

# College Catalog Addendum

2013 – 2016

**Effective July 17, 2014**

## **ACADEMIC CALENDARS (page 9):**

### Fall Semester 2014

Orientation for New Faculty and Staff.....	August 6
Opening Institute .....	August 7-8
Orientation for New Students .....	August 9-12
Registration for all Students .....	August 12-13
Classes Begin .....	August 14
Last Day for Add/Drop .....	August 26
Labor Day .....	September 1
Fall Convocation and Confirmation Ceremony .....	September 4
Excessive Absence Reports Due from Faculty .....	September 5
Sophomore Rite of Passage and Chapel.....	September 11
Fall Board Meeting .....	September 17-19
Town Hall Meeting .....	September 22
Sophomore Proficiency Examination .....	October 4
Mid-Semester Examinations Week .....	October 6-10
Last Day to Change Grades from Spring/Summer 2014.....	October 8
Application for Degree due in Registrar's Office .....	October 10
Mid-Semester Grade Rosters Due by 12:00 Noon .....	October 14
Excessive Absence Reports Due from Faculty .....	October 17
Senior Departmental Examination .....	October 18
Student Evaluation of Instruction .....	October 22-24
Last Day to Withdraw from a Course .....	November 4
138 <sup>th</sup> Founders Day .....	November 6
Senior Thesis Oral Presentations .....	November 10-14
Registration for Spring 2015 .....	November 10-14
Senior Departmental Examinations .....	November 15
Senior Thesis Due .....	November 21
Thanksgiving Holidays Begin for Students at 5:00 p.m. ....	November 21
Classes Resume at 8:00 a.m. ....	December 1
Last Day for all Tests, Quizzes, etc .....	December 1
Last Day of Classes .....	December 5
Semester Examinations .....	December 6-11
Semester Ends: Christmas Holiday Begins for Students At 5:00 p.m. ....	December 12
All Faculty Grade Rosters Due by 12:00 Noon .....	December 15

Semester Ends: Christmas Holiday Begins for Staff at 5:00 p.m. .... December 22

### **Spring Semester 2015**

Opening Institute .....	January 5 - 6
Orientation for New Students.....	January 7
New Students Register .....	January 7
Returning Students Register .....	January 8 - 9
Classes Begin .....	January 12
Holiday, Martin Luther King, Jr. ....	January 19
Last Day for Add/Drop .....	January 20
Spring Convocation .....	January 22
Application for Degree Due in Registrar's Office .....	January 23
Excessive Absence Reports Due From Faculty .....	January 30
Sophomore Proficiency Examination .....	February 28
Mid-Semester Examination Week .....	March 2 - 6
Last Day to Change Grades from Fall 2014 .....	March 4
Town Hall Meeting .....	March 9
Mid-Semester Grade Rosters Due by 12:00 Noon .....	March 10
Excessive Absence Reports Due From Faculty .....	March 13
Senior Departmental Examination .....	March 14
Spring Board Meeting .....	March 18
Student Evaluation of Instruction .....	March 18 - 20
Spring Holiday Begins for Students at 5:00 p.m. ....	March 20
Classes Resume at 8:00 a.m. ....	March 30
Last Day to Withdraw from a Course .....	March 31
Good Friday Holiday .....	April 3
Registration for Summer and Fall 2015 .....	April 6 - 10
Senior Thesis Oral Presentations .....	April 6 - 10
Honors and Awards Convocation .....	April 9
Senior Departmental Examination .....	April 11
Senior Thesis Due .....	April 17
Last Day of Classes for Candidates for Graduation .....	April 24
Last Day for all Tests, Quizzes, etc. ....	April 27
Semester Examinations for Candidates for Graduation .....	April 27 - 29
Candidates for Graduation Grades Due by 12:00 Noon .....	May 1
Last Day of Classes .....	May 1
Semester Examinations .....	May 2 - 7
End of Year Town Hall Meeting .....	May 4
Commencement; Semester Ends .....	May 9
All Faculty Grade Rosters Due by 12:00 Noon .....	May 11

### **Summer Semester 2015**

Summer Session Registration .....	June 1
Summer Session Classes Begin .....	June 2

Last Day for Add/Drop .....	June 5
Last Day to Withdraw from a Course .....	June 9
Final Examinations .....	July 8-9
Summer Session Ends .....	July 9
All Faculty Grade Rosters Due by 12:00 Noon .....	July 13

## **COURSE LOAD POLICY (page 38):**

### Course Load in the Fall and Spring Semesters

Students are expected to take a minimum of 15 credit hours during the Fall and Spring semesters to graduate timely. A minimum of 12 credit hours is required for students to be eligible to receive financial aid. Course loads of 18 hours in the Fall and Spring are permitted without special approval for any students in good academic standing. The maximum course load for any student during the Fall and Spring is 21 hours, including courses taken at Stillman College and any other institutions.

Students whose cumulative grade-point averages are 3.00 or above may request to register for up to a total of 21 credit hours. In all cases, the student must apply to his/her Division Dean, who may approve requests for such increases in class loads. The Division Dean must notify the Registrar in writing of each case approved.

Graduating seniors who have applied for graduation and whose grade-point averages are 2.00 or above may request to register for up to a total of 21 credit hours. In all cases, the student must apply to his/her Division Dean, who may approve requests for such increases in loads. The Division Dean must notify the Registrar in writing of each case approved.

### Course Load in the Summer

During the summer, the maximum course load for students is 13 credit hours. Students must enroll in a minimum of 6 credit hours to be eligible to receive financial aid.

## **POLICY GOVERNING WITHDRAWALS (page 40):**

“W”, Withdrawal. This grade will be assigned when a student withdraws from a course with the approval of the Vice President for Academic Affairs between the last day for change of schedule and one week after mid-semester grade reports have been delivered to students.

“WD”, Administrative Withdrawal. This grade will be assigned when a student is withdrawn from a course by the Vice President for Academic Affairs or the Vice

President for Student Affairs. This grade is non-punitive and may be assigned by the appropriate official at any time during a semester or term.

“WP”, Withdrawal Passing. This grade will be assigned when a student withdraws from a course for good cause past the published date with the approval of the Vice President for Academic Affairs.

“WF”, Withdrawal Failing. This grade will be assigned when a student withdraws from a course without good cause past the published date.

“UW”, Unofficial Withdrawal. This grade will be assigned when a student begins to attend class but then ceases to attend class for three weeks consecutively without providing official notification to the College of their intent to withdraw, by completing the College Withdrawal Form. The last date of attendance as documented through attendance records submitted weekly by faculty will serve as the withdrawal date for students who unofficially withdraw.

## **DEPARTMENT OF FINE ARTS (page 51):**

### **MUSIC AREA MISSION STATEMENT**

Stillman College offers the Bachelor of Arts in Music. The Music Area provides a program of study that prepares graduates in music to fulfill a wide range of possible roles. Musical training and thorough exposure to the liberal arts curriculum is provided through the College’s required core curriculum, required music courses and elective courses that allow students to explore a variety of subjects in music in addition to other academic areas. The College is accredited by the National Association of Schools of Music.

In addition to providing training for music majors, the Music Area enriches the lives of non-music majors by providing them with courses that develop their musical interests and talents. The development of student musical skills will broaden their understanding and appreciation of music.

The Music Area enhances educational and cultural programs at the College by providing

- musical performance opportunities to talented students
- creative musical experiences to enrich the life of the college
- public performances for the surrounding and extended communities

The Music Area aims for its students to be able to successfully attend graduate programs and/or enter into creative endeavors.

### **The Bachelor of Arts Degree in Music**

The course in conducting (MUS 426) is required for all music majors.

## **DEPARTMENT OF PSYCHOLOGY (page 60):**

### **Program Outcomes**

As a result of successful completion of the psychology program, graduates will have:

- Taken a variety of relevant courses in psychology which will enhance personal, academic, and career goals
- Focused on basic principles of research design and analysis
- Used APA style in written assignments
- Explored ethical principles for psychologists in academic and applied settings
- Prepared for graduate and professional school

Suggestions for possible electives should include:

PSY 339      Psychology of Film, Television and Media (3)

## **DEPARTMENT OF SOCIAL SCIENCES (page 65):**

### **Learning Outcomes**

After completing the major in History, students will be able to:

- Demonstrate knowledge of major developments in Western Civilization.
- Demonstrate knowledge of important themes in American Civilization.
- Demonstrate knowledge of World and American History, African and African-American History, institutions, major historical figures, political forces in history, and significant geo-political issues.
- Apply the knowledge of different types of historical writings (Primary Sources, Secondary Sources, journals, articles, on-line submissions, and books).
- Analyze issues of race, class, and gender in scholarly writings.
- Demonstrate skills in applying theory and methodology.
- Develop skills of critical analysis, historical research, and writing.

## **DEPARTMENT OF BUSINESS ADMINISTRATION (pages 68-69):**

### **General Requirements for Business Majors**

Students majoring in Business Administration will be required to:

- take a basic core of 45 semester hours
- earn 18 semester hours in a designated area of concentration
- take a set of advisor-approved electives
- complete at least 120 hours

The Department of Business Administration endeavors to provide every student majoring in business with a common body of knowledge. To this end, all students majoring in business will be required to complete a carefully articulated sequence of courses as follows.

ACC 231-232	Principles of Accounting I, II.....	6 hours
BUS 211	Professional Development .....	1 hour

BUS 234	Principles of Microeconomics .....	3 hours
BUS 320	Business Seminar .....	2 hours
BUS 333	Business Law & Ethics.....	3 hours
BUS 335	International Business.....	3 hours
BUS 338-339	Business Statistics I, II .....	6 hours
BUS 433	Business Finance.....	3 hours
ENG 235	Technical Writing .....	3 hours
MAT 133	Applied Calculus .....	3 hours
MGT 334	Principles of Management .....	3 hours
MGT 336	Entrepreneurship and Small Business Mgt.....	3 hours
MGT 439	Strategic Management.....	3 hours
MKT 331	Principles of Marketing.....	3 hours

Sophomore Year  
Fall Semester

ENG 233 Business Writing is now ENG 235 Technical Writing.

## **THE STILLMAN MANAGEMENT INSTITUTE (SMI) (page 88):**

### **Program Emphasis**

Instructional online modules are scheduled for students who are busy with families or careers. Therefore, advising is crucial. Required courses and electives must meet advisor approval. Basic general education courses include, but not limited to the following:

REL Courses .....	6 hours
LOG 330.....	3 hours
HUM 130 .....	3 hours

### **SMI CURRICULUM**

#### **First Semester**

SMI 301 Career and Life Assessment .....	2 hours
SMI 302 Technical Writing .....	2 hours
SMI 341 Organizational Behavior .....	3 hours
SMI 361 Statistics I .....	3 hours
SMI 381 Principles of Management and Supervision .....	3 hours

#### **Second Semester**

SMI 362 Statistics II .....	3 hours
SMI 371 Organizational Communication.....	3 hours
SMI 401 Managerial Economics .....	3 hours
SMI 411 Global Marketing.....	3 hours
SMI 431 Business Law and Ethics.....	3 hours

SMI 491 Thesis I ..... 2 hours

**Third Semester**

SMI 351 Management Information Systems ..... 3 hours

SMI 421 Managerial Accounting ..... 3 hours

SMI 391 Human Resources Management ..... 3 hours

SMI 433 Business Finance ..... 3 hours

SMI 492 Thesis II ..... 2 hours

**COURSE DESCRIPTIONS (pages 89 - 138):**

**ENG 199                                      English Composition I for English Majors                                      3 hours**

This is the first course of the freshman English requirement for English students who have indicated an interest in English as a major. It develops writing skills in expository modes (comparison/contrast, classification/division, causal analysis, and argument). It is designed to provide intensive practice in writing and related skills (analytical reading, speaking, listening). The course requires students' active participation. A portfolio that earns a grade of C or better is required. Prerequisite: Declaration of intention to major in English or journalism.

**ENG 200                                      English Composition II for English Majors                                      3 hours**

This is the second course of the freshman English requirement for English students who have indicated an interest in English as a major. This course focuses on the reinforcement of skills in the areas noted in English 199 and requires the writing of argument/persuasion and research papers. A portfolio that earns a grade of C or better is required. Prerequisites: Declaration of intention to major in English or journalism and successful completion of English 199.

**ENG 231                                      American Literature I                                      3 hours**

This course is a survey of American literature from the beginning to 1865. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 232                                      American Literature II                                      3 hours**

This is a survey of the prose and poetry of American literature from 1865 to the present. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 235                                      Technical Writing                                      3 hours**

This course is an introduction to technical writing and is intended for students in scientific and technical disciplines as well as for English majors and majors in other disciplines who want to develop technical writing skills. Primary focus is on building skills and using strategies required in writing proposals, progress reports, correspondence, and research reports. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 236                                      English Literature I                                      3 hours**

This course is a survey of English literature from the beginning to 1800. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 237                                      English Literature II                                      3 hours**

This course is a survey of English literature from 1800 to the present. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 238**                                      **African American Literature I**                                      **3 hours**

This course is a survey of African American contributions to American literature, giving attention to all literary genres. It will cover African American literature beginning with the African vernacular and Egyptian literature to the Harlem Renaissance. The Middle Passage, the Slave Narrative, the Antebellum period, and the Reconstruction Era will be discussed. Prerequisite: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 239**                                      **African American Literature II**                                      **3 hours**

This course is a survey of African American contributions to American literature, giving attention to all literary genres. This course covers the period from the Harlem Renaissance to the present. Specific areas covered are the Harlem Renaissance, 1919-1949; Realism, Naturalism, Modernism, 1940-1960; The Black Arts Era, 1960-1975; Literature since 1975; The Black Women's Movement, 1970 to the present. Prerequisite: ENG 131-132 or ENG 199-200 (for English majors).

**ENG 330**                                      **World Literature**                                      **3 hours**

This course is a study of the literary works of several nations, beginning with classical Greece and continuing through 20th century modern African, Latin American, and Asian works. Prerequisites: ENG 131-132 for all students and ENG 199-200 (for English and journalism majors), and 6 hours of English/American Survey literature. Spring, even years.

**ENG 331**                                      **Advanced Rhetorical Grammar**                                      **3 hours**

This course is a study of English grammar in context to expository writing. Content will focus on traditional and contemporary grammatical, stylistic, and rhetorical writing—all of which will be used to revise written assignments students complete in the course. This course will teach grammar and will provide practice in rhetorical modes. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 333**                                      **Writing Argument**                                      **3 hours**

This course is designed to develop critical thinking skills in analyzing and structuring argument. It will address the nature of argument, values, refutation, fallacies, tests for credible evidence, and the use of language. It will also require some research and presentation of oral arguments. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 334**                                      **Chaucer**                                      **3 hours**

This course focuses on literature of the Middle English period, with particular attention to Chaucer. Prerequisites: ENG 131-132 and ENG 236 or ENG 199-200 (for English and journalism majors). Spring, odd years.

**ENG 335**                                      **Shakespeare**                                      **3 hours**

This course is a study of the drama and age of Shakespeare through a detailed examination of ten of his plays and a brief review of several relevant plays of his contemporaries. Prerequisites: ENG 131-132 , 234 or ENG 199-200 (for English and journalism majors), and ENG 236. Fall, odd years.

**ENG 337**                                      **Contemporary Multiethnic Literatures of USA**                                      **3 hours**

This course is an inclusive introduction to multicultural and multiethnic literatures of the USA, with primary focus on fiction and poetry. Prerequisites: ENG 131-132 or ENG 199-200 (for English and journalism majors).

**ENG 338**                                      **Development of the Novel**                                      **3 hours**









This course is a study of the significance of the Church in Black Culture, its historical perspective and present role in the community. It includes the contributions of outstanding Black theologians to religious thinking and the social and cultural impact of their work.

**REL/THL 438 Contemporary Theology 3 hours**

This course is a survey of theological developments since 1750 and an analysis of individual theological statements responding to such issues as existentialism, anthropology, secularism, liberation, feminism, ethnicity, indigenization, foundationalism, post-foundationalism, and other contemporary systems of thought that challenge basic Christian categories of meaning.

**THL 231 Foundations of Christian Education 3 hours**

This course introduces students to the methods and literature of Christian education programming with an emphasis on liturgical year, denominationally-based publishing, and the focus on biblical, doctrinal, and theological subjects.

**THL 330 Biblical Theologies 3 hours**

This course is a study of the theological concepts present in biblical literature and the dogmatic and doctrinal concepts based upon them. Emphasis will be given to the competing theologies of biblical writers and their influence on contemporary doctrine.

**THL 331 Homiletics 3 hours**

This course is an instruction to the communicative theories and strategies of sermon composition and presentation. This course emphasis close reading of biblical texts, hermeneutical theory, and public proclamation strategies as a method for dynamic sermonic events.

**THL 439 Pastoral Care and Spiritual Development 3 hours**

This course is a study of pastoral care theory and strategy in tandem with spiritual development theory. It addresses topics from the interplay between religion, sociology, psychology, and personality theories from the perspective of pastoral theology.

**THL 430 Senior Field Practicum 3 hours**

This is a practical experience in which the student is placed with an active minister as a field mentor to work in a vocational environment. The final product is a Senior Thesis in which the student reflects with the field mentor and advising faculty upon the intersection of course work and theory with fieldwork and practical experience.

**COLLEGE FACULTY (pages 139 - 145):**

**Department of Fine Arts**

**DAWSON, LEONARD, B.A., M.A., M.F.A.**

**ART**

Assistant Professor

Eastern Illinois University, University of Illinois, Arizona State University

**Department of Education**

**GLENN, KIMBERLY, B.S., M.S., Ph.D.**

**EDUCATION**

Assistant Professor

Alabama State University, Alabama Agriculture and Mechanical University

**OFFICERS OF THE COLLEGE (page 150):**

**Peter E. Millet, B.A., M.A., Ph.D., HSP**

President