class of the semester for which the money is intended. All refunds will be under review by the Business Office, Financial Aid Office and CFO’s office. Any dropped classes or withdrawals will delay the refund process or cancel the refund due to “Return to Title IV Funds” or a recalculation of any aid awarded. Refunds are available for pickup at the Greeneville location only on Fridays after 1 p.m. Students must have a photo ID upon request and will be required to sign for the check. Refund checks will not be released to anyone other than the student unless there is a signed permission slip sent to the Business Office. All refunds not picked up on Fridays will be mailed out the following week. All students are responsible to pay out of pocket for any additional classes that are added as well as any Financial Aid adjustments made after refunds are issued.

*Note: Refunds that are generated by parent PLUS loans will be issued in the parents name unless requested otherwise by parent.*

**Residential College Refund Policy**

All students who are due a refund from loans or other financial aid monies must be attending Tusculum College classes. All refunds will be under review by the Business Office, Financial Aid Office and CFO’s office. Any drops or withdrawals will delay the refund process or cancel the refund due to “Return to Title IV Funds” or a recalculation of any aid awarded. Refunds are available for pickup on Fridays after 1 p.m. in the Business Office. Students must have a photo ID upon request and will be required to sign for the check. All students are responsible to pay out of pocket for any additional classes that are added as well as any Financial Aid adjustments made after refunds are issued.

*Note: Refunds that are generated by parent PLUS loans will be issued in the parent's name unless requested otherwise by parent.*

**Yellow Ribbon Program (GI Bill)**

Tusculum College participates in the Yellow Ribbon Program which allows the institution to enter into an agreement with Veterans Affairs (VA) to fund tuition expenses. Tusculum College can contribute up to 50% of those expenses and VA will match the same amount as the institution.

School Contribution amount for 09-10 school year to an unlimited number of students:
- up to $7,100 for undergraduates and
- up to $1,800 for graduates.

**FINANCIAL AID**

Tusculum College offers a wide range of student financial assistance composed of grants, scholarships, loans and employment. Information regarding application procedures, eligibility criteria, types of student financial aid available, alternative financing options, and other general information is available at [www.tusculum.edu/faid](http://www.tusculum.edu/faid) or from the Office of Financial Aid and Student Campus Employment. All information provided here is true and accurate to the best of our knowledge. Program regulations are subject to change without notification, and all awards are subject to funding availability. If you have questions regarding the application process and eligibility criteria, please contact the Tusculum College Office of Financial Aid and Student Campus Employment at 1-800-729-0256 ext. 5377 or 423-636-7377.

An entering student seeking financial aid must complete and submit the Free Application for Federal Student Aid (FAFSA) for the academic year he/she wishes to receive assistance and indicate Tusculum College (Title IV School Code: 003527) as a recipient of the data provided on the FAFSA. You may do this electronically at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The priority filing deadline is February 15 preceding the academic year for which the student wishes to receive aid. In order for a student to receive a financial aid award letter, he/she must be accepted into a degree program at Tusculum College.

International students, or ineligible United States non-citizens, cannot receive federal or state financial assistance, and therefore, do not need to complete the FAFSA. Institutional assistance is available in some cases for these students. (Please contact the Office of Admission for more information.)

As required by Federal regulations, Tusculum College has established a Satisfactory Academic Progress policy for all recipients of Title IV assistance. The standards are both qualitative (requiring maintenance of a minimum grade point average [GPA]) and quantitative (requiring passing grades in a minimum number of credit hours per academic year). Students must meet these standards before receiving renewal assistance. The Satisfactory Academic Progress policy is available for online review at [www.tusculum.edu/faid/sap](http://www.tusculum.edu/faid/sap). Final decisions regarding appeals of the policy rest with the Satisfactory Academic Progress Appeals Committee.

Tusculum College participates in all Federal Title IV programs, including grant, work and loan programs. Descriptions of these programs are as follows:

**A. Grant Programs**

Federal Pell Grants are federally-funded grants awarded to students with financial need. Awarding is based on a student’s EFC (expected family contribution—calculated from the FAFSA) and enrollment status. Federal Supplemental Educational Opportunity Grants are federally-funded grants awarded to Pell Grant recipients with exceptional financial need. Academic Competitiveness Grants are federally-funded grants awarded to first year and second year students who are Pell Grant recipients and who successfully completed a rigorous secondary program of study. Second year students must also maintain a GPA of 3.00.

National Science and Mathematics Access to Retain Talent
Grants are federally-funded grants awarded to third and fourth year students who are Pell Grant recipients, and who are majoring in the fields of Life and Physical Science, Mathematics, Computer Science and Technology while maintaining a GPA of 3.00.

TEACH Grants provide up to $4,000 per year to students who intend to teach in an elementary or secondary school setting, serving low-income families. As a recipient of a TEACH Grant, one must teach for at least four academic years within eight calendar years of completing the program of study for which the TEACH Grant was received. If one fails to complete the service obligation, the accrued amount of TEACH Grant money will be converted to a Federal Direct Unsubsidized Stafford Loan. One must then repay this loan to the U.S. Department of Education. Interest will be charged from the date the grant was disbursed.

The Tennessee Student Assistance Award (TSAA) is a state-funded grant program with matching federal funds. Students must demonstrate financial need and be Tennessee residents attending a college in Tennessee. The TSAA is offered to most Federal Pell Grant recipients pending availability of funds. The FAFSA must be processed very early for TSAA consideration (generally by February 15). Eligibility is based on at least half-time enrollment.

**B. Loan Programs**

The Federal Perkins Loan Program is a federally-funded program and offers students with demonstrated need a loan with a low fixed-interest rate. For new borrowers, full repayment does not begin until nine months after the student ceases to be enrolled at least half-time, graduates or withdraws. While enrolled at least half-time, the principal payment is deferred. Interest during in-school, grace and deferment periods is paid by the Federal government.

The Subsidized Federal Stafford Loan Program is a long-term, fixed-interest rate loan made to eligible students by banks or other participating lending institutions. Depending upon need, freshmen may be eligible to borrow up to $3,500, sophomores may qualify for a maximum of $4,500, juniors and seniors may be eligible for up to $5,500 each academic year, and a graduate student’s maximum eligibility may be up to $8,500. For new borrowers, repayment of principal and interest begins six months after the student ceases to be enrolled at least half-time, graduates or withdraws.

The Unsubsidized Federal Stafford Loan Program is available to borrowers who do not qualify for federal interest subsidies under the Subsidized Federal Stafford Loan program. Principal payments are deferred. However, the student is responsible for interest during in-school, grace and deferment periods. Annual maximums are the combined eligibility amounts per grade level as listed above for the Subsidized Federal Stafford Loan program.

The Federal Parent Loan for Undergraduate Students (PLUS) offers loans to parents of dependent undergraduate students up to the cost of education less any other financial assistance. Repayment begins sixty (60) days after the lender fully disburses the loan. Additional information and applications are available from participating lending institutions.

Eligible independent students may be awarded an additional Unsubsidized Federal Stafford Loan Program of up to $6,000 each year for freshmen and sophomores and up to $7,000 each year for juniors and seniors. A graduate student may be eligible for up to an additional $12,000 annually. Although these maximums are in addition to the Subsidized and Unsubsidized Federal Stafford Loan amounts, federal regulations prohibit any student from receiving total assistance greater than the cost of education for that academic year.

**C.  Student Employment**

The Federal Work-Study Program offers students the opportunity to have on-campus or community-service employment in order to earn the funds necessary to pursue their studies. Students are paid on a monthly basis. Students have the option to sign over their work-study earnings to ensure that funds post to their student account. Various positions are offered to students to complement their education with practical job experience. Eligibility for awards is based on need and availability. FAFSAs processed by the February 15 priority date receive preference.

**D. Scholarships**

The Tennessee Educational Lottery Scholarships Program for Tennessee residents may be applied for by submitting the FAFSA. Students are then evaluated for the Tennessee Hope Scholarship, the General Assembly Merit Scholarship and the Need-Based Supplemental Award. You may read more about these scholarships at [www.state.tn.us/ssa](http://www.state.tn.us/ssa), by contacting your high school guidance counselor or a Tusculum financial aid counselor.

In addition to the federal and state programs listed, Tusculum College offers its own institutional scholarship and grant programs. Virtually every student, including a transfer, who is accepted into the residential-campus program on a full-time degree-seeking basis of twelve or more semester hours will receive some sort of institutional gift assistance based on academic achievement or financial need. The Tusculum College Scholarship is awarded to students with the strongest academic records.

The Bonner Leader Scholarship Program is also available for new and continuing students committed to community service. Athletic Scholarships are available from each varsity sport at Tusculum College. For further details, please contact the coaching staff for each sport in which you are interested, including cheerleading.

**E. Veterans Administration Programs**

Various programs are available to eligible military veterans and their dependents including the new Yellow Ribbon GI Education Enhancement Program, a provision of the Post-9/11 Veterans Educational Assistance Act of 2008. The program is available to both undergraduate and graduate students. Students should direct their VA program inquiries and/or application requests to the nearest Veterans Benefits Administration Office or visit the GI Bill Web site at [http://www.gibill.va.gov/](http://www.gibill.va.gov/).

**F. Vocational Rehabilitation**

Students with a disability may be eligible for educational financial assistance through the Vocational Rehabilitation Program. Contact your local Vocational Rehabilitation Counselor for more details.
The Residential College
ADMISSION TO THE
RESIDENTIAL COLLEGE

Introduction
Tusculum College is a distinctive institution that seeks students of good character and academic promise. Our student population is diverse, and we welcome applications from all students who desire an education that is highly civic-minded, and intensely practical. A Tusculum education is deeply rooted in the Civic Arts and closely analyzes practices that exemplify good citizenship.

Students are admitted to Tusculum because they have demonstrated the potential to succeed in a rigorous environment and shown further evidence of their capability to contribute to the Tusculum community as a whole. The curriculum at Tusculum places strong emphasis on writing, analytical reading and critical analysis. Students are assessed for these skills early in their college careers. Assistance is provided to students needing further development for academic success.

In determining a student’s readiness for college, criteria for admission are both objective and subjective. The College examines academic records, class rank, SAT or ACT scores, extracurricular activities and leadership. Due to the fact we know that a family’s financial situation has no relationship to a student’s preparation, character, potential or intellect, the College adheres strictly to a need-blind policy.

Campus Visits
Although a personal interview is not required for admission, prospective students are encouraged to visit the Tusculum campus and meet with an admission representative. The Office of Admission is open from 8 a.m. to 5 p.m. Monday through Friday and 9 a.m. to 12 p.m. on Saturdays, by appointment. To schedule an interview and visit the campus, call in advance of the intended date of arrival. Our toll-free number is 1-800-729-0256 or locally 423-636-7312.

Admission Requirements
Due to Tusculum’s block schedule, evidence has shown that successful applicants to the College will have taken challenging college preparatory classes, be intrinsically motivated to succeed and enjoy advanced and fast-paced reading. Applicants must show evidence of high school graduation from an approved or accredited secondary school. In order to accept a student on the GED, a minimum score of 410 must be obtained on each subject test with an average of 450 overall. The combined minimum score must be at least 2250. All application fees are non-refundable.

Advanced Placement/International Baccalaureate/Dual Enrollment
A student may enter with advanced placement either on the basis of the Advanced Placement Examination of the College Entrance Board, International Baccalaureate Testing, Tusculum College Placement testing or by transfer of college-level work from a regionally accredited college or university. Advanced credit awarded for AP examinations is determined by faculty and for IB scores passed at a level of 6 or higher. Students applying for advanced placement or credit should notify the Office of Admission as soon as possible to ensure proper transfer of such credit. The Office of the Registrar reviews all scores for credit. In order to receive credit for dual enrollment, an official transcript must be received.

Freshman Students
Candidates for admission must have completed at least 12 college preparatory courses. The College recommends that candidates include four or five academic subjects in their course loads each year in meeting the following recommended school program:

- Four units of English
- Three college preparatory mathematics (Algebra I & II and Geometry suggested)
- Three units of history/social studies
- Two units of science, of which one must be a lab

In addition, candidates must complete the following:
- Submit a completed application for admission
- Submit official secondary school transcript(s)
- Submit official score report(s) on the SAT or ACT or GED if applicable. There is no preference for either the ACT or SAT, instead, the evaluation of those who submit results of both will rely on whichever test is comparatively stronger.

4. Freshmen with transferrable credit must submit official transcripts from all colleges and universities. The College expects students to demonstrate their preparedness for college with a minimum 2.0 GPA in academic core courses. Study of a foreign language is not required; however, it is included when calculating an academic GPA. The College may grant conditional admittance to students who have extenuating circumstances that have affected their high school performance. The student must provide documentation of such by way of personal essay or letter from a high school, employment or church official.

Transfer Students
Tusculum College will consider students for admission by way of transfer from colleges and universities accredited by regional accrediting agencies. Students seeking transfer of course work from postsecondary institutions with national or specialized accreditation may request that the Registrar’s Office review such credit with pertinent academic department. A transfer application must include transcripts of all college work taken and a transcript from the secondary school if less than 12 college-level credits have been completed. Transfer applications will be considered void if discovery of previous attendance at another institution is not disclosed at the time of application, and a direct violation to the College’s Code of Conduct will be noted.

Applications for the fall semester should be filed with the Office of Admission during the prior winter or spring, and notification will be made when the file of credentials is complete. For entrance in the spring semester, applications should arrive before November 15 to receive priority accommodations. Students wanting to receive priority accommodation for fall should have applications in by April 15.

Transfer students must be eligible to return to the college previously attended. Tusculum will consider transfer students with complete official transcripts that show an average of 2.00 or better. Tusculum College will accept as transfer credit only those hours that are earned at a regionally accredited institution;
however, students with academic credit earned at nationally or specially accredited institutions may request that the Registrar’s Office review such credit with the pertinent academic department.

The College accepts Associate of Arts or Associate of Science degrees from any accredited junior/community college. Students interested in transferring to Tusculum should be aware that upon receiving official transcripts from all institutions previously attended, the College will evaluate completed courses and will advise the student of the courses still needed to fulfill Tusculum’s general requirements. Transfer students must earn a minimum of 32 semester hours completed at Tusculum to obtain a degree.

Transfer grades of “D” and “F” are treated in the same way as those earned in Tusculum College courses. Therefore, all transfer “D” grades are used as hours toward graduation; and all “D” and “F” grades are used to compute the grade point average. Grades of “D” cannot be counted in the total number of hours required in the major.

International Students

The review procedure for international students is the same as that required of all students. In addition, an international student applicant must fulfill the following requirements:

1. An international student who has not submitted an ACT or SAT test score must take the Test of English as a Foreign Language (TOEFL) and have a record of the results sent to Tusculum College. A minimum score of 550 (paper), 213 (computer-based) or 80 (Internet-based) is required on this test. This test is administered in the United States, and abroad, by the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540.

2. If the TOEFL is not taken, then an international student may complete the American Language Academy course level V and be admitted upon the recommendation of the director of that program located in the United States. The same applies for a student who enters a program of the English Language School (ELS), which has centers throughout the country. Tusculum requires that a student graduating from an ELS program must have completed Level 108 before being considered for full-time admission.

3. An international student must complete and return to the College the “Certification of Finances” form. This form will be supplied by Tusculum College and must be completed in conjunction with the student’s bank, or similar financial institution. It is important that all financial arrangements be confirmed before the student arrives at Tusculum. If the international student is accepted, and financial arrangements complete, the College will issue an I-20 form, which will expedite securing a student visa; the I-20 can only be processed following receipt of the enrollment deposit.

4. Optional letters of recommendation.

Home-Schooled Students

Students who have been educated in a nontraditional secondary school setting are welcome to apply for admission. In addition to submitting a complete admission application, home-schooled students are required to complete or submit the following items:

1. Submit official score report(s) on the SAT or ACT or GED if applicable. There is no preference for either the ACT or SAT, instead, the evaluation of those who submit results of both will rely on whichever test is comparatively stronger. In addition, students are strongly urged to submit SAT II Subject Tests in the natural science area.

2. Participate in an interview conducted by the Office of Admission. The interview is required for students who spent 50 percent or more of their secondary school experience in a home-school setting.

3. Submit a narrative description of the home-school environment, such as parental instruction or community teaching. Additional items that should be included are syllabi for all courses taken and a list of textbooks used.

Review of Applications

Both freshman and transfer applicants are reviewed for admission once all required materials are received. Students may wish to submit a personal writing sample, but this is not a requirement. As previously noted, personal interviews are typically not required, but are encouraged. Please refer to the campus visits section above for further instructions. The Admission and Standards Committee reviews applications on a rolling basis, so notification should generally be made within two weeks. Notification of admission will be made in writing by the College to the student. A student who is wait-listed is encouraged to re-take the ACT or SAT in order to enhance the candidates’ admission profile.

Intent to Enroll by Way of Deposit

Students who are offered admission are asked to submit an enrollment deposit of $300 to secure their place in the class. Deposits are fully refundable, upon written request to the Office of Admission, until May 1. No money will be refunded after May 1, regardless of the date of deposit. The deposit will be credited to the student’s account in the Business Office, and will reduce the amount of tuition due at the time of billing. All offers of admissions and financial aid will stand until May 1; the deposit will secure such offers beyond the May 1 deadline. Once the deposit is made, students may complete housing forms and are considered for priority class registration during the summer.

Admission Plans

Academic Fresh Start

Academic Fresh Start is a plan of academic forgiveness provided for students who have not attended college for at least four years. This plan allows the calculation of grade point average (GPA) and credit hours toward graduation to be based only on work completed after returning to college. All prior college credit will be forfeited.

Student Requirements

• Separation from all collegiate institutions for at least four calendar years.
• At the time of admission as a degree-seeking student, submission of a formal application for admission.
• Description of an academic plan.
• After acceptance, a student must complete at least 15 semester hours of earned degree course work with a minimum grade point average of 2.00 for all work attempted.
Terms of Academic Fresh Start

- The student may be granted the Academic Fresh Start only once.
- The student’s permanent record will retain a record of all work; however, the student will forfeit the use for degree or certification purposes of all college or university degree credit earned prior to the four-year separation upon granting of Fresh Start status. Previously satisfied placement test requirements will not be forfeited.
- The student’s transcript will note that the Fresh Start was made and the date of the Fresh Start. The record will also carry the notation “GPA and credit totals are based only on the work beginning with the date of the Fresh Start.”

Early Admission

It is possible for students who show exceptional talent and maturity to enroll at Tusculum after completion of the eleventh grade. Early admission is granted only to those students who can demonstrate that they have exhausted the academic offerings at their high school and have an outstanding academic record and exemplary standardized test scores. Then, in addition to the requirements listed for standard admission, students pursuing early admission should also furnish two letters of recommendation: one from a teacher and one from the high school principal. The letter from the principal should outline the courses remaining for high school graduation and confirm that Tusculum courses will satisfy high school graduation requirements. A letter from the student’s parents should also be included. This letter should state support for the decision to enroll in Tusculum. Finally, in the case of early admission, an interview with an admission staff member is required.

Mid-Year, Second and Fifth Block Admission

All students may be considered for admission to Tusculum College for the spring semester, as well as for second and fifth block starts. Applications for spring semester and fifth block starts should be completed by November 15. Second block starts should complete applications by August 15 to receive priority accommodations.

Readmission

Students, who have discontinued attendance at Tusculum College for one semester or more, not including summer term or a leave of absence, must apply for readmission as a transfer student. If former students seeking readmission have attended another institution during the interim, official transcripts of all academic work attempted must be forwarded directly to the Office of Admission.

Former students in good academic and judicial standing may be admitted upon submission of the appropriate forms and review by the Admission and Standards Committee. Students not in good academic or judicial standing must petition the committee for readmission. The petition should be sent to the Office of Admission and show definite reason and good cause as to why such re-enrollment should be permitted. Students suspended for academic reasons may petition for readmission after remaining out of school for at least one semester. The summer term may count toward meeting the suspension requirement, provided the student earns enough summer school credit such that the overall cumulative GPA is significantly increased.

Special Student Status

Students who are not candidates for degrees from Tusculum College, but are interested in attending classes, will probably be placed in one of these three categories:

1. Transient Students—Students currently matriculating at another college who desire to enroll as transient students. The normal application procedure should be followed, but in place of the transcript, a letter from the chief academic officer or registrar of the student’s institution must be sent to the Office of Admission giving special approval for the student to attend Tusculum College, and specifying which courses may be taken. At the request of the student, a transcript will be sent to his/her college at the end of the enrollment at Tusculum. Enrollment in this status is for a limited period, usually not exceeding one semester.

2. Special Students—Tusculum College will admit students who do not wish to become regular students or candidates for degrees, but who desire to enroll in one or more courses. Students seeking course credit to qualify for admission to undergraduate, graduate or professional programs may be enrolled as special students. Those students are required to submit applications, appropriate documentation to be reviewed by committee and be interviewed before being admitted.

3. Auditors—An auditor is one who attends classes, but is not required to participate in classroom discussions, submit work required of other students or take examinations. Individuals who wish to audit one or more courses should submit an application at least two weeks before the beginning of the semester in which they expect to enroll and secure the permission of the instructor. A course that is audited cannot change to a credit course, nor can a credit course change to an audit course, after the drop/add period.

Veterans Admission

Veterans must submit a certified Veterans’ Form DD 214 showing an honorable discharge with at least six months service. Seven semester hours of physical education credit will be awarded. Those still serving in the military will be awarded the seven semester hours of physical education credit by submitting basic training documentation. Tusculum College participates in the Yellow Ribbon G.I. Education Enhancement Program (Yellow Ribbon Program) which is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008. Additional information regarding the Yellow Ribbon Program is available in the Registrar’s Office.
Cultural Opportunities

The "Acts, Arts, Academia" program series sponsors events on campus throughout the academic year. A series of exhibits are displayed throughout the year in the J. Clement Allison Gallery in the Rankin House. A variety of music, theatre and dance events—including presentations from Theatre-at-Tusculum, Tusculum Arts Outreach and Tusculum College Community Chorus—take place in the Annie Hogan Byrd Auditorium and the David F. Behan Theatre.

Students' Rights and Responsibilities

Each student possesses individual rights and responsibilities in the context of the college community. Tusculum encourages an atmosphere that promotes mutual respect and consideration for the rights of others. The Non-Academic Code of Student Conduct is provided in detail in the Student Handbook.

Tusculum College is a distinctive educational community whose members are committed to the cultivation of the Civic Arts. As evidence of our desire to belong to the community, we, members of Tusculum College, pledge ourselves:

• To develop in and among ourselves the character virtues of integrity, compassion, and loyalty.
• To the pursuit of practical wisdom; to the cultivation of good judgement and the courage to act on our examined convictions.
• To honor civic mindedness through responsible participation in the collective life of the community.
• To require of ourselves disciplined, sustained effort toward the achievement of the highest levels of academic and personal excellence of which we are capable.
• To exercise honesty and forthrightness in dealing with people and information.

Organizations

Students, faculty and staff have formed a variety of campus based organizations in support of special interests and needs. The College encourages the formation of clubs and organizations as an effective method of developing leadership and interaction among members of the Tusculum community. Check with the Office of Student Affairs for a complete listing or information regarding the formation of a new organization.

Organizations include honorary and professional groups, on-campus radio and television stations, service organizations, special interest groups and sports clubs. An annual Clubs/Organizations fair is held at the beginning of the school year. Contact the Office of Student Affairs for specific dates and times. The following is a sampling of student organizations at Tusculum College:

ALPHA CHI promotes and recognizes scholarship. Membership is open to juniors and seniors ranking in the top tenth of their class.

ANDREW JOHNSON SOCIETY is a group for those interested in history and how various changes impact who we are as a country. Membership is open to all students.

ATHLETIC TRAINING STUDENT SOCIETY promotes professionalism and education within the field of athletic training.

BAPTIST STUDENT UNION (BSU) provides a time of Christian fellowship and worship for all students. BSU is open to all denominations.

BLACK UNITED STUDENTS (BUS) provides an opportunity for African American students to fellowship and serve the greater college community. BUS is open to all students, not just...
African American students.

BONNER LEADERS is a student-led service learning opportunity that requires its members to fulfill 100 hours of volunteer work a semester. Members are selected through an application and interview process and a grant of $1,000 per semester may be available.

BUSINESS CLUB OF TUSCULUM COLLEGE promotes enjoyment and understanding of business administration; develops leadership abilities through participating in career education and social activities; assists students in establishing realistic career objectives; promotes high standards in ethics, workmanship and scholarship; and develops competent, aggressive leaders in business.

CAMPUS CRUSADE FOR CHRIST is an interdenominational student Christian organization seeking to provide a positive spiritual resource for students.

CIRCLE K is an international collegiate service organization that is a sponsored leadership program of the Kiwanis International promoting service, leadership and fellowship.

COLLEGE DEMOCRATS is an organization for students supporting the Democratic party and sponsoring events to raise awareness about civic engagement and social responsibility.

COLLEGE REPUBLICANS is an organization for students supporting the Republican party and sponsoring events to raise awareness about civic engagement and social responsibility.

COMMUNITY CHORUS is open to all community members. No auditions are required. Academic credit may be earned.

ENGLISH STUDENTS ORGANIZATION (ESO) fosters a sense of community and camaraderie among the English Department, other departments and organizations on campus and members of the surrounding community.

FELLOWSHIP OF CHRISTIAN ATHLETES (FCA) is a student led non-denominational organization that promotes Christian principles among student athletes and the general student body. FCA is open to all students and not just athletes.

HALL COUNCILS are boards of elected students to represent each residence hall. They function primarily to organize and represent the residents of the hall and provide educational and social programming.

HERSTORY is a group of women focusing on minority women’s issues in the professions, which encourage the exploration of career opportunities, the development of support networks and the attainment of leadership skills.

INTERNATIONAL AND MULTICULTURAL SOCIETY provides an opportunity for international students to fellowship and develop programs to educate the greater college community about their culture and history.

IOTA TAU ALPHA is a national honor society for Athletic Training Education students. The functions of Iota Tau Alpha are to stimulate interest, scholarly attainment and investigation in Athletic Training Education and to promote the dissemination of information and new interpretations of the Society’s activities among students of Athletic Training Education.

LACROSSE "LAX" CLUB is a group focused on the promotion of the sport of lacrosse and the development of a club sport at the college for the promotion of teamwork, sportsmanship, discipline, leadership and fitness.

LADY PIONEER DANCE TEAM is a fun energetic group of students who like to cheer and dance. The club promotes spirit throughout the campus. They provide support for the players during basketball and football games. They also perform at halftime for both sports.

NATIONAL STUDENT ATHLETIC ASSOCIATION promotes healthy lifestyles for student athletes, provides education in leadership skills and assists in planning for success during and after college.

OPEN DOOR SOCIETY is a group of individuals focused on providing a safe, welcoming environment of support to homosexual, bisexual and transgendered individuals while providing education about issues to the college community and providing a commitment to service.

ORANGE CRUSH is a dedicated and energetic organization comprised of students in support of Pioneer athletics.

PHYSICAL EDUCATION CLUB serves the interests of Physical Education majors and other interested students by providing peer support for developing professionalism in the field of Physical Education.

PIOKNITTERS is a group focused on establishing a more creative mindset, encouraging the learning and teaching of yarn skills and continuing traditions without prejudice.

PIONEER ANIME CLUB exists for the purpose of giving fans of Japanese animation a place to view new productions and share interests with like-minded individuals.

PIONEER FRONTIER is the Tusculum College newspaper. Students are responsible for all aspects of production and distribution.

PIONEER STUDENT ATHLETIC COUNCIL (PSAC) acts as the voice of the student-athletes and serves as their voice to the athletics administration as they seek to enhance the total student-athlete experience by developing leadership skills, promoting welfare and fostering a positive image to the community.

PIONEERING MUSIC ON CAMPUS is established to provide a variety of musical cultural expressions to the community and provide an outlet for the musically inclined to express themselves.

PRESIDENT'S SOCIETY is an elite student organization dedicated to promote and fortify the mission of the institution. As an ambassador, each member serves as an extension of the undergraduate admission office—to aid in tours and various service projects sponsored by admissions. For more information on how to become a member, contact the residential Office of Admission in person, by phone or e-mail.

PSYCHOLOGY CLUB serves the interests of psychology majors by providing peer support for developing professionalism in the field of psychology.

SCIENCE CLUB serves the interest of science majors or students interested in science by providing educational opportunities and opportunities for professional development.

STUDENT ACTIVITIES BOARD (SAB) is a group of students who work directly with Student Affairs to provide entertainment for the student body. SAB chooses various performers from magicians, comedians, musicians, etc., and assists in planning social events on campus. Membership is open to all students.

STUDENT ALUMNI ASSOCIATION is dedicated to building a body of servant leaders who upon graduation will advance the interests and connectivity of alumni and Tusculum College; establish, foster and promote relationships among the College...
community, and further the quality of the institution.

STUDENT PARANORMAL ORGANIZATION OF KINDRED SPIRITS (SPOOKS) is a group dedicated to increasing the understanding and awareness of the paranormal through investigation into the unexplained and logical explanation or documentation of the ongoing questions which remain.

STUDENTS IN FREE ENTERPRISE (SIFE) provides opportunities to gain professional experience and knowledge in working with the free enterprise system. Students may present and compete in regional and national conferences.

STUDENT GOVERNMENT ASSOCIATION (SGA) is the governing body for the student body. SGA provides an official voice to represent students to the administration and the Board of Trustees. It is the vehicle for expressing and addressing student concerns and a means to democratically determine allocation of student organization funding.

THEATRE-AT-TUSCULUM provides many opportunities throughout the year for involvement in theatre, through scheduled productions. Students may audition for roles in productions or volunteer to assist backstage.

TRACK AND FIELD CLUB exists to promote and provide an opportunity for individuals to participate in intercollegiate and open track and field meets and events as well as road races.

TUSCULANA is the Tusculum Yearbook. It is published each academic year. Students are responsible for all aspects of production and distribution.

TUSCULUM ARTS OUTREACH provides a variety of opportunities for theatrical or other artistic involvement in the larger community.

TUSCULUM REVIEW is an annual literary journal that publishes fiction, non-fiction and poetry by well-established and emerging writers from around the world. Edited by Tusculum College professors, the volunteer staff is made up of students who read and consider submissions as well as help in the design and layout of the review. Students hold positions of responsibility including managing editor, poetry editor, fiction editor and non-fiction editor.

VENTURING CREW is a program of exciting and meaningful outdoor activities such as ropes, climbing, hiking and camping. The purpose is to help students pursue their special interests, to grow, to develop leadership skills and to become good citizens. Membership is open to all students.

WTVC is for students wanting to gain knowledge and hands-on experience in television and broadcasting. Students are involved in all aspects of station management and operation of a campus television channel.

WTPL/D.J. CLUB—WTPL is the campus radio station. The D.J. Club promotes learning within the field of broadcasting. Members work in the campus radio station and frequently work as deejays at various campus functions. The radio station broadcasts music and entertainment throughout the campus daily. Students are involved in all aspects of station management and operation.

Residence Life

Living on campus increases the level of involvement in both academic and co-curricular activities and, therefore, heightens the impact of the total college experience. Programs in residence halls are designed to encourage students’ intellectual growth while developing healthy social and interpersonal skills. Each hall has its own elected council to provide leadership in activities, student conduct and the general living environment. In addition, resident assistants are students carefully selected and trained as staff members to provide supervision, peer counseling, programming and policy support. The Office of Student Affairs staff provide supervision and support of all housing operations and programs.

Students are housed in Katherine Hall, Haynes Hall, Welty-Craig Hall, the Charles Oliver Gray complex, apartment buildings or campus houses. Room and roommate assignments for new students are made by the Coordinator of Student Housing after the returning students have made their room selections.

All Tusculum students, with the exception of married students, single students with a dependent, students living at the primary residence of their parents or guardians in a county contiguous to Greene County, students over 23 years of age, military veterans with more than one year active duty service or students granted an exception by the Dean of Students or his/her designee, are required to live on campus.

Rooms are furnished with single beds (twin, extra long), mattresses, dressers, desks and chairs. Rooms are rented for the full academic year unless other arrangements are made in advance. The Residence Hall Living Agreement must be signed prior to being assigned a room.

Laundry facilities are conveniently located in each residential area and operate free of charge to residents.

Health and Wellness Services

The College Health and Wellness Center is available to assist students in addressing physical and/or mental concerns on site or through referral to community resources.

Two fully-equipped hospitals, both with full-time emergency rooms, are within easy access of the campus. Both hospitals are approved as Class A by the Joint Commission on Accreditation of Healthcare Organizations. Each student is encouraged to select a personal physician upon arrival in Greeneville.

Academic Resource Center

The Academic Resource Center provides services to help students reach their full academic potential. The Academic Resource Center serves students in the areas of academic advising, career development, learning support and disability accommodations. The Academic Resource Center is located on the first floor of the Annie Hogan Byrd Fine Arts Building, Room 112.

Career Counseling Services

The Office of Career Counseling serves two important functions: 1) career choice and development, and 2) employment skills development. The office serves alumni as well as currently enrolled students.

Students are encouraged to begin career development programs upon entering Tusculum and continue them throughout their college experience. Services include personal meetings, seminars and advising regarding choice of academic major and/or career directions. The office provides programs to instruct students and alumni in methods of how to secure employment and provides assistance in constructing resumes, developing interviewing skills and recording personal data for a permanent placement file. The office maintains current information about full-time, part-time and internship opportunities. Employer rep-
representatives are invited to campus for interviews with students. A graduate study library (maintained in the office) includes graduate school catalogs, information about standardized examinations and graduate programs.

The Writing Center
The Writing Center at Tusculum College is provided by the Tutoring Center with support from English Department faculty. The mission of the center is to help students hone their writing and grammatical skills no matter the subject or style of writing. The Writing Center is located in Annie Hogan Byrd Fine Arts Building Room 16 and is open Monday-Thursday during fall and spring semesters from 10 a.m. - 4 p.m. The tutor coordinator for the Tusculum College Tutoring Center oversees the day-to-day operation of The Writing Center, so general inquiries regarding the center, its policies and any other concerns should be directed to the tutor coordinator. The center is staffed by the Tutoring Center’s degreed and peer tutors. The center also offers reference resources for those who need to consult research manuals for papers and projects. Librarians are also available to help with research projects. The Writing Center staff works with faculty to ensure students’ progress and success; students can request individualized tutoring by completing the Request for Tutoring form at the Tusculum College Tutoring Center website at www.tctutoring.com and following the appropriate tabs to request assistance.

Support Services for Individuals with Disabilities
Tusculum College affirms its intent to comply with federal regulations regarding persons with disabilities, specifically with section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act. The College does not discriminate on the basis of disability in employment or admission. Students seeking accommodations consequent to a documented disability should contact the Academic Resource Center Counselors located in the Annie Hogan Byrd Fine Arts Building. Upon review of the documentation by the Director of the Learning Center, provided by the student, the office will assist the student in working with the faculty to secure appropriate accommodations. Questions should be directed to the Academic Resource Center counselors.

Tusculum College makes available to qualified disabled students those reasonable accommodations and auxiliary aids or services as are necessary to provide such students with unrestricted access to the learning environment and the opportunity to demonstrate academic achievement. In order to procure auxiliary aids or services, the qualified disabled student is responsible for identifying himself or herself to and directing all requests for such aids or services to the Academic Resource Center counselors.

Volunteer Service
A wide range of voluntary service opportunities are available to Tusculum students, faculty and staff. These community service opportunities are coordinated through the Center for Civic Advancement. Examples of volunteer work in which students have participated include river cleanup, Habitat for Humanity construction, recycling programs, theatrical outreach programs, tutoring, Boys & Girls Club programs, highway litter pickup and many others.

Dining Service
The College cafeteria and snack bar facilities, located in the Niswonger Commons, serve a variety of well-balanced, enjoyable meals and on-the-go dining options. All resident students are required to participate in one of the College’s meal plans. Commuting students who wish to eat in the cafeteria may purchase meals plans in the Business Office.

Athletics
Athletic activities at Tusculum College are provided at both the intercollegiate and intramural levels. A wide range of intramural sports are offered throughout the year for competition among Tusculum students, while 14 men’s and women’s teams compete with teams from other colleges and universities.

Tusculum College is a member of the South Atlantic Conference of the National Collegiate Athletic Association (NCAA) at the Division II level. Varsity sports for men are baseball, basketball, cross country, football, golf, soccer and tennis. Varsity sports for women are basketball, cross country, golf, soccer, softball, tennis and volleyball. Varsity athletes who participate in these teams may earn varsity letters. Athletic scholarships are available to varsity athletes who qualify.

Motor Vehicle Regulations
Any student wishing to maintain a motor vehicle on campus may do so by registering the vehicle with the Office of Campus Safety at the time of registration for classes. There are no costs to register your vehicle; however, unregistered vehicles are subject to ticketing. More details regarding Motor Vehicle Registration and parking policies are available in the Student Handbook.

Academic Year
The academic year at Tusculum is divided into two semesters comprised of four three-and-one-half week blocks. In addition to the eight sessions offered during the regular academic year, there are three sessions offered during the summer months. The standard academic year is 30 weeks, during which the student completes 32 credit hours.


**Requirements for Degrees**

To earn the Bachelor of Arts degree, the student must:
1. Complete 128 semester hours of coursework, with an overall grade point average (G.P.A.) of 2.00.
2. Complete a minimum of 25% of the credit hours required for the degree through instruction offered at the College.
3. Complete 32 of the last 36 hours on campus.
4. Complete a Major program of study, with a G.P.A. of 2.25 in the Major.
5. Satisfactorily complete all coursework in the Commons core curriculum.
6. Submit all official postsecondary transcripts.
7. Participate in all outcomes assessment activities as required.
8. Make payment of all tuition and fees.

Although advisors are available to guide students in planning, it is the student’s ultimate responsibility to see that all requirements for graduation are met, including Commons requirements, requirements within a chosen major program of study and any other degree requirements applicable to individual students.

Students who have completed all graduation requirements and are in good standing with the institution are eligible to participate in graduation exercises. No certification will be given until work is completed and all graduation requirements are met and approved.

All graduates are expected to participate in the winter or spring commencement exercises of the College.

**Second Bachelor’s Degree**

Tusculum College will confer a second bachelor’s degree when students meet the following requirements:
1. Completion of a first bachelor’s degree from a regionally accredited collegiate institution. **Note:** Duplicate degrees will not be awarded for any reason.
2. Acceptance and enrollment at Tusculum College as a degree-seeking student.
3. Submission and approval of a declaration of major form.
4. Successful completion of the minimum number of hours for the major as stated in the college catalog.
5. Satisfaction of any additional core/elective hours for the major.
6. Satisfactory completion of the residency requirement, by which 32 of the final 36 semester hours must be completed at Tusculum College. A maximum of 25 percent of the major coursework from the first bachelor’s degree may be used to satisfy course requirements for a second Bachelor of Arts degree. Forty-eight of the fifty-two hours for the Bachelor of Science degree must be taken at Tusculum College.
7. Adherence to any additional academic/financial obligations.

**Coursework**

The Bachelor of Arts requires satisfactory completion of college work that must include the Commons courses as well as a major program of study. Elective courses constitute the remainder of the student’s academic program. Many students also choose to earn a minor, although this is not a graduation requirement.

In general, the student who successfully completes a course will earn the equivalent of four semester hours of credit; 32 courses or one hundred and twenty-eight semester hours are required for graduation.

Satisfactory completion of work for graduation requires that the student earns a minimum G.P.A. of 2.00, or an overall “C” for all courses taken. The student must earn a minimum G.P.A. of 2.25 in the major program of study. All students are required to complete at least 32 of their last 36 hours at Tusculum College.

**Service-Learning/Civic Arts**

At Tusculum College, service-learning is an integral part of the curriculum. As part of the Commons curriculum, all students have the opportunity to get practical experience outside the classroom and a chance to serve the community. Students acquire valuable skills in areas such as leadership, collective decision-making, communication, working in groups and public problem-solving. Most importantly students gain knowledge of their ability to work with others to make a difference. Further information about the service-learning requirement will be found under the service-learning heading in the “Academic Programs” section of the catalog.

**Degrees with Distinction**

Degrees with distinction are granted to Bachelor of Arts students for outstanding academic performance. All collegiate level work, including work taken at other accredited colleges, will be used to determine the required average. The grade point averages required for these degrees are as follows: cum laude, 3.50; magna cum laude, 3.75; summa cum laude, 3.95.

**Bruce G. Batts Medal**

Bruce G. Batts was the founding director of the Warren W. Hobbie Center for the Civic Arts. His vision, creativity, careful thinking, determination and concern for others were crucial factors in launching the major changes that continue to shape Tusculum College today. It was Mr. Bratts who first suggested the name “Commons” for the newly developed core curriculum. It was Mr. Batts who worked diligently to assist in finding sources of funding for the important innovations taking shape here. It was from his frequent essays and thoughtful conversations that members of the community learned to think more deeply about goals and methods in transforming the College.

With the Bruce G. Batts Medal, Tusculum College perpetuates the memory of this outstanding pioneer and honors a graduating student who has demonstrated to a high degree the qualities that characterized Mr. Batts and, in fact, qualities which well represent the Civic Arts: consistent civility in dealing with others, a high level of scholarship and careful thinking and a strong pattern of service to others.

**Independent Program of Study**

If a student wishes to declare a program of study not officially offered by this institution, an “Independent Program of Study” may be declared. Applicants must have at least a 2.75 G.P.A. and have second semester sophomore standing. Students must solicit independent program of study approval from their advisor, the department chair and the Admissions and Standards Committee. An Independent Program of Study requires a minimum of 24 hours of coursework at the 300 or 400 level.

**Independent Program of Study with Two Areas**

A minimum of 32 hours in the primary area.*
A minimum of 24 hours in the secondary area.*
Students wishing to earn the Bachelor of Arts degree may be allowed to take one correspondence course a year in their major only if the course will not be offered at Tusculum College during the period in which the student will be fulfilling graduation requirements. A student may take a total of two correspondence courses to fulfill teacher certification requirements if Tusculum does not offer those courses in an acceptable time frame. B.A. students taking correspondence credit must receive prior permission from the Registrar and department chair.

Correspondence Courses

A minimum of 24 hours in the primary area.*
A minimum of 20 hours in the secondary area.
A minimum of 16 hours in the tertiary area.

Total of 60 semester hours.

*Primary area must be an existing major.

Course Levels

All courses at Tusculum College are identified by numbers composed of three digits with the first number designating the level of instruction.

Pre-College division: Courses number 000 to 100 are pre-collegiate developmental/remedial courses offering no college credit.

Lower-division: Courses numbered 101 to 199 are primarily freshman exploratory discipline or introductory Commons courses open to all students without restriction, if no other prerequisite is listed. Courses numbered 200-299 are primarily second-level discipline or Commons courses intended for students with sophomore standing or students who have met the prerequisite.

Upper-division: Courses numbered 300-399 are primarily junior-level discipline or Commons courses carrying a wider range of prerequisites and are designed to build on foundations learned in lower-division courses. Courses numbering 400-499 are primarily senior-level advanced discipline or Commons capstone courses which depend heavily on prerequisite foundations and are designed to lead to post-baccalaureate employment, graduate study, or professional school.

Graduate-division: Courses numbered 500-599 are designed for post-baccalaureate students.

Advanced Placement Programs

Tusculum College participates in the AP, CLEP and the DSST Programs. These programs allow a student to receive course credit without participating in the course by successfully completing a standardized examination. Only official scores coming from an authorized testing center will be evaluated. Credit for exams appearing on transcripts from other colleges will not be evaluated. A maximum of 30 semester hours of credit earned through these examinations may be applied by Bachelor of Arts students to the total number of semester hours required for graduation. Bachelor of Science students may take a maximum of 18 semester hours of DSST, CLEP and AP credit.

Tusculum College grants credit for satisfactory scores made on AP, CLEP and DSST exams provided the following have been met:

1. The student has received permission to take the exam from the Registrar (CLEP & DSST only).
2. The student must pass with the minimum score recommended by the Tusculum College standard for the AP and the American Council on Education (ACE) for CLEP and DSST.
3. Credit will be received as “pass,” that is, no hours attempted or quality points will be computed in the examinee’s quality point average.
4. Unatisfactory scores will not become a part of the student’s record.
5. The number of semester hours granted will be determined by the scope of the material measured, as recommended by the Council on College-Level Examination (CLEP and DSST).
6. AP, CLEP and DSST credit may not be acceptable for Pre-Professional and Education majors.

Practicums

The College encourages students to take advantage of the educational opportunity presented to them through practicums or off-campus experience such as internships and student teaching.
Academic Advising
All students are assigned an advisor by the director of academic advising. Advisors are either faculty, staff with faculty status or selected staff members. In order to establish close personal contacts, each advisor typically works with 15 to 20 advisees.

Freshmen enrolled in Tusculum Experience (OREN 105) will be advised in their first semester by their orientation instructor. After the first semester, if the student has decided upon a program of study, an advisor will be assigned from that area of study. If the student is undecided about a major, the Director of Advising will assign an advisor from a pool who work with those who are still exploring their majors. Once a major has been declared, the student will normally be reassigned to an advisor from the group working with that major. All students meet with their advisors on the first day of every block.

Academic Time
Classes may be scheduled from 8:00 a.m. until 3:30 p.m., while science course laboratories sessions may extend until 4:00 p.m. The typical morning class is scheduled between 8:30 and 11:30. The typical afternoon class is scheduled between 12:30 and 3:30. Naturally, when field trips are scheduled, the trip may extend beyond these hours. Course syllabi will identify any additional class meeting times.

Adding and Dropping Classes
Students may add or drop classes for which they have registered. For courses already in progress (that is, the class has met at least one time), students may add or drop during the advising period on the first day of the course. All students are required to meet with advisors during the advising period to handle schedule adjustments and other academic matters. The Registrar cannot accept drop/add forms without the signature of the advisor, instructor, Division Chair or designee, which can be obtained each block at the required first-day meeting. Exceptions to this procedure must be authorized by the Admissions and Standards Committee and affected instructors. Dropping a course without authorization automatically results in a grade of “F” if you attend any course meeting or a grade of “NR” if you never attended the course. (Please refer to the “Tuition and Fees” section located on pages 10-12 for adjustment in charges).

Withdrawal from Class on the Sixth and Seventh Day
On the 6th and 7th day of the block in which the course is taught a student may drop (with a “WP” or “WF” on the transcript) that course by (1) obtaining a Withdrawal on the 6th or 7th day Form in the Registrar’s Office, (2) securing the signatures of the instructor and the faculty advisor, and (3) returning the form to the Registrar’s Office before 5 p.m. of the 7th day. Students may not withdraw from a course using the 6th or 7th day option more than one time per academic year except in extenuating circumstances approved by the Admissions and Standards Committee. Students withdrawing from a course should be aware that it may affect financial aid, eligibility for athletics and graduation date. Withdrawing from a course without authorization automatically results in a grade of “F.” Students may withdraw from a semester-long class (Choir, Athletic Training, Clinical courses, Student Teaching, etc.) up to the first day of the third block of the course’s duration. There are no refunds for sixth and seventh day withdrawals.

Withdrawal from College
A Bachelor of Arts student who wishes to withdraw from the College should apply directly to the Director of Academic Advising for the proper withdrawal procedure. Formal withdrawal from the College must be initiated by a written request to withdraw from Tusculum College signed and dated by the student. Withdrawal is effective upon the College’s receipt of the written request to withdraw and upon approval by appropriate administrative offices. Dropping out of class without official withdrawal earns a grade of “F” or “NR” in each course. A grade of “WP” or “WF” will be posted for the student who properly withdraws. Unless the withdrawal is initiated before classes begin or during the official College refund period, the student will be responsible for all charges for the semester.

Student Leave of Absence
Students who are in good standing with the College may be granted a leave of absence for specific vocational, educational or personal circumstances (financial, medical, mental health, etc.) of up to two semesters (maximum of 180 days in a 12 month period). Students who wish to apply for such a leave must apply in writing to the Admissions and Standards Committee by turning in the request and supporting documentation to the Registrar no later than November 1 for the following spring semester and no later than March 1 for the following fall semester.

An approved leave of absence guarantees a student’s readmission at the end of the specified leave term. All requests to study at another institution during the leave must be approved in advance by the faculty advisor and Registrar.

Financial aid recipients should check with the Financial Aid Office as federal guidelines do not allow for more than 180 day leave of absence without impacting your aid.

All students should check on their student account with the Business Office prior to taking a leave of absence.

Class Attendance
Students are responsible for all work from the first day of class and are expected to attend all meetings of the class for which they are registered. Absence for whatever reason, including participation in a college-sponsored event, does not relieve a student from responsibility for any part of the work covered in the class during the period of absence. During a block, students may miss up to three classes to participate in college-sponsored events without penalizing their grade. Students who miss more than three classes, without instructor approval, will fail the course. Students should refer to specific course syllabi for additional attendance policies.

All students must attend three or more classes to be considered for a refund of any Financial Aid monies if a refund is due.

Declaration and Changing of Majors
When students know what major program of study they wish to pursue, an official declaration of major form should be completed with the advisor and forwarded to the Registrar or the Advising Director. Accurate knowledge of students’ major program intentions is used by the College to assign academic advisors,
assist in accurate advising about program requirements, anticipating the need for various courses and ensuring that graduation requirements have been met.

Students may change majors while at the College. When this happens, a new declaration of major form must be completed with the advisor, and forwarded to the Registrar or the Director of Advising. A change of major may entail a change of academic advisor as well.

Changing majors, particularly as an upperclassman, may require additional time in order to complete all graduation requirements.

Academic Misconduct

Cheating and plagiarism are violations of Ethics of Social Responsibility—one of the outcomes that has been identified as essential to the Civic Arts. Plagiarism is a form of academic dishonesty. It consists of knowingly presenting in writing or in speech the intellectual or creative work of others as if it were one’s own. This includes:

1) Failing to identify direct or word-for-word quotations by use of appropriate symbols and reference to the source.
2) Restating in your own words the work (ideas, conclusions, words) of another without reference to the source.
3) Presenting as your own the creative work (for instance, music or photographs) of another without proper acknowledgment.

Besides plagiarism, other forms of academic dishonesty include the following:

4) Submitting the same work in two or more courses without significant modifications or expansion and without the approval of the instructors involved.
5) Submitting purchased, borrowed, copied or specially commissioned work as if it were one’s own.
6) Knowingly permitting others to submit your work under their names.
7) Copying the work of others during an examination or other academic exercise.
8) Knowingly allowing others to copy your work during an examination or other academic exercise.
9) Using “cheat sheets” or any other unauthorized form of assistance during an exam, quiz or other academic exercise.
10) Manipulating or fabricating data to support erroneous conclusions.

NOTE: AUTHORIZED HELP is encouraged and includes:

• attendance at help sessions.
• tutoring received with your instructor’s knowledge (responsible tutoring does not provide answers to specific assignments but focuses on general principles, concepts, rules and information, as well as on skills development).
• work with Academic Resource Center or Student Support Services staff done with the knowledge of your instructor.

The effect of cheating within a community is to destroy the environment of honesty and trust on which the community depends. A dishonest performance diminishes the achievement of those who have worked hard and demonstrated real mastery of a subject. For this reason you are encouraged to confront peers who violate the standard of honesty by any form of cheating or plagiarism and, if necessary, to report their behavior to an appropriate authority (instructor, director or authorized college agency or body). No one but you can know if you should take the kind of action just described.

Sanctions:

Stage 1—In a case of unintentional or doubtful plagiarism, the student receives a written warning from the faculty member. Whether the student receives an “F” for the assignment is up to the faculty member.

Stage 2—This stage is for an offense after warning or for a first offense in which the student knowingly and willfully engages in academic misconduct. The penalty is automatically an “F” in the course. The action is reported to the Admissions and Standards Committee. The student is warned in writing of the consequences of a future Stage 3 offense.

Stage 3—Depending on where the student started (with unintentional or intentional violation), Stage 3 is for a second offense in cheating or a second or third offense in plagiarism. The penalty is an “F” in the course and suspension or expulsion from the College—a matter that is recorded on the student’s transcript. Most students suspended for academic misconduct may not be readmitted until one calendar from the date of their suspension. Most accredited institutions will deny admission to a student currently on suspension.

Grading Procedures

Coursework is evaluated in the following terms:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points Assigned</th>
<th>Interpretation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0 per semester hour</td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>3.7 per semester hour</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>3.5 per semester hour</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>3.0 per semester hour</td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>2.7 per semester hour</td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>2.5 per semester hour</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>2.0 per semester hour</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>1.7 per semester hour</td>
<td></td>
</tr>
<tr>
<td>D+</td>
<td>1.5 per semester hour</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>1.0 per semester hour</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>0.0 per semester hour</td>
<td></td>
</tr>
<tr>
<td>NR</td>
<td>No grade reported</td>
<td>Calculates as an “F”</td>
</tr>
<tr>
<td>E</td>
<td>No points applied</td>
<td>Excused</td>
</tr>
<tr>
<td>I</td>
<td>No points applied</td>
<td>Incomplete</td>
</tr>
<tr>
<td>IP</td>
<td>No points applied</td>
<td>In progress</td>
</tr>
<tr>
<td>GP</td>
<td>No points applied</td>
<td>Grade pending</td>
</tr>
<tr>
<td>P</td>
<td>No points applied</td>
<td>Passing</td>
</tr>
<tr>
<td>W</td>
<td>No points applied</td>
<td>Administrative withdraw</td>
</tr>
<tr>
<td>WP</td>
<td>No points applied</td>
<td>Withdraw-passing</td>
</tr>
<tr>
<td>WF</td>
<td>No points applied</td>
<td>Withdraw-failing</td>
</tr>
<tr>
<td>AU</td>
<td>No points applied</td>
<td>Audit</td>
</tr>
<tr>
<td>X</td>
<td>No points applied</td>
<td>Drop, no penalty</td>
</tr>
</tbody>
</table>

1. Grades of “D” earned in the student’s major will satisfy the course prerequisite requirement; however, grades of “D” cannot be counted in the total number of hours required in the major. The student must either 1) retake the course and earn a grade of “C-” or better or 2) take an elective approved by department chair and the Admissions and Standards Committee and earn a grade of “C-” or better, which may be substituted for the “D” grade.

2. When a faculty member assigns a grade of “F,” the instructor must record the student’s last date of attendance next to the students’ name on the grade roster.

3. Faculty members will assign “NR” grades to students listed on the final grade roster who never attend the course.
4. Incomplete and Excused Grade. If a student is unable, for a satisfactory reason such as illness, to complete the work in a given course, the student will receive either a grade of “Incomplete” or “Excused” for that course. In cases where there is a disputed grade, the instructor may assign a grade of “Incomplete” pending resolution of the case. See Grade Appeals.

a. “Incomplete” grades must be made up according to the agreement between the instructor and the student. In order to extend an “Incomplete” beyond the block following the block in which the “Incomplete” was recorded, the student must have the approval of both the instructor and the Admissions and Standards Committee. If an “Incomplete” is not made up within the prescribed time, the Registrar will automatically convert it to a grade of “F.”

b. In order to receive a grade of “Excused,” students with extenuating circumstances must petition the instructor and the Admissions and Standards Committee by submitting a form within four blocks from the time of the course for which the grade is being sought. A grade of “Excused” will not be approved unless there are documented extenuating circumstances, such as illness, injury or personal tragedy, that have affected the student’s progress in the course. The student must state a specific reason for requesting an “Excused,” and the instructor’s recommendation must be recorded. The Admissions and Standards Committee will make the final decision and notify the Registrar.

c. If a student does not complete the work in a course and has no satisfactory excuse or does not meet the minimum standards set by the instructor, the instructor will give the student a grade of “F.”

5. In Progress. An “IP” grade may be given in a course where a major project or extended research is required and work on that project cannot be completed by the end of the regular grading period. The “IP” must be completed within a year of the time it is assigned. An “IP” may also be given in the basic skills courses, MATH 099 and 100. It is given to a student who has put forth serious effort but has not yet attained a level of competence sufficient to be given a letter grade. The student must again register for the class within the next semester in order to receive credit. All “IP” grades not made up within the prescribed time automatically convert to the grade of “F.”

6. Pass/Fail. Courses that are so designated in the catalog are graded on a pass/fail basis. The “Pass” grade is counted in hours toward graduation but will not affect the G.P.A., whereas a “Fail” is figured in the hours completed and will affect the G.P.A.

7. Audit. Students who desire to explore their interests and abilities in courses of study that are unfamiliar to them, without affecting their G.P.A., may choose to audit courses. Students who audit courses are not held responsible for the work. Audited courses receive no credit, no points applied to the grade point average, and a final grade of AU. A course that is audited cannot change to a credit course, nor can a credit course be changed to an audit course after the drop/add period. Students enrolled full-time may audit courses without charge. Those enrolled less than full-time may audit courses for a $100 fee.

Grade Changes
In order to maintain consistent college-wide standards, grade changes are permitted only under special circumstances. Once a student’s final course grade has been officially recorded by the Registrar, the grade may be changed only under the following conditions:

1. If a new grade is determined through the official grade appeal process and is submitted by the instructor or by the Admissions and Standards Committee.

2. If a grade of “Incomplete” or “In Progress” is replaced in accordance with existing procedures specified in the College Catalog.

3. If an error in computing or recording the grade has been verified by the instructor. It is the student’s responsibility to call the instructor’s attention to a possible grading error in a timely manner, typically during the semester following that in which the questioned grade was received. If twelve months have elapsed since the grade was issued, no grade change will be made.

Under special circumstances, if the faculty member is absent for an extended period or is no longer employed by the College, a Grade Change Form may be submitted by the appropriate School Director or Division Chair for consideration by the Admissions and Standards Committee. Once a grade of “A” through “F” is recorded by the Registrar, it may not be changed based on work submitted or exams retaken after the completion of the course. In extreme cases of extenuating circumstances, the instructor may petition the Admissions and Standards Committee to change a grade of “A” through “F” to an “Incomplete.” Such petitions must include documentation of the specific extenuating circumstances that apply.

Grade Appeals
A student who believes a course grade is not a fair reflection of his or her performance in a given class has the right to appeal that grade. She/he must, however, present this concern within one block after the grade was assigned. (If the grade is assigned during block eight, then the process will begin in the first block of the following year.) Students are strongly encouraged to begin the appeal process as quickly as possible.

Whenever possible, appeals should be made in person. If a meeting is not possible, then the concerns/questions should be listed clearly in a dated letter or memo addressed to the professor and signed by the student. The student is responsible for contacting the professor to make an appointment. If an appointment is not possible, then the student is responsible for ensuring that the professor receives the letter. If the appeal is submitted in writing, then the professor must respond in writing within 5 class days after receiving the letter. If the professor’s explanation of the grade—either oral or written—is satisfactory to the student, then the matter is resolved.

If the student is still not satisfied, then he/she must file a formal written appeal (including relevant documentation) to the chair of the division or the director of the school in which the class was offered. This appeal must be dated and signed by the student, and given to the Division Chair or School Director within the second block after the grade is earned. If the professor who assigned the grade is the Division Chair or School Director then the student will appeal to another Division Chair or School Director designated by the chair of the Admissions and Standards Committee.

The Chair/Director must meet with the professor within 5 class days of receiving the appeal from the student. After discussing the appeal with the professor, the Chair/Director has 5 class days to communicate a recommendation in writing to the
student, the professor, and the Chair of the Admissions and Standards Committee.

If the student is not satisfied with this recommendation, or if the professor does not follow the recommendation of the Chair/ Director, then the student may at this point forward the appeal, with accompanying documentation and additional commentary, if any, to the Admissions and Standards Committee. This appeal must be submitted within the first five class days of the third block after the grade was assigned.

The Admissions and Standards Committee will render an opinion on such an appeal at the first scheduled meeting following receipt of the appeal. Petitions for late appeals may be submitted, but these appeals will be considered only if the Admissions and Standards Committee determines that extraordinary extenuating circumstances prevented the student from meeting the stated deadline(s).

Decisions made by the Admissions and Standards Committee regarding appeals are final.

Students are strongly encouraged to consult with their advisors when preparing grade appeals.

Example Timeline

The following example is provided as an illustration of the deadlines involved in the appeal process.

In Block 1, a student earns a grade that he/she wishes to appeal.

As soon as possible, but no later than by the last day of Block 2, the student must notify the professor, either in person or in writing, of the intent to appeal. If the appeal is in writing, the professor has five class days to respond to the student in writing.

By no later than the last day of Block 3, the student must submit an appeal to the Division Chair if the matter was not resolved satisfactorily. The Chair has five class days to meet with the professor, and the Chair then has five class days to respond to the student, the professor and the Chair of the Admissions and Standards Committee in writing.

By no later than the fifth class day of Block 4, the student must submit an appeal to the Admissions and Standards Committee if he/she is still not satisfied. The Admissions and Standards Committee will render a final decision at its next scheduled meeting.

Classification of Students

For administrative purposes, the following criteria are used in determining the class in which a student is placed:

<table>
<thead>
<tr>
<th>Semester Hours Earned</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-23</td>
<td>Freshman</td>
</tr>
<tr>
<td>24-47</td>
<td>Sophomore</td>
</tr>
<tr>
<td>48-71</td>
<td>Junior</td>
</tr>
<tr>
<td>72 and above</td>
<td>Senior</td>
</tr>
</tbody>
</table>

Grade Reports and Transcripts

At the end of each course, the instructor submits grades for each student. Grades are available on the TCweb system by checking on https://my.tusculum.edu and following the instructions.

The student’s official transcript is prepared by Tusculum College. The transcript will show the courses, grades, credits and terms of instruction for each course. Requests for transcripts of coursework at Tusculum College must conform with the Family Educational Rights and Privacy Act (FERPA) of 1974. This requires that all transcript requests must be submitted in writing and be signed by the student. Transcripts and grade reports will not be faxed.

A transcript cannot be issued until all financial obligations have been met. One official transcript will be provided at no cost; however, a $5.00 fee will be charged for all subsequent requests.

If a student account is on hold with either the Business Office or Financial Aid Office, grades and transcripts will be placed on hold and will not be accessible to the student until the hold is lifted.

Retention Standards

To graduate from Tusculum College, a student must have a 2.25 G.P.A. in the major and a cumulative G.P.A. of 2.00 for all work attempted. A student is subject to academic probation or suspension if the total grade point at the end of any term falls below a minimum standard which is dictated by the number of total credit hours the student has earned. The standards are as follows:

<table>
<thead>
<tr>
<th>Credit Hours Earned</th>
<th>Probation/Suspension</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 28.99</td>
<td>1.5</td>
</tr>
<tr>
<td>29 - 60.99</td>
<td>1.7</td>
</tr>
<tr>
<td>61 - 91.99</td>
<td>1.9</td>
</tr>
<tr>
<td>92 or more</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Any student that meets the above retention standards is considered in good academic standing with the College.

Academic Probation

A student will be placed on academic probation for his/her next term of enrollment if he/she fails to meet any standard as outlined above for any term. In no case may a student remain on academic probation for more than two consecutive terms.

Removal from Probation

A student will be removed from G.P.A.-related academic probation at the end of the semester if he/she meets retention standards.

Academic Suspension

At the end of a term on academic probation, if a student fails to meet retention standards he or she will be placed on academic suspension. However, if the student has earned at least a 2.0 G.P.A. on at least 12 hours of completed coursework during the most current term, he or she will not be suspended, but will remain on academic probation for a second term.

Any student who has been suspended due to academic performance will not be eligible to re-enter the college until one term of suspension has been completed. All students will be identified for potential suspension following the spring term. Final determination of suspension will be determined prior to the beginning of the fall term. Residential College students may use the summer term on probation or suspension to raise their total cumulative G.P.A. to the level required for good standing. Students on probation or suspension are allowed to transfer hours to Tusculum from other accredited institutions to improve their G.P.A. provided they have received prior approval of this coursework from the Registrar’s Office.

All appeals must be made in writing to the Admissions and
Standards Committee. No student may return to the college in a fall or spring term either part-time or full-time without following the appeals procedure outlined in his or her suspension letter.

Undergraduate students placed on academic suspension from Tusculum College must meet the specified terms and conditions of that status prior to seeking readmission to the College.

Academic Dismissal

Dismissal occurs when a student has been unsuccessful during the probationary semester following an Academic Suspension in remedying the cause of the probation. Dismissal is ordinarily a final revocation of eligibility to return to the College.

Administrative Appeals

A student placed on academic suspension or academically dismissed may appeal to the Admissions and Standards Committee. The appeal must be prepared in writing and be accompanied by appropriate support documents. Reasons that may be acceptable for appeal consideration are:

1. A serious illness or an accident of the student. This will normally require a medical statement from a licensed physician.
2. Death, serious illness or injury in the immediate family (parent, siblings, children or spouse). A licensed physician’s statement or appropriate death certificate will be required.
3. Other extenuating circumstances may be acceptable and will be considered.

Special Offerings

On occasion, a student, in consultation with the advisor, identifies a need to take a course listed in this catalog at a time other than its regularly scheduled offering. Since this action may place a substantial burden on the College faculty, the institution seeks to keep special offerings at a minimum. To request a special offering, the student acquires the appropriate form in the Registrar’s Office. The Admissions and Standards Committee has established a review committee to determine whether a request is truly necessary. Upon recommendation from the review committee, the Admissions and Standards Committee then takes final action, either approving or denying the special offering request. Students must submit completed special offering request forms by the first day of the block preceding that in which the special offering is desired. Students may not receive credit for work that has not been officially approved.

Athletic Eligibility

For purposes of athletic eligibility, a student-athlete in good standing is one who is enrolled as a full-time student, meets the requirements to receive financial aid assistance and continue to earn hours toward a degree.

Student Records/Right to Privacy

Tusculum College complies with the Family Educational Rights and Privacy Act of 1974 (FERPA). It states that no academic or personal records or personally identifiable information about students will be released without their permission to persons other than those College staff members with legitimate educational interests in those records. Tusculum students have the right to inspect their records to challenge the accuracy of those records.

FERPA defines requirements that are designed to protect the privacy of the students concerning their records maintained by the College. The law requires that:

1. The student must be provided access to official records directly related to the student. This does not include private records maintained by instructional, supervisory or administrative personnel. A student who wishes to see his/her records must make an appointment through the Registrar’s Office. A student may not remove any materials but is entitled, at his/her own expense, to one (1) copy of any material contained in this file.
2. The student must be given the opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading or otherwise inappropriate. The right to a hearing under the law does not include any right to challenge the appropriateness of a grade as determined by the instructor.
3. The student’s written consent must be received prior to releasing identifiable data from the records to anyone other than those specified in paragraphs 4, 5, and 6 below.
4. The College is authorized under FERPA to release public directory information concerning students. College personnel authorized to release such information are established through institutional policy and procedure. Students may opt out of having this information released. Data considered to be public directory information by the College which may be released on general request includes the student’s name, address, telephone listing, e-mail, enrollment status (full or part-time), date and place of birth, major field of study and anticipated graduation date, dates of attendance, site, degrees and awards received, most recent previous educational agency or institution attended by the student, participation in school activities and sports, and any other information authorized in writing by the student. Directory information is subject to release by the College unless the Registrar’s Office has received a prior written request from the student specifying that the information not be released.
5. Tusculum College is authorized to provide access to students’ records to Tusculum College officials and employees who have legitimate interests in such access; these are persons who have responsibilities in the College’s academic, administrative or service functions.
6. FERPA provides that educational records of a student who is a dependent of his/her parent(s) for Internal Revenue Services purposes may be disclosed to the parent(s) without first receiving the student’s consent provided documentation showing the student to be a dependent under the provisions of the Internal Revenue Code is presented by the parent(s).
ACADEMIC PROGRAMS

Tusculum College has four distinct yet interrelated academic programs whose aims are to create the skills and abilities that will help students engage in meaningful lives, both in their chosen life’s work and as citizens of the community, nation, and world:

- The Service-Learning and Civic Arts Project
- The Commons Core Curriculum
- International and Domestic Travel
- The Programs of Study in various academic disciplines

These programs work in concert to create and develop skills and increase discipline-based knowledge. They also provide opportunities for students to gain experience, which is a foundation of understanding.

SERVICE-LEARNING

Service-Learning is integral to the Commons curriculum and reflects the College’s commitment to providing educational experiences that will prepare its graduates for the demands of active and responsible citizenship. The College has established the Center for Civic Advancement with a full-time staff in order to support faculty and students in planning and undertaking service placements and projects and to coordinate service and volunteer activities of all kinds.

The service-learning graduation requirement may be fulfilled through a Service-Learning course (each 4 semester credits), a Service-Learning Practicum (for 2 semester credits), an approved internship or through an approved course with a significant service-learning component.

Students may choose from several Service-Learning classes which are offered each year. Immersion classes involve travel and possibly a stay in another location, sometimes in another culture. Other classes remain in the Greeneville-Greene County area to carry out their service activities. Community issues such as social justice, economic opportunity, environmental protection or restoration, education or health and wellness may be the focus of these classes.

The student who chooses a summer Service–Learning Practicum will take on a role working with a community organization and will gain practical experience providing service through that role. To help prepare students for the challenges of service learning, the course Theory and Practice of Citizenship is included in the Commons curriculum (or other course options approved for this category). Students may also participate, individually or through various campus organizations, in a wide range of smaller-scale, voluntary service projects.

Tusculum College Commons

Mission Statement

The Commons is rooted in the republican tradition of responsible and virtuous citizenship that informs modern, pluralistic civil societies and in the Judeo-Christian tradition, with its emphasis on compassion for others and respect for the dignity and worth of all persons. The Commons is designed 1) to be an integrated and coherent core curriculum that establishes intellectual common ground through a series of courses and experiences employing both theory and practice; 2) to incorporate innovative pedagogies that will develop students’ abilities as engaged learners in both the classroom and the community; and 3) to develop the knowledge, skills, perspectives, and practical wisdom crucial to effective citizenship. Most specifically, Tusculum seeks to graduate individuals who will become engaged in their communities in various ways and who will know how to most effectively achieve the common good and justice in a global context.

Commons Curriculum Outcomes

Skills

In the Commons curriculum, Tusculum students will develop their ability to:

- Read analytically.
- Communicate clearly and effectively through writing.
- Communicate clearly through the spoken word.
- Identify information needs and to locate and evaluate information sources in traditional and electronic forms.
- Use appropriate information technology tools to communicate, analyze information and solve problems.
- Develop the ability to think critically.
- Use mathematical reasoning to better understand the world and improve decision-making.

Practices

In the Commons curriculum, citizenship will be practiced by students who will:

- Examine their lives, develop habits of on-going reflection and consider the relationship between their lives and the life of the community.
- Apply their skills and knowledge to engage in activities that benefit the community and promote social justice.
- Communicate and interact civilly within diverse groups and under different social circumstances.

Commons Requirements

Arts and Lecture Series - Graduation Requirement/No credit hours. Students must attend two approved events per semester (excluding the summer). Students who have not attended the minimum 12 Arts and Lecture Series events before attaining 91 semester hours will be required to take an additional four-semester-hour Commons course in their senior year to meet graduation requirements.

The Tusculum Experience - 1 hr., OREN 105. An interactive course designed to assist students in the academic and social transitions associated with life at Tusculum College. This course emphasizes the skills and resources essential for students’ academic success and personal growth, and serves as an introduction to the Tusculum College community. Throughout the course, students will engage in community-building exercises and build interpersonal skills. They will be encouraged to use reflection to identify personal strengths and weaknesses, and identify educational and career goals. They will also participate in a community service project.

- Students will develop the ability to communicate and interact civilly within diverse groups and under different social circumstances.
- Students will examine their lives, develop habits of on-going reflection and consider the relationship between their lives and the life of the community.
**Foundational Skills Courses - 12 or 16 hrs.**

*English 110 - 4 hrs.* This course focuses on the college essay as a tool for argument while exploring interdisciplinary materials related to citizenship and community. Essays allow students to develop theses, organization and supporting evidence for argumentative papers. A review of grammar and mechanics is provided as needed.
- Students will develop the ability to communicate clearly and effectively through writing.

*English 111 (or a writing-intensive research course in the major) - 4 hrs.* The primary purpose of this course is to conduct research and write an argumentative college-level research paper. Students examine interdisciplinary materials related to citizenship and community for ideas and information relevant to their research. Students focus on thesis development, source selection and evaluation, supporting evidence, organization, and proper documentation for research papers.
- Students will develop the ability to communicate clearly and effectively through writing.
- Students will develop the ability to identify information needs and to locate and evaluate information sources in traditional and electronic forms.

*MATH 122, MATH 124, MATH 126, MATH 135 or higher level Math course - 4 hrs.* These courses cover college algebra, functions (including polynomial, exponential and logarithmic) and application to business and the natural, physical and social sciences.
- Students will develop the ability to use mathematical reasoning to better understand the world and improve decision-making.

*CISC 100 - 0 or 4 hrs.* This course provides a survey of computer applications, information needs in business, and micro-computers and information systems that meet these needs. Emphasis is on microcomputer hardware and software applications. (Test out opportunity is available.)
- Students will develop the ability to use appropriate information technology tools to communicate, analyze information and solve problems.
- Students will develop the ability to communicate clearly through the spoken word.

**Studies in the Liberal Arts and Sciences - 16 hrs. (one course in each category)**

*Arts & Humanities - 4 hrs.* In these courses, students will study the structures and contributions of the arts, including the role of creativity and imagination in reflecting and shaping society. To fulfill this requirement, students may choose from the following courses: ENGL 120, 201, 225, 227, 228; HNRS 101; HUMA 222, 223; MUSC 101; THEA 104; VISA 110, 204 and 208 or other courses approved for this category by the Program and Policy Committee.
- Students will develop the ability to communicate clearly through writing.
- Students will develop the ability to read analytically.

*Natural Sciences - 4 hrs.* These courses focus on the value of the scientific method for enriching our knowledge of the world and for solving problems. To fulfill this requirement, students may choose from the following courses: BIOL 100; BIOL 101; CHEM 101; EVSC 111; GEOL 101; PHED 252; and PHYS 101 or other courses approved for this category by the Program and Policy Committee.
- Students will develop the ability to think critically.

**Social Sciences - 4 hrs.** These courses study the intentions and activities of individuals, cultures, organizations and nations. To fulfill this requirement, students may choose from the following courses: GEOG 200; HIST 101, 102, 201, 202; POLS 203, 205, 207, 209; PSYC 101; SOC 101 and BUSN 201 or other courses approved for this category by Programs and Policy Committee.
- Students will develop the ability to think critically.

*Wellness - 3 hrs.* These courses will ask students to consider the connection between their physical, emotional and mental well-being and the welfare of their communities. To fulfill this requirement, students must take PHED 201 or other courses approved for this category by the Programs and Policy Committee.
- Students will examine their lives, develop habits of on-going reflection, and understand the relationship between their lives and the life of the community.

**Western Civic and Religious Traditions - 8 hrs.**

*The Hebrew and Christian Traditions - 4 hrs.* CMNS 330. This interdisciplinary course presents the Hebrew and Christian scriptures as testaments of humanity’s spiritual yearning and hope for justice in this world. We will examine the dominant themes of the books of the Old and New Testament, the process through which they became canonical and the historical struggles over their meaning and relevance for issues of social ethics.
- Students also may meet this requirement by taking RELG 101 and RELG 102.
- Students will develop the ability to read analytically.
- Students will develop the ability to communicate clearly through writing.

*The Political Traditions of the West - 4 hrs.* CMNS 380. This interdisciplinary course explores the intellectual foundations, historical development and contemporary importance of the republican traditions of virtuous citizenship and the individualist tradition of rights and freedoms. We will study the interplay between these two traditions and examine their continuing influence on American political, cultural and social life. The course will also consider the relevance of our political values for societies outside the Western world.
- Students will develop the ability to read analytically.
- Students will develop the ability to communicate clearly through writing.

**Engaged Citizenship: Issues and Action - 10 to 12 hrs.**

*Theory and Practice of Citizenship - 4 hrs.* CMNS 251 or other course options approved for this category by the Programs and Policies Committee. Students will apply their skills and knowledge to lead and participate in effective deliberation and consensus building. Students will also develop an understanding of how our complex societal system functions and how individuals can effect social change both through private association and action and through participation in governmental policy and decision-making processes. To fulfill this requirement, students must take CMNS 251 or other course options approved by the Programs and Policy Committee.
- Students will develop the ability to read analytically.
- Students will examine their lives, develop habits of ongoing reflection and consider the relationship between their lives and the life of the community.
- Students will learn to communicate and interact civilly with-
in diverse groups and under different social circumstances.  
*Citizen Issues in a Global Era* - 4 hrs. In these courses, students will develop an understanding of world issues through multiple global perspectives. Students will learn to transform information in knowledge and integrate knowledge from multiple perspectives to make informed judgments effective for the common good. To fulfill this requirement, students must take CMNS 480, ENGL 402, PSYC 430, BUSN 446, BIOL/EVSC 480, PHED 480 or other course options approved for this category by the Programs and Policies Committee.

- Students will develop the ability to communicate clearly through writing.
- Students will develop the ability to identify information needs and evaluate information sources in traditional and electronic forms.

*Service-Learning Requirement* - 2 to 4 hrs. This requirement may be met through an existing course (SVLN 351, 354, 356) or an approved internship or a course option approved for this category by the Programs and Policies Committee.

- Students will apply their skills and knowledge to engage in activities that benefit the community and promote social justice.
- Students will examine their lives, develop habits of ongoing reflection and understand the relationship between their lives and the life of community.

**TOTAL SEMESTER HOURS:** 46-52 hrs.

**Placement**

1. All students must enroll in English composition, but the exact requirements will vary, based on a combination of the student’s ACT English subscore or SAT Verbal score, and placement testing at the time of entrance to Tusculum College. The average student should expect to enroll in ENGL 110 and ENGL 111. Students needing extra preparation in developing college-level writing skills will be required to enroll in ENGL 099 and/or ENGL 100. Students with exceptionally strong preparation may be able to elect ENGL 111. Prior completion of equivalent coursework at other accredited institutions will satisfy the composition requirement.

**Math Placement for Freshmen**

<table>
<thead>
<tr>
<th>SAT Math subscore</th>
<th>ACT Math subscore</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>450 or below</td>
<td>18 or below</td>
<td>MATH 099*</td>
</tr>
<tr>
<td>460 - 510</td>
<td>19-21</td>
<td>MATH 100*</td>
</tr>
<tr>
<td>520-550</td>
<td>22-23</td>
<td>MATH/CMNS 120s or MATH 135</td>
</tr>
<tr>
<td>560</td>
<td>24</td>
<td>MATH 120s or 135 or 140 or 150 or 160</td>
</tr>
<tr>
<td>570-60</td>
<td>25-26</td>
<td>MATH 120s or 135 or 140 or 150 or 160 or 170 or 180</td>
</tr>
<tr>
<td>610 or above</td>
<td>27 or above</td>
<td>MATH 120s or 135 or 140 or 150 or 160 or 170 or 180 or 190</td>
</tr>
</tbody>
</table>

*Institutional credit-hours do not apply toward graduation.

**Curriculum**

To satisfy requirements for the Honors Program, students must complete 22 semester hours in honors courses, including general honors courses and a departmental honors course or leadership studies course. In order to fulfill the commons natural science requirement and honors program requirements, honors program students will complete an honors component in selected sections of EVSC 111, GEOL 101 or PHYS 101. Honors students who
are biology majors will be encouraged to complete an honors component in BIOL 201 Genetics, BIOL 308 Immunology or BIOL 305 Parasitology.

**Course Descriptions**

HNRS 101. QUEST FOR MEANING.
An interdisciplinary exploration of the question of meaning through close analysis of literary, philosophical, artistic and religious materials. Particular attention will be given to the development of effective writing and critical thinking skills. This course is offered in Block 4 of the freshman year and fulfills the Commons Humanities requirement (except for education majors).

HNRS 330. THE HEBREW AND CHRISTIAN TRADITIONS.
This course will acquaint the student with the dominant themes of the books of the Old and New Testament, the process through which they became canonical and the struggles down to the present time over the meaning and relevance for issues of social ethics. Learning Outcomes: Analytical Reading and Writing.

HNRS 380. THE POLITICAL TRADITIONS OF THE WEST.
This course will acquaint the student with the republican tradition of responsible and virtuous citizenship and of the individual rights tradition as they were developed in Europe and America. Some consideration will be given to the relevance of these traditions for the world at large in the twenty-first century. Learning Outcomes: Analytical Reading and Writing.

HNRS 301. LEADERSHIP STUDIES.
An interdisciplinary examination of the nature and history of leadership, models and exemplars of leadership and the place of leadership within different types of communities. This course will be offered every year and will be open to all Tusculum juniors and seniors. The course will be offered in the fall, and honors students may take the course during their junior or senior year.

HNRS 401. HONORS PROJECT. 2 semester hours.
A substantial independent project that draws on skills developed either in the major or in the honors program and represents significant intellectual work at an advanced level. The project must have a written component and be presented in a public forum. Prerequisite: completion of Leadership Studies or departmental honors course.

**The Bridge Program**
The Tusculum College Bridge Program is designed to provide an immersion into academic life for those students who are conditionally admitted to the institution. Students must successfully complete an introductory academic curriculum focusing on fundamentals of math and English in order to start the first day of class. If students miss any portion of the Bridge program, conditional admission will be revoked. Students also have an opportunity to engage in cultural activities designed to make the transition to life at Tusculum easier. Two semester hours of credit will be earned for successful completion of the course.

**Course Descriptions**

BRMC 100. COLLEGE SUCCESS. 2 semester hours.
This course is a five-day, four-night immersion experience that seeks to prepare incoming first-time freshmen for academics and college life at Tusculum College. It targets students with academic or social needs and covers the following areas: math, writing, critical thinking, student success and leadership and team building. Offered every year.

**The Leadership Series**
The Tusculum College Leadership Series offers students an opportunity to reflect on leadership styles. The series correlates with Tusculum College values by emphasizing personal assessment, values and ethics, group dynamics, civility and citizenship.

Benefits of the series include enhanced communication skills, further development of leadership application through classroom and community interaction and appreciation of diversity.

**Course Descriptions**

LDMC 201 CIVIC LEADERSHIP FOR STUDENT AMBASSADORS. 1 semester hour.
This course is only offered to members of the President’s Society – the College’s official student ambassador group. This course will provide students with a comprehensive overview of the various areas needed to be a successful ambassador to the College. Focus will be placed on leadership, business etiquette, history and architecture of the College, service-learning, the origins of enrollment management, and the basics of sales and marketing.

LDMC 210. LEADERSHIP AND THE INDIVIDUAL. 1 semester hour.
This class is designed to study leadership from an historical and contemporary perspective. Students will identify and reflect on aspects of leadership development, including concepts of personal change toward effective leadership in a changing environment. The class provides students with a strong theoretical background in contemporary leadership theory and a strong overall basis of leadership knowledge.

LDMC 211. LEADERSHIP AND GROUP DYNAMICS. 1 semester hour.
Topics cover personal assessment and development, values and ethics, power and influence, group dynamics, controversy with civility, and citizenship. This course prepares students to assume responsibility for the governance of student life on campus and in the community upon graduation. Prerequisite: LDMC 210.

**Travel Within Course Study; International Programs of Study**

One of the advantages of the focused calendar is the opportunity it affords professors to involve travel in their courses. Trips may range in length from a few days to the entire block. Students interested in courses including travel should contact the instructor well in advance, as the course may have special requirements (e.g. language training, passport, immunizations,
Some courses are specialized and only offered within a major, while others are open to a broad range of students. Although most courses involving travel entail additional fees, the College underwrites a substantial portion of the cost to keep the trips affordable for students. In recent years, professors have taken classes to New York, Chicago, Costa Rica and Belize.

Students may also take advantage of other international programs of study. These programs are generally for a semester and courses are taken concurrently. While these programs are generally more expensive than those offered by the College, many are still a good educational value.

**Programs of Study**

**Majors**
- Art and Design with Concentrations in Graphic Design and Studio Art
- Athletic Training
- Biology and Concentrations in Medical Pre-Professional, Pre-Pharmacy and Pre-Physical Therapy
- Business Administration with Concentrations in Economics and International Business, General Management, Information Technology and Management Accounting
- English with Concentrations in Literature, Creative Writing, Journalism and Professional Writing
- Environmental Science
- Field Guide/Naturalist
- Film and Broadcasting
- History
- Human Growth and Learning
- Mathematics
- Mathematics with Computer Science Concentration
- Museum Studies
- Political Science
- Psychology
- Sport Management
- Sports Science

Tusculum College offers four categories of teacher licensure programs:

1. Pre-Secondary Education
   - Early Childhood Education PreK-3
   - Elementary Education K-6
   - Middle Grades 4-8
2. Secondary Education
   - Biology 7-12
   - Business 7-12
   - English 7-12
   - Government 7-12
   - History 7-12
   - Mathematics 7-12
   - Psychology 9-12
3. K-12 Education
   - Health and Wellness K-12
   - Physical Education K-12
   - Visual Arts K-12
4. Special Education
   - Special Education Early Childhood PreK-3
   - Special Education Modified and Comprehensive K-12

**Minors**

**Other Disciplines**
- Tusculum College also offers additional courses in the following disciplines:
  - Geology, Geography, Humanities, Music, Physics, Sociology and Spanish.

Most courses offered at Tusculum College carry four semester hours. Courses with a different number of hours will be so noted in the following listings.
The Art and Design Program is designed to prepare students for various careers in art; the commercial arts field as graphic designers and commercial artists, the fine arts field as working artists or the educational field as art teachers. There are three areas of concentrated study within the Art and Design Program. They are Graphic Design, Studio Art and Art Education. In their second year at Tusculum, all art majors select one specific area from the three areas of concentrated study within the Art and Design Program. This three-leg structure is designed so that students receive more concentrated training in their specific area of interest within the broad field of art. During their four years at Tusculum College, students in the Art and Design Program build a strong base of knowledge necessary for graduate school.

In addition to the three major areas of concentrated study, the Art and Design Program offers an Art Minor to students interested but not majoring in art. The Art Minor is designed to complement and enhance a Tusculum student’s education within his or her chosen major field of study.

Students who choose the Graphic Design concentration are introduced to commercial typographic, graphic design and layout considerations, as well as commercial illustration. The use of computers to produce various publications and to produce layout work and digital artwork is covered. Special consideration is given to the development of skills and ideas relating to the commercial applications of art. Internship opportunities with regional advertising, graphic design and commercial art businesses are possible as part of our upper level course offerings.

Students who choose the Studio Art concentration are grounded in foundation level courses. These courses teach the language and paradigm of the art world. Students are exposed to the flow of ideas and to the history of art studied through the artists and artwork our world’s cultures have produced. They progress through the beginning, intermediate and advanced levels of studio courses we offer and that appeal to them. Our studio course structure is designed to first expose students to the fundamentals of working with a particular medium such as oil paint. Then in upper level courses, students push forward their command of art and increase their ability to use a medium by learning more advanced techniques and developing higher levels of skill, control and personal investment.

Students desiring K-12 licensure for teaching art in a public or private school system can complete the course requirements specified under the “Art Education Concentrated Area of Study” heading. The Art and Design Department works closely with our Tusculum College School of Education to ensure that teaching licensure requirements are met with this Arts and Design Program concentration.

As a degree requirement, all Art and Design majors, regardless of their concentrated area of study, must prepare and install an exhibition of their work during the last semester of their studies before graduating from Tusculum College.

Art majors have an opportunity to volunteer working in an Arts and Design Department sponsored activity off campus at the Greene Valley Development Center, an educational center meeting the needs of developmentally disabled adults. Greene Valley and Tusculum College work collaboratively on therapeutic art activities involving students from both facilities. It is one of the ways the Art and Design Program involves art majors in the civic arts mission of the College.

Facilities for the Art and Design program are housed within the Shulman Center and the Rankin House on the Tusculum campus. Lecture-based courses, computer-based courses and foundation courses are typically taught in the Shulman Center. Most studio courses are taught in the Rankin House.

The Rankin House is the home of the Allison Fine Arts Gallery. This is an on-campus art gallery with an educational mission to expose all College students to contemporary fine art. This mission specifically applies to our Tusculum art majors who can choose to become involved in some of the curatorial responsibilities associated with any fine arts gallery. There are approximately eight art exhibitions organized and presented to the public during each academic school year.

The core curriculum for both concentrations within the Art and Design program of study is as follows:

**Courses for the Graphic Design Concentrated Area of Study**

- VISA 111 Basic Design
- VISA 203 Basic Drawing
- VISA 204 Ancient through Renaissance Art
- VISA 208 Baroque through Modern Art
- VISA 354 Service-Learning in the Arts
- VISA 400 Portfolio and Exhibition

Subtotal: 24 hours

Choose two electives from the following list:

- VISA 217 Graphic Design I
- VISA 237 Web Design
- VISA 317 Graphic Design II
- VISA 319 Publication Design
- VISA 417 Graphic Design III

Choose one elective from the following:

- VISA 312 Painting II
- VISA 313 Sculpture II
- VISA 316 Printmaking II
- VISA 333 Intermediate Drawing
- VISA 351 Graphic Design Seminar
- VISA 354 Service-Learning in the Arts

**Courses for the Studio Art Concentrated Area of Study**

- VISA 212 Painting I
- VISA 213 Sculpture I
- VISA 215 Ceramics I
- VISA 216 Printmaking I
- VISA 240 Two-Dimensional Art
- VISA 340 Three-Dimensional Art

Choose two electives from the following:

- VISA 216 Printmaking I
- VISA 333 Intermediate Drawing
- VISA 351 Graphic Design Seminar
- VISA 430 Art History Research

Subtotal: 32 hours

TOTAL: 56 semester hours
Course Outline for the Art Education Concentrated Area of Study

The following program leads to licensure for teaching the Visual Arts in grades K-12 and is composed of 157 semester hours as follows:

Visual Arts Education Major Curriculum (52 hours)
- VISA 111 Basic Design
- VISA 203 Basic Drawing
- VISA 204 Ancient through Renaissance Art
- VISA 208 Baroque through Modern Art
- VISA 212 Painting I
- VISA 213 Sculpture I
- VISA 215 Ceramics I
- VISA 216 Printmaking I
- VISA 217 Graphics Design I
- VISA 327 Art Development in Elementary Grades
- VISA 328 Art Development in Middle and Secondary Grades
- VISA 400 Portfolio and Exhibition

Choose one elective from the following:
- VISA 213 Sculpture I
- Choose one from the following:
  - VISA 216 Printmaking I
  - MASS 215 Basic Photography

TOTAL: 60 semester hours

Visual Arts Minor
- VISA 110 Introduction to Art
- VISA 203 Basic Drawing
- VISA 208 Baroque through Modern Art
- VISA 212 Painting I

Choose one from the following:
- VISA 213 Sculpture I
- VISA 215 Ceramics I

TOTAL: 24 semester hours

Course Descriptions

VISA 110. INTRODUCTION TO ART.
This course presents the vocabulary, terminology, history and paradigm of the art world. Material covered includes principles and concepts used in the visual arts, visual communication and visual language, an examination of forms of expression through various media and a survey view of art history. Learning Outcome: Analytical Reading. Offered every year.

VISA 111. BASIC DESIGN.
This is an entry-level art foundation course. Students will focus on the basic principles of two- and three-dimensional design, color theory and using the computer as a creative tool. The manipulation of line, shape, color and balance to both express design principles and discover creative solutions to visual problems will be explored. Various media will be used. Offered every year.

VISA 203. BASIC DRAWING.
This course is designed for students who have had little or no previous drawing experience. Students will draw traditional subjects such as still life compositions, landscapes and the human figure. Exercises and assignments will emphasize how to “see” rather than how to make. As a studio class, this course may require additional meeting times. Learning Outcome: Critical Thinking. Offered every year.
VISA 204. ANCIENT THROUGH RENAISSANCE ART.
This course is a survey of Western Art from prehistoric time through the 16th Century. It presents a chronology of art and cultural history as well some of the people and forces that shaped societies during this span of time. Learning Outcome: Analytical Reading. Offered every other year.

VISA 208. BAROQUE THROUGH MODERN ART.
This course is a survey of Western Art from the 16th Century to the present. The artists, artwork and art movements that happened during this span of time are covered. Learning Outcome: Analytical Reading. Offered every other year.

VISA 212. PAINTING I.
This course is designed for students with minimal painting experience. A variety of techniques and different working styles in oil paint will be covered. Traditional subjects including the human form will be explored. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisites: none, but VISA 111 will be very helpful. Learning Outcome: Critical Thinking. Offered every other year.

VISA 213. SCULPTURE I.
This course is designed for students with no previous sculpture experience. It is an introduction to basic sculptural methods. Methods covered are additive, subtractive, manipulative and substitutive material handling. A studio fee will be charged. As a studio class, this course may require additional meeting times. Learning Outcome: Critical Thinking. Offered every other year.

VISA 215. CERAMICS I.
This course is designed for students with little previous studio experience. Hand-built and wheel throwing techniques, glazing and firing techniques are covered. A studio fee will be charged. As a studio class, this course may require additional meeting times. Learning Outcome: Critical Thinking. Offered every other year.

VISA 216. PRINTMAKING I.
This is the companion course to VISA 216. Two of four traditional printmaking methods will be taught, screen printing and lithography. The VISA 316 course will cover two additional printmaking methods. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisites: none, but VISA 111 is recommended. Learning Outcome: Critical Thinking. Offered every other year.

VISA 217. GRAPHIC DESIGN I.
This is a beginning graphics course. Students produce work primarily by manipulating typographic elements that impact the design of 2-D space. Font families and styles are examined. Prerequisites: none, but VISA 111 will be very helpful. Learning Outcome: Critical Thinking. Offered every year.

VISA 237. WEB DESIGN.
This is an intermediate level design course with focus on interactive Web page creation. Students will learn how to both design and build Web sites through computer applications. The course will consider the Web as a medium of both communication and promotion. This class will be offered once a year. Learning Outcome: Critical Thinking.

VISA 240. TOPICS IN TWO-DIMENSIONAL ART.
Topics will vary from year to year with the instructor. Course topics could include but are not limited to Mixed Media, Old Master Painting or Serigraphy. Course may be repeated as long as topics are different. Learning Outcome: Critical Thinking. Prerequisite: VISA 203.

VISA 292. THERAPEUTIC ART ACTIVITIES.
Students help develop and participate in art-based activities aimed at increasing developmentally disabled adults’ verbal and social skills, eye/hand coordination and manual dexterity. Activities are designed to foster interactive and collaborative solutions between students and the developmentally disabled. This course spans a full semester. Learning Outcome: Ethics of Social Responsibility. Offered on demand.

VISA 311/MASS 311. PHOTOJOURNALISM.
An intermediate-level photography course with an emphasis on photography as a medium of communication through content and technique. Students will be charged a $35 lab fee to defray costs of materials. Learning Outcome: Public Speaking. Prerequisite: MASS 215 or permission of instructor. Offered every other year.

VISA 312. PAINTING II.
This course presents more advanced oil painting techniques. It allows students more freedom to explore their personal artistic esthetic while continuing to exercise the fundamentals of oil painting. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisite: VISA 212. Learning Outcome: Critical Thinking. Offered every other year.

VISA 313. SCULPTURE II.
This course encourages students to explore more in-depth 3-D design possibilities using various sculptural materials. Students are encouraged to explore a more complex interpretation of material and subject. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisite: VISA 213. Learning Outcome: Critical Thinking. Offered every other year.

VISA 315. CERAMICS II.
Students are given the opportunity to further develop their pottery skills, building on what was presented in VISA 215. Advanced glazing techniques and alternative firing methods are presented. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisite: VISA 215. Learning Outcome: Critical Thinking. Offered every other year.

VISA 316. PRINTMAKING II.
This is the companion course to VISA 216. Etching and relief block printing will be taught. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisites: none, but VISA 111 and VISA 121 are recommended. Learning Outcome: Critical Thinking. Offered every other year.
VISA 317. GRAPHIC DESIGN II.
This is a design course covering graphic design, typography and layout considerations using computers and software to find solutions. Projects stress a practical, creative process involving brochure and pamphlet design, poster and cover design and other commercial related activities. A fee will be charged to cover the cost of printer ink. Prerequisites: VISA 217. Learning Outcome: Critical Thinking. Offered every other year.

VISA 319. PUBLICATION DESIGN.
This course focuses on developing solutions to design and layout problems associated with the production of newspaper and magazine pages. Computer illustration is presented as well. A fee will be charged to cover the cost of printer ink. Prerequisites: VISA 111 and VISA 214, or permission of the instructor. Learning Outcome: Critical Thinking. Offered every other year.

VISA 327. ARTS DEVELOPMENT IN ELEMENTARY GRADES.
This course is an introduction to various themes, media, techniques, curricula, and development of sequential lesson planning in the arts. Prerequisites: EDUC 200, VISA 111, or permission of the instructor. Learning Outcome: Writing. Offered on demand.

VISA 328. ARTS DEVELOPMENT IN MIDDLE AND SECONDARY GRADES.
This course covers curriculum development in the arts and the use of media and techniques appropriate for middle and secondary grades. Prerequisites: EDUC 200, VISA 111, or permission of the instructor. Learning Outcome: Writing. Offered on demand.

VISA 330. THE ARTS AND CHILDHOOD LEARNING.
An integrated study of the way in which the arts (dance, music, theatre and visual art) affect the learning and development process in pre-school aged children. Practicum experience is included. Learning Outcome: Civility. Prerequisites: SPED 101 and PSYC 200. Offered every year.

VISA 333. INTERMEDIATE DRAWING.
This course is a continuation of the disciplined approach in VISA 203. Black and white media is emphasized. More complex pictorial and spatial problems are explored with more freedom for conceptual work and personal expression. Prerequisites: VISA 111 and VISA 203. Learning Outcome: Critical Thinking. Offered every other year.

VISA 340. TOPICS IN THREE-DIMENSIONAL ART.
Topics will range from basic construction techniques with wood, glass and visual promotions to advance conceptual ideas relevant to modern sculpture. This course is designed for students who have taken all courses in sculpture and wish to continue their work. Assignments will be independent studio projects designed by students and approved by the instructor. May be repeated for credit. Learning Outcome: Critical Analysis. Prerequisite: VISA 213.

VISA 351. GRAPHIC DESIGN SEMINAR.
Topics will range from Web design, digital photography and visual promotions to advance conceptual ideas to current design trends. This course is designed for students who have taken all courses in graphic design and wish to continue their work. Assignments will be independent studio projects designed by students and approved by the instructor. May be repeated for credit. Learning Outcome: Critical Thinking. Prerequisite: VISA 111.

VISA 354. SERVICE-LEARNING IN THE ARTS.
This class provides a forum for students from any discipline to examine the role of the arts in social change. Students will participate in a public art project. Students will look at historical and contemporary examples of communication and activism. They will also learn about the methods and materials for achieving a particular objective. Classroom time will be spent in the following way: readings, lectures, discussion, slide presentations, community service and studio work. The Studio component will allow practical application of the ideas discussed in class. Mediums to be employed include murals, performance, printmaking, video, installation and sculpture. Learning Outcome: Public Speaking. Prerequisite: CMNS 251.

VISA 400. PORTFOLIO AND EXHIBITION.
This course is designed to teach students how to organize and present their professional credentials for art-related employment. Students must also organize and present an exhibition of their artwork in a public forum. This course spans a full semester. Prerequisites: must be a senior standing art-major during the last semester of class-work. Offered on demand.

VISA 412. PAINTING III.
This course is offered for those students who are interested in using painting as their primary expressive medium. Personal vision and artistic esthetics are stressed. It is expected advanced students will supply their own materials. No studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisite: VISA 312. Learning Outcome: Critical Thinking. Offered every other year.

VISA 413. SCULPTURE III.
This is an advanced 3-D course that expects sculpture students to find a more complex interpretation of space, material and subject. Personal expression is stressed. A sculpture materials fee will be charged. As a studio class, this course may require additional meeting times. Prerequisite: VISA 313. Learning Outcome: Critical Thinking. Offered every other year.

VISA 415. CERAMICS III.
Students will continue developing their skills as a potter. More complex work is expected. A strong focus will be on a student’s personal direction and creative expression using clay. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisite: VISA 315. Learning Outcome: Critical Thinking. Offered every other year.

VISA 416. PRINTMAKING III.
This course allows a student to choose any one of the four traditional printmaking techniques and explores more advanced techniques using that medium. Digital print technology will be explored and used to create mixed-method fine art prints. A studio fee will be charged. As a studio class, this course may require additional meeting times. Prerequisites: VISA 216 and VISA 316. Learning Outcome: Critical Thinking. Offered every other year.
The Athletic Training Education Program, (ATEP) at Tusculum College is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The ATEP provides the educational and clinical foundation to prepare students to successfully challenge the Board of Certification (BOC) examination and serve as active leaders in the athletic training profession.

The ATEP provides the student with the cognitive, psychomotor and affective skills necessary to work with all aspects of athletic injury, illness and performance. Students seeking employment as a high school athletic trainer are strongly encouraged to pursue teacher certification. This requires students to fulfill major requirements for both Athletic Training and Education.

The ATEP is designed for those students who want to meet the course work and clinical requirements established by the National Athletic Trainer’s Association Education Council, BOC and CAATE. In addition to course work, students must complete six semester-length clinical rotations working under the supervision of a BOC certified and state licensed athletic trainer, who is an Approved Clinical Instructor (ACI). Students complete clinical observation during the freshman year and upon formal admission into the ATEP, are assigned to an ACI at the beginning of their sophomore year.

Student athletes enrolled in ATEP need to be aware of the clinical requirement of this program and plan accordingly. Hour requirements and clinical course sequencing necessary for successful completion of the ATEP major while participating as an intercollegiate athlete may necessitate the student needing more than the traditional eight semesters to complete an undergraduate degree.

Students wishing to pursue graduate studies in Athletic Training should maintain a 3.0 G.P.A. or better through graduation. Students identifying athletic training as their major will be assigned to an ATEP faculty member for academic advising.

Admission Requirements
The number of applicants accepted and enrolled in the Athletic Training Education Program is limited by the faculty/student ratio established by CAATE. Admission into ATEP is governed by the following criteria:

1. Maintain a minimum 2.50 G.P.A. overall.
2. Maintain a minimum 2.70 G.P.A. in ATEP courses.
3. Letter of Application.
5. An essay describing the student’s interest in becoming a BOC athletic trainer.
6. Completion of a minimum of 100 hours of clinical observation with a minimum of 25 hours in four separate Block rotations with a Tusculum College ACI/CI. The hours will include each of the following areas: lower extremity experience, upper extremity experience, equipment intensive experience, game/event coverage and rehabilitation/morning treatment sessions. The prospective student must meet with the Clinical Coordinator for assignment to these rotations.
7. Two character letters of recommendation from former instructors, employers, athletic trainers, coaches, etc.
8. A formal interview with the ATEP Admissions committee.
9. Validation of a candidate’s compliance with the Guidelines of Technical Standards for Athletic Training completed by a MD, DO, PA or NP through the completion of a physical examination.

- The exam may be administered by a Team Physician at no cost to students. The exam must be scheduled through the Athletic Training Staff.
- The student may choose to have the physical exam administered by his/her private physician, NP or PA. If choosing this option, the student must utilize TC-ATEP forms that can be obtained from the Coordinator of Clinical Education.
- Each student’s immunization record will be reviewed by the attending physician, NP and/or PA as part of the annual physical.
- Completion of the annual comprehensive written/oral/practical examination.
- Attending physician, NP and/or PA as part of the annual physical.

10. Completion of the annual comprehensive written/oral/practical examination.

11. Completion of the following pre-requisite classes with grade of 2.70 (B-) or better:

- ATEP 116 Responding to Emergencies/CPR:PR
- ATEP 262 Basic Athletic Training
- PHED 201 Foundations of Physical Fitness and Wellness

12. Proof of Hepatitis B vaccination or a signed declination form.

13. Signature on Confidentiality of Medical Information Disclosure Form.


ATEP’s Admissions Committee meets each year to review formal applications of student candidates during Block 8 and prior to the start of Block 1. Currently enrolled observation students and spring semester transfer students who have completed all prerequisites for ATEP admission are reviewed in April. The specific date for this review is posted in the ATEP student office by the Program Director one (1) month prior to the meeting date/time. Summer transfer students who meet all admission requirements and/or currently enrolled observation students who were not eligible for the Block 8 meeting, may apply for formal ATEP admission in August. The ATEP Admissions Committee meets to rule on these candidates on the Sunday before the Fall semester officially begins. The specific date for this review is posted in the ATEP student office by the Program Director one (1) month prior to the meeting date/time.

All applicants must achieve the minimum acceptance score of 70 points on the Tusculum College ATEP Prospective Athletic Training Student Admission Assessment form (at right) in order to be considered for unconditional acceptance. All Tusculum College ATEP candidates will be ranked according to the assessment form score. Available slots within the ATEP major will be filled according to the prioritized listing of candidates starting with the top candidate’s score downward. Prospective athletic training students who fail to score 70 points on initial assessment may be considered for conditional entry into the program if space permits.

Students who are formally accepted into Tusculum College’s ATEP will be notified by mail. Formally accepted students may enroll in clinical and professional coursework and begin official ACI assignments with clinical supervisors.

Students must earn a grade of “C-” or better in all major courses and maintain a 2.5 G.P.A. overall. Failure to maintain the minimum G.P.A. and program requirements will subject a student to immediate suspension from clinical rotation by the Program Director. If the student does not achieve a 2.5 or higher G.P.A. after one semester of suspension, he/she will be dismissed from the ATEP. Students have the right to appeal their academic status to the College’s Admissions and Standards Committee.

ATEP students must pass all psychomotor skills with a grade of 70% or greater, have been evaluated as proficient on all embedded proficiencies and complete a minimum of 200 clinical hours in order to advance to the next clinical course regardless of final grade in the class. Failure to meet these requirements will result in the suspension of the student from further ATEP clinical coursework until the student has submitted all incomplete work. A student who has not successfully completed all psychomotor skills, clinical proficiencies and/or minimal clinical hours will be issued a grade of “I”-Incomplete. This grade must be converted to a grade of “C-” or better prior to the beginning of the next semester. Failure to do so will result in the grade of “I” converting to a grade of “F” for the clinical course. Because clinical course work must be successfully completed in sequence, a failing grade in a clinical course will result in the student being delayed in graduating from Tusculum College for a minimum of one additional year.

Transfer Students

Transfer students will be allowed to formally apply to ATEP during either Block 8 or just prior to the beginning of Block 1 upon entering Tusculum College. It is the student’s responsibility to contact the ATEP Program Director and obtain the necessary forms or documents to complete the application process. Each student will be expected to complete the same requirements as the prospective ATEP student at Tusculum College. When the student is formally accepted into the ATEP, the transfer student will be immediately allowed to enroll in clinical and professional courses and begin supervised clinical rotations. Any clinical work completed by the transfer student before acceptance into Tusculum College’s ATEP will not be accepted towards course substitution in regards to clinical rotations.

ATEP Prospective Athletic Training Student Admission Assessment Form

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points Possible</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall G.P.A.</td>
<td>3.5 x 40 = 120</td>
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<tr>
<td>2.75 - 3.00 = 35</td>
<td>(Maximum of 40 pts.)</td>
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<td>2.50 - 2.74 = 20</td>
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<td>ATEP 116</td>
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<td>A = 3 pts.</td>
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<td>B = 2 pts.</td>
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<tr>
<td>C = 1 pt.</td>
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<tr>
<td>Pre-Requisite Course Grades</td>
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<tr>
<td>ATEP 262</td>
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<tr>
<td>A = 3 pts.</td>
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<td>B = 2 pts.</td>
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<tr>
<td>C = 1 pt.</td>
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<tr>
<td>Written TC-ATEP Annual Exam</td>
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<td>A = 5 pts.</td>
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<tr>
<td>B = 3 pts.</td>
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<tr>
<td>Written TC-ATEP Comprehensive</td>
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<tr>
<td>Exam Score</td>
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<tr>
<td>A = 7 pts.</td>
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<tr>
<td>B = 5 pts.</td>
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<tr>
<td>C = 3 pts.</td>
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<tr>
<td>Written TC-ATEP O &amp; P Exam</td>
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<td>A = 5 pts.</td>
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<td>B = 3 pts.</td>
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<tr>
<td>C = 1 pt.</td>
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<tr>
<td>Written TC-ATEP Final Clinical Observation</td>
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<td>A = 5 pts.</td>
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<tr>
<td>B = 3 pts.</td>
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<tr>
<td>Written TC-ATEP Final Clinical Evaluation Score</td>
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<td>A = 5 pts.</td>
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<td>B = 3 pts.</td>
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<tr>
<td>Written TC-ATEP Interview</td>
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<td>15 Points</td>
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<tr>
<td>ATEP Prospective Athletic Training Student Admission Assessment Form</td>
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</tbody>
</table>

TOTAL SCORE

(Avg. of all Interviewers’ Scores)
Technical Standards for the ATEP

The ATEP at Tusculum College is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forward by the ATEP establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills and competencies of an entry-level athletic trainer, as well as meet the expectations of the program’s accrediting agency, CAATE. The following abilities and expectations must be met and maintained by all students admitted to the ATEP. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into or remain in the program. Compliance with the program’s technical standards does not guarantee a student’s eligibility for the BOC certification exam.

Candidates for selection to the ATEP must demonstrate:

1. The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgement and to be able to distinguish deviations from the norm.
2. Sufficient postural and neuromuscular control, sensory function and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients. The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice.
3. The ability to record physical examination results and a treatment plan clearly and accurately.
4. The capacity to maintain composure and continue to function well during periods of high stress.
5. Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations.
6. Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection to the ATEP will be required to verify that they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards.

Policy on ATEP Majors’ Participation in Intercollegiate Athletics

Many prospective students who are interested in attending Tusculum College are athletes. While many Athletic Training Education Programs do not permit students to compete in intercollegiate athletics, Tusculum College acknowledges that participation in athletics requires the same commitment and passion required in the profession of Athletic Training. Tusculum College Athletic Training Education faculty have carefully crafted an action plan that will accommodate the clinical experience demands of the ATEP major while allowing students to continue their athletic careers. The Athletic Training faculty is committed to helping student-athletes succeed in the program. However, student-athletes must realize that to complete the clinical education component of this academic major, they may have to spend an extra semester or year to fulfill all ATEP requirements.

The following guidelines have been established to help prospective Athletic Training student-athletes fulfill the requirements of both the ATEP and their sport:

1. Applicants to the ATEP will be given this policy statement once they express an interest in Athletic Training Education.
2. Acceptance of student-athletes applying to the ATEP will not be denied because of participation in intercollegiate athletics.
3. Students admitted to the ATEP may participate in intercollegiate athletics.
4. Athletic Training Education student-athletes must limit their participation to ONE intercollegiate athletic team.
5. Athletic Training Education students who participate on an athletic team shall participate during the team’s traditional pre-season and season. Completion of the student-athlete’s Athletic Training Education didactic and clinical course work will take precedent over the athletic team’s non-traditional season activities in regards to scheduled practices or contests that conflict with the student-athlete’s current clinical assignment. This also includes conflicts involving conditioning, weight training, fund raising and any other team or individual activities.
6. Athletic Training students who participate in intercollegiate athletics must fulfill all didactic and clinical education requirements prior to graduation. All students must consult with the Program Director or Athletic Training academic advisor early in their collegiate education, since effective planning is crucial to both their success in ATEP as well as their ability to graduate on time.
7. All Athletic Training students are required by CAATE standards to complete at least one “equipment-intensive” rotation, (e.g. football, men’s lacrosse or ice hockey), as a part of their clinical education. Athletic Training students who cannot complete this rotation because of their participation in athletics may have to 1.) return for an additional semester in the Fall or 2.) work with an equipment-intensive sport during a high school rotation.
8. Athletic Training student-athletes will be required to perform clinical activities during the sport’s traditional pre-season and season. However, the ATEP Coordinator of Clinical Education will ensure that there is no conflict with team-required activities.

Annual Physical Examination

ATEP students are required to complete an annual physical examination before beginning formal clinical education activities. Physical examinations will be given, at no cost in August, to enrolled ATEP students by Tusculum College team physicians. Observation students applying for program admission in April may schedule a physical exam through a member of the Athletic Training staff. This exam will be performed by a team physician at no cost to the student. Athletic Training students may complete a physical with a MD, NP or PA of his/her choice. However, the student must request from the Program Director or Coordinator of Clinical Education, all appropriate TC-ATEP forms to be completed by the chosen medical professional.

Annual ATEP Evaluation

Tusculum College’s ATEP is required to participate in an annual institutional educational effectiveness assessment. ATEP
administers an annual comprehensive examination to all formally enrolled ATEP majors and observation students.

The ATEP’s annual examination serves as a tool by which the Program staff evaluate the comprehensive knowledge, skills and competencies of formally enrolled ATEP majors and observation students. In addition, the annual comprehensive examination serves as ATEP’s assessment tool as a part of Tusculum College’s institutional effectiveness plan. Each year, every ATEP major or observation student will complete a comprehensive computer-based examination. A second test consisting of three computer e-simulation questions will also be completed. The examinations will be designed by members of the ATEP academic faculty.

The exam consists of 150 questions. Students will be notified of test results in a timely manner.

Test scores from the comprehensive evaluation will count 30 percent toward a student’s clinical course grade for the current semester. Comprehensive test results serve as one criterion of evaluation for observation and transfer candidates seeking formal admission into ATEP. The student scoring the highest initial test score on the annual comprehensive examination will be presented with the annual ATEP Pinnacle Award for academic achievement.

The ATEP comprehensive examination will be given on a Sunday in late March or early April. Every formally-enrolled ATEP major or observation student will be required to take the examination. Each comprehensive examination is written to include only knowledge and skills from completed course work.

Tusculum College’s ATEP also certifies students annually in CPR: Professional Rescuer. All ATEP students must maintain current CPR: Professional Rescuer/AED/Oxygen administration certification throughout their enrollment in Tusculum College’s ATEP.

**Fees**

Formal acceptance into ATEP allows each student to begin six semesters of on- and off-campus clinical education rotations. As in other allied health care professions, certain fees are required of students enrolled in these pre-professional clinical activities. The following describes the typical fees expected of ATEP students and may periodically be subject to change. Students should check with the ATEP Coordinator of Clinical Education and/or Program Director for the most recent fee scales.

**Uniform Fee: Approximately $350.00 to $400.00**

The ATEP requires its students to wear a professional uniform when involved in on-campus and some off-campus clinical education activities. The basic uniform package is designed for use during the three-year clinical education program. For student convenience, the basic uniform package may be ordered through the ATEP and includes the following items:

- Wind-shirt pullover
- Waterproof warm-up jacket with two pairs of warm-up pants
- Two pairs of black shorts

Each student is responsible for providing his/her own khaki or black shorts/long pants. The cost of these latter items is not included within the cost of the basic uniform package.

**Professional Dues: Approximately $80.00, (initially partial year enrollment, August-December) and $90.00 annually thereafter. Visit the NATA’s web site for current membership fees at www.nata.org.**

Student membership in NATA, Inc. is required of ATEP students enrolled in clinical education course work. This cost also includes student membership in the Southeast Athletic Trainers Association and the Tennessee Athletic Trainers’ Society. Benefits of NATA membership include the following: reduced fees to state, district and national conventions and fees for the BOC certification examination, the quarterly journal of Athletic Training, the monthly NATA News, access to annual scholarships, job placement/networking opportunities, etc.

**Professional Liability Insurance: Approximately $35.00/year.**

Each ATEP student must purchase group professional liability insurance upon entry into clinical education. This policy provides protective $2,000,000/4,000,00 coverage at both on- and off-campus clinical educational settings. Each student will receive a copy of the policy.

**Health Vaccinations**

Hepatitis B inoculations: Cost will vary depending on insurance or where treatment is received.

As a part of required OSHA education, ATEP students entering clinical education programs are strongly encouraged to complete a three-injection series of Hepatitis B inoculation. The series is completed over a one-year period. Students who provide proof of previously completed inoculations and/or who request and sign a declination form are exempt from this fee. ATEP clinical course work requires each student to have started/completed the inoculation series or to have signed a declination form when beginning clinical rotations and/or observation hours.

All the above fee information including the rules and regulations for Athletic Training Students performing observation hours or formal clinical rotations is found in the TC-ATEP Clinical Education manual. All Athletic Training students receive this manual prior to their observation rotations. The manual is reviewed with each Athletic Training student by the Coordinator of Clinical Education. The Athletic Training student signs a form indicating that he/she has received a copy of this manual and that it has been reviewed.

**ATEP Communicable Disease Policy**

Tusculum College requires all current and incoming students to have proof of current immunizations on file with the College Health Services.

As of Fall, 2008, each ATEP major is required to have his/her immunization record reviewed by the physician, physician’s assistant or nurse practitioner completing the student’s annual physical examination.

All faculty/staff athletic trainers and athletic training major/observation students exposed to a communicable disease through interaction via didactic/clinical services, must be immediately reported to the ATEP Program Director and Head Athletic Trainer.

All Athletic Training personnel who are suspected of having contracted a communicable disease will be immediately referred to a physician for proper diagnosis of the disease.

Upon physician confirmation by a positive lab test or other accepted method of diagnosis, the following events will occur:

1. The physician will fax the positive test results to the Greene County Health Department.
2. If required, the Greene County Health Department will assist the College in contacting any individuals who due to contact with the ill person, may themselves be at increased risk for con-
athletic training health care.

of global knowledge and psychomotor skill in the provision of
dents with hands-on practice leading to demonstrated mastery
-courses: ATEP 132-136. Clinical proficiencies provide stu-
trition. The clinical proficiencies are embedded within clinical
and rehabilitation, psychosocial care and intervention and nu-
terapy, Medical conditions, Exercise: conditioning
cational areas: Risk Management, Diagnosis, Acute Care, Ther-
classified as "pronounced non-contagious and/or
she is no longer at increased risk for transmitting the disease
onto others with whom he/she may interact.
If two or more cases of a particular disease are documented
within a local area, (i.e., school, workplace, etc.), the Greene
County Health Dept. will contact the school or work place agen-
cy and come on-site to assist with education re:  surface decon-
tamination, proper disposal of contaminated equipment and offer
other suggestions on how reduce further spread of the disease.

Course Work
ATEP 116 Responding to Emergencies/CPR:PR (3 semester hours)
ATEP 131-136 Clinical Experience I –VI (1 semester hour each; total 6 hours)
ATEP 251 Human Anatomy for Allied Health
ATEP 252 Human Physiology for Allied Health
ATEP 262 Basic Athletic Training
ATEP 272 Advanced Athletic Training: Lower Extremity
ATEP 273 Advanced Athletic Training: Upper Extremity
ATEP 285 Therapeutic Modalities
ATEP 286 Therapeutic Rehabilitation
ATEP 333 Nutrition (3 semester hours)
ATEP 335 General Medical Conditions in Athletic Training
ATEP 350 Advanced Athletic Training: Head and Torso
ATEP 380 Kinesiology for Allied Health
ATEP 390 Physiology of Exercise for Allied Health
ATEP 417 Management Practices in Athletic Training
ATEP 418 Pharmacology for Athletic Training
ATEP 452 Practicum in Athletic Training (3 semester hours)
MATH 140 Elementary Statistics
PHED 201 Foundations of Physical Fitness and Wellness
PHYS 101 Essentials of Psychology
PSYC 310 Research Methods for Psychology
TOTAL: 83 semester hours
Suggested elective: ATEP 216 American Red Cross First Aid/
CPR Instructor

Clinical Proficiencies

As a part of ATEP’s clinical program, students demonstrate learning over time by completing a series of clinical proficiencies. These proficiencies address mastery in the following educational areas: Risk Management, Diagnosis, Acute Care, Therapeutic modalities, Medical conditions, Exercise: conditioning and rehabilitation, psychosocial care and intervention and nutrition. The clinical proficiencies are embedded within clinical courses: ATEP 132-136. Clinical proficiencies provide students with hands-on practice leading to demonstrated mastery of global knowledge and psychomotor skill in the provision of athletic training health care.

Course Descriptions

ATEP 116. RESPONDING TO EMERGENCIES/CPR:PR. 3 semester hours.
This course provides instruction in the practical knowledge and clinical skills used when initiating emergency first aid care to injured/ill persons. Successful completion of the course will lead to American Red Cross certification in First Aid and CPR: Professional Rescuer. The latter certification addresses student Learning Outcome in the use of a bag-valve mask, AED application/operation and Oxygen administration/airway suctioning. Prerequisite: None. Learning Outcome: Self-knowledge.

ATEP 131. CLINICAL EXPERIENCE I. 1 semester hour.
This lab course is designed to assist sophomore level athletic training students in the application of academic/didactic knowledge and psychomotor skills within the clinical setting. A student may be placed to receive an “equipment intensive” clinical experience or one emphasizing “lower extremity injury.” Areas of emphasis include the following: OSHA requirements, environmental injuries, sling psychromoter, emergency care planning, organization of the NATA, assessing vital signs, surface anatomy and palpation, back-boarding, use of a scoop stretcher, wrapping and taping techniques, fitting of protective equipment and crutches, diagnostic testing, introduction to infrared modalities, introduction to pharmacology, general injury assessment, and rehab techniques and SOAP documentation. A minimum of 200 clinical hours of ACI/CI supervision is required. Prerequisites: PHED 201, ATEP 116 and 262. Learning Outcome: Civility. Offered every year.

ATEP 132. CLINICAL EXPERIENCE II. 1 semester hour.
This lab course is designed to assist sophomore level athletic training students in the application of academic/didactic knowledge, psychomotor skills and clinical proficiencies within the clinical setting. A student may be placed to receive an “equipment intensive” clinical experience or one emphasizing “upper extremity injury.” Areas of emphasis include the following: review of and CPR:PR skills, taping, wrapping, taping techniques, the manufacture and fitting of protective pads and muscle testing. The student will take a sophomore level ATEP comprehensive examination. The following clinical proficiencies are included: Acute Care: CPI: Management of Acute Injuries and Illnesses; Risk Management CP2 Fitting of Protective Equipment. A minimum of 200 clinical hours of ACI/CI supervision is required. Prerequisites: PHED 201, ATEP 116, 131, 251, 252, 262 and 272. Learning Outcome: Civility. Offered every year.

ATEP 133. CLINICAL EXPERIENCE III. 1 semester hour.
This lab course is designed to assist junior level athletic training students in the application of academic/didactic knowledge and skills within the clinical setting. A student may be placed to receive an “equipment intensive” clinical experience, one emphasizing “lower extremity injury” or one emphasizing “upper extremity injury” as needed. Areas of emphasis include the following: SAC protocol, otoscope/opthalmoscope, Cybex testing, NCAA/ACSM position statements, strength and weight training protocols for the upper extremity, back-boarding, upper extremity injuries, spirometer/peak flow meter and skin fold

42
calipers. The following clinical proficiencies will be included in the course: RM-CP1 Fitness Program, RM-CP3 Environmental weather warning, DX-CP1 Ortho Evaluation (Upper and lower extremity) and TM-CP1 Modality set-up (acute and chronic). A minimum of 200 clinical hours of ACI/CI supervision is required. Prerequisites: PHED 201, ATEP 116, 131, 132, 251, 252, 262, 272, 273, 285 and 286. Learning Outcome: Civility. Offered every year.

ATEP 134. CLINICAL EXPERIENCE IV. 1 semester hour.
This lab course is designed to assist junior level athletic training students in the application of academic/didactic knowledge and skills within the clinical setting. A student is placed within a three-week orthopaedic, a three-week physical therapy and a three-week general medical rotation at an off-campus affiliated clinical site. Areas of emphasis include the following: review of first aid/CPR:PR skills, NCAA/ACSM position statements, strength and weight protocols for the lower extremity, Cybex knee flexion/extension, hand grip dynamometer. The following clinical proficiencies will be completed during the course: DX-CP1: Head/Face and Spine/Rib Ortho Assessment, MC-CP1: Head, Torso, and Abdomen Medical Assessment, EX-CP1: Upper Extremity and Trunk Rehab Programs. ATEP comprehensive examination. A minimum of 200 clinical hours of ACI/CI-supervision is required. Prerequisites: PHED 201, ATEP 116, 131, 132, 133, 251, 252, 262, 272, 273, 285, 286, 333, 335 and 350. Learning Outcome: Civility. Offered every year.

ATEP 135. CLINICAL EXPERIENCE V. 1 semester hour.
This lab course is designed to assist senior level athletic training students in the application of academic/didactic knowledge, psychomotor skills, and clinical proficiencies within the clinical setting. A student is placed either on-campus or off-campus at an ACI/CI-supervised affiliated high school clinical setting. Areas of emphasis include the following: medical intervention and referral, research methods, professional development, peer education, joint mobilization, use of the computer in the athletic training setting, employment skills and networking, technology use in education, orthotic fabrication, clinical decision making scenarios. Students begin reviewing knowledge and clinical psychomotor skills in preparation for the BOC certification examination. The following clinical proficiencies will be included in the course: RM-CP1 Fitness Program, RM-CP3 Environmental weather warning, DX-CP1 Ortho Evaluation (Upper and lower extremity) and TM-CP1 Modality set-up (acute and chronic). This course will further prepare the student for study of the musculoskeletal anatomy. Upon completion of the course students will demonstrate knowledge and skill in the terminology associated with the study of the human body, organization of the body, planes of motion of the human body, axes of motion of the human body, description of motion of the human body, normal and abnormal ranges of motion, tissues of the human body, study of the integumentary system, lymphatic system, skeletal and articular system including bony landmarks, musculoskeletal system including the origin and insertions of muscles, agonists, antagonists and synergists, cardiovascular system, respiratory system, nervous system, endocrine system, urinary and reproductive system and the digestive system. Topics of discussion will include: essential components of the typical cell, normal structure and function of the cell and introduce changes in the cell due to illness and disease; and explain gross cellular adaptations in response to stress, injury or disease, atrophy, hypertrophy, differentiation, hyperplasia, metaplasia and tumors. This course will further prepare the student for study in human physiology, kinesiology, physiology of exercise, assessment of the head and torso, orthopedic assessment of the upper extremity, orthopedic assessment of the lower extremity, general medical conditions in the athlete, therapeutic modalities and therapeutic exercise. Learning Outcome: Critical Thinking.

ATEP 252. HUMAN PHYSIOLOGY FOR ALLIED HEALTH.
This course is designed for the athletic training, pre-physical therapy or other allied health student emphasizing the study of the functional relationships among various body systems with regards to human movement, stresses related to physical activity and responses to illness and injury. Upon completion of the course students will have knowledge and skill in the following topics that will be discussed: the principles of heat loss, the hu-
The human body's thermoregulatory system, acclimatization, fluid and electrolyte replacement, conditioning, competition attire, weight loss, using weight charts and urine analysis to analyze hydration; the study of the typical human cell and its function and its response to injury, illness and disease: cellular adaptations to atrophy, hypertrophy, differentiation, hyperplasia, metaplasia and tumors; explain normal and abnormal circulation and the physiology of fluid homeostasis; describe anatomical and physiological growth and development characteristics as well as gender differences across the lifespan; describe and know when to refer common medical conditions of the endocrine and metabolic systems from acquired disease and acute and chronic nutritional disorders; and describe and know when to refer common medical conditions of the renal and urogenital systems from trauma, local infection, congenital and acquired disease, nutritional imbalance and hormone disorder. Introduction to the use of diagnostic instrumentation in the assessment of vital signs including assessment of the: heart, lungs, ear, nose and throat, eye and abdomen. This course will further prepare the student for study in kinesiology, physiology of exercise, general medical conditions in the athlete, orthopedic assessment of the head and torso, orthopedic assessment of the upper extremity, orthopedic assessment of the lower extremity, therapeutic modalities and therapeutic exercise. Learning Outcome: Critical Thinking. Prerequisite: ATEP 251.

ATEP 262. BASIC ATHLETIC TRAINING (A.T.).
An introductory course to the field of Athletic Training. Emphasis is placed on elements of recognition/care and prevention of common athletic illnesses and injuries. The roles of the BOC-certified athletic trainer and other community-based emergency care providers are also discussed. Includes a lab covering the selection, fabrication and application of preventive taping, wraps, pads, splints, braces and other specific protective devices. OSHA and Universal precaution during wound care and management are discussed and demonstrated as are the fitting of protective athletic equipment and crutches. Learning Outcome: Self-knowledge. Offered every year.

ATEP 272. ADVANCED A.T.: LOWER EXTREMITIES.
A course covering accepted techniques and procedures in the clinical evaluation of common athletic injuries/illness of the lower extremities. Includes history taking, visual inspection, manual palpation and specific and functional testing. Recognition of clinical presentations of athletic injuries and illnesses of the lower extremities are also covered. Prerequisites: PHED 201, ATEP 116, 251, 252, 262 or consent of instructor. Learning Outcome: Critical analysis. Offered every year.

ATEP 273. ADVANCED A.T.: UPPER EXTREMITIES.
A course covering accepted techniques and procedures in the clinical evaluation of common athletic injuries/illness of the upper extremities. Includes history taking, visual inspection, manual palpation and specific and functional testing. Recognition of clinical presentations of athletic injuries and illnesses of the upper extremities are also covered. Prerequisites: PHED 201, ATEP 116, 131, 251, 252, 262, 272 or consent of instructor. Learning Outcome: Critical analysis. Offered every year.

ATEP 285. THERAPEUTIC MODALITIES.
A course covering the theory and clinical application of contemporary electromagnetic, hydrotherapy, acoustic and mechanical therapeutic modalities. Principles of electrophysics and biophysics, pain theories, indications/contraindications of the local and systemic effects of modality use on traumatized tissues are discussed. Three credits of lecture and one credit of lab. Taken concurrently with ATEP 286: Therapeutic Rehabilitation. Prerequisites: ATEP 131, 251, 252, 262, 272, 273 or consent of instructor. Learning Outcomes: Analytical Reading or Critical Thinking. Offered every year.

ATEP 286. THERAPEUTIC REHABILITATION.
A theory and laboratory course covering those topics associated with therapeutic rehabilitation: indications/contraindications of electromagnetic, isometric, isokinetic exercise, passive, active-assisted, active, and resistive exercise, manual resistance, open and closed chain kinetic exercise, proprioceptive neuromuscular facilitation, joint mobilization and pool exercises. Consideration of the psychological needs of the injured athlete, manual muscle testing, goniometric measurement and methods of setting rehab goals are also discussed and demonstrated. Three credits of lecture and one credit of lab. Taken concurrently with ATEP 285: Therapeutic Modalities. Prerequisites: ATEP 131, 251, 252, 262, 272, 273 or consent of instructor. Learning Outcomes: Analytical Reading or Critical Thinking. Offered every year.

ATEP 295. THERAPEUTIC MODALITIES.
A course covering the theory and clinical application of contemporary electromagnetic, hydrotherapy, acoustic and mechanical therapeutic modalities. Principles of electrophysics and biophysics, pain theories, indications/contraindications of the local and systemic effects of modality use on traumatized tissues are discussed. Three credits of lecture and one credit of lab. Taken concurrently with ATEP 286: Therapeutic Rehabilitation. Prerequisites: ATEP 131, 251, 252, 262, 272, 273 or consent of instructor. Learning Outcomes: Analytical Reading or Critical Thinking. Offered every year.

ATEP 333. NUTRITION FOR HEALTH AND PERFORMANCE. 3 semester hours.
This course provides knowledge of the functions of food and its relationship with health and human performance allowing students to make informed choices regarding personal nutritional habits. Topics of study include the following: essential dietary nutrients; dietary energy sources at rest and during exercise; weight control, body composition and exercise; eating disorders; nutrition for physically active; pre/post-exercise meals and dietary supplements, and dietary analysis and making better dietary selections. Prerequisites: ATEP 251, 252. Learning Outcome: Critical Thinking. Offered every year.

ATEP 335. GENERAL MEDICAL CONDITIONS IN A.T.
This course provides instruction in the practical knowledge and clinical skills used in the recognition, initial assessment and care/referral of acute and chronic medical conditions affecting the performance of physically active individuals. Prerequisites: ATEP 116, 251, 252, 262, 350 or consent of instructor. Learning Outcome: Critical Thinking. Offered every year.

ATEP 350. ADVANCED A.T. HEAD AND TORSO.
A course covering accepted techniques and procedures in the clinical evaluation of common athletic injuries/illness of the head and torso. Includes history taking, visual inspection, manual palpation and specific and functional testing. Recognition of clinical presentations of athletic injuries and illnesses of the head and torso are also covered. Prerequisites: PHED 201, ATEP 116, 131, 132, 251, 252, 262, 272, 273, 285, 286 or consent of instructor. Learning Outcome: Critical Thinking. Offered every year.
ATEP 380. KINESIOLOGY FOR ALLIED HEALTH.
This course is an introduction to the study of kinesiology. The student will be responsible for knowing the anatomical musculoskeletal, circulatory and neuroanatomy involved in human motion. Topics of the course will include the study of the internal and external focuses that produce motion of the human body. This course will also look at the topics surrounding the application of force applied to objects by the human body. The course will examine how water, wind, and gravity effect the motion of the human body as well as objects in motion. The student will be able to describe motion and analyze complex movements and break them down into phases, for example: preparation phase, application of force to produce a specific skill or motion and then the recovery phase. The student will be required to complete a literature review and complete a mechanical analysis of a skill and present their original work to their peers. Upon completion of this course, students will be able to apply concepts in the study of human movement to further study of physical conditioning and therapeutic exercise and rehabilitation. Prerequisites: ATEP 251, 252. Learning Outcome: Critical Thinking.

ATEP 390. PHYSIOLOGY OF EXERCISE FOR ALLIED HEALTH.
This course is an introduction to the study of the human body’s adaptations to exercise and physical exertion. Topics for this course will include: energy systems; muscle physiology; adaptations of the musculoskeletal system to anaerobic and aerobic training; the cardiovascular system; the respiratory system and the endocrine system; normal and abnormal circulation and the physiology of fluid homeostasis; the body’s response to physical exercise during common diseases, illnesses and injury; describe the physiological and psychological growth and development characteristics as well as gender differences across the lifespan; the physiological and psychological effects of physical activity and their impact on performance; describe the clinical signs and symptoms of environmental stress; the physiological effects of inactivity and immobilization on the musculoskeletal, cardiovascular, nervous and respiratory systems; the physiological response of the body to exercise with the additional factors such as age and disease on the human body; the ability to assess the parameters of fitness including body composition, aerobic and anaerobic performance; the ability to make recommendations to improve strength and cardio respiratory endurance; the ability to analyze and make recommendations concerning nutritional needs and athletic performance; explain the relationship between basal metabolic rate, caloric intake and energy expenditure. The student will be required to critically analyze current research and complete a literature review and presentation. The student should be able to interpret current research and apply to the practice of athletic training and other areas of allied health. The course will include laboratory sessions to reinforce/illustrate concepts presented in lecture. Prerequisites: ATEP 251, 252. Learning Outcome: Critical Thinking.

ATEP 417. MANAGEMENT PRACTICES IN A.T.
A course covering the following topics associated with the administration of an athletic training/health care facility: legal liability, pre-participation physical examinations, facility design and safety management, OSHA standards, budgeting and inventory, employment strategies, peer education, computer use with-

in the clinical setting and ACSM/NCAA position statements. Prerequisites: Completion of Sophomore and Junior level ATEP course work and Senior standing. Learning Outcome: Public Speaking. Prerequisites: ATEP 116, 131, 132, 133, 134, 251, 252, 272, 273, 285, 286, 333, 335, 350, PHED 201 or consent of instructor. Offered every year.

ATEP 418. PHARMACOLOGY FOR A.T.
Students will study the therapeutic use of drugs in athletic training, including the legal, moral and ethical implications of drug administration by the athletic trainer. Students will learn the processes of pharmacokinetics/pharmacodynamics and how these impact a drug’s production of desired therapeutic effects and/or side effects. Students will learn the various classes and subclasses of drugs commonly used in athletics. Dosages, indications, contraindications and modes of action will all be discussed. Prerequisites: MATH 140, ATEP 251, 252, 333 or consent of the instructor. Offered every year.

ATEP 452. PRACTICUM IN A.T. 3 semester hours.
A 120-hour off-campus clinical placement within an allied health, collegiate, hospital, industrial, recreational, professional sport and/or public school setting where the student will gain supervised work experience in athletic training by a BOC-certified athletic trainer, health care management or other area of interest supervised by appropriately credentialed and licensed professional. Prerequisites: Senior standing with completion of sophomore and junior level athletic training course work and ATEP 417: Management Practices in Athletic Training, ATEP 116, 131, 132, 133, 134, 135, 251, 252, 262, 272, 273, 285, 286, 333, 335, 350, 380, 390, PHED 201 or consent of instructor. Learning Outcomes: Civility and/or Ethics of Social Responsibility. Offered every year.
**Biology**

The Biology Major at Tusculum College exposes students to a wide variety of field, laboratory, study-abroad, internship and classroom experiences fundamental to the study of life. The program is designed for students with broad interests in the biological sciences to prepare them for further studies in the health professions or in graduate research. The program also allows them to fulfill requirements for teacher certification. Along with a rigorous background in biology, the sciences relevant to biology, physics and chemistry, are also stressed. Through the selection of concentrations, students can focus on specific areas of interest, such as Teacher Licensure in Biology, Medical Pre-Professional, Medical Technology, Pre-Pharmacy and Pre-Physical Therapy, or students may select from a wide range of courses to meet their personal goals.

**Biology Major**

**BIOL 101 General Biology I**
**BIOL 102 General Biology II**
**BIOL 201 Genetics**
**BIOL 202 Microbiology**
**BIOL 302 Human Physiology**
**CHEM 101 General Chemistry I**
**CHEM 102 General Chemistry II**

Plus seven additional 200-level or higher courses in biology or chemistry.

**TOTAL:** 56 semester hours

**Biology Minor**

**BIOL 101 General Biology I**
**BIOL 102 General Biology II**
**BIOL 201 Genetics**
**BIOL 202 Microbiology or BIOL 301 General Ecology**
**BIOL 302 Human Physiology**

**TOTAL:** 20 semester hours

**Medical Pre-Professional Concentration**

This concentration in Biology is designed for students who wish to pursue advanced degrees at traditional medical schools, schools of osteopathic medicine, chiropractic schools, schools of veterinary sciences or dental schools. This rigorous curriculnum is designed so that by the end of their junior year students will have been introduced to all the major subject areas covered by standardized tests (e.g. MCAT, DAT) required for admissions into these advanced degrees. Students will choose electives their junior and senior years to meet their independent needs.

**Retention Standards**

All Medical Pre-Professional program majors must obtain a cumulative grade point average of 2.5 or above in BIOL 101, BIOL 102, CHEM 101 and CHEM 102 before they may enroll in any 200-level or higher biology courses.

**Courses**

**Required:**

**BIOL 101 General Biology I**
**BIOL 102 General Biology II**
**BIOL 201 Genetics**
**BIOL 202 Microbiology**

**BIOL 302 Human Physiology**
**BIOL 315 Cellular and Molecular Biology**
**CHEM 101 General Chemistry I**
**CHEM 102 General Chemistry II**
**CHEM 203 Organic Chemistry I**
**CHEM 204 Organic Chemistry II**
**PHYS 101 General Physics I**
**PHYS 102 General Physics II**

*Choose 3 of the following:

**BIOL 303 Histology**
**BIOL 305 Parasitology**
**BIOL 308 Immunology**
**BIOL 402 Embryology**
**BIOL 403 Comparative Anatomy**

*Choose 1 of the following:

**BIOL 204 Nonvascular Plants**
**BIOL 205 Vascular Plants**
**BIOL 220 Vertebrate Zoology I**
**BIOL 221 Vertebrate Zoology II**
**BIOL/EVSC 301 General Ecology**
**BIOL 401 Invertebrate Zoology**

**TOTAL:** 64 semester hours

(Please see CHEMISTRY and PHYSICS for course descriptions. Although not required for the B.A., many professional schools also require study in Calculus and English Composition.)

**Pre-Pharmacy Concentration**

There are two routes to the completion of a pre-pharmacy degree at Tusculum College. The first is to complete concentration requirements as outlined below and the Commons requirements for a bachelor’s degree from Tusculum College. A student can then apply for admission to the pharmacy school of his or her choice. The second route is for the exceptional student. Upon completion of the pre-pharmacy requirements and acceptance to Pharmacy school, students will be able to enroll at that pharmacy school and begin their studies. After the successful completion of one year (minimum of 36 semester hours) from an accredited pharmacy school, the student must submit an official transcript to the Tusculum College Registrar’s Office documenting his or her successful completion of the first year of study. Upon review and approval, the student will then be awarded a B.A. degree in Pre-Pharmacy from Tusculum College at the next regularly scheduled graduation.

**Courses**

**BIOL 101 General Biology I**
**BIOL 102 General Biology II**
**BIOL 201 Genetics**
**BIOL 202 Microbiology**
**BIOL 302 Human Physiology**
**BIOL 315 Cellular and Molecular Biology**
**CHEM 101 General Chemistry I**
**CHEM 102 General Chemistry II**
**CHEM 203 Organic Chemistry I**
**CHEM 204 Organic Chemistry II**
**PHYS 101 General Physics I**
**PHYS 102 General Physics II**

*Choose 3 of the following:

**CHEM 301 Biochemistry**
**CHEM 302 Human Physiology**
**CHEM 308 Immunology**
**BIOL 301 General Ecology**

**TOTAL:** 64 semester hours

(MATH 190 Calculus I
**MATH 140 Elementary Statistics**
**ECONOMICS/ACCOUNTING (BUSN 201** from Commons
**or BUSN 211)**)
ATEP 333 Nutrition for Health and Performance
ATEP 286 Therapeutic Rehabilitation
ATEP 285 Therapeutic Modalities
ATEP 273 Advanced Athletic Training - Upper Extremities
ATEP 272 Advanced Athletic Training - Lower Extremities
ATEP 262 Basic Athletic Training

Choose twelve hours from the following:

- Any additional psychology course
- PHYS 102 General Physics II
- PHYS 101 General Physics I
- MATH 140 Elementary Statistics
- CHEM 102 General Chemistry II
- CHEM 101 General Chemistry I
- BIOL 403 Comparative Anatomy
- BIOL 302 Human Physiology
- BIOL 301 General Ecology
- BIOL 205 Morphology and Taxonomy of Plants
- BIOL 102 General Biology II
- BIOL 101 General Biology I
- ATEP 350 Advanced Athletic Training - Head and Torso
- ATEP 380 Kinesiology for Allied Health
- ATEP 417 Management Practices in Athletic Training
- ATEP 418 Pharmacology for Athletic Training
- PHED 115 First Aid, CPR and Safety (1 hour) or
- ATEP 116 Respond to Emergency/CPR:PR (3 hours)
- BIOL 202 Microbiology
- BIOL 230 Medical Terminology
- BIOL 452 Internship in Medical Pre-Professional
- CHEM 204 Organic Chemistry II
- CHEM 303 Organic Chemistry I

TOTAL: 64 semester hours

* Prerequisite of MATH 160 and MATH 180 (not required if ACT/SAT scores merit exemption)
** Prerequisite MATH 140
*** Some pharmacy schools, such as East Tennessee State University, require Physics II as a pre-requisite. The University of Tennessee requires human anatomy (ATEP 251). Students should check the pre-requisites of the schools to which they plan to apply to make sure they have all the required courses.
Note: Most pharmacy schools require a 3-hour course in public speaking on the applicant’s transcript. Students are encouraged to take a speech course at an institute offering this course.

Pre-Physical Therapy Concentration

According to the American Physical Therapy Association: “The physical therapist provides services aimed at preventing the onset and/or slowing the progression of conditions resulting from injury, disease and other causes. The physical therapist provides these services to people of all ages who have functional conditions resulting from back and neck injuries, sprains/strains and fractures, arthritis, burns, amputations, stroke, multiple sclerosis, birth defects such as cerebral palsy and spina bifida, injuries related to work and sports and others.”

A majority of physical therapy schools require a bachelor’s degree, prerequisite coursework, a minimum grade point average of 3.0, work or volunteer experience as a physical therapist’s aide and letters of recommendations. Many also require the GRE. Completion of all prerequisites does not guarantee admission into a Physical Therapy school. Competition is very tough, with several qualified applicants per available slot.

The Pre-Physical Therapy concentration in Biology is designed to meet the prerequisite course work of many physical therapy schools. However, each physical therapy school has its own prerequisites, and students must determine the prerequisites of the schools they are interested in and work closely with their advisors to plan the appropriate course work.

Courses

ATEP 251 Human Anatomy for Allied Health
ATEP 390 Physiology of Exercise for Allied Health
BIOL 101 General Biology I
BIOL 102 General Biology II
BIOL 201 Genetics
BIOL 302 Human Physiology
BIOL 403 Comparative Anatomy
CHEM 101 General Chemistry I
CHEM 102 General Chemistry II
MATH 140 Elementary Statistics
PHYS 101 General Physics I
PHYS 102 General Physics II
PSYC 101 Essentials of Psychology

Any additional psychology course

Choose twelve hours from the following:

- ATEP 262 Basic Athletic Training
- ATEP 272 Advanced Athletic Training - Lower Extremities
- ATEP 273 Advanced Athletic Training - Upper Extremities
- ATEP 285 Therapeutic Modalities
- ATEP 286 Therapeutic Rehabilitation
- ATEP 333 Nutrition for Health and Performance

Teacher Licensure in Biology

The following program leads to licensure for teaching Biology in grades 7-12 and is comprised of 161 semester hours, as follows:

- Major 56
- Professional Education 40
- General Education 65

Major Curriculum

BIOL 101 General Biology I
BIOL 102 General Biology II
BIOL 201 Genetics
BIOL 202 Microbiology
BIOL 204 Nonvascular Plants
BIOL 205 Morphology and Taxonomy of Plants
BIOL 301 General Ecology
BIOL 302 Human Physiology
BIOL 401 Invertebrate Biology
CHEM 101 General Chemistry I
CHEM 102 General Chemistry II
EVSC 425 Physical and Environmental Science Concepts
PHYS 101 General Physics I
PHYS 102 General Physics II

Professional Education Curriculum

EDUC 200 History, Philosophy and Principles of Education
EDUC 320 Classroom Discipline and Management
HGLN 337 Assessment and Evaluation
EDUC 342 Learning Environments 7-12
EDUC 419 Content Area Reading
EDUC 452 Student Teaching Seminar
EDUC 456 Enhanced Student Teaching (9-12)
EDUC 458 Enhanced Student Teaching (7-8)
SPED 101 Survey of the Regular and Special Populations

Within the School Environment

General Education Curriculum

* CISC 100 Computer as a Tool
* CISC 216 Computer as a Classroom Support System
* CMNS 330 The Hebrew and Christian Traditions
* CMNS 380 The Political Traditions of the West
* ENGL 100 Introduction to College Writing
* ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Rhetoric and Research
EVSC 111 Environmental Science
HIST 101 or 102 The West and the World I or II
HIST 201 or 202 U.S. History I or II
**MATH 099 Introductory College Algebra
**MATH 100 Intermediate Algebra
MATH 135 College Algebra
MATH 140 Elementary Statistics
OREN 105 Tusculum Experience
PHED 201 Foundations of Physical Fitness and Wellness
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOCI 101 Principles and Social Institutions
Choose one of the following courses:
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Introduction to Art
VISA 204 Ancient through Renaissance Art
VISA 208 Baroque through Modern Art
*Test out opportunity is available.
**Not required if ACT/SAT scores merit exemption.
TOTAL: 161 semester hours

Course Descriptions

BIOL 100. INTRODUCTORY BIOLOGY.
This course is designed to introduce students to the process of scientific thinking and to help students gain an appreciation for how science is conducted. These goals have application not only to biology, but to other scientific disciplines as well. This course also provides a knowledge base in the field of biology that students can use as a foundation for life-long learning in biology. The informational content provides the background knowledge required for a general understanding of scientific concepts that will provide them with the perspective for understanding the impact of science on society and use inquiry-based investigations. This course is designed for education majors. A minimum grade of “C” is required for education majors. This course does not count toward the biology major. Learning Outcome: Critical Thinking.

BIOL 101. GENERAL BIOLOGY I.
Part one of the basic principles of biology. This course will serve to introduce the student to the scientific method, characteristics of life, chemistry, macromolecule structure and function, cell structure and function, enzymology, metabolism, cellular respiration, photosynthesis, DNA replication, nuclear and cell division, transcription and translation and heredity. Prerequisite: College Algebra with “C” or higher or ACT Math score of 20 or SAT score of 470. Learning Outcome: Critical Thinking.

BIOL 102. GENERAL BIOLOGY II.
Part two of the basic principles of biology. This course will serve to introduce the student to evolution, mammalian anatomy and physiology, microevolution, organismic diversity and population genetics. Prerequisites: BIOL 101 or permission of the instructor. Offered every year. Learning Outcome: Critical Thinking.

BIOL 201. GENETICS.
A study of transmission, population, and molecular genetics and DNA technology. Laboratory experiments constitute a significant portion of this course. This course will offer an honors component to fulfill honors program requirements. Prerequisites: BIOL 101, BIOL 102, or permission of instructor. Offered every year. Learning Outcome: Ethics of Social Responsibility.

BIOL 202. MICROBIOLOGY.
A study of microorganisms, primarily prokaryotes and non-living infectious agents, with emphasis first on basic processes, such as observation, structure, growth, metabolism, taxonomy, virology and control; and then on applied aspects, including chemotherapeutics, microbial ecology, medical microbiology, epidemiology and food microbiology. Laboratory will stress aseptic technique, staining, enumeration and isolation and characterization of microbes. Prerequisites: BIOL 101 and BIOL 102. Offered every year. Learning Outcome: Public Speaking.

BIOL 204. NONVASCULAR PLANTS.
Familiarizes the student with the nonvascular flora; and the morphology, distribution and ecology of these plants. Prerequisites: BIOL 101 and BIOL 102. Offered every other year. Learning Outcome: Critical Thinking.

BIOL 205. MORPHOLOGY AND TAXONOMY OF VASCULAR PLANTS.
Detailed instruction in proper use of a biological key; lab and field work devoted to morphology, collection and identification. Prerequisites: BIOL 101 and BIOL 102. Offered every other year. Learning Outcome: Critical Thinking.

BIOL 220. VERTEBRATE ZOOLOGY I.
Survey of the morphological, physiological, ecological and phylogenetic relationships of vertebrates. Laboratory work will be directed toward an understanding of the comparative and developmental morphologies of the major groups. Prerequisites: BIOL 101 and BIOL 102. Offered every other year. Learning Outcome: Critical Thinking.

BIOL 221. VERTEBRATE ZOOLOGY II.
Survey of the taxonomic relationships and diversity of the vertebrates. Laboratory and field work will involve collection, identification and curation of the vertebrates of the Southeastern United States. Prerequisite: BIOL 220. Offered every other year. Learning Outcome: Critical Thinking.

BIOL. 230. MEDICAL TERMINOLOGY.
This course is intended to assist students studying in the fields of health care. The importance of accurate spelling, definition, pronunciation and usage of medical terms is stressed. Case studies and a word-building system will be utilized. Case studies will introduce terms in a clinical context. By studying Latin and Greek prefixes, suffixes, word roots and combining forms, students should be able to analyze new and unfamiliar terms. Offered every other year. Learning Outcome: Analytical Reading. Prerequisites: BIOL 202 or permission of the instructor.

BIOL 301/EVSC 301. GENERAL ECOLOGY.
The organism’s relationship to its environment; factors influencing populations, communities and distribution; emphasis on problems of pollution and their effects on the ecosystem. Prerequisites: BIOL 101, BIOL 102 and MATH 140. Offered every year. Learning Outcome: Writing.
BIOL 302. HUMAN PHYSIOLOGY.
Consideration of functions at the cellular level with emphasis on the physiology of human systems. Prerequisites: BIOL 101, BIOL 102, and BIOL 201. Offered every other year. Learning Outcome: Information Literacy.

BIOL 303. HISTOLOGY.
An in-depth treatment of human cells and tissues and the logic of their organization. After studying the basic tissues, students will explore the functional anatomy of organs and organ systems. Structure-function relationships will be emphasized. Laboratory will consist of extensive microscopic examination of prepared slides, emphasizing identification of structures, tissues and organs. Prerequisites: BIOL 101 and BIOL 102. BIOL 302 is highly recommended as well. Offered every other year. Learning Outcome: Writing.

BIOL 305. PARASITOLOGY.
Taxonomy, morphology and epidemiology of animal parasites. Special attention is given to parasites of humans. Diagnostic, clinical, preventative and control measures stressed. Identification, classification and anatomy will be stressed in laboratory. This course will offer an honors component to fulfill honors program requirements. Prerequisites: BIOL 101 and BIOL 102. Offered every other year. Learning Outcome: Information Literacy.

BIOL 308. IMMUNOLOGY.
This course presents a review of adaptive immunity, recognition of self and non-self, effector mechanisms and common laboratory techniques used to evaluate the state of the immune system. The remaining subjects will deal with the mechanisms by which pathogens avoid immune response, inherited and acquired immunodeficiencies, hypersensitivities, transplant rejections, control of the immune response, immune response to tumors and vaccinations. This course will offer an honors component to fulfill honors program requirement. Prerequisites: BIOL 101, 102, and CHEM 102. Offered every other year. Learning Outcome: Writing.

BIOL 315. CELLULAR AND MOLECULAR BIOLOGY.
This course will introduce students to structural organization of the cell and cell physiology. Topics include biological macromolecules, organization and function of cell ultrasound, cellular energetics, transmembrane transport, cell differentiation, cell cycles, apoptosis, signal transduction and the molecular basis of cancer. The laboratory component will acquaint students with research techniques involved in cytology and molecular biology. Prerequisites: BIOL 201 and junior or senior status. Offered every year. Learning Outcome: Information Literacy.

BIOL 321/CHEM 301. BIOCHEMISTRY.
Introduction to biological molecules and their chemistry in living systems. Topics include proteins, enzymes, carbohydrates, metabolism, lipids and nucleic acids. Prerequisites BIOL 101 and CHEM 204. Learning Outcome: Analytical Reading.

BIOL 401. INVERTEBRATE ZOOLOGY.
Survey of the invertebrate groups with emphasis on their taxonomy, morphology, physiology, distribution and ecology. Lab work includes field studies, collections and the dissection of selected invertebrates. Prerequisites: BIOL 101 and BIOL 102. Offered every other year. Learning Outcome: Critical Thinking.

BIOL 402. EMBRYOLOGY.
A comparative study of the developmental processes of vertebrates and invertebrates, emphasizing human embryology and development. Attention is given to maturation, fertilization, cleavage, organ-ogenesis and structural and phylogenetic relationships. Prerequisites: BIOL 101 and BIOL 102. Offered every other year. Learning Outcome: Critical Thinking.

BIOL 403. COMPARATIVE ANATOMY.
Detailed attention to the anatomy of several vertebrates so that the student may become better acquainted with the phylogeny of organ systems. Laboratory study consists of a comparative study of Amphioxus, dogfish, Necturus and the cat. Prerequisites: BIOL 101 and BIOL 102. Offered every other year. Learning Outcome: Critical Thinking.

BIOL 404/EVSC 414. FIELD BIOLOGY I.
Studies of plant and animal forms in their natural environments. Attention will be given to their ecological and phylogenetic relationships. Collection, identification, and preservation techniques will be emphasized. Extensive travel to diverse ecosystems of the United States of America is required, along with a fee to help defray the costs of transportation, food and lodging. Prerequisite: Permission of the instructor. This course is normally offered in Block 7 of odd years. Learning Outcome: Civility.

BIOL 406/EVSC 416. FIELD BIOLOGY II.
Studies of plant and animal forms in their natural environments. Attention will be given to their ecological and phylogenetic relationships. Collection and identification techniques will be emphasized. Extensive travel to international destinations is usually required. Destinations in the past have included Costa Rica and Mexico. Future trips may include Ecuador, the Azores (Portugal) as well as other destinations. A fee is required of students to help defray the costs of transportation, food and lodging. Prerequisite: Permission of the instructor. This course is normally offered Block 7 of even years. Learning Outcome: Civility.

BIOL 450. INDEPENDENT STUDY.
Projects open to Juniors and Seniors. Formal report is required. Prerequisite: Permission of instructor.

BIOL 451. INTERNSHIP IN BIOLOGY. 1-8 semester hours.
Students will gain experience appropriate to their area of specific interest within the major by arranging internships within federal and state agencies, industry or private business. Prerequisite: 16 hours in the Biology major. Can be repeated for maximum of eight semester hours.

BIOL 452. INTERNSHIP IN MEDICAL PRE-PROFESSIONAL. 1-8 semester hours.
Students will gain experience appropriate to their area of specific interest within the major by arranging internships within federal and state agencies, industry or private business. Prerequisite: 16 hours in the Medical Pre-Professional major. Can be repeated for a maximum of eight semester hours.

BIOL 480/EVSC 480. GLOBAL ENVIRONMENTAL AND HEALTH ISSUES.
Students will develop a greater appreciation for the complex-
ity of world issues and will consider the possibility of a global common good. Students will become more responsible global citizens by seeking information about international issues from multiple, diverse sources and will learn to integrate that information into actionable knowledge that respects the plurality of interests in the modern interconnected world. Offered every other year. Learning Outcomes: Writing and Information Literacy. Prerequisites: BIOL 202 or permission of the instructor.

**Business Administration**

Our communities are strengthened economically, socially, politically and culturally by the organizations that function in them. Those organizations, both large and small, profit and nonprofit, need managers who have integrity, good judgment and civic mindedness. The Business Administration program at Tusculum, steered by the mission of the College, integrates these virtues throughout the program of study.

Business is a dynamic field of study. The competencies of Writing, Analytical Reading, Public Speaking, Critical Thinking, Civility and Computer Literacy are integrated throughout the Business Administration program. In addition, the global marketplace, ethical decision making, diversity in the work place and the team-centered approach are stressed. For the Tusculum Business Administration major, the focused calendar allows an opportunity to develop skills and knowledge that will help them be productive members of the communities and organizations they choose.

Graduates of the College have discovered various roads to success. Initially, many begin in sales, business administration trainee programs, first line management and production. Others continue their education and pursue graduate degrees. Tusculum graduates are entrepreneurs, managers, supervisors, educators and consultants.

**Core Curriculum**

The Business Administration program of study is offered in four concentrations: General Management, Management Accounting, Economics and International Business and Information Technology. Students interested in teaching business can major in the Business Education 7-12 program which leads to licensure in grades 7-12.

Each concentration requires the business administration major to have a generalist background in management, accounting, economics, finance and computer applications. Building from this knowledge base, the student continues to increase his/her skills and knowledge with the required courses of the concentration. The flexibility of the curriculum allows students to select additional business administration courses for electives.

The core curriculum for all four concentrations within the business administration program of study is as follows:

- CISC 200 Management Information Systems and Systems Analysis
- ENGL 233 Writing for Organizations
- MATH 140 Elementary Statistics
- BUSN 201 Principles of Economics I
- BUSN 202 Principles of Economics II
- BUSN 210 Principles of Management
- BUSN 211 Accounting Principles I
- BUSN 212 Accounting Principles II
- BUSN 322 Principles of Finance
- BUSN 403 Business Law and Ethics
- BUSN 449 Policy, Ethics, and Strategy or
- BUSN 499 Honors: Policy, Ethics, and Strategy

TOTAL: 40 semester hours

*Not required in the Information Technology concentration.

The following paragraphs list the required curriculum for each concentration in addition to this core curriculum.

**General Management**

This concentration emphasizes a generalist approach to studying the dynamic environment of business.

- BUSN 305 Principles of Marketing
- BUSN 312 Organizational Behavior
- BUSN 326 Operations Management and Logistics
- BUSN 334 Human Resource Management
- BUSN 446 International Business

TOTAL: 24 semester hours plus the core curriculum

Students in management are strongly encouraged to elect BUSN 451, Internship in Business, to strengthen their major.

**Management Accounting**

This concentration provides an accounting perspective for studying management.

- BUSN 317 Intermediate Accounting I
- BUSN 318 Intermediate Accounting II
- BUSN 323 Auditing
- BUSN 351 Cost Accounting
- BUSN 441 Income Tax I: Personal
- BUSN 442 Income Tax II: Business

TOTAL: 24 semester hours plus the core curriculum

Students in accounting are strongly encouraged to elect BUSN 451, Internship in Business, to strengthen their major.

**Economics and International Business**

This concentration provides an economic perspective for studying management.

- BUSN 301 Macroeconomic Theory and Application
- BUSN 302 Microeconomic Theory and Application
- BUSN 321 Economic History of the United States or
- BUSN 346 International Economic Development
- BUSN 445 International Economics
- BUSN 446 International Business

TOTAL: 20 semester hours plus the core curriculum

Students in economics are strongly encouraged to elect BUSN 451, Internship in Business, to strengthen the major.
Information Technology

Tusculum College’s Information Technology (IT) concentration curriculum strives to prepare students with a fundamental knowledge and skill set required for tomorrow’s IT specialists. Our courses explore the key areas related to IT, including Business Systems, Database Management, Networks and Telecommunications, Business Programming and Operating Systems and Web Management.

(CISC 200 in the core is not required)
CISC 105 Intro to Problem Solving
CISC 215 Database Management
CISC 310 Data Communication and Networking
CISC 311 Systems Analysis and Logical Design
CISC 322 Business Programming
CISC 332 Electronic Commerce
CISC 442 Information Technology

TOTAL: 28 semester hours plus the core curriculum

Business Education 7-12 Licensure

The following program leads to licensure for teaching Business in grades 7-12 and is comprised of 144 or 150* semester hours, as follows:

Major 48
Professional Education 36
General Education 65

Major Curriculum
BUSN 101 Business and Its Environment
BUSN 201 Principles of Economics I
BUSN 210 Principles of Management
BUSN 211 Accounting Principles I
BUSN 305 Principles of Marketing
BUSN 312 Organizational Behavior
BUSN 322 Principles of Finance
BUSN 334 Human Resources Management
BUSN 403 Business Law and Ethics
BUSN 404 Management Information Systems and Systems Analysis
EDUC 419 Content Area Reading
ENGL 233 Writing in Organizations

Professional Education Curriculum
EDUC 200 History and Philosophy of Education
EDUC 320 Classroom Discipline and Management
HGLN 337 Assessment and Evaluation
EDUC 342 Learning Environments 7-12
EDUC 452 Student Teaching Seminar
EDUC 456 Enhanced Student Teaching 9-12
EDUC 458 Enhanced Student Teaching 7-8
SPED 101 Survey of the Regular and Special Populations Within the School Environment

General Education Curriculum
*CISC 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
**ENGL 100 Introduction to College Writing
ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Research and Rhetoric
HIST 101 or 102 The West and the World I or II
HIST 201 or 202 U.S. History I or II
**MATH 099 Introductory Algebra

**MATH 100 Intermediate Algebra
MATH 135 College Algebra
MATH 140 Elementary Statistics
OREN 105 Tusculum Experience
PHED 201 Foundations of Physical Fitness and Wellness
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOCI 101 Principles and Social Institutions

A Natural Science course (BIOL 100, BIOL 101, CHEM 101, EVSC 111, GEOG 101, PHED 252 or PHYS 101)

Choose one of the following courses:
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Introduction to Art
VISA 204 Ancient through Renaissance Art
VISA 208 Baroque through Modern Art

*Test out opportunity is available.
**Not required if ACT/SAT scores merit exemption.

Non-business majors need to complete the requirements listed below to complete an International Business, Economics or Management minor. Business majors may also obtain a minor as long as it is outside of their concentration. For example, a student majoring in Economics and International Business cannot minor in International Business or Economics.

Management Minor
CISC 200 Management Information Systems and Systems Analysis
BUSN 201 Principles of Economics
BUSN 210 Principles of Management
MATH 140 Elementary Statistics
Select two additional courses from the General Management Concentration.
TOTAL: 24 semester hours

Economics Minor
MATH 140 Elementary Statistics
BUSN 201 Principles of Economics I
BUSN 202 Principles of Economics II
BUSN 301 Macroeconomic Theory and Application
BUSN 302 Microeconomic Theory and Application
TOTAL: 20 semester hours

International Business Minor
BUSN 210 Principles of Management
MATH 140 Elementary Statistics
BUSN 201 Principles of Economics I
BUSN 346 International Economic Development
BUSN 445 International Economics
BUSN 446 International Business
TOTAL: 24 semester hours

Departmental Honors

If students meet the honors program requirements, they may take two of the following courses to receive departmental honors.
BUSN 399 Honors: History of Capitalism or
HNRS 301 Leadership Studies and
BUSN 499 Honors: Policy Ethics and Strategy (in place of BUSN 449)
COURSE DESCRIPTIONS

BUSN 101. BUSINESS AND ITS ENVIRONMENT.
Introduction to business, competition and capitalism; to develop a better understanding of types of business and different forms of business ownership. Learning Outcomes: Analytical Reading and Civility. Prerequisite: None. Offered every year.

BUSN 201. PRINCIPLES OF ECONOMICS I.
Analysis of the overall performance of economic systems. Topics discussed include employment, inflation, economic growth and development. Forecasting techniques and the effects of monetary and fiscal policies are analyzed. Learning Outcome: Critical Thinking. Prerequisite: MATH 140 or permission of instructor. Offered every year.

BUSN 202. PRINCIPLES OF ECONOMICS II.
An introduction to microeconomics with emphasis on applying basic microeconomic concepts to consumer and firm decisions. Special consideration is given to price, production and cost determination along with profit maximization for firms in various market structures. Learning Outcome: Critical Thinking. Prerequisite: BUSN 201. Offered every year.

BUSN 210. PRINCIPLES OF MANAGEMENT.
Introduction to management theory and practice with emphasis on the functions of planning, organizing, staffing, leadership and controlling. Social and ethical issues will be discussed. Learning Outcomes: Writing and Civility. Prerequisite: ENGL 111. Offered every year.

BUSN 211. ACCOUNTING PRINCIPLES I.
Introduces the student to accounting principles and concepts. Includes the study of financial statements, information processing cycle, receivable, inventory methods, plant, equipment and intangible assets. Learning Outcomes: Critical Thinking and Ethics of Social Responsibility. Offered every year.

BUSN 212. ACCOUNTING PRINCIPLES II.
A study of accounting principles relevant to payroll accounting, liabilities, partnership, corporations and investments. Also, techniques required in compiling and interpreting data to be used in decision making, includes funds flow, budgeting and cost analysis. Learning Outcome: Critical Thinking. Prerequisite: BUSN 211. Offered every year.

BUSN 301. MACROECONOMIC THEORY AND APPLICATION.
Analysis and application of the theories of aggregate income determination in the long run and over the business cycle. Examination of the effect of fiscal and monetary policies. The course will establish explicit connections between theory and its empirical applications. Learning Outcome: Public Speaking. Prerequisite: BUSN 201. Offered every other year.

BUSN 302. MICROECONOMIC THEORY AND APPLICATION.
Analysis and application of the theories of pricing in commodity and factor markets under different market structures. Examination of consumer behavior and demand analysis. The course will establish explicit connections between theory and its empirical applications. Learning Outcome: Critical Thinking. Prerequisite: BUSN 202. Offered every other year.

BUSN 305. PRINCIPLES OF MARKETING.
The study of marketing concepts and practice, including distribution, advertising, mix, segmentation and differentiation. Learning Outcomes: Ethics of Social Responsibility and Public Speaking. Prerequisite: BUSN 210. Offered every year.

BUSN 312. ORGANIZATIONAL BEHAVIOR.
Deals with the relationship between the individual and the organization and such basic psychological processes as need satisfaction, attitude formation and decision making. Within this area particular emphasis is placed on leadership, problem solving, conflict resolution, communication and team building. This course will include a review of principles and concepts from lower division coursework in the major. Learning Outcomes: Public Speaking, Self Knowledge, and Writing. Prerequisite: BUSN 210. Offered every year.

BUSN 317. INTERMEDIATE ACCOUNTING I.
Fundamental theories and practices of accountancy, tangible assets and deferred items; includes an insight into authoritative accounting pronouncements of various accounting organizations. Learning Outcome: Critical Thinking. Prerequisite: BUSN 212. Offered every other year.

BUSN 318. INTERMEDIATE ACCOUNTING II.
Fundamental theories and practices related to liabilities, bonds/notes, leases, ownership and taxes; includes an insight into authoritative accounting pronouncements. Learning Outcomes: Analytical Reading and Writing. Prerequisite: BUSN 317. Offered every other year.

BUSN 322. PRINCIPLES OF FINANCE.
The study of the financial function of organizations including risk assessment and management, capital budgeting, funds sourcing and working capital management. Learning Outcome: Critical Thinking. Prerequisite: BUSN 211. Offered every year.

BUSN 323. AUDITING.
A course in the fundamental theories and practices of internal and external auditing stressing content and development of audit programs with an emphasis on internal control systems evaluation. Learning Outcomes: Analytical Reading and Ethics of Social Responsibility. Prerequisite: BUSN 318. Offered every other year.

BUSN 324. ADVANCED AUDITING.
A further study of auditing, including case application, evaluation of theory and philosophy of auditing. Prerequisite: BUSN 323. (Offered only as a supplement in the accounting concentration.)

BUSN 326. OPERATIONS MANAGEMENT AND LOGISTICS.
This course provides an overview of the management of operations and logistics by studying supply chain processes, distribution strategies, production and operations, capacity determina-
tion, quality management and personnel decisions. Prerequisite: BUSN 210. Learning Outcome: Critical Thinking. Offered every year.

BUSN 334. HUMAN RESOURCE MANAGEMENT. This course covers the major topics that make a critical difference in the life of a manager/supervisor. Technical, psychological, social and political issues in management will be addressed. Also included are issues related to selection and placement of personnel, induction, training, performance appraisal, wage and salary administration and a discussion of union/management relations. Learning Outcomes: Analytical Reading and Ethics of Social Responsibility. Prerequisite: BUSN 210. Offered every year.

BUSN 336. INTERNATIONAL ECONOMIC DEVELOPMENT. The theories, techniques and procedures in cost accumulation, reporting and control. The course includes a study of job order costing, process costs, by-products and joint products costing and standard cost and variance analysis. Learning Outcomes: Critical Thinking, Analytical Reading and Writing. Prerequisite: BUSN 212. Offered every other year.

BUSN 351. COST ACCOUNTING. The theories, techniques and procedures in cost accumulation, reporting and control. The course includes a study of job order costing, process costs, by-products and joint products costing and standard cost and variance analysis. Learning Outcomes: Critical Thinking, Analytical Reading and Writing. Prerequisite: BUSN 212. Offered every other year.

BUSN 359. HONORS: HISTORY OF CAPITALISM. In this honors course, students will study the development of capitalist enterprises from the ancient world to the present day and will consider the future role of corporations in a globalized economy. A major theme of the course will be the relationship between the company and the state. The contributions of “capitalist philosophers” like Chester Barnard and Herbert Simon will be examined in depth as will the influence of important business leaders, like J. Pierpoint Morgan and Alfred Sloan. Each student will conduct independent research on a topic of relevance to the history of capitalism. Learning Outcomes: Analytical Reading, Writing. Prerequisite: Honors program requirements. Offered every year.

BUSN 400. SPECIAL TOPICS IN BUSINESS. Management related topics selected to meet specific student needs. Designed to promote advanced study related to other Management course offerings. This course may be repeated once with a different topic for a total of eight semester hours. Learning Outcome: Ethics of Social Responsibility. Prerequisite: Permission of instructor.

BUSN 403. BUSINESS LAW AND ETHICS. Contracts and agency, rights, obligations and relationship of the agent, principal and third party conveyances and mortgages of real property and negotiable instruments are among topics studied. Also includes study of computer law and data security and ethics. Learning Outcomes: Analytical Reading and Ethics of Social Responsibility. Prerequisite: BUSN 210. Offered every year.

BUSN 441. INCOME TAX I: PERSONAL. A course in the preparation of personal income tax returns, including a comprehensive analysis of major option and supplemental schedules. Learning Outcomes: Critical Thinking, Writing and Computer Literacy. Prerequisite: BUSN 212. Offered every other year.

BUSN 442. INCOME TAX II: BUSINESS. A course in the preparation of corporate and estate taxes with an emphasis on the general procedures related to small business. Learning Outcomes: Writing, Public Speaking and Computer Literacy. Prerequisite: BUSN 212. Offered every other year.

BUSN 445. INTERNATIONAL ECONOMICS. Theory and practice of international trade, exchange rates and international finance. Examination of international economic institutions. Examination of the globalization process from business and social perspectives. Learning Outcome: Writing. Prerequisite: BUSN 210. Offered every other year.
study will be defended in a public presentation to the Business Administration Program students and faculty. Learning Outcomes: Writing, Public Speaking, and Ethics of Social Responsibility. Prerequisites: BUSN 210, BUSN 312, senior standing as a Business Administration major and Honors Program requirements. Offered every year.

### CHEMISTRY

The curriculum of the Chemistry program is designed to help develop and maintain critical thinking, analytical reading, writing and public speaking skills. Service learning and community involvement are important components of the curriculum at every opportunity. Charges may be placed on the student’s account for laboratory equipment broken or damaged as a result of student negligence.

**Chemistry Minor**

- CHEM 101 General Chemistry I
- CHEM 102 General Chemistry II
- CHEM 203 Organic Chemistry I
- CHEM 204 Organic Chemistry II
- CHEM 301 Biochemistry
- CHEM 209 Environmental Chemistry

**TOTAL: 20 semester hours**

**Course Descriptions**

**CHEM 101. GENERAL CHEMISTRY I.**
This course will cover general concepts and theories of chemistry. These topics will include atomic and molecular structure, stoichiometry, reactions in solution, gases, periodic table, covalent bonding/molecular geometry and thermochemistry. Learning Outcome: Critical Thinking. Prerequisite: MATH 135 or Level 2 Math Learning Outcome. Offered every year.

**CHEM 102. GENERAL CHEMISTRY II.**
A continuation of CHEM 101. Topics will include liquids and solids, solution chemistry, kinetics, chemical equilibrium, acid base reactions, spontaneity and intro to organic chemistry. Learning Outcome: Writing. Prerequisite: CHEM 101. Offered every year.

**CHEM 203. ORGANIC CHEMISTRY I.**
A study of the structure, reactivity and synthesis of several classes of organic compounds including alkanes, alkenes, alkynes, aromatic hydrocarbons, alkyl halides, alcohols and phenols. Steareochemistry of organic compounds will also be covered. Learning Outcome: Writing. Prerequisite: CHEM 102. Offered every year.

**CHEM 204. ORGANIC CHEMISTRY II.**
A study of the structure, reactivity and synthesis of several classes of organic compounds including ethers, epoxides, aldehydes, ketones, carboxylic acids and their derivatives and amines. Some of the instrumental techniques used to identify and quantitate organic compounds will be discussed. Learning Outcome: Public Speaking. Prerequisite: CHEM 203. Offered every year.

**CHEM 209/EVSC 209. ENVIRONMENTAL CHEMISTRY.**
A course designed to acquaint students with the chemical mechanisms underlying environmental problems. Topics of study will include chemistry of natural waters, redox equilibria and complexation in natural waters and waste waters, inorganic water pollution, chemistry of soils and the atmosphere, toxicology and hazardous wastes. Learning Outcome: Analytical Reading. Prerequisites: CHEM 102. Offered every other year.

**CHEM 301/BIOL 321. BIOCHEMISTRY.**
Introduction to biological molecules and their chemistry in living systems. Topics include proteins, enzymes, carbohydrates, metabolism, lipids and nucleic acids. Learning Outcome: Analytical Reading. Prerequisites: BIOL 101 and CHEM 204.

**CHEM 450. INDEPENDENT STUDY.**
Research projects open to Juniors and Seniors. A formal report is required. Learning Outcomes: Writing and Self-Knowledge. Prerequisite: Permission of instructor.
CIVIC ENGAGEMENT

The Civic Engagement minor is designed to strengthen and enhance the development of strong citizenship qualities and the habits of practical wisdom that are at the heart of Tusculum College’s Civic Arts emphasis. Through the Civic Engagement minor, students will develop community-based research skills, increase their knowledge of public policy and discover the connections between their major field of study and community interests and public policy.

This minor is open to all students in any major and is an excellent choice for students with interest in social action, civic responsibility and/or public policy, as well as students seeking to broaden their experience and scope of potential career opportunities within their major. The minor will be an expectation of students in the Bonner Leader program if their course schedules allow. In the program, students will gain an understanding of various methods of civic engagement, including the use of mapping technologies, participate in the democratic process, explore the dynamics of communities and the process of change, develop and implement a research project to address a social issue and examine the issues of poverty, diversity and social justice and reflect on the impact of these issues on themselves, the community and society.

Civic Engagement Minor
POLS 203 American Government
PSYC 321 Community Psychology
SVLN 451 Practicum in Civic Engagement
SVLN 455 Civic Arts Project/Capstone Internship or internship
in major field of study with significant civic engagement/serving learning component

Choose one of the following courses:
ATEP 333 Nutrition for Health and Performance
ENGL 228 African American Literature
EVSC 202 Earth Science and Environmental Assessment
HIST 322 Modern America
MATH 140 Elementary Statistics
MATH 135 or equivalent. Offered every year.
MUSE 401 Seminar on Non-Profit Management
PHED 215 Sport and Society
POLS 335 Civil Rights and Liberties
PSYC 450 Independent Study
RELG 201 Religion in America
RELG 203 World Religions
(See individual programs for course descriptions)
TOTAL: 20 semester hours

COMPUTER SCIENCE/COMPUTER INFORMATION SYSTEMS

The Computer Science/Computer Information Systems curriculum is designed to enhance the undergraduate experience and broaden the marketability of undergraduates, especially in Mathematics and Business Administration. (See the sections on Mathematics and Business Administration for explicit requirements).

The curriculum includes computer science theory and applications to prepare students for a variety of careers in business, industry and government, as well as to continue their education in graduate programs. Students are provided the opportunity to become familiar with current technology and practice that will allow them to function effectively in the computer science profession.

Computer Science Minor
CISC 105 Introduction to Problem Solving and Algorithm Development
CISC 110 Introduction to Programming I
CISC 200 Management Information Systems and Systems Analysis or
CISC 311 Systems Analysis and Logical Design
CISC 210 Data Structures and Algorithm Analysis
CISC 215 Database Management
and one course at the 300 or 400 level.
TOTAL: 24 semester hours

COURSE DESCRIPTIONS

CISC 100. COMPUTER AS A TOOL.
This course provides a survey of computer applications, information needs in business and microcomputers and information systems that meet these needs. Emphasis is on microcomputer hardware and software applications. Learning Outcomes: Computer Literacy and Public Speaking. Offered every year.

CISC 105. INTRODUCTION TO PROBLEM SOLVING AND ALGORITHM DEVELOPMENT.
This course provides a survey of computing and computer science and the steps involved in algorithm design. The history of computing and the elements of computer science are presented as well as methodologies for solving problems. Learning Outcome: Critical Thinking. Prerequisites: CISC 100 or validation and MATH 135 or equivalent. Offered every year.

CISC 110. INTRODUCTION TO PROGRAMMING I.
Students apply a structured, multi-phase program development process that features a series of steps involving understanding of a problem, formal problem definition, graphic design methodologies and program specification through pseudocoding. Learning Outcome: Critical Thinking. Prerequisites: MATH 135 and CISC 105. Successful completion of MATH 160 is recommended. Offered every year.
CISC 200. MANAGEMENT INFORMATION SYSTEMS AND SYSTEMS ANALYSIS.
An introduction to information systems and information technology for business students. The purpose of this course is to help students learn how to use and manage information technology in order to improve managerial decision making and gain a competitive edge. Methods of delivering information system solutions to business problems using structured analysis and design will be covered. Emphasis is on using spreadsheets and databases for problem solving. Prerequisites: CISC 100 or equivalent. Learning Outcome: Civility. Offered every year.

CISC 210. DATA STRUCTURES AND ALGORITHM ANALYSIS.
This course is a continuation of CISC 110. At this level, students write programs that deal with interactive processing, manipulation of arrays, files, linked lists, queues and stacks. Learning Outcome: Critical Thinking. Prerequisite: CISC 110. Offered every year.

CISC 215. DATABASE MANAGEMENT.
This course places systems analysis in a context of database methods that have come to dominate the world of computer business applications. Stress is placed on application development through fourth generation programming techniques that are designed to take advantage of database capabilities. Learning Outcome: Ethics of Social Responsibility. Prerequisite: CISC 105. Offered every year.

CISC 216. COMPUTER AS A CLASSROOM SUPPORT SYSTEM.
The preservice teacher will learn to use the computer for management of school data: for example, tracking student grades and attendance, for preparing letters to parents and teachers and for preparing tests. The preservice teacher will also learn to use the computer as an instructional tool, both as a visual aid and a tool to enhance individual performance. The preservice teacher will be exposed to software packages that are currently being used in the Tennessee K-12 classrooms and will learn to choose software packages that are appropriate for the particular level of student they are teaching. Prerequisite: EDUC 200, SPED 101 and CISC 100 or Computer Literacy. Offered every year.

CISC 310. DATA COMMUNICATION AND NETWORKING.
The student is introduced to the concept of data communications, specifically as it applies to networking within a business. Topics will include hardware configurations and software requirements typical of Local Area Network (LAN). Additionally, students will be introduced to distributed system architectures. Learning Outcome: Public Speaking. Prerequisite: CISC 105. Offered every other year.

CISC 311. SYSTEMS ANALYSIS AND LOGICAL DESIGN.
This course deals with analysis and design using the systems development life cycle approach. Students will perform analysis and logical design of a system. Students will then take the system that has been analyzed and its logical design and will continue with the system development life cycle. The students will create a physical design and implementation of their system. Learning Outcome: Writing. Prerequisite: CISC 105. Offered every other year.

CISC 322. BUSINESS PROGRAMMING.
Concepts and methods of object-oriented program development with Visual Basic as applied to modern business applications. Topics include procedures, functions, forms, ActiveX controls, files, graphical data display, Object Linking and Embedding, Dynamic Data Exchange, user interface design and applications to database software. Students will be expected to complete several programming assignments. Learning Outcome: Critical Thinking. Prerequisite: CISC 105.

CISC 332. ELECTRONIC COMMERCE.
This course is designed to help students master skills in e-commerce operations. While the course focuses on integrated Web site/database design, special attention will be paid to electronic commerce security, secure electronic commerce transactions, payment infrastructure and electronic commerce order entry, tracking and fulfillment. Learning Outcome: Public Speaking. Prerequisite: CISC 215.

CISC 350. SPECIAL TOPICS IN LANGUAGES.
This course provides students an opportunity to learn computer programming languages not normally offered in other courses. Prerequisite: CISC 210. Offered on demand.

CISC 370. FILE PROCESSING.
This course covers techniques of information storage and retrieval. Students will be introduced to programming efficiency techniques, access methods, debugging techniques and file processing. Learning Outcome: Critical Thinking. Prerequisite: CISC 210. Offered every other year.

CISC 410. OPERATING SYSTEMS.
The student will learn the fundamental concepts behind the design of an operating system. Several operating systems will be discussed in terms of process management, memory management, CPU scheduling and resource management. Learning Outcome: Public Speaking. Prerequisite: CISC 370. Offered every other year.

CISC 442. INFORMATION TECHNOLOGY.
This is the capstone course for Information Technology concentration students. This course will highlight strategic and business planning, systems development and technology implementation. Expertise in database systems, networking, software design, decision sciences, management of technology, human computer interaction and ethics are applied within a framework of global e-business strategy. A major team-based project demonstrating each of these areas will be required. Learning Outcome: Analytical Reading. Prerequisites: Completion of the Information Technology core and junior standing.

CISC 450. SENIOR PROJECT.
This is a capstone course. Emphasis is on development of a computer application through use of the life cycle methodology. Students will develop and implement a complete project from specification to implementation. Learning Outcome: Self-
Knowledge. Prerequisites: CISC 400 or CISC 410 and permission of instructor. Offered every year.

CISC 451. INTERNSHIP IN COMPUTER SCIENCE. Cooperative program with business and industry to allow the student to gain practical experience in the business world. Supervised on-the-job training in one or more facets of computer science/computer information systems. Learning Outcome: Self-Knowledge. Prerequisites: CISC 310 or CISC 320 and permission of instructor. Offered every year.

EDUCATION
Please see HUMAN GROWTH AND LEARNING for Education.

ENGLISH

The English major is designed to prepare students for graduate study in the field; those seeking a foundation for postgraduate work or study in fields related to English (e.g., education, journalism, communications, editing and publishing, law, theater); and those who want a humanistic base in reading, thinking and writing for a liberal arts education.

English is an excellent choice for students interested in education, business, law, publishing and social work. As majors in English at Tusculum College, students will have access to a varied group of experts engaged in exploring different aspects of literature and writing. The block program gives the faculty time to work with students on their skills and allows the faculty to offer special projects and field experiences (like trips to special libraries and to art events).

The English Department also supports the mission of citizenship and service through its projects and through the study of ethical and social issues in literature and writing.

The English Program offers students a choice of four concentrations:
- Literature
- Creative Writing
- Journalism and Professional Writing
- Teachers Licensure in English

The English department also offers departmental honors for majors, which is intended to increase a student’s preparedness for graduate school. Departmental honor is awarded by the English faculty by students who complete the following requirements:
- Submit a letter of intent to the department chair,
- Complete ENGL 301 Honors Reading (1 semester hour),
- Complete ENGL 445, Honors Thesis, which is approved by a department faculty member (a thesis director) of the student’s choice, and a second faculty reader.

The English Program at Tusculum College also offers the following options for minors:
- Journalism
- Literature
- Creative Writing

English Major: Literature Concentration
ENGL 213 British Literature I
ENGL 214 American Literature I
ENGL 223 British Literature II
ENGL 224 American Literature II
ENGL 314 19th Century British Literature
ENGL 326 Survey of Literary Theory and Genres
ENGL 332 Genres of Shakespeare
ENGL 402 Seminar in Literature & Society
Choose one of the following:
ENGL 120 Intro to Creative Writing
JOUR 118 Intro to Journalism
Choose two of the following:
ENGL 233 Writing in Organizations
ENGL 312 Editing for Publication
ENGL 338 Creative Nonfiction
Choose two of the following:
ENGL 225 World Literature

57
ENGL 227 Appalachian Literature
ENGL 228 African American Literature
Choose three of the following:
ENGL 300 Women in Literature
ENGL 303 Greek Mythology
ENGL 304 Medieval Literature
ENGL 328 Concepts of Language
ENGL 334 American Modernism
TOTAL: 64 semester hours

English Major: Creative Writing Concentration
ENGL 114 Journal Production (1 credit, 4 hours required)
ENGL 120 Introduction to Creative Writing
ENGL 230 Scriptwriting
ENGL 240 Intermediate Creative Writing Workshop
ENGL 312 Editing for Publication
ENGL 320 Advanced Poetry Workshop
ENGL 321 Advanced Fiction Workshop
ENGL 338 Creative Nonfiction
ENGL 420 Senior Seminar in Creative Writing
Choose two of the following:
ENGL 233 Writing in Organizations
JOUR 118 Introduction to Journalism
JOUR 218 Specialized Journalism
Choose two of the following:
ENGL 223 British Literature II
ENGL 224 American Literature II
ENGL 225 World Literature
ENGL 227 Appalachian Literature
ENGL 228 African American Literature
ENGL 326 Survey of Literary Theory and Genres
Choose two of the following:
ENGL 300 Women in Literature
ENGL 303 Greek Mythology
ENGL 328 Concepts of Language
ENGL 332 Genres in Shakespeare
ENGL 402 Seminar in Literature and Society
SPAN 101 Elementary Spanish I
SPAN 102 Elementary Spanish II
Choose one of the following:
ENGL 120 Introduction to Creative Writing
ENGL 240 Intermediate Creative Writing
JOUR 118 Introduction to Journalism

Major Curriculum
EDUC 419 Content Area Reading
ENGL 213 British Literature I
ENGL 223 British Literature II
ENGL 224 American Literature II
ENGL 326 Survey of Literary Theory and Genres
ENGL 325 Adolescent Literature
ENGL 328 Concepts of Language
ENGL 332 Genres of Shakespeare
ENGL 402 Seminar in Literature and Society
SPAN 101 Elementary Spanish I
SPAN 102 Elementary Spanish II
Choose one of the following:
ENGL 120 Introduction to Creative Writing
ENGL 240 Intermediate Creative Writing
JOUR 118 Introduction to Journalism

Professional Education Curriculum
EDUC 200 History, Philosophy and Principles of Education
EDUC 320 Classroom Discipline and Management
HGLN 337 Assessment and Evaluation
EDUC 342 Learning Environments K-12
EDUC 452 Student Teaching Seminar
EDUC 456 Enhanced Student Teaching (9-12)
EDUC 458 Enhanced Student Teaching (7-8)
SPED 101 Survey of the Regular and Special Populations

General Education Curriculum
*CISC 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
**ENGL 100 Introduction to College Writing
ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Rhetoric and Research
ENGL 214 American Literature I
HIST 101 or 102 The West and the World I or II
OREN 105 Tusculum Experience
**MATH 099 Introductory Algebra
**MATH 100 Intermediate Algebra
A Math course - MATH 120s or higher excluding MATH 137
PHED 201 Foundations of Physical Fitness and Wellness
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology

Teacher Licensure in English
The following program leads to licensure for teaching English in grades 7-12 and is comprised of 145 semester hours, as follows:
Major 48
Professional Education 36
General Education 61

Major Curriculum
EDUC 419 Content Area Reading
ENGL 213 British Literature I
ENGL 223 British Literature II
ENGL 224 American Literature II
ENGL 326 Survey of Literary Theory and Genres
ENGL 325 Adolescent Literature
ENGL 328 Concepts of Language
ENGL 332 Genres of Shakespeare
ENGL 402 Seminar in Literature and Society
SPAN 101 Elementary Spanish I
SPAN 102 Elementary Spanish II
Choose one of the following:
ENGL 120 Introduction to Creative Writing
ENGL 240 Intermediate Creative Writing
JOUR 118 Introduction to Journalism
PSYC 305 Educational Psychology
ENGL 225 World Literature
A Natural Science course (BIOL 100, BIOL 101, CHEM 101, EVSC 111, GEOL 101, PHED 252, PHYS 101)

Choose one of the following courses:
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Introduction to Art
VISA 204 Ancient through Renaissance Art
VISA 208 Baroque through Modern Art
*Test out opportunity available.
**Not required if ACT/SAT scores merit exemption.
TOTAL: 145 semester hours

English Education Minor
Grades 7-12
ENGL 224 American Literature II
ENGL 225 World Literature
ENGL 325 Adolescent Literature
ENGL 326 Survey of Literary Theory and Genres
ENGL 328 Concepts of Language
ENGL 120 Introduction to Creative Writing or
ENGL 233 Writing in Organizations
EDUC 341 Learning Environments K-6 or
EDUC 342 Learning Environments 7-12
TOTAL: 28 semester hours

The English minor may be added to any existing School of Education Major with Licensure. All listed courses are required for the minor; however, some course requirements may be accomplished through preparation for a particular major.

Literature Minor
ENGL 223 British Literature II
ENGL 224 American Literature II
Choose one of the following:
ENGL 120 Introduction to Creative Writing
ENGL 233 Writing in Organizations
Choose two additional courses, including at least one 300-level course.
TOTAL: 20 semester hours

Journalism Minor
JOUR 118 Introduction to Journalism
JOUR 218 Specialized Journalism
ENGL 338 Creative Nonfiction
ENGL 452 Internship in Professional Writing and Editing
Choose one of the following:
MASS 215 Basic Photography
MASS 311 Photojournalism
VISA 217 Graphic Design I
TOTAL: 20 semester hours

Creative Writing Minor
ENGL 120 Introduction to Creative Writing
ENGL 233 Writing in Organizations
JOUR 218 Specialized Journalism
Choose two of the following:
ENGL 230 Scriptwriting
ENGL 240 Intermediate Creative Writing Workshop
ENGL 320 Advanced Poetry Workshop
ENGL 321 Advanced Fiction Workshop
JOUR 318 Specialized Journalism
TOTAL: 20 semester hours

COURSE DESCRIPTIONS

ENGL 099. BASIC WRITING.
This course focuses on developmental-level writing areas: basic grammar, mechanics and paper organization. Students will read and explore themes of works from various disciplines. The course is offered to serve students who do not meet the minimum standards for college-level writing courses. Offered as needed. (Four hours of institutional credit - hours do not apply toward graduation.)

ENGL 100. INTRODUCTION TO COLLEGE WRITING.
Following a review of paragraph development, organizing principles and the five-paragraph essay, students will develop ideas in more complex forms. Attention will be paid to grammar and mechanics throughout the class. Successful completion of the course prepares students for English 110. Offered every year. (Four hours of institutional credit - hours do not apply toward graduation.)

ENGL 110. COMPOSITION AND RHETORIC.
This course focuses on writing for a variety of audiences and purposes, as a tool for critical analysis and as a means to achieve a foundation for academic writing. The course will explore interdisciplinary materials related to community, citizenship and society in order to connect students to larger academic and social communities and to understand the relationship between writers, purposes and audience. Emphasis is placed on writing process, including pre-writing, drafting, revising and editing. Prerequisite: Students are placed in ENGL 110 based on ACT/SAT test scores. Students in 099/100 must pass an exit exam for either class to enroll in ENGL 110. Learning Outcome: Writing.

ENGL 111. COMPOSITION, RESEARCH AND RHETORIC.
This course introduces students to college-level research and argumentation. Students learn research analysis, argumentation strategies, research techniques and documentation. This is a theme-based course, and students will research current topics of interest, with an emphasis on community, society and citizenship. Prerequisite: ENGL 110 or its equivalent. Learning Outcome: Writing and Information Literacy.

ENGH 111. COMPOSITION, RESEARCH AND RHETORIC (HONORS).
This course emphasizes critical reading, writing and thinking skills needed for effective communication. Students examine interdisciplinary materials for themes related to citizenship and community and formulate oral and written responses. Short essays allow students to focus on thesis development and organization for researched argumentative papers, and then they practice proper use and documentation of sources in a research paper format. Prerequisites: 27 or higher on the ACT English subscore or 650 or higher on the SAT verbal score or permission of the instructor. Learning Outcome: Writing and Information Literacy. Offered every year.

JOUR 113. NEWSPAPER PRODUCTION.
A one-credit journalism activity course offering a practicum in
newspaper publication. Students enrolled in this course will receive a letter grade according to their attendance and participation in weekly Pioneer meetings and the completion of work as contracted with the journalism coordinator. Learning Outcome: Civility. Offered every year. (1-8 hours).

ENGL 114. JOURNAL PRODUCTION.
A one-credit journals publication activity course offering a practicum in journals publication (The Tusculum Review). Students enrolled in this course will receive a letter grade according to their attendance and participation in weekly Tusculum Review meetings and the completion of work as contracted with journal editor. Learning Outcome: Writing. Offered every year. (1-8 credits)

JOUR 118. INTRODUCTION TO JOURNALISM.
An introduction to the work of the journalist, this course covers basic news writing, as well as reporting techniques such as interviewing and research. It places a heavy emphasis on writing; students turn in frequent written assignments for instructor and peer feedback in accordance with current journalistic practice. Students will draft and revise news stories of local import for possible publication. Learning Outcome: Writing. Offered every year.

ENGL 120. INTRODUCTION TO CREATIVE WRITING.
This workshop-based course is designed for students with an interest in creative writing and completes an early requirement for those pursuing the writing concentration in English. Students participate in a hands-on introduction to the craft of writing poetry and fiction, and they gain experience in close analytical reading of both genres. Other genres, such as creative nonfiction and drama, may be explored. Learning Outcomes: Self-Knowledge, Analytical Reading, and Writing. Offered every year.

ENGL 201. INTRODUCTION TO WOMEN IN LITERATURE.
A survey of women’s issues, concerns and voices in literature about and by women. Prerequisite: ENGL 110. Learning Outcome: Analytical Reading. Offered every other year.

ENGL 203. ENGLISH GRAMMARS AND THE CLASSROOM.
This course examines the unique characteristics of the English language. Grammatical issues such as grammatical terminology, prescriptive and descriptive grammar, understanding the rules of Standard English grammar and writing conventions will be emphasized. The course familiarizes students with bilingual education methods and prepares them to explain the structure of the language to speakers of other languages. Students will design materials to facilitate language success in the classroom. Learning Outcome: Writing.

ENGL 213. BRITISH LITERATURE I.
Surveys selected works by writers from the British Isles from the medieval period through the 18th century. Works chosen to represent poetry, drama, fiction and non-fiction. Prerequisite: ENGL 110. Learning Outcome: Analytical Reading. Offered every year.

ENGL 214. AMERICAN LITERATURE I.
Surveys major works in American literature from the colonial period through Transcendentalism (early nineteenth century). Emphasizes major genres and movements. Prerequisite: ENGL 110. Learning Outcome: Critical Thinking. Offered every other year.

JOUR 218. SPECIALIZED JOURNALISM.
Discussion and practicum in specific areas of journalism likely to include, but not limited to, feature, culture, travel, nature, opinion, environmental, business and science writing. Students in the course will look at current professional models in writing, interviewing and editing practice. This course gives students the opportunity to pursue journalistic sub-genres, especially those common to magazines and feature pages, and to polish subsequent efforts into print-ready, freelance work. Learning Outcome: Ethics of Social Responsibility. Prerequisite: JOUR 118 or permission of the instructor. Offered every year.

ENGL 223. BRITISH LITERATURE II.
Surveys selected works from the British Isles tradition. Covers 19th century to present. Works chosen to represent poetry, drama, fiction and non-fiction. Prerequisite: ENGL 110. Learning Outcome: Analytical Reading. Offered every year.

ENGL 224. AMERICAN LITERATURE II.
Surveys major works in American literature from the Romantic period (nineteenth-century) to the present. Emphasizes major genres and movements. Prerequisite: ENGL 110. Learning Outcome: Critical Thinking. Offered every other year.

ENGL 225. WORLD LITERATURE.
Examines the traditions of a selection of world literatures in an historical and cultural context. Works are chosen to represent the poetry, drama and fiction of two or more of the following regions: Russia, Italy, France, Germany, Latin America, Africa, India, Japan or China. Consideration will be given to the literary and cultural history of each region considered and its contribution to World Literature. Prerequisite: ENGL 100. Learning Outcome: Analytical Reading. Offered every other year.

ENGL 227. APPALACHIAN LITERATURE.
Examines works produced in the Appalachian region. The class considers how social, historical, economic and aesthetic concerns have combined to create a distinctive literature. The course may require some fieldwork. Prerequisite: ENGL 110. Learning Outcomes: Analytical Reading and Writing. Offered every other year.

ENGL 228. AFRICAN AMERICAN LITERATURE.
Survey of African American literature from the beginning to the present. Works selected from major genres (fiction, non-fiction, drama and poetry) and movements (such as the Harlem Renaissance). The course examines how writers such as Wheatley, Douglass, Hughes, Morrison and others have influenced and been influenced by culture, history and literary tradition. The course may focus additionally on Southern African American literary history. This course meets service requirements for Civic Engagement Minor. Prerequisite: ENGL 110. Learning Outcomes: Analytical Reading and Ethics of Social Responsibility. Offered every other year.

ENGL 230. SCRIPTWRITING.
An introduction to and workshop in writing for stage and/or screen. Students will learn about elements of dramatic writing,
including structure, plot, characters, dialogue, scenes and sequences. Focusing on studies in the craft of scriptwriting, this course requires intensive reading, writing and revision. Learning Outcomes: Analytical Reading, Writing and Self-Knowledge. Offered every other year.

ENGL 231. INTRODUCTION TO FILM.
Students will be introduced to the techniques and aesthetics of film and an overview of film history. The course covers genre issues; compares studio, foreign and independent films; looks at aspects of film composition, and examines significant works by auteurs such as Alfred Hitchcock. Learning Outcome: Ethics of Social Responsibility. Offered every other year.

ENGL 232. MAJOR WRITERS OF THE 19TH CENTURY.
A study of British texts from the Old English period (in translation) and the Middle English period. Representative works include the anonymous Old English elegies, riddles and religious texts; Sir Thomas Malory’s “Morte Darthur,” selections from Geoffrey Chaucer, and Marie de France’s “Lanval.” Time permitting, medieval works from the continent might also be explored, including such important works as “The Romance of the Rose” and “Song of Roland.” Learning Outcome: Writing. Prerequisites: one 200-level literature course. Offered every other year.

ENGL 233. WRITING IN ORGANIZATIONS.
Students will learn how to write effectively and quickly in a business context, exploring the proper form and content of memos, reports, business letters, executive summaries and other business documents. Students will also learn how to write and design their own personal resumes and will produce a finished resume and a cover letter. Prerequisite: ENGL 111. Learning Outcomes: Writing and Public Speaking. Offered every year.

ENGL 240. INTERMEDIATE CREATIVE WRITING WORKSHOP.
A mixed-genre workshop providing instruction in the craft of imaginative writing beyond the introductory level. While students may elect to write in a single genre, they will examine principles and practices of both poetry and prose in order to gain a broader and deeper understanding of their own work and of creative writing in general. Through exposure to and analysis of the work of professional writers, students will acquire literary models, strengthen their editing and revising skill and improve their critical vocabulary. Learning Outcomes: Analytical Reading, Writing and Self-Knowledge. Prerequisite: ENGL 120. Offered every year.

ENGL 250. SPECIAL TOPICS IN LITERATURE.
A flexible course designed to broaden students’ knowledge and appreciation of the arts by examining special topics in literature of particular interest to students and faculty. Emphasis is on readings organized around a thematic approach or concept. Prerequisite: ENGL 111. Offered as needed.

ENGL 300. WOMEN IN LITERATURE.
An exploration of women’s issues, concerns and voices in literature and by women, situated in a larger historical context. Emphases will include male and female responses to changing cultural patterns. Prerequisite: one 200-level literature course. Learning Outcome: Self-Knowledge. Offered every other year.

ENGL 301. HONORS READING. (1 hour.)
This is an honors course credit, offered as part of the English Departmental Honors curriculum (see the catalog description). Although the course is offered across the semester, it is recommended that students select a 300-level English course that they are also enrolled in and complete extended reading and writing assignments for that course to complete the “honors reading” requirements. Permission of the instructor required.

ENGL 303. GREEK MYTHOLOGY.
Study of the Greek myths in their social, religious and artistic context, along with illustration of their evocative power and continued rebirth in literature and the arts. We also examine mythological modes of thinking and current theories of mythological structure and meaning. Prerequisite: one 200-level literature or humanities course. Learning Outcomes: Public Speaking and Critical Thinking. Offered every other year.

ENGL 304. MEDIEVAL LITERATURE.
A study of British texts from the Old English period (in translation) and the Middle English period. Representative works include the anonymous Old English elegies, riddles and religious texts; Sir Thomas Malory’s “Morte Darthur,” selections from Geoffrey Chaucer, and Marie de France’s “Lanval.” Time permitting, medieval works from the continent might also be explored, including such important works as “The Romance of the Rose” and “Song of Roland.” Learning Outcome: Writing. Prerequisites: one 200-level literature course. Offered every other year.

ENGL 312. EDITING FOR PUBLICATION.
The course will cover advanced editing for print publications. It will train students to edit copy for accuracy, clarity, conciseness and flare. Students will examine the different needs for various media genres and outlets, and they will learn to identify possible libel and ethical dilemmas faced by editors. Prerequisites: two 200-level journalism or mass media courses. Learning Outcome: Civility.

ENGL 314. NINETEENTH-CENTURY BRITISH LITERATURE.
Explores the literature of the 19th century in depth, from the Romantics to the Victorians, and the social and cultural contexts in which 19th century writers worked. The course will cover all genres of writing, including poetry, prose and non-fiction. Learning Outcome: Self-Knowledge. Prerequisites: one 200-level literature course. Offered every other year.

JOUR 318. NON-FICTION MARKETS.
Students attend to professional markets, especially e-zines, magazines and journals, assessing content and style of consumer publications while learning to prepare written submissions accordingly. Emerging genres, such as memoir and creative nonfiction, will be discussed in an effort to ready the advancing journalism student for eclectic, professional internship experience. Learning Outcome: Civility. Prerequisites: JOUR 118 and JOUR 218, or permission from the instructor. Offered every other year.

ENGL 320. ADVANCED POETRY WORKSHOP.
Focusing on advanced studies in the craft of poetry, this course requires intensive reading, writing and revision. Through formal analysis of peer work and established models, students will increase their ability to effectively critique their own and others’ writing. The course emphasizes longer works and independent projects. Learning Outcomes: Analytical Reading, Writing and Self-Knowledge. Prerequisites: ENGL 240. Offered every other year.

ENGL 321. ADVANCED FICTION WORKSHOP.
Focusing on advanced studies in the craft of fiction, this course requires intensive reading, writing and revision. Through formal analysis of peer work and established models, students will
ENGL 325. ADOLESCENT LITERATURE.
Examines classic and current works created for young adults, with focus on issues such as peer pressure, family, emerging sexuality, environment and education. Considers book selection evaluation and classroom use. Prerequisite: one 200-level literature course. Learning Outcome: Public Speaking. Offered every other year.

ENGL 326. SURVEY OF LITERARY THEORY AND GENRES.
A survey of literary theory, including genre theory. Students study central theoretical ideas, read primary theoretical texts and study application of theoretical approaches. This course explores how theory reflects evolving social values and changing literary interpretation. Prerequisites: ENGL 110 and junior standing. Learning Outcome: Critical Thinking.

ENGL 327. ETHICS OF SOCIAL RESPONSIBILITY.
Prerequisite: one 200-level literature course. Learning Outcome: Writing. Offered every other year.

ENGL 328. CONCEPTS OF LANGUAGE.
Examines aspects of language including the origin of language as a symbolic activity, the relationship between language and power and the role of language in the global village. This course provides an introduction to linguistics – the sound systems, forms, structures and lexicon of English and other languages – that serves as a basis of the study of language as symbolic and social practice. Prerequisite: one 200-level literature course. Learning Outcome: Writing. Offered every other year.

ENGL 329. GENRES IN SHAKESPEARE.
Examines representative works from Shakespeare’s dramatic genres (histories, romances, comedies, tragedies) and poetry. Prerequisite: one 200-level literature course. Learning Outcome: Writing. Offered every other year.

ENGL 330. AMERICAN MODERNISM.
American Modernism examines literary movements of the early twentieth century. Readings include experimental writing, manifestos, interdisciplinary works and literary texts. Literary texts are examined as to how they fit into various modernist movements and art forms such as Symbolism, Futurism, Imagism and Cubism, and how texts relate to modern architecture, fine art, photography, drama and music. American Modernism takes place in New York, London, Paris and other settings across the world and in the context of a new market-oriented, technological world. Prerequisite: one 200-level literature course. Learning Outcome: Ethics of Social Responsibility. Offered every other year.

ENGL 331. CHILDREN’S LITERATURE.
Provides the prospective elementary teacher as wide an exposure as possible to the highest quality children’s books. Equips the student with criteria for evaluating and choosing books for children; special attention is given to storytelling, creative dramatics, and motivation to read. Practicum is included. Learning Outcome: Analytical Reading. Offered every year.

ENGL 332. CONCEPTS OF LANGUAGE.
Examines aspects of language including the origin of language as a symbolic activity, the relationship between language and power and the role of language in the global village. This course provides an introduction to linguistics – the sound systems, forms, structures and lexicon of English and other languages – that serves as a basis of the study of language as symbolic and social practice. Prerequisite: one 200-level literature course. Learning Outcome: Critical Thinking.

ENGL 333. ETHICS OF SOCIAL RESPONSIBILITY.
Prerequisite: one 200-level literature course. Learning Outcome: Writing. Offered every other year.

ENGL 334. AMERICAN MODERNISM.
American Modernism examines literary movements of the early twentieth century. Readings include experimental writing, manifestos, interdisciplinary works and literary texts. Literary texts are examined as to how they fit into various modernist movements and art forms such as Symbolism, Futurism, Imagism and Cubism, and how texts relate to modern architecture, fine art, photography, drama and music. American Modernism takes place in New York, London, Paris and other settings across the world and in the context of a new market-oriented, technological world. Prerequisite: one 200-level literature course. Learning Outcome: Ethics of Social Responsibility. Offered every other year.

ENGL 335. CHILDREN’S LITERATURE.
Provides the prospective elementary teacher as wide an exposure as possible to the highest quality children’s books. Equips the student with criteria for evaluating and choosing books for children; special attention is given to storytelling, creative dramatics, and motivation to read. Practicum is included. Learning Outcome: Analytical Reading. Offered every year.

ENGL 336. THEOLOGICAL LITERATURE.
Examines theological themes and issues as represented in the literature of the world’s major religious traditions. Prerequisite: one 200-level literature course. Learning Outcome: Writing. Offered every other year.

ENGL 449. SENIOR SEMINAR IN PROFESSIONAL WRITING.
The culminating course for those in the journalism and professional writing concentration, this course offers students a transition to the next stage of their writing lives. Students will complete a final portfolio of their best creative work and personal statements of writing theories and poetics. Students will learn to perform a market analysis with an eye toward submitting their work for publication. Students will fulfill their public speaking requirement in this course by giving a reading of their literary work or presenting a conference paper. The course also offers preparation for students interested in pursuing writing at the graduate level. Learning Outcomes: Self-Knowledge and Writing. Prerequisites: ENGL 320 or ENGL 321 and senior status. Offered every year.

ENGL 452. INTERNSHIP IN WRITING AND EDITING.
The internship in professional writing provides advanced students on-the-job experience in writing and editing in a variety of settings. Students may elect to work on or off campus in journalism, public relations or publications management. Learning Outcome: Self-Knowledge. Prerequisites: Permission of the instructor.
ENVIRONMENTAL SCIENCE

The Environmental Science program of study is designed to enhance students’ understanding of the biological, ecological, and chemical factors that govern the relationship between an organism and its environment. Graduates of this degree program could seek employment with industry, state and local regulatory agencies, municipalities and other environmental agencies or continue graduate studies in the field.

Because of the nature of field opportunities (travel to coastal ecosystems, etc.) integrated into environmental science courses, active participation of the student is required. Therefore, students who anticipate conflicts should select alternate courses.

Charges may be placed on the student’s account for laboratory equipment broken or damaged as a result of student negligence.

The curriculum of the Environmental Science program is designed to help develop and maintain critical thinking, analytical reading, writing and public speaking skills. Service learning and community involvement are important components of the curriculum and should be encouraged at every opportunity.

Environmental Science Major
BIOL 101 General Biology I
BIOL 102 General Biology II
CHEM 101 General Chemistry I
CHEM 102 General Chemistry II
EVSC 111 Environmental Science
EVSC 209 Environmental Chemistry
EVSC 211 Organismic Biology
EVSC 301/BIOL 301 Ecology
EVSC 302 Earth Science and Environmental Assessment
EVSC 411 Environmental Technology
EVSC 421 Industrial Hygiene or
EVSC 422 Environmental Law

GEOL 101 Physical Geology
MATH 140 Elementary Statistics
TOTAL: 52 semester hours

Environmental Science Minor
EVSC 111 Environmental Science
EVSC 211 Organismic Biology
EVSC 301/BIOL 301 Ecology
EVSC 302 Earth Science and Environmental Assessment

Choose one of the following courses:
EVSC 421 Industrial Hygiene
EVSC 422 Environmental Law

TOTAL: 20 semester hours

Environmental Science Internship Program
(optional) 4-16 Hours

The Environmental Science Internship program is a competitive program students can choose to strengthen their degree. Students must apply through the Environmental Science program for an internship. Typical internships would be served with a state or federal agency or with a business charged with enforcing or complying with environmental regulations. Internships may be served the summer between the sophomore and junior year, between the junior and senior year or at other times subject to scheduling. Selected sections of this course will offer an honors component to fulfill honors program requirements.

COURSE DESCRIPTIONS

EVSC 111. ENVIRONMENTAL SCIENCE.
Environmental Science is intended as a basic survey course designed to provide the student with an understanding of ecological principles and processes. Students will develop their skills at scientific inquiry. Considerations of interactions of social, political, economic and scientific issues will be related to developing the skills necessary for survival in society and the biosphere.

Learning Outcome: Critical Thinking. Offered every year.

EVSC 209. ENVIRONMENTAL CHEMISTRY.
A course designed to acquaint students with the chemical mechanisms underlying environmental problems. Topics of study will include chemistry of natural waters, redox equilibria and complexation in natural waters and waste waters, inorganic water pollution, chemistry of soils and the atmosphere, toxicology and hazardous wastes.

Learning Outcome: Analytical Reading. Prerequisite: CHEM 102. Offered every other year.

EVSC 211. ORGANISMIC BIOLOGY.
A survey of the five biological kingdoms. Emphasis is on the identification of organisms using dichotomous keys. Extensive fieldwork and travel are required. Skills developed in this course will enable students to perform surveys of aquatic and terrestrial communities. Special emphasis is placed on using taxa as indicators of biotic integrity of ecosystems. Learning Outcome: Analytical Reading. Offered every year.

EVSC 301/BIOL 301. ECOLOGY.
The organism’s relationship to its environment including factors influencing populations, communities and the distribution of organisms. Additionally, students may be required to write a scientific paper based on ecological data they have collected and analyzed. Extensive travel and fieldwork are required. Skills developed in this course will enable students to perform surveys of aquatic and terrestrial communities. Special emphasis is placed on using taxa as indicators of biotic integrity of ecosystems. Learning Outcome: Analytical Reading. Offered every year.

EVSC 302. EARTH SCIENCE AND ENVIRONMENTAL ASSESSMENT.
This course focuses on the fundamentals of physical geology, hydrology, orienteering, navigation, topographic map and aerial photograph interpretation. Students will use these skills to produce environmental maps of watersheds in the Greeneville area which display multiple layers of spatial data (geology, soils, hydrologic features, land uses, etc.). Students will learn basic measurement, navigation and mapping skills in order to produce these maps which can be used as models for environmental impact assessments. Learning Outcome: Critical Thinking. Offered every other year.

EVSC 350. SPECIAL TOPICS.
Topics to be determined by instructor and will be listed on yearly course schedule. Courses will normally require travel, and extra fees may be required. Learning Outcomes: Writing and Public Speaking.

EVSC 411. ENVIRONMENTAL TECHNOLOGY.
This course is an introduction to the technical aspects of water supply, waste management and pollution control. Logical and systematic organization using both customary and SI (Systeme
Internationale) units are emphasized. Field trips to local industries, public utilities and waste disposal sites are required. Learning Outcome: Critical Thinking. Prerequisites: MATH 140, EVSC 209, EVSC 301.

EVSC 414. FIELD BIOLOGY I. See BIOL 404.

EVSC 416. FIELD BIOLOGY II. See BIOL 406.

EVSC 421. INDUSTRIAL HYGIENE.
In this course students will learn about the field of Industrial Hygiene. Included in this course will be both the areas of safety and monitoring. Students will learn about the Occupational Safety and Health Act (OSHAct), governmental agencies established by the OSHAct, and their responsibilities, Occupational Safety and Health Administrations (OSHA’s) standards and regulations, Material Safety and Data Sheets (MSDS), Chemical Hygiene Plans (CHP), monitoring and control methods. Students will learn how to recognize hazards associated within a workplace and how those hazards can affect the human body. The students will perform actual monitoring experiments to test for various hazardous materials and situations on campus and compare the levels to present OSHA Threshold Level Values (TLVs) to ensure people in these situations are exposed to safe levels in these situations. If the levels are found to exceed the TLV value stated the students will suggest correct control methods to prevent overexposure in the tested situations. Offered every other year. Learning Outcome: Writing.

EVSC 422. ENVIRONMENTAL LAW.
Students will study the basic environmental laws that affect business, industry and education. Students will examine the role of risk assessment in legislative policies. Learning Outcome: Public Speaking. Prerequisites: EVSC 300 Levels. Offered every other year.

EVSC 425. PHYSICAL AND ENVIRONMENTAL SCIENCE CONCEPTS.
This course is designed for pre-service elementary education majors and will include hands-on teaching methods as well as course content for physical and environmental science. Topics of study will include the scientific method, earth/space science, basic physics and chemistry and ecological principles and processes. Learning Outcome: Critical Thinking. Prerequisites: EDUC 200 and SPED 101. Offered every year.

EVSC 451. ENVIRONMENTAL SCIENCE INTERNSHIP.
4-16 semester hours.
Students will gain experience in field work in the area of environmental law, monitoring or field studies. Students may work with federal or state agencies or private industries. Internships are assigned by the environmental science department on the basis of availability and a set of department guidelines. Learning Outcomes: Civility and Self-Knowledge.

EVSC 480/BIOL 480. GLOBAL AND ENVIRONMENTAL HEALTH ISSUES.
Students will develop a greater appreciation for the complexity of world issues and will consider the possibility of a global common good. Students will become more responsible global citizens by seeking information about international issues from multiple, diverse sources and will learn to integrate that information in actionable knowledge that respects the plurality of interests in the modern, interconnected world. Offered every other year. Learning Outcome: Information Literacy. Prerequisites: BIOL 202 or permission of the instructor.

FIELD GUIDE/NATURALIST

The Field Guide/Naturalist major emphasizes the understanding of ecological sciences’ communication theory, educational principles and resource management. It stresses the balance between ecological and social sciences.

The curriculum of the Field Guide/Naturalist program is designed to help develop and maintain critical thinking, analytical reading, writing and public speaking skills. Service learning and community involvement are important components of the curriculum and should be encouraged at every opportunity.

Field Guide/Naturalist Major
Prerequisites: BIOL 101 General Biology I and BIOL 102 General Biology II
BIOL 204 Nonvascular Plants
BIOL 205 Morphology and Taxonomy of Vascular Plants
BIOL 220 Vertebrate Zoology I
BIOL 221 Vertebrate Zoology II
BIOL 301 General Ecology
BIOL 401 Invertebrate Zoology
EVSC 111 Environmental Science
EVSC 211 Organismic Biology
EVSC 302 Earth Science and Environmental Assessment
EVSC 451 Internship (4-16 hours)
MASS 221 Introduction to Mass Media
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology or
PSYC 221 Social Psychology
SPED 101 Survey of the Regular and Special Needs Population Within the School Environment

TOTAL: 56 semester hours.

Electives (Suggested)
EVSC 414 Field Biology I
EVSC 416 Field Biology II
PHED 115 Community First Aid, CPR, and Safety (1 hour)
PHED 195 Hiking/Backpacking (1 hour)
PHED 196 Canoeing (1 hour)
FILM AND BROADCASTING

The mission of the Film and Broadcasting Department reflects Tusculum College’s commitment to the instillation of factual knowledge, the cultivation of habits of practical wisdom, and development of skills related to reflective thinking, all necessary for personal success in a democratic society. From the first radio class taught in 1947 and the first television programming originating from Tusculum College in the early 1950s to the formation of the Mass Media Department in 1982 and its evolution into the Film and Broadcasting Department in 2007, Tusculum College has a long standing commitment to integrating technological advancements and its mission.

The Film and Broadcasting Department celebrates the ever-changing nature of film and electronic media production; yet it remains firmly grounded in tried and true methods of pedagogy utilizing hands-on training for equipment and software within an active learning environment and close mentorship with department faculty. Students receive the necessary support to master the technical aspects of the major in accordance with their individual needs and goals and to exercise the aesthetic and creative knowledge of their crafts. In addition, students must demonstrate an understanding of the power of the media and the ethical consequences of their use of media upon society.

The Film and Broadcasting Department is committed to Tusculum College’s Civic Arts mission, reflecting its commitment both to integrity and to the development of strong citizenship. To that goal, the department welcomes the cultural and intellectual diversity of its students, faculty and staff and understands that this community emulates a microcosm of society as a whole. The department continually seeks to capitalize pedagogically on how the varied opinions, perspectives and foci from human interaction provide the skills necessary for active and engaged participation in a democratic society.

The Film and Broadcasting Department promotes a high standard of education, endorsing a balance between a liberal arts education and professional preparation. The Film and Broadcasting curriculum honors the College’s civic republican tradition of developing educated citizens distinguished by academic excellence, public service and qualities of Judeo-Christian character. The Department acknowledges the trans-disciplinary nature of mass communications, deriving its strength from the knowledge bases and methods of inquiry of the social sciences, humanities and visual arts. The synergetic cooperation with these diverse and long-standing intellectual traditions enables our majors to create and disseminate mass media messages as well as evaluate the consequences of their content. Students learn to treat their diverse, geographically dispersed audiences as human beings — people to value rather than as things to manipulate.

The Film and Broadcasting Department embraces the concept that learning is motivated by a person’s desire to understand and assume effective roles in society. The department encourages the freedom of inquiry and expression of all Film and Broadcasting students. This principle is fostered as a source of personal strength and enrichment to support students as they develop to their full potential.

Admission Standard Policy

The Film and Broadcasting Department has set a standard of academic excellence, requiring students to demonstrate significant accomplishment for admission to the major. Students interested in pursuing a degree in the Film and Broadcasting Department must complete 32 hours of coursework before being considered for admission into the program. Students who want to enter the program must apply to the department after finishing the following:

- Successful completion of ENGL 111, MASS 231 and passage of an English Grammar test.
- Successful completion of MASS 221 with a “C” or better.
- Successful completion of MASS 210 with a “C” or better.
- Submission of an application with examples of representative work.
- Completion of a work performance evaluation, determined by either work-study performance, performance in MASS 101 or by volunteer work done in the department.
- Achievement of a cumulative grade point average of 2.25, major G.P.A. 2.5.

Students enrolled in the honors program are exempt from taking the English Grammar test, but they must complete all other requirements to enter the major. The Film and Broadcasting faculty will evaluate the student’s performance. If the faculty deems the student worthy, an invitation to join the major will be issued. Students will enroll in MASS 201, Career Options in Film and Broadcasting, and begin selecting a course of study that relates to their intended career goals. Students will then begin to chart their future scholarship experiences based on their intended objective.

Once a student has joined the major, he/she will be required to maintain a 2.25 overall G.P.A. and a major G.P.A. of 2.50. Once a student has gone below a 2.25 overall G.P.A. or a major G.P.A. of 2.50, the student will receive a warning that he/she will be dropped from the major. At that point, the student will have one semester to bring up his/her G.P.A. to the required level or be dropped from the major.

In addition, students who do not continue to show proficient work as evaluated by the Film and Broadcasting faculty will be given one semester to improve their work performance or be dropped from the major. Exceptions to these policies may be made at the discretion of the Film and Broadcasting Department.

The Film and Broadcasting Curriculum

The Film and Broadcasting curriculum reflects the commitment of the department’s mission by offering at the core of the major a 26-hour component designed to provide through theoretical study the accumulation of factual knowledge and through practical hands-on experience the development of creative potential. The department stresses critical thinking, and has designed several courses in the core curriculum to prepare students to be more knowledgeable, socially responsible producers and consumers of mass media. The curriculum emphasizes the significant cultural, social, political and economic impact that the media’s role has in the formation of attitudes, values and beliefs at the local, regional, national and global levels. The curriculum also includes courses designed to give the student practical experience to realize the actualization of their own creative works. Students are required to take MASS 101, Film and Broadcasting Practicum, which will serve as a rotating internship experience in multiple phases of studio and field electronic media productions and operations.

The courses offered in these curricula span a wide variety of
media subjects, including film, radio and television producing, directing, editing and writing. In addition, students can learn about other areas of mass media including broadcast history, media criticism, media ethics, media law and policy and broadcast operations.

Ultimately, the objective of the Film and Broadcasting Department is to provide students with a well-rounded education in which a high regard for professionalism and creative ability are fostered while continually focusing on career-related goals and training. Near the end of their tenure at Tusculum College, seniors are required to demonstrate their preparedness to enter the job market or graduate school by completing their “capstone” course, either MASS 441, Film and Broadcasting Senior Project, or MASS 451, Film and Broadcasting Internship. In the course appropriate to their career goals, the student will make evident their preparedness to enter the job market by creating and producing a film and broadcasting project or by completing an internship; the student must correlate how this work relates to what they learned at Tusculum College.

In addition, with MASS 401, Senior Film and Broadcasting Seminar, students will prepare their professional resumes and portfolio for professional evaluation. Students majoring in Film and Broadcasting will have the knowledge as well as skill needed for future employment in radio, television, film, journalism, advertising and public relations industries or further studies at the post-baccalaureate level.

Due to the convergent nature of mass communications in recent years, students are encouraged to increase their marketability in the job market. One way of increasing this marketability is by taking elective courses in the Film and Broadcasting curriculum. Students are encouraged to select a specialized minor in Broadcast News or Sports Broadcasting; a minor from another field of study, such as Business, Political Science or Psychology; or a second major such as Business, Journalism, etc.

Recognizing the importance of Film and Broadcasting skills in other professions, the department also offers a specialized minor in Sports Broadcasting for Sports Management majors, a specialized minor in Broadcast News for English majors in the Journalism and Professional Writing program and a general minor field of study in Film and Broadcasting for all other majors. Students considering professions in business, law, visual arts, creative writing and education may wish to enrich their fields of study with classes in Film and Broadcasting.

**Film and Broadcasting Curriculum for Majors and Minors**

**Mass Media Core**

- MASS 101 Film and Broadcasting Practicum (1 hour - A total of 4 practicum hours required for graduation)
- MASS 201 Career Options in Film and Broadcasting (1 hour)
- MASS 210 Introduction to Media Production
- MASS 221 Introduction to Mass Media
- MASS 231 Introduction to Film and Broadcast Writing
- MASS 401 Senior Film and Broadcasting Seminar (1 hour)
- Choose one related course from the following:
  - BUSN 210 Principles of Management
  - ENGL 231 Introduction to Film
  - MASS 215 Basic Photography
  - VISA 217 Graphic Design I
- Choose three of the following:
  - MASS 251 Radio Station Operations
  - MASS 281 Film and Video Post-Production
  - MASS 309 Broadcasting Announcing
  - MASS 329 Digital Audio Production and Post-Production
  - MASS 333 Film and Video Field Production - Non Narrative
  - MASS 335 Film and Video Field Production - Narrative
  - MASS 341 Video Studio Production
  - MASS 343 Film and Video Pre-Production and Planning
  - MASS 350 Special Topics in Film and Broadcasting (4-8 credits, different topics)
  - MASS 351 Broadcast Programming and Management

*Choose one of the following:*

- MASS 432 Advanced Film and Video Post-Production and Motion Graphics
- MASS 433 Advanced Field Production
- MASS 434 Advanced Studio Production

*Choose one of the following:*

- MASS 303 Media and Society
- MASS 312 Cultural History of Broadcasting

*Choose one of the following:*

- MASS 423 Mass Media Law
- MASS 424 Mass Media Ethics

*Choose one of the following (capstone):*

- MASS 441 Senior Film and Broadcasting Project
- MASS 451 Film and Broadcasting Internship

**Total:** 50 semester hours

**Specialized Minors:**

- **Broadcast News Minor (for Film and Broadcasting Majors)**
  - JOUR 118 Introduction to Journalism
  - MASS 241 Broadcast News
  - MASS 431 Advanced Broadcast News Production
  - POLS 203 American Government
  - POLS 335 Civil Rights and Liberties

  **Total:** 20 semester hours

- **Broadcast News Minor (for Journalism and Professional Writing Majors)**
  - MASS 210 Introduction to Media Production
  - MASS 231 Introduction to Film and Broadcast Writing
  - MASS 241 Broadcast News
  - MASS 431 Advanced Broadcast News Production
  - POLS 203 American Government
  - POLS 335 Civil Rights and Liberties

  **Total:** 20 semester hours

- **Sports Broadcasting Minor (for Film and Broadcasting Majors)**
  - MASS 209 Broadcasting Announcing
  - MASS 354 Live Event and Sports Broadcasting Production
  - PHED 290 Officiating of Games and Sports
  - PHED 215 Sport and Society
  - PHED 313 Communication in Sport

  **Total:** 20 semester hours

- **Sports Broadcasting Minor (for Sports Management Majors)**
  - MASS 210 Introduction to Media Production
  - MASS 231 Introduction to Film and Broadcast Writing
  - MASS 309 Broadcasting Announcing
  - MASS 354 Live Event and Sports Broadcasting Production
MASS 423 Mass Media Law  
TOTAL: 20 semester hours

**Film and Broadcasting Minor**  
MASS 210 Introduction to Media Production  
MASS 221 Introduction to Mass Media  
MASS 423 Mass Media Law  
Plus two additional media courses selected in accordance with the student’s interest and in consultation with the Department Chair.  
TOTAL: 20 semester hours

**Recommended electives**  
The following additional electives are recommended for all concentrations:  
BUSN 210 Principles of Management  
BUSN 305 Principles of Marketing  
ENGL 120 Introduction to Creative Writing  
ENGL 233 Writing in Organizations  
JOUR 113 Newspaper Production (1 hour activity course)  
JOUR 218 Specialized Journalism  
MASS 315 Creative Photography  
MUSC 101 Introduction to Western Music  
PSYC 101 Essentials of Psychology  
SOCI 101 Principles and Social Institutions  
SOCI 105 Contemporary Social Issues  
SPAN 101-102 Elementary Spanish  
THEA 104 Introduction to Theatre  
THEA 190 Theatrical Production (1 hour activity course)  
VISA 111 Basic Design

Students taking the Broadcast News Specialized Minor are encouraged to take additional Journalism and production courses.  
Students taking the Sports Broadcasting Specialized Minor are encouraged to take additional Sports Management courses.

**Equipment Requirements**  
Students must have a video camera with external microphone plugs and fire wire export capabilities for the Production Courses and a 100-gigabyte or higher external hard drive for all Editing Courses. It is also recommended that students have a computer capable of running standard Production and Editing programs.

**COURSE DESCRIPTIONS**

**MASS 101. FILM AND BROADCASTING PRACTICUM.** 1 hour.  
A one-hour film and broadcasting activity course that provides students with experience in some area of film, radio or television production, including pre-production, production or post-production. Students will complete a minimum of 40 hours of work, which may include experience in on-air or on-camera talent, sports play-by-play, dejaying, news production, camera operations, audio technician, editing, directing, producing and other technical support activities. Learning Outcome: Civility. Prerequisites: Students who have not had MASS 210 or MASS 251 will be required to take in-house training before being able to operate some equipment. Course can be repeated for up to 8 hours. Only 4 hours apply toward the major.

**MASS 201. CAREER OPTIONS IN FILM AND BROADCASTING.** 1 hour.  
The purpose of this course is to provide students an early exposure to the various career choices in film, radio and television and allow them to develop educational and career goals. Students will learn how to manage their portfolios, plan their internships and create the different academic experiences and performances in film and broadcasting and the liberal arts that will facilitate entry into the work force, a post-baccalaureate education or both. Learning Outcome: Self-Knowledge. Offered every year. One hour course.

**MASS 210. INTRODUCTION TO MEDIA PRODUCTION.**  
This course will introduce the student to the elements and procedures necessary in all types of media productions, including film, video and audio production. Students will learn the production method of scripting, visualizing, producing and editing through hands-on experience. By preparing audio and video projects, students will learn how to create their projects utilizing production equipment such as cameras, microphones, computers, lights, etc. Students will critically examine composition techniques and aesthetics in their own work, and that of their peers and professionals. Students must have a video camera with external microphone plugs and fire wire export capabilities. Learning Outcome: Civility. Prerequisite: MASS 201 (for F&B Majors). Offered every year.

**MASS 215. BASIC PHOTOGRAPHY.**  
An introduction to the proper use of cameras, compositional techniques, film development, negative scanning and digital editing of still photographs using contemporary computer software. Learning Outcome: Critical Thinking. Offered every year.

**MASS 221. INTRODUCTION TO MASS MEDIA.**  
A study of the history and consequences of mass media’s shrinking world, how mass media affects each of us individually and why we as citizens need to become better informed and prepared to deal with such issues as media imperialism and electronic colonialism in the emerging new world order. Learning Outcome: Analytical Reading. Offered every year.

**MASS 231. INTRODUCTION TO FILM AND BROADCAST WRITING.**  
This course is designed to provide an overview of writing styles and formats used in film and electronic media. Students will explore visual and aural storytelling and the narrative structure of film and broadcasting while applying appropriate grammatical rules, styles, formats and functions. This course will teach students how to write film, radio and television scripts, such as news, promos, commercials, public service announcements, short-format episodic series, longer narrative programming, documentaries and stand-alone short audio/video formats for new media. The course will familiarize students with the processes involved in producing material for distribution and broadcast as well as with the ethical considerations involved in the film and broadcasting industries. Learning Outcome: Writing. Prerequisite: ENGL 111. Offered every year.

**MASS 241. BROADCAST NEWS.**  
Students will focus on the writing, editing and presenting of
news and feature stories. Students must have a video camera with external microphone plugs and fire wire export capabilities. Learning Outcome: Writing. Prerequisite: JOUR 118, MASS 210, MASS 231. Offered every year.

MASS 251. RADIO STATION OPERATIONS.
Using a hands-on approach to radio broadcasting, students will learn the operational and programming procedures of a radio station. Students will use standard broadcast equipment to create both live and voice tracked formats of radio programs. Students will perform all the administrative duties of running radio stations such as keeping program logs, writing and creating radio spots and producing radio programs in a variety of formats. This class emphasizes the professional process through solid preparation as well as developing creativity. Students must have a video camera with external microphone plugs and fire wire export capabilities or another device to record sound. Learning Outcome: Civility. Prerequisite: MASS 201, MASS 210. Offered every year.

MASS 281. FILM AND VIDEO POST-PRODUCTION.
An introduction to linear and non-linear editing, including character generation, special effects and video transitioning. Students must have a 100-gigabyte or higher external hard drive. Learning Outcome: Critical Thinking. Prerequisite: MASS 201, MASS 210. Offered every year.

MASS 303. MEDIA AND SOCIETY.
This course examines the concepts and principles of contemporary media in an effort to analyze the causal interrelationship between mass media and our society. Learning Outcome: Critical Thinking. Prerequisite: MASS 221. Offered every year.

MASS 309. BROADCASTING ANNOUNCING.
This course is designed to introduce students to the various aspects of radio and television announcing. The overall purpose of this course is to facilitate the student’s effective communication skills, including articulation, pronunciation, voice projection, posture and studio performance in various radio and television announcing situations. Students will use analysis to improve their voices and performances. Emphasis will be placed on real and laboratory experiences within which students learn specific broadcast announcing techniques such as news anchoring and reporting, commercial announcing, interviewing and sports play-by-play. Learning Outcome: Public Speaking. Prerequisite: MASS 201, MASS 210. Offered every year.

MASS 311. PHOTOJOURNALISM.
An intermediate-level photography course with an emphasis on photography as a medium of communication through content and technique. Students will be charged a $35.00 lab fee to defray costs of materials. Learning Outcome: Critical Thinking. Prerequisite: MASS 215, JOUR 118.

MASS 312. CULTURAL HISTORY OF BROADCASTING.
This course will use a chronological structure to critically examine the symbiotic interplay between culture and mass media technology. This course will provide students with a greater understanding and appreciation of the historical development of broadcasting in the United States in socio-cultural, political and economic contexts. Learning Outcome: Critical Thinking. Prerequisite: MASS 221. Offered every other year.

MASS 315. CREATIVE PHOTOGRAPHY.
A continuation of Basic Photography with a greater focus on the traditional non-digital printing process, its methods and special effects. The course will also study the process of understanding and criticizing photographs including the works of noted photographers. Students will be charged a $35.00 lab fee to defray costs of materials. Learning Outcome: Critical Thinking. Prerequisite: MASS 215.

MASS 329. DIGITAL AUDIO PRODUCTION AND POST-PRODUCTION.
This course will explore the tools and techniques of digital audio production through hands on experience. Upon completion of this course, students will gain experience in the use of audio equipment and digital audio software in the development and production of materials for broadcast. The course will cover field recording and microphone techniques, sound editing and signal effects processing and multi-track mixing and sequencing. Students must have a video camera with external microphone plugs and fire wire export capabilities or another device to record sound. Learning Outcome: Critical Thinking. Prerequisites: MASS 201, MASS 210. Offered every other year.

MASS 333. FILM AND VIDEO FIELD PRODUCTION: NON-NARRATIVE.
This field production course focuses on creating and completing a non-narrative video from a previously non-scripted format. The course will develop students’ abilities in the aesthetic, practical, and interpersonal aspects of creating effective field productions. The focus will be on theory and practice of location lighting, interviewing talent, production management and the collaborative process. The course consists of a group experience in which students participate in the production of a department-sponsored video program. Students must have a video camera with external microphone plugs and fire wire export capabilities. Learning Outcome: Civility. Prerequisites: MASS 201, MASS 210. Offered every other year.

MASS 335. FILM AND VIDEO FIELD PRODUCTION: NARRATIVE.
This field production course focuses on creating narrative fiction and non-fiction from script to screen. The course will develop students’ abilities in the aesthetic, practical and interpersonal aspects of creating effective field productions. The focus will be on theory and practice of location lighting, directing actors, production management and the collaborative process. The course consists of a group experience in which students participate in the production of a department-sponsored video program. Students must have a video camera with external microphone plugs and fire wire export capabilities. Learning Outcome: Civility. Prerequisites: MASS 201, MASS 210. Offered every other year.

MASS 341. VIDEO STUDIO PRODUCTION.
An introduction to the in-studio production process that includes technical direction, camera operations, studio management, sound, lighting, audio and on-camera announcing. Learning Outcome: Civility. Prerequisite: MASS 201, MASS 210. Offered every other year.
MASS 343. FILM AND VIDEO PRE-PRODUCTION AND PLANNING.
This course presents an overview of the art and business of producing a video project. Students will undertake all preproduction phases for a video project and will complete a pre-production plan for a single original video. Students must provide a short script at first meeting. Learning Outcome: Civility. Prerequisites: MASS 201, MASS 210. Offered every other year.

MASS 350. SPECIAL TOPICS IN FILM AND BROADCASTING.
The purpose of this course is to offer students opportunities to engage in advanced study related to other course offerings. The topics examined in this course will be flexible for the interest of the students and faculty. The course instructor will choose the topics which may include various areas of video or radio production, sports broadcasting or a theoretical area of film and broadcasting research. This course will emphasize intensive study and advanced readings and research. This course may be repeated once with a different topic for a total of 8 credit hours. Prerequisites: MASS 201, MASS 210. Offered every other year.

MASS 351. BROADCAST PROGRAMMING AND MANAGEMENT.
This course provides an understanding of the organization and administration of broadcast stations with attention to management decision-making in operations, personnel, content, promotion, finances and governmental regulations. Students will develop communication and leadership skills while learning how media businesses operate in a complex social, political and multicultural environment. This course goes beyond the traditional management courses, focusing on those issues that are unique to the broadcasting media. Learning Outcome: Self-Knowledge. Prerequisites: MASS 201, MASS 210. Offered every other year.

MASS 354. LIVE EVENT AND SPORTS BROADCAST PRODUCTION.
This course will teach students the pre-production and production requirements for a variety of broadcast sporting and live events. The course will develop students’ abilities in the aesthetic, practical and interpersonal aspects of creating effective sports programming and other forms of live event productions. This course will focus on theory and practice of location lighting, interviewing talent, production management, the collaborative process, including advanced instruction in sports broadcast writing, producing, reporting, videography, editing and anchoring. Successful students will have the ability to perform professional quality work in either sports broadcasting or producing live broadcast events. Learning Outcome: Civility. Prerequisites: MASS 201, MASS 210. Offered every other year.

MASS 401. SENIOR FILM AND BROADCASTING SEMINAR. 1 hour.
The culminating course for Film and Broadcasting students, this seminar will help students to organize and complete their portfolio, while exploring options for further study or employment in their chosen field of concentration. Students will prepare professional presentations and solicit reviews of their portfolios for presentations. Learning Outcome: Self-Knowledge. Prerequisites: Senior status with completion of all classes at and below the 300 level or permission of the instructor. One hour course.

MASS 423. MASS MEDIA LAW.
This course presents an analysis of the key constitutional, legal and policy influences on mass media. The course introduces students to First Amendment doctrines and issues concerning freedom of expression, including libel, obscenity, invasion of privacy, shielding of sources, freedom of the press, copyright and government regulation. This course explains the applications of the law to the work of all mass media professionals. A component of Media Ethics will be included in this class. Learning Outcome: Ethics of Social Responsibility. Prerequisite: Admission to the program and junior status or permission of the instructor. Offered every other year.

MASS 431. ADVANCED BROADCAST NEWS PRODUCTION.
This course begins where MASS 241 Broadcast News finishes. The course continues the focus on writing for broadcast news but emphasizes field reporting, field production, and producing and anchoring a daily newscast. Students will be required to run the student news desk and produce a daily broadcast news show to complete the course. In addition, this course will allow students to critically analyze broadcast material and understand the unique role of broadcast news in society. Students must have a video camera with external microphone plugs and fire wire export capabilities. Learning Outcome: Critical Thinking. Prerequisite: MASS 210, MASS 241, senior standing or permission of the instructor. Offered every other year.

MASS 432. ADVANCED FILM AND VIDEO POST-PRODUCTION AND MOTION GRAPHICS.
This course is a continuation of MASS 281, Video Post-Production. This course teaches students advanced post-production techniques and addresses new technologies and procedures used in professional environments. Students will develop a command of several methods of producing 2D and 3D graphics specifically designed for video using Adobe AfterEffects. Students will create original editing projects using techniques learned in class. Studio work required in addition to class time. Students must have a 100-gigabyte or higher external hard drive. Learning Outcome: Critical Thinking. Prerequisite: MASS 281, senior standing or permission of the instructor. Offered every other year.

MASS 433. ADVANCED FIELD PRODUCTION.
This field production course focuses on leadership and advanced critical analysis in the creation of a narrative or non-narrative video. This course will further develop the students’ abilities in the aesthetic, practical and interpersonal aspects of creating effective field productions. Students will be assigned a leadership or lead creative position (i.e. producer, director, director of photography, lead editor, production manager, etc.) for the production of a department-sponsored video program. This course will emphasize production management and the collaborative process of field production. Students must have a video camera with external microphone plugs and fire wire export capabilities. Learning Outcome: Self-knowledge. Prerequisites: Senior
standing, completion of MASS 333 or MASS 335 and assignment to Leadership/Creative position for a field production. Offered every year.

MASS 434. ADVANCED STUDIO PRODUCTION.
This studio production course focuses on leadership and advanced critical analysis in the creation of a narrative or non-narrative video. This course will further develop the students' abilities in the aesthetic, practical and interpersonal aspects of creating effective studio productions. Students will be assigned a leadership or lead creative position (i.e. producer, director, director of photography, lead editor, production manager, etc.) for the production of a department-sponsored video program. This course will emphasize production management and the collaborative process of studio production. Students must have a video camera with external microphone plugs and fire wire export capabilities. Learning Outcome: Civility. Prerequisites: Senior standing, completion of MASS 341 and assignment to Leadership/Creative position for a studio production. Offered every other year.

MASS 441. SENIOR FILM AND BROADCASTING PROJECT.
Students will originate, script, direct and edit a mass media project designed to demonstrate their acquired knowledge and skills of the discipline, their creative abilities and their technical expertise in state-of-the-art editing. Project subject and format are at the discretion of the instructor and the student and may include broadcast news, sports broadcasting or narrative/non-narrative production styles. Public exhibition, a production thesis and defense of project are requirements for completion of this course. Learning Outcome: Self-Knowledge. Prerequisites: Senior standing and permission of instructor. Offered every other year.

MASS 451. FILM AND BROADCASTING INTERNSHIP.
The internship in mass media provides advanced students on-the-job experience in a work-study environment. Students may elect to work on or off campus in standard audio or video production, broadcast news, sports broadcasting or another area of the film/video/television/radio industries. This program will require a contractual agreement between the student, the organization, and the Internship Coordinator for the Mass Media Program. The student will be guided and evaluated by the on-site supervisor and major professor. Learning Outcome: Self-Knowledge. Prerequisites: Senior standing and permission of instructor. A minimum grade point average of 2.75 in the major is required for an off-campus placement. Offered every other year.

GEOGRAPHY

GEOG 200. INTRODUCTION TO GEOGRAPHY.
An introductory survey of important geography factors affecting the political and economic development of nations. Emphasis given to consideration of location, size, natural resources, terrain, culture and population composition. A minimum grade of “C” is required for education majors. Learning Outcome: Critical Thinking. Offered every year.

GEOL 101. PHYSICAL GEOLOGY.
An introduction to the materials, processes and structure of the Earth’s surface and interior. Topics include formation of rocks, earthquakes, volcanoes, plate tectonics, mountain building, weathering and erosion, glaciation, oceans and mineral resources. Course includes lecture and laboratory/field applications each week. Selected sections of this course will offer an honors component to fulfill honors program requirements. Learning Outcome: Critical Thinking. Offered every year.
The major and minor programs in History contribute to the intellectual and moral development of students and enhance their preparation for active citizenship in the American nation and the larger global community. Course work in History hones the skills desired in students who may wish to pursue careers in government, the law, or education or who plan to undertake graduate study, as a prelude to public involvement as a civil servant, attorney, teacher or community leader. The department's programs and courses, including independent or interdisciplinary majors that combine elements of one or more disciplines, have been developed with student interests in mind and to provide the background necessary for fulfillment of professional aspirations in such fields as information management, historic preservation, research and information.

History majors are required to complete thirteen courses (50 semester hours) in the discipline, including History 101 and 102 (The West and the World surveys) and History 201 and 202 (The U.S. History surveys). Students must also complete History 302 (Readings in The Uses of the Past) and History 402 (Historical Methods). Students who have completed comparable courses may apply for a waiver of these required courses. Beyond these required courses, students must complete seven History courses of their own choosing, keeping in mind that their choices should provide them with the breadth of perspective all liberally educated persons should have. In no case will more than three 200-level courses be counted toward the eleven needed for a History major. Finally, students must submit a satisfactory senior-level research paper to complete their major requirements.

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Students may also choose a History Education major, which provides them with the benefits of a History degree and prepares them for licensure to teach history in grades 7-12. History-Education Majors must also complete a satisfactory senior-level lesson plan suitable for classroom use for grades 9-12 to complete their major requirements.

Students interested in doing so may design an independent major combining History with other related or appropriate courses, or they may elect to complete a minor in History, consisting of 20 semester hours of study.

**History Major**

**Required:**
- HIST 101 and 102 West and the World, I and II
- HIST 201 and 202 U.S. History Survey, I and II
- HIST 302 Readings in Uses of Past
- HIST 402 Historical Methods and Research (2 hours) [taken concurrent with HIST 302 across the semester]

**AND**

Choose seven of following:
- HIST 306 The Islamic World
- HIST 310 The Greek and Roman World
- HIST 311 Modern Asia
- HIST 314 Revolutionary America
- HIST 315 Modern Latin America
- HIST 316 The American Nation
- HIST 320 Medieval Europe
- HIST 322 Modern America
- HIST 323 Era of Civil War and Reconstruction
- HIST 326 Early Modern Europe
- HIST 332 Modern Africa, 1800 - Present
- HIST 334 The European Age of Reform
- HIST 335 North American Frontiers
- HIST 337 Progressive America
- HIST 339 History and Uses of Gender
- HIST 342 Twentieth Century Europe

**TOTAL:** 50 semester hours

**History Minor**

- HIST 101 or 102 The West and the World, I or II
- HIST 201 or 202 U.S. History Survey, I or II

Choose three additional courses from the elective listing for the history major.

**TOTAL:** 20 semester hours

**History-Education Major: Teaching Licensure Grades 7-12**

The following program leads to licensure with endorsement in History, for teaching grades 7-12. This program is comprised of 145 semester hours, as follows:

Major: 46
Professional Education: 36
General Education: 65

**Major curriculum**

- EDUC 419 Content Area Reading
- GEOG 200 Introduction to Geography
- HIST 102 The West and the World II
- HIST 202 U.S. History Survey II
- HIST 302 Readings in the Uses of Past
- HIST 402 Historiography (2 hrs.)
- POLS 203 American Government

**AND**

Choose five of the following:
- HIST 310 The Greek and Roman World
- HIST 311 Modern Asia
- HIST 314 Revolutionary America
- HIST 315 Modern Latin America
- HIST 316 The American Nation
- HIST 320 Medieval Europe
- HIST 322 Modern America
- HIST 323 The Era of the Civil War and Reconstruction
- HIST 326 Early Modern Europe
- HIST 332 Modern Africa, 1800-present
- HIST 334 The European Age of Reform
- HIST 335 North American Frontiers
- HIST 337 Progressive America
- HIST 339 History and Uses of Gender
- HIST 342 Twentieth Century Europe

**Professional Education Curriculum**

- EDUC 200 History, Philosophy and Principles of Education
- EDUC 320 Classroom Discipline and Management
- HGLN 337 Assessment and Evaluation
- EDUC 342 Learning Environments K-12
- EDUC 452 Student Teaching Seminar
- EDUC 456 Enhanced Student Teaching (9-12)
- EDUC 458 Enhanced Student Teaching (7-8)
- SPED 101 Survey of the Regular and Special Populations

**Within the School Environment**

**General Education Curriculum**

*CISC 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
HIST 101 THE WEST AND THE WORLD I.
A survey of the history of Western Civilization and its interaction with the non-Western World, including Mesopotamia, the Middle East, Africa, Asia and the Americas. Learning Outcome: Critical Thinking. Offered every year.

HIST 102 THE WEST AND THE WORLD II.
A survey of the history of Western Civilization and its interaction with the non-Western World, including Mesopotamia, the Middle East, Africa, Asia and the Americas. Learning Outcome: Critical Thinking. Offered every year.

HIST 112 INTRODUCTION TO HISTORICAL WRITING AND RESEARCH.
The primary purpose of this course is to conduct research and write an argumentative college-level paper. Students examine interdisciplinary materials related to citizenship and community for ideas and information relevant to their research. Students focus on thesis development, source selection and evaluation, supporting evidence, organization and proper documentation and formatting of research and written work. Will substitute for ENGL 111. Learning Outcomes: Writing and Information Literacy.

HIST 201 U.S. HISTORY SURVEY I.
A survey of the United States from the explorations of the 16th century to the 1860s. Primary emphasis is on the interplay of economics and ideas as the foundation of the American republic and its subsequent evolution. Topics covered include the development of an American identity, Jacksonian democracy and the rise of the common man, slavery and abolitionism, Westward expansion, and the Civil War and Reconstruction. Learning Outcome: Critical Thinking. Offered every year.

HIST 202 U.S. HISTORY SURVEY II.
A survey of the United States from the 1860s to the present. Primary emphasis is on the interplay of economics and ideas. Topics covered include Reconstruction, the American industrial revolution, World War I, women’s suffrage and feminism, the Great Depression, New Deal, World War II, the black freedom struggle of the 1950s and 1960s, America and the Cold War and neo-conservatism in the late 20th Century. Learning Outcome: Critical Thinking. Offered every year.

HIST 302 READINGS IN THE USES OF THE PAST.
An introductory examination of the nature of history and of the methods of historical inquiry. Primary emphasis will be given to the following questions: “What is the value of history?” and “Is it possible to really know the past?” The course also considers historians as detectives: how they use the evidence and attempt to establish the truth about the fascinating stories they relate. All of this is examined within the framework of the diverse methodologies historians employ to unearth new evidence that expands and deepens our understanding of the past. Learning Outcomes: Civility and Critical Thinking. Prerequisites: HIST 101-102, HIST 201-202, a minimum fifteen page research paper satisfactorily completed in each of two upper-division history courses of the student’s choosing. Offered every other year.

HIST 310 THE GREEK AND ROMAN WORLD.
This course will explore classical Greece and Rome, the two civilizations that lie at the foundation of Western society. The course will begin with the rise of the Greek city-states and, in that context, will explore developments and innovations in political institutions, law, philosophy, religion and the arts. Attention will be paid to competing political and cultural programs among the Greek city-states, Greek military and cultural imperialism under Athenian democracy and Alexander the Great and to changes over time. Further, the course, will outline the conditions and dynamics that allowed for the emergence of a powerful Roman city-state, dominant in the Italian Peninsula, and later in the Mediterranean and Western Europe. It will explore the culture,
economy, and political institutions of the Roman Republic and outline factors that led to its transition to the Empire. Finally, factors leading to the break up of the Empire will be discussed, and those forms and institutions enduring into the European Middle Ages will be highlighted. Learning Outcome: Critical Thinking. Prerequisite: HIST 101 or permission of the instructor.

HIST 311. MODERN ASIA.
A survey of the principal trends and events in East Asia since the 15th century. The course will consider the historical experiences of China, Central and Southeast Asia. Particular attention is paid to the impact of imperialism in Asia and the diversity of Asian responses to modernization. This course may also utilize guest speakers, Internet resources, film and personal memoir to expand students’ access to the cultures and histories of a region that has been both distant and enmeshed in the Western and American experience. Learning Outcome: Critical Thinking. Prerequisites: HIST 201 or 202, or permission of the instructor.

HIST 315. MODERN LATIN AMERICA.
A survey of the principal historical trends and events in Latin America in the 19th, 20th, and 21st centuries. Primary emphasis is on Central America and Mexico, with some attention also given to selected countries in South America and the Caribbean. Topics covered include colonialism and the wars of independence; caudillos, populists and military juntas; the culture and daily life of mestizos, creoles and Amerindians; U.S.-Latin American relations; rebellions, revolutions and reaction in Central America, and the challenges and opportunities of economic and political modernization. This course may also utilize guest speakers, Internet resources, film and personal memoir to expand students’ access to the cultures and histories of Latin America. Learning Outcome: Critical Thinking. Prerequisites: HIST 101-102 or HIST 201-202.

HIST 316. THE AMERICAN NATION, 1800-1850.
During the first half of the nineteenth century, the United States established itself as a successful nation in the eyes of the world by fighting a second war with Britain, extending freedom and democracy to many, spreading westward to claim new lands and resources and welcoming revolutions in commerce, agriculture, transportation and industry. At the same time, however, the U.S. built its prosperity on such things as Indian removal, slavery, imperialism, loss of cohesive community, environmental destruction and a growing sectionalism that would eventually tear the nation apart. Thus, good and evil, success and failure, went hand-in-hand in the early American republic, one dependent on the other. This course will explore these elements of the new nation in detail, emphasizing this interesting duality that made the United States what it is. Learning Outcome: Critical Thinking.

HIST 320. MEDIEVAL EUROPE.
This course will explore the society, culture and political institutions of medieval Western Europe. Topics will include the rise of the Carolingian system out of the pieces of the broken Roman World, the spread of Christianity and the invasions of the Early Middle Ages, the development of the feudal system, the impact of reformed monasticism, the growth of papal power, the reemergence of civic life and a money economy. We will also explore scholasticism, the increasing lay-orientation of religion, the growth of international trade and the emergence of the nation state. Within this broad chronological framework, the course will focus on certain themes and tensions in the Western medieval tradition, but also in the modern: the balance between church and state, secular and sacred, centralization and fragmentation, individual and community, reason and emotion. Learning Outcome: Critical Thinking. Prerequisites: HIST 101 and 102 or permission of the instructor.

HIST 321. MODERN AMERICA.
An in-depth examination of the principal, cultural, economic, intellectual, political and social forces that have shaped and reshaped the American nation from the mid-20th Century to the present. Particular attention will be devoted to the impact of the Great Depression and World War II, the Cold War, the Korean and Vietnam Wars, consumerism and stability in the 1950s, McCarthyism versus the Age of Aquarius, the black freedom struggle and the reactions of traditional Americans to all the changes wrought since the Stock Market Crash of 1929 and the detonation of the first atomic bomb in 1945. The course may include field trips to important sites that highlight these themes. Learning Outcome: Critical Thinking. Prerequisites: HIST 201-202 or permission of the instructor.

HIST 323. THE ERA OF THE CIVIL WAR AND RECONSTRUCTION.
Elective. A survey of the Civil War and Reconstruction era (1861-77). Emphasis is given to the causes of the Civil War, the social, economic and political developments of the war years as well as the Reconstruction era. Particular attention will be paid to the idea that the period 1861-77 was a watershed that transformed American society and the nature of the federal union. The course may include extended field trips to important sites of interest to the history of the Civil War and Reconstruction, such as Harper’s Ferry, Virginia; Chickamauga, Georgia; or Gettysburg, Pennsylvania. Learning Outcome: Critical Thinking. Prerequisites: HIST 201-202.

HIST 325. THE RENAISSANCE AND REFORMATION IN EARLY MODERN EUROPE.
This course will look at the Renaissance and Reformation movements within the broader context of the political and economic developments of Early Modern Europe. The course will focus on the conditions of late medieval Florence that contributed to the artistic and literary developments of the 15th century. The course will trace the diffusion of the Renaissance in the Italian
Peninsula and then to Europe north of the Alps. We will explore the uses to which the artistic developments of the Renaissance were put, and the long-term impact of the Renaissance on various European cultures. The course will also trace the development of the religious reform movement known as the Protestant Reformation from its bi-polar centers in Wittenberg and Zurich. It will outline the spread of the movement, conditions that facilitated the introduction of the Reformation across Europe, divisions within the Reformation movement and the efforts of the Catholic church to respond to the challenge. Learning Outcome: Critical Thinking. Prerequisites: HIST 101 and 102, or RELG 101 and 102 or permission of the instructor.

HIST 332. MODERN AFRICA, 1800-PRESENT.
Recognizing the growing importance of Africa and African peoples in world affairs, this course offers a survey of major themes, events and personalities in African history from 1800 to the present. Topics may include the African slave trade and its abolition, European imperialism, African reactions to colonial rule, religious and cultural movements, ethnicity and tribalism, the formation of African states in the wake of decolonization and recent moves toward pan-Africanism. The course also includes an assessment of Africa’s future in an era of increased globalization and a comparative treatment of African peoples and culture in the Americas, including the impact of that culture on Western Civilization. Learning Outcome: Self-Knowledge. Prerequisites: History 101-102.

HIST 334. THE EUROPEAN AGE OF REFORM: ENLIGHTENMENT AND INDUSTRIAL REVOLUTION.
This course will explore the fundamental changes in Europeans’ conceptions, institutions and methods of economic production occasioned by the Enlightenment and the Industrial Revolution. Attention will be given to the Enlightenment’s critique of the continent’s political and religious values and institutions, this critique’s roots in the seventeenth century Scientific Revolution, and its impact on movements for social reform. This course will consider the conditions that gave rise to the Industrial Revolution in Britain, its spread to the continent, and its social and cultural impact on societies in which it took hold. Learning Outcome: Critical Thinking. Prerequisites: HIST 101 and HIST 102 or permission of the instructor.

HIST 335. NORTH AMERICAN FRONTIERS
This course is an historical exploration of cultural and environmental encounters in North America. The term “frontier” refers to a process, and this course explores the nature of that process through the prism of places and times, with special attention to European and American contact points, Spanish borderlands, westward expansion and popular usages of frontier imagery, ranging from films to politics. Readings include primary sources as well as those of historical significance. Learning Outcome: Critical Thinking. Prerequisites: HIST 201-202 or permission of the instructor.

HIST 337. PROGRESSIVE AMERICA.
This course investigates the period of American history (1877-1920) commonly known as the Progressive Era. During this time, the United States increased its economic, military and industrial power while capitalism became fully entrenched as an economic, social and cultural part of American life. Students will investigate the tensions between the power of the robber barons and the progressive reform efforts that characterized the age. In addition, the course will highlight the major racial and social issues, including the consolidation of Jim Crow segregation, labor and agrarian unrest and radicalism and women’s reform efforts. The process, impact, and response to immigration will be covered as well as America’s expanding global role. Study of all of these issues will help students to understand fully a pivotal era in the history of the United States. In addition, relevant service-learning opportunities may be offered as a part of the course. Learning Outcome: Self-Knowledge. Prerequisite: HIST 201 or 202, or permission of the instructor.

HIST 339. HISTORY AND USES OF GENDER.
This course will expose students to the history of gender and the use of gender as a tool of historical analysis. As students study both masculinity and femininity, they will learn about gender as a socially constructed concept and how it can be used as a method for analyzing various political, economic, social, cultural and military events. Students will investigate how gender, both in terms of male and female, has shaped modern history. Cross-cultural comparisons will be employed, as well as exercises on how to approach gender issues in the classroom and the contemporary professional world. The course will incorporate the writings of anthropologists and historians as well as primary source literature by men and women. Learning Outcome: Self-Knowledge. Prerequisites: One of the following: HIST 101-102 or HIST 201-202, or permission of the instructor.

HIST 342. TWENTIETH CENTURY EUROPE.
This course will explore the forces, individuals and the movements behind the dramatic events that shook the continent of Europe in the 20th century. Beginning in the years running up to World War I and concluding with the aftermath of the breakup of the Soviet Union, the course will assess political, social, technological and economic changes affecting Europe. Topics will include the death of the old order, fascism and totalitarianism, war and genocide, social movements, the welfare state, communism and the Cold War and trends for the twenty-first century. Learning Outcome: Critical Thinking. Prerequisites: HIST 101 and HIST 102 or permission of the instructor.

HIST 402. HISTORIOGRAPHY. (2 semester hours).
This course requires students to apply the craft of historical analysis and writing by developing and completing a research project that culminates in an historical essay and presentation. Topics will be determined by the instructor in consultation with students. This course extends across the semester and should be taken concurrent with HIST 302 or after successful completion of that course. Learning Outcomes: Critical Thinking and Writing. Prerequisites: HIST 101-102, HIST 201-202, HIST 302 or concurrent registration in HIST 302. Offered every other year, across the semester.

HIST 430. READINGS IN SPECIAL TOPICS IN HISTORY.
A flexible course intended to serve as an instrument for examining topics in history of particular interest to students and faculty. Emphasis is on readings and intensive study. Learning Outcomes: Critical Thinking and Analytical Reading. Prerequisites:
At least 6 credit hours in history, junior standing and permission of the instructor. Offered as needed, with permission of instructor.

HIST 450. INDEPENDENT STUDY.
Generally, a student-initiated request for study of a particular aspect of history not usually covered in-depth in a particular course. The work will be accomplished under the direction of an advisor, will include weekly meetings and may require completion of a formal paper. Offering this course is at the discretion of the instructor. Learning Outcomes: Critical Thinking and Writing. Prerequisites: At least 6 credit hours in history, junior standing, and permission of the instructor.

**HUMAN GROWTH AND LEARNING**

The mission of the Human Growth and Learning major and professional education programs at Tusculum College is to prepare teachers who are committed to excellence in education and who are confident in their abilities to assume leadership as educators and citizens in the communities where they live and work. To this end, the program continues the College’s focus on civic and intellectual development of the students, while fostering the skills, knowledge and habits of character vital to those involved in the education of the nation’s next generation of citizens.

The Human Growth and Learning major is designed for students who desire to take courses primarily by faculty from arts and sciences disciplines. The major is open to students who are preparing for licensure in Early Childhood Education and Elementary Education and for those students who do not wish to seek licensure. The major may be combined with study in other fields related to how children learn in the context of their environments. The courses in this major are designed with practicum experiences to allow students to have interactive activities with students in the public school setting prior to student teaching or other educational endeavors. This major is offered on the residential campus and through the Graduate and Professional Studies program in approved off-campus sites. Three licensure areas are available as well as the non-licensure option.

1. Civic Development
Tusculum’s education programs lead students to the important role of education in preparing a new generation of citizens with the knowledge, skills and attitudes they will need to participate effectively in our democracy. These programs accomplish their goals through one-on-one mentoring relationships, collaborative group learning and course work integrating academic studies, field experiences and reflection on the web of connections to societal values and public life. The role of the instructor is best described as a facilitator, with the learning focus on process as well as actual course content.

2. Intellectual Development
As prospective educators hone their communications, critical thinking and other abilities in the Commons courses, the education programs challenge students to apply these abilities in courses with a focus on issues and knowledge needed in the field of education. For example, while written and spoken English are developed across the curriculum, these skills are specifically extended in the education program to lead students to communicate appropriately with their future professional colleagues, with parents and with the students with whom they will be interacting daily.

By deliberately maintaining close mentoring relationships, instructors in the education program not only model appropriate behavior for a civic-minded classroom, but are able to challenge each student to strive for high standards of academic achievement and to examine critically his or her personal philosophy of education.

3. Professional Development
Professional development includes the study of current theory and practices in the student’s chosen area(s) of specialization. Field assignments in the community’s schools begin early in the student’s training, and continue throughout all four years of the program, providing a rich experience base valuable in itself while enhancing learning in the student’s academic coursework.

Collaborative learning and student/faculty interaction in a climate of concern for the educational and cultural needs of the community broaden students’ perspectives and develop confidence in their ability to join the ranks of professional educators.

In addition to the college learning outcomes required of all students for graduation, the education program seeks to develop additional, more specialized competencies as listed below.

**Foundation**
- Ability to focus the FOUNDATION outcomes required by the College in specific types of interaction crucial to teaching success, such as teacher-student, teacher-teacher, teacher-administrator, teacher-parent and teacher-general public.

**Specific Knowledge and Skills and Practice of Virtue**
- Ability to allow the skills, attitudes and habits of character developed though the College’s curriculum and community life to form one’s teaching practices while maintaining the open-mindedness and critical inquiry needed as a model for the nation’s young people in developing civic virtue.

**Professional Vision**
- Ability to apply knowledge gained in an area of specialization, such as Science, Fine Arts, Early Childhood, etc., by leading students to productive engagement with the subject matter and demonstrating the practical connections to life experience.
- Ability to develop a creative interrelationship with grade levels of education and with fields of study other than the student’s own chosen area(s).
- Ability to function in accord with the legal and ethical responsibilities of the education profession.
- Awareness of the role of formal education in
a. preparing students for effective participation in the world of work and family formation,
b. developing in students the abilities needed for active participation as citizens in a democracy, thus
c. laying the groundwork for the preservation and improvement of society.

Admission to Teacher Education

Admission to Tusculum College does not automatically admit a student to Teacher Education. Information pertaining to admission to the teacher education program follows. While advisors and advisees should work closely to follow the professional course sequence, it is the student’s responsibility to make the necessary applications and to meet requirements and other specified deadlines.

Background Checks

All students who will be participating in practicum experiences are required to have fingerprint and background checks. Tennessee state law dictates that all persons who have contact with children in grades PreK-12 through the public school system must have an appropriate background check conducted by the Tennessee Bureau of Investigation. All students must submit this information before they can be screened for admission into the Licensure Program. See the Education Department personnel for information about this process.

Note: Tusculum College reserves the right to refuse background checks from other agencies. The Education Department may accept background checks from school systems served by each campus. All background checks must be current, completed within the last calendar year and be free of offenses that would preclude placement in a school system.

1. Initial Admission to the Teacher Education Program

A formal application for initial admission to the teacher education program should be filed as soon as the student has completed EDUC 200: History, Philosophy and Principles of Education. This may occur as early as the second semester of the freshman year, and should be no later than the second semester of the sophomore year. Students wishing to transfer from another institution to the Teacher Education Program at Tusculum College should immediately make their intentions known to the Director of Compliance. The Compliance Director will suggest the appropriate time to make formal application for admission to Teacher Education. Application forms may be obtained from the education program office in the Charles Oliver Gray Building.

When a student applies to Teacher Education, a file is set up, containing information relevant to the student’s candidacy. In order to be fully admitted to the education program, a candidate must:

A. Be a registered student at Tusculum College.
B. Meet one of the following:
   1. Have a composite ACT score of 22 or higher or a combined recentered SAT score of 1020 or higher.
   2. Pass Reading, Writing, and Math sections of the PPST.
   C. Complete the background check satisfactorily.
   D. Complete SPED 101 and EDUC 200.
   E. Have a G.P.A. of 2.5 or above on a four (4) point scale.
   F. Demonstrate proficiency in oral and written communication. The written proficiency is accomplished by completing an essay on the role of education in a democratic society or a significant question regarding the candidate’s chosen major produced in a proctored setting and meeting the Level 2 “Cold Writing Sample” criteria.
   G. Have written recommendations from two full-time faculty members: at least one from the major and/or one from general education.
   H. Have apparent good mental and physical health, with evidence that any handicaps present will not impair the candidate’s effectiveness as a teacher.
   I. Receive approval from the Teacher Education Screening Committee. Items A-H must be completed prior to applying for screening.

Teacher Education Screening Committee

The Screening Committee is composed of at least one member of the student’s major field, two members of the professional education faculty and at least one or more members of the regular faculty. The meetings of the committee are open to all faculty members. The committee may invite specific individuals from the College community to assist in reaching decisions regarding candidates.

The committee meets as needed throughout the academic year and has jurisdiction regarding who is allowed admission to the education program, regarding who is allowed to student teach and for hearing administrative appeals within the education program (academic appeals are heard by the Admissions and Standards Committee). It exercises an advisory role with respect to education program curriculum and operation.

When the candidate has satisfactorily completed items A-H, listed above, written application is made to the committee. The application materials include documentation of completion of items A-H.

The committee will review the materials and reach a decision regarding the candidate’s admission to the program. Both the content and quality of responses have a significant influence in the candidate’s admission to the program. The committee interviews each candidate for oral proficiency in explaining autobiographical information and their self-assessment of strengths and weaknesses to be addressed while preparing to become a professional educator. Following the interview, the committee makes a final decision, and written notification of the committee’s decision will be sent to the candidate’s address within five working days. If the screening committee denies the application, the letter will include reasons for the denial. The candidate may appeal, in writing, to the education program coordinator stating the grounds that he/she believes warrant reconsideration. The program coordinator will determine whether reconsideration is warranted. Approval from the committee and admission to the teacher education programs are prerequisite for enrolling in the Enhanced Student Teaching courses.

The Pre-Professional Skills Test (PPST)

The PPST must be successfully completed by all candidates for teacher education, unless the candidate is exempted as a result of adequate ACT or SAT test scores. The test may be taken at any scheduled test date during the year at any official test site or by computer at an approved site when the site is administering the test. There is no prerequisite for taking the test. Contact
the education program office for information about test dates, sites, and registration deadlines.

There is a substantial fee for taking the test, which must be paid by the candidate. Students meeting criteria may apply for assistance with the test fees. Application for financial assistance should be made in advance of the scheduled test date. Contact the financial aid office for details.

Students should take the PPST no later than the conclusion of the freshman year. The PPST must be successfully completed prior to screening for admission to the education program. Transfer students should take the test by the time of their admission to the College.

A student who fails a portion of the PPST after having taken it twice may appeal in writing to the Teacher Education Screening Committee, stating the grounds that he/she believes warrant exemption from the requirement.

Retention in Teacher Education

After an applicant has been accepted into teacher education, that student’s progress will be reviewed each semester by members of the education department. Frequently, time is spent in the monthly staff meetings discussing the progress of students. The applicant will continue to coordinate course scheduling with the academic advisor and/or the Director of Compliance.

Retention in the teacher education program is contingent on the successful completion of courses and program requirements and maintenance of the academic standard required for initial admission to the program.

Specifically, all students having been admitted to the teacher education program must maintain a G.P.A. of 2.5. Students whose cumulative G.P.A. falls below 2.5 on an enrollment of at least 12 semester hours during any semester will be placed on departmental probation for the next semester. During the probationary semester, the student must achieve at least a 2.5 cumulative G.P.A. on an enrollment of at least 12 semester hours. Failure to achieve the required G.P.A. during the probationary semester will result in automatic dismissal from the teacher education program. Teacher licensure candidates are reminded that a G.P.A. of 2.75 in the major and in the professional education core is required for admission to Student Teaching. A Teacher Education candidate is expected to maintain consistent personal representation of the Mission of Tusculum College and the Mission for the Professional Education Programs.

Students who otherwise fail to maintain consistent pre-professional performance as indicated above are subject to action from the Screening Committee, which may place conditions on the candidate’s continuation in the program or may remove the candidate from the teacher licensure program altogether.

Student Teaching

1. Description of Enhanced Student Teaching

The enhanced student teaching experience is a planned professional semester that includes full days of teaching and observation under the supervision and guidance of Tusculum College faculty and local school district personnel. The student teacher will spend one complete semester (a minimum 15 consecutive weeks) in student teaching activities.

This enhanced student teaching will focus on experience in at least two different classrooms, which may be at different schools. Students will have two placements within their certification levels. Elementary student teachers will have a lower and upper elementary placement (K-3, 4-6). Persons seeking secondary licensure will gain practice at both middle school and high school levels. Persons being certified K-12 will have an elementary and high school placement.

Sites for placement of student teachers are selected by the Director of Field Experience in conjunction with the personnel from the local school systems. Students are allowed to request placements which are considered when requesting placements from local school systems. Teachers selected as supervising teachers must meet the following criteria:

a. Hold current state teaching certification for the grade level and/or subject to which the teacher is assigned.

b. Have a minimum of three years’ teaching experience.

c. Be identified by administrators as competent or master teacher.

de. Be willing to assume mentor roles.

ed. Demonstrate ability to perform as a team member.

The supervising teacher, in conjunction with the Field Experience Supervisor, assumes supervisory responsibilities by providing the student with teaching experiences, continuous informal feedback and systematic formative and summative evaluations. Each student teacher has on-site visits from the college supervisor weekly.

The Director of Field Experience makes available to the supervising teacher a copy of the Student Teacher Handbook. This document details the enhanced student teaching program including responsibilities of the supervising teacher, the student and the Field Experience Supervisor.

Higher education faculty who serve as field experience supervisors for student teachers are selected according to the following requirements:

a. Considered by the institution to be highly competent role models.

b. Have experience at the grade level(s) which they supervise.

c. Demonstrate effective teaching strategies and methods.

d. Express and demonstrate willingness to assume the roles of mentors.

e. Stay current with the latest research on teaching and learning.

f. Be effective team members and effectively facilitate professional learning experiences which include pedagogical instruction.

During the first week of the student teaching semester, students are inducted into enhanced student teaching by attending a series of seminars on topics such as writing lesson plans, discipline techniques and course requirements. Further bi-weekly seminars address topics relevant to the personal and professional growth of student teachers.

The College calendar will normally define the beginning and ending of the enhanced student teaching, but the student teaching program may be coordinated with the schedule of the local school system.

The performance of student teachers will be evaluated by supervising practitioners in the local school system and supervisors from Tusculum College. Field Experience Supervisors are evaluated by the student teacher during the final phase of the student teaching experience. Student evaluations are kept on file in the office of teacher education department.
NOTE: Students are advised to discontinue employment during the student teaching semester unless the employment is continued on a very limited basis.

2. Admission to Student Teaching
Enhanced student teaching is the experience that concludes the pre-service education of prospective teachers. Application must be made to the Director of Field Experience no later than February 15 or September 15 of the semester prior to the anticipated student teaching semester. The following criteria must be met by all students before they will be allowed to student teach:

a. Completion of required coursework.
b. A cumulative G.P.A. of 2.75 or higher in the major.
c. A cumulative G.P.A. of 2.75 or higher in professional education courses.
d. Approval of the faculty in the major.
e. Approval of the Screening Committee. Note that items b - d must be completed prior to approval by the committee.

Written notification of the committee’s decision will be sent to the candidate’s address within five working days. If the Screening Committee denies the application, the letter will include reasons for the denial. The candidate may appeal, in writing, to the Director of Field Experience stating the grounds that he/she believes warrant reconsideration. The Director will determine whether reconsideration is warranted. If so, the Director will return the matter to the Screening Committee, whose decision will be final.

NOTES
a. Thirty-two of the last 36 hours before graduation must be taken at Tusculum College.
b. No other courses may be taken by student teachers. Enrollment in any course at an outside institution during the student teaching semester will not be transferred into Tusculum College for credit toward the degree program as this would violate College policy.
c. Students who have already completed a bachelor’s degree, either at Tusculum College or elsewhere, who wish to add teaching licensure to that degree must meet all applicable requirements regarding admission to the education program, required coursework and admission to student teaching.
d. A grade of “C” or better must be obtained in Student Teaching before a teaching license may be requested.
e. According to state requirements, students must successfully complete both placements in the professional semester in order to be recommended for licensure. If a student successfully completes one placement and cannot complete the other during the professional semester, the professional semester must be repeated to qualify for a license.

3. Special Policies for Student Teaching and Athletes
Students involved in intercollegiate athletics at Tusculum College are expected to plan their schedules so as not to enter student teaching during the semester in which their sport is in season. In the case of basketball and golf, which operate in both semesters, students are expected to arrange for student teaching during the fall semester, to reduce the possibility of conflict with post-season play in spring. Students cannot be excused from student teaching to participate in regular season athletic events. All such schedule conflicts must be resolved in favor of the student teaching responsibilities.

In rare cases it may be unavoidable to student teach during a semester in which post-season play is possible. In such cases the student-athlete must make arrangements in the semester prior to the student teaching for possible absence during an extended post-season tournament trip. These arrangements include:

a. Official notification to the Director of Field Experience of the possibility of post-season play, including the dates for such tournament play.
b. Endorsement from the Athletic Director’s office.
c. Approval from the Tusculum College Education Department.
d. Approval from the supervising teacher and school principal.
e. Agreement by the student to any makeup scheduling indicated by the Director of Field Experience.

NOTE: The arrangements indicated above must be made in advance. Under no circumstances will a student be excused for post-season play who has not made the appropriate arrangements in advance. The Teacher Education Screening Committee will not hear appeals from students who fail to make arrangements in advance.

4. The Teacher Education Advisory Council
The Teacher Education Advisory Council provides a forum on campus to ensure that relevant parties will be available to give input on any decision involving the requirements and objectives of the professional education programs at Tusculum College.

The function of the Advisory Council is to study and to make recommendations concerning programs in the teacher training program. Recommendations for curriculum change that may arise in the Teacher Education Advisory Council follow the standard procedure: development of proposal by departmental faculty, approval by the Programs and Policies Committee and finally, approval by the College faculty. The Advisory Council serves as a liaison between the Education Department and all departments that train students for a career in teaching.

5. Teacher Licensure Programs
Tusculum College offers four categories of teacher licensure programs:

1. Pre-Secondary Education—Human Growth and Learning Major
   Early Childhood Education PreK-3
   Elementary Education K-6
2. Secondary Education (refer to the specific disciplines for program requirements)
   Middle Grades Education 4-8 Licensure
   Mathematics 7-12
   Psychology 9-12
3. K-12 Education (refer to the specific disciplines for program requirements)
   Biology 7-12
   Business 7-12
   Government 7-12
   History 7-12
   Mathematics 7-12
   Psychology 9-12
4. Special Education (refer to Special Education section of the catalog for program requirements)
All of Tusculum College’s teacher licensure programs are enhanced by the focused calendar which facilitates early and frequent placement of education students in practicum experiences in area schools. These experiences enrich the knowledge gained in classroom work, and more fully prepare students for their student teaching. Many students discover vital new interests in various aspects of education as a result of practicum experiences; sometimes confirming their choice of major, or in other cases, leading the students to select a different major more closely related to their interests.

The goal of the licensure programs is to enhance students’ abilities to understand the stages of human development and to integrate knowledge from a variety of disciplines as appropriate for aiding in the growth of fellow human beings.

Objectives:
1. Demonstrate knowledge of the stages and processes of human growth and learning, with particular emphasis on pre-high school ages.
2. Develop communications, planning and other skills needed to facilitate progressive growth in other human beings.
3. Develop strategies appropriate for life-long learning and the ability to foster similar abilities in others.
4. Develop knowledge of the actual subject matter appropriate to be learned by those of pre-high (and high) school age.

1. Early Childhood Education Licensure PreK-3
This program is comprised of 144 semester hours, as follows:
   Major 47
   Professional Education 36
   General Education 61

   Major
   BIOL 100 Introductory Biology
   EDUC 307 Language Development and Emergent Literacy
   ENGL 335 Children’s Literature
   EVSC 425 Physical and Environmental Science Concepts
   HGLN 337 Assessment and Evaluation
   HGLN 340 Learning Environments EC/K-3
   MATH 137 Instructional Strategies for Life-Long Learning of Mathematics
   PHED 360 Curriculum Design and Teaching Methods for Elementary School Education (3 hrs.)
   SPED 101 Survey of the Regular and Special Populations Within the School Environment
   SPED 354 Strategies for the Early Childhood Special Needs Students
   VISA 330 The Arts and Childhood Learning

   Professional Education
   EDUC 200 History, Philosophy and Principles of Education
   EDUC 320 Classroom Discipline and Management
   EDUC 416 Teaching Reading
   HGLN 417 Literacy Through Language Arts
   SPED 451 Educating the Gifted Students
   EDUC 452 Student Teaching Seminar
   EDUC 453, 454 Enhanced Student Teaching (Pre-K)(K-3)

   General Education
   *CISC 100 Computer as a Tool
   CISC 216 Computer as Classroom Tool
   CMNS 330 The Hebrew and Christian Traditions
   CMNS 380 The Political Traditions of the West
   **ENGL 100 Introduction to College Writing
   ENGL 110 Composition and Rhetoric
   ENGL 111 Composition, Rhetoric and Research
   GEOG 200 Introduction to Geography
   HIST 101 or 102 The West and the World I or II
   HIST 201 or 202 US History I or II
   **MATH 099 Introductory Algebra
   **MATH 100 Intermediate Algebra
   A Math course - MATH 120s or higher excluding MATH 137
   OREN 105 The Tusculum Experience
   PHED 115 Community CPR, First Aid and Safety
   PHED 260 Methods for School Health Teachers
   PSYC 101 Essentials of Psychology
   PSYC 200 Developmental Psychology
   PSYC 305 Educational Psychology
   SOCI 101 Principles and Social Institutions

   Choose One of the Following:
   MUSC 101 Introduction to Western Music
   THEA 104 Introduction to Theater
   VISA 110 Introduction to Art
   VISA 204 Ancient Through Renaissance Art
   VISA 208 Baroque Through Modern Art
   * Test out opportunity is available.

   ** Not required if ACT/SAT scores merit exemption.

   TOTAL: 144 semester hours.

The Early Childhood Education minor may be added to any existing School of Education Major with Licensure. All listed courses are required for the minor; however, some course requirements may be accomplished through preparation for a particular major.

2. Elementary Education Licensure K-6
This program is comprised of 136 semester hours, as follows:
   Major 39
   Professional Education 32
   General Education 65

   Human Growth and Learning Major Curriculum
   BIOL 100 Introductory Biology
   ENGL 335 Children’s Literature
   EVSC 425 Physical and Environmental Science Concepts
   HGLN 341 Learning Environments K-6
   HGLN 417 Literacy Through Language Arts

   Choose One of the Following:
   MUSC 101 Introduction to Western Music
   THEA 104 Introduction to Theater
   VISA 110 Introduction to Art
   VISA 204 Ancient Through Renaissance Art
   VISA 208 Baroque Through Modern Art
   * Test out opportunity is available.

   ** Not required if ACT/SAT scores merit exemption.

   TOTAL: 39 semester hours.
MATH 137 Instructional Strategies for Life-Long Learning of Mathematics
PHED 360 Curriculum Design and Teaching Methods for Elementary School Physical Education (3 hrs.)
SPED 101 Survey of the Regular and Special Populations Within the School Environment
VISA 330 The Arts and Childhood Learning

Students needing additional hours may choose one of the following:
ENGL 213 British Literature I
ENGL 214 American Literature I
ENGL 225 World Literature
SPED 352 Developmental Disabilities
SPED 354 Strategies for the Early Childhood Special Needs Students
SPED 451 Educating the Gifted Student
SPED 455 The Consulting Teacher Model
Or another approved Humanities course

Professional Education Curriculum
EDUC 200 History, Philosophy and Principles of Education
EDUC 320 Classroom Discipline and Management
EDUC 416 Teaching Reading
HGLN 337 Assessment and Evaluation
EDUC 452 Student Teaching Seminar
EDUC 454 Enhanced Student Teaching (K-3)
EDUC 455 Enhanced Student Teaching (4-6)

General Education Curriculum
*CISC 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
**ENGL 100 Introduction to College Writing
ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Rhetoric and Research
GEOG 200 Introduction to Geography
HIST 101 or 102 The West and the World I or II
HIST 201 or 202 U.S. History I or II
**MATH 099 Introductory Algebra
**MATH 100 Intermediate Algebra
A Math course - MATH 120s or higher excluding MATH 137
OREN 105 Tusculum Experience
PHED 115 Community CPR, First Aid and Safety
PHED 260 Methods for School Health Teachers (3 hrs.)
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOCI 101 Principles and Social Institutions
Choose one of the following courses:
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Introduction to Art
VISA 204 Ancient through Renaissance Art
VISA 208 Baroque through Modern Art
*Test out opportunity available.
**Not required if ACT/SAT scores merit exemption.
TOTAL: 136 semester hours.

Human Growth and Learning—Elementary Education
Minor K-6
EDUC 416 Teaching Reading

ENGL 335 Children’s Literature
EVSC 425 Physical and Environmental Science Concepts
HGLN 337 Assessment and Evaluation
HGLN 341 Learning Environments K-6
HGLN 417 Literacy Through Language Arts
MATH 137 Instructional Strategies for Life-Long Learning of Mathematics
PHED 360 Curriculum Design/Methods Elem. (3 hrs.)
PHED 115 First Aid & CPR (1 hr.)
VISA 330 The Arts and Childhood Learning
TOTAL: 36 semester hours

The Elementary Education minor may be added to any existing School of Education Major with Licensure. All listed courses are required for the minor; however, some course requirements may be accomplished through preparation for a particular major.

3. Middle Grades Education 4-8 Licensure
This program is comprised of 145-149 semester hours.

Major Core
EDUC 416 Teaching Reading
EVSC 425 Physical and Environmental Science Concepts
HGLN 341 Learning Environments K-6
MATH 137 Instructional Strategies for Life-Long Learning of Mathematics

Choose two areas:
Language Arts (16 hours—choose any 2 of the first 3 listings):
ENGL 213 or 223 British Literature I or II or
ENGL 214 or 224 American Literature I or II or
ENGL 225 World Literature
ENGL 325 Adolescent Literature
HISTORY (16 hours):
ENGL 100 Introduction to College Writing
ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Rhetoric and Research
GEOG 200 Introduction to Geography
HIST 101 or 102 The West and the World I or II
HIST 201 or 202 U.S. History I or II
**MATH 099 Introductory Algebra
**MATH 100 Intermediate Algebra
A Math course - MATH 120s or higher excluding MATH 137
OREN 105 Tusculum Experience
PHED 115 Community CPR, First Aid and Safety
PHED 260 Methods for School Health Teachers (3 hrs.)
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOCI 101 Principles and Social Institutions
Choose one of the following courses:
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Introduction to Art
VISA 204 Ancient through Renaissance Art
VISA 208 Baroque through Modern Art
*Test out opportunity available.
**Not required if ACT/SAT scores merit exemption.
TOTAL: 136 semester hours.

Minor K-6
EDUC 416 Teaching Reading
HGLN 337 Assessment and Evaluation
SPED 101 Survey of the Regular and Special Populations Within the School Environment
EDUC 452 Student Teaching Seminar
EDUC 455/458 Enhanced Student Teaching (4-6) (7-8)

**General Education**

- BIOL 100 Introductory Biology (except Science Concentration)
- *CISC 100 Computer as a Tool
- CISC 216 Computer as a Classroom Support System
- CMNS 330 The Hebrew and Christian Traditions
- CMNS 380 The Political Traditions of the West
- **ENGL 100 Introduction to College Writing
- ENGL 110 Composition and Rhetoric
- ENGL 111 Composition, Rhetoric and Research
- GEOG 200 Introduction to Geography
- HIST 101 or 102 The West and the World I or II
- HIST 201 or 202 U.S. History I or II
- **MATH 099 Introductory Algebra
- **MATH 100 Intermediate Algebra
- MATH 135 College Algebra
- OREN 105 Tusculum Experience (1 hr.)
- PHED 115 Community CPR, First Aid and Safety (1 hr.)
- PHED 260 Methods for School Health Teachers (3 hrs.)
- PSYC 101 Essentials of Psychology
- PSYC 200 Developmental Psychology
- PSYC 305 Educational Psychology
- SOCI 101 Principles and Social Institutions

**Choose One of the Following:**

- MUSC 101 Introduction to Music
- THEA 104 Introduction to Theater
- VISA 110 Introduction to Art
- VISA 204 Ancient Through Renaissance Art
- VISA 208 Baroque Through Modern Art

*Test out opportunity is available.

**Not required if ACT/SAT scores merit exemption.

**TOTAL: 145-149 semester hours.

4. Teaching English to Speakers of Other Languages (TESOL) Endorsement

This endorsement can be added to any existing licensure program by completing 24-32 hours of coursework.

- EDUC 301 TESOL Curriculum I
- EDUC 302 TESOL Curriculum II
- EDUC 307 Language Development and Emergent Literacy
- ENGL 203 English Grammars and the Classroom
- ENGL 328 Concepts of Language
- PSYC 430 Cultural Perspective in a Global Era
- SPAN 101 Elementary Spanish I (or other Foreign Language)*
- SPAN 102 Elementary Spanish II (or other Foreign Language)*

*Not required for certified teachers

- HGLN 417 Literacy Through Language Arts

**Biological Education (CBET)**

- BIOL 100 Introductory Biology
- CISC 216 Computer as a Classroom Support System
- EDUC 200 History, Philosophy and Principles of Education
- ENGL 335 Children’s Literature
- EVSC 425 Physical and Environmental Science Concepts
- HGLN 341 Learning Environments K-6
- HGLN 417 Literacy Through Language Arts
- MATH 137 Instructional Strategies for Life-Long Learning of Mathematics
- PHED 360 Curriculum Design and Teaching Methods for Elementary School Physical Education (3 hrs.)
- SPED 101 Survey of the Regular and Special Populations Within the School Environment
- VISA 330 The Arts and Childhood Learning

**General Education Curriculum**

- *CISC 100 Computer as a Tool
- CMNS 330 The Hebrew and Christian Traditions
- CMNS 380 The Political Traditions of the West
- EDUC/CMNS 480 Senior Seminar
- **ENGL 100 Introduction to College Writing
- ENGL 110 Composition and Rhetoric
- ENGL 111 Composition, Rhetoric and Research
- GEOG 200 Introduction to Geography
- HIST 101 or 102 The West and the World I or II
- HIST 201 or 202 U.S. History I or II
- **MATH 099 Introductory Algebra
- **MATH 100 Intermediate Algebra
- A Math course - MATH 120s or higher excluding MATH 137
- OREN 105 Tusculum Experience (1 hr.)
- PHED 115 Community CPR, First Aid and Safety (1 hr.)
- PHED 260 Methods for School Health Teachers (3 hrs.)
- PSYC 101 Essentials of Psychology
- PSYC 200 Developmental Psychology
- PSYC 305 Educational Psychology
- SOCI 101 Principles and Social Institutions

**Choose one of the following courses:**

- MUSC 101 Introduction to Western Music
- THEA 104 Introduction to Theatre
- VISA 110 Introduction to Art
- VISA 204 Ancient through Renaissance Art
- VISA 208 Baroque through Modern Art

*Test out opportunities are available.

**Not required if ACT/SAT scores merit exemption.

**TOTAL: 128 semester hours

NOTE: Students will be required to complete the senior capstone course as well as satisfy the Public Speaking Learning Outcome by presenting a speech to the Education Screening Committee, evaluated by the Tusculum College Rubric.

**Course Descriptions**

EDUC 200. HISTORY, PHILOSOPHY AND PRINCIPLES OF EDUCATION.

This course is intended to introduce pre-service teachers to the historical, philosophical and cultural foundations of the American educational system and compares past and present educational practices. Additionally, the course embodies the promotion of an understanding of the role of teachers on all levels, enabling pre-service teachers to begin formulating a personal
philosophy of education. An 18-hour practicum is a requirement of this course. Learning Outcome: Writing. Offered every year.

EDUC 301. TESOL CURRICULUM I.
This course provides a working knowledge of the basic theories and instructional models and materials for teaching skills in reading, writing, speaking and listening to students who are learning English as a second language in the classroom setting at the PreK-5 level. Issues such as identification of students, testing, and policies regarding inclusion will be discussed. The preservice teacher will demonstrate ability to plan, implement and assess curriculum that includes current technology, materials and community resources, giving special consideration to cultural, psycholinguistic and sociolinguistic variables that affect second language learning. Preservice teachers will also complete a practicum of at least 20 hours in an English as a Second Language classroom setting at the elementary level. Learning Outcome: Reading. Prerequisite: admission to the Teacher Education Program.

EDUC 302. TESOL CURRICULUM II.
This course provides a working knowledge of the basic theories and instructional models and materials for teaching skills in reading, writing, speaking and listening to students who are learning English as a second language in the classroom setting at the 6-12/adult level. Issues such as identification of students, testing and policies regarding inclusion will be discussed. The pre-service teacher will demonstrate ability to plan, implement and assess curriculum that includes current technology, materials and community resources, giving special consideration to cultural, psycholinguistic and sociolinguistic variables that affect second language learning. Students will also complete a practicum of at least 20 hours in an English as a Second Language classroom setting at the 6-12/adult level. Learning Outcome: Reading. Prerequisite: admission to Teacher Education Program.

EDUC 307. LANGUAGE DEVELOPMENT AND EMERGENT LITERACY.
This course is designed for preservice teachers and others interested in premedical studies, pediatrics, social work and those interested in developing sound parenting skills. The focus of this course is on the child from birth to eight years of age. Students will study key concepts of language development and instruction. In addition, preservice teachers will engage in the study of issues related to language problems experienced by children from culturally diverse backgrounds. Learning Outcome: Writing. Prerequisite: PSYC 305. Offered every other year.

EDUC 320. CLASSROOM DISCIPLINE AND MANAGEMENT.
This course is designed to help future teachers to thoughtfully examine various approaches to classroom discipline and management, and to ensure that the discipline approach is consistent with the overall instructional program. Emphasis is placed on ways to make informal decisions concerning the various approaches to discipline and properly managing various aspects of the classroom; i.e., teacher-student relationships, personal philosophy, the understanding of the assumptions that undergird various discipline approaches, the physical environment, knowledge of theory and practical applications for classroom discipline and management, so that students will stay on task and maintain interest in learning. Learning Outcome: Analytical Reading. Prerequisites: PSYC 305 and EDUC 200. Offered every year.

EDUC 342. LEARNING ENVIRONMENTS 7-12.
This course is designed to prepare the 7-12 pre-service teacher to apply curriculum principles and techniques in various learning environments with students of various needs and abilities. The preservice teacher will demonstrate ability to plan, implement and assess curriculum that includes current technology, materials and community resources. Using information from informal assessment techniques, the pre-service teacher will make sound instructional decisions. The planned curriculum will reflect the preservice teacher’s understanding of the psychological and social development of the primary and preadolescent student. Using methods such as cooperative learning, the pre-service teacher will develop strategies that foster the inclusion of special needs students and students of different cultures. The preservice teacher will demonstrate ability to plan and teach both skills and content within the 7-12 area. Included in this course will be a review of the philosophical underpinnings that drive education in grades 7-12. Learning Outcome: Public Speaking. Prerequisites: PSYC 305 and admission to the teacher education program. Offered every year.

EDUC 416. TEACHING READING.
This course provides a working knowledge of the basic theories, instructional models and materials for teaching reading in grades K-8. Emphasis will be placed on developing understanding of the reading process and the teaching of reading as a keystone within PreK-8 levels. Preservice teachers will develop an understanding of the causes of reading difficulties and use this knowledge in planning and assessing literacy skills of an individual student. Practicum experiences included. Learning Outcome: Analytical Reading. Prerequisites: EDUC 200, PSYC 305, and admission to the Teacher Education Program. Offered every year.

EDUC 419. CONTENT AREA READING.
This course is designed to provide preservice teachers the opportunities to develop a working knowledge of the instructional methods, study strategies, materials and the evaluation tools for instruction in Content Area Reading in grades 7-12. Learning Outcome: Analytical Reading. Prerequisites: EDUC 200 and PSYC 305, admission to the Teacher Education Program.

EDUC 452. STUDENT TEACHING SEMINAR.
This course begins with two all-day sessions prior to student teaching and continues to meet every other week for the entire semester. Student teachers will consider classroom management techniques, pertinent problems, issues and policies relative to student teaching and application for the Specialty Areas on the Praxis II. Full day sessions will be used for presentations, with a question- and-answer format. Student teacher research presented the last two days at the end of the semester will analyze global issues in education and provide information on other countries’ educational systems. Passing test scores on all areas of the Praxis II will be required for completion of the course. Learning Outcomes: Critical Thinking and Public Speaking.
EDUC 453. ENHANCED STUDENT TEACHING (PREK-K). 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the direction of a selected classroom teacher, a Tusculum College Field Experience Supervisor and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each pre-service teacher is required to complete a minimum of two placements during the 15 weeks of the full-time student teaching experience. This placement will be one half of that requirement for student seeking endorsement in PreK-3. Learning Outcome: Critical Thinking.

EDUC 454. ENHANCED STUDENT TEACHING (K-3). 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the direction of a selected classroom teacher, a Tusculum College Field Experience Supervisor and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each pre-service teacher is required to complete a minimum of two placements during the 15 weeks of the full-time student teaching experience. This placement will be one half of that requirement for student seeking endorsement in Early Childhood or K-6. Learning Outcome: Critical Thinking.

EDUC 455. ENHANCED STUDENT TEACHING (4-6). 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the direction of a selected classroom teacher, a Tusculum College Field Experience Supervisor and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each pre-service teacher is required to complete a minimum of two placements during the 15 weeks of the full-time student teaching experience. This placement will be one half of that requirement for student seeking endorsement in K-6 or 4-8. Learning Outcome: Critical Thinking.

EDUC 456. ENHANCED STUDENT TEACHING (9-12). (7 and a half weeks) 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the direction of a selected classroom teacher, a Tusculum College Field Experience Supervisor and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each preservice teacher is required to complete a minimum of two placements during the 15 weeks of the full-time student teaching experience — this placement will be one half of that requirement for all students except Psychology majors who will complete two separate placements in this course for a total of 12 hours. Learning Outcome: Critical Thinking.

EDUC 457. ENHANCED STUDENT TEACHING (PHYSICAL EDUCATION K-12). 12 semester hours.
Full-time teaching experience in two regular placements (elementary school and high school grades) in accredited schools under the direction of selected classroom teachers and a campus supervisor. Each pre-service teacher is required to complete two regular placements (elementary school and high school grades) during the 15 weeks of the full-time student teaching experience. Learning Outcome: Critical Thinking.

EDUC 458. ENHANCED STUDENT TEACHING (7-8). 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the direction of a selected classroom teacher, a Tusculum College Field Experience Supervisor and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each preservice teacher is required to complete a minimum of two placements during the 15 weeks of the full-time teaching experience — this placement will be one half of that requirement. Learning Outcome: Critical Thinking.

EDUC 480. SENIOR SEMINAR ON GLOBAL ISSUES.
In this course, students will develop a greater appreciation for the complexity of world issues and will consider the possibility of a global common good. Students will become more responsible global citizens by seeking information about international issues from multiple, diverse sources and will learn to integrate that information into actionable knowledge that respects the plurality of interests in the modern, interconnected world. This course is for education majors who are not completing the student teaching requirement or pursuing teacher certification. Learning Outcome: Critical Thinking.

HGLN 337. ASSESSMENT AND EVALUATION.
The purpose of this course is to provide preservice teachers with skills that will enable them to determine: what students have learned, what aptitude students possess for future learning, how well students are progressing to specific educational goals (state grade-level curriculum standards), how students feel toward school and what aspirations and interests students possess. The pre-service teacher will develop and use tests, rating scales, observational records, questionnaires and other types of informal and authentic measurement instruments. This course will provide the learner with an opportunity to understand and apply sound measurement principles and practices to methods of inquiry and research. Strong emphasis will be placed on performance-based assessment, interpretation of standardized testing measures and communication of this information to the appropriate personnel. Practicum experiences are included. Learning Outcome: Critical Thinking. Prerequisites: EDUC 200 and SPED 101. Offered every year.

HGLN 340. LEARNING ENVIRONMENTS EC/K-3.
This course is designed to prepare the pre-service teacher with opportunities to study the manner in which a play-based developmental curriculum is linked with developmental assessment and curriculum planning. Opportunities for play and creative experiences are essential to the learning and development of the young child. Experiences in the course will include a study of ways to successfully serve the needs of diverse learners. The importance of the role of the parents in their child’s development
is also a focus of this course. The pre-service teacher will demonstrate ability to plan, implement and assess curriculum that includes current technology, materials and community resources. The planned curriculum will reflect the pre-service teacher’s understanding of the psychological and social development of the primary-age student. The pre-service teacher will demonstrate the ability to plan and teach both skills and content in the PreK-4 area while building a community of engaged learners. Learning Outcome: Writing. Prerequisites: EDUC 200 and SPED 101. Offered every other year.

HGLN 341. LEARNING ENVIRONMENTS K-6.
This course is designed to prepare the K-6 pre-service teacher to apply curriculum principles and techniques in various learning environments with students of diverse abilities and needs. The preservice teacher will demonstrate ability to plan, implement and assess curriculum that includes current technology, materials and community resources. Using information from informal assessment techniques, the pre-service teacher will make sound instructional decisions. The planned curriculum will reflect the pre-service teacher’s understanding of the psychological and social development of the primary and preadolescent student. Using methods such as cooperative learning, the preservice teacher will develop strategies that foster the inclusion of diverse learners and students of different cultures. The preservice teacher will demonstrate the ability to plan and teach both skills and content in the K-6 area while building a community of engaged learners. Included in this course will be a review of the philosophical underpinnings that drive education in the K-6 learning environment. Learning Outcome: Writing. Prerequisites: EDUC 200 and SPED 101. Offered every year.

HGLN 342. LEARNING ENVIRONMENTS 4-8.
This course is designed to prepare the 4-8 preservice teacher to apply curriculum principles and techniques in various learning environments with students of diverse abilities and needs. The preservice teacher will demonstrate ability to plan, implement and assess curriculum that includes the current technology, materials and community resources. Using information from informal assessment techniques, the preservice teacher will make sound instructional decisions. The planned curriculum will reflect the pre-service teacher’s understanding of the psychological and social development of the preadolescent and adolescent student. Using methods such as cooperative learning, the preservice student will develop strategies that foster the inclusion of diverse learners and students of different cultures. The preservice teacher will demonstrate ability to plan and teach both skills and content within the 4-8 area while building a community of engaged learners. Included in this course will be a review of the philosophical underpinnings that drive education in the 4-8 learning environment. Prerequisites: completion of Education courses and screening into the Teacher Education Program and the Student Teaching Seminar.

HGLN 417. LITERACY THROUGH LANGUAGE ARTS.
This course provides a working knowledge of the instructional models and materials for teaching language arts in grades K-6. Preservice teachers will develop an understanding of writing development including language mechanics, appropriate grammar and legible handwriting. Special emphasis will be placed on communication skills, diagnostic procedures and evaluations. Media and technology will be explored to incorporate activities emphasizing the relationship between writing, listening, speaking and reading activities. Multiple strategies and materials will be developed in the coursework for teaching these skills to at-risk students, students with disabilities, economically disadvantaged and highly mobile students as well as intellectually gifted students and students from different racial and ethnic backgrounds. Reflections from practicum experiences will be utilized along with instructional practices. Learning Outcome: Analytical Reading. Prerequisites: EDUC 200 and SPED 101. Offered every year.

**HUMANITIES**

HUMA 222-223. CULTURAL AND LITERARY HERITAGE OF THE WEST I and II.
These courses focus on ideas central to the Western Tradition from its beginnings through contemporary times. By critically examining the art, literature, science and philosophy in context of the general history of each period (I: early, Greek, Roman, Middle Ages; II: Renaissance, Age of Enlightenment, Contemporary), patterns emerge that help explain our cultural and creative impulses in an historical context. Comprehensive history and art texts, as well as representative fictional and non-fictional authors of note from each period, will provide students with a reasonably all-inclusive overview of Western Tradition. Prerequisites: ENGL 110 and ENGL 111. Learning Outcome: Analytical Reading.

**JOURNALISM**

Please see ENGLISH for Journalism Studies.
Mathematics

Mathematics is an essential tool used in most areas of study. In addition to the major and minor in mathematics, we offer a variety of courses to meet the needs of other disciplines. The mathematics major is designed to meet the needs of students who wish to: a) pursue graduate study in the mathematical sciences, b) find mathematics-related employment in business or industry, c) teach mathematics at the secondary level, or d) acquire mathematical tools for use in the physical, social or life sciences. The Computer Science Concentration described below gives the student majoring in mathematics the chance to add a solid computing component to the program.

Students are also offered an opportunity to minor in mathematics or to design an independent program of study by combining mathematics and any other approved program of study. The required courses for a minor are listed in this section.

The curriculum of the mathematics program is designed to help develop and maintain critical thinking, analytical reading and public speaking skills. Service-learning and community involvement are important components of the curriculum and should be encouraged at every opportunity.

Mathematics Major

The following four courses:
- MATH 190 Calculus I
- MATH 240 Differential Equations
- MATH 290 Calculus II
- MATH 390 Calculus III

One of the following science sequences:
- (a) CISC 105, CISC 110, CISC 210
- (b) CHEM 101-102 General Chemistry I and II
- (c) PHYS 101-102 General Physics I and II

and any other six of the following:
- MATH 140 Elementary Statistics
- MATH 150 Geometry
- MATH 160 Trigonometry
- MATH 170 Finite Mathematics
- MATH 260 Linear Algebra
- MATH 320 Discrete Mathematics
- MATH 360 Numerical Analysis
- MATH 415 Differential Equations II
- MATH 430 Abstract Algebra

TOTAL: 48 or 52 semester hours

Requirements for teaching licensure in Tennessee may include: MATH 140, 150 and 170, National Teacher’s Exam (NTE) Math specialty exams (code 10061, minimum score of 136; code 20065, minimum score of 125), and student teaching; see EDUCATION section of the catalog for details.

Mathematics Minor

MATH 190 Calculus I
MATH 290 Calculus II
Any other MATH course numbered higher than 135 excluding MATH 137 Instructional Strategies for Life-Long Learning in Mathematics. And any other two MATH courses at the 300 or 400 level.

TOTAL: 20 semester hours

Mathematics Teaching Licensure – Grades 7-12

The following program leads to licensure for teaching Mathematics in grades 7-12 and is comprised of 149 semester hours, as follows:

Major 52
Professional Education 36
General Education 61

Major Curriculum
- EDUC 419 Content Area Reading
- MATH 190 Calculus I
- MATH 240 Differential Equations
- MATH 290 Calculus II
- MATH 390 Calculus III

One of the following sequences:
- CISC 105 Introduction to Problem Solving and Algorithm Development
- CISC 110 Introduction to Programming I or
- CHEM 101-102 General Chemistry I and II or
- PHYS 101-102 General Physics I and II

Any six of the following:
- MATH 140 Elementary Statistics
- MATH 150 Geometry
- MATH 160 Trigonometry
- MATH 170 Finite Mathematics
- MATH 260 Linear Algebra
- MATH 320 Discrete Mathematics
- MATH 360 Numerical Analysis
- MATH 415 Differential Equations II
- MATH 430 Abstract Algebra

Professional Education Curriculum
- EDUC 200 History, Philosophy and Principles of Education
- EDUC 320 Classroom Discipline and Management
- HGLN 337 Assessment and Evaluation
- EDUC 342 Learning Environments 7-12
- EDUC 452 Student Teaching Seminar
- EDUC 456 Enhanced Student Teaching (9-12)
- EDUC 458 Enhanced Student Teaching (7-8)
- SPED 101 Survey of the Regular and Special Populations Within the School Environment

General Education Curriculum
- CISC 216 Computer as a Classroom Support System
- CMNS 330 The Hebrew and Christian Traditions
- CMNS 380 The Political Traditions of the West
- **ENGL 100 Introduction to College Writing
- ENGL 111 Composition and Rhetoric
- HIST 101/102 The West and the World I or II
- HIST 201/202 U. S. History I or II
- **MATH 099 Introductory Algebra
- **MATH 100 Intermediate Algebra
- MATH 135 College Algebra
- OREN 105 Tusculum Experience (1 hr.)
- PHED 201 Foundations of Physical Fitness and Wellness (3 hrs.)
- PSYC 101 Essentials of Psychology
- PSYC 200 Developmental Psychology
- PSYC 305 Educational Psychology
- SOCI 101 Principles and Social Institutions
A Natural Science course (BIOL 100, BIOL 101, CHEM 101, EVSC 111, GEOL 101, PHED 252 or PHYS 101)  
Choose one of the following courses:  
MUSC 101 Introduction to Western Music  
THEA 104 Introduction to Theater  
VISA 110 Introduction to Art  
VISA 204 Ancient through Renaissance Art  
VISA 208 Baroque through Modern Art  
*Test out opportunity available.  
**Not required if ACT/SAT scores merit exemption  
TOTAL: 149 semester hours

Mathematics Education Minor  
EDUC 341 Learning Environments K-6  
or  
EDUC 342 Learning Environments 7-12  
MATH 150 Geometry  
MATH 160 Trigonometry  
MATH 170 Finite Mathematics  
MATH 190 Calculus I  
MATH 260 Linear Algebra  
MATH 290 Calculus II  
TOTAL: 28 semester hours

Computer Science Concentration  
CISC 105 Introduction to Problem Solving and Algorithm Development  
CISC 110 Introduction to Programming I  
CISC 210 Data Structures  
MATH 190 Calculus I  
MATH 240 Differential Equations  
MATH 280 Calculus II  
MATH 390 Calculus III  
Choose six courses from the following list:  
MATH 140 Elementary Statistics  
MATH 150 Geometry  
MATH 160 Trigonometry  
MATH 170 Finite Mathematics  
MATH 190 Calculus I  
MATH 260 Linear Algebra  
MATH 290 Calculus II  
The following three Computer Science Concentration courses:  
CISC 215 Database Management  
CISC 310 Data Communication and Networking  
CISC 370 File Processing  
and choose one of the following:  
CISC 254 Computer Organization/Assembly Language  
CISC 311 Systems Analysis and Logical Design  
CISC 350 Special Topics in Languages  
CISC 400 Hardware and Software Systems  
CISC 410 Operating Systems  
TOTAL: 68 semester hours

Computer Science Minor  
CISC 105 Problem Solving and Algorithm Development  
CISC 110 Introduction to Programming I  
CISC 210 Data Structures and Algorithm Analysis  
CISC 215 Database Management  

either CISC 200 Management Information Systems and Systems Analysis  
or  
CISC 311 Systems Analysis and Logical Design  
and  
one 300 level CISC course.  
TOTAL: 24 semester hours

Please see Computer Science/Computer Information Systems (pp. 52-53) for course descriptions.

Course Descriptions

MATH 099. INTRODUCTORY ALGEBRA. Institutional credit only.  
This course provides the basic tools for studies in mathematics starting with a review of arithmetic and proceeding through elementary solving of systems of equations. Learning Outcome: Mathematics. Prerequisites: 17-19 ACT Math score or 420-450 SAT Math score or validation.

MATH 100. INTERMEDIATE ALGEBRA. Institutional credit only.  
This course covers operations with radicals, solving quadratic equations, interpreting and utilizing quadratic, logarithmic and exponential functions and understanding the operations and compositions of functions. Learning Outcome: Mathematics. Prerequisites: 20-21 ACT Math score or 460-490 SAT Math score or MATH 099 or validation.

MATH 122. QUANTITATIVE APPLICATIONS.  
This course is designed to develop an interest in mathematics and the importance of quantitative reasoning for an informed citizenry. This course, in its unique focus of social issues, will cover algebra thinking, application and interpretation of functions and elementary statistics. Algebraic calculations needed by some science majors are not sufficiently developed. Learning Outcome: Mathematics. Prerequisites: MATH 100 or ACT Math score of 22 or above, or SAT Math score of 520 or above.

MATH 124. POLITICAL CALCULATIONS.  
This course will compare systems of voting and cooperative and competitive behavior, often in a political context. No previous knowledge of political science is expected, and only basic mathematical skills are required. The “political calculations” of this course refer to ideas grounded in logic and common sense. Algebraic calculations needed by some science majors are not sufficiently developed. Learning Outcome: Mathematics. Prerequisites: MATH 100 or ACT Math score of 22 or above, or SAT Math score of 520 or above.

MATH 126. QUANTITATIVE BUSINESS APPLICATIONS.  
This course maximizes student interest by presenting the necessary mathematics through real-world business applications that apply the concepts to real practices. The intent is to provide solid, practical and up-to-date coverage of business mathematics topics, starting with a brief review of basic mathematics and going on to introduce key business topics, such as bank services, payroll, business discounts and markups, simple and compound interest, stocks and bonds, consumer loans, taxes and insurance, depreciation, financial statements and business statistics. Learning Outcome: Mathematics. Prerequisites: MATH 100 or ACT Math score of 22 or above, or SAT Math score of 520 or above.
MATH 120s/MATH 135, 25 or above on the ACT Math score or solve problems. Learning Outcome: Mathematics. Prerequisite: The student will employ strategies, technology and paper and pencil to understand and algorithmic processes to solve families of problems, using men ance. The student will apply some common and less common counting, matrices, Markov chains, and mathematics of fi systems of linear equations, linear programming, probability using technology as appropriate. These include linear models, matics. Prerequisite: MATH 190 and MATH 135, 25 or above on the ACT Math score or SAT Math score of 570 or above.

MATH 190. CALCULUS I.
Introduction of calculus including limits, differentiation, integ ration and analytic geometry. Applications (both traditional and modern) appear throughout, including examples from geometry, economics and physics. The graphing, functional and programming features of graphing calculators will be employed to enhance the understanding and application of calculus. Learning Outcome: Mathematics. Prerequisite: MATH 160 and MATH 180, 27, or above on the ACT Math score or SAT Math score of 610 or above. Offered every year.

MATH 240. DIFFERENTIAL EQUATIONS.
Methods of solution, computations, and applications of first order and linear second order differential equations including analysis, programming and testing of iterative and recursive techniques to solve differential equations numerically. Learning Outcome: Mathematics. Prerequisite: MATH 190. Offered every other year.

MATH 260. LINEAR ALGEBRA.
This course includes the study of matrices, determinants, sys tems of equations, vector spaces and linear transformations. Learning Outcome: Critical Thinking. Prerequisite: MATH 190. Offered every other year.

MATH 290. CALCULUS II.
Continuation of differential and integral calculus. Topics include integration, numerical integration, logarithm and exponential functions, Taylor's theorem, and series. Learning Outcome: Mathematics. Prerequisite: MATH 190. Offered every other year.

MATH 320. DISCRETE MATHEMATICS.
This course provides the foundation essential for reasoning in mathematics and in computer science. Topics include, but are not restricted to, propositional and predicate logic, proof of strategies and induction, sets, functions and recursion. Learning Outcome: Mathematics. Prerequisite: MATH 190.

MATH 360. NUMERICAL ANALYSIS.
This is a course in the theory and applications of numerical anal ysis. The main topics covered are: iterative solutions of equa tions, polynomial approximation, numerical integration, initial value problems, iterative methods for solving linear systems and approximation theory. Several other topics in numerical analysis will be treated briefly. Learning Outcome: Mathematics. Prerequisites: MATH 190 and a programming language course or permission of the instructor. Offered every other year.
MATH 390. CALCULUS III.
Continuation of differential and integral calculus. Topics include parametric equations, vector geometry, curves and surfaces in space, partial derivatives and multiple integration. Calculator or computer lab projects will constitute a portion of the course. Learning Outcome: Public Speaking. Prerequisite: MATH 290. Offered every other year.

MATH 415. DIFFERENTIAL EQUATIONS II.

MATH 430. ABSTRACT ALGEBRA.
This course in abstract algebra (modern algebra) introduces the abstract concepts of mapping, operation, equivalence, congruence and divisibility. Rings and integral domains will be discussed briefly, and the fundamental concept of groups will be developed thoroughly. Examples (such as permutation and symmetry groups) will be used to illustrate abstract notions (such as subgroup, coset and isomorphism) as these are developed. The study of abstract ideas of number theory will be enhanced by analyzing concrete examples of abstract ideas. Learning Outcome: Self-knowledge. Prerequisite: MATH 190. Offered every other year.

MATH 450. INDEPENDENT STUDY IN MATHEMATICS.
A student-initiated request to study some aspect of mathematics not covered in-depth in a regular course. The work will be accomplished under the direction of an advisor and may terminate in a formal paper. Learning Outcome: Writing. Prerequisite: MATH 190.

MUSEUM STUDIES
The Museum Studies Program provides students with the academic training and hands-on experiences to become museum professionals. Students develop an understanding of the important role of museums, and they acquire the skills and knowledge to serve their communities as museum administrators, curators and educators. As a result of their learning experience, students are prepared to assume positions of responsibility in museums and other not-for-profit organizations. A primary focus of the program is to prepare students to work in museums with a small staff of paid or volunteer professionals. The program also prepares students who choose to continue their professional development at the graduate level.

The Museum Studies Program operates two museums and the College’s archives through which students gain valuable experience. The Doak House Museum, home (ca. 1830) of the College’s co-founder, hosts over 9,000 school children a year. The President Andrew Johnson Museum and Library is located in “Old College.” This 1841 academic building houses personal memorabilia of the Johnson family and the President’s personal library. The Department of Museum Studies also has an active changing exhibition program and outreach programming.

Courses are designed so that students transferring at the junior level can complete the major requirement in two years. Students with museum work experience may apply for experiential learning credit in consultation with the Director. Most courses require participation in field trips and attendance at professional conferences.

Courses in the Museum Studies program are taught by Tusculum College faculty and visiting professionals in the field.

Museum Studies Major
HIST 201 U.S. History Survey I
HIST 202 U.S. History Survey II
HIST 322 Modern America
MUSE 101 Introduction to Museum Studies
MUSE 201 Curatorial and Collection Management
MUSE 202 Architecture and Historic Preservation
MUSE 310 Development of Exhibits
MUSE 340 Interpretation and Museum Education
MUSE 401 Seminar on Non-Profit Management
MUSE 402 Museum Internship (12 semester hours minimum)
TOTAL: 48 semester hours (minimum)

Students in the Museum Studies Program are encouraged to take the following courses as electives:
MASS 215 Basic Photography
MUSE 320 Archival Management and Conservation

A selection of the following courses is recommended to help strengthen the Museum Studies major, depending on field of interest:
BUSN 210 Principles of Management
BUSN 312 Organizational Behavior
BUSN 322 Principles of Finance
CISC 200 Management Information Systems and Systems Analysis
ENGL 227 Appalachian Literature
ENGL 228 African American Literature
ENGL 300 Women in Literature
HIST 323 The Era of the Civil War and Reconstruction
PSYC 101 Essentials of Psychology

Minor in Museum Studies
A minor in Museum Studies is available to students majoring in History, Art and Design with a Graphic Design Concentration, and Field Guide Naturalist.

Required courses
MUSE 101 Introduction to Museum Studies
MUSE 201 Curatorial and Collection Management
MUSE 310 Development of Exhibits
MUSE 340 Interpretation and Museum Education
Choose one of the following:
VISA 111 Basic Design
MUSE 202 Architecture and Historical Preservation
MUSE 320 Archival Management and Conservation
MUSE 401 Seminar on Non-Profit Management
TOTAL: 20 semester hours

Course Descriptions

MUSE 101. INTRODUCTION TO MUSEUM STUDIES.
This introductory survey of the museum profession will cover types of museums and their philosophy, history, functions and goals, responsibilities to the profession and to the public’s continuing education, public perception of museums and how to win community support. Field trips will be taken to sites in the area to study various methods of museum operations. Learning Outcome: Analytical Reading. Offered every year.

MUSE 201. CURATORIAL AND COLLECTION MANAGEMENT.
The collecting, cataloging, researching and conserving of two-dimensional and three-dimensional artifacts are basic to all museums and historical societies. The class will study types and use of collection records and the legal aspects and liabilities of collections. A field trip will study various methods of cataloging and collection management. Basic precepts of conservation will be practiced with the completion of a project required. Learning Outcome: Analytical Reading. Prerequisite: MUSE 101 or permission of instructor. Offered every other year.

MUSE 202. ARCHITECTURE AND HISTORIC PRESERVATION.
The styles and types of buildings and how they reflect cultural values will be studied. The course will review various methods used to preserve, restore and maintain the buildings. Field trips will be taken to various buildings in the area to study their historic value and potential for adaptive use. Learning Outcome: Critical Thinking. Prerequisite: MUSE 101 or permission of instructor. Offered every other year.

MUSE 310. DEVELOPMENT OF EXHIBITS.
The background, planning and philosophy for an exhibit area and the development of a storyline for the museum and individual exhibits therein will be examined. The class will explore the many different ways in which an individual artifact may be displayed to illustrate a concept or principle. A project of planning and building a museum exhibit, including the mechanics of labeling and lighting, will be required. Learning Outcome: Writing. Prerequisite: MUSE 201 or permission of instructor. Offered every other year.

MUSE 340. INTERPRETATION AND MUSEUM EDUCATION.
The social and cultural life of the region is reflected through the talk and action of its people. This course will formulate plans and implement a program to interpret this culture to present-day audiences, both adult and children, through the use of artifacts and interpreters. A major field trip will be taken to compare various methods of interpretation and various education programs in museums. Learning Outcome: Ethics of Social Responsibility. Prerequisite: MUSE 310 or permission of instructor. Offered every other year.

MUSE 401. SEMINAR ON NON-PROFIT MANAGEMENT.
This survey of museum organization covers policies, ethics, types of authority, relations to the public and supporters, budgets, fund accounting, fund-raising and long-range planning. The course will explore museum marketing, government relations and job opportunities in the field. The course will include attendance at a museum association meeting. Learning Outcomes: Self-Knowledge and Ethics of Social Responsibility. Prerequisites: MGMT 211 and three courses from the MUSE 200-300 series, or permission of instructor.

MUSE 402. MUSEUM INTERNSHIP. Minimum 12 semester hours.
This internship will be under the guidance of faculty in an actual museum setting, putting into practice all the previous courses and introducing the student to the professional museum world. Content of each internship will be based upon a contractual agreement between the student, the museum and the Director of Museum Studies. The student’s grade will reflect input from outside evaluators. Learning Outcome: Civility. Prerequisites: 3 courses from the MUSE 200-300 series or permission of instructor.

MUSE 450. INDEPENDENT STUDIES—MUSEUM RESEARCH.
This course is designed to give the student advanced experience in research, analysis and writing about a special project to be used by a museum. Topics or subjects selected governed according to the interests and specialties of faculty and students. Student will meet with faculty periodically to review progress. Prerequisites: at least 12 credit hours in museum studies and permission of the instructor.
MUSIC

In addition to the introductory course, MUSC 101, students may choose applied study of guitar, piano, organ or voice. All students are encouraged to participate in the choral ensembles of the College.

COURSE DESCRIPTIONS—PERFORMING ORGANIZATIONS

NOTE

Students registering for performing organizations receive one semester hour for work over an entire semester (Blocks 1-4 or Blocks 5-8). Students may sign up in Block 1 or 5 and will receive their grade in Blocks 4 or 8 respectively.

MUSC 190. TUSCULUM COLLEGE CHOIR. 1 semester hour.
The College Choir is open to all students, faculty and staff with an interest in choral singing. Choral literature from several musical style periods will be studied and performed, as appropriate to the skill level of the ensemble. The Choir performs a Christmas Concert and Spring Concert each year, with additional performances for area churches. The Choir may also tour in spring, depending on the level of performance excellence achieved. No previous musical background is required. Members need only to be able to match pitch. NOTE: a maximum of 8 hours combined credit from MUSC 190, 191, 192 may be applied to graduation. Prerequisite: Permission of instructor. Offered every semester.

MUSC 192. TUSCULUM COLLEGE COMMUNITY CHOIRUS. 1 semester hour.
The Tusculum College Community Chorus is open to all adults with an interest in choral singing. No audition is required. The Chorus rehearses two hours each Monday evening and performs a winter and spring concert. NOTE: a maximum of 8 hours combined credit from MUSC 190, 191, 192 may be applied to graduation. Prerequisite: Permission of instructor. Offered every semester.

COURSE DESCRIPTIONS—ACADEMIC COURSES

MUSC 101. INTRODUCTION TO WESTERN MUSIC.
Specific focus on the music of western culture. Primary emphasis on the art music of the last five centuries, with additional coverage of the development of jazz in the past century. Connections will be made between the music and the societies that form its context. A small fee may be required to cover concert admission on field trips. Learning Outcome: Analytical Reading.

MUSC 450. INDEPENDENT STUDY. 1-4 semester hours.
May be repeated for credit to a maximum of 8 hours. Independent applied or academic work planned by the individual student with the aid and advice of the appropriate instructor. Emphasis on concentrated study in an area of music beyond the realm of the present curriculum. Learning Outcome: Critical Thinking. Prerequisite: permission of the instructor.

COURSE DESCRIPTIONS—APPLIED MUSIC

Notes on applied music study:
1. Students registering for performing organizations or applied music courses receive 1 semester hour for work over an entire semester (Blocks 1-4 or Blocks 5-8). Students may sign up in Block 1 or 5 and will receive their grade in Block 4 or 8 respectively.
2. Applied music study entails a special fee. See fee section of the catalog.
3. A minimum of five hours weekly practice is expected for each credit of registration. Students not willing to practice are advised not to register for applied music credit.
4. For each registration, students will receive twelve 1/2 hour lessons per semester.
5. Students are admitted to organ study upon demonstration of satisfactory piano skills.
6. Only 8 credits in applied music instruction may be applied toward graduation.
7. All applied music study requires permission of instructor.

MUSC 155. GUITAR. 1 semester hour.
MUSC 165. PIANO. 1 semester hour.
MUSC 175. ORGAN. 1 semester hour.
MUSC 185. VOICE. 1 semester hour.
PHYSICAL EDUCATION
AND SPORTS STUDIES

The Physical Education and Sports Studies Program of Tusculum College prepares students for employment and/or pursuit of further study at the graduate level in physical education. The mission of the physical education program is to prepare students qualified to seek employment in teaching physical education, coaching sports, recreational leadership, sport management or wellness related and fitness enhancing fields. The department of physical education offers the following programs to achieve the above goal:

1. Teaching Licensure in Physical Education: Grades K-12
2. Sports Science Major
3. Sport Management Major
4. Health and Wellness Major
5. Coaching Minor
6. Coaching Endorsement

Students majoring in disciplines other than Physical Education may also seek the Coaching Minor or Coaching Endorsement.

Service Program

The Department of Physical Education offers a rich service program of ELECTIVES for students, faculty, staff and the community to achieve physical fitness and wellness and development of sports skills for lifetime participation in leisure time activities. Participants may choose from numerous offerings such as Yoga, aerobics, aquatics, badminton, basketball, bowling, soccer, tennis, tumbling, volleyball, weight-training, etc.

Note: Students may take additional one semester hour activity courses without paying an overload fee provided the total number of hours does not exceed 18 for that semester.

1. Teaching Licensure in Physical Education Major: Grades K-12 (56 hours required within the major)

Physical Education, Professional Education, General Education courses and a Specialized Learning Outcome requirement within the Physical Education curriculum comprise this major. The Teaching Licensure major is approved by the Tennessee State Department of Education. The required 156 semester hours for this licensure include 59 semester hours in the Physical Education, 32 semester hours in Professional Education and 65 semester hours in General Education. A detail of the course work is given below.

The Tennessee State Department of Education recommends that candidates seeking K-12 Physical Education licensure also prepare for licensure in an additional area.

Physical Education Activity Learning Outcome Requirements for Teacher Licensure

A total of seven competencies must be validated in the Physical Education Teaching Licensure Program. Physical education competencies are built into activity courses and in one theory course (PHED 360). Grades of C- or better indicate validation of the Learning Outcome. The instructor will identify those students who have major weaknesses in the sport skill or fitness activity and identify opportunities for improvement for the student.

Major Area Curriculum

Activity Courses/Activity Competencies (6 hours required)

I. SAFETY, FIRST AID, AND CPR (1 required)
   PHED 115 Community First Aid, CPR, and Safety
II. SPORTS SKILLS (1 required)
   A. Individual and Dual Sports
      PHED 173 Racquetball
      PHED 176 Bowling I
      PHED 178 Badminton
      PHED 179 Table Tennis
      PHED 180 Tennis
      PHED 181 Archery
      PHED 182 Golf
   B. Team Sports
      PHED 120 Softball
      PHED 122 Touch and Flag Football
      PHED 124 Soccer
      PHED 125 Volleyball
      PHED 126 Basketball
III. AQUATICS (1 required)
      PHED 161 Beginning Swimming
      PHED 165 Lifeguard Training
IV. RHYTHMS AND DANCE (1 required)
      PHED 170 Rhythms and Dance
V. TUMBLING AND GYMNASTICS (1 required)
      PHED 175 Tumbling and Gymnastics
VI. OUTDOOR LEISURE ACTIVITIES (1 required)
      PHED 190 Bicycling
      PHED 195 Hiking/Backpacking
      PHED 196 Canoeing
VII. FUNDAMENTAL MOTOR SKILLS (1 required)
      PHED 360 Curriculum Design and Methods of Teaching Elementary School Physical Education, Health and Wellness
Physical Education Theory Courses (50 hours required)

PHED 200 Introduction & History of Physical Education & Athletics
PHED 251 Human Anatomy
PHED 252 Human Physiology
PHED 260 Methods for School Health Teachers (3 hrs.)
PHED 270 Adaptive Physical Education
PHED 360 Curriculum and Methods of Teaching Elementary School Physical Education, Health and Wellness (3 hrs.)
PHED 361 Curriculum and Methods of Teaching Secondary School Physical Education, Health and Wellness
PHED 370 Measurement and Evaluation in Physical Education, Health and Wellness
PHED 374 Motor Development
PHED 375 Motor Learning
PHED 380 Kinesiology
PHED 390 Physiology of Exercise
PHED 396 Organization, Administration, and Supervision of Physical Education, Health and Wellness

Professional Education Curriculum

EDUC 200 History, Philosophy and Principles of Education
EDUC 320 Classroom Discipline and Management
HGLN 341 Learning Environments K-6
EDUC 342 Learning Environments 7-12
EDUC 452 Orientation to Student Teaching
EDUC 457 Observation and Directed Teaching : K-12 (12 hrs.)
SPED 101 Survey of the Regular and Special Populations
Within the School Environment

**General Education Curriculum**

*CISC 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
**ENGL 100 Introduction to College Writing
ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Rhetoric and Research
HIST 101 or 102 The West and the World I or II
HIST 201 or 202 U.S. History I or II
**MATH 099 Introductory Algebra
**MATH 100 Intermediate Algebra
A Math course - MATH 120s or higher excluding MATH 137
MATH 140 Elementary Statistics
OREN 105 Tusculum Experience (1 hr.)
PHED 201 Foundations of Physical Fitness and Wellness
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOCI 101 Principles and Social Institutions

A Natural Science course (BIOL 100, BIOL 101, CHEM 101, EVSC 111, GEOL 101, PHED 252 or PHYS 101)
*Test out opportunity available.
** Not required if ACT/SAT scores merit exemption.

TOTAL: 156 semester hours

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2. Sports Science Major (62 hours required within the major)

**Physical Education Activity Competencies in Sports Science**

A total of six activity competencies must be completed to earn a degree in Sports Science. Physical education competencies are built into activity courses. A grade of “C-” or better indicates validation of the Learning Outcome. The instructor will identify those students who have major weaknesses in the sport skill or fitness activity and identify opportunities for improvement for the student.

*Activity Courses/Activity Competencies (1 semester hour each/6 hours required)*

I. SAFETY, FIRST AID, AND CPR (1 required)
PHED 115 Community First Aid, CPR, and Safety

II. SPORTS SKILLS (3 required)
A. Individual and Dual Sports (2 required)
PHED 173 Racquetball
PHED 176 Bowling I
PHED 178 Badminton
PHED 179 Table Tennis
PHED 180 Tennis
PHED 181 Archery

PHED 182 Golf
B. Team Sports (1 required)
PHED 120 Softball
PHED 122 Touch and Flag Football
PHED 124 Soccer
PHED 125 Volleyball
PHED 126 Basketball

III. AQUATICS (1 required)
PHED 161 Beginning Swimming
PHED 165 Lifeguard Training

IV. Physical Fitness (1 required)
PHED 184 Aerobics
PHED 185 Cardiovascular Fitness and Training
PHED 186 Weight Training
PHED 187 Walking, Jogging, and Running

*PHED Theory Courses (4 semester hours each/56 hours required)*
PHED 200 Introduction & History of Physical Education & Athletics
PHED 251 Human Anatomy
PHED 252 Human Physiology
PHED 290 Sports Officiating
PHED 330 Psychological Dynamics of Sport and Physical Education
PHED 335 Managing Legal Aspects of Sport and Physical Education
PHED 370 Measurement and Evaluation in Physical Education, Health and Wellness
PHED 374 Motor Development
PHED 375 Motor Learning
PHED 380 Kinesiology
PHED 390 Physiology of Exercise
PHED 395 Organization, Administration and Supervision of Physical Education and Athletics
PHED 396 Organization, Administration and Supervision of Physical Education, Health and Wellness
PHED 480 Senior Seminar in Sports Science/Sport Management

Choose one of the following:
PHED 291 Coaching Volleyball
PHED 293 Coaching Soccer
PHED 294 Coaching of Basketball
PHED 295 Coaching of Baseball
PHED 297 Coaching Cross Country/Track and Field

3. Sport Management Major (60 hours required within the major)

This program combines knowledge and skills required for leaders in athletics, sports, recreation and fitness. By integrating management and marketing principles with sport and fitness components, students are prepared for job opportunities in sport management, recreation, athletics and fitness settings and/or are prepared for graduate studies in sport management.

*Activity Courses (1 semester hour each)*
Suggested: PHED 115 Community First Aid, CPR and Safety

*Theory Courses (4 semester hours each)*
BUSN 210 Principles of Management
BUSN 211 Accounting Principles I
PHED 200 Introduction and History of Physical Education and Athletics
PHED 215 Sport and Society
PHED 240 Introduction to Sport Management
PHED 243 Sport Facilities and Design
PHED 245 Clinical Experience in Sport Management (3 hrs.)
PHED 310 Principles of Sport Marketing
PHED 313 Communication in Sport
PHED 322 Principles of Sport Finance
PHED 330 Psychological Dynamics of Sport and Physical Education
PHED 335 Managing Legal Aspects of Sport and Physical Education
PHED 395 Organization, Administration, and Supervision of Physical Education and Athletics
PHED 451 Sport Management Internship
PHED 480 Senior Seminar in Sports Science/Sport Management

4. Teacher Licensure in Health and Wellness Major: Grades K – 12 (56 hours required within the major)

This program of study integrates the general education core, professional education core, health and wellness education content area and a variety of field experiences (practicums and student teaching). The Teaching Licensure major in Health and Wellness is approved by the State Department of Education. The required 149 semester hours for this licensure include 56 hours in the major, 32 hours in Professional Education and 61 hours in General Education.

A number of skills are covered by the Learning Outcome program within the major. These Learning Outcome requirements are built into physical education activity courses. A grade of “C” or better indicates validation of the Learning Outcome. The instructor will identify those students who have weaknesses in skills and will identify opportunities for their improvement.

The Tennessee State Department of Education recommends that candidates seeking licensure in Health and Wellness Education also develop and prepare for licensure in a second teaching field.

**Major Area Curriculum**

*Activity Courses/Activity Competencies (1 semester hour each/6 required.)*

Activity courses cover competencies that will be helpful to the candidate in the planning of fitness and wellness activities for their prospective students. Candidates select eleven activities from the following seven areas:

I. SAFETY, FIRST AID, AND CPR (1 required)
   PHED 115 Community First Aid, CPR and Safety
II. PHYSICAL FITNESS (2 required)
   PHED 184 Aerobics
   PHED 185 Cardiovascular Fitness and Training
   PHED 186 Weight Training
   PHED 187 Walking, Jogging and Running
III. SPORTS SKILLS (1 required)
   A. Indoor Individual and Dual Sports
      PHED 173 Racketball
      PHED 176 Bowling
      PHED 178 Badminton
      PHED 179 Table Tennis
   B. Outdoor Individual and Dual Sports
      PHED 180 Tennis
      PHED 181 Archery
   PHED 182 Golf
   C. Indoor Team Sports
      PHED 125 Volleyball
      PHED 126 Basketball
   D. Outdoor Team Sports
      PHED 120 Softball
      PHED 122 Touch and Flag Football
      PHED 124 Soccer
IV. AQUATICS (1 required)
   PHED 161 Beginning Swimming
   PHED 165 Lifeguard Training
   V. OUTDOOR LEISURE ACTIVITIES (1 required)
   PHED 190 Bicycling
   PHED 195 Hiking/Backpacking
   PHED 196 Canoeing

**Health and Wellness Theory Courses (50 hours total)**

ATEP 333 Nutrition for Health and Performance
PHED 251 Human Anatomy
PHED 252 Human Physiology
PHED 260 Methods for School Health Teachers (3 hrs.)
PHED 270 Adaptive Physical Education
PHED 342 Community Health
PHED 360 Curriculum Design and Teaching Methods for Elementary School Physical Education, Health and Wellness (3 hrs.)
PHED 370 Measurement and Evaluation in Physical Education, Health and Wellness
PHED 374 Motor Development
PHED 380 Kinesiology
PHED 390 Physiology of Exercise
PHED 396 Organization, Administration and Supervision of Physical Education, Health and Wellness

**Professional Education Curriculum**

EDUC 200 History, Philosophy and Principles of Education
EDUC 320 Classroom Discipline and Management
HGLN 341 Learning Environments K-6 or EDUC 342 Learning Environments 7-12
EDUC 452 Orientation to Student Teaching
EDUC 457 Enhanced Student Teaching K-12
SPED 101 Survey of the Regular and Special Populations Within the School Environment

**General Education Curriculum**

*CISC 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
**ENGL 100 Introduction to College Writing
ENGL 110 Composition and Rhetoric
ENG 111 Composition, Rhetoric and Research
HIST 101 or 102 The West and the World I or II
HIST 201 or 202 U.S. History I or II
**MATH 099 Introductory Algebra
**MATH 100 Intermediate Algebra
A Math course - MATH 120s or higher excluding MATH 137
MATH 140 Elementary Statistics
OREN 105 Tusculum College Experience (1 hr.)
PHED 201 Foundations of Physical Fitness
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOC 101 Principles and Social Institutions
A Natural Science course (BIOL 100, BIOL 101, CHEM 101, EVSC 111, GEOL 101, PHED 252 or PHYS 101)

*Choose one of the following courses:*
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Basic Concepts of the Visual Arts
VISA 204 Ancient Through Renaissance Art
VISA 208 Baroque Through Modern Art

*Test out opportunity available.
**Not required if ACT/SAT score merits exemption.

NOTE: The coaching minor and the coaching endorsement may be added to any other program of study at Tusculum College and can provide useful preparation for those who anticipate coaching in the future.

5. Coaching Minor (21 hours are required)
PHED 115 Community First Aid, CPR and Safety (1 hr.)
PHED 290 Officiating Games and Sports
PHED 330 Psychological Dynamics of Sport and Physical Education
PHED 335 Managing Legal Aspects of Sport and Physical Education

*Choose any two of the following:*
PHED 291 Coaching of Volleyball
PHED 293 Coaching of Soccer
PHED 294 Coaching of Basketball
PHED 295 Coaching of Baseball
PHED 297 Coaching of Cross Country/Track and Field

6. Coaching Endorsement (13 hours required)
The coaching endorsement may be added to any other program of study at Tusculum College, the following courses are required:
ATEP 262 Basic Athletic Training
PHED 115 Community First Aid, CPR and Safety (1 hr.)

*Choose any two of the following:*
PHED 290 Officiating Games and Sports
PHED 291 Coaching of Volleyball
PHED 293 Coaching of Soccer
PHED 294 Coaching of Basketball
PHED 295 Coaching of Baseball
PHED 297 Coaching of Cross Country/Track and Field

**Course Descriptions:** Activity Courses
Activity courses are 1 semester hour each. Activity courses taken for elective credit may be taken pass-fail or graded.

PHED 115. COMMUNITY FIRST AID, CPR AND SAFETY. 1 semester hour.
Designed to assist students develop knowledge and skills in First Aid, CPR and Safety. Red Cross Certification is possible.

PHED 120. SOFTBALL. 1 semester hour.
Designed to develop knowledge, skills and safety measures involved in softball.

PHED 122. TOUCH AND FLAG FOOTBALL. 1 semester hour.
Designed to develop knowledge, skills and safety measures involved in touch and flag football.

PHED 124. SOCCER. 1 semester hour.
Designed to develop knowledge, skills and safety measures involved in soccer.

PHED 125. VOLLEYBALL. 1 semester hour.
Designed to develop knowledge, skills and safety measures involved in volleyball.

PHED 126. BASKETBALL. 1 semester hour.
Designed to develop knowledge, skills and safety measures involved in basketball.

PHED 161. BEGINNING SWIMMING. 1 semester hour.
Designed for beginning students who possess little or no deep water skills as well as for students wishing to develop swimming strokes. Students will be provided opportunities to develop aquatic knowledge, safety skills and American Red Cross swimming strokes.

PHED 165. LIFEGUARD TRAINING. 2 semester hours.
Designed to prepare students to attain American Red Cross Certification in Lifeguarding. Prerequisite: Swimming Skills Test.

PHED 170. RHYTHMS AND DANCE. 1 semester hour.
Designed to develop knowledge, safety measures and skills in various forms of dance and rhythmic activities.

PHED 173. RACQUETBALL. 1 semester hour.
Designed to develop knowledge, safety measures and skills in racquetball.

PHED 175. TUMBLING AND GYMNASTICS. 1 semester hour.
Designed to develop knowledge, safety measures and skills in tumbling and gymnastics.

PHED 176. BEGINNING BOWLING. Fee required. 1 semester hour.
Designed to develop basic knowledge, safety measures and skills in bowling.

PHED 178. BADMINTON. 1 semester hour.
Designed to develop knowledge, safety measures and skills of playing badminton.

PHED 179. TABLE TENNIS. 1 semester hour.
Designed to develop basic knowledge, safety measures and skills of playing table tennis.

PHED 180. TENNIS. 1 semester hour.
Designed to develop knowledge, safety measures and skills of playing tennis.

PHED 181. ARCHERY. 1 semester hour.
Designed to develop knowledge, safety measures and skills of archery.
PHED 182. GOLF. Fee required. 1 semester hour. Designed to develop knowledge, safety measures and skills in golf.

PHED 184. AEROBICS. 1 semester hour. Designed to develop knowledge, safety measures and skills for improving cardiovascular fitness.

PHED 185. CARDIOVASCULAR FITNESS AND TRAINING. 1 semester hour. Designed to develop knowledge, safety measure and skills in developing cardiovascular fitness. Prerequisite: No health limitations.

PHED 186. WEIGHT TRAINING. 1 semester hour. Designed to develop knowledge, safety measures and skills in weight training. Prerequisite: No health limitations.

PHED 187. WALKING, JOGGING AND RUNNING. 1 semester hour. Designed to develop knowledge, safety measures and skills in walking, jogging, and running for attaining cardiovascular fitness.

PHED 190. BICYCLING. 1 semester hour. Designed to develop knowledge, safety measures and skills in bicycling.

PHED 195. HIKING and BACKPACKING. 1 semester hour. Designed to develop knowledge, safety measures and basic skills in hiking/backpacking.

PHED 196. CANOEING. 1 semester hour. Designed to develop knowledge, safety measures and skills in canoeing.

**COURSE DESCRIPTIONS: THEORY COURSES**

PHED 200. INTRODUCTION AND HISTORY OF PHYSICAL EDUCATION AND ATHLETICS. Designed to introduce students to the historical and philosophical foundations of physical education and athletics and, thus, assist them in developing their own personal philosophy of physical education. Discussion of various professional issues, goals and principles of physical education is an important part of this course. Learning Outcome: Writing. Offered Block 2 and 6 every year.

PHED 201. FOUNDATIONS OF PHYSICAL FITNESS & WELLNESS. This course is designed to help students develop physical fitness and wellness. Students will also become familiar with the strategies and methods used in teaching fitness and wellness. Learning Outcome: Self-Knowledge. Offered Block 3, 4, 5, 7, and 8 every year.

PHED 206. TEACHING AQUATICS/LIFEGUARDING INSTRUCTOR (LGI). Designed to develop knowledge, safety measures and skills to teach the Red Cross Lifeguarding course. Students may earn the Red Cross Lifeguard Instructor (LGI) certification. Prerequisite: Red Cross Lifeguarding Certification, and a swimming proficiency test. Offered Block 8 on demand.

PHED 207. TEACHING AQUATICS/WATER SAFETY INSTRUCTOR (WSI). Designed to develop knowledge, safety measures and skills in teaching water safety courses. Students may earn the Red Cross Water Safety Instructor certification. Prerequisite: Red Cross First Aid & CPR certification recommended, and a swimming proficiency test. Offered Block 8 on demand.

PHED 210. RECREATIONAL LEADERSHIP. Designed to develop knowledge of recreational leadership. Principles, techniques and essentials of programming are taught. Learning Outcome: Civility. Offered Block 7 even years.

PHED 215. SPORT AND SOCIETY. After successful completion of this course, the student will demonstrate an understanding of 1) the role of sports in the development of society, 2) current social issues in sports and 3) the role of sport as it influences lifestyle and societal and political change. Learning Outcome: Ethics of Social Responsibility. Offered Block 3 every year.

PHED 216. SPORT AND SOCIETY. This course offers a supervised observation/work experience in a sport management setting. The practicum site must be approved by a professor prior to beginning the clock hours required and completed during the semester in which the student is registered for the course. The course consists of 70 hours of work experience and weekly class meetings to discuss sport management issues in relation to those experiences. Learning Outcome: Civility.
PHED 251. HUMAN ANATOMY.
After successful completion of this course, the student will demonstrate knowledge and skill regarding the basic structure of the human body. This course is designed to prepare the physical education major for further study of kinesiology and exercise physiology. The course will include both classroom and laboratory work. Learning Outcome: Critical Thinking. Prerequisite: PHED 251. Offered Block 2 every year.

PHED 252. HUMAN PHYSIOLOGY.
After successful completion of this course, the student will demonstrate knowledge and skill regarding basic function of the human body. This course is designed to prepare the physical education major for further study of kinesiology and exercise physiology. The course will include both classroom and laboratory work. Learning Outcome: Critical Thinking. Prerequisite: PHED 251. Offered Block 2 every year.

PHED 260. METHODS FOR SCHOOL HEALTH TEACHERS.
3 semester hours. Designed to develop knowledge of current personal, school and social health issues and how they relate to national and international health and wellness. Students will be introduced to the school health curriculum and will develop planning and teaching skills. Learning Outcome: Writing. Offered Blocks 4 and 8 every year.

PHED 270. ADAPTIVE PHYSICAL EDUCATION.
Designed to develop knowledge, safety measures and skills in teaching physical activity and sports skills classes for exceptional students. It includes lecture and laboratory work. Learning Outcome: Critical Thinking. Prerequisite: Sophomore standing. Offered Block 5 every year.

PHED 288. SPORTS OFFICIATING PRACTICUM.
1 semester hour. This course is designed to provide students with hands-on supervised experience in sports officiating. The practicum runs throughout an entire semester. PHED 288 may be repeated once for a total of two semester hours by arranging to officiate for different sports in the second registration. Prerequisite: Previous or concurrent enrollment in PHED 290. Offered block 4 every year.

PHED 290. OFFICIATING OF GAMES AND SPORTS.
Designed to develop knowledge, safety measures and skills in officiating various sports. Learning Outcome: Ethics of Social Responsibility. Offered Block 4 every year.

PHED 291. COACHING OF VOLLEYBALL.
Designed to develop knowledge, safety measures and skills of coaching volleyball. Learning Outcome: Writing. Offered on demand.

PHED 293. COACHING OF SOCCER.
Designed to develop knowledge, safety measures and skills in coaching soccer. Learning Outcome: Public Speaking. Offered on demand.

PHED 294. COACHING BASKETBALL.
Designed to develop knowledge, safety measures and skills of coaching basketball. Learning Outcome: Civility. Offered on demand.

PHED 295. COACHING OF BASEBALL.
Designed to develop knowledge, safety measures and skills of coaching baseball. Learning Outcome: Public Speaking. Offered on demand.

PHED 297. COACHING OF CROSS COUNTRY/TRACK AND FIELD.
Designed to develop knowledge, safety measures and skills of coaching cross country and track and field. Offered Block 3 every year.

PHED 310. PRINCIPLES OF SPORT MARKETING.
The relevant areas of marketing are applied to sport. Special emphasis is placed on the principles, policies and strategies utilized to market the unique product of sport. Attention is focused on the importance of public attitudes, opinions and demographics as well as the design and construction of market research instruments and corporate sponsorship proposals. Learning Outcome: Writing.

PHED 313. COMMUNICATION IN SPORT.
This course is designed to give the student the theoretical foundation of interpersonal communications, small group communications and mass communication with application of these foundational bases to sports organizations through the use of lectures, discussions, case studies, class assignment and guest speakers. Media management and relations as well as basic business communications are competencies necessary for sport management. Students will learn through the course how both print and electronic media operate and how to use media to communicate.

PHED 322. PRINCIPLES OF SPORT FINANCE.
Basic financial and managerial concepts are examined and applied to the sport industry. Special emphasis will be placed on principles, policies and plans for increasing revenue through the economic impact analysis of sporting events and controlling costs in the sport industry. Attention will be given to the procurement, distribution, repayment and impact of multiple funding methods utilized for stadium and sport facility construction. Learning Outcome: Critical Thinking.

PHED 330. PSYCHOLOGICAL DYNAMICS OF SPORT AND PHYSICAL EDUCATION.
This course is designed to develop theoretical knowledge of human psychology for practical implications in the field of sports and physical education. Lab experiences will complement the knowledge gained from lecture classes. Learning Outcome: Analytical Reading. Prerequisite: Junior standing. Offered Block 3 every year.

PHED 335. MANAGING LEGAL ASPECTS OF SPORT AND PHYSICAL EDUCATION.
This course is designed to provide the students with knowledge of issues and strategies to manage the legal aspects of their professional lives as coaches, teachers, trainers, sports administrators and exercise specialists. Learning Outcome: Critical
PHED 342. COMMUNITY HEALTH. 3 semester hours. 
This course covers the risk factors, causes, symptoms, transmission mechanisms, treatment procedures and methods of control and prevention of non-communicable and communicable diseases including sexually transmitted infections. Learning Outcome: Ethics of Social Responsibility. Offered every year.

PHED 360. CURRICULUM DESIGN AND TEACHING METHODS FOR ELEMENTARY SCHOOL PHYSICAL EDUCATION, HEALTH AND WELLNESS. 3 semester hours. 
Designed to provide the prospective teachers with knowledge and experiences of planning and delivering effective instructional programs in movement education, health and wellness at the elementary school level. Learning Outcome: Critical Thinking. Prerequisite: Must have been admitted to teacher education program and have junior standing. Offered Block 1 and 7 every year.

PHED 361. CURRICULUM DESIGN AND TEACHING METHODS FOR SECONDARY SCHOOL PHYSICAL EDUCATION, HEALTH AND WELLNESS. 
Designed to provide prospective teachers with knowledge and experiences of planning and delivering effective instructional programs in physical education, health and wellness activities suitable to secondary school settings. Learning Outcome: Critical Thinking. Prerequisite: Must have been admitted to teacher education program and have junior standing. Offered Block 4 even years.

PHED 370. MEASUREMENT AND EVALUATION IN PHYSICAL EDUCATION, HEALTH AND WELLNESS. 
Designed to develop knowledge and skills of utilizing various instruments in measuring and evaluating physical fitness, motor ability and performance of sports skills, and health and wellness activities as well as the development of grading techniques. Learning Outcome: Critical Thinking. Prerequisite: MATH 215 and junior standing. Offered Block 8 every year.

PHED 374. MOTOR DEVELOPMENT. 
This course is designed to enrich students’ knowledge of how motor skills develop or deteriorate throughout the life span as a result of maturation and aging. This course will prepare students to apply their knowledge of motor development in teaching motor skills in all professional settings, i.e., K-12 schools, community recreation programs, senior citizen centers, etc. It includes lecture and laboratory course work. Learning Outcome: Critical Thinking. Offered Block 6 odd years.

PHED 375. MOTOR LEARNING. 
Students attain knowledge of major concepts and principles of motor learning and their application to professional settings. It includes lecture and laboratory course work. Learning Outcome: Analytical Reading. Prerequisite: Junior standing. Offered Block 6 even years.

PHED 380. KINESIOLOGY. 
Designed to develop knowledge and skill in the anatomical and mechanical analysis of human movement. It includes lecture and laboratory course work. Learning Outcome: Critical Thinking. Prerequisite: PHED 251. Offered Block 6 every year.

PHED 390. PHYSIOLOGY OF EXERCISE. 
Designed to study the function of the human body under the stress of exercise. The student will demonstrate skill in planning fitness and sports training programs. The course includes lecture and laboratory work. Learning Outcome: Critical Thinking. Prerequisite: PHED 252. Offered Block 7 every year.

PHED 395. ORGANIZATION, ADMINISTRATION AND SUPERVISION OF PHYSICAL EDUCATION AND ATHLETICS. 
Designed to provide students with knowledge of the principles and methods of administration, organization and supervision of physical education, intramurals and interscholastic sport programs. Learning Outcome: Public Speaking. Prerequisite: PHED 200 and junior standing. Offered Block 2 every year. Note: This course is to be taken by Sport Management and Sports Science majors.

PHED 396 ORGANIZATION, ADMINISTRATION AND SUPERVISION OF PHYSICAL EDUCATION, HEALTH AND WELLNESS. 
Designed to provide the students with knowledge of principles and methods of administration organization, and supervision of physical education, health and wellness. Learning Outcome: Public Speaking. Prerequisite: PHED 200 and junior standing. Offered Block 1 every year.

PHED 400. TEACHING ASSISTANT PRACTICUM. 2 semester hours. 
Designed to develop class management techniques through learning by doing. Seventy-two clock hours of practicum required. May be taken concurrently with other courses. May be repeated once for credit. Prerequisite: Junior or senior standing in physical education or sport management and written approval of the instructor. Offered every semester on demand.

PHED 401. COACHING ASSISTANT PRACTICUM. 2 semester hours. 
Designed to develop coaching techniques through learning by doing. Seventy-two clock hours of practicum required. May be taken concurrently with other courses. May be repeated once for credit. Prerequisite: Senior standing and written approval of the instructor. Offered every semester on demand.

PHED 451. INTERNSHIP IN SPORT MANAGEMENT. 
This course is designed to be a supervised culminating experience of 144 clock hours for the sports management major. The student will be placed in an on-campus or off-campus sport management setting and be supervised by faculty in the physical education department. Prerequisites: PHED 335, PHED 395, and senior standing as a sport management major. Offered every semester.

PHED 480. SENIOR SEMINAR IN SPORTS SCIENCE/SPORT MANAGEMENT. 
The student will develop an appreciation for how their field of study relates to greater societal issues in the community and world. Students will be expected to demonstrate how their
preparation can be utilized to become responsible citizens in the global community. This course will serve as a capstone experience for potential graduates in Sports Science and Sport Management. A Comprehensive Exit Examination and an End of Program Survey are major features of this course. Learning Outcomes: Analytical Reading, Writing or Critical Thinking. Prerequisites: Senior standing in Sports Science or Sport Management Major.

**Physics**

Charges may be placed on the student’s account for laboratory equipment broken or damaged as a result of student negligence.

**Course Descriptions**

**PHYS 101. GENERAL PHYSICS I.**

Physics 101 is an algebra-based introduction to motion, work, energy and momentum, physics of solids and fluids, waves and thermodynamics. We will explore the scientific method in several labs that relate the material being studied. Learning Outcome: Critical Thinking. Prerequisites: MATH 160 or MATH 180 or permission of the instructor. Because this course is intense, fast paced and requires afternoon meetings, it is strongly suggested that freshmen not register for it. This course will offer an honors component to fulfill honors program requirements.

**PHYS 102. GENERAL PHYSICS II.**

Physics 102 is an algebra-based introduction to electricity, magnetism, light and optics and modern physics. A continuation course to PHYS 101. Learning Outcome: Public Speaking. Prerequisites: PHYS 101 or permission of the instructor. Offered ever year consecutive to PHYS 101.

**Political Science and Pre-Law**

The major and minor programs in Political Science constitute the most specific accompaniment to the Commons courses that educate for citizenship. The analytical rigor involved in Political Science courses makes this program a good choice for a student who has not yet clarified his/her life-long occupational goals but who seeks to hone her/his abilities to think both broadly and critically and to learn to express complex views both orally and in written form. And this program provides specific preparation for students already focused on careers in government or the teaching of the social sciences or who plan to undertake further study as a prelude to public involvement as an attorney, a civil servant or a community leader.

Students may also choose a Government Education major that will prepare them for licensure to teach courses in this field in grades 7-12.

**Political Science Major**

Students majoring in Political Science are required to complete ten courses (40 hours) in Political Science, including POLS 203 (American Government), POLS 205 (Comparative Government), POLS 209 (World Politics), POLS 375 (Origins of the Civic Republican Tradition) and either POLS 325 (Constitutional Interpretation) or POLS 335 (Civil Rights and Liberties). BUSN 201 (Principles of Economics I) is an allied field requirement.

**Political Science Minor**

POLS 203 American Government
POLS 209 World Politics: Current Events and Their Roots in the Past

**Other acceptable courses (may select only one):**

POLS 350 Special Topics
POLS 451 Internship
POLS 452 Government Internship

TOTAL: 44 semester hours

**Political Science Minor**

POLS 203 American Government
POLS 209 World Politics: Current Events and Their Roots in the Past
POLS 325 or 335 Constitutional Interpretation/Civil Rights and Liberties
and any other two courses in Political Science with the approval of the Department Chair. (CMNS 380 will not satisfy a minor requirement.)
TOTAL: 20 semester hours

Government Education
The following program leads to licensure for teaching Government in grades 7-12 and is comprised of 149 semester hours, as follows:
- Major: 44
- Professional Education: 36
- General Education: 69

Major Curriculum
EDUC 419 Content Area Reading
POLS 203 American Government
POLS 205 Comparative Government
POLS 207 State and Local Government
POLS 209 World Politics: Current Events and Their Roots in the Past
POLS 315 Congress and Public Policy
POLS 335 Civil Rights and Liberties
POLS 360 American Foreign Policy
POLS 375 Origins of the Civic Republican Tradition
POLS 420 Political Behavior
POLS 446 International Law

Professional Education
EDUC 200 History, Principles and Philosophy of Education
EDUC 320 Classroom Discipline and Management
EDUC 342 Learning Environments 7-12
HGLN 337 Assessment and Evaluation
SPED 101 Survey of the Regular and Special Populations Within the School Environment
EDUC 452 Education Senior Seminar
EDUC 456 Enhanced Student Teaching: 9-12 (6 hours)
EDUC 458 Enhanced Student Teaching: 7-8 (6 hours)

General Education Curriculum
*CISC 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
**ENGL 100 Introduction to College Writing
ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Rhetoric and Research
HIST 101 The West and the World I
HIST 102 The West and World II
HIST 201 U.S. History I
**MATH 099 Introductory Algebra
**MATH 100 Intermediate Algebra
A Math course - MATH 120s or higher excluding MATH 137
MATH 140 Elementary Statistics
OREN 105 Tusculum Experience (1 hr.)
PHED 201 Foundations of Physical Fitness and Wellness
tPSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOCI 101 Principles and Social Institutions
A Natural Science course (BIOL 100, BIOL 101, CHEM 101, EVSC 111, GEOL 101, PHED 252 or PHYS 101)
Choose one of the following courses:
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Basic Concepts of the Visual Arts
VISA 204 Ancient Through Renaissance Art
VISA 208 Baroque Through Modern Art
*Test out opportunity available.
**Not required if ACT/SAT scores merit exemption.
TOTAL: 149 semester hours

Independent Major
Students interested in doing so may design an independent major combining Political Science with courses from related areas (e.g. History, Business, Psychology etc.). Detailed requirements for an independent major can be found in the section titled “Independent Program of Study” that appears in the Academic Policies section of the catalog.

Political Science Internships
For students whose program of study and intended career objective would benefit from the practical experience that an internship would provide, internships in local offices of federal, state and local governments may be available. Internship credit does not normally count toward the 10 courses required for the major or the 5 courses for the minor, but a one course exception may be granted upon petition to the Department Chair.

Pre-Law
While law schools have no officially preferred undergraduate major, Political Science, particularly as taught at Tusculum, is the major that is most involved in the study of law and its context in the Western and American traditions. Students interested in law school should consult with the College’s Pre-Law Advisor, regardless of their choice of a major, for suggestions on specific courses to take to best prepare them for their law school experience.

Course Descriptions
POLS 203. AMERICAN GOVERNMENT.
The formation and development of the national government, its structure and powers and its relationship to state and local governments. Offered every year. Learning Outcomes: Analytical Reading, Critical Thinking.

POLS 205. COMPARATIVE GOVERNMENT.
An examination of the ways in which different peoples govern themselves and cope with the forces of globalization. Learning Outcomes: Critical Thinking and Ethics of Social Responsibility. Offered every other year.

POLS 207. STATE AND LOCAL GOVERNMENT.
POLS 209. WORLD POLITICS: CURRENT EVENTS AND THEIR ROOTS IN THE PAST.
An examination of key elements of today’s world such as terrorism and the challenges to sovereignty in the context of historical aspects of the international system such as balance of power politics, nationalism and the role of ideologies. Learning Outcomes: Critical Thinking and Writing. Offered every other year.

POLS 310. THE PRESIDENCY AND PUBLIC POLICY.
A study of the role of the Chief Executive in the American governmental system with an emphasis on his/her role in making public policy and the nature of the relationships that have emerged with the other branches of government. Prerequisite: POLS 203. Learning Outcomes: Critical Thinking and Ethics of Social Responsibility. Offered every third year.

POLS 315. CONGRESS AND PUBLIC POLICY.
A study of the institutional structure and operation of Congress, the politics of public policy and executive- legislative relations. Prerequisite: POLS 203. Learning Outcomes: Critical Thinking and Writing. Offered every third year.

POLS 325. CONSTITUTIONAL INTERPRETATION.
The nature and development of constitutional law with emphasis on modes of constitutional interpretation and the place of the Supreme Court within the American political system. Prerequisite: POLS 203. Learning Outcomes: Analytical Reading and Critical Thinking. Offered every other year.

POLS 335. CIVIL RIGHTS AND LIBERTIES.
An examination of selected issues in civil rights and liberties. Topics may include due process, free speech, religious liberty, the establishment clause, the right to bear arms, property rights and voting rights. Prerequisite: POLS 203. Learning Outcomes: Critical Thinking and Ethics of Social Responsibility. Offered every other year.

POLS 350. SPECIAL TOPICS.
(Maximum of four hours for independent majors. Not available for minors in Political Science). A flexible course, with advanced formal research requirements intended to serve as an instrument for examining topics in Political Science of interest to students and faculty. Emphasis on readings, research and intensive study. Prerequisites: POLS 203, and junior or senior standing. Offered on demand.

POLS 360. AMERICAN FOREIGN POLICY.
A study of the topic that begins with an examination of the various sources of our traditional policy of isolationism, proceeds to examine the purposes and methods of pursuing our national goals with respect to the rest of the world in the post-World War II era, and concludes with an analysis of the choices open to the United States as the world’s pre-eminent power at the beginning of the 21st Century. Learning Outcomes: Critical Thinking and Ethics of Social Responsibility. Offered every third year.

POLS 375. ORIGINS OF THE CIVIC REPUBLICAN TRADITION.
Examines the political ideas of Plato, Aristotle and Cicero as coherent systems in their right, but also as reactions to the history of the political conflicts of their era. Prerequisite: CMNS 380, or permission of the instructor. Learning Outcomes: Analytical Reading and Ethics of Social Responsibility. Offered every other year.

CMNS 380. THE POLITICAL TRADITIONS OF THE WEST.
This interdisciplinary course explores the intellectual foundations, historical development and contemporary importance of the republican traditions of virtuous citizenship and the individualist tradition of rights and freedoms. We will study the interplay between these two traditions and examine their continuing influence on American political, cultural and social life. The course will also consider the relevance of our political societies outside the Western world. Learning Outcomes: Analytical Reading and Writing.

POLS 420. POLITICAL BEHAVIOR.
A broad survey of political behavior in America. Topics may include political parties, elections, direct political action, mass media and interest groups. Prerequisite: POLS 203. Learning Outcomes: Analytical Reading and Critical Thinking. Offered every third year.

POLS 446. INTERNATIONAL LAW.
The origin, development and principles of international law and the place of law in the international community. Prerequisite: POLS 209 or permission of the instructor. Learning Outcomes: Analytical Reading and Critical Thinking. Offered every third year.

POLS 451. INTERNSHIP. 1-12 semester hours, maximum of 12 hours.
A work study internship with a private non-governmental agency, such as a law firm or social service agency, that enhances student understanding of government service or the legal profession. Limited to students in the social sciences or pre-law students. Prerequisites: Junior or senior standing, POLS 203. Learning Outcomes: Self-knowledge and Civility. Offered on demand.

POLS 452. GOVERNMENT INTERNSHIP. 1-16 hours, maximum of 16 hours.
A work study internship with a national, state or local unit of government that allows the student to gain firsthand experience with government or government-related operations. Limited to students majoring in disciplines with a specific relationship to the enterprise of government. Prerequisites: Junior or senior standing, POLS 203. Learning Outcomes: Self-knowledge and Civility. Offered on demand.
PRE-PROFESSIONAL PROGRAMS

Please see HISTORY and POLITICAL SCIENCE for Pre-Law Studies and BIOLOGY for Medical Pre-Professional, Medical Technology, Pre-Pharmacy and Pre-Physical Therapy Studies.

PSYCHOLOGY

This major provides students with a broad exposure to the field of psychology while encouraging the development of the Civic Arts that characterize the Tuculum College curriculum. The program strongly emphasizes the integration of classroom knowledge with real-life applications. We also emphasize the role of empiricism in psychology; that is, students come to understand how theories are supported by data gathering and experimental evidence, and they develop critical thinking skills to evaluate research contributions to the field.

Majors in psychology at Tuculum may be planning graduate study in research-oriented programs, or they may be seeking to build the skills and knowledge to work at a bachelor’s level. A wide range of courses is offered, covering current emphases in psychology as well as traditional topics. In addition, students can work in an agency setting during an internship that builds job-related skills, and they have the option of conducting an independent research project under the direction of a faculty member. For those with special interests, independent study may be arranged in areas not covered by a scheduled course.

There is an active group of psychology majors on this campus. Psychology majors have a number of opportunities to participate in special activities, including class trips to courtrooms and residential treatment centers, participation in the Southeastern Psychological Association annual meeting and cross-cultural experiences in the southern United States.

Psychology majors are provided with advice on job search and graduate school preparation. Our graduates go to work at mental health centers, social service programs or other jobs related to the major, or continue their education at graduate schools.

The psychology program is closely connected with the teacher education major; education students take three psychology courses as part of their general education courses, education majors seeking a minor in psychology take five psychology courses in addition to the ones required by the education program and students seeking secondary licensure in psychology will take five psychology courses in addition to their general and professional education courses.

Psychology Department Retention Standard
Starting with the fall 2004 class, all psychology majors must have a major grade point average of 2.5 or better by the end of their second course that applies to the major to be retained in the Psychology Program; thereafter, majors’ G.P.A.s will be reviewed every second semester. Exceptions to this policy may be made at the discretion of the Psychology Department.

Psychology Major
MATH 140 Elementary Statistics
PSYC 100 Career Options in Psychology (1 hr.)
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 201 Research Methods for Psychology
PSYC 202 Data Analysis for Psychology
PSYC 221 Social Psychology
PSYC 315 Cognition
PSYC 319 Theories of Personality
PSYC 320 Abnormal Psychology
PSYC 331 Introduction to Psychotherapy and Counseling
PSYC 345 Biological Foundations of Behavior
PSYC 400 Seminar in Psychology
PSYC 410 Testing and Measurement
PSYC 415 Theories and Systems of Psychology
TOTAL: 53 semester hours

Psychology-Teaching Licensure—Grades 9-12
The following program leads to licensure with an endorsement in Psychology, for teaching grades 9-12. The program is comprised of 145 semester hours, as follows:

Major - 40 hours
Professional Education - 36 hours
General Education - 65 hours

Major Curriculum
EDUC 419 Content Area Reading
PSYC 201 Research Methods for Psychology
PSYC 221 Social Psychology
PSYC 315 Cognition
PSYC 319 Theories of Personality
PSYC 320 Abnormal Personality
PSYC 331 Introduction to Psychotherapy and Counseling
PSYC 345 Biological Foundations of Behavior
PSYC 400 Seminar in Psychology
PSYC 415 Theories and Systems of Psychology

Professional Education Curriculum
EDUC 200 History, Philosophy and Principles of Education
EDUC 320 Classroom Discipline and Management
EDUC 342 Learning Environments 7-12
EDUC 452 Student Teaching Seminar
EDUC 456 Student Teaching: 9-12 (two 6-hour placements)
HGLN 337 Assessment and Evaluation
SPED 101 Survey of the Regular and Special Populations

Within the School Environment

General Education (65 hours)
*CICS 100 Computer as a Tool
CISC 216 Computer as a Classroom Support System
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
**ENGL 100 Introduction to College Writing
ENGL 110 Introduction to Composition and Rhetoric
ENGL 111 Composition, Research and Rhetoric  
GEOG 200 Introduction to Geography  
HIST 101/2 The West & the World I or II  
HIST 201/2 U.S. History Survey I or II  
**MATH 099 Introductory Algebra  
**MATH 100 Intermediate Algebra  
A Math course - MATH 120s or higher excluding MATH 137  
MATH 140 Elementary Statistics  
OREN 105 Tusculum Experience (1 hr.)  
PHED 201 Foundations of Physical Fitness and Wellness  
PSYC 101 Essentials of Psychology  
PSYC 200 Developmental Psychology I  
PSYC 305 Educational Psychology  
SOCI 101 Principles and Social Institutions  
A Natural Science course (BIOL 100, BIOL 101, CHEM 101,  
EVSC 111, GEOL 101, PHED 252 or PHYS 101)  
Choose one of the following:  
MUSC 101 Introduction to Western Music  
THEA 104 Introduction to Theatre  
VISA 110 Introduction to Art  
VISA 204 Ancient through Renaissance Art  
VISA 208 Baroque through Modern Art  
*Test out opportunity available  
**Not required if ACT/SAT scores merit exemption  
TOTAL: 145 semester hours

**Psychology Minor**  
The minor in Psychology requires the completion of five psychology courses.  
PSYC 101 Essentials of Psychology  
PSYC 200 Developmental Psychology  
PSYC 319 Theories of Personality  
PSYC 320 Abnormal Psychology  
Choose any one of the following:  
PSYC 201 Research Methods for Psychology  
PSYC 221 Social Psychology  
PSYC 331 Introduction to Psychotherapy and Counseling  
TOTAL: 20 semester hours

**Course Descriptions**

**PSYC 100. CAREER OPTIONS IN PSYCHOLOGY.** 1 hour.  
The purpose of this mini course is to introduce students to graduate school and employment opportunities within psychology and psychology-related fields. Topics to be covered include: how to tell if psychology is the “right” major; how to get the most out of the Tusculum College psychology major; what career opportunities are available to psychology majors; what undergraduates need to know about getting into graduate school, and what undergraduates need to know about working after graduation. Learning Outcome: Self-Knowledge. Offered every spring semester. This course can be taken once for Pass/Fail credit.

**PSYC 101. ESSENTIALS OF PSYCHOLOGY.**  
The course introduces the student to the field of psychology by concentrating on the basic methods of research, growth and development, perceptual processes and cognition, motivation and emotion and mental health problems and therapeutic solutions.

**Learning Outcome:** Critical Thinking. Offered every year.

**PSYC 200. DEVELOPMENTAL PSYCHOLOGY.**  
This course provides an introduction to human development, with emphasis on the period from birth through adolescence. Physical, cognitive, language and social-emotional development will be covered. Specific topics include the impact of the family, peers and schooling, and the influence of early experiences on cognitive and social-psychological development. Learning Outcome: Writing. Prerequisite: PSYC 101. Offered every year.

**PSYC 201. RESEARCH METHODS FOR PSYCHOLOGY.**  
Students will examine current research methodology and experimental procedures that characterize the field of psychology. In order to have a working understanding of psychological research methods, emphasis will be on students devising and evaluating their own research efforts. Methods covered will include experimentation, correlational studies, ex-post-facto research, qualitative methods, survey construction and alternative research designs. Ethical issues surrounding today’s research techniques will also be highlighted. Learning Outcome: Critical Thinking. Prerequisites: PSYC 101 and MATH 140.

**PSYC 202. DATA ANALYSIS FOR PSYCHOLOGY.**  
Students will learn to utilize statistical techniques for hypothesis testing in the behavioral sciences, building on concepts learned in MATH 140 (Elementary Statistics). Statistical tests covered will include, but not be limited to, t-test, analysis of variance, correlation, bivariate regression, multiple regression and chi-square. The logic, assumptions, computation and interpretation of these statistical tests will be covered as well as the integration of statistical test results into a written research report. This course includes a laboratory portion that integrates the use of the SPSS statistical software package as a tool for data management and hypothesis testing. Learning Outcome: Critical Thinking. Prerequisites: PSYC 201.

**PSYC 210. ADULTHOOD AND AGING.**  
This course will examine adult development and aging in detail, with emphasis on recent studies in this area. Traditional views of physical, cognitive and psycho-social development will be compared with the realities of adult lifestyles in the present society. The field of gerontology (study of older adults) will be investigated in detail, with emphasis on the many dilemmas facing society as the proportion of older adults increases dramatically, and the impact of terminal illness will be considered. The course will include exercises to assist students in developing a scientific approach and in integrating course material with their expectations for the future. Learning Outcome: Public Speaking. Prerequisite: PSYC 200.

**PSYC 221. SOCIAL PSYCHOLOGY.**  
This course will examine how individuals think about, influence and relate to one another, and the impact of social situations on the individual. Students will gain an understanding of: the relationships between attitudes and behavior; how we explain our own and others’ behavior; cultural influences on behavior; why we conform with others’ expectations and how we can resist social pressure; the roots of aggression, altruism and prejudice, and the development of attraction and love. Throughout the course, theoretical information will be applied to situations and
dilemmas in our current society. Students will be encouraged not only to develop a scientific approach to their thinking about social situations but also to recognize the influence of cultural and personal values in all scientific inquiry. Learning Outcome: Ethics of Social Responsibility. Prerequisite: PSYC 101.

PSYC 230. THE IMPACT OF GENDER.
In the 21st Century, women and men in American society face a multitude of issues that impact their citizenship roles. A number of these issues are influenced by the gender roles that have been historically assigned to females and males. This class will explore the biological and historical roots of our gender roles and the extent to which these roles impact our behaviors in our personal as well as our public lives. Learning Outcome: Public Speaking.

PSYC 231. PSYCHOLOGY AND THE LAW.
This course will examine the law primarily from a psychological perspective, concentrating on the behaviors of individuals and how individual characteristics interact with the legal environment. Students will review landmark court decisions, research reports and other noteworthy documents and will be encouraged to view themselves as participants in the legal system by virtue of their membership in this society. Specific topics to be covered will include theories of criminal behavior, the role of the police, eyewitness testimony, evaluation of suspects, changing definitions of competence and insanity, jury selection and deliberation and the sentencing process. Emerging trends in law and law enforcement encompassing psychological principles will also be examined. Learning Outcome: Critical Thinking. Prerequisite: PSYC 101. Offered on demand.

PSYC 250. INDEPENDENT RESEARCH.
This course is designed specifically for those students who are interested in pursuing research of their own choosing. Each student will work on a one-to-one basis with a professor on the design, implementation and reporting of an original research project. Students also will meet in small groups to discuss research designs and dilemmas. This course is highly recommended for those interested in future research activities such as those required by some graduate programs. The course may be repeated once, with a different research question, for a total of 8 semester hours. An opportunity for students to present their research will be extended each year. Learning Outcome: Critical Thinking. Offered every year. Prerequisites: PSYC 202.

PSYC 300. SPECIAL TOPICS.
This course provides intensive study of a selected topic in psychology. Topics will be chosen by the instructor and may include areas of investigation such as learning, psychopharmacology, health psychology, Eastern approaches, marriage and family, etc. Prerequisite: PSYC 101 or permission of instructor.

PSYC 305. EDUCATIONAL PSYCHOLOGY.
This course examines the application of psychological science to learning and cognitive approaches to teaching. The issues of development, cognition, learning and motivation will be covered in relationship to the teaching process. Classroom management techniques and effective teaching strategies will also be covered. Learning Outcome: Self-Knowledge. Prerequisite: PSYC 200; for Education students: EDUC 200. Offered every year.

PSYC 315. COGNITION.
Students will examine the processes of human thinking and how they relate to behavior. Among the topics to be covered are: information processing approaches; perception and attention; memory; the ways in which knowledge is represented and organized, and complex cognitive skills such as language, problem solving and creativity. The class will combine lecture, student presentations and laboratory exercises, all of which will emphasize a research-based, empirical approach to this area of human functioning. We will also consider real-world applications of the newest findings. Learning Outcome: Critical Thinking. Prerequisites: At least three other psychology courses. Offered every other year.

PSYC 319. THEORIES OF PERSONALITY.
Students will closely examine a number of personality theories that are representative of the various paradigms within the field of psychology. The lives of the theorists as well as the evolution of their ideas will be traced; their contributions, both theoretical and applied, will be evaluated. Emphasis will be on reading and analysis of original theoretical and applied writings. Learning Outcome: Writing. Prerequisite: PSYC 200 or permission of instructor. Offered every year.

PSYC 320. ABNORMAL PSYCHOLOGY.
This course will introduce students to the field of abnormal psychology through an examination of behavioral, cognitive and physical symptoms that distinguish the various mental disorders. Primary- and secondary-source literature will be reviewed and students are expected to present their literature reviews in a public forum. The biological and behavioral antecedents of abnormal psychological conditions will be examined, with emphasis on the impact of interacting biological, psychological and social factors. Learning Outcome: Public Speaking. Prerequisite PSYC 319. Offered every year.

PSYC 321. INTRODUCTION TO COMMUNITY PSYCHOLOGY.
This course provides an introduction to the field of community psychology. Community psychology is concerned with person-environment interactions and the ways society impacts upon individual and community functioning. Community psychology focuses on social issues, social institutions and other settings that influence individuals, groups and organizations. Community psychology as a science seeks to understand relationships between environmental conditions and the development of health and well-being of all members of a community. This course emphasizes research methods directed toward optimizing the well-being of individuals and communities with innovative and alternative interventions designed in collaboration with affected community members and with other related disciplines inside and outside of psychology. Learning Outcomes: Ethics of Social Responsibility and Critical Thinking. Prerequisites: PSYC 101 or permission of instructor.

PSYC 331. INTRODUCTION TO PSYCHOTHERAPY AND COUNSELING.
The principles and procedures of psychotherapeutic and coun-
saling approaches will be studied and practiced in this course. Students will gain practical experience while dealing with issues such as establishing client rapport and selecting appropriate therapeutic techniques. Both individual and group approaches will be examined. Learning Outcome: Critical Thinking. Prerequisite: PSYC 320 or permission of instructor. Offered every other year.

PSYC 345. BIOLOGICAL FOUNDATIONS OF BEHAVIOR. This course will provide students with a general introduction to the underlying biological principles and mechanisms which give rise to complex human cognitive and emotional behavior. Some of the topics covered include the anatomical structure of nerve cells and how they communicate, properties of brain organization and function, processing in sensory and motor systems, biological rhythms, motivated behavior, the effects of psychotropic medications and neural and hormonal influences on health and emotion. Learning Outcome: Writing. Prerequisite: At least three other psychology courses. Offered every year.

PSYC 400. SEMINAR IN PSYCHOLOGY. Required for all psychology majors, this course will help students consolidate their coursework in the major and explore options for employment or further study beyond graduation. Through individual student presentations and discussion, major themes and concepts of the subfields of psychology will be reviewed. Students will learn about employment and graduate school application procedures, including preparation for the Graduate Record Examination (GRE). Learning Outcome: Self-Knowledge. Prerequisites: PSYC 101, PSYC 200, PSYC 201, two additional Psychology courses (at 200 or 300 level) and junior standing. Offered every year.

PSYC 410. TESTING AND MEASUREMENT. This course is designed to provide students with a general understanding of the theory and practice of psychological testing and assessment. Construction and validation of an original psychological testing instrument will be emphasized. Specific content will include: test construction, issues of reliability and validity, factor analysis and appropriate uses of testing. Students will also have the opportunity to gain experience and familiarity with a variety of instruments used to measure attitudes and beliefs, personality traits and psychopathology. Learning Outcome: Critical Thinking. Prerequisite: PSYC 202.

PSYC 415. THEORIES AND SYSTEMS OF PSYCHOLOGY. This course provides students an overview of the historical development of the field of psychology. Through lectures, readings and interactive exchanges, students will examine the social, philosophical and scientific trends that influenced the development of various theories and approaches. In addition, students will evaluate the impact and contributions of these approaches to the field. Learning Outcome: Analytical Reading. Prerequisites: Junior or senior standing in psychology program. Offered every other year.

PSYC 430. CULTURAL PERSPECTIVE IN A GLOBAL ERA. In this course students will explore the diversity of human psychological functioning across cultures thus facilitating a greater appreciation for the complexity of world issues. Students will develop greater sensitivity to and appreciation of cultural differ-
Religious Studies is a very important part of each student’s academic preparation at Tusculum College. Students who have an interest in Religious Studies beyond the required course (CMNS 330 Hebrew and Christian Traditions [a requirement that can also be met by taking RELG 101 and 102]) may elect to complete a minor. A student planning to minor in Religious Studies should consult with the faculty in Religious Studies to determine which courses will be of assistance, especially in the case when graduate school or seminary may be in mind.

Religious Studies Minor
RELG 101 Old Testament
RELG 102 New Testament
RELG 208 Sex, Marriage and Family or
RELG 201 World Religions
Choose one 200 level religion course and one 300 or 400 level religion course.
TOTAL: 20 semester hours

Course Descriptions

RELG 101. OLD TESTAMENT LITERATURE: LIFE, DEATH AND THE AFTERLIFE.
An exploration of the rich literature and theology in the Hebraic scripture, beginning with creation and then focusing on the biblical view of life, death and life after death. Learning Outcome: Self-Knowledge. Required of religion minors. This course and RELG 102 may be taken in place of RELG/CMNS 330 Hebrew and Christian Traditions. Offered every other year.

RELG 102. NEW TESTAMENT: LIFE, DEATH AND THE AFTERLIFE.
The exploration of such themes as death and dying, resurrection, and the meaning of life itself in the gospels and Paul’s epistles. Learning Outcome: Self-Knowledge. Required of religion minors. This course and RELG 101 may be taken in place of RELG/CMNS 330 Hebrew and Christian Traditions. Offered every other year.

RELG 201. WORLD RELIGIONS.
An introduction to the beliefs, practices and underlying spiritual values of the major religions of the world, including Buddhism, Hinduism, Confucianism, Judaism, Christianity and Islam. Field trips to temples, a Greek Orthodox cathedral and other religiously related institutions will be included. Learning Outcome: Public Speaking.

RELG 203. RELIGION IN AMERICA.
This course will analyze and observe the beliefs, rituals and practices of religious groups in America thereby enabling the student to appreciate the varieties of religious experiences and the significance of religious experience among Americans. Field trips to churches, synagogues and other church-related institutions will be included. Learning Outcome: Writing.

RELG 208. SEX, MARRIAGE, AND FAMILY: THEOLOGICAL CONSIDERATIONS.
An exploration of such issues as premarital and extramarital sex, homosexuality, single parenting, genetic engineering, divorce and traditional and non-traditional families. These issues will be examined historically and theologically with a particular emphasis placed on how individuals as well as the community are affected. Christian and secular positions will be compared. Learning Outcome: Self-Knowledge.

RELG 326. THE RENAISSANCE AND REFORMATION IN EARLY MODERN EUROPE.
This course will look at the Renaissance and Reformation movements within the broader context of the political and economic developments of Early Modern Europe. The course will focus on the conditions of late medieval Florence that contributed to the artistic and literary developments of the 15th century. The course will trace the diffusion of the Renaissance in the Italian Peninsula and then to Europe north of the Alps. We will explore the uses to which the artistic developments of the Renaissance were put, and the long-term impact of the Renaissance on various European cultures. The course will also trace the development of the religious reform movement known as the Protestant Reformation movement from its bi-polar centers in Wittenberg and Zurich. It will outline the spread of the movement, conditions that facilitated the introduction of the Reformation across Europe, divisions within the Reformation movement and the efforts of the Catholic church to respond to the challenge. Learning Outcome: Critical Thinking. Prerequisites: HIST 101 and 102, or RELG 101 and 102, or permission of the instructor.

CMNS 330. HEBREW AND CHRISTIAN TRADITIONS.
This interdisciplinary course presents the Hebrew and Christian scriptures as testaments to humanity’s spiritual yearning and hope for justice in this world. We will examine the dominant themes of the books of the Old and New Testament, the process through which they became canonical and the historical struggles over their meaning and relevance for issues of social ethics. Required of all students unless they take RELG 101 and 102. Learning Outcomes: Analytical Reading and Writing.
SERVICE-LEARNING

Tusculum’s service–learning graduation requirement became effective with the freshman class that entered the College in the fall of 1993. Students may fulfill the requirement through a Service-Learning course (each 4 semester credits); a Service-Learning Practicum (for 2 semester credits); an approved internship; or through an approved departmental course with a significant service-learning component.

Additional Service-Learning (SVLN) immersion courses may be offered. Presently, these may include an international service-learning experience in Belize or a stay in a community to help with disaster recovery. Participation in these courses is determined through an application process.

The Service-Learning courses include two student outcomes: students will apply their skills and knowledge to engage in activities that benefit the community and promote social justice (social responsibility); and students will examine their lives, develop habits of on-going reflection and understand the relationship between their lives and the life of the community (self-knowledge). Issues dealing with diversity and the common good, and social change will also be examined in these courses.

Service-Learning courses have as prerequisite sophomore standing and successful completion of CMNS 251. They are to be undertaken within the year following the student's completion of the prerequisite and before the beginning of the senior year.

SEE: Civic Engagement Minor (p. 55)

The Civic Engagement minor is open to all students in any major, and is an excellent choice for students with interest in social action, civic responsibility and/or public policy as well as students seeking to broaden their experience and scope of potential career opportunities within their major.

COURSE DESCRIPTIONS

SVLN 351/CMNS 351 SERVICE-LEARNING PRACTICUM. 2 semester hours.

This option is available during the summer and may be carried out in the student’s home community or elsewhere. Students will get experience putting the civic arts into practice by working at least 50 hours in service roles with governmental or not-for-profit community organizations with under-served populations, environmental or other social justice goals. Academic class sessions held on three afternoons in Block 8, writing assignments and regular contact with the instructor prepare students to gain the most benefit from their service placements. Learning Outcomes: Ethics of Social Responsibility and Self-Knowledge. Offered every summer.

SVLN 354/CMNS 354. SERVICE-LEARNING IN NORTHEAST TENNESSEE.

Students may engage in a variety of service activities within the Greeneville/Greene County or Tri-Cities area. These activities involve issues of social justice, economic opportunity, environmental protection or restoration, education or health and wellness. They may use community-based research techniques to identify community needs and help accomplish community goals. Readings, class sessions, journals and writing assignments will help the students learn from their service experiences. This is a one block course. Learning Outcomes: Ethics of Social Responsibility and Self-Knowledge. Offered every year.

SVLN 356/CMNS 356. SERVICE-LEARNING IMMERSION. This course centers on travel to Belize, Central America, where students will be immersed in a variety of service projects and learning opportunities primarily related to schools and youth. The service needed may involve issues of social justice, economic opportunity, education or health and wellness. Readings and research before the trip will help students understand the issues they confront and the setting where they are offering service. Discussion and writing assignments will help students reflect on and learn from their service experiences. The process of living and working together and making collective decisions will be a laboratory for the practice of civility. This course also includes an Honors component to support those students who are committed to continued academic achievement. This component will include a collaborative community project that connects the student’s major field of study to a need of the Belize community where the student is working. The student will consult with a faculty member from their discipline before and after the project takes place to set appropriate goals and evaluate their completion. Additional texts and/or readings related to the project will be included. A summary and report of the project will be presented to the campus community at the end of the course. Prerequisite: CMNS/SOCI 251 and permission of instructor. Learning Outcomes: Ethics of Social Responsibility and Self-Knowledge.

SVLN 450. INDEPENDENT STUDY IN SERVICE-LEARNING. This course provides additional in-depth experience in service-learning and/or the opportunity to research issues raised by a previous service-learning course. Advance arrangements should be made with the instructor. Prerequisites: SVLN/CMNS 354 or 356. Offered as needed.

SVLN 451. PRACTICUM IN CIVIC ENGAGEMENT.

This course is designed to allow students to engage in intensive study and action in a community organization. Students will explore theories and concepts of civic involvement and methodologies of Community-Based Research, Participatory Action Research and community mapping using GIS and GPS technology. Students will develop and implement a Community-Based Research or mapping project around a social issue and/or with a public policy focus with a public or private not-for-profit organization pertaining to their major to address a community need. Prerequisite: SVLN 351, 354, or 356 (or satisfaction of the Service-Learning Commons requirement).

SVLN 455. CIVIC ARTS PROJECT/CAPSTONE INTERNSHIP.

This capstone course is designed to prepare students to develop and implement a Community-Based Research and/or a Civic Engagement project, when possible, with a public policy focus. Drawing on the student’s learning and experience from previous community work, the student will have identified a community need. Through practical deliberation, problem-solving and discussion with community members, the student will design the project. A proposal must be developed and a project committee established including the student, a community member, a representative from the Center for Civic Advancement and a faculty member chosen by the student. Prerequisite: SVLN 451.
**SOCIOLOGY**

**Course Descriptions**

**SOCI 101. PRINCIPLES AND SOCIAL INSTITUTIONS.**
Examines basic sociological ideas including social relations, social interaction, social structure and social change. Reviews classical and contemporary social theories. Introduces student to the sociological imagination. Learning Outcomes: Analytical Reading, Writing, Critical Thinking.

**SOCI 105. CONTEMPORARY SOCIAL ISSUES.**
This course examines the social issues and problems confronting our world today. It will initiate a critical questioning of 1) what is a social problem? 2) how can we gain a sociological understanding of social problems? 3) what kinds of thinking should we avoid in our attempts to understand problems? 4) what are some causes of social problems? 5) what is the impact of race, class and gender on how we construct ideas of social problems? Learning Outcomes: Analytical Reading, Writing, Critical Thinking, Ethics of Social Responsibility.

**SPANISH**

The United States includes the fifth largest Spanish-speaking population in the world, and this country is situated in a hemisphere where Spanish is one of four major languages. Spanish study is an important component of the education of citizens interested in working effectively to improve their global awareness.

**Course Descriptions**

**SPAN 101-102. ELEMENTARY SPANISH.**
Introduction to the elements of Spanish enhanced by video materials. Learning Outcome: Public Speaking. Offered every year.

**SPECIAL EDUCATION**

In keeping with the mission of the College, the goal of the Special Education Program is one of service to the community. The program is divided into two endorsement programs: The Modified/Comprehensive Program and Early Childhood Special Education Program. The Modified/Comprehensive Program leads to endorsement for licensure to teach special needs students in kindergarten through 12th grade. This program prepares teachers of students whose early needs focus on development of basic skills, those students who need educational programs that require an adaptation of the regular school curriculum, and/or students whose later needs focus on vocational and independent living skills. The Early Childhood Special Education Program leads to endorsement for licensure to work with very young special needs children and their families. Students may select the Modified/Comprehensive K-12 Program and/or the Early Childhood Special Education PreK-3. The Gifted endorsement can also be added through this curriculum.

To best serve the community, the Special Education Program seeks to integrate the knowledge and skills in general education, professional education, special education core and concentrations with the Civic Arts philosophy of Tusculum. Prospective teachers will:

1. Demonstrate the knowledge and skills in human development and learning, including the study of individual differences.
2. Develop a broad knowledge of the field of special education, including a study of various handicapping conditions.
3. Demonstrate ability to initiate appropriate techniques to plan and implement successful programming for special needs students.
4. Demonstrate the ability to work collaboratively with colleagues, communicate effectively with parents and positively influence the education of all children.

Students may elect programs leading to licensure for teaching Special Education Modified and Comprehensive and/or teaching Early Childhood Special Education.

The coursework in Special Education involves extensive practicum experiences. Well-planned practicum experiences provide students with varied placements that prepare them for successful student teaching.

**1. Special Education, Modified and Comprehensive Licensure (K-12)**

This program is comprised of 141 semester hours with the optional courses for Early Childhood Special Education.

- **Major - 44 semester hours**
  - Professional Education - 32 semester hours
  - General Education - 65 semester hours
  - Optional Courses for Early Childhood
  - Special Education - 10 semester hours

**Special Education Core**

- PHED 170 Rhythms and Dance (1 hr.)
- PHED 360 Curriculum Design and Teaching Methods for Elementary School Physical Education, Heath and Wellness (3 hrs.)
- SPED 101 Survey of the Regular and Special Populations Within the School Environment
- SPED 354 Strategies for the Early Childhood Special Needs Students
SPED 352 Developmental Disabilities

**Modified and Comprehensive**

EDUC 307 Language Development and Emergent Literacy  
ENGL 335 Children’s Literature  
EVSC 425 Physical and Environmental Science Concepts  
HGLN 337 Assessment and Evaluation  
HGLN 417 Literacy Through Language Arts  
SPED 355 Transition Strategies for the Special Needs Student  
SPED 455 The Consulting Teacher Model

**Professional Education Courses**

EDUC 200 History, Philosophy and Principles of Education  
EDUC 320 Classroom Discipline and Management  
EDUC 416 Teaching Reading  
MATH 137 Instructional Strategies for Life-Long Learning of Mathematics  
EDUC 452 Student Teaching Seminar (4 hours)  
SPED 458 Student Teaching: Mod/Comp K-12 (Two 6-hour placements)

**General Education Courses**

BIOL 100 Introductory Biology  
*CISC 100 Computer as a Tool  
CISC 216 Computer as a Classroom Support System  
CMNS 330 The Hebrew and Christian Traditions  
CMNS 380 The Political Traditions of the West  
**ENGL 100 Introduction to College Writing  
ENGL 110 Composition and Rhetoric  
ENGL 111 Composition, Rhetoric and Research  
GEOG 200 Introduction to Geography  
HIST 101 or 102 The West and the World I or II  
HIST 201 or 202 U.S. History I or II  
**MATH 099 Introductory Algebra  
**MATH 100 Intermediate Algebra  
A Math course - MATH 120s or higher excluding MATH 137  
OREN 105 The Tusculum Experience  
PHED 115 Safety, First Aid, and CPR (1 hr.)  
PHED 260 Methods for School Health Teachers (3 hrs.)  
PSYC 101 Essentials of Psychology  
PSYC 200 Developmental Psychology  
PSYC 305 Educational Psychology  
SOCI 101 Principles and Social Institutions  

*Choose one of the following courses:*

MUSC 101 Introduction to Western Music  
THEA 104 Introduction to Theatre  
VISA 110 Introduction to Art  
VISA 204 Ancient through Renaissance Art  
VISA 208 Baroque through Modern Art  
Optional Early Childhood Special Education (10 hours)  
SPED 459 Enhanced Student Teaching: Infant/Toddler (6 hours)  
VISA 330 The Arts and Childhood Learning  
*Test opportunities are available.  
**Not required if ACT/SAT scores merit exemption.

2. Special Education Early Childhood Licensure (PreK-3)

This program is comprised of 145 semester hours with the optional courses in Early Childhood Education.

- Major – 48 semester hours
- Professional Education - 32 semester hours
- General Education – 65 semester hours

**Special Education Core**

PHED 170 Rhythms and Dance (1 hr.)  
PHED 360 Curriculum Design and Methods for Teaching Elementary Physical Education, Health and Wellness (3 hrs.)  
SPED 101 Survey of the Regular and Special Populations Within the School Environment  
SPED 354 Strategies for the Early Childhood Special Needs Students  
SPED 352 Developmental Disabilities  
SPED 451 Educating the Gifted Student

**Early Childhood Concentration**

EDUC 307 Language Development and Emergent Literacy  
ENGL 335 Children’s Literature  
EVSC 425 Physical and Environmental Science Concepts  
HGLN 337 Assessment and Evaluation  
HGLN 340 Learning Environments EC/PreK-3  
MATH 137 Instructional Strategies for Life-Long Learning of Mathematics  
VISA 330 The Arts and Childhood Learning

**Professional Education**

EDUC 200 History, Philosophy and Principles of Education  
EDUC 320 Classroom Discipline and Management  
EDUC 416 Teaching Reading  
HGLN 337 Assessment and Evaluation  
HGLN 417 Literacy Through Language Arts  
EDUC 452 Student Teaching Seminar (4 hours)  
EDUC 454 Enhanced Student Teaching PreK-3 (6 hours)  
SPED 459 Student Teaching: Infant/Toddler (6 hours)

**General Education**

BIOL 100 Introductory Biology  
*CISC 100 Computer as a Tool  
CISC 216 Computer as a Classroom Support System  
CMNS 330 The Hebrew and Christian Traditions  
CMNS 380 The Political Traditions of the West  
**ENGL 100 Introduction to College Writing  
ENGL 110 Composition and Rhetoric  
ENGL 111 Composition, Rhetoric and Research  
GEOG 200 Introduction to Geography  
HIST 101 or 102 The West and the World I or II  
HIST 201 or 202 U.S. History I or II  
**MATH 099 Introductory Algebra  
**MATH 100 Intermediate Algebra  
A Math course - MATH 120s or higher excluding MATH 137  
OREN 105 The Tusculum Experience  
PHED 115 Safety, First Aid and CPR (1 hr.)  
PHED 260 Methods for School Health Teachers (3 hrs.)  
PSYC 101 Essentials of Psychology  
PSYC 200 Developmental Psychology  
PSYC 305 Educational Psychology  
SOCI 101 Principles and Social Institutions  

*Choose one of the following courses:*

MUSC 101 Introduction to Western Music  
THEA 104 Introduction to Theatre  
VISA 110 Introduction to Art  
VISA 204 Ancient through Renaissance Art  
VISA 208 Baroque through Modern Art  
*Test opportunities are available.  
**Not required if ACT/SAT scores merit exemption.
Special Education Modified And Comprehensive Minor Grades K-12

EDUC 307 Language Development/Emergent Literacy
HGLN 337 Assessment and Evaluation
EDUC 416 Teaching Reading
HGLN 417 Literacy Through Language Arts
SPED 354 Strategies for the Early Childhood Special Needs Students
SPED 355 Transition Strategies for the Special Needs Student
SPED 352 Developmental Disabilities
SPED 455 The Consulting Teacher Model

TOTAL: 32 semester hours

The Special Education minor may be added to any existing School of Education Major with Licensure. All listed courses are required for the minor; however, some course requirements may be accomplished through preparation for a particular major.

4. Gifted Endorsement

This endorsement can be added to any existing licensure program by completing three courses and the Praxis test for the endorsement.

SPED 451 Educating the Gifted Student
SPED 454 Gifted Education: A Project-Based Model
SPED 455 The Consulting Teacher Model

Course Descriptions

SPED 101. SURVEY OF THE REGULAR AND SPECIAL NEEDS POPULATION WITHIN THE SCHOOL ENVIRONMENT.

This course is designed for the preservice teacher to develop an understanding of the characteristics of the school environment and the relationship of that school environment to the total school system: local, state and federal. The preservice teacher will focus on developing the professional ‘self’ called teacher. Finally, the preservice teacher will survey those elements within the school that foster the education of regular and special school populations within the school. The preservice teacher will study current practices, issues and trends in Special Education Law and Policy to prepare to serve the special needs population in regular and special education school environments. Practicum experiences included. Learning Outcome: Writing. Offered every year.

SPED 352. DEVELOPMENTAL DISABILITIES.

This course is presented in a seminar format and provides the preservice teacher with an opportunity to have a hands-on experience with the therapists presenting the seminar. Among such professionals will be an occupational and physical therapist, speech therapist and for the young child, the developmental specialist. These courses include clinical experiences in various settings, including the school, giving continuity to the seminar. The focus is on individuals with severe handicapping conditions that require occupational and physical therapy and speech therapy. Practicum experiences included. Learning Outcome: Public Speaking. Prerequisites: SPED 101 and EDUC 200. Offered every other year.

SPED 354. STRATEGIES FOR THE EARLY CHILDHOOD SPECIAL NEEDS STUDENTS.

This course is designed for preservice teachers working with the student with mild handicaps and the student who has moderate to severe handicaps. The course will focus on the young child from birth through early years and into school. Through varied practicum experiences the pre-service teacher will have the opportunity to observe the young special needs children in home, school and other settings. The pre-service teachers will study the methods of developing skills in these diverse learners as well as working with the students as they learn the skills. The pre-service teachers will be able to identify the community and school resources for gaining support and skill development for their special needs children. Practicum experiences included. Learning Outcome: Public Speaking. Prerequisites: EDUC 200 and SPED 101. Offered every other year.

SPED 355. TRANSITION STRATEGIES FOR THE SPECIAL NEEDS STUDENTS.

This course will encompass the critical area of transition for the mild and moderate to severely handicapped special education student. The preservice teacher will through a variety of classroom and practicum experiences demonstrate the ability to identify and develop appropriate transition goals for the student. The preservice teacher will through varied practicum experiences develop a working knowledge of the services available to this population, as well as the skills needed by the special needs student to become a productive member of society. Preservice teachers will collaborate with the supervising teachers to develop a knowledge basis for linking students and families with services ranging from assisted work environments to college application and other accommodations. Candidates will demonstrate the ability to develop sound transition plans by participating in the IEP process for students transitioning from middle school level to high school and from high school to society. Practicum experiences included. Learning Outcome: Critical Thinking. Prerequisites: EDUC 200 and SPED 101. Offered every other year.

SPED 451. EDUCATING THE GIFTED STUDENT.

This course is designed to provide the special education major with expertise in working with gifted children in the public school. The preservice teacher will gain knowledge and experiences critical to the education of the gifted student. Emphasis on identification, criteria for certification and assessment will provide the student with an understanding of the specific needs of the gifted student. Teaching strategies that address higher order thinking skills, abstract reasoning, analytical and critical thinking, will be introduced. Preservice teachers will examine the aspect of multiple intelligences and the gifted student. Collaboration with the regular classroom teacher will be addressed through practicum experience. The preservice teacher will demonstrate through the practicum experience the ability to create learning opportunities that will challenge and engage the gifted student, as well as the highly functioning non-certified students in the regular classroom. Practicum experiences included. Learning Outcome: Analytical Reading. Prerequisites: EDUC 200 and SPED 101. Offered every other year.
SPED 454. GIFTED EDUCATION: A PROJECT-BASED MODEL.
This course will provide the special education major with the opportunity to explore and develop projects and curricula for working with gifted students from elementary through high school. The preservice teachers will gain knowledge and experiences in addressing the needs of these students with specific learning activities to build their self-confidence and skills in real world situations to include scientific, mathematic, media and written projects, as well as societal ideas and theories. Strategies for successful interactions with their peers and adults will be incorporated into the project development. Preservice teachers will demonstrate the ability to utilize individual strengths in developing ideas for projects and learning modules that can be expanded to include non-certified students in the regular classrooms as well as certified gifted students. Practicum experiences included. Learning Outcomes: Public Speaking and Critical Thinking. Prerequisites: SPED 101 and EDUC 200.

SPED 455. THE CONSULTING TEACHER MODEL.
This course will provide a framework for the preservice teacher in the area of special education consultation. The preservice teachers will gain knowledge and experience in addressing the needs of students with specified learning disabilities from mild to moderate and severe in reading, written expression, mathematics, auditory processing, as well as behavioral disorders. Needs of students who are certified gifted will also be addressed in this course. Strategies for early recognition, referral, assessment and intervention will be the major focus of this course. The preservice teacher will demonstrate an understanding of the needs of the students with specific learning disabilities as well as strategies for collaborating with the regular classroom teacher to facilitate the success of this special education population. The preservice teacher will also develop a knowledge base for addressing the needs of the students served under Section 504 with accommodations for health issues as well as Attention Deficit Disorder. Preservice teachers will demonstrate the ability to develop appropriate learning goals and objectives through the completion of an IEP as well as a 504 Accommodation plan. The preservice teacher will also examine the mandates addressing the assessment of this target population by the No Child Left Behind legislation. Practicum experiences included. Learning Outcome: Public Speaking. Prerequisites: EDUC 200 and SPED 101. Offered every other year.

SPED 458. ENHANCED STUDENT TEACHING (K-12). 12 semester hours.
This course offers a full-time teaching experience in an accredited school under the directions of a selected classroom teacher, a Tusculum College Field Experience Supervisor and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each preservice teacher is required to complete two regular placements during the 15 weeks of the full-time teaching experience. This placement is one half of that requirement. Learning Outcome: Critical Thinking.

SPED 459. ENHANCED STUDENT TEACHING: INFANT AND TODDLER. 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the directions of a selected classroom teacher, a Tusculum College Field Experience Supervisor and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each preservice teacher is required to complete two regular placements during the 15 weeks of the full-time teaching experience. This placement is one half of that requirement. Learning Outcome: Critical Thinking.

SPORT MANAGEMENT
Please see the PHYSICAL EDUCATION section of the catalog.
THEATRE

Students at Tusculum are encouraged to participate in theatrical productions as well as numerous other dramatic activities sponsored by Tusculum Arts Outreach. Facilities include the 700-seat Annie Hogan Byrd Auditorium and the 200-seat David F. Behan Theatre.

Minor in Theatre
Students wishing to minor in Theatre must complete 20 hours of course work.
THEA 103 Stagecraft I
THEA 104 Introduction to the Theatre
THEA 160 Acting I
THEA 190 Theatrical Practicum (4 hours required)
THEA 210 Dramatic Literature in Production

Course Descriptions

THEA 103. STAGECRAFT I.
This course is designed to acquaint the student with the technical aspects of backstage theatre. Units include stage scenery construction, stage lighting, terminology and safety. Offered every year.

THEA 104. INTRODUCTION TO THE THEATRE.
A survey course to acquaint the student with our cultural heritage in the theatre. Units covered include history, roles of various theatre artists, theories and structures of drama and the basic fundamentals and techniques of acting. Topics are covered through lecture, assigned reading and student participation. Offered every year. Learning Outcome: Analytical Reading.

THEA 160. ACTING I.
The course emphasis is on the learning of basic fundamentals and techniques of the art of acting through lecture and student participation. Learning Outcome: Public Speaking. Offered every other year.

THEA 190. THEATRICAL PRODUCTION. 1 semester hour.
This course entails a minimum of 40 hours work in some combination of acting, set construction, make-up, costume, lighting or other technical support connected with a college theatrical production. Note: a maximum of 8 semester hours credit in THEA 190 may apply toward graduation.

THEA 210.DRAMATIC LITERATURE IN PRODUCTION.
Students will study plays from the great periods of Drama from the standpoint of the theatre practitioner as opposed to the student of literature. Learning Outcome: Analytical Reading. Offered every other year.
GRADUATE
AND
PROFESSIONAL STUDIES
In 1984, Tusculum College recognized the special needs of working adult students by developing the educational programs within Graduate and Professional Studies. These programs are comprised of accelerated courses meeting one or two times per week depending on degree, and all share the same innovative framework in which students take one course at a time in a collaborative atmosphere open to adult learning styles. These programs have gained a solid reputation in the region for their high academic standards and practical focus and have been studied nationally as models of delivery for adult learners.

The undergraduate and graduate programs offered are:
1. Gateway (for students completing general education core and/or elective requirements)
2. Bachelor of Science in Organizational Management
   Concentrations in: Human Resource Management and Marketing
3. Bachelor of Arts in Education, Teacher Licensure in K-6
4. Master of Arts in Education
   Concentrations In: Curriculum and Instruction, Organizational Training and Education, Human Resource Development
5. Master of Arts in Organizational Management

This section of the catalog first outlines policies and regulations applying to all five programs and then provides details of each program individually. Tuition, Fees and Financial Aid information are found in the General Information section in the front of the catalog, beginning on Page 10.

Academic Policies and Student Services

Academic Schedule
The Tusculum College Graduate and Professional Studies programs follow a non-traditional academic calendar. Students enroll in cohort groups that start year round. Courses in each program are offered sequentially, allowing students to study one subject at a time. Classes are held at times and in locations convenient to students. All students are required to attend all formal class sessions and learning team meetings.

Adding and Dropping Courses
Students are required to contact their professional advisor each time they drop or add a course. This allows the advisor time to review the degree requirements and advise the student accordingly.

When adding a course, students must complete and sign the Drop/Add Form and submit the required payment for the course. Students must register for courses at least seven days prior to the starting date of the course. Students are responsible for obtaining the course syllabus from the TC Web (Please refer to the “Tuition and Fees” section located on pages 10-12 for adjustment in charges).

A student may drop a course before the last night of the class and still receive a grade of “W.” If a drop form is not received prior to the last night of the course, a grade of “F” will be assigned. When dropping a course, students may incur financial responsibility.

Locations and Facilities
Graduate and Professional Studies programs are offered at four locations: the main Greeneville campus and sites in Knoxville, Morristown and Tri-Cities. All locations provide instructional support and educational services that meet the needs of adult students. All locations are approved by the Commission on Colleges of the Southern Association of Colleges and Schools and meet federal guidelines. In addition to the services and resources provided at each location, students have access to all resources (e.g. library, career counseling, tutoring) via the Internet or by phone. Computers with Internet access are available at each location to ensure access to these resources. All sites have computer labs that are available to students. An extension of the Thomas J. Garland Library on the Greeneville campus is housed at the Knoxville Regional Center.

Academic Advising and Faculty Mentoring
Both professional academic advisors and faculty mentors are charged with the responsibility of providing useful, pertinent information concerning many different areas of Tusculum College. Accordingly, advisors assume a significant educational role within the academic life of their students. The professional academic advisor provides each undergraduate student with guidance for developing an educational plan, selecting courses and making referrals for assistance provided by other campus resources. The faculty mentor serves as a mentor for students in regard to professional opportunities and direction in the discipline and course content. The faculty mentor regularly visits each cohort group that they advise and assists in fostering productive interpersonal relationships within the class and learning teams. The faculty mentor and professional academic advisors work in concert to provide advising services that meet the needs of adult students. At the graduate level, the academic advisor is a member of the graduate faculty.

Learning Teams and the Online Learning Community
Because of their accelerated nature, Graduate and Professional Studies programs combine face-to-face instruction and structured opportunities for guided, independent learning. Depending on the program, the independent learning component will take one of two forms: the learning team or the Online Learning Community (OLC).

In the BSOM and Graduate programs, students are expected to work independently through the learning team. Learning teams consist of 3-5 students who work collaboratively to complete assignments that extend their skills and knowledge on course concepts. The learning team also allows members to serve as resources for each other as they bring the value of their own life experience to the team.

Faculty members are responsible for planning weekly assignments that engage the learning team in activities to meet course
objectives. Individual learning teams shall be responsible for establishing their own meeting time and location to complete work that is planned for the course. Attendance and full participation in the weekly learning team assignment are required of all students. Learning teams may choose to use technology, such as chat rooms, e-mail or conference calls, to complete some assignments if that technology supports the completion of an assignment to the required level of achievement.

In the Gateway program, students participate in the Online Learning Community (OLC), which complements face-to-face class sessions with an additional four hours of independent or collaborative study weekly, facilitated through the college's course management system or an equivalent, approved, online interface.

Faculty members are responsible for planning weekly OLC assignments that extend students' skills and knowledge on course concepts, bring the value of their life experiences into their learning, engage students in activities that will help them integrate what they are learning and encourage collaboration between class members when appropriate. Participation in OLC assignments is a requirement for all Gateway students, who should expect to contribute four hours of OLC study weekly in addition to class sessions and regular homework.

Note: The BAED program does not include a learning team component. The MAOM program does not include a program-wide learning team component, although learning teams may be utilized in some courses.

Class Attendance
Class attendance is mandatory and is recorded by the faculty member who submits student attendance records to the administrative office. A grade of "F" is automatically assigned to any student who misses more than one third of the total class meeting time. Total missed class time includes absence for the evening as well as arriving late or leaving before the class is dismissed. This is an institutional policy and is not left to the discretion of the faculty member. The academic departments may adopt significantly more stringent grading practices related to attendance requirements as detailed in their syllabi and may require completion of any missed work. Students should realize that failure to attend class will result in grade reduction and may also impact financial aid and/or your student account. Refer to sections on “Financial Aid,” “Withdrawal” and “Academic Program” sections for additional policy information.

See program specific sections in this catalog to review those class attendance policies.

Course Load
Undergraduate students may not enroll in more than two courses concurrently. A BSOM student will be permitted to register for only one major course at any given time, unless the second course is one of the concentration courses. To dual enroll a student must have a Tusculum College grade point average of 2.75 or better. Transfer students with no prior Tusculum coursework must have a cumulative G.P.A. of 2.75 or better in order to dual enroll. Students on academic probation will not be allowed to dual enroll. Students will not be allowed to take three courses concurrently.

Any exceptions to these requirements must be referred by the academic leadership to the Admissions and Standards committee for approval. If dual enrollment is requested by any graduate student for any reason, a written request should be submitted to the graduate department chair for approval/disapproval.

If the student wishes to take courses at another institution, he/she should refer to the “Courses at Another Institution” policy. In addition to this policy, students must complete a transient student form which may be obtained from their academic advisor. See program specific sections in this catalog to review those course load policies.

Computer Needs and Recommended Skills
Students who enroll in Graduate and Professional Studies programs are responsible for having access to a computer, e-mail capabilities and Internet connectivity capable of linking to the Tusculum College Web site. Students must utilize their assigned Tusculum College e-mail account. Tusculum College provides computer/Internet accessibility at its instructional sites. Students who are unable to obtain access to the Internet connectivity and e-mail capabilities either on their own or through the use of College-supplied facilities, the College will assist them in identifying other convenient Internet access locations.

Students in Graduate and Professional Studies are expected to use computers to complete assignments throughout their curriculum. It is strongly recommended that students entering their respective programs be proficient in executing the following skills: (a) typing, (b) file management (open, save, delete, move, copy, create folders, save file in specified folder), (c) familiarity with windows (maximize, minimize, close), (d) using and installing software (open programs; use spell check; cut, copy and paste within a document; insert graphic image, and, change font and font attributes) and (e) basic Internet usage (navigate in browser, send and receive e-mail).

Admission
Applicants meeting the minimum requirements as stipulated for each Graduate and Professional Studies program will be afforded regular admission. If one or more of the requirements is not met, provisional acceptance may be granted in some programs. Both undergraduate and graduate applicants are informed in their acceptance letter of the conditions that MUST be met in order to proceed in the program. Please refer to section on specific program retention standards for further information regarding program continuation. Provisional acceptance is not available for prospective students under 22 years of age. Note: Various academic programs requiring internships or placement within that program may require criminal background checks; refer to the BAED “Background Check” section in this catalog.

Transfer Credit for Undergraduate Degrees
Transfer students must submit an official transcript for each post-secondary institution attended. An evaluation of transfer credit will be completed by the Registrar to determine which courses apply toward the student’s degree program. Tusculum College will accept as transfer credit only those hours that are earned at a regionally accredited institution; however, students with academic credit earned at nationally or specially accredited institutions may request that the Registrar’s Office review such credit with the pertinent academic department.

Normally, core requirement deficiencies will be waived for management students who have earned an associate degree, except for Math/Natural Science, Social Sciences/Behavioral Sciences, Humanities/Fine Arts. Other specific course requirements
for the Bachelor of Science in Organizational Management are listed with the admission criteria for the program. If any section of an articulation agreement differs from the Tusculum College Catalog, the articulation agreement will be used in determining transfer credit. Tusculum may accept as transfer credit a maximum of eighteen (18) semester hours in the Bachelor of Science program and thirty (30) semester hours in the Bachelor of Arts program of Pass “P” credit from one or more of the following: Advanced Placement Program (AP), correspondence courses, College Level Examination Program (CLEP), DANTES Subject Standardized Tests (DSST) and proficiency credit. Minimum scores as set by Tusculum College must be earned in order to receive credit. An official copy of AP, CLEP and DANTE scores is required. Enrolled students are required to contact the Registrar for approval to request credit from one or more of the above. In some cases, credit from one or more of the above may be deemed a duplication of transcript credit.

Veterans seeking college credit must submit a certified Veterans’ Form DD 214 showing an honorable discharge with at least six months’ service. Seven semester hours of physical education credit may be awarded. Those still serving in the military will be awarded the seven semester hours of physical education credit by submitting basic training documentation.

Note: Refer to specific undergraduate academic program sections for additional “Transfer Credit” policy information. Transfer credit for graduate programs is defined in the Master of Arts section of the catalog.

Grades of “D” or “F”
Transfer grades of “D” or “F” are treated in the same way as those earned in Tusculum College courses. Therefore, all transfer “D” grades are used as hours toward graduation, and all transfer “D” and “F” grades are used to compute the grade point average. Grades of “I” are considered as “F” for transfer credit.

Admission of Special Students
Students who are not candidates for degrees from Tusculum College but are interested in attending classes will be placed in one of these three categories:

1. Transient Students: Students currently matriculating at another college who are in good standing may want to enroll as transient students. The normal application procedure should be followed, but in place of the transcript, a letter from the chief academic officer or registrar of the student’s institution must be sent to the Admissions Office giving special approval for the student to attend Tusculum College and specifying which courses may be taken. At the request of the student, a transcript will be sent to his/her college at the end of the enrollment at Tusculum. Enrollment in this status is for a limited period, usually not exceeding one semester.

2. Part-time and Special Status Students: Tusculum College will admit students who do not wish to become regular students or candidates for degrees but who desire to enroll in one or more courses. Students seeking course credit to qualify for admission to undergraduate or graduate programs may be enrolled as special students. Those students are required to submit an application and appropriate transcripts before being admitted to class.

3. Auditors: An auditor is one who attends classes and is required to participate in classroom discussions, submit work required of other students and take examinations, but is not assigned a grade. Individuals who wish to audit one or more courses should submit an application at least two weeks before the course begins.

A course that is audited cannot change to a credit course, nor can a credit course change to audit unless the change occurs before the first class meeting date.

International Students
The review procedure for international students is the same as that required of all students. In addition, an international student applicant must complete an international student application and fulfill the following requirements:

1. An international student must take the Test of English as a Foreign Language (TOEFL) and have a record of the results sent to Tusculum College. A minimum score of 550 (paper), 213 (computer-based) or 80 (Internet-based) is required on the test. This test is administered in the United States and abroad by the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540. The score must be sent to Tusculum College from the College Entrance Examination Board.

2. If the TOEFL is not taken, then an international student may complete the American Language Academy course level V and be admitted upon the recommendation of the director of that program located in the United States. The same applies for a student who enters a program of the English Language School, which has centers throughout the country as well. Tusculum requires that a student graduating from an ELS program must have completed Level 108 before being considered for full-time admission.

3. An international student must complete and return to the College the "Certification of Finances" form. This form will be supplied by Tusculum College and must be completed in conjunction with the student’s bank or similar financial institution.

It is important that all financial arrangements be confirmed before the student arrives at Tusculum. If the international student is accepted, the College will issue an I-20 form which will expedite securing a student visa.

Readmission
A readmission application is required when an accepted student (1) has withdrawn from the program, (2) has not been enrolled within the past six months. Readmission requires both academic and financial good standing. Applicants will be notified regarding the arrangements needed to begin or continue coursework at Tusculum College. Students who are readmitted are subject to the current program requirements regardless of the date of their original enrollment. In the event of curriculum changes since the original entrance to the program, the student may be required to repeat selective courses of study.

Applicants who do not enroll within six months of the application date must complete an updated Graduate and Professional Studies Application for Admission and two new recommendation forms. If an applicant attended another institution since date of previous application, the applicant must provide updated official transcripts to Tusculum College. ALL colleges the applicant has been registered at or attended MUST be disclosed. Falsifying information may result in dismissal.

Retention Standards
Undergraduate students must make continued academic progress toward the cumulative G.P.A. of 2.00 required for gradua-
tion. Graduate students must make continued academic progress toward the cumulative G.P.A. of 3.00 required for graduation. Students will be placed in one or more of the following categories based on grades received:

**Undergraduate**

**Academic Warning.** Students whose cumulative G.P.A. is 2.00 or above but receive a grade of “D” or below in the Gateway program are notified that they are failing to meet retention standards but that no disciplinary action is being taken at this time.

**Academic Probation.** Students must make continued academic progress toward the cumulative G.P.A. of 2.00 required for graduation. An undergraduate student is placed on academic probation when his/her cumulative G.P.A. falls under 2.00 or he/she receives two consecutive grades of “D” or below. An academic probation statement is recorded on the transcript.

**Academic Suspension.** Gateway students are academically suspended for a period of six months if they earn a second passing grade of “D” or below during a period of probation. A re-application is required for all suspended students wishing to resume classes at Tusculum College.

A re-application is necessary in order to be considered for readmission to Tusculum College.

Undergraduate students placed on academic suspension from Tusculum College must meet the specified terms and conditions of that status prior to seeking re-admittance to the College.

**Academic Dismissal.** Any student subject to academic suspension the second time is subject to academic dismissal. Dismissal is ordinarily a final revocation of eligibility to return to Tusculum College. Students found guilty of plagiarism and falsification of documents and/or who fail to adhere to Tusculum College’s behavior policies are subject to academic dismissal. Students who wish to appeal their dismissal must do so in writing within thirty days of notification. The decision of the Graduate Committee is final.

**Withdrawal**

**Undergraduate**

A student who must withdraw from any undergraduate program must complete the College withdrawal procedure. The student must notify a representative of the GPS academic advising staff at their cohort site and complete a College withdrawal form. The form may be obtained via telephone or e-mail request from a member of the academic advising staff, and may be faxed to the student and returned in person or by fax. The effective date for the withdrawal is the date the completed form is received by the College. Failure to complete the withdrawal procedure before the first night of the course will result in a charge for the course and a grade of “F” or “NR.” Students are advised to retain a copy of the returned e-mail response from their academic advisor, the completed withdrawal form and the fax receipt for their records. (Please refer to the “Tuition and Fees” section located on pages 10-12 for adjustment in charges.)

**Graduate**

A student who must withdraw from any graduate program must complete the College withdrawal procedure by notifying two individuals. First, notify the faculty mentor or program chair/coordinator via e-mail of the intent to withdraw identifying the last course the student intends to complete. Second, the student must notify a representative of the GPS academic advising/counseling staff at their cohort site and complete a College withdrawal form. The form may be obtained via telephone or e-mail request from a member of the academic advising/counseling staff, and may be faxed to the student and returned in person or by fax. The effective date for the withdrawal is the date the completed form is received by the College. Failure to complete the withdrawal procedure before the first night of the course will result in a charge for the course and a grade of “F” or “NR.” Students are advised to retain a copy of the returned e-mail response from their faculty coordinator/chair, the completed withdrawal form and the fax receipt for their records.

Students, who withdraw from Graduate or BSOM programs, may not return to their original cohort group for subsequent courses without written permission from their program chair/coordinator since the curriculum is sequenced to be completed
in the prescribed order. In most cases, students will be advised
to re-enter their program with the next available cohort group.
BAED students must complete an interview with the Teacher
Education Committee before being placed in a new cohort group.

Academic Misconduct (See Academic Misconduct on page 25)

Advanced Placement Programs (See Advanced Placement
Programs on Page 23)

Degrees with Distinction

Degrees with distinction are granted to Bachelor of Science
and Bachelor of Arts students for outstanding academic perfor-
mane. All collegiate level work, including work taken at other
accredited colleges, will be used to determine the required aver-
age. The grade point averages required for these degrees are as
follows: cum laude, 3.50-3.74 (black cord); magna cum laude, 3.75-3.94 (orange cord); summa cum laude, 3.95-4.0 (gold cord).
Degrees with distinction are not granted to graduate students.

Graduate students who complete the program with a 4.0 G.P.A.
wear a gold tassel and gold cord at commencement to indicate
that they have achieved High Honors. Graduate students who
complete the program with a 3.95-3.99 G.P.A. wear a gold cord
at commencement to indicate that they have achieved Honors.

Undergraduate and graduate students in the Graduate and Pro-
fessional Studies program achieving a G.P.A. of 3.50 or better
are invited to join the Omicron-Psi honor society.

Second Bachelor’s Degree

Tusculum College will confer a second bachelor’s degree
when students meet the following requirements:
1. Completion of a first bachelor’s degree from a regionally
accredited collegiate institution. Note: Duplicate degrees will
not be awarded for any reason. Students will be responsible for
all tuition and fees. Please see payment scheduled listed under
the “Tuition and Fees” section.
2. Acceptance and enrollment at Tusculum College as a de-
gree-seeking student.
3. Submission and approval of a declaration of major form.
4. Successful completion of the minimum number of hours for
the major as stated in the college catalog.
5. Satisfaction of any additional core/elective hours for the
major.
6. Satisfaction of the residency requirement, by which 32 of
the final 36 hours must be completed at Tusculum College. A
maximum of 25 percent of the major coursework from the first
bachelor’s degree may be used to satisfy course requirements
for a second Bachelor of Arts degree. Forty-eight of the fifty-
two hour Bachelor of Science degree must be taken at Tusculum
College.
7. Adherence to any additional academic/financial obligations.

The Graduate and Professional Studies Gateway Program

The Gateway Program is a General Education Program that
ensures that Tusculum College students develop evidence that
they possess the skills, knowledge, values and qualities of char-
acter they need as productive, successful citizens. As they work
in their courses to achieve the criteria of the competencies, stu-
dents become aware of their own strengths and areas needing
improvement. The program specifies levels of achievement in
areas important for effective functioning at Tusculum College
and in professional, public, and private life.

At the undergraduate level, the program focuses on enhanc-
ing (1) students’ Foundational Skills, which encompass Writing,
Analytical Reading, Public Speaking, Critical Thinking, Inform-
ation Literacy, Mathematics, Computer Literacy, as well as (2)
students practices of virtue, - Self-Knowledge, Civility and Eth-
ics of Social Responsibility.

Additional information concerning the assessment of these
learning outcomes is provided in the Tusculum College Com-
mons Student Handbook.

Service Learning

The concept of service is integral to the civic arts tradition
at Tusculum College. In the Graduate and Professional Studies
program, this is evidenced through the inclusion of community
service in both undergraduate and graduate levels through proj-
ects and events shared by students, faculty and staff. Because
most adult students have already established interests in civic
activities, this base provides a building block for increased em-
phasis on the importance of the citizen’s role in our democracy.

Grading Procedures

Undergraduate Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points Assigned</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0 per semester hour</td>
</tr>
<tr>
<td>A-</td>
<td>3.7 per semester hour</td>
</tr>
<tr>
<td>B+</td>
<td>3.5 per semester hour</td>
</tr>
<tr>
<td>B</td>
<td>3.0 per semester hour</td>
</tr>
<tr>
<td>B-</td>
<td>2.7 per semester hour</td>
</tr>
<tr>
<td>C+</td>
<td>2.5 per semester hour</td>
</tr>
<tr>
<td>C</td>
<td>2.0 per semester hour</td>
</tr>
<tr>
<td>C-</td>
<td>1.7 per semester hour</td>
</tr>
<tr>
<td>D+</td>
<td>1.5 per semester hour</td>
</tr>
</tbody>
</table>

Graduate Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points Assigned</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>95-100</td>
</tr>
<tr>
<td>A-</td>
<td>90-94</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
</tr>
<tr>
<td>B</td>
<td>83-86</td>
</tr>
<tr>
<td>B-</td>
<td>80-82</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
</tr>
<tr>
<td>C</td>
<td>73-76</td>
</tr>
<tr>
<td>C-</td>
<td>70-72</td>
</tr>
<tr>
<td>D+</td>
<td>67-69</td>
</tr>
<tr>
<td>D</td>
<td>63-66</td>
</tr>
<tr>
<td>F</td>
<td>0-62</td>
</tr>
<tr>
<td>NR</td>
<td>No Record of Attendance (Calculates as an “F”)</td>
</tr>
</tbody>
</table>

Coursework is evaluated in the following terms:

<table>
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</tr>
<tr>
<td>D+</td>
<td>1.5 per semester hour</td>
</tr>
</tbody>
</table>


**Incomplete Grade Procedure**

Students who fail to complete all course requirements during the course schedule due to crisis circumstances may petition in writing to their instructor for the grade of “I” (Incomplete) on or before the last class meeting of the course. Students should also contact their assigned academic advisor. However, the assignment of an “I” is the instructor’s decision. If at the end of 30 days from the final meeting date of the course the student has failed to complete all course requirements, the grade of “I” will become “F,” and the student will be required to repeat the course at his/her own expense. Once the grade of “F” is recorded by the Registrar, it may not be changed based on work submitted or exams retaken after the completion of the course. In the case of extreme hardship, the student may petition in writing to the School Director for an additional 30-day extension (request must be received by the School Director prior to the expiration of the first extension). An extension will only be granted when the student demonstrates that some progress has been made since the first “I” was granted. In no case, however, will the total time allowed for removal of the grade “I” be greater than 60 days from the last meeting date of the course in question. “IP” (In Progress) grades can be assigned only in the research course sequence. “IP” grades allow students to continue work on the research project after a course ends. The time limits on “I” grades apply to “IP” grades as well. The School Director may be petitioned in writing for an extension beyond 30 days. “IP” grades are not, however, used when considering academic suspension. Information regarding BAED program, practicum related, incomplete grading procedures is located in the program specific catalog section.

**Grade Appeals**

A student who believes a course grade is not a fair reflection of his or her performance in a given class has the right to appeal that grade. He/she must however, present this concern within 30 calendar days of the last date of the course by written appeal to the course instructor. The appeal must be accompanied by documentation providing evidence to support a grade appeal. The instructor must respond in writing within 14 business days after receiving the appeal. If the professor/ instructor’s explanation of the grade is satisfactory to the student, then the matter is resolved.

If the student is still not satisfied, then he/she must file a formal written appeal. The formal appeal must include the original materials presented to the instructor, the written response from the instructor and supporting documentation to the regional Chair or Coordinator of the program in which the student is enrolled within 7 business days from the receipt of the written response from the instructor. If the instructor is also the Chair or Coordinator, the new appeal is submitted to the Director of the School. If the appeal is not resolved at the School Director level, the appeal will be forwarded to the Chair of the Admissions and Standards Committee for undergraduates students, or to the Chair of the Graduate Committee for graduates students at their next scheduled meeting. The course instructor and these committees are the only institutional bodies that may change grades. The decision of these committees is final.

**Grade Reports and Transcripts**

At the end of each course, the instructor submits grades for each student. Grades are available on the TCweb system by checking on https://my.tusculum.edu and following the instructions.

The student’s official transcript is prepared by Tusculum College. The transcript will show the courses, grades, credits, terms of instruction for each course and the date when the degree was awarded. Requests for transcripts of coursework at Tusculum College must conform with the Family Educational Rights and Privacy Act (FERPA). This requires that all transcript requests must be submitted in writing and be signed by the student. Transcripts and grade reports will not be faxed.

A transcript cannot be issued until all financial obligations have been met. If a student account is on hold with either the Business Office or Financial Aid Office, grades and transcripts will be placed on hold and will not be accessible to the student until the hold is lifted. One official transcript will be provided at no cost; however, a $5.00 fee will be charged for all subsequent requests.

**Repeating Courses**

Students may repeat courses. All attempts will be recorded on the permanent record along with the grade received. For all repeated courses, only the last attempt will be used for determining grade point average and hours completed for graduation. An “R” will be placed on the transcript by all courses which have been repeated. To avoid repeating grades with courses at another institution, by CLEP/DSST exams or other sources, the student MUST seek prior approval from the Tusculum College Registrar.

**Program Completion**

Students who have completed program requirements but have not yet graduated, may request a letter of completion. All academic and financial obligations must be met prior to the College releasing a completion statement. Students may contact the Registrar’s Office for information. Some programs have program specific completion requirements that are available through the program.

**Tuition, Fees and Library Services**

See the “General Introduction” section at the beginning of the catalog.

**Career Counseling Services**

The Office of Career Counseling serves two important functions: 1) career choice and development, and 2) employment skills development. The office serves alumni as well as currently enrolled students.

Students are encouraged to begin career development programs upon entering Tusculum and continue them throughout their college experience. Services include personal meetings,
seminars and advising regarding choice of academic major and/or career directions. The office provides programs to instruct students and alumni in methods of how to secure employment and provides assistance in constructing resumes, developing interviewing skills and recording personal data for a permanent placement file. The office maintains current information about full-time, part-time and internship opportunities. Employer representatives are invited to campus for interviews with students. A graduate study library (maintained in the office) includes graduate school catalogs, information about standardized examinations and graduate programs.

Student Services Center
The Student Services Center, located in the Knoxville Regional Center, provides various services to assist students in meeting their academic goals. Tutoring support and scholastic workshops are offered to those needing additional assistance in certain subject areas. The center also provides a range of testing services, serving as a national exam testing site and offering local exams in various forms: cold writing, computer literacy and institutional makeup. An extension of the main bookstore functions as a distribution site for class materials, school supplies, student/faculty IDs and e-mails. A financial services branch also exists for students to make payments and inquire about financial aid options. Finally, the center offers online orientation support to new students and provides a variety of student appreciation activities for current students and alumni.

Support Services for Individuals with Disabilities
Tusculum College affirms its intent to comply with federal regulations regarding persons with disabilities, specifically with section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act. The College does not discriminate on the basis of disability in employment or admission. Graduate and Professional Studies students seeking accommodations consequent to a documented disability should contact the Director of the Student Services Center located in the Knoxville Regional Center. Upon review by the Director of the Learning Center of the documentation provided by the student, the office will assist the student in working with the faculty to secure appropriate accommodations. Questions should be directed to the Director of the Student Services Center.

Tusculum College makes available to qualified disabled student those reasonable accommodations and auxiliary aids or services as are necessary to provide such students with unrestricted access to the learning environment and the opportunity to demonstrate academic achievement. In order to procure auxiliary aids or services, the qualified disabled student is responsible for identifying himself or herself to and directing all requests for such aids or services to the Director of the Student Services Center located in the Knoxville Regional Center.

Student Records/Right to Privacy
Tusculum College complies with the Family Educational Rights and Privacy Act of 1974 (FERPA). It states that no academic or personal records or personally identifiable information about students will be released without their permission to persons other than those College staff members with legitimate educational interests in those records. Tusculum students have the right to inspect their records to challenge the accuracy of those records.

The Privacy Act defines requirements that are designed to protect the privacy of the students concerning their records maintained by the College. The law requires that:

1. The student must be provided access to official records directly related to the student. This does not include private records maintained by instructional, supervisory or administrative personnel. A student who wishes to see his/her records must make an appointment through the Registrar’s Office. A student may not remove any materials but is entitled, at his/her own expense, to one (1) copy of any material contained in this file.

2. The student must be given the opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading or otherwise inappropriate. The right to a hearing under the law does not include any right to challenge the appropriateness of a grade as determined by the instructor.

3. The student’s written consent must be received prior to releasing identifiable data from the records to anyone other than those specified in numbers 4, 5, and 6 below.

4. The College is authorized under FERPA to release public directory information concerning students. College personnel authorized to release such information are established through institutional policy and procedure. Students may opt out of having this information released. Data considered to be public directory information by the College which may be released on general request includes the student’s name, address, telephone listing, e-mail, enrollment status (full or part-time), date and place of birth, major field of study and anticipated graduation date, dates of attendance, site, degrees and awards received, most recent previous educational agency or institution attended by the student, participation in school activities and sports, and any other information authorized in writing by the student. Directory information is subject to release by the College unless the Registrar’s Office has received a prior written request from the student specifying that the information not be released.

5. Tusculum College is authorized to provide access to students’ records to Tusculum College officials and employees who have legitimate interests in such access; these are persons who have responsibilities in the College’s academic, administrative or service functions.

6. The Family Educational Rights and Privacy Act provides that educational records of a student who is a dependent of his/her parent(s) for Internal Revenue purposes may be disclosed to the parent(s) without first receiving the student’s consent provided documentation showing the student to be a dependent under the provisions of the Internal Revenue Code is presented by the parent(s).
THE GATEWAY PROGRAM

Tusculum College was among the first East Tennessee colleges to make available liberal arts courses in a program designed for the working adult. This program accommodates those who have previous college credit as well as those who have never attended college. Students enrolled in the Gateway curriculum are degree-seeking, as they are classified as freshmen and sophomore students completing general education core requirements and/or elective credit courses. Upon completion of the core course requirements, students may choose either the Bachelor of Science in Organizational Management or the Bachelor of Arts in Education programs to attain their undergraduate degree.

General Objectives
The general objectives of the Gateway Program are as follows:
1. To introduce students to the liberal arts.
2. To provide the basis for continued intellectual growth.
3. To develop the student’s ability to apply broad general knowledge to concrete practical problems.
4. To extend opportunities for professional growth.
5. To develop the Commons Learning Outcomes (see p. 118). Students are counseled regarding which courses they need to take in the Gateway curriculum by the professional academic advisors. Students already enrolled in another program may elect to enroll in individual specific Gateway courses they need, without registering for the entire Gateway semester.

Admission Requirements and Procedures
New students (those with fewer than 12 semester hours of earned college credit) must satisfy three of the following five criteria:
1. Evidence of two years of work experience.
2. High school regular diploma (and college, if applicable) grade-point average of 2.0 or higher or official acceptable GED Scores.
3. Rank in the upper one-half of high school graduating class.
4. Composite score of 870 on the SAT or 18 on the ACT.
5. Recommendations from two persons (non-relatives) qualified to judge the applicant’s potential for success in college work.

Applicants who are 21 years of age or under must submit official ACT/SAT scores and provide additional documentation for admission. Transfer students (those with more than 12 semester hours of college credit) must meet the following requirements:
1. A cumulative grade-point average of 2.0 or higher from an accredited college or university.
2. Recommendations from two persons (non-relatives) qualified to judge the applicant’s potential for success in college work.

Applicants not meeting the minimum requirements for regular admission may be granted conditional admission or special student status. Conditional admission status is not applicable to those less than 22 years of age. Students less than 22 years of age must meet the same SAT/ACT and G.P.A. requirements of students entering the Residential College program. See page 15.

Admission Procedure
1. Submit a completed application detailing work experience.
2. Submit official (sealed) transcripts of all academic (high school and/or college) coursework, AP, CLEP, DANTE exams and/or GED scores. Coursework is considered by the College as official only when it is mailed directly from the academic high school and/or college and authorized AP, CLEP, DANTE or GED testing centers.
3. Submit official SAT or ACT scores if applicable.
4. Submit recommendations from non-relatives.
5. Students for whom English is a second language must furnish a score of 550 (paper), 213 (computer-based) or 80 (Internet-based) or greater on the TOEFL examination within the last five years.

Academic Fresh Start
Academic Fresh Start is a plan of academic forgiveness provided for students who have not attended college for at least four years. This plan allows the calculation of grade point average (G.P.A.) and credit hours toward graduation to be based only on work completed after returning to college. All prior college credit will be forfeited.

Student Requirements
• Separation from all collegiate institutions for at least four calendar years.
• At the time of admission as a degree-seeking student, submission of a formal application for admission.
• Description of an academic plan.
• After acceptance, a student must complete at least 15 semester hours of earned degree course work with a minimum grade point average of 2.00 for all work attempted.

Terms of Academic Fresh Start
1. The student may be granted the Academic Fresh Start only once.
2. The student’s permanent record will remain a record of all work; however, the student will forfeit the use for degree or certification purposes of all college or university degree credit earned prior to the four-year separation upon granting of Fresh Start status. Previously satisfied placement test requirements will not be forfeited.
3. The student’s transcript will note that the Fresh Start was made and the date of the Fresh Start. The record will also carry the notation “G.P.A. and credit totals are based only on the work beginning with the date of the Fresh Start.”

Online Learning Community
Tusculum College recognizes that the motivation, maturity and range of life experiences that our working adult students bring into their studies are assets for the adult accelerated learning program. The Gateway Program’s Online Learning Community (OLC) addresses adult students’ needs by providing a structured opportunity for independent, guided learning online. It replaces the learning team course component in the Gateway program. An integral part of each course, the OLC complements face-to-face class sessions with an additional four hours of independent or collaborative study weekly, facilitated through the college’s course management system or an equivalent, approved, online interface. All Gateway students should expect to contribute four hours of OLC study weekly in addition to class
sessions and regular homework.

The goals of the OLC are to:
- extend students’ skills and knowledge of course concepts;
- bring the value of their life experiences into their learning;
- engage students in activities that will help them integrate what they are learning; and
- encourage collaboration among class members when appropriate.

**COURSE DESCRIPTIONS**

**BIOL 100. INTRODUCTORY BIOLOGY.**
This course is designed to introduce students to the process of scientific thinking and to help students gain an appreciation for how science is conducted. These goals have application not only to biology, but to other scientific disciplines as well. This course also provides a knowledge base in the field of biology that students can use as a foundation for life-long learning in biology. The informational content provides the background knowledge required for a general understanding of scientific concepts that will provide them with the perspective for understanding the impact of science on society and use inquiry-based investigations. This course is designed for education majors. This course does not count toward the biology major. Learning Outcome: Critical Thinking.

**BUSN 101. BUSINESS AND ITS ENVIRONMENT.**
Introduction to business, competition, and capitalism to develop a better understanding of the types of business and different forms of business ownership. Learning Outcomes: Analytical Reading and Civility. Prerequisite: None.

**BUSN 320. FRAUD IN ORGANIZATIONS.**
In this course students explore various aspects of fraud prevention and detection, including the sociology of fraud, elements of fraud, types of fraud, costs of fraud, use of controls to prevent fraud and methods of fraud detection. Students will apply the concepts and theories to relevant case students. Learning outcome: Analytical Reading.

**CISC 100. COMPUTER AS A TOOL.**
This course provides a survey of computer applications, information needs in business and microcomputers and information systems that meet these needs. Emphasis is on microcomputer hardware and software applications. Learning Outcomes: Computer Literacy and Public Speaking.

**CMNS 330. HEBREW AND CHRISTIAN TRADITIONS.**
This interdisciplinary course presents the Hebrew and Christian scriptures as testaments to humanity’s spiritual yearning and hope for justice in this world. We will examine the dominant themes of the books of the Old and New Testament, the process through which they become canonical and the historical struggles over their meaning and relevance for issues of social ethics. Required of all students unless they take RELG 101 and 102. Learning Outcomes: Analytical Reading and Writing.

**CMNS 380. THE POLITICAL TRADITIONS OF THE WEST.**
This interdisciplinary course explores the intellectual founda-
HIST 102. THE WEST AND THE WORLD II.
A survey of the history of Western Civilization and its interaction with the non-Western World, including Mesopotamia, the Middle East, Africa, Asia and the Americas. Learning Outcome: Critical Thinking. Offered every year.

HIST 201. U.S. HISTORY SURVEY I.
A survey of the United States from the explorations of the 16th century to the 1860s. Primary emphasis is on the interplay of economics and ideas as the foundation of the American republic and its subsequent evolution. Topics covered include the development of an American identity, Jacksonian democracy and the rise of the common man, slavery, and abolitionism, Westward expansion and the Civil War and Reconstruction. Learning Outcome: Critical Thinking. Offered every year.

HIST 202. U.S. HISTORY SURVEY II.
A survey of the United States from the 1860s to the present. Primary emphasis is on the interplay of economics and ideas. Topics covered include Reconstruction, the American industrial revolution, World War I, women’s suffrage and feminism, the Great Depression, New Deal, World War II, the black freedom struggle of the 1950s and 1960s, America and the Cold War and neo-conservatism in the late 20th Century. Learning Outcome: Critical Thinking. Offered every year.

MATH 101. BASIC MATHEMATICS.
This course is designed to develop an interest in mathematics and provide the basic tools for further study of mathematics, starting with the review of arithmetic and proceeding through elementary algebra. Basic descriptive statistics is also included. Learning Outcome: Mathematics. Prerequisites: none.

MATH 135. COLLEGE ALGEBRA.
The course covers college algebra, functions (including polynomial, exponential and logarithmic) and applications to business and the natural, physical and social sciences. Learning Outcome: Mathematics 2a (algebra). Prerequisite: Math 100 or MATH 101, ACT Math score of 22 or above or SAT Math score of 520 or above. Offered every year.

MATH 140. ELEMENTARY STATISTICS.
Introduction to descriptive and inferential statistics using mainly parametric methods. Some of the major areas covered are: measures of central tendencies, measures of dispersion, distributions (such as frequency, normal, binomial and probability), correlation, regression and hypothesis testing. Learning Outcome: Mathematics 2b (statistics). Prerequisites: MATH 120s/MATH 135, 24 or above on the ACT Math score or SAT Math score of 560 or above. Offered every year.

MGMT 115. PROFESSIONAL CAREER DEVELOPMENT.
This course focuses on advancing students’ application of their college educations for professional career development. Students will understand their interests, aptitudes and strengths and weaknesses. They will use their knowledge to define career paths, develop career credentials, prepare to reach prospective employers and apply their interpersonal skills to increase potential success in the workplace. Learning Outcome: Critical Thinking.

MGMT 121. COMMUNITY DEVELOPMENT.
This course will provide an introduction to the skills necessary for creating and managing community development initiatives. The course will provide an overview of tools for assessing community needs, guiding the collective decision-making process, managing organizational resources and activities and effectively harnessing public involvement.

MGMT 337. CONFLICT DIAGNOSIS AND ALTERNATIVE DISPUTE RESOLUTION.
This course provides a guide to using alternative dispute resolution to resolve workplace conflict. The course material provides insight regarding the benefits of alternative dispute resolution, the methods of alternative dispute resolution and outlines the laws and regulations that govern the developing tool. Learning Outcome: Civility.

MUSC 101. INTRODUCTION TO WESTERN MUSIC.
Specific focus on the music of western culture. Primary emphasis on the art music of the last five centuries, with the additional coverage of the development of jazz in the past century. Connections will be made between the music and the societies that form its context. A small fee may be required to cover concert admission on field trips. Learning Outcome: Analytical Reading.

ORIENTATION TO TUSCULUM COLLEGE. No credit.
Designed to orient students into the Tusculum College Graduate and Professional Studies program. All students must complete orientation prior to their first class.

OREN 101. INTRODUCTION TO THE ACADEMIC ARTS. 2 semester hours.
This course is designed specifically for the adult returning student and includes reading/scanning skills, note taking, time and stress management and test preparation skills. Learning Outcome: Self-Knowledge.

PHED 101. PHYSICAL FITNESS AND HEALTH - ADULTS I. 2 semester hours.
Designed to aid students in the development of a personal fitness program and to equip them with related wellness skills.

PHED 102. PHYSICAL FITNESS AND HEALTH - ADULTS II. 2 semester hours.
This course is a continuation of PHED 101 and designed to aid the student in the development of a plan for personal nutrition, stress management, chronic diseases and selected social problems including sexually transmitted disease and substance abuse.

PHED 115. COMMUNITY FIRST AID, CPR AND SAFETY. 1 semester hour.
Designed to assist students in developing knowledge and skills in First Aid, CPR and Safety. Red Cross Certification is possible.

PHED 260. METHODS FOR SCHOOL HEALTH TEACHERS. 3 semester hrs.
Designed to develop knowledge of current personal, school, and social health issues and how they relate to national and international health and wellness. Students will be introduced to the
school health curriculum and will develop planning and teaching skills. Learning Outcome: Writing.

PSYC 101. ESSENTIALS OF PSYCHOLOGY.
The course introduces the student to the field of psychology by concentrating on the basic methods of research: growth and development, perceptual processes and cognition, motivation and emotion and mental health problems and therapeutic solutions. Learning Outcome: Critical Thinking.

PSYC 200. DEVELOPMENTAL PSYCHOLOGY.
This course provides an introduction to human development, with emphasis on the period from birth through adolescence. Physical, cognitive, language and social-emotional development will be covered. Specific topics include the impact of the family, peers and schooling, and the influence of early experiences on cognitive and social-psychological development. Current patterns of adult development and myths about aging will be explored. Learning Outcome: Writing. Prerequisite: PSYC 101.

PSYC 305. EDUCATIONAL PSYCHOLOGY.
This course examines the application of psychological science to learning and cognitive approaches to teaching. The issues of development, cognition, learning and motivation will be covered in relationship to the teaching process. Classroom management techniques and effective teaching strategies will also be covered. Learning Outcome: Self-Knowledge. Prerequisite: PSYC 200; for Education students - EDUC 200.

RHET 102. RHETORICAL STUDIES II. 2 semester hours.
Includes interpersonal relations and presentation skills in such settings as small groups, classrooms, business meetings, community forums and political arenas. Learning Outcome: Public Speaking.

SOCI 101. PRINCIPLES AND SOCIAL INSTITUTIONS.
Examines basic sociological ideas including social relations, social interaction, social structure and social change. Reviews classical and contemporary social theories. Introduces student to the sociological imagination. Learning Outcomes: Analytical Reading, Writing and Critical Thinking.

SOCI 103. JUVENILE DELINQUENCY.
This course is an introduction to the study of the world of juvenile delinquents - to include aspects of law, theory, policy and practice. We will focus on the rights of children, their needs, care and treatment as well as offenders. We will try to answer the question - Are delinquents “at-risk” children who society has failed, or are they serious criminal “predators”? 

SPCH 102. DRAMATIC INTERPRETATION OF LITERATURE.
Dramatic Interpretation of Literature is a class that is unique in its requirements and course of study. Though technically a public speaking course, the classes emphasize evaluation of dramatic representations of literary works. The course seeks to examine the nature of language and speech as it relates to the written word and the dramatic difference between a written work and its dramatic representations.

VISA 110. INTRODUCTION TO ART.
This course presents the vocabulary, terminology, history and paradigm of the art world. Material covered includes principles and concepts used in the visual arts, visual communication and visual language, an examination of forms of expression through various media and a survey of art history. Learning Outcome: Analytical Reading.

BACHELOR OF SCIENCE DEGREE

General Information
TuSculum College understands the special requirements of adults who are interested in receiving a bachelor’s degree but must also continue meeting their personal and professional commitments. The Bachelor of Science in Organizational Management (BSOM) is designed for upper division adult students who have acquired learning through career experiences, professional or military schools, college or university courses and professional training. College-level learning gained through experience is evaluated through the Research and Assessment Center and the credit awarded can be applied toward the bachelor’s degree. The courses in the program relate theory to practice. Instructional methods include lectures, case studies, simulations, small-group projects and applied research.

General Objectives
The general objectives of Tusculum College’s bachelor’s degrees are as follows:
1. To extend educational opportunities to people whose occupations, family responsibilities or personal preferences do not permit them to spend major blocks of time in residence on a campus.
2. To provide students with a comprehensive, yet practical, education through an intensive curriculum which draws on resources, theories and knowledge of all relevant disciplines in order to enable students to study, analyze and evaluate problems from a broad perspective.
3. To provide students the background needed for a variety of professional careers and to extend the range and nature of available careers.
4. To further develop the qualities of civic virtue necessary for effective citizenship in local, national, and global communities.

The Bachelor of Science program requires satisfactory completion of college work which must include the general education requirements (Core). One hundred and twenty-eight (128) semester hours are required for completion of the Bachelor of Science degree program. In order to graduate, a student must earn a minimum grade point average of 2.00, or an overall “C” for all courses taken. A maximum of one “D” is allowed in the major. At the conclusion of the program, students must have completed the following:
1. A total of 128 semester credits with a minimum of 2.00 grade point average.
2. A minimum of 25% of the credit hours required for the de-
geree must be earned through instruction offered at the College.

3. A core of 34 general education credit hours.
4. The completion of the professional preparation core
5. The completion of 8 upper division elective hours.
6. The completion of all courses required in the Tusculum College B.S. curriculum sequence, with an acceptable G.P.A. in the major.
7. Submission of all official postsecondary transcripts.
8. Participation in all outcomes assessment as required.
9. Payment of all tuition and fees.

Students who have completed all requirements are eligible to participate in graduation exercises. All coursework must be completed within one week or one class session of the scheduled commencement date. A letter of completion can be requested when all work is completed and all graduation requirements to include academic and financial obligations to the College are met and approved. All graduates are expected to participate in the commencement exercises of the College.

Classification of Students
For administrative purposes, the following criteria are used in determining the class in which a student is placed:

<table>
<thead>
<tr>
<th>Semester Hours Earned</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 23</td>
<td>Freshman</td>
</tr>
<tr>
<td>24 - 47</td>
<td>Sophomore</td>
</tr>
<tr>
<td>48 - 71</td>
<td>Junior</td>
</tr>
<tr>
<td>72 and above</td>
<td>Senior</td>
</tr>
</tbody>
</table>

General Education Requirements (Core)

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Semester hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Composition (Comp. I and Comp. II required)</td>
<td>6</td>
</tr>
<tr>
<td>Creative arts and humanities (any 2 areas)</td>
<td>6</td>
</tr>
<tr>
<td>(English, foreign language, literature, art, music, religious studies, philosophy, humanities)</td>
<td></td>
</tr>
<tr>
<td>Computer literacy</td>
<td>0-4 hours</td>
</tr>
<tr>
<td>CISC 100 or an equivalent transfer course or computer validation through testing provided by the Tusculum College Computer department.</td>
<td></td>
</tr>
<tr>
<td>Natural science and mathematics</td>
<td>6</td>
</tr>
<tr>
<td>(1 course each, mathematics must be at least the level of college algebra)</td>
<td></td>
</tr>
<tr>
<td>Social science (any 2 Areas)</td>
<td>12</td>
</tr>
<tr>
<td>(economics, history, psychology, sociology, geography, anthropology)</td>
<td></td>
</tr>
<tr>
<td>Speech or drama</td>
<td>2</td>
</tr>
<tr>
<td>Physical education or health</td>
<td>1</td>
</tr>
<tr>
<td>Upper division (300- or 400-level) Tusculum College concentration elective hours (equivalent to two courses)</td>
<td>8</td>
</tr>
</tbody>
</table>

The remaining credits may be earned through the following options:
1. Documented prior learning experience portfolio.
2. AP, CLEP and/or DSST examinations. A maximum of 18 hours of AP, CLEP and DSST examinations may be applied to the total number of hours required for graduation.
3. Traditional courses taken at regionally accredited colleges and universities.
4. Correspondence courses from regionally accredited colleges and universities.
5. Tusculum College Gateway Program.
6. BSOM Concentration Courses.

Credit for Prior College-Level Learning

Assessment of Prior Learning
Tusculum College is among more than 500 colleges and universities that assess students’ prior learning for credit toward an undergraduate degree. The Council for the Advancement of Experiential Learning (CAEL), an educational association founded in 1974 to promote the acceptance of awarding college credit for experiential learning, has led the way in developing and implementing assessment techniques. Tusculum College uses the guidelines developed by CAEL. Students may earn up to 32 semester credit hours through the portfolio.

The student-prepared prior learning portfolio is the most commonly accepted method used to evaluate prior learning. These portfolios are a collection of narratives and documentation that articulate a student’s academically relevant, non-college learning. These include written materials, tape recordings, films, slides, projects and other documentation of college-level learning. Portfolios can vary greatly in content, but in their preparation, all students assume the responsibility for self-analysis, preparation and presentation; and the preparation is itself a learning experience. In preparing the portfolio, the student must pause and recollect a history of learning and growth in order to develop a meaningful learning autobiography.

At Tusculum College, the purpose of the portfolio is twofold:
1. The portfolio enables Tusculum College to evaluate and assign college credit for a student’s college level learning. The amount of credit granted depends on the quality of the learning experience and the thoroughness of the presentation. No grades are assigned; credit is either awarded or denied.
2. The portfolio represents a learning activity that helps integrate prior learning experiences with the student’s educational and professional objectives.

Description of Prior Learning Portfolio
The student develops the portfolio with the assistance of a faculty member. The faculty member facilitates group and individual activities and serves as an important checkpoint in ensuring portfolio quality. Specifically, the faculty member is responsible for ensuring that all portfolios forwarded to the Research and Assessment Center meet college level standards. The faculty member does not participate in the determination of the credit. All portfolio evaluation is done by trained assessors whose knowledge and experience qualify them to evaluate learning gained through experience.

The portfolio is divided into six separate sections which include:
1. The data sheet: an outline of personal, educational, military and employment background.
2. Transcripts: a record of all colleges and universities attended.
3. Military schools/courses/ratings: Students who have extensive professional training may be awarded credit from this
section of the portfolio. This section includes business and technical schools, workshops, and seminars which were attended as a result of the student’s job. Verification of completion, length of course in contact hours and course descriptions are required to document professional training. Credit is awarded on the basis of equivalent college-level course content and/or length of course in contact hours.

5. Autobiography: Students write an autobiography that describes the significant personal and professional experiences that have contributed to their growth and development.

6. College-level learning gained through experience: Students write essays that articulate both experience and learning outcomes comparable to those of specific college courses. Essays usually focus on a particular area of knowledge or skill. Students are encouraged to petition not only for professional learning experience, but also for college-level learning experiences associated with family and community. Each petition for credit includes a student narrative and appropriate documentation in evidence of learning. Credit is awarded on the basis of how well the student demonstrates college-level learning.

Portfolio Deadlines and Extensions
The portfolio is written and compiled during the early part of the undergraduate program. Students are eligible to enroll in MGMT 300B Orientation to Experiential Learning after they have completed RHET 101 and 103 or equivalent. After “Experiential Learning Validation” (MGMT 316) the portfolio is ready for its initial evaluation at the Assessment Center of Tusculum College on the main campus.

Students submitting full portfolios (five essays) have two opportunities to submit additional material after the initial evaluation of the portfolio. A letter sent to each student after the initial evaluation of the portfolio includes a deadline for submission of additional material. If material is not submitted by the stated deadline date, the second opportunity to submit material is forfeited.

Portfolio Fees
The portfolio submission fee must be paid prior to submission of the portfolio for evaluation. The assessment fee is per credit hour requested and is billed after each assessment. Payment is due within 30 days of the invoice date. Credit will not be placed on the transcript until payment is made.

Privacy of the Portfolio
The portfolio will be viewed only by those who have an official reason for doing so: the assessment staff, faculty evaluators and accrediting association members. Any data from portfolios that may be made public will be generalized and will in no way be attributed to an individual unless the individual has given a signed authorization. Students are advised not to include in the portfolio any material that will violate the legal and moral rights to privacy of other individuals.

Students transferring eight or more hours of experiential learning credit earned at other institutions may not submit a Tusculum portfolio for credit. To avoid duplication of credit, Tusculum College will not accept credit for experiential learning granted by any other college or university after a student has enrolled at Tusculum.

Portfolio Course Sequence
MGMT 300B. ORIENTATION TO EXPERIENTIAL LEARNING. No credit.
Attendance required. Failure to attend means that a student cannot submit a portfolio! This course will provide students with an overview and explanation of the basic requirements of the Experiential Learning/Portfolio process and specifically how to write an autobiography and Life Experience Essay. The course stresses Tusculum College and the American Council on Education guidelines for assessment of prior learning experiences.

MGMT 315. EXPERIENTIAL LEARNING VALIDATION. No credit.
A non-credit course designed to assist students in the preparation of experiential learning materials to be evaluated for credit. The course stresses Tusculum College and the American Council on Education guidelines for assessment of experiential learning experiences for credit.

MGMT 316. EXPERIENTIAL LEARNING VALIDATION. No credit.
A non-credit course designed to assist students in the preparation of experiential learning materials to be evaluated for credit. The course stresses Tusculum College and the American Council on Education guidelines for assessment of experiential learning experiences for credit.
Bachelor of Science in Organizational Management

Admission Requirements and Procedures
Decisions for admission are based on (a) previous academic records, (b) work experience and (c) recommendations of individuals (non-relatives) qualified to judge the student’s potential for college work. Tusculum College seeks students who are mature and highly motivated.

Admission Criteria
Applicants for the BSOM program must meet the following requirements:

1. Possess an overall minimum grade-point average of 2.0 on a 4.0 scale.
2. Possess the equivalent of at least 54 semester hours or an associate’s degree from a regionally accredited college or university.
3. Have satisfactorily completed: (1) English Composition I and II, (2) Speech and (3) College Algebra or a higher-level mathematics course (or passed the MATH 102 validation test given by the Tusculum College mathematics department) and (4) Computer literacy.
4. Submit recommendations from two persons (non-relatives) qualified to judge the applicant’s potential for success with college-level work.
5. Students for whom English is a second language must furnish a score of 550 (paper), 213 (computer-based), 80 (Internet based) or greater on the TOEFL examination taken within the last five years.
6. Applicants who are 21 years of age or under must submit official ACT/SAT scores and may be asked to provide additional documentation for admission.

Applicants not meeting the minimum requirements for regular admission may be granted conditional admission or special student status. Conditional admission status is not applicable to those less than 22 years of age.

Admission Procedures
1. Submit a completed application detailing work experience.
2. Submit official (sealed) transcripts of all college coursework mailed directly to Tusculum College from the transfer institution.
3. Submit recommendations from non-relatives.
4. Students for whom English is a second language must furnish an official TOEFL score from within the last five years.
5. Students under 22 years of age must furnish ACT/SAT scores and must meet the G.P.A. and board score requirements as indicated on page 15.

Description and Degree Completion Requirements
The curriculum is designed to enable graduates to deal effectively with an increasingly complex world environment. The program stresses skill development in the areas of interdisciplinary management, decision making, communication, organizational behavior and problem solving. MGMT 302 and MGMT 325 are considered foundational courses for the BSOM curriculum. Therefore, successful completion of these courses is required within curriculum order before taking other BSOM courses. Students who do not successfully complete MGMT 302 and MGMT 325 or who adjust their schedule to drop one of these courses will need to request a waiver from the Chair of the Organizational Management Department. Waivers will only be granted in extraordinary circumstances. MGMT 440 is the capstone course to the BSOM curriculum. Therefore, students must successfully complete all other coursework in the BSOM core curriculum before enrolling in MGMT 440. Each student is required to complete the professional preparation courses prior to entering the major courses.

This undergraduate major consists of a 38 credit-hour course requirement. Completion of the courses fulfills the minimum requirement for the major. Courses should be completed in the order recommended by Tusculum College as listed below. Tusculum College reserves the right to modify the curriculum as necessary. A maximum time limit of five years will be allowed for the completion of the major program from initial enrollment in the first course following acceptance. Students who leave the program for any reason and re-enroll must meet all requirements in effect at the time of the re-enrollment.

Academic Probation and Suspension
BSOM students are placed on academic probation for their major if they earn one grade below “C” in any major course. As the College accepts for graduation only one grade below “C” in the BSOM major, the student is required to repeat courses that do not meet this standard.

Learning Team Service Project
As one means of contributing to the civic arts mission of Tusculum College, each learning team in the BSOM program will complete a service project. The project requirements are distributed to students during MGMT 302. The service project must be completed prior to BUSN 403. Documentation of each team’s service project will be collected by the instructor of BUSN 403.

Curriculum - Professional Preparation Core

MGMT 232. FOUNDATION IN MANAGEMENT SKILLS. 4 semester hours.
An introduction to the personal, interpersonal and group skills required to manage in a dynamic, constantly changing work environment. Through the use of case study, experiential exercises and skill application, this course addresses critical topics including developing self-awareness, creative problem solving, managing conflict, and building effective teams. Learning Outcome: Self-Knowledge.

ENGL 233. WRITING IN ORGANIZATIONS. 4 semester hours.
Students will learn how to write effectively and quickly in a business context, exploring the proper form and content of memos, reports, business letters, executive summaries and other business documents. Students will also learn how to write and design their own personal resumes and will produce a finished resume and a cover letter. Prerequisite: ENGL 111. Learning Outcomes: Writing and Public Speaking. Offered every year.
(Equivalent 200-level English courses from accredited institutions will be evaluated for possible equivalency credit.)

SOSC 211. ORGANIZATION AND EVALUATION OF INFORMATION. 2 semester hours.
A basic skills course that addresses the location, evaluation and preparation of a literature review in APA style. Students will develop proficiency in the use of library resources, including the direction in use of various databases. Learning Outcome: Analytical Reading.

SOSC 215. ANALYSIS AND INTERPRETATION OF INFORMATION. 4 semester hours.
The study of sampling and data collection methods, including understanding and applying statistical tools. Focus is on interpretation and presentation of statistical findings. Learning Outcome: Critical Thinking.

MAJOR COURSES

MGMT 302. PRINCIPLES OF MANAGEMENT. 4 semester hours.
This course is an introduction to management, with emphasis on problem solving and decision making in complex organizations. A behavioral science approach is used in examining management problems created by the interaction of individuals and organizations. This course also explores motivation and leadership in individual and group behavior. Learning Outcome: Analytical Reading.

MGMT 330. HUMAN RESOURCE MANAGEMENT. 4 semester hours.
The study of recruitment, selection and training of personnel for organizations in private and public sectors. This course explores employee relations and collective bargaining, as well as the major laws that govern employment. Learning Outcome: Analytical Reading.

MGMT 350. SPECIAL TOPICS IN LEADERSHIP. 4 semester hours.
An in-depth examination of leadership topics such as bringing about cultural change, conceptual and visionary thinking and analysis, self-managed work environments and the impact and use of technology. Learning Outcome: Ethics of Social Responsibility.

MGMT 325. ECONOMIC ENVIRONMENT. 6 semester hours.
An exploration of micro-, macro-, and international economic concepts and issues, as they apply to decision making in private and public sector organizations. Learning Outcome: Critical Thinking.

MGMT 431. PRINCIPLES OF MARKETING. 4 semester hours.
This course will focus on the basic principles, concepts and terminology of marketing, as they pertain to marketing planning, management and problem solving. Learning Outcome: Public Speaking.

MGMT 340. ACCOUNTING CONCEPTS FOR MANAGERS. 4 semester hours.
The evaluation of financial reports and the use of accounting information in making management and investment decisions. Learning Outcome: Mathematics.

BUSN 342. BUSINESS IN A GLOBAL SOCIETY. 4 semester hours.

BUSN 403. BUSINESS LAW AND ETHICS. 4 semester hours.
Contracts and agency, rights, obligations and relationship of the agent, principal and third party conveyances and mortgages of real property and negotiable instruments. Also includes study of computer law and data security and ethics. Learning Outcome: Civility.

EVAL 400. ASSESSMENT II. No credit.

MGMT 440. ORGANIZATIONAL STRATEGY AND POLICY. 4 semester hours.
A capstone course in the study and application of strategy and policy in business and nonprofit organizations. Prerequisites: All other BSOM work must be completed. Learning Outcome: Writing.

BACHELOR OF SCIENCE IN ORGANIZATIONAL MANAGEMENT CONCENTRATIONS
Concentrations offer an in depth study of topics introduced in the foundation course that is part of the BSOM curriculum. To complete a concentration, students must:
1. Sign a Declaration of Concentration.
2. Complete the foundation course in the major (4 hours) before enrolling in concentration courses.
3. Complete 3 additional courses (12 hours) required for the concentration in any sequence.

Students are not required to complete a concentration. Specific courses offered as part of a concentration may be taken by students to satisfy elective hours, provided that they have completed the foundation course in the major.

Students may choose a concentration in Human Resource Management or in Marketing.

Human Resource Management Concentration (16 semester hours)
The Human Resource Management Concentration offers a broad overview of the human resource function in three courses. If students are new to human resource management, or simply want to strengthen employee management skills, this program is designed to help by (a) enhancing HR knowledge and effectiveness, (b) clarifying key employment and labor laws, (c) promoting a better understanding of HR to non-HR staff, and (d) developing a common dictionary of HR terms for any organization. The essentials of recruiting, interviewing, testing, select-
ing, socializing, training, establishing pay and benefit plans, are important to all employees, both HR and non-HR. Understanding of workplace laws such as Equal Employment Opportunity, Occupational Safety and Health, Fair Labor Standards, Family Medical Leave, Americans with Disabilities and Veteran’s Re-employment is essential for everyone, whether students are employed by a for-profit, non-profit or government organization.

**Foundation Course in Major**

**MGMT 330. HUMAN RESOURCE MANAGEMENT. 4 semester hours.**

**Concentration Courses**

**MGMT 432. STAFFING THE ORGANIZATION. 4 semester hours.**

This course provides an in depth look at the planning for and recruitment of human resources. It examines the process of selecting candidates and their placement. In addition, it considers the training and development of employees within the organization.

**MGMT 434. COMPENSATION AND BENEFITS. 4 semester hours.**

This course examines how organizational pay structures are established, pay is used to recognize employee contributions and the importance of benefits to selection and retention of employees.

**MGMT 436 EMPLOYMENT AND LABOR LAW. 4 semester hours.**

This course examines the legal environment in which all public and private organizations must operate and studies the American Labor Movement and the process of collective bargaining in the U.S.

**Marketing Concentration (16 semester hours)**

The Marketing Concentration provides students with an analytical understanding of marketing decision-making. Students will be able to generate, analyze, interpret and present the information that organizations need to (a) secure new customers, satisfy and retain customers, (b) build brand equity and maximize return on investment, (c) develop innovative goods and services based on customer needs.

Students graduating with the Marketing Concentration will be able to use a wide range of tools and techniques from fields as diverse as sociology, psychology, anthropology, information technology and economics, all taught within the marketing concentration. They will be able to leverage information, technology and knowledge to support innovation in virtually all areas of business, non-profit enterprises and government.

As a discipline with broad applications, the Marketing Concentration offers flexible career paths and work styles. Graduates with marketing knowledge are in demand in almost every department of an organization.

**Foundation Course in Major**

**MGMT 431. PRINCIPLES OF MARKETING. 4 semester hours.**

**Concentration Courses**

**MGMT 433. MARKET RESEARCH/CONSUMER BEHAV- IOR. 4 semester hours.**

A consumer-oriented approach to the number one reason for new product behavior: failing to accurately assess and profile target market opportunities.

**MGMT 435. PERSONAL SELLING/CUSTOMER SATISFACTION MANAGEMENT. 4 semester hours.**

A consumer-oriented approach to the critical marketing factors of first line contact and relationship building.

One of the following will be offered (1 required):

**MGMT 437. MARKETING PROMOTION. 4 semester hours.**

A study of how an organization can use the four major tools in the promotional matrix to effectively communicate with and influence consumers.

**MGMT 439. ELECTRONIC MARKETING OF PRODUCTS AND SERVICES. 4 semester hours.**

The study and application of the Internet as a strategic medium for marketing products and services.

**MGMT 443. MARKETING LABORATORY IN NEW AND SMALL BUSINESS VENTURES. 4 semester hours.**

A hands-on marketing course for students interested in starting or working for a new business venture and/or smaller business which may lack the expertise and resources of a larger, more experienced business.
BACHELOR OF ARTS
IN EDUCATION
HUMAN GROWTH AND LEARNING

Tusculum College recognizes the need for well-qualified teachers across the State of Tennessee as well as across the United States. The Bachelor of Arts in Education (BAED) Degree was instituted to allow working adults to pursue teaching certification. The BAED Program is identical in curriculum to the residential Teacher Licensure Program. The program is open to students who are preparing for licensure in Elementary Education and can be supplemented with other courses for students who wish to add on other licensure areas. Students start in a cohort group and take classes together through the professional licensure sequence. The courses are delivered on Fridays and Saturdays or on two weekdays in an accelerated schedule designed to accommodate the candidates’ many responsibilities and time demands. This format allows adult learners to complete the last 67 semester hours in 16 major and professional education courses in approximately 18-20 months. Sharing the same innovative framework as Tusculum’s other successful programs for working adults, students in the program will take one course at a time in a collaborative atmosphere open to adult learning styles. The courses in this major are designed with practicum experiences to allow students to have interactive activities with students in the classroom setting prior to student teaching.

BAED Admission
Students interested in the Bachelor of Arts in Education, K-6, Professional Teacher Licensure Program (BAED) through Graduate and Professional Studies must complete more than one admission application. The first stage in the admission process is as follows:
1. Application to Tusculum College.
   The following admission requirements must have been met for initial admission into the BAED Professional Licensure Sequence:
2. A minimum 2.50 grade point average (G.P.A.) on a 4.00 scale.
3. Prerequisites before entry, which include the following:
   Composition I and Composition II (or) Rhetoric 101, 102 and 103
   MATH 135 (or) College Algebra
   CISC 100 (or) Computer Literacy
   BIOL 100 (or) Biology with Lab
   PSYC 101(or) Essentials of Psychology
   PSYC 200 (or) Developmental Psychology
   PSYC 305 (or) Educational Psychology.
4. Completion of most General Education courses, with the exception of three (3) selected courses, which may include the following:
   MUSC 101 (or) THEA 104 (or) VISA 110, 204 or 208;
   CMNS 330, GEOG 200, HIST 101 or 102, HIST 201 or 202, PHED 260, PHED 115 (or verification of certification),
   CMNS 380, SOCI 101
   Not more than one General Education course may be taken per semester while students are enrolled in the Professional Teacher Licensure Sequence. All General Education courses must be completed prior to student teaching. To dual enroll a student must have a Tusculum College grade point average of 2.75 or better. *NOTE: No courses either at Tusculum College or another institution may be taken concurrently while student teaching.
5. The test of English as a foreign language (TOEFL) with an acceptable score (score of 550-paper, 213-computer-based, 80 -Internet based or greater) AND taken within the past year for applicants whose primary language is not English.
6. Applicants who are 21 years of age or under will be asked to provide additional documentation for admission, and must meet G.P.A. and ACT/SAT requirements for admission. See page 15.

PRAXIS I and the Pre-Professional Skills Test (PPST)
The PRAXIS I and PPST must be successfully passed by all candidates for teacher education, unless the candidate is exempt as a result of adequate ACT (composite or score of at least 22) or SAT (composite score of at least 1020) test scores. There is no prerequisite for taking the test. Locally, PRAXIS I exams are offered at East Tennessee State University, the University of Tennessee at Knoxville or Sylvan Learning Center in Knoxville. For more information about PRAXIS I (PPST) or PRAXIS II exams and a list of testing centers please visit http://www.ets.org/praxis.

There is a substantial fee for taking the test, which must be paid by the candidate. Students meeting criteria may apply for assistance with the test fees. Application for financial assistance should be made well in advance of the scheduled test date. Contact the financial aid office for details.

PRAXIS I (PPST) must be passed before entering the BAED program. An applicant must take the exam a second time if he or she does not make the required minimum scores.

Required minimum scores are as follows:
• Computerized Reading (5710) score of 174
• Computerized Math (5730) score of 173
• Computerized Writing (5720) score of 173.

A student who fails a portion of the PRAXIS I and PPST after having taken it twice may appeal in writing to the Teacher Education Screening Committee, stating the grounds that he/she believes warrant exemption from the requirement. PRAXIS I Appeal Forms are provided for students and are located at all college sites. PRAXIS I appeals must be submitted no later than 7 calendar days before the student’s scheduled Teacher Education Screening date. A student will be notified in writing of the Committee’s decision within 14 calendar days from the date the appeal was submitted.

Background Check and Fingerprinting
Students in all BAED cohorts with Tusculum College Graduate and Professional Studies must receive a fingerprint and background check to participate in practicum and student teaching components required for degree completion. Tennessee state law dictates all persons who have contact with children in grades PreK-12 through the public school system must have an appropriate background check conducted by TBI. Submission Deadline: Background check results must be submitted before a student may begin the BAED Licensure program.

Note: Tusculum College reserves the right to refuse background checks from other agencies. The Education Department may accept background checks from school systems served by each campus. All background checks must be current, completed
within the last calendar year and be free of offenses that would preclude placement in a school system.

**Application to the Teacher Licensure Program**

Students must meet specific Education Department requirements for admission into the Teacher Licensure Program. They are as follows and should be completed in the listed order:

1. Must be registered/enrolled as a current student at Tusculum College.
2. Have a minimum 2.5 grade point average on a 4.0 scale.
3. Have successfully passed the PPST (Pre-Professional Skills Test/PRAXIS I) unless exempt due to adequate ACT or SAT scores or PRAXIS I appeal approval by Education Screening Committee.
4. Demonstrate written communication proficiency through a cold writing sample. Cold Writing Sample testing dates are offered once per month at the Knoxville and Morristown Centers. The student should contact their enrollment representative, academic advisor or regional coordinator to schedule a test date. The student is obligated to schedule their test at least 30 days prior to their scheduled Teacher Education Screening Interview.
5. Complete and passing of TBI background check and fingerprinting.
6. Submit a Teacher Education application to the Education Department.
7. Demonstrate proficiency in oral communication (and completion of Teacher Education Screening requirements) through a departmental screening interview.

**Teacher Education Screening Committee**

The Teacher Education Screening Committee reviews all student applications for admission into Teacher Licensure. The Committee is comprised of at least two professional education faculty members and at least one or more members of the regular faculty. The meetings of the committee are open to all faculty members. The Committee may invite specific individuals from the College community to assist in reaching decisions regarding candidates. 

The Committee meets as needed throughout the academic year and has jurisdiction regarding who is admitted to the education program, regarding who is admitted to student teach, for hearing administrative appeals within the education program (academic appeals are heard by the Admissions and Standards Committee) and exercises an advisory role with respect to education program curriculum and operation.

When the candidate has satisfactorily completed and documented Items 1-7 listed above, application is made to the committee. The Committee will review the materials and reach a decision regarding the candidate’s admission to the program. Both the content and quality of responses have a significant influence in the candidate’s admission to the program. The Committee interviews each candidate for oral proficiency in explaining autobiographical information and their self-assessment of strengths and weaknesses to be addressed while preparing to become a professional educator. Following the interview, the Committee makes a final decision, and written notification of the Committee’s decision will be sent to the candidate’s address within 5 working days. If the Screening Committee denies the application, the letter will include reasons for the denial. The candidate may appeal, in writing, to the education program coordinator stating the grounds that he/she believes warrant reconsideration. The program coordinator will determine whether reconsideration is warranted. Appeal approval would allow the student to begin the next scheduled cohort group. Approval from the committee and admission to the teacher education programs are prerequisites for enrolling in the Enhanced Student Teaching courses.

Students are responsible for making necessary arrangements to attend scheduled Teacher Education Screenings and could be subject to denial or delay of program entry for failure to attend the required screening. A Screening Appeal form is available for students who have valid, documented extenuating circumstances for the inability to attend a scheduled screening. The student must contact the regional education coordinator to obtain a copy of the Screening Appeal form. Teacher Education Screenings will be held 7 calendar days before the student’s scheduled program orientation date. Students may be required to attend a second screening before the fourth BAED course begins if deemed necessary by the Education Steering Committee.

**Practicum**

Professional development includes the study of current theory and practices in Elementary Education. Practicum placements in the community’s schools provide a rich experience base valuable in itself while enhancing learning in the student’s academic coursework. The broad-range practicum goals of field-centered education were designed to provide an experience whereby the student may participate in the classroom setting, as well as provide an insight into the daily regimen of teaching in the public school prior to the student teaching semester. The student is required to complete no less than 18 practicum hours for each major course prior to the student teaching semester, with the exception of PHED 360: Curriculum Design/Methods in Physical Education. Practicum participation must take place during scheduled dates for the course and routine instructional time in elementary school grade levels K-6. Summer practicum placements will be arranged by the regional Practicum Coordinator. Specific practicum policies and procedures are provided to students during the Teacher Education Program orientation conducted before students begin major coursework.

Students may not use the grade of “Incomplete” to satisfy practicum requirements for education courses. The specified practicum hours must be completed during the duration of the course. If a student does, however, experience illness or an emergency (must provide official documentation) the student is to send a written request for the “I” to the instructor. The instructor must provide in writing to the student and the BAED coordinator the rationale for granting or denying the request. The “Incomplete” must be satisfied and grade submitted to the Registrar according to the deadlines and procedures stated in the “Grading Procedures” section located on p. 118 of the College catalog.

**Retention in Teacher Education**

After an applicant has been accepted into teacher education, the candidate’s progress will be reviewed each semester by members of the education department. The candidate will continue through the Professional Licensure Sequence as long as he/she continues to make satisfactory progress and meet all
requirements set forth by the Education Department. Retention in the teacher education program is contingent on the successful completion of courses and program requirements and maintenance of the academic standard required for initial admission to the program.

Specifically, all students having been admitted to the teacher education program must maintain a G.P.A. of 2.50. Students whose cumulative G.P.A. falls below 2.50 will be placed on departmental probation for the next 3 consecutive courses in the sequence. By the end of the probationary period, the candidate must achieve at least a 2.50 cumulative G.P.A. Failure to achieve the required G.P.A. during the probationary semester will result in automatic suspension from the teacher education program. Teacher licensure candidates are reminded that a G.P.A. of 2.75 in the major and in the professional education core is required for admission to Student Teaching. BAED students are placed on departmental academic probation for the next three consecutive courses in the sequence if they earn one grade below “C-” in any major course. BAED students will be academically suspended from the department for a period of six months if they earn a second grade below “C-” in the major courses. As the department accepts for graduation no grade below “C-” in the major and all required coursework must be completed prior to the student teaching semester, the student is required to repeat courses that do not meet this standard. Students who fail to maintain consistent pre-professional performance, both academically and as representatives of the College and of Teacher Education, are subject to action from the Screening Committee, which may place conditions on the candidate’s continuation in the program or may remove the candidate from the teacher licensure program altogether.

Non-Licensure Degree in Human Growth and Learning

Non-Licensure Degree Requirements:
- Take EDUC 452 Education Senior Seminar (or a Residential College offering of a course equivalent to Citizens in a Global Era).
  - Students must complete all practicum hours for each course.
  - Students may complete one general education course per semester.

Non-Licensure Degree Requirements for students completing the student teaching semester yet not passing all or part of PRAXIS II:
- Students not passing any part of the PRAXIS II will receive a grade of “GP” (grade pending) in EDUC 452.
- Students can graduate if they have a “GP” in EDUC 452 as long as they have met program requirements, completed all general education courses, met G.P.A. requirements and have at least 128 hours.
- Students with “GP’s” cannot be recommended for certification by the Education Department until the “GP” is satisfied.
  - The initial approval of “GP” gives students seven years to complete EDUC 452 before the “GP” converts to an “F”.
- Students with “GP’s” are given the Bachelor of Arts diploma with a major in Human Growth and Learning, Elementary.

PRAXIS II

All students must take and pass PRAXIS II exams before student teaching ends in order to receive licensure. Students not passing PRAXIS II will be allowed to graduate with a non-licensure degree if they have met all requirements as stated above.

Since the PRAXIS II exams are considered difficult, students may want to complete EDUC 416, Teaching Reading, and HGLN 417, Literacy Through Language Arts, before attempting the following three (3) parts of PRAXIS II:
- Principles of Learning and Teaching (0522), a minimum score of 155 required.
- Elementary School Content Knowledge (0014), a minimum score of 140 required.
- Reading Across the Curriculum (0201), a minimum score of 151 required.

Elementary School Content Knowledge contains general information, but many specific terms in the Reading Across the Curriculum are reviewed during the reading and language arts courses in the program. It is strongly recommended, but not required, that students take the following part of the Praxis II following Assessment and Evaluation (HGLN 337):
- Curriculum, Instruction, and Assessment (0011), a minimum score of 159 required.

For more information about PRAXIS I (PPST) or PRAXIS II exams and a list of testing centers; please visit http://www.ets.org/praxis.

Application to Student Teaching

In advance of student teaching, students must have completed the following Education Department requirements to be admitted to student teaching:
1. Completed Application for Student Teaching with School Placement Preferences (This must be completed along with the Recommendation before the Screening process).
2. Completion of required coursework.
3. A cumulative 2.75 grade point average on a 4.00 scale in Major and Professional course work.
4. Recommendation from an education faculty member.
5. Approval from the screening committee.

Student Teaching

Admission to Student Teaching

Enhanced student teaching is the experience that concludes the pre-service education of prospective teachers. Application must be made to the regional Director of Field Experience no later than the January 15th or September 15th prior to the anticipated student teaching semester. Student Teaching appeals must be submitted no later than 10 calendar days before the scheduled cohort screening date. Written notification of the Screening Committee’s decision will be sent to the candidate’s address within five working days. If the Screening Committee denies the application, the letter will include reasons for the denial. The candidate may appeal, in writing, to the regional Director of Field Experience stating the grounds that he/she believes warrant reconsideration. The Director, in collaboration with the Chair or other academic leaders in teacher education, will determine whether reconsideration is warranted. If so, the Director will return the matter to the Screening Committee, whose decision will be final.
1. Description of Enhanced Student Teaching.

The enhanced student teaching experience is a planned professional semester that includes full days of teaching and observation under the supervision and guidance of Tusculum College faculty and local school district personnel. The student teacher
will spend one complete semester (a minimum 15 consecutive weeks) in student teaching activities.

This enhanced student teaching experience includes at least two different classrooms, which may be at different schools. Teacher candidates will have two placements within their certification levels. Elementary student teachers will have a lower (K-3) and upper elementary (4-6) placement. All student teaching placements are subject to the approval of the Director of Field of Experience. Note: Students are advised to discontinue employment during the student teaching semester unless the employment is continued on a very limited basis. Teachers selected as cooperating teachers must meet the following criteria:

a. Hold current state teaching certification for the grade level and/or subject to which the teacher is assigned.

b. Have a minimum of three years' teaching experience.

c. Be identified by administrators as competent or master teacher.

d. Be willing to assume mentor roles.

e. Demonstrate ability to perform as a team member.

The supervising teacher, in conjunction with the Field Experience Supervisor, assumes supervisory responsibilities by providing the student with teaching experiences, continuous informal feedback and systematic formative and summative evaluations. Each student teacher has on-site visits from the college supervisor weekly.

The regional Director of Field Experience makes available to the supervising teacher a copy of the Student Teaching Handbook. This document details the enhanced student teaching program including responsibilities of the supervising teacher, the student and the Field Experience Supervisor.

Higher education faculty who serve as field experience supervisors for student teachers are selected according to the following requirements:

a. Considered by the institution to be highly competent role models.

b. Have experience at the grade level(s) which they supervise.

c. Demonstrate effective teaching strategies and methods.

d. Express and demonstrate willingness to assume the roles of mentors.

e. Stay current with the latest research on teaching and learning.

f. Be effective team members and effectively facilitate professional learning experiences which include pedagogical instruction.

During the first week of the student teaching semester, students are inducted into enhanced student teaching by attending a series of seminars on topics such as writing lesson plans, discipline techniques and course requirements. Further seminars treat topics relevant to the personal and professional growth of student teachers.

The cohort calendar defines the beginning and ending of the enhanced student teaching, but the student teaching program may be coordinated with the schedule of the local school system. The performance of student teachers will be evaluated by supervising practitioners in the local school system and supervisors from Tusculum College. Field experience supervisors are evaluated by the student teacher during the final phase of the student teaching experience. Student evaluations are kept on file in the office of teacher education department. According to state requirements, students must successfully complete both placements in the professional semester in order to be recommended for licensure.

Students who have already completed a bachelor’s degree, either at Tusculum College or elsewhere, who wish to add teaching licensure to that degree must meet all applicable requirements regarding admission to the education program, required coursework and admission to student teaching.

A grade of “C” or better must be obtained in Student Teaching before a teaching license may be requested.

Graduation

To earn the Bachelor of Arts degree, the student must:

• Complete a minimum of 128 semester hours of coursework, with an cumulative grade point average of 2.50

• Complete all Major and Professional Education courses with a GPA of 2.75

• Complete all courses in the General Education core curriculum

• Complete a minimum of 25% of the credit hours required for the degree through instruction offered at the College

• Complete 32 of the last 36 hours on campus

• Submit all official postsecondary transcripts

• Participate in all outcomes assessment as required by the College

• Make payment of all tuition and fees.

General Education Core (unless otherwise noted) may be earned through one or more of the following:

1. Gateway Courses at Tusculum College.

2. CLEP Exams.

3. DANTE Exams.

4. Courses from other regionally accredited colleges/universities. Students seeking transfer of course work form postsecondary institutions with national or specialized accreditation may request that the Registrar’s Office review such credit with the pertinent academic department.

Total credits for graduation include the following General Education core requirements and are highly recommended for completion prior to applying to the licensure program:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Composition I &amp; Composition II</td>
<td>2 Courses</td>
</tr>
<tr>
<td>Creative Arts and Humanities</td>
<td>2 Courses</td>
</tr>
<tr>
<td>Biology (Lab and minimum grade of “C” required)</td>
<td>1 Course</td>
</tr>
<tr>
<td>Health/Physical Education</td>
<td>2 Courses</td>
</tr>
<tr>
<td>PHED 115 (Safety, First Aid &amp; CPR)</td>
<td>1 Course</td>
</tr>
<tr>
<td>PHED 260 (Methods for School Health Teachers)</td>
<td>1 Course</td>
</tr>
<tr>
<td>Social Science</td>
<td>7 Courses</td>
</tr>
<tr>
<td>Geography (Intro to Geography; minimum grade of “C” required)</td>
<td>1 Course</td>
</tr>
<tr>
<td>Political Traditions of the West (CMNS 380)</td>
<td>1 Course</td>
</tr>
<tr>
<td>Psychology (Intro to Psychology, Developmental Psychology, and Educational Psychology)</td>
<td>1 Course</td>
</tr>
<tr>
<td>Sociology (Introduction)</td>
<td>1 Course</td>
</tr>
<tr>
<td>Computer Science</td>
<td>1 Course</td>
</tr>
</tbody>
</table>

The following courses are NOT included in the sequence and should be completed through Gateway or other accredited insti-
tuitions before beginning the BAED Sequence:
BIOL 100 Introductory Biology (Lab and minimum grade of
"C" required)
CISC 100 Computer as a Tool
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
ENGL 110 Composition and Rhetoric
ENGL 111 Composition, Research, and Rhetoric
GEOG 200 Introduction to Geography (Minimum grade of “C”
required)
HIST 101/102 The West and the World I or II
HIST 201/202 U. S. History I or II
MATH 135 College Algebra
PHED 115 Safety, First Aid and CPR (1 hr.)
PHED 260 Methods for School Health Teachers (3 hrs.)
PSYC 101 Essentials of Psychology
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology
SOCI 101 Introduction to Sociology
Choose one:
MUSC 101 Introduction to Western Music
THEA 104 Introduction to Theatre
VISA 110 Introduction to Art
VISA 204 Ancient Through Renaissance Art
VISA 208 Baroque Through Modern Art

The BAED Sequence of Courses in the Human Growth and
Learning Major and Professional Education consists of 67 se-
semester hours, as follows:
SPED 101 Survey of the Regular and Special Populations
Within the School Environment
EDUC 200 History, Philosophy and Principles of Education
CISC 216 Computer as a Classroom Support System
PHED 360 Curriculum Design and Teaching Methods for
Elementary School Physical Education (3 hrs.)
EDUC 320 Classroom Discipline and Management
VISA 330 The Arts and Childhood Learning
ENGL 335 Children’s Literature
EDUC 416 Teaching Reading
HGLN 417 Literacy Through Language Arts
MATH 137 Instructional Strategies for Life-Long Learning of
Mathematics
EVSC 425 Physical and Environmental Science Concepts
HGLN 341 Learning Environments K-6
HGLN 337 Assessment and Evaluation
EDUC 452 Student Teaching Seminar
EDUC 454 Enhanced Student Teaching (K-3)
EDUC 455 Enhanced Student Teaching (4-6)

Requirements for the following courses may be satisfied by
successful completion of the CLEP or DSST exam. (Prior ap-
approval required for substitution.)
CISC 100 Computer as a Tool
ENGL 110, 111 Composition and Rhetoric; Composition,
Research and Rhetoric
HIST 101, 102 The West and the World I and II
HIST 201, 202 U.S. History Survey I and II
MATH 135 College Algebra
PSYC 101 Essentials of Psychology
SOCI 101 Principals and Social Institutions
VISA 110 Introduction to Art

DSST and CLEP exams will not be accepted for satisfying the
following courses:
BIOL 100 Introductory Biology
CMNS 330 The Hebrew and Christian Traditions
CMNS 380 The Political Traditions of the West
GEOG 200 Introduction to Geography
PHED 260 Methods for School Health Teachers
PSYC 200 Developmental Psychology
PSYC 305 Educational Psychology

COURSE DESCRIPTIONS

SPED 101. SURVEY OF THE REGULAR AND SPECIAL
NEEDS POPULATION WITHIN THE SCHOOL ENVIRON-
MENT. 4 semester hours.
This course is designed for the preservice teacher to develop
an understanding of the characteristics of the school environ-
ment and the relationship of that school environment to the total
school system: local, state, and federal. The preservice teacher
will focus on developing the professional “self” called teacher.
Finally, the preservice teacher will survey those elements within
the school that foster the education of regular and special school
populations within the school. The preservice teacher will study
current practices, issues, and trends in Special Education Law
and Policy to prepare to serve the special needs population in
regular and special education school environments. Practicum
experience is required for this course. Learning Outcome: Writ-
ing.

EDUC 200. HISTORY, PHILOSOPHY AND PRINCIPLES OF
EDUCATION. 4 semester hours.
This course is intended to introduce pre-service teachers to the
historical, philosophical and cultural foundations of the American
educational system and compares past and present educational
practices. Additionally, the course embodies the promotion of an
understanding of the role of teachers on all levels, enabling pre-
service teachers to begin formulating a personal philosophy of
education. An 18-hour practicum is a requirement of this course.
Learning Outcome: Writing.

CISC 216. COMPUTER AS A CLASSROOM SUPPORT SYS-
TEM. 4 semester hours.
The preservice teacher will learn to use the computer for man-
agement of school data: for example, tracking student grades
and attendance, for preparing letters to parents and teachers and
for preparing tests. The preservice teacher will also learn to use
the computer as an instructional tool, both as a visual aid and a
tool to enhance individual performance. The preservice teacher
will be exposed to software packages that are currently being
used in the Tennessee K-12 classrooms and will learn to choose
software packages that are appropriate for the particular level of
student they are teaching. Prerequisite: EDUC 200, SPED 101
and CISC 100 or Computer Literacy. Offered every year.

PHED 360. CURRICULUM DESIGN/METHODS IN PHYSI-
CAL EDUCATION. 3 semester hours.
Designed to provide the prospective teachers with knowledge
and experiences of planning and delivering effective instructional programs in movement education, health and wellness at the elementary school level. Learning Outcome: Self-Knowledge. Prerequisite: Must have been admitted to teacher education program and have junior standing.

EDUC 320. CLASSROOM DISCIPLINE AND MANAGEMENT. 4 semester hours.
This course is designed to help future teachers to thoughtfully examine various approaches to classroom discipline and management and to ensure that the discipline approach is consistent with the overall instructional program. Emphasis is placed on ways to make informal decisions concerning the various approaches to discipline and properly managing various aspects of the classroom. Emphasis on teacher-student relationship, personal philosophy, the understanding of the assumptions that undergird the various discipline approaches, the physical environment knowledge management, so that students will stay on task and maintain interest in learning. Practicum experience is required for this course. Prerequisites: EDUC 200 and PSYC 305. Learning Outcome: Analytical Reading.

VISA 330. THE ARTS AND CHILDHOOD LEARNING. 4 semester hours.
This course provides an integrated study of the way in which the arts, dance, music and theater and the visual arts affect the learning and development process in pre-high school aged children. Practicum experience is required for this course. Prerequisites: EDUC 200 and PSYC 200. Learning Outcome: Civility.

ENGL 335. CHILDREN’S LITERATURE. 4 semester hours.
This course is designed to provide the prospective elementary teacher as wide an exposure as possible to the highest quality children’s books and to equip the students with criteria for evaluating and choosing books for children. Special attention is given to storytelling, creative dramatics, and motivation to read. Practicum experience is required for this course. Learning Outcome: Civility and Critical Thinking.

EDUC 416. TEACHING READING. 4 semester hours.
This course provides a working knowledge of the basic theories, instructional models and materials for teaching reading in grades K-8. Emphasis will be placed on developing understanding of the reading process and the teaching of reading as a keystone within PreK-8 levels. Preservice teachers will develop an understanding of the causes of reading difficulties and use this knowledge in planning and assessing literacy skills of an individual student. Practicum experience is required for this course. Prerequisites: EDUC 200 and PSYC 305. Learning Outcome: Analytical Reading.

HGLN 417. LITERACY THROUGH LANGUAGE ARTS. 4 semester hours.
This course provides a working knowledge of the instructional models and materials for teaching language arts in grades K-6. Preservice teachers will develop an understanding of writing development including language mechanics, appropriate grammar and legible handwriting. Special emphasis will be placed on communication skills, diagnostic procedures and evaluations. Media and technology will be explored to incorporate activities emphasizing the relationship between writing, listening, speaking and reading activities. Multiple strategies and materials will be developed in the coursework for teaching these skills to at-risk students, students with disabilities, economically disadvantaged and highly mobile students as well as intellectually gifted students and students from different racial and ethnic backgrounds. Reflections from practicum experiences will be utilized along with instructional practices. Practicum experience is required for this course. Prerequisites: EDUC 200 and SPED 101. Learning Outcome: Analytical Reading.

MATH 137. INSTRUCTIONAL STRATEGIES FOR LIFELONG LEARNING OF MATHEMATICS. 4 semester hours.
This course provides a working knowledge of the basic theories, instructional models and materials for teaching mathematics in grades PreK-8. Preservice teachers will develop an understanding of how algebraic, geometric and arithmetic ideas are created, described, disseminated and refined. Special emphasis will be placed on interpreting information presented graphically, numerically and scientifically in real-life situations. Problem-solving and reflections on solutions will be applied to instructional practices. Practicum experience is required for this course. Learning Outcome: Mathematics. Prerequisites: MATH 135 or higher, EDUC 200 and SPED 101.

EVSC 425. PHYSICAL AND ENVIRONMENTAL SCIENCE CONCEPTS. 4 semester hours.
This course is designed for preservice elementary education majors and will include hands-on teaching methods as well as course content for physical and environmental science. Topics of study will include the scientific method, earth/space science, basic physics and chemistry and ecological principles and processes. Practicum experience is required for this course. Prerequisites: EDUC 200 and SPED 101. Learning Outcome: Critical Thinking.

HGLN 341. LEARNING ENVIRONMENTS IN K-6. 4 semester hours.
This course is designed to prepare the K-6 preservice teacher to apply curriculum principles and techniques in various learning environments with students of diverse abilities and needs. The preservice teacher will demonstrate ability to plan, implement and assess curriculum that includes current technology, materials and community resources. Using information from informal assessment techniques, the preservice teacher will make sound instructional decisions. The planned curriculum will reflect the pre-service teacher’s understanding of the psychological and social development of the primary and preadolescent student. Using methods such as cooperative learning, the pre-service student will develop strategies that foster the inclusion of diverse learners and students of different cultures. The preservice teacher will demonstrate ability to plan and teach both skills and content within the K-6 area while building a community of engaged learners. Included in this course will be a review of the philosophical underpinnings that drive education in the K-6 learning environment. Practicum experience is required for this course. Prerequisites: EDUC 200 and SPED 101. Learning Outcome: Writing.

HGLN 337. ASSESSMENT AND EVALUATION. 4 semester hours.
The purpose of this course is to provide preservice teachers
with skills that will enable them to determine what students have learned, what aptitude students possess for future learning, how well students are progressing to specific educational goals (state grade-level curriculum standards), how students feel towards school and what aspirations and interests students possess. The preservice teacher will develop and use tests, rating scales, observational records, questionnaires and other types of informal and authentic measurement instruments. This course will provide the learner with an opportunity to understand and apply sound measurement principles and practices to methods of inquiry and research. Strong emphasis will be placed on performance-based assessment, interpretation of standardized testing measures and communication of this information to appropriate personnel. Practicum is required for this course. Prerequisites: EDUC 200 and SPED 101. Learning Outcome: Critical Thinking.

EDUC 452/EDUC/CMNS480. STUDENT TEACHING SEMINAR/ SENIOR SEMINAR. 4 semester hours.
This course begins with two all-day sessions prior to student teaching and continues to meet every other week for the entire semester. Student teachers will consider classroom management techniques, pertinent problems, issues and policies relative to student teaching and application for the Specialty Areas on the Praxis II. Bimonthly sessions will be used for check-ups with a question- and-answer format. Student teacher research presented that last two days at the end of the semester will analyze global issues in education and provide information on other countries’ educational systems. Passing test scores on all areas of the PRAXIS II will be required for completion of the course. Students completing CMNS 480 are not required to take PRAXIS II. Learning Outcomes: Critical Thinking and Public Speaking.

EDUC 454. ENHANCED STUDENT TEACHING (K-3). 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the direction of a selected classroom teacher, a Tusculum college coordinator and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each preservice teacher is required to complete a minimum of two placements during the 15 weeks of the full-time student teaching experience—this placement will be one half of that requirement for students seeking endorsement in Early Childhood or K-6(8).

EDUC 455. ENHANCED STUDENT TEACHING (4-6). 6 semester hours.
This course offers a full-time teaching experience in an accredited school under the direction of a selected classroom teacher, a Tusculum college coordinator and the Director of Field Experience. Students are required to observe the same schedule as that prescribed for the regular classroom teacher and are expected to participate in the same activities as the classroom teacher. Each preservice teacher is required to complete a minimum of two placements during the 15 weeks of the full-time student teaching experience—this placement will be one half of that requirement for students seeking endorsement in K-6 (8).

MASTER OF ARTS DEGREES

General Information
Tusculum College understands the needs of working adults who are interested in pursuing the concentrated educational enrichment represented by a graduate degree, but who must also continue to meet personal and professional commitments. The College offers two graduate degrees: the Master of Arts in Education (MAED) and the Master of Arts in Organizational Management (MAOM). Classes are taught by Tusculum College faculty with academic and practical backgrounds in their respective disciplines. A maximum time limit of five years will be allowed for the completion of the program. Students who leave the program for any reason and re-enroll must meet all requirements in effect at the time of re-enrollment.

General Objectives
1. To provide the essential graduate level experience students need to enhance their professional careers.
2. To enable the graduate to utilize interpersonal, group and negotiating skills to work successfully with others in an organizational or academic context.
3. To provide the graduate with the ability to recognize and solve problems through ethical decision making.
4. To enhance the ability of graduates to exercise and model the qualities of civic virtue necessary for effective citizenship in local, national and global communities.

The curricula should be completed in the order recommended by Tusculum College. Tusculum College reserves the right to modify the curricula as necessary.

Graduate Research Requirement
All graduate students participate in the development of methods of inquiry and reflective judgment as planned in their respective curriculums. Curriculum engages students in the study and application of methods of problem identification, the collection, analysis and interpretation of data and recommendation of problem resolutions relative to their professional disciplines. This practice strengthens the development of the Advanced Competencies identified by the College for graduate students. Examples of these graduate studies include original empirical research, study of and resolution of an organizational performance gap or completion of an applied action research project. Graduate research can also provide a conduit for service learning in that students complete their project to contribute valuable information or problem resolution to an organization or professional interest. See individual Master of Arts program descriptions and curriculums for inclusion of research instruction and practice.

Graduate Admission Requirements and Procedures
Requirements for admission to graduate programs are established by the Graduate Committee. They may include previous academic records, performance on recognized examinations, work experience, an acceptable written explanation of desire to enter the program and recommendations of individuals qualified to judge the student’s potential for graduate college work. Tusculum seeks students who are mature and highly motivated and are able to contribute to the collaborative learning environment.
Common Admissions Requirements

All applicants to graduate programs shall satisfy these common admission requirements for the MAED and MAOM programs:

1. Hold a minimum of a bachelor’s degree from a regionally accredited college or university.
2. Possess a minimum G.P.A. as defined by each program and satisfy the admissions requirements that are specific to each program. See individual program descriptions for other admissions requirements.

For the MAT program, applicants shall satisfy the following admission requirements:

1. Pass a background check.
2. Have a G.P.A. of 3.0 or above on a four (4) point scale.
3. Pass the Praxis I.
4. Pass the Cold Writing Sample.
5. Approval of the Teacher Education Screening Committee.

Application Procedures

Each of the following items must be completed for review by the Enrollment staff for an admission decision.

1. Complete and submit a Tusculum College application. A copy is available from the College Web site or may obtained from an Enrollment representative.
2. Request an official transcript from each institution attended be sent to Tusculum College GPS Enrollment, 60 Shiloh Road, Greeneville, TN 37745.
3. Submit a resume that reflects professional experience in accordance with the requirements of each program.
4. Submit recommendations from two persons who are not related to the applicant who are qualified to judge the applicant’s capacity for graduate-level work.
5. Complete any program-specific application procedure.
6. Applicants for whom English is a second language must furnish a score of 550 (paper), 213 (computer-based), 80 (Internet based) or greater on the TOEFL examination taken within the last five years.

Provisional Acceptance

Applicants for the MAED programs who do not meet the minimum GPA requirement may request provisional acceptance. A cold writing sample shall be written at the College. Applicants for provisional acceptance shall provide the writing sample in sufficient advance time for the program faculty and Graduate Committee to make a decision on admission.

A student who is granted provisional acceptance will not be permitted to continue in the program if a grade below “B-” is earned in any course in the first semester. A student who remains in good standing throughout the first semester will be permitted to continue the program under the same conditions as students who are accepted under full admission standards.

Applicants for the MAOM program are not offered provisional acceptance.

Graduation Requirements

All students for the Master of Arts degrees shall complete these requirements:

1. Completion of the required curriculum with a minimum grade point average of 3.0 Only one grade of “C” permitted.
2. Successful completion and acceptance of program-specific requirements.
3. Participation in all outcomes assessment as required by each program.
4. Payment of all tuition and fees.

A student may request a letter of completion when all work is completed and all graduation requirements to include academic and financial obligations to the College are met and approved. Students who have completed all requirements are eligible to participate in graduation exercises held in May and December of each year. All graduates are encouraged to participate in the commencement exercises of the College.

Attendance Policy

Due to the concentrated and focused attention to each course, attendance in all class sessions and learning team meetings is required.

1. A student will receive a grade of “F” for a course if more than one-third of the total time for the course is missed. Total time includes missing any class session and arriving late or leaving before class dismissal. A grade of “F” results in academic suspension for a minimum of six months.
2. A student will be academically suspended for six months for missing more than 20 hours of total class time in a semester or more than 40 hours from the entire program.

Transfer Credit

Each course in the graduate sequence is designed to provide prerequisite knowledge for those which follow. As such, it is expected all students enrolled in the program will complete courses in the prescribed order. Under unusual circumstances, the program leadership may recommend to the Graduate Committee that they approve the substitution of no more than one course. In each case, transfer credit must be deemed by the faculty to be equivalent in content and graduate-level rigor, demonstrate comparable learning outcomes as the course it replaces and be offered at a regionally accredited institution of higher education. The Graduate Committee will review the recommendation for compliance with these standards.

Course Load

Because the curriculum is concentrated, graduate students may enroll in one graduate course at a time.

Advanced Competencies

Graduate programs focus on these Advanced Competencies: Critical Thinking, Synthesis of Information, Problem-Solving, Ethical Decision Making and Data Analysis and Interpretation. Individual graduate programs evaluate student attainment of these competencies throughout the curriculum and through some major graduate projects.
MASTER OF ARTS IN EDUCATION

The Master of Arts in Education degree is designed to provide students with advanced knowledge and skills that they can use in practice in their respective professions in education, training and development. This degree offers three concentrations:

1. Curriculum and Instruction (C&I) concentration for classroom teachers with an emphasis on effectively teaching all students, including those with special needs within the classroom,
2. Human Resource Development (HRD) concentration for professionals who require practical wisdom to help organizations, groups, and individuals work more effectively, and
3. Organizational Training and Education (OT&E) concentration for trainers and other professionals working extensively with adult learning.

CURRICULUM AND INSTRUCTION (C&I)

Tusculum College offers this unique 17-month, 33-hour graduate education curriculum for K-12 classroom teachers. This program has been designed with a strong focus on the effects of human physical, emotional and cognitive growth on planning and implementing developmentally sensitive educational pedagogy. Students completing this program will also have advanced analytical, critical thinking and ethical decision making skills for improving curriculum and service delivery in learning environments. The curriculum should be completed in the order recommended by Tusculum College (as listed below). Tusculum College reserves the right to modify the curriculum as necessary.

Additional Admission Requirements

In addition to the common requirements for admission to all graduate programs established by the College, applicants for this concentration shall also meet these additional requirements:

1. Possess a minimum 3.0 grade point average in the last 60 hours of college credit earned at a regionally accredited institution.
2. Possess either a valid teaching license or a passing score on the general test of the National Teacher’s Exam (NTE)/PRAXIS II or provide evidence of three years of teaching experience. If no experience can be documented, the student can request an exemption from the faculty, through the Director of the School of Education.

Note: Tusculum College accepts the National Teacher’s Examination (NTE) or Praxis II (or a valid teaching license), Graduate Record Examination (GRE) and the Miller Analogies Test (MAT) as acceptable tests for admission for the MAED Curriculum and Instruction concentration.

If none of the above is available, one of the following is acceptable:

a. the candidate’s official copy of the test scores.

b. an official transcript bearing the test scores.

c. a photocopy of test scores with a supporting affidavit by the student that the official scores are no longer available (affidavit form provided by Tusculum College).

3. Possess either a valid teaching license or a passing score on the general test of the National Teacher’s Exam (NTE)/PRAXIS II.

Curriculum Sequence

Courses are offered and completed in this sequence:

EDUC 503. Designing Developmentally Appropriate Practices. 3 semester hours.
Application of both modern and classical developmental theories will be discussed. Classical theories will be reviewed in light of modern practice. Particular emphasis will be placed on influences of gender, brain growth, behavioral and sensory research both as supportive and conflicting with classic learning theories and current practice.

EDUC 505. Planning Curriculum for Present and Future. 3 semester hours.
Provides the classroom teacher with an opportunity to design curricula and encourages educators to explore the needs of learners. A single curriculum for all students is explored as well as curriculum designed to meet the needs of special students.

EDUC 513. Strategies for Assessing and Communicating Learning Progress. 3 semester hours.
Designed to refine the classroom teacher’s skills in assessing learners’ behavior as it relates to the teacher/learning environment. Strategies for communicating progress to pupils and parents will be explored.

EDUC 523. Leadership Development and Renewal. 3 semester hours.
Provides the development and practice of leadership skills for classroom teachers in a changing educational environment. Various leadership styles and models are analyzed. Ethics in education are addressed empirically and emphatically for leadership that influences cultural change.

EDUC 532. Strategies for Special Needs Students. 3 semester hours.
This class offers information on identification, teaching strategies, curriculum modifications and behavior plans for special needs students in the regular classroom. Research and practical application are the foundation for this class.
Tusculum College offers a graduate program in Human Resource Development to prepare professionals with the practical wisdom they need to be effective in helping organizations, groups and individuals work more effectively. The curriculum addresses the major segments of HRD by focusing on concepts, models, skills and methods. Courses are designed so that theoretical foundations are complemented with practice and application that enable students to build skills and competence.

The Human Resource Development concentration is designed to lead students to:

- Assess organizational needs for enhancing performance.
- Apply adult learning theory and the Instructional System Design (ISD) model into practice for organizational learning needs.
- Evaluate learning and the impact of learning.
- Apply principles and practices of human behavior in organizations to help groups work more effectively.
- Develop team behaviors, including team leadership.
- Develop organizational consultant skills.
- Develop effective team communication skills; e.g., facilitation, decision-making, conflict resolution, problem-solving.
- Support organizational development through project management, strategic planning, succession planning, process analysis and improvement and career planning processes.

Additional Admission requirements
In addition to the common requirements for admission to all graduate programs established by the College, applicants for this concentration shall possess a minimum GPA of 3.0 in the last 60 hours of college credit earned at a regionally accredited institution.

Curriculum Sequence
Courses are offered and completed in this sequence:

- HRDE 501 The Human Resource Development Profession
- HRDE 510 Dynamics of Human Development and Learning Styles of the Adult Learner
- HRDE 502 Assessing Adult and Organizational Learning Needs
- HRDE 522 Planning and Developing Curriculum and Courses
- HRDE 504 Evaluating Learning Outcomes and Impacts
- HRDE 506 Organizational Performance Management
- HRDE 529 Facilitating Groups
- HRDE 507 Organizational Leadership
- HRDE 508 The Consultant Relationship
- HRDE 511 Organizational Assessment Project
- HRDE 512 Organizational Intervention Project
- HRDE 513 Project Presentation and Defense

Course Descriptions

HRDE 501. THE HUMAN RESOURCE DEVELOPMENT PROFESSION. 3 semester hours.
A survey of the HRD profession, based on the roles, responsibilities and competencies defined by the American Society of Training and Development (ASTD), to help the student understand the scope of the field, and to assess personal interests and skills. Professional resources and associations will be reviewed.
Each student will complete a career assessment and develop an HRD career plan.

HRDE 502. ASSESSING ADULT AND ORGANIZATIONAL LEARNING NEEDS. 3 semester hours.
The use of assessment as the initial phase of developing value-added learning programs. Needs assessment, job/task analysis and identification of needed skills and competencies will be practiced. The DACUM process will be modeled. Students will assess the learning needs of a group or for a specific task.

HRDE 504 EVALUATING LEARNING OUTCOMES AND IMPACTS. 3 semester hours.
The concept of learning evaluation will be addressed using Kirkpatrick’s model of four levels of evaluation for adults and organizations: classroom delivery, cognitive learning, application of learning for performance enhancement and impact on organization outcome. Formative and summative evaluation methods will be developed.

HRDE 507. ORGANIZATIONAL LEADERSHIP. 3 semester hours.
A seminar style course in which students study various perspectives of leadership, models of leadership within organizations, levels of leadership, leadership influence and leadership behaviors. The course will include personal assessment and planning activities completed by each student to gain insight into personal strengths and abilities and need for further leadership development.

HRDE 508. THE CONSULTANT RELATIONSHIP. 3 semester hours.
The role of the internal and external organizational consultant: marketing, contracting, assessing, reporting, planning, facilitating change and professional ethics. Study and analysis of interventions for organizational change included. Students will create a model contract for a consultant agreement.

HRDE 509. ORGANIZATIONAL PLANNING AND ADVANCEMENT. 3 semester hours.
A review and comparison of several models used for project management, strategic planning, process analysis and improvement, succession planning, performance appraisal and career development. Students will develop a strategic plan for a selected group and a process improvement for a selected process.

HRDE 510. DYNAMICS OF HUMAN DEVELOPMENT AND LEARNING STYLES OF THE ADULT LEARNER. 3 semester hours.
The foundations of adult learning theory and applications of those theories to organizations. Includes personality as it affects learning, adult learning theory, hierarchies of learning, types of learners, learning styles and preferences and approaches to curriculum development. Students will use assessment tools to profile their own learning style.

HRDE 511. ORGANIZATIONAL ASSESSMENT PROJECT. 4 semester hours.
A study of methods and instruments used by HRD consultants to assess group and organizational behaviors and effectiveness.

This course introduces the student to the organizational project. The student will identify an organizational problem, investigate assessment methods, develop and implement an assessment plan with a client.

HRDE 512. ORGANIZATIONAL INTERVENTION PROJECT. 4 semester hours.
This course is a continuation of the HRD 511 course. A study of methods used by HRD consultants to intervene within groups and organizations. Facilitating the intervention is planned. Using the results of the assessment activity, the student will write a proposal and contract with the client, and develop and implement a plan to intervene within the organization at an appropriate level.

HRDE 513. PROJECT PRESENTATION AND DEFENSE. 1 semester hour.
The organizational project is completed with a formal report and presentation to a group.

HRDE 522. PLANNING AND DEVELOPING CURRICULUM AND COURSES. 3 semester hours.
Review and comparison of various curriculum models with particular emphasis on the Instructional System Design (ISD) model. Developing lessons plans and writing program descriptions, goals and performance-based learning objectives.

HRDE 529. FACILITATING GROUPS. 3 semester hours.
Defining and creating a team culture. The role of the supervisor and manager in empowering and enabling teams. Team leadership skills include facilitation, mentoring/coaching, problem solving, conflict management, listening and giving feedback to effectively lead groups. Students will role-play and critique for skill development.
ORGANIZATIONAL TRAINING AND EDUCATION CONCENTRATION (OT&E)

Tusculum College offers a graduate program in Organizational Training and Education to prepare professionals with the practical wisdom they need to be effective in providing professional-level leadership in the analysis of learning needs, the design and development of training and educational programs and materials for adult learners, the use of effective evaluation strategies to measure and enhance educational program value and to develop management systems for educational programs for adult learners. The goals and objectives for this program come from the roles and responsibilities for persons in the training field as identified by the American Society for Training and Development (ASTD). This program is suited to students who work in or aspire to enter into this field as training designers, trainers, training program evaluators or training and education directors or managers. Courses are designed so that theoretical foundations are complemented with practice and application that enable students to build skills and competence. The OT&E concentration is designed to lead students to:

- Assess organizational learning needs for enhancing individual and organizational performance.
- Apply adult learning theory and the Instructional System Design (ISD) model into practice for organizational learning needs.
- Design learning programs for adults that enhance their individual and organizational abilities.
- Develop and use evaluation tools to determine the impact of learning.
- Facilitate groups in various learning environments.
- Develop and use typical types of training and education program management systems.
- Collect and analyze data relative to an organizational training or education need.

Additional Admission Requirements

In addition to the common requirements for admission to all graduate programs established by the College, applicants for this concentration shall possess a minimum GPA of 3.0 in the last 60 hours of college credit earned at a regionally accredited institution.

Curriculum Sequence

Courses are offered and completed in this sequence:

EDUC 501 Current Topics in Adult Education
EDUC 510 Dynamics of Human Development and Learning Styles in Adult Learners
EDUC 502 Assessing Adult and Organizational Learning Needs
EDUC 522 Planning and Developing Curriculum and Courses
EDUC 527 Developing and Selecting Instructional Materials and Media
EDUC 524 Evaluation of Adult Learning
EDUC 508 Research Design in Adult Education
EDUC 531 Evaluating, Improving and Managing Adult Learning Programs
EDUC 529 Facilitating Groups
EDUC 520 Applied Research and Statistics in Adult Education
EDUC 562 Presentation of the Research Project
EDUC 565 Training Project Capstone.

EDUC 526 Special Topics in Adult Education.

COURSE DESCRIPTIONS

EDUC 501. CURRENT TOPICS IN ADULT EDUCATION. 3 semester hours.
A seminar-style course in which students explore the nature of adult education and learning theories, concepts and practices to gain an overview of this field. Significant library investigation of an assigned topic in adult education that will be presented to the class. The course includes the nature of groups, and the development of a collaborative learning team, instruction and use of the library and literature researches. preparation and delivery of a group presentation, preparation of presentation materials and a structured assignment that helps each learning team assess itself and understand their own group dynamics and ways to make the learning team more effective.

EDUC 502. ASSESSING ADULT AND ORGANIZATIONAL LEARNING NEEDS. 3 semester hours.
The use of assessment as the initial phase of developing value-added learning programs. Needs assessment, job/task analysis and identification of needed skills and competencies will be practiced. Students will assess the learning needs of a group or a specific task.

EDUC 508. RESEARCH DESIGN IN ADULT EDUCATION. 3 semester hours.
Allows students to select a topic, prepare a proposal and begin the investigative process on a topic of their choosing which relates to the education of adults. Students will also conduct an in-depth literature review in addition to formulating research questions.

EDUC 510. DYNAMICS OF HUMAN DEVELOPMENT AND LEARNING STYLES OF ADULT LEARNERS. 3 semester hours.
The foundations of adult learning theory and applications of those theories to organizations. Includes personality as it affects learning, adult learning theory, hierarchies of learning, types of learners, learning styles and preferences and approaches to curriculum development. Students will use assessment tools to profile their own learning styles and match learning styles with related learning activities.

EDUC 520. APPLIED RESEARCH AND STATISTICS IN ADULT EDUCATION. 3 semester hours.
A continuation of Research I (EDUC 508), this course provides the direction needed to begin, complete and compile data. The course also contains instruction in the appropriate display of data and use of statistics.

EDUC 522. PLANNING AND DEVELOPING CURRICULUM AND COURSES. 3 semester hours.
Review and comparison of various curriculum models with particular emphasis on the Instructional System Design (ISD) model. Creating learning plans and writing program descriptions, goals and performance-based learning objectives.
EDUC 524. EVALUATION OF ADULT LEARNING. 3 semester hours.
The nature of evaluation of learning, with emphasis on evaluation of transfer of learning; i.e., testing for understanding, competence and certification. Formative and summative evaluation methods. Types of evaluation and creation of valid evaluation instruments.

EDUC 526. SPECIAL TOPICS IN ADULT EDUCATION. 2 semester hours.
A learning team activity with a special focused study of a relevant issue of student interest in adult education; e.g., training the trainer, corporate universities, authoring systems, recent research in adult learning, the adult learning environment, the learning organization culture, advances in technology. The students would use current library and personal resources (human sources) to investigate the topic, prepare and implement a lesson plan, prepare instructional materials, prepare a packet for the members of the class and develop and obtain an evaluation activity.

EDUC 527. DEVELOPING AND SELECTING INSTRUCTIONAL MATERIALS. 3 semester hours.
Developing various types of instructional media, including printed and computer-based such as presentation materials; creating and facilitating case studies and practice worksheets, handouts, procedures flowcharts; use of flip chart and board activities. Selection and evaluation of educational media.

EDUC 529. FACILITATING GROUPS. 3 semester hours.
Practice with facilitating groups in discussions, problem solving, process analysis, conflict resolution, decision-making. Emphasis on creating a team culture within the group to enhance the learning organization.

EDUC 531. EVALUATING, IMPROVING, AND MANAGING ADULT LEARNING PROGRAMS. 3 semester hours.
This course examines ways to assess the effectiveness of adult education programs to enhance organizational effectiveness and attain training requirements, analyze training processes and use process improvement models and evaluate and adapt some common management systems necessary to supervise adult education programs

EDUC 562. PRESENTATION OF THE RESEARCH PROJECT. 1 semester hour.
Provides the culminating activity for the individual research project. Emphasis is placed upon the oral presentation of the research findings. Oral defense of the project is required.

EDUC 565. TRAINING PROJECT CAPSTONE. 3 semester hours.
A synthesis course in which students prepare a complete training package for a selected task, including preparation of a lesson plan with all instructional materials and media, presentation of the training and creation and facilitation of an evaluation activity for transfer of learning. Effective training presentation skills shall be demonstrated. Cohort feedback for improvement is a significant learning activity for the class.

MASTER OF ARTS IN ORGANIZATIONAL MANAGEMENT (MAOM)

Introduction
The MAOM program is a 36 semester hour program designed to provide organizational management expertise to current managers in business and not-for-profit organizations through a highly integrated and application-oriented curriculum. Students will study and apply foundational business theory, analytical frameworks and tools and explore the application of organizational management skills to the work environment. The curriculum further cultivates student ability through hands-on applications, student designed projects and participation in team exercises.

Students of the MAOM program will study the concepts and analytical tools provided by the disciplines of economics, finance, marketing, law and research methods, as these disciplines relate to organizational managers. Students will develop an understanding of the contributions and concepts as well as demonstrate the skills and tools of the field of organizational management. They will study issues and concepts of international business and law and learn to apply a range of operations management and project management tools.

The MAOM program will provide the following to program graduates:
• A mastery of organizational management and business theory, analytical frameworks and tools.
• An in-depth understanding of how each area of study relates to management and the application of concepts and tools in the workplace.
• Familiarity with classic and current works in management through directed readings.
• Experience in the application of analytical tools through a progression in applied exercises throughout the program.
• Evidence of student skill mastery and the opportunity for students to target specific industries for study through the development of student portfolios.
• Evidence of student ability to tackle complex management issues through student designed applied research projects.

Additional Admission Requirements
Admission in the MAOM program is offered through a competitive admission process which compares the academic strength of applicants with respect to the academic preparation required for the MAOM program. The MAOM Admission Committee assesses each applicant’s academic aptitude, professional employment experience and personal goals via required admission materials. Offers of admission are made based on an applicant’s academic aptitude, professional employment experience and personal goals via required admission materials. Offers of admission are made based on an applicant’s academic aptitude, professional employment experience and personal goals via required admission materials. Offers of admission are made based on an applicant’s academic aptitude, professional employment experience and personal goals via required admission materials. Offers of admission are made based on an applicant’s academic aptitude, professional employment experience and personal goals via required admission materials.
Academic Aptitude

Academic aptitude will be measured using the applicant's academic records and other MAOM application materials. No previous course work in management is required, but an undergraduate degree and a college-level statistics course must be successfully completed before application. An undergraduate minimum G.P.A. of 3.0 on a 4.0 scale from a regionally accredited institution is required for application.

Professional Employment

Professional employment experience will be measured using the applicant's professional recommendations and resume. Applicants to the MAOM program should have a minimum of three years professional work experience. The candidate's resume should include detail with respect to any former and current supervisory responsibilities.

Personal Goals and Communication Skills

Personal goals and individual fit for the MAOM program will be assessed using the candidate's application essay. Essays will be used also to assess writing and communication skills.

MAOM Program Specific Academic Policies

All MAOM courses are offered and must be completed in a lockstep sequence. Given the unique nature of the MAOM program, transfer students and transfer credits will not be accepted. Provisional acceptance will not be granted into the MAOM program.

Attendance requirements are established program-wide and for each individual course. Students may miss only eight (8) sessions (or the equivalent number of platform hours) throughout the MAOM coursework. For each individual class, maximum absences can not exceed 1/3 of the total platform hours. Individual instructors may institute absence related penalties in addition to the program-wide standards.

The MAOM lockstep sequence must be followed. Deviations from the lockstep sequence will not be allowed. No student can take more than one course at a time. If a student does not complete a course, the student may join a later MAOM cohort, if available. Students should be aware that dropping out of an MAOM cohort may involve a significant lapse of time before another cohort is available.

All MAOM candidates must complete an approved electronic portfolio prior to graduation. The electronic portfolio must be submitted for assessment during the final session of MGMT 530—Strategy Implementation. The portfolios will be maintained in an electronic archive and used to document student growth during the MAOM curriculum and assist with curricular evaluation.

Directed Readings Sequence

Directed Readings in Organizational Management is a three course sequence. MGMT 524—Directed Readings in Organizational Management I will run concurrently with the MAOM coursework beginning with MGMT 520—Analytical Tools for Management and ending with Management 513—Economics for Managers. MGMT 525—Directed Readings in Organizational Management II will run concurrently with the MAOM coursework beginning with MGMT 509—Managerial Finance and ending with Management 506—Applied Marketing Management. MGMT 526—Directed Readings in Organizational Management III will run concurrently with the MAOM coursework beginning with MGMT 522—Analytical Tools for Management and ending with Management 518—Legal Environment of Organizations. The entire Directed Readings in Organizational Management sequence and MGMT 527—Directed Research in Organizational Management are offered via independent study.

Curriculum Sequence

Courses are offered and completed in this sequence.

MGMT 520 Analytical Tools for Management I
MGMT 524 Directed Readings in Organizational Management I – 1 credit hour
MGMT 505 Applied Organizational Behavior
MGMT 513. Economics for Managers
MGMT 509 Managerial Finance
MGMT 525 Directed Readings in Organizational Management II – 1 credit hour
MGMT 529 Strategic Analysis and Planning
MGMT 506 Applied Marketing Management
MGMT 522 Analytical Tools for Management II
MGMT 526 Directed Readings in Organizational Management III – 1 credit hour
MGMT 507 Strategic Human Resource Management
MGMT 518 Legal Environment of Organizations
MGMT 530 Strategy Implementation
MGMT 527 Directed Research in Organizational Management

Course Descriptions

MGMT 505. APPLIED ORGANIZATIONAL BEHAVIOR. 3 semester hours.
This course provides a framework for understanding group dynamics, leadership, motivation, organizational theory, individual behavior and management styles. Emphasis is placed on the impact of these factors on organizational behavior.

MGMT 506. APPLIED MARKETING MANAGEMENT. 3 semester hours.
This course focuses on the application of marketing principles, concepts and theory in the resolution of contemporary, strategic marketing management problems and opportunities. Students will apply marketing knowledge, decision-making and problem solving abilities.

MGMT 507. STRATEGIC HUMAN RESOURCE MANAGEMENT. 3 semester hours.
This course provides a strategic examination of the theoretical foundations and contemporary practice of human resource management. Core areas of emphasis include workforce planning and selection, employee training, reward systems, performance management, employee/management relationships and employment law.

MGMT 509. MANAGERIAL FINANCE. 3 semester hours.
This course covers the theory of managerial finance with applications. Students will utilize techniques and problems to maximize wealth through the application of discounted cash flow analysis. Emphasis is placed on risk, return, capital budgeting and capital structure.
MGMT 513. ECONOMICS FOR MANAGERS. 3 semester hours.
This course deals with the application of economic concepts to
management decision-making. Students will examine the im-
pact of differing industry conditions on organizational strategy,
using micro-and macroeconomic tools for market analysis.

MGMT 518. LEGAL ENVIRONMENT OF ORGANIZA-
TIONS. 3 semester hours.
This course exposes students to the legal and ethical concepts
encountered in the field of management. Emphasis is on the ap-
lication of legal principles to complex management situations.

MGMT 520. ANALYTICAL TOOLS FOR MANAGEMENT
I. 3 semester hours.
This course examines statistical methods for forecasting change
and for decision-making in organizations. Data gathering, analy-
sis and adaptation for differing conditions are covered, with em-
phasis on application to organizational management.

MGMT 522. ANALYTICAL TOOLS FOR MANAGEMENT
II. 3 semester hours.
This course, a continuation of MGMT 520, examines techniques
for process analysis, resource planning and project management.
Methods for causal analysis, scheduling and sequencing are ex-
plored in the context of organizational management.

MGMT 524. DIRECTED READINGS IN ORGANIZATION-
AL MANAGEMENT I. 1 semester hour.
MGMT 525. DIRECTED READINGS IN ORGANIZATION-
AL MANAGEMENT II. 1 semester hour.
MGMT 526. DIRECTED READINGS IN ORGANIZATION-
AL MANAGEMENT III. 1 semester hour.
This three course sequence provides for supervised individual
study of classic and contemporary literature as it relates to orga-
nizational management. Students will develop a comprehensive
understanding of literature in management as well as related
sub-disciplines of interest.

MGMT 527. DIRECTED RESEARCH IN ORGANIZATION-
AL MANAGEMENT. 3 semester hours.
This course is a continuation of the Directed Readings in Or-
ganizational Management sequence. Each student will identify
and address an organizational management analysis need. The
resulting work product will integrate and apply the knowledge
and methods covered in prior MAOM coursework. Prerequisite:
Approved Directed Research Proposal

MGMT 529. STRATEGIC ANALYSIS AND PLANNING. 3
semester hours.
This course focuses on strategic decisions and planning. Stu-
dents will learn the tools and techniques used to analyze an or-
ganization’s situation, identify future critical strategic issues and
make strategic choices that will impact long-term success of the
organization.

MGMT 530. STRATEGY IMPLEMENTATION. 3 semester
hours.
This course is an extension of MGMT 529 and will examine the
challenges and complexities related to effective strategy imple-
mentation. From a macro-systems perspective, the course will
focus on the application of planning, organizing, leading and
controlling to achieve optimal alignment of the internal organi-
zation with the needs of intended strategies and environmental
factors.
CHURCH COVENANTS,
TRIO PROGRAMS,
COLLEGE PERSONNEL
III. NATURE OF THE COLLEGE

Tusculum College is the oldest college in Tennessee, the twenty-eighth oldest in the nation, and the oldest coeducational institution affiliated with the Presbyterian Church (U.S.A.).

Tusculum College was founded by the Presbyterian Church. A Presbyterian minister, the Rev. Hezekiah Balch, established Greeneville College, which was chartered on September 3, 1794. In 1818, Tusculum Academy was established by another Princeton graduate and Presbyterian minister, the Rev. Samuel Doak. In 1844, Tusculum Academy became Tusculum College. In 1868, the two colleges consolidated on the Tusculum campus under the name of Greeneville and Tusculum College, and, in 1912, the name was officially changed to Tusculum College.

Throughout the over two hundred years of its existence, Tusculum College has had a continuing relationship with the Presbyterian Church.

III. NATURE OF THE COLLEGE

Tusculum College takes seriously its heritage as a daughter of the Presbyterian Church. The liberal arts tradition with which the name, Tusculum College, is uniquely associated was formulated by Cicero at his academy in Tusculum, Italy, and brought to East Tennessee by Samuel Doak by the way of the College of New Jersey (Princeton University). The tradition emphasizes smallness of size and closeness of faculty-student involvement, both within and without the classroom in order to cultivate citizenship, character and practical wisdom among members of the College community. That tradition is very much in keeping with the heritage of the College through its founding by Presbyterians with an emphasis on the formation of strong Christian character as an essential ingredient of citizenship and practical wisdom. Tusculum College is committed to strengthening its relationship with the Presbyterian Church so that the College can bring its services to the Church, and the Churches can learn of and benefit from the distinctive mission and education offered by Tusculum College.

In the curriculum of Tusculum College and through opportunities for worship and service, the College’s Presbyterian heritage will be highlighted. Specific examples are included in the section on “Responsibilities Under the Covenant.” The College wants religious studies to occupy a central place in the general studies curriculum in order for students to study the religious and biblical heritage of the country in the context of larger issues of humankind. Tusculum desires its heritage as a Presbyterian college to be woven throughout all that the College does, not just through a prescribed set of courses that every student is required to take. Tusculum College seeks to instill in its graduates a sense of the world in which they live and to develop skills to make sound decisions that are based on the common good. In short, Tusculum wants to graduate students who not only do well, but do good.

An important part of Tusculum College’s educational mission is to recruit a fertile mix of students from different ethnic, national, racial, cultural, religious and geographic backgrounds. Learning from fellow students resulting from such a campus cultural mix is an essential part of fostering an emphasis on practical wisdom. Active discussions of different perspectives on life resulting from varied cultural experiences enhance each student’s maturation and understanding of the world culture in which they live. Such diversity of student background should be actively used to enrich the educational environment of the College.

IV. PARTIES TO THE COVENANT

The Parties of this covenant, Tusculum College of Greeneville, Tennessee, operating under its governing board, the Board of Trustees, and the Synod of Living Waters, operating as a governing body, are separate entities. They are independent, neither being controlled by the other. They are, however, interdependent in that they must work together to accomplish their common purposes.

V. RESPONSIBILITIES UNDER THE COVENANT

A. Tusculum College affirms its commitment to:
- offer a program of quality education in the liberal arts and sciences with the concept of the wholeness of life as interpreted by the Christian faith;
- conduct an educational program in which a large majority of the faculty are Christians, while insisting on freedom of inquiry for the faculty and students;
- create a campus climate in which the Christian faith is reasonably and persuasively presented without undue pressing for acceptance;
- maintain a campus minister and a set of course offerings in religion;
- require religious studies of all students;
- offer opportunities for corporate worship for the entire campus community;
- provide opportunities for the exploration of the relationship between religion and other facets of life, while preparing students for Christian service in all walks of life;
- establish standards of excellence and maintain accreditation by appropriate academic associations and agencies;
- share in the development of professional and lay leadership for the church;
- serve as a host for Church courts and their agencies, providing leadership and facilities for conferences, retreats, workshops and training sessions for Church groups and offer services to the Church such as supply ministers and special programs of sacred music and drama;
- provide opportunities for continuing education for Presbyterian ministers;
- refer to its Presbyterian heritage in all of its literature;
- use College educational resources to enrich the churches, such as a theologian in residence;
- effectively recruit persons of racial and ethnic diversity to serve on the Board of Trustees, administration, faculty and support staff as well as in the student body;
- demonstrate active concern for social justice and human mercy among the entire campus community, fostering a keen spirit of volunteerism;
- maintain Christian governance and leadership by maintaining the practice that a large majority of trustees and administrators be Christians;
- make every effort to insure that the President of Tusculum be a Presbyterian;
- provide the Synod an Annual Report and other such reports...
If Tusculum College should ever cease to operate as an institution of higher learning, the Board of Trustees, in accordance with the Charter of the College, will determine the disposition of property.

C. Accountability and Communication

Both parties agree to provide regular and formal channels of communication to insure accountability and to address issues of mutual interest and concern.

1. Tusculum will provide Synod with a report of the campus ministry program and activities of the College in its Annual Report and other significant documents.
2. The Synod will provide Tusculum with copies of its Minutes of Synod meetings and other significant documents.
3. The Synod through its Division for Synod Ministries and the College through the Sub-Committee on Church Relations of its Board of Trustees will see that the terminology and status of this covenant is kept current.
4. The text of this covenant shall be printed in the Minutes of the Synod of Living Waters, and references made to it in appropriate publications of the Synod which highlight our Church-related colleges.
5. This Covenant between the Synod of Living Waters (PCUSA) and Tusculum College shall be summarized in the Tusculum catalog and made available to members of the administration, faculty, staff and to other constituencies as deemed appropriate.
6. The President of the College shall be responsible for seeing that all provisions of this covenant regarding the institution’s responsibilities are presented to the Board of Trustees.
7. The Synod Executive shall be responsible for seeing that all provisions of this covenant regarding Synod’s responsibilities are fulfilled.
8. The College shall inform the Synod of its other formal or informal covenant relationships with other governing bodies or church bodies. It is understood, however, that no provision of such covenants will be in conflict with the provisions of this covenant.

D. Review and Amendment of the Covenant

1. This Covenant shall be reviewed every five years by a team composed of at least two persons appointed by the Synod’s Division for Synod Ministries and the Sub-Committee on Church Relations of the College’s Board of Trustees. It is expected that the President of the College will be present for such reviews.
2. Special review of the covenant relationship can be initiated either by the College or Synod. Review by appropriate committees of the College and of Synod may be needed if major forthcoming decisions change the nature of the covenant.
3. This Covenant may be amended or renewed by action of the Board of Trustees of Tusculum College and the Synod of Living Waters.

VII. FORMAL APPROVAL

This Covenant shall be effective upon formal approval by the Board of Trustees of Tusculum College and by the Synod of Living Waters, and signed by the Moderator and Stated Clerk of the Synod and by the Chairman and Secretary of the College’s Board of Trustees.

This Covenant recognized the possibility that Tusculum College may develop other covenant relationships with other governing bodies of the PCUSA or with other church bodies with which our denomination is in correspondence.

A COVENANT BETWEEN HOLSTON PRESBYTERY,
PRESBYTERIAN CHURCH (U.S.A.) AND TUSCULUM COLLEGE

I. PURPOSE
The purpose of this covenant is to define the nature and scope of the relationship mutually agreed to by Tusculum College and Holston Presbytery of the Presbyterian Church (U.S.A.).

II. HISTORY OF THE RELATIONSHIP
Tusculum College was founded by the Presbyterian Church. A Presbyterian minister, the Rev. Hezekiah Balch, established Greeneville College, which was chartered on September 3, 1794. In 1818, Tusculum Academy was established by another Princeton graduate and Presbyterian minister, the Rev. Samuel Doak. In 1844, Tusculum Academy became Tusculum College. In 1868, the two colleges consolidated on the Tusculum campus under the name of Greeneville and Tusculum College, and, in 1912, the name was officially changed to Tusculum College.

Throughout the over two hundred years of its existence, Tusculum College has had a continuing relationship with the Presbyterian Church (U.S.A.) and, in particular, with Presbyterian churches in the region which is now known as Holston Presbytery.

III. NATURE OF THE COLLEGE
Tusculum College takes seriously its heritage as a daughter of the Presbyterian Church. The liberal arts tradition with which the name, Tusculum College, is uniquely associated was formulated by Cicero at his academy in Tusculum, Italy, and brought to East Tennessee by Samuel Doak by the way of the College in New Jersey (Princeton University). The tradition emphasizes smallness of size and closeness of faculty-student involvement, both within and without the classroom, in order to cultivate citizenship, Christian character and practical wisdom among members of the College community. That tradition is very much in keeping with the heritage of the emphasis on the formation of strong Christian character as an essential ingredient of citizenship and practical wisdom. Tusculum College is committed to strengthening its relationship with the Presbyterian Church (U.S.A.) so that the College can bring its services to the Church, and the Churches can learn of and benefit from the distinctive mission and education offered by Tusculum College.

In the curriculum of Tusculum College and through opportunities for worship and service, the College’s Presbyterian heritage will be highlighted. Specific examples are included in the section on “Responsibilities Under the Covenant.” The College wants religious studies to occupy a central place in the general studies curriculum, the “Commons,” in order for students to study the religious and biblical heritage of the country in the context of larger issues of humankind. Tusculum desires its heritage as a Presbyterian college to be woven throughout all that the College does, not just through a prescribed set of courses that every student is required to take. Tusculum College seeks to instill in its graduates a sense of the world in which they live and to develop skills to make sound decisions that are based on the common good. In short, Tusculum wants to graduate students who not only do well, but do good.

An important part of Tusculum College’s educational mission is to recruit a fertile mix of students from different ethnic, national, racial, cultural, religious and geographical backgrounds. Learning from fellow students resulting from such a campus-cultural mix is an essential part of fostering an emphasis on practical wisdom. Active discussion of different perspectives on life resulting from varied cultural experiences enhances each student’s maturation and understanding of the world culture in which they live. Such diversity of student background should be actively used to enrich the educational environment of the College.

IV. PARTIES TO THE COVENANT
The Parties of this covenant, Tusculum College of Greeneville, Tennessee, operating under its governing board, the Board of Trustees, and Holston Presbytery, Presbyterian Church (U.S.A.) operating as a governing body, are separate entities. They are independent, neither being controlled by the other. They are, however, interdependent in that they must work together to accomplish their common purposes.

V. RESPONSIBILITIES UNDER THE COVENANT
A. Tusculum College affirms its commitment to:
- offer a program of quality education in the liberal arts and sciences with the concept of the wholeness of life as interpreted by the Christian faith;
- conduct an educational program in which a large majority of the faculty are Christians, while insisting on freedom of inquiry for the faculty and students;
- create a campus climate in which the Christian faith is reasonably and persuasively presented without undue pressure for acceptance;
- maintain a Presbyterian campus minister and a set of course offerings in religion;
- through the Commons courses in the Civic Arts curriculum and the competency requirements for graduation, require religious studies of all students;
- offer weekly opportunities for corporate worship for the entire campus community;
- provide opportunities for the exploration of the relationship between religion and other facets of life, while preparing students for Christian service in all walks of life;
- establish standards of excellence and maintain accreditation by appropriate academic associations and agencies;
- share in the development of professional and lay leadership for the Church;
- serve as a host for church governing bodies, congregations, and their agencies, providing leadership and facilities for conferences, retreats, workshops, and training sessions for Church groups and offer services to the Church such as supply ministers and special programs of music and drama;
- provide opportunities for continuing education for Presbyterian ministers;
- to refer to its Presbyterian heritage in all of its literature;
- use college educational resources to enrich the churches (such as Theologian-In-Residence program);
- effectively recruit persons of racial and ethnic diversity to serve on the Board of Trustees, administration, faculty and support staff as well as in the student body;
- demonstrate active concern for social justice and human mercy among the entire campus community, fostering a keen spirit of volunteerism;
- maintain Christian governance and leadership by maintaining the practice that a large majority of trustees and administrators be Christians;
- make a reasonable effort to insure that the President of Tusculum College be a Presbyterian;
- Holston Presbytery affirms its commitment to:
- undergird the College spiritually by praying for its trustees, administrators, faculty, students, and friends;
- promote understanding of the educational opportunities offered at the College through Presbytery publications and communications;
- promote attendance at the College by encouraging youth in the Presbytery to consider enrolling as students;
- offer a source of ministers and laity as speakers for regularly scheduled chapel services, retreats, and conferences at the College;
- encourage churches in the Presbytery to consider holding some of their conferences, retreats, meetings, and training events in the College facilities periodically;
- encourage individuals and congregations within the bounds of the Presbytery to provide financial support to the College;
- provide financial support for the College by regular benevolent giving in accordance with an objective funding formula developed by the Presbytery’s Institutions Committee;
- provide annually for the receiving of a report from the College, with such details as may prove useful for purposes of promotion and funding support;
- provide a report of the Presbytery’s activities to benefit the College and advance its mission.

VI. MUTUAL UNDERSTANDING AND ACCOUNTABILITY

A. Board of Trustees of Tusculum College

Realizing the importance of its relationship with the Presbyterian Church, the Board of Trustees of Tusculum College commits itself to:
- maintain a standing committee of the Board of Trustees on church relations. The Committee has as its primary responsibility the continuing review and development of the College’s relationship with the Church;
- make a reasonable effort to ensure that at least one member of each of the three classes of trustees of Tusculum College would be a Presbyterian from within Holston Presbytery elected by the Presbytery. The Trusteeship Committee of the College would provide qualified candidates to the Nominating Committee of Holston Presbytery for election by the Presbytery;
- maintain a Council on Church Relations composed of equal members of ministers and laypeople. The Council on Church Relations would have as its primary responsibility strengthening the relationship between the College and the Church.

B. Disposition of Property

If Tusculum College should ever cease to operate as an institution of higher learning, the Board of Trustees, in accordance with the Charter of the College, will determine the disposition of property.

C. Accountability and Communication

Both parties agree to provide regular and formal channels of communication to ensure accountability and to address issues of mutual interest and concern.

1. Tusculum will provide Presbytery with a report of the campus ministry program and activities of the College in its Annual Report to Presbytery and other significant documents.
2. The Presbytery will provide Tusculum with copies of its Minutes of Presbytery meetings and other significant documents.
3. The Presbytery through its Institutions Committee and the College through the Sub-Committee on Church Relations of its Board of Trustees will review the covenant annually, beginning in 1995.

Weekly chapel services are held during the fall and spring semesters.

4. The text of this covenant shall be printed in the Minutes of Holston Presbytery, and references made to it in appropriate publications of the Presbytery which highlight its institutions and agencies.
5. This Covenant between Holston Presbytery, Presbyterian Church (U.S.A.) and Tusculum College shall be summarized in the Tusculum catalog and made available to members of the administration, faculty, staff and to other constituencies as deemed appropriate.
6. The President of the College shall be responsible for seeing that all provisions of this covenant regarding the institution’s responsibilities are presented to the Board of Trustees.
7. The Stated Clerk of Holston Presbytery, Presbyterian Church (U.S.A.) shall be responsible for seeing that all provisions of this covenant regarding the Church’s responsibilities are fulfilled.
8. The College shall inform the Presbytery of its other formal or informal covenant relationships with other governing bodies or church bodies. It is understood, however, that no provision of such covenants will be in conflict with the provisions of this covenant. Currently, the College has a covenant with the Synod of Living Waters, Presbyterian Church (U.S.A.) and the Presbyterian Church (U.S.A.).

D. Review and Amendment of the Covenant

1. A comprehensive review of this Covenant shall be reviewed every five years by a team composed of the Presbytery’s Institutions Committee and the Sub-Committee on Church Relations of the College’s Board of Trustees. It is expected that the President of the College will be present for such reviews.
2. This Covenant may be amended or renewed by action of the Board of Trustees of Tusculum College and Holston Presbytery, Presbyterian Church (U.S.A.).

VII. FORMAL APPROVAL
This Covenant shall be effective upon formal approval by the Board of Trustees of Tusculum College and by Holston Presbytery, Presbyterian Church (U.S.A.), each meeting in regular session during the 2008 year, and signed by the Moderator and Stated Clerk of the Presbytery and by the Chairman and Secretary of the College’s Board of Trustees.

This Covenant recognizes the possibility that Tusculum College may develop other covenant relationships with other governing bodies of the Presbyterian Church (U.S.A.) or with other church bodies with which our denomination is in correspondence.

A COVENANT BETWEEN THE PRESBYTERY OF EAST TENNESSEE, PRESBYTERIAN CHURCH (U.S.A.) AND TUSCULUM COLLEGE

I. PURPOSE

The purpose of this covenant is to define the nature and scope of the relationship mutually agreed to by Tusculum College and the Presbytery of East Tennessee of the Presbyterian Church (U.S.A.)

II. HISTORY OF THE RELATIONSHIP

Tusculum College is the oldest college in Tennessee, the twenty-eighth oldest in the nation, and the oldest coeducational institution affiliated with the Presbyterian Church (U.S.A.).

Tusculum College was founded by the Presbyterian Church. A Presbyterian minister, the Rev. Hezekiah Balch, established Greeneville College, which was chartered on September 3, 1794. In 1818, Tusculum Academy was established by another Princeton graduate and Presbyterian minister, the Rev. Samuel Doak. In 1844, Tusculum Academy became Tusculum College. In 1868, the two colleges consolidated on the Tusculum campus under the name of Greeneville and Tusculum College, and, in 1912, the name was officially changed to Tusculum College.

Throughout the over two hundred years of its existence, Tusculum College has had a continuing relationship with the Presbyterian Church. (U.S.A.) and, in particular, with Presbyterian churches in the region served by the Presbytery of East Tennessee.

III. NATURE OF THE COLLEGE

Tusculum College takes seriously its heritage as a daughter of the Presbyterian Church. The liberal arts tradition with which the name, Tusculum College, is uniquely associated was formulated by Cicero at his academy in Tusculum, Italy, and brought to East Tennessee by Samuel Doak by the way of the College of New Jersey (Princeton University). The tradition emphasizes smallness of size and closeness of faculty-student involvement, both within and without the classroom, in order to cultivate citizenship, character, and practical wisdom among members of the College community. That tradition is very much in keeping with the heritage of the emphasis on the formation of strong Christian character as an essential ingredient of citizenship and practical wisdom. Tusculum College is committed to strengthening its relationship with the Presbyterian Church (U.S.A.) so that the College can bring its services to the Church, and the Churches can learn of and benefit from the distinctive mission and education offered by Tusculum College.

In the curriculum of Tusculum College and through opportunities for worship and service, the College’s Presbyterian heritage will be highlighted. Specific examples are included in the section on “Responsibilities Under the Covenant.” The College wants religious studies to occupy a central place in the general studies curriculum, the “Commons,” in order for students to study the religious and biblical heritage of the country in the context of larger issues of humankind. Tusculum desires its heritage as a Presbyterian college to be woven throughout all that the College does, not just through a prescribed set of courses that every student is required to take. Tusculum College seeks to instill in its graduates a sense of the world in which they live and to develop skills to make sound decisions that are based on the common good. In short, Tusculum wants to graduate students who not only do well, but do good.

An important part of Tusculum College’s educational mission is to recruit a fertile mix of students from different ethnic, national, racial, cultural, religious and geographical backgrounds. Learning from fellow students resulting from such a campus-cultural mix is an essential part of fostering an emphasis on practical wisdom. Active discussion of different perspectives on life resulting from varied cultural experiences enhances each student’s maturation and understanding of the world culture in which they live. Such diversity of student background should be actively used to enrich the educational environment of the College.

IV. PARTIES TO THE COVENANT

The Parties of this covenant, Tusculum College of Greeneville, Tennessee, operating under its governing board, the Board of Trustees, and the Presbytery of East Tennessee, Presbyterian Church (U.S.A.) operating as a governing body, are separate entities. They are independent, neither being controlled by the other. They are, however, interdependent in that they must work together to accomplish their common purposes.

V. RESPONSIBILITIES UNDER THE COVENANT

A. Tusculum College affirms its commitment to:

- offer a program of quality education in the liberal arts and sciences with the concept of the wholeness of life as interpreted by the Christian faith;
- conduct an educational program in which a large majority of the faculty are Christians, while insisting on freedom of inquiry for the faculty and students;
- create a campus climate in which the Christian faith is reasonably and persuasively presented without undue pressure for acceptance;
- maintain a Presbyterian campus minister and a set of course offerings in religion;
- through the Commons courses in the civic arts curriculum and the competency requirements for graduation, require religious studies of all students;
- offer weekly opportunities for corporate worship for the entire campus community;
- provide opportunities for the exploration of the relationship between religion and other facets of life, while preparing students for Christian service in all walks of life;
- establish standards of excellence and maintain accreditation by appropriate academic associations and agencies;
- share in the development of professional and lay leadership for the Church;
- serve as a host for church governing bodies, congregations and their agencies, providing leadership and facilities for conferences, retreats, workshops and training sessions for Church groups and offer services to the Church such as supply ministers...
and special programs of music and drama;
- provide opportunities for continuing education for Presbyterian ministers.
- to refer to its Presbyterian heritage in all of its literature;
- use college educational resources to enrich the churches (such as a Theologian-in-Residence program);
- effectively recruit persons of racial and ethnic diversity to serve on the Board of Trustees, administration, faculty and support staff as well as in the student body;
- demonstrate active concern for social justice and human mercy among the entire campus community, fostering a keen spirit of volunteerism;
- maintain Christian governance and leadership by maintaining the practice that a large majority of trustees and administrators be Christians;
- make every effort to insure that the President of Tusculum College be a Presbyterian;

B. The Presbytery of East Tennessee affirms its commitment to:
- undergird the College spiritually by praying for its trustees, administrators, faculty, students and friends;
- promote understanding of the educational opportunities offered at the College through Presbytery publications and communications;
- promote attendance at the College by encouraging youth in the Presbytery to consider enrolling as students;
- offer a source of ministers and laity as speakers for retreats and conferences at the College;
- encourage churches in the Presbytery to consider holding some of their conferences, retreats, meetings and training events in the College facilities periodically;
- encourage individuals and congregations within the bounds of the Presbytery to provide financial support to the College;
- provide annually for the receiving of a report from the College, with such details as may prove useful for the purpose of promotion and continued support;

VI. MUTUAL UNDERSTANDING AND ACCOUNTABILITY

A. Board of Trustees of Tusculum College

Realizing the importance of its relationship with the Presbyterian Church, the Board of Trustees of Tusculum College commits itself to:
- maintain a standing committee of the Board of Trustees on church relations. The Committee would have as its primary responsibility the continuing review and development of the College’s relationship with the Church;
- ensure that at least one member of each of the three classes of trustees of Tusculum College would be a Presbyterian from within the Presbytery of East Tennessee elected by the Presbytery. The Trusteeship Committee of the College would provide qualified candidates to the Nominating Committee of the Presbytery of East Tennessee for election by the Presbytery;
- maintain a Council on Church Relations composed of equal members of ministers and laypeople. The Council on Church Relations would have as its primary responsibility strengthening the relationship between the College and the Church.

B. Disposition of Property

If Tusculum College should ever cease to operate as an institution of higher learning, the Board of Trustees, in accordance with the Charter of the College, will determine the disposition of property.

C. Accountability and Communication

Both parties agree to provide regular and formal channels of communication to ensure accountability and to address issues of mutual interest and concern.

1. Tusculum will provide Presbytery with a report of the campus ministry program and activities of the College in its Annual Report to Presbytery and other significant documents.

2. The Presbytery will provide Tusculum with copies of its Minutes of Presbytery meetings and other significant documents.

3. The Presbytery through its related Committee and the College through the Sub-Committee on Church Relations of its Board of Trustees will review the covenant annually, beginning in 1995.

4. The text of this covenant shall be printed in the 1994 Minutes of the Presbytery of East Tennessee and references made to it in appropriate publications of the Presbytery that highlight its institutions and agencies.

5. This Covenant between the Presbytery of East Tennessee, Presbyterian Church (U.S.A.) and Tusculum College shall be summarized in the Tusculum catalog and made available to members of the administration, faculty, staff and to other constituencies as deemed appropriate.

6. The President of the College shall be responsible for seeing that all provisions of this covenant regarding the institution’s responsibilities are presented to the Board of Trustees.

7. The Stated Clerk of the Presbytery of East Tennessee, Presbyterian Church (U.S.A.) shall be responsible for seeing that all provisions of this covenant regarding Presbytery’s responsibilities are fulfilled.

8. The College shall inform the Presbytery of its formal or informal covenant relationships with other governing bodies or church bodies. It is understood that no provision of such covenants will be in conflict with the provisions of this covenant. Currently, the College has a covenant with the Synod of Living Waters, Presbyterian Church (U.S.A.) and Holston Presbytery, Presbyterian Church, (U.S.A.).

D. Review and Amendment of the Covenant

1. A comprehensive review of the Covenant shall be conducted every five years by a team composed of the appropriate Committee of the Presbytery and the Sub-Committee on Church Relations of the College’s Board of Trustees. It is expected that the President of the College will be present for such reviews.

2. This Covenant may be amended or renewed by action of the Board of Trustees of Tusculum College and the Presbytery of East Tennessee, Presbyterian Church (U.S.A.).

VII. FORMAL APPROVAL

This Covenant shall be effective upon formal approval by the Board of Trustees of Tusculum College and by the Presbytery of East Tennessee, Presbyterian Church (U.S.A.), each meeting in regular session during the 1995 year, and signed by the Moderator and Stated Clerk of the Presbytery and by the Chairman and Secretary of the College’s Board of Trustees.

This Covenant recognizes the possibility that Tusculum College may develop other covenant relationships with other governing bodies of the Presbyterian Church (U.S.A.) or with other church bodies with which our denomination is in correspondence.
Tusculum College hosts three educational programs funded by the U.S. Department of Education under Federal TRIO programs. Although the programs differ in terms of the specific services they provide, all target first generation and low income students who have the skills and motivation necessary to graduate from high school and successfully enter and/or complete college.

The Upward Bound program serves 130 students and is the oldest of Tusculum College’s TRIO programs, having been in continuous operation since 1973. Upward Bound provides counseling, tutoring and college preparatory courses to area high school students throughout the year. During the summer, Upward Bound students live on campus for a six-week residential, educational and cultural experience designed to simulate college life.

The Educational Talent Search program serves 1,450 students and has been in operation since 1977. The program serves both middle and high school students. Talent Search advisors provide academic guidance and career counseling services to high school students and offer workshops on ACT/SAT preparation, financial aid and college enrollment. The middle school component emphasizes student success through a variety of interventions including academic counseling, cultural awareness, and career exploration.

Student Support Services began in the fall of 1997, and the program works with 200 residential college students. Student Support Services serves to motivate students toward the successful completion of their education by offering assistance with academic development. Specific program services include: tutoring, counseling, mentoring, academic advisement and cultural activities. A wide variety of programs and activities are sponsored each year to enhance participants’ educational experiences, such as the Summer Bridge Program that all conditionally admitted first time freshmen are required to take.

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Bob Smith Construction Company
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Lillian Burchnell, Clerical/Lab Assistant
Kim Carter, Science Laboratory Instructor/Chemical Hygiene Officer
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Amanda Waddell, Director of Career Development
Bobbie Greenway, Academic Resources Counselor
Billie Ann Pace, Academic Resources Counselor
Christie Norris, Tutor Coordinator

Arts Outreach
Marilyn duBrisk, Artist-in-Residence and Director of Arts Outreach program
David Hendrickson, Professor of Music
Jennifer Hollowell, Coordinator of Arts Outreach
Barbara Holt, Costume Director
Frank Mengel, Technical Director and Stage Manager
Center for Civic Advancement
Joyce Doughty, Director
Robin Fife, Bonner Leaders Program Director
Wanda Rahm, Administrative Assistant
Graduate and Professional Studies
Kelley Adkins, Administrative Assistant for Faculty Services
Jane Allen, Coordinator of Academic Advising
Amanda Altum, Admission Support Assistant—SE TN
Kimberly Bloomfield, Enrollment Representative
Lora Bryant, Coordinator of Academic Advising
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Candace Farrow, Enrollment Representative
Chance Gillespie, Enrollment Representative
Clifford Gjerston, Site Director of the Knoxville Regional Center
Melesia Graham, Academic Advisor—SE TN
Jamie Hamer, Coordinator of Marketing and Conferencing
Becky Henderson, Academic Support Assistant
Carol Hill, Administrative Assistant
Lisa Johnson, Director of School of Education/Director for Graduate and Professional Studies—NE TN
Kathy Joy, Academic Advisor—NE TN

Leslie Kelley, Administrative Assistant
Stephanie Kirby, Coordinator of Field Experience—SE TN
Betsy Long, Academic Support Coordinator
Larry Long, Enrollment Representative
Vickie Long, Coordinator of Faculty Services
Thomas McKay, Student Services Facilitator—SE TN
Corinne Nicolas, Director of the Gateway Program
Ryan Otto, Director of Adult Learning
Nancy Perry, BAED Coordinator—SE TN
Lyndsey Seal, Enrollment Representative
Shalini Shantaraju, Student Services Specialist
Patricia A. Simons, Coordinator of Student Information
Denice Smith, Coordinator of Faculty Services
Teresa Smith, Administrative Assistant/Site Supervisor
Tri-Cites
Kimberly Squibb, Administrative Assistant
Darryl Storer, Enrollment Representative
Sherri Storer, Assistant Director of Enrollment and Academic and Advising
Robin D. Underwood, Manager of Faculty Services—SE TN
Institutional Research
Tony Narkawicz, Director of Institutional Research
Anna Hensley, Administrative Assistant
Library
Myron J. Smith, Jr., Director of the Library
Jonathan Ballinger, Coordinator of Library Technical Services, Knoxville
Elaine Gorman, Coordinator of Library Circulation, Knoxville
Mary Halliburton, Librarian Administrator, Knoxville
Kathy Hipps, Information Literacy Librarian/Assistant Cataloger
B. Carolyn Parker, Coordinator of Library Technical Services
Anne Reever Osborne, Assistant Director of Distance Learning
Charles H. Tunstall, Reference/Instructional Services Librarian
Museums
George E. P. Collins III, Director of Museum Program and Studies
Kathy Cuff, Museum Assistant
Leah Walker, Site and Events Manager
Registrar
Nancy J. Thompson, Registrar
Audrey Brackens, Clerical Assistant
Bobbie Clarkston, Coordinator of Student Records
Kathy Munson, Clerical Assistant
TRIO Programs
(Talent Search, Upward Bound and Student Support Services)
Jeanne F. Stokes, Director of TRIO Programs
Deborah A. Bible, Assistant Director for Upward Bound, CH
Sandi Bible, Talent Search Advisor
Lynette Britton, Talent Search Advisor
Karen Cox, Administrative Assistant for Student Support Services
Melissa Dixon, Talent Search Educational Advisor
Amy Franklin, Advisor for Student Support Services
Sarah Gardner, Student Support Services Counselor
Wesley Greer, Assistant Director for Talent Search—West
Karen Hartman, Assistant Director for Upward Bound
April Lane, Administrative Assistant for Talent Search and Upward Bound
Stacey McGill, Math/Science Specialist for Upward Bound
Athletics
Frank T. DeBusk, Athletic Director and Head Football Coach
Tommy Arnett, Head Men’s and Women’s Tennis Coach
Katherine Baldwin, Assistant Women’s Basketball Coach
Abbi Blackburn, Assistant Volleyball Coach
James Boone, Head Men’s Basketball Coach
Sarah Brooks, Assistant Athletic Trainer
Deborah S. Davis, Associate Athletic Director and Compliance Officer
Robert A. Dibble, Head Men’s and Women’s Golf Coach
Dom Donnelly, Sports Information Director
Jim Fields, Head Men’s and Women’s Cross Country Coach
Fred Gillum, Head Softball Coach
Pete Golding, Assistant Football Coach
Adell Harris, Head Women’s Basketball Coach
Michael Hawkins, Assistant Athletic Trainer
Todd Ireland, Assistant Baseball Coach
Rondon James, Head Cheerleading Coach
Douglas N. Jones, Head Baseball Coach
Michael C. Joy, Head Women’s Soccer Coach
Kenny Lawson, Assistant Baseball Coach
Kent Kinkade, Assistant Football Coach
Marc Kolb, Associate Head Football Coach
Chris Lenker, Head Athletic Trainer
Randy Loggins, Assistant to the Athletic Director
Mike McBride, Assistant Basketball Coach
Whitney Noble, Assistant Sports Information Director
Jessica Peterka, Assistant Softball Coach
Michael Robinson, Head Volleyball Coach
Karl Scott, Assistant Football Coach
Caleb Slover, Assistant Football Coach
Brandon Steele, Assistant Baseball Coach
Ryan Tassell, Assistant to the Athletic Director
Brett Teach, Head Men’s Soccer Coach
Steve Voltz, Assistant Men’s Soccer Coach
Kevin Weston, Assistant Football Coach
Keyton Wheelock, Assistant Women’s Soccer Coach

Business and Finance
Stephen Gehret, Vice President and Chief Financial Officer
Susie H. Jones, Executive Assistant to the Vice President and CFO/Manager of Student Collections Refunds
Geri Aguilar, Payroll Associate
Michelle Arbogast, Assistant Bookstore Manager
Cindy Babb, Post Office Manager
Jessica Brown, Staff Accountant
Sonya Campbell, Student Accounts Associate
Nina Collins, Accounting Manager
Debbie Foulks, Human Resources Coordinator
Terra Graham, Student Accounts Coordinator
Cliff Hoy, Bookstore Manager
Tracey Julian, Controller
Ginger R. Kelley, Accounts Payable Associate
Carrie Maggett, Business Office Manager
Dorothy Price, Bookstore and Post Office Clerk
Mary Sonner, Director of Personnel Services
Theresa Stewart, Student Accounts Associate
Mavis Ware, Student Accounts Associate

Information Systems
Allen Archer, Director of Information Systems
Tywanna Anderson, Programmer/System Analyst
Kelley Hendrix, Programmer/System Analyst
Adam Holt, PC Technician
Jonathan Moore, Programmer/System Analyst
Gary Quinton, Instructional Technology Specialist
B. J. Roberts, Instructional Technology Specialist
Dan Ryan, Programmer/System Analyst
James Shiflett, Systems Administrator
Chris B. Summey, Assistant Director of Information Systems
Mike Verna, Computer Systems Analyst

Facilities
Mark Stokes, Director of Facilities Management
Heidi Allredge, Administrative Assistant
James Archer, Warehouse Specialist
Joseph Bohon, A/C Mechanic
Georgia Braddock, Housekeeper
Danny Clark, Electrician
Tonia Collins, Housekeeper
Bernard Elkins, Housekeeping Supervisor
William Fitzpatrick, Carpenter
Timothy Ford, Electrician
Blanche Foulks, Housekeeper
Bobby Gilland, Housekeeper
Nicholas Gunter, A/C Mechanic
Robert Hall, Housekeeper
Todd Hertel, Groundskeeper
Freida Jones, Housekeeper
Richard Kirk, Warehouse, Event and Asset Supervisor
Jonathan Massey, Assistant Warehouse, Events and Asset Clerk
Larson Norton, Housekeeper
Barbara Richesin, Housekeeper
Robert Roe, Carpenter
Ruble Scott, Groundskeeper
Angie Shipley, Facilities and Event Coordinator
Jannie Smith, Housekeeper
Brian Summer, Groundskeeper
Jason Taylor, Groundskeeper, Team Leader
Jonathan Taylor, Groundskeeper
Kenneth Toney, Jr., Grounds Supervisor

Campus Safety
Wayne Murphy, Director of Campus Safety
Stephen Buchanan, Campus Safety Officer
Eddy Davis, Campus Safety Officer
Stuart Jackson, Campus Safety Officer/Sergeant
Enrollment Management
Jacquelyn D. Elliott, Vice President of Enrollment Management
Karen Chapman, Executive Director for Enrollment Management
Admission
Eric Allen, Admission Representative
Matilda Green, Admissions Records Clerk
Brandon Conner, Director of Freshman Services and Student Success
Robin Crabtree, Records, Resources and Communications Manager
Crystal Hirschy, Director of Special Events
Nicole Oaks, Admission Representative
Aaron Porter, Assistant Director of Admissions
Melissa Ripley, Director of Admission Operations and Marketing
Leeann Smith, Administrative Assistant
Rebecca Tankersley, Admissions Counselor
Hollie Toth, Admission Communication Clerk
Financial Aid
Devonia Chipps, Work Study Default/Prevention and Data Coordinator
Kristi M. Dalton, Senior Financial Aid Counselor and Office Manager
Ashley Edens, Assistant Financial Aid Counselor
Dawn Mason, Assistant Financial Aid Counselor
Stacey McDonald, Assistant Financial Aid Counselor
Jo Ann Swecker, Administrative Clerk
Samuel Wilkerson, Assistant Financial Aid Counselor
Student Affairs
David McMahan, Dean of Students
Jonita Ashley-Pauley, Associate Dean of Students
Tiffany Dearstone, Administrative Assistant
Diane E. Hensley, Campus Nurse
Connie Kretchmar-Sitz, Campus Counselor
Mark Persaud, Student Life Coordinator
Stephanie Rhea, Senior Student Life Coordinator
Wendy Robertson, Office Coordinator
Bonnie Taylor, Student Life Coordinator
Stephen R. Weisz, Campus Minister

Institutional Advancement
Susan D. Vance, Interim Vice President for Institutional Advancement
Mary Bartel, Associate Director of Alumni and Parent Relations
Travis Crabtree, Webmaster
Cody Greene, Coordinator of Alumni and Parent Relations
Kimberly Kidwell, Director of Development
Rebecca Muncy, Associate Director of Gift Records and Research
Graduate and Professional Studies Calendar
Graduate and Professional Studies (GPS) courses are offered at different times throughout the year. For class starts in specific areas, contact the GPS offices in Greeneville (800-729-0256) or Knoxville (800-729-0116).

Residential College Calendar
COURSE DATES, 2009-2010

2009

**BLOCK 1:** Monday, August 24–Wednesday, September 16
Block Break: Thursday, September 17—Sunday, September 20

**BLOCK 2:** Monday, September 21—Wednesday, October 14
Block Break: Thursday October 15—Tuesday, October 20

**BLOCK 3:** Wednesday, October 21—Friday, November 13
Homecoming: October 30 and 31
Block Break: Saturday, November 14—Tuesday, November 17

**BLOCK 4:** Wednesday, November 18—Wednesday, December 16
Thanksgiving Break begins on Wednesday, November 25, and ends November 29
Christmas Break begins Thursday, December 17 and ends Friday, January 8
Commencement: Saturday, December 19

2010

**BLOCK 5:** Monday, January 11—Thursday, February 4
Martin Luther King Day: Monday January 18
Block Break: Friday, February 5—Sunday, February 7

**BLOCK 6:** Monday, February 8—Wednesday, March 3
Spring Break: Thursday, March 4 through Friday, March 12

**BLOCK 7:** Monday, March 15—Thursday, April 8
Good Friday: April 2
Block Break: Friday, April 9—Sunday, April 11

**BLOCK 8:** Monday, April 12—Wednesday, May 5
Commencement: Saturday, May 8

**SUMMER BLOCK A:** Monday, May 17—Thursday June 10

**SUMMER BLOCK B:** Monday, June 14—Thursday, July 8

**SUMMER BLOCK C:** Monday, July 12—Wednesday, August 4