



# **Houston Baptist University**

**Bulletin of Information  
1982-1983**

**Volume XX**

**Number 1**

## MEMBERSHIPS

Southern Association of Colleges and Schools  
Association of Intercollegiate Athletics for Women  
American Association of Colleges  
American Association of Colleges for Teacher Education  
American Council on Education  
Association of Texas Colleges and Universities  
College Entrance Examination Board  
Independent Colleges and Universities of Texas  
National Collegiate Athletic Association  
National Council on Social Work Education  
National League for Nursing  
Texas Association of Colleges for Teacher Education  
State Board of Nurse Examiners  
Council on Social Work Education  
Texas Foundation of Voluntarily Supported  
Colleges and Universities  
Trans America Athletic Conference

## ADDRESS AND LOCATION

Southwest Freeway and Fondren Road.

Houston Baptist University admits students of any race, color, handicap, sex, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other university administered programs.

Houston Baptist University does not discriminate on the basis of handicap in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by federal laws and regulations. The designated coordinator for compliance with section 504 of the Rehabilitation Act of 1973, as amended, is Dr. Don Looser.

*Visitors are always welcome.*

## MAILING ADDRESS FOR ALL OFFICES

7502 FONDREN ROAD  
HOUSTON, TEXAS 77074

Phone: 774-7661

AREA CODE: 713

Note: Houston Baptist University reserves the right to make changes in the arrangements and policies announced in this Bulletin as unusual circumstances, economic conditions, or efficiency in operation may require.

# **HOUSTON BAPTIST UNIVERSITY**

## **BULLETIN OF INFORMATION**

**1982-1983**



**TWENTIETH YEAR**

**HOUSTON, TEXAS**

**MARCH, 1982**

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HOUSTON, TEXAS 77074**

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# HOUSTON BAPTIST UNIVERSITY

## 1982 - 83

## UNIVERSITY CALENDAR

### SUMMER 1982

April 26 - April 30	*Registration
June 4	Registration and Business Office Clearance
June 7	Class Sessions Begin - First Term
June 7	Evening Registration
June 7 - June 11	**Late Registration
June 8 - June 11	DROP/ADD
June 10	English Proficiency Exam, T106, 4 pm
June 18	Last Day to DROP a Course with a "W" mark
July 2	Last Day to DROP a Course with a "WP/WF" mark
July 5	Independence Day Holiday
July 14	Final Examination and End of First Term
July 15	Registration and Business Office Clearance
July 15	Class Sessions Begin - Second Term
July 16 - July 20	**Late Registration
July 16 - July 20	DROP/ADD
July 30	Last Day to DROP a Course with a "W" mark
August 6	Last Day to DROP a Course with a "WP/WF" mark
August 20	Final Examination and End of Second Term

### FALL 1982

All Registration Dates  
Listed Under Summer  
1982 plus

August 7	Freshman Day/Registration
August 9	*Registration
September 1	Faculty Convocation
September 2	Freshman Orientation and Registration
September 3	Registration and Business Office Clearance
September 6	Labor Day Holiday
September 7	Class Sessions Begin
September 7	Evening Registration
September 7 -	
September 13	**Late Registration
September 8 -	
September 13	DROP/ADD
September 9	Opening Convocation
September 9	English Proficiency Exam, T106, 4 pm
October 12, 13, 14	Religious Emphasis Week
October 15	Last Day to DROP a Course with a "W" mark
November 5	Last Day to DROP a Course with a "WP/WF" mark
November 19	End of Fall Quarter

## WINTER 1982 - 83

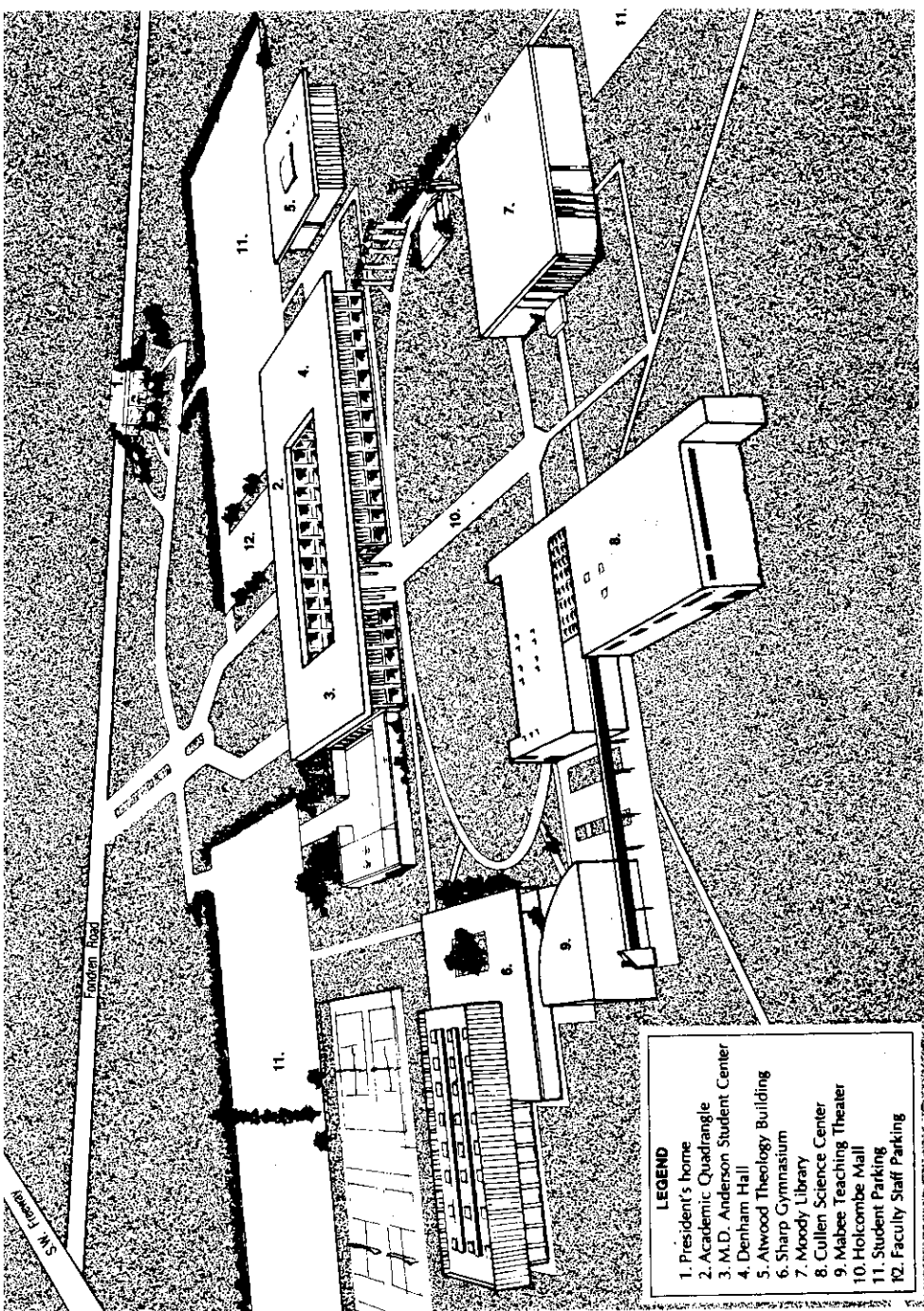
October 25 -	
October 29	*Registration
November 29	Registration and Business Office Clearance
November 29	Evening Registration
November 30	Class Sessions Begin
November 30 -	
December 6	**Late Registration
December 1 -	
December 6	DROP/ADD
December 2	Founders' Day
December 2	English Proficiency Exam, T106, 4 pm
December 17	Christmas Holidays begin 5 pm
January 3, 1983	Classes resume
January 14	Last Day to DROP a Course with a "W" mark
February 11	Last Day to DROP a Course with a "WP/WF" mark
February 25	End of Winter Quarter

## SPRING 1983

January 31 -	
February 4	*Registration
March 4	Registration and Business Office Clearance
March 7	Class Sessions Begin
March 7	Evening Registration
March 7 - March 11	**Late Registration
March 8 - March 11	DROP/ADD
March 10	English Proficiency Exam, T106, 4 pm
March 15, 16, 17	Life Commitment Week
April 1	Easter Holiday
April 15	Last Day to DROP a Course with a "W" mark
May 6	Last Day to DROP a Course with a "WP/WF" mark
May 20	Commencement 7:30 pm
May 20	End of Spring Quarter

\* Currently enrolled students on "academic warning," "academic probation," or "academic probation continued" can NOT register during Pre-Registration. Questions concerning academic status should be directed to the Registrar's Office.

\*\* Late Registration Fee - \$25.00



# LEGEND

1. President's home
2. Academic Quadrangle
3. M.D. Anderson Student Center
4. Denham Hall
5. Atwood Theology Building
6. Sharp Gymnasium
7. Moody Library
8. Cullen Science Center
9. Mabree Teaching Theater
10. Holcombe Mall
11. Student Parking
12. Faculty Staff Parking

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# GENERAL INFORMATION

## Characteristics

### HISTORY

The creation of Houston Baptist College by action of the Baptist General Convention of Texas on November 15, 1960, was the culmination of many years of study, conferences, reviews and prayerful guidance, especially by Baptists of Houston and Southeast Texas. The aim was the establishment of a Christian college in Houston of the highest quality and accreditation, one that stressed quality of life as well as quality in learning.

In 1952 the Union Baptist Association authorized a committee selected by the Association to study the possibility of locating a Baptist college in Houston. With professional assistance, guidance, and encouragement from the Education Commission of the Baptist General Convention of Texas, the committee conducted a survey for this purpose in 1955. Acting upon information obtained and upon the endorsement of the Education Commission, the Association approved the idea of establishing a college. In 1956 the Executive Board of the Baptist General Convention of Texas approved a recommendation that Houston Baptists be given assurance that the Convention would support such a college when the College Committee of the Union Association had succeeded in acquiring both a satisfactory site for a campus, containing at least one hundred acres, and a minimum of three million dollars. Of this sum, one and one-half million would constitute a nucleus endowment fund; one and one-half million would be designated for a physical plant. The Union Association accepted these conditions and endorsed the requirements set up by the State Convention.

In 1958 a 196-acre campus site was acquired in southwest Houston, and in 1960 the initially required financial goal was reached as a result of a campaign

among the churches. Also in 1960 the Baptist General Convention of Texas in its annual session at Lubbock, Texas, elected the first Board of Trustees. This board (in session in Houston, Texas) on November 15, 1960, approved and signed the College Charter. The next day this charter was ratified and recorded with the Secretary of State in Austin. The way was then cleared to select administrative officers, develop a suitable physical plant, and provide an appropriate academic program. Dr. W. H. Hinton began service as the first President of the College on July 1, 1962.

The College opened in September, 1963, with a freshman class, new buildings, and a teaching staff of thirty members, of whom eighteen held earned doctoral degrees. A new class was added each year until the College attained the four-year program in 1966-67. By then the full-time faculty had grown to fifty-four members, serving an enrollment of approximately nine hundred. By the fall of 1981, the faculty had grown to one hundred full-time and thirty-one part-time and the student enrollment exceeded 2,500.

Initially, the College offered a B.A. degree with academic courses in five divisions: Christianity, Fine Arts, Languages, Science and Mathematics, and Social Studies. The Board of Trustees, following the recommendation of the faculty and administration, authorized the establishment of the Division of Education and Psychology in 1964 and the Division of Business and Economics in 1966. With the opening of the fall semester of 1969, the College added a Division of Nursing, offering a Bachelor of Science degree in nursing.

In 1973 after an institutional self-study for the Southern Association of Colleges and Schools and as a result of the work of a widely representative long-range planning

committee, the College name officially became Houston Baptist University and significant changes were made. Degree programs were revised, making the Bachelor of Science option available to all graduates, and the instructional areas were completely reorganized. Five colleges headed by deans replaced the previous structure of eight divisions. The new structure consisted of the H.B. Smith College of General Studies and four upper-level colleges — the College of Business and Economics, the College of Education and Behavioral Studies, the College of Fine Arts and Humanities, and the College of Science and Health Professions. A sixth college was added in 1978 by separating the College of Fine Arts and Humanities. All students are placed in Smith College until they complete the forty-nine or fifty semester hours of courses required of all degree students. At this point, they are transferred into one of the five upper-level colleges, to which all faculty are also assigned.

When the instructional areas were reorganized in 1973, the University adopted a quarter calendar which conformed to the local public school calendar and permitted multiple admission opportunities annually. Semester hours were retained as the standard credit unit. An early admissions program also was established which enabled students to secure their high school diplomas at the end of their freshman year of college matriculation.

Graduate studies began in 1977 with the initiation of the Executive Master of Business Administration degree and the Master of Science in Nursing. Graduate studies leading to the Master of Education began in 1979. A Master of Science in Management and a Master of Accountancy were added in 1980.

Houston Baptist University has recognized the importance of full accreditation in various areas. Since its first year, the University has cooperated with the Association of Texas Colleges. In 1966 the Commission on Colleges of the Southern Association of Colleges

and Schools recognized Houston Baptist College as an official candidate for accreditation. The highlight of the 1968-69 academic year was the full accreditation of the College by the Southern Association of Colleges and Schools on December 4, 1968. Under the guidance of the Southern Association of Colleges and Schools, the faculty engaged in a thorough self-study of the entire operations of the College. A visiting committee made a careful study of the College in March, 1971, and upon its recommendation, full accreditation was extended for ten years by the Commission on Colleges. This accreditation was reaffirmed in December, 1981.

In 1965 the Texas Education Agency approved the College in the training of certified teachers for the public elementary and secondary schools. During its first semester, the Teacher Education Program was evaluated by representatives selected by the Texas Education Agency, and full approval of the program was continued. The College was also given full memberships in the American Council on Education (December, 1968) and in the American Association of Colleges of Teacher Education (February, 1969). Accreditation of the social work program in 1977 marked a new milestone for the College of Education and Behavioral Studies.

The degree program in nursing received full accreditation by the National League for Nursing on April 21, 1972; and in July, 1972, all thirty-eight members of the first class to graduate completed successfully the examination required and administered by the State Board of Nurse Examiners.

The University has also recognized the importance of special programs. The Study Abroad program was inaugurated in 1967 with a group of English majors in residence at the Shakespeare Institute, Stratford-upon-Avon, England, for the month of April. Study Abroad has continued with programs in Mexico, the Middle East, and Europe. Other programs further extended the outreach of the University. A grant from the Hogg

Foundation of Texas made possible the establishment of the Houston Baptist University Research Center in 1968. A counseling and guidance center was formally established on campus in 1971 to meet the growing need for personal and vocational counseling. In 1978 the University became a charter member of the Trans America Athletic Conference.

The physical plant of the University has kept pace with its development in other areas. When classes began in 1963, only the Academic Quadrangle was completed. The Frank and Lucile Sharp Gymnasium and the Atwood Theology Building were completed in 1964. The Moody Library, the Holcombe Mall, and the Morris Columns were dedicated in 1970. A tartan track was completed in 1974. The Cullen Science Center and Mabee Teaching Theatre opened in 1977, providing needed space for the College of Science and Health Professions. In addition, the Memorial Hospital System Central Unit, where nursing students receive their clinical experience, was completed on a site adjacent to the campus in early 1977.

Special endowment programs have further enriched the University. The University received three endowed chairs during the period 1971-1978—the Herman Brown Chair of Business and Economics, the Robert H. Ray Chair of Humanities, and the John Bisagno Chair of Evangelism. In the same period two endowed professorships were given—the Rex G. Baker Professorship in the College of Business and Economics and the Prince-Chavanne Professorship of Christian Business Ethics. The Endowed Academic Scholarship program, begun in 1971, not only increased the endowment of the University, but also assured the recruitment of top students. By the spring of 1981, the University had received one hundred one scholarships.

## PURPOSE

Houston Baptist University is a private institution of higher learning related to the Baptist General Convention of Texas. The University offers to students of all persuasions a program directed toward intellectual development characterized by breadth and depth and toward moral and spiritual growth based on the Christian faith and message.

The curriculum of studies is designed to foster learning in an atmosphere of freedom and objectivity. This curriculum, which includes a broad background in the arts and sciences, with special emphasis on the foundations of Western Civilization, provides a logical basis for programs in teacher education, nursing, preparation for graduate study, professional schools, and for leadership in the arts, in business, and in the community, church, and home.

The underlying purpose of this educational process is that students develop aesthetic awareness, critical judgement, and creative expression through the rigorous pursuit of truth, the tolerant attitude of the enlightened mind, and the free enterprise of thought and investigation.

The ultimate goal in providing this educational program is the development of responsible individuals, motivated by Christian principles, to have moral integrity, intellectual honesty, social consciousness, and the ability and desire to render effective service to their fellowmen and to God. Through the academic curriculum, recreational programs, social service clubs, counseling services, and religious activities, students have opportunities to be directed toward these goals, and since education is never completed, the total program of Houston Baptist University exists to give students and faculty the incentive for continuing development

## NATURE

The Preamble to the By-Laws as stated below prescribes the distinctive nature of the institution:

The Houston Baptist University is a Christian liberal arts university dedicated to the development of moral character, the enrichment of spiritual lives, and the perpetuation of growth in Christian ideals. Founded under the providence of God and with the conviction that there is a need for a university in this community that will train the minds, develop the moral character and enrich the spiritual lives of all people who may come within the ambit of its influence, HOUSTON BAPTIST UNIVERSITY shall stand as a witness for Jesus Christ expressed directly through its administration, faculty and students. To assure the perpetuation of these basic concepts of its founders it is resolved that all those who become associated with Houston Baptist University as a trustee, officer, member of the faculty or of the staff, must believe in the divine inspiration of the Bible, both the Old Testament and New Testament, that man was directly created by God, the virgin birth of Jesus Christ, our Lord and Saviour, as the Son of God, that He died for the sins of all men and thereafter arose from the grave, that by repentance and the acceptance of and belief in Him, by the grace of God, the individual is saved from eternal damnation and receives eternal life in the presence of God; and it is further resolved that the ultimate teachings in this University shall never be inconsistent with the above principles.

## THE LIBERAL ARTS PROGRAM

The Christian liberal arts program has at its foundation the conviction that all worthy vocations are built on a basis of service to mankind. It is a program which seeks to liberate both faculty members and students from the limitations of opportunity and outlook, increase their awareness of self and environment, sharpen their capacity for critical and creative thought, and equip them to meet the demands of

intelligent citizenship in a rapidly changing and complex society. It is a program designed to produce general resourcefulness, leadership, ability to solve problems in various situations, and a capacity for happy and successful living. Its elements embrace enduring values and its methods promote the continuation of independent study, to the end that one may enjoy a lifetime of intellectual adventure.

Although vocational preparation is not its primary objective, the liberal arts program is intensely practical because the best job insurance in our rapidly changing society is not narrow training in specific skills but broad training in general abilities. There is an ever increasing demand for those with such training to fill executive and leadership positions in business and in the professions. Immediately following graduation many enter positions in teaching, business, recreation, public relations, public administration and government.

A high percent of liberal arts graduates continue in graduate professional schools to pursue careers in law, medicine, psychiatry, scientific research, hospital administration, dentistry, theology, social work, journalism, college teaching, engineering, and many other professions. Such professional schools strongly endorse the liberal arts experience as the best possible foundation on which to build a successful career. Houston Baptist University is designed to provide this opportunity to capable students in its area of service.

## THE CAMPUS PLAN

The campus of the Houston Baptist University consists of 158 acres in southwest Houston at the intersection of the Southwest Freeway and Fondren Road. It is planned to reflect that unity of knowledge which is the essence of a liberal education. It is a tightly organized series of buildings surrounding a mall beginning at the east with the Atwood Theology

Building and ending at the west with the Physical Education Center and flanked by the Moody Library, Cullen Science Center, Mabree Teaching Theater, Student Center, administrative offices and classrooms for the various academic disciplines. Later a chapel, a large auditorium, and a fine arts center will become a part of this complex of buildings. Concentrically related to this complex are the complementary facilities for residence, athletics and recreation. It is so organized as to cause the constant intermingling of teachers and students from the various fields, thereby preventing the arid experience of isolation.

## ACCREDITATION

Houston Baptist University is fully accredited by the Southern Association of Colleges and Schools. It also holds full membership in the Association of Texas Colleges and Universities and is approved by the Texas Education

Agency for the preparation of teachers for the public elementary and secondary schools. Its baccalaureate degree program in nursing is approved by the National League for Nursing and the State Board of Nurse Examiners. The University is also accredited by the National Council on Social Work Education. Its academic and professional status is further attested by its election to membership in the American Association of Colleges for Teacher Education, the College Entrance Examination Board, and the American Council on Education. Its graduates are demonstrating their competence in graduate and professional schools.



# Campus Life

## STUDENT CENTER

The M. D. Anderson Student Center is the focal point of student life on the campus. It is here the student meets friends, has pep rallies, enjoys seasonal traditional banquets and receptions, and entertains guests.

A bookstore stocked with the necessary items for university work, as well as an abundance of goods which make the life of a student more enjoyable, is an integral part of the Student Center.

A university cafeteria is located opposite the bookstore and offers a variety of well-prepared meals, carefully planned by professional dietitians for faculty, students and guests. In addition, convenient snack facilities are provided for on-the-run meals and after-hours appetites. There are monthly "specials" in the cafeteria: steak or shrimp nights and seasonal buffets. All food and bookstore prices are maintained at moderate levels for the maximum benefit of the Houston Baptist University student.

## STUDENT GOVERNMENT

The first student body wrote and adopted a "Constitution of the Student Association of Houston Baptist University." It was adopted October 18, 1963. The constitution of the Student Association of Houston Baptist University became fully operative in 1966-67 with all four undergraduate classes organized. Student government at Houston Baptist University is exercised through the Student Association. All full-time students (8 semester hours or more) become members of this Association upon registering. Each spring officers of the Association are elected for the following year. The legislative body is the Student Senate, which is composed of representative students from all divisions of the University. Student officers serve as the spokesmen for the student body and seek "to foster the recognition of privileges and responsibilities of the students of the college community."

## COUNSELING CENTER

The Houston Baptist University Counseling Center is a guidance program with the needs of the individual as its focus. The center provides the student an opportunity to obtain help in problem solving, personal planning and decision making. Education and vocational planning as well as personal and interpersonal growth are emphasized. The center is open from 9:00 a.m. until 3:00 p.m. Monday through Friday on those days school is in session. Vocational materials may be examined in the waiting area while the center is open.

Group and individual counseling facilities are available although typically a student is seen in individual counseling. Individual and group tests are available to provide the student with additional objective information about himself to facilitate his decisions and maturation. Services are free of charge to Houston Baptist students. When vocational testing instruments with computer scored answer sheets are used, they will be paid for by the individual.

## STUDENT ORGANIZATIONS

The following groups are recognized on campus.

- Alpha Chi
- Alpha Delta Mu
- Alpha Mu Gamma
- Alpha Epsilon Delta
- Alpha Pi Kappa
- Alpha Tau Omega
- Art Guild
- Association of Women Students
- Bilingual Education Student Organization
- Christian Life on Campus
- Coreons
- El Circulo Hispanico
- Fellowship of Christian Athletes
- Gallery Theatre Players
- Gymnastics Booster Club

Interfraternity Council  
 International Friends  
 Juggling Club  
 Kappa Alpha  
 Kappa Delta  
 Le Cercle Francais  
 Mass Media Association  
 Mu Epsilon Delta  
 Music Educators National Conference  
 Nursing Honor Society  
 Nursing Students Association  
 Omicron Delta Kappa  
 Panhellenic Association  
 Phi Epsilon Mu  
 Phi Mu  
 Phi Mu Alpha  
 Pre-Law Society  
 Pre-Nursing Student Association  
 Psi Chi  
 Sigma Alpha Iota  
 Sigma Tau Delta  
 Soccer Booster Club  
 Social Work Students Organization  
 Society for Advancement of  
     Management  
 Student Education Association  
 Student Senate  
 Women's Residence Hall Council

The inauguration of local groups and of chapters of national societies and organizations in promotion of the curriculum is assisted by the university as a valuable adjunct to the instructional program

## RESIDENCE LIFE

There are two residence halls, one for men and one for women. These residence halls incorporate the finest in student accommodations. The residence halls are completely air conditioned, and each suite features wall-to-wall carpeting. In the dormitories there are suites of four rooms grouped around a comfortable common living room. Each pair of rooms has its own bath facility, and each room has its own lavatory. Other facilities include lobby, recreation, refreshment kitchen, and library areas. Residents may have a private telephone installed at their own expense. Each

dormitory houses 120 students. All facilities are purposely designed to promote the educational process and the social life of the student. Costs for room and board are \$555.00 per quarter plus sales tax on food. There are two students in each room. If a student requests a private room there will be a double charge.

## RELIGIOUS LIFE

The Christian Life on Campus (C.L.C.) is the branch of the Student Association which is responsible for the coordination of religious activities. The Executive Council is composed of students elected by their peers in the spring of each year. The officers of the Executive Council plan and carry out a program of religious activities including Bible study, evangelism, worship, prayer, mission involvement, Christian citizenship training, retreats, participation in the Baptist Student Union programs, etc. The program of Christian Life on Campus is Christ-centered, church-related, and student-led. Twice during the school year special emphasis weeks are promoted whereby the challenge of Christian discipleship is presented to all students. Weekly chapel programs and the commitment of a dedicated Christian faculty and staff enhance the religious life of the campus and provide for an atmosphere conducive to spiritual growth.

## HOUSING REGULATIONS

All unmarried students, except Houston residents living at home or with immediate relatives and those who commute from their homes, are required to live in university housing as long as space is available. When dormitory space is filled, students may be permitted to live in approved off-campus housing. Students living off campus with approval of parents and the Vice President for Student Affairs accept the same obligations regarding university regulations and policies as students residing in university dormitories.

All living arrangements for students, regardless of age, classification, marital status or home address, will be reviewed each quarter. Final approval for housing will be made by the Housing Board through the Vice President for Student Affairs or Associate for Student Affairs. No registration will be initiated until housing has been approved.

## STUDENT CONDUCT

All Houston Baptist University students are familiar enough with the ordinary conventions of society governing the proper conduct of Christian ladies and gentlemen. Therefore, the university administration feels it need not delineate many definite disciplinary regulations, but reserves the right to dismiss a student at any time for cause deemed by the university administration to justify suspension or expulsion.

It is stressed that all local, state and federal laws are supported by the institution, and violators of these laws may be disciplined by civil authorities and/or university officials. Being a student does not exempt a student from being a law abiding citizen or from conducting himself as a responsible person. Disciplinary action procedures may involve the following:

**Vice President for Student Affairs—**Students adjudged guilty of a breach of proper conduct may be assessed disciplinary action by the Vice President for Student Affairs or Associate for Student Affairs. The student is immediately informed of the action according to due process. He may appeal this action to the Committee on Student Conduct.

**Student Court—**With a few exceptions, the Student Court has original jurisdiction in cases referred to the Student Court by the Vice President for Student Affairs involving general student discipline and honor. Appeals of any Student Court recommendations may be made to the Committee on Student Conduct by the student involved or by the Vice President or Associate for Student Affairs. The

Student Court has appellate jurisdiction over any lesser student courts that it authorizes. Written reports of all Student Court recommendations are submitted to the Student Association President, then to the Vice President or Associate for Student Affairs.

**Committee on Student Conduct —**Students guilty of overt actions or repeated offenses meriting probation may be reported to the Committee on Student Conduct for disciplinary action. Committee action becomes a part of the student's permanent record. Normally the written report of conduct resulting in probation remains in the files of the Vice President for Student Affairs. However, if the student is placed on strict disciplinary probation, action by the Committee on Student Conduct may become a part of the student's permanent record in the Office of the Registrar. The Committee on Student Conduct may: (1) confirm the action of the Vice President for Student Affairs or Associate for Student Affairs, (2) confirm the recommendation of the Student Court for disciplinary action, (3) recommend to the President suspension of the student for a definite period, and (4) recommend to the President suspension of the student indefinitely.

**Reinstatement —**A student placed under disciplinary suspension must be reinstated by action of the Committee on Student Conduct. A student may apply for readmission to the university only after this action has been certified to the Committee on Admissions by the Vice President for Student Affairs or Associate for Student Affairs.

During a period of disciplinary probation, a student is not eligible to represent the university.

Due process for handling conduct situations is explained in detail in the Houston Baptist University Student Handbook.



## **STUDENT INSURANCE**

It is recommended that each student be insured under an accident and sickness insurance program. The university accident and insurance plan is administered by the Texas Student Health Plan. The policy covers a full twelve months, offers a choice of three plans and contains liberal coverage for emergencies and hospitalization. Details of coverage are available at the Student Affairs Office.

## **ATHLETIC PROGRAM**

The university is a member of the NCAA and AIAW and participates in basketball, tennis, golf, track, soccer and gymnastics in intercollegiate competition.

A strong program in intramurals is offered and enjoyed by the total population of the university.

The beautiful and adequate Frank and Lucile Sharp Physical Education Building contains courts, offices and other facilities for the Physical Education Department.

## **TRANSPORTATION**

City bus routes are on Fondren Road, the east boundary of the campus, and Beechnut Street at the south side, where dormitories and apartments are located. Student operated automobiles properly registered with the university are permitted, and ample convenient parking areas are provided.

The relative positions of the several buildings were planned to provide access in walking from building to building, from dormitory to classroom or to Student Center, and from the parking lots to any campus unit.



# Admissions

Admission to Houston Baptist University is open to students of all creeds and faiths and is based on the criteria listed below. A personal interview is not required but is recommended so the student may gain a better insight into the academic program offered. Information regarding admission to the university and all necessary forms for admission may be obtained by contacting the Student Development Office, Houston Baptist University, 7502 Fondren Road, Houston, Texas 77074, telephone number (713) 774-7661.

Admission to Houston Baptist University, regardless of the college or program in which enrollment is intended constitutes academic admission only. Admission to a particular program of study is a separate procedure. Please refer to the Bulletin of Information for specific requirements.

## FRESHMAN STUDENT ADMISSION

Applicants to the freshman class must submit the following credentials:

1. Application for Admission must be completed and returned to the Student Development Office along with a \$15.00 non-refundable fee.
2. An applicant is considered for admission if he has graduated from an accredited high school and has an acceptable total score on the Scholastic Aptitude Test of the College Entrance Examination Board or composite score on the American College Testing Program in relation to his rank in class.

Rank	Total SAT score	Composite ACT score
First Quarter	800	18
Second Quarter	800	18
Third Quarter	850	19
Fourth Quarter	900	20

3. It is the responsibility of the applicant to have his official high school record and official test scores sent to the Student Development Office. An applicant who graduated more than five years ago does not need to submit an SAT or ACT score.

4. Any student who has not completed three (3) years of high school within the continental United States may, at the discretion of the Admissions Committee, be required to submit an acceptable score on the TOEFL or its equivalent. Ordinarily such a student who fails to score SAT 400 verbal or ACT 18 will be required to submit further evidence of language proficiency.

5. It is the responsibility of the applicant to have all official transcripts from institutions outside the United States sent to the Credentials Evaluation Service, P.O. Box 24679, Los Angeles, California 90024, for evaluation. A copy of the results should be sent directly to Houston Baptist University from the evaluation service.

Where the above criteria are not met, strong consideration will be given to the academic performance of the final year.

## Special Programs

1. *Early Admission*—A limited number of selected students with outstanding academic records are, by special arrangement with their high schools, admitted at the end of the junior year. Students interested in this program should consult the Student Development Office during their junior year.
2. *Early Bird Program*—Selected students with outstanding academic records are eligible to enroll for the summer quarter between the junior and senior years of high school. Students interested in the program should consult the Student Development Office during their junior year.

3. **High School Equivalency**—A student who has demonstrated satisfactory performance in the General Educational Development Testing Program (GED) that meets standards prescribed by the Texas Education Agency may be admitted to Houston Baptist University.

4. **Conditional Admission**—Conditional admission serves as an alternative way for students who lack one or more of the entrance requirements to qualify for admission to the university. It is of greatest benefit to those students who have never taken the SAT or ACT college entrance tests, or who have not completed a college preparatory program. Conditional students may enroll for no more than ten semester hours per quarter. Upon completing the 30 semester hours of credit listed below with a 1.8 grade point average or better, freshman students are offered unconditional status. Conditional students who maintain a grade point average of 2.5 or better may file a request in the Registrar's Office that their status be changed prior to accumulating the 30 semester hour credit. The required courses are as follows:

English 1313, 1323—	
Composition and	
Literature .....	6 hours
Christianity 1313, 1323—Old	
and New Testaments .....	6 hours
*Social Science .....	6 hours
Smith College	
General	
Requirements .....	6 hours
Elective .....	6 hours
Total .....	30 hours

\*These 6 semester hours must include 3 semester hours in The American Economic System 1301 and 3 semester hours in American and Texas Government 2313, or 6 semester hours in The United States History 2313, 2323.

## TRANSIENT STUDENT ADMISSION

Transient students must file a complete application and furnish Houston Baptist University with an official letter of good standing from the last college attended. Hours earned by a transient student are transferred only to the sponsoring institution. If a transient student decides to continue at Houston Baptist University, he must complete all of the transfer procedures as outlined under transfer student admission and be approved for admission.

## FORMER STUDENT ADMISSION

Any student who was not enrolled during the preceding quarter, excluding the summer quarter, must submit to the Student Development Office an application for re-entry (no application fee required). If the student attended another college or university during his absence, he must submit an official copy of all academic work attempted during his absence from Houston Baptist University.

## TRANSFER STUDENT ADMISSION

A student applying for admission as a transfer student from another accredited college or university must submit the following credentials:

1. **Application for Admission**—An application must be completed and returned to the Student Development Office along with a \$15.00 non-refundable fee.
2. **College transcript**—An official transcript(s) from all colleges or universities attended must be sent directly from the college(s) to the Student Development Office. Failure to provide this academic information from all colleges or universities will result in suspension from the university.

Transferred grades below "C" are not applied toward a degree at Houston Baptist University. The cumulative grade point average for transfer students should be as follows:

0-22 hours.....	1.60
23-44 hours.....	1.75
45-66 hours.....	1.90
67 and above hours .....	2.00

3. High School Transcript—An official school transcript must be submitted if the applicant has fewer than 30 semester hours of college work.

Any student who has not completed three (3) years of high school within the continental United States may, at the discretion of the Admissions Committee, be required to submit an acceptable score on the TOEFL or its equivalent. Ordinarily such a student who fails to score SAT 400 verbal or ACT 18 will be required to submit further evidence of language proficiency.

It is the responsibility of the applicant to have all official transcripts from institutions outside the United States sent to the Credentials Evaluation Service, P.O. Box 24679, Los Angeles, California 90024, for evaluation. A copy of the results should be sent directly to Houston Baptist University from the evaluation service.

4. College Board Score—An official SAT or ACT test score must be submitted if the applicant has fewer than 12 semester hours of college credit.

## **SPECIAL STUDENT ADMISSION**

A student over 21 years of age, with demonstrated ability to do acceptable university work, but indicating by signed statement that he is not interested in following a degree program, may be admitted to the University upon receipt of the required credentials listed under the appropriate section which applies to his admission.

## **NON-CREDIT ADMISSION (AUDITING)**

A student wishing to audit a class must submit a completed application and must fulfill the appropriate admissions requirements. No credit will be awarded, but records of the student's matriculation are kept. Fees are the same as those required for registration for credit.

## **INTERNATIONAL STUDENT ADMISSION**

An international student is defined as any student attending the university on a student visa issued by the United States government.

As a matter of policy regarding undergraduate admissions, the university gives priority to the enrollment of international students seeking a first baccalaureate degree. For post-baccalaureate applicants, specific reasons must be given in the application for the student's interest in attending this university and must designate the specific programs to be pursued.

The university will give consideration to the application of international students seeking to transfer to the university, but the application must indicate specific and valid reasons the student seeks admission.

International students seeking admission should apply and submit all test scores and transcripts to the Student Development Office at least 60 days prior to registration of the quarter they plan to attend. Immigration papers for student visas cannot be issued by the university until all credentials have been received and the student accepted for admission. No conditional or temporary admission is ever granted to international students.

The international student must submit the following credentials:

1. Application for Admission—An application must be completed and returned to the Student Development Office along with a \$15.00 (U.S.) non-refundable fee.

2. **Secondary School Record**—An official transcript showing graduation from a secondary school or its equivalent must be submitted to Houston Baptist University. In addition to this, it is the responsibility of the applicant to have all transcripts, certificates or diplomas from institutions outside the United States sent to the Credentials Evaluation Service, P.O. Box 24679, Los Angeles, California 90024, for evaluation. A copy of the results should be sent directly to Houston Baptist University from the evaluation service.

3. **Entrance Examination**—A score of 500 or greater on the Test of English as a Foreign Language (TOEFL) is required of all international students. In lieu of the TOEFL, a total score of 800 on the SAT, with a minimum score of 400 on the verbal section is required.\*

\*The university reserves the right to validate any TOEFL or SAT score by administering a similar examination after the student's arrival on campus.

4. **College Transcript**—If the applicant has attended a college or university, he must submit an officially certified and English translated transcript of each college or university attended to Houston Baptist University. The student must have a minimum of 2.0 on a 4.0 scale from all undergraduate work. In addition to this, it is the responsibility of the applicant to have all transcripts from institutions outside the United States sent to the Credentials Evaluation Service, P.O. Box 24679, Los Angeles, California 90024, for evaluation. A copy of the results should be sent directly to Houston Baptist University from the evaluation service.

5. **Financial Responsibility**—A statement of financial responsibility from the applicant's parents or guardians covering the

cost of tuition, fees, room and board, books and supplies for the academic year must be on file before the application is considered.

After the international student has been admitted to the university, he must deposit \$800.00 (U.S.) to cover tuition for the first quarter he is in attendance. Additional expenses for room and board and for fees are payable upon registration. Thereafter, the international student's account for tuition, fees, room and board are payable by the quarter upon registration.

## **POST BACCALAUREATE STUDENT ADMISSION**

A post baccalaureate student is one who has earned one or more degrees and who is enrolled for credit that will not be applied to a graduate degree. A student may be admitted upon receipt of the required credentials listed under "Transfer Student Admission."

## **ADDITIONAL REQUIRED MATERIALS**

After a student has been admitted to Houston Baptist University, the following credentials must be submitted prior to registration:

1. **Health Form**—A Student Health Record properly filled in by a physician is required of all students. This form should be on file with the Student Health Service prior to registration.
2. **Tuition Deposit**—The applicant will be notified promptly of acceptance. A \$25.00 nonrefundable deposit is then required. This should be submitted to the Student Development Office within two weeks of notification. This deposit will apply on the first quarter's tuition.
3. **All housing requests** should be directed to the Office of Student Affairs. A deposit of \$25.00 should accompany all housing applications.

# FINANCIAL AFFAIRS

Houston Baptist University is a non-profit educational institution and receives contributions from the Baptist General Convention of Texas and from Baptist churches, gifts from the local business community, and gifts from interested individuals and foundations. The tuition and fees paid by the students cover only fifty per cent of the instructional and operating costs of the university. Therefore, each student at Houston Baptist University has a grant-in-aid that is equal to approximately one half of the total actual costs.

## TUITION AND FEES

Application Fee—	
non-refundable .....	\$ 15.00
Tuition deposit—	
non-refundable .....	25.00
Matriculation fee—	
annually .....	30.00
Convocation fee—	
per quarter .....	6.00
College Level Examination	
Program fee .....	50.00
Recording fee for Advanced	
Placement credit—	
per semester hour .....	5.00
Tuition	
per semester hour .....	100.00
Applied music fee—per quarter	
One 30-minute lesson	
per week .....	120.00
Two 30-minute lessons	
per week .....	240.00
Late registration fee—after	
registration day .....	25.00
Change of schedule fee .....	5.00
Graduation fee .....	35.00

## DORMITORIES

Dormitories are available for both men and women. Room and board is \$571.80 per quarter. A refundable deposit of \$25.00 is required of dormitory students. University apartments are available for married students.

## ESTIMATE OF EXPENSES PER QUARTER (Based on average class load of 11 sem. hrs.)

	<i>Resident</i>	<i>Commuter</i>
Tuition	\$ 1100.00	\$ 1100.00
Room and Board—		
15 meals per week .....	571.80	
	\$ 1671.80	\$ 1100.00

## PAYMENT OF ACCOUNTS

Student accounts for tuition and fees are due and payable by the quarter upon registration. Board and room charges may be paid on a monthly basis. Registration is NOT complete until a student has completed financial clearance in the Business Office. A Late Fee of \$25.00 is assessed for students who clear the Business Office after Registration Day.

Arrangements for loans or other financial aid should be made prior to registration. Financial Aid **MUST** be credited in the Financial Aid Office by Registration Day.

## REFUND POLICY

The university plans its expenditure for the year based on the anticipated attendance of students who have been accepted for registration by the Committee on Admissions. Its instructional and operating costs are not reduced by the withdrawal of a student after a quarter has begun. There may be a full refund of tuition and fees during the first week of school (except Application Fee and non-refundable tuition deposit). Upon official withdrawal a pro-rata refund of tuition will be made for the first 25 percent of the quarter. Afterwards, there is no refund except that any student forced to withdraw by circumstances beyond his control may apply to the Business Manager for a partial refund.

## **FINANCIAL AID**

The financial aid policy of the university is to meet the financial needs of all qualified students through the use of one or more of the programs listed below. Financial need is determined from the report of the College Scholarship Service. A Financial Aid Transcript is required of all transferring students.

Each applicant for aid should submit the Financial Aid Form to the College Scholarship Service at the address indicated on the form. This form may be obtained from high school counselors or the Financial Aid Office at Houston Baptist University.

In addition an Application for Financial Aid and all other forms should be filed with the Financial Aid Office by May 1. A plan of aid will then be prepared to meet the needs of each student. The "package" may include several kinds of assistance but in no circumstance will more than one type of institutional grant or scholarship be awarded.

### **Academic Scholarships**

These scholarships are awarded on past academic achievement. Eligibility for these scholarships include: pre-freshman, graduate in top 5% of class, score 1000 on SAT or 23 on ACT. Transfer students must have a cumulative GPA of 3.5.

### **Full Tuition Endowed Academic Scholarships**

A limited number of fully endowed tuition scholarships are available for high school seniors or college transfer students who have demonstrated superior academic achievement and leadership ability. Application should be made in January for the following academic year. For complete information contact the Director of Student Development.

### **Grants-in-Aid**

These grants are made to students who do not academically qualify for scholarships but who can contribute special abilities in areas of Athletics, Debate, Drama, and Music.

## **Tuition Equalization Grants**

The purpose of this program is to encourage students to attend the university of their choice without cost as a major consideration. To be eligible for a Texas Tuition Equalization Grant, a person must (1) be a Texas resident; (2) be enrolled as a full-time student; (3) establish financial need; (4) not be a recipient of any form of athletic scholarship; (5) not be enrolled in a religious or theological degree program.

### **Basic Educational Opportunity Grants**

Range: \$200-\$1800

Eligibility Requirements:

- (1) Demonstrate financial need.
  - (2) Be a U.S. citizen
  - (3) Not have a Bachelor's degree.
- Application may be obtained from high school counselor or from the office of financial aid.

### **Supplemental Educational Opportunity Grants**

Supplementary Educational Opportunity Grants from the Federal Government are available to aid academically qualified students who meet the financial need criteria specified by the government. The Financial Aid Form must be filed.

### **Nursing Scholarships**

These scholarships are granted to students majoring in nursing and demonstrating a financial need. Students applying for this assistance should file the Financial Aid Form. The funds for Nursing Scholarships are provided by the Federal Government, Houston Endowment, foundations, and interested individuals.

### **Ministerial Aid**

Financial aid for church-vocations students will be awarded according to the following formula:

- (1) Southern Baptist students committed to a preaching ministry may receive \$10 per semester hour from the Baptist General Convention of Texas plus up to \$20 per semester hour from Houston Baptist University.

(2) Southern Baptist students committed to or considering a non-preaching ministry may receive up to \$30 per semester hour from Houston Baptist University.

(3) Ministerial scholarships and Church Related Vocation Scholarships will be awarded upon recommendation of the Associate for Religious Activities and Student Affairs.

### **Work-Study Program**

Eligible students may participate in the Federal Work-Study Program. Campus jobs and related project jobs are available for a maximum of 20 hours per week.

### **Off-Campus Employment**

A service is available to assist students in finding part-time jobs off campus. Students interested in such employment should contact the Financial Aid Office in person.

### **Educational Loans**

Houston Baptist University participates in the National Direct Student Loan, Nursing Student Loan and the Federally Insured Student Loan

programs. All of these loans are low interest, long repayment educational loans. Financial need is one of the criteria for the National Direct Student Loan and the Nursing Student Loan. Application should be made well in advance of registration.

### **Veterans Benefits**

Houston Baptist University is approved for veterans benefits. Contact the VA Representative in the Registrar's Office for specific details.

### **Bilingual Education Scholarships**

These scholarships are granted to students who are preparing to teach in the bilingual classroom. The scholarships provide for full tuition, books and fees. To apply for the scholarship, students should be native speakers of Spanish or have the equivalent of three to four years of recent high school Spanish. Students should be genuinely interested in becoming bilingual teachers, as they will major in education and bilingual education. Interested students should contact the Director of Bilingual Education.





# Academic Policies

## Undergraduate Program

The university operates on a semester hour basis with a quarter calendar as indicated by the official calendar which appears at the front of this bulletin, and academic policies explained here conform to that pattern.

### STUDENT RESPONSIBILITY

Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees.

### CLASSIFICATION OF STUDENTS

<i>Freshman:</i>	Less than 32 semester hours of credit
<i>Sophomore:</i>	At least 32 and not more than 63 semester hours
<i>Junior:</i>	At least 64 semester hours, and an approved degree plan on file with the Registrar
<i>Senior:</i>	At least 96 semester hours and a 2.00 scholastic standing or above
<i>Special:</i>	A student over 21 years of age, with demonstrated ability to do acceptable university work, but indicating by signed statement that he is not interested in following a degree program
<i>Part-Time Student:</i>	One registered for less than 8 semester hours in a regular quarter

### COURSE NUMBERS

The courses of instruction are numbered in such a way as to reveal at a glance the intended level of the course and the number of semester

hours to be earned by taking the course. The first digit denotes the level or the year in which the course is usually taken: 1—freshman; 2—sophomore; 3—junior; 4—senior; 5—post-graduate or graduate; 6, 7, and 8—graduate. The second digit indicates the semester hour value of the course. The third and fourth digits indicate the departmental sequencing of the course. The student must designate at registration the way he wants the credit recorded and may not change this after registration for that term is closed.

Courses listed on the same line and having the same description are sequence courses. If the numbers are separated by a hyphen, both must be successfully completed before a student may receive credit in either. If the numbers are separated by a comma, it is strongly recommended that both be completed in order to receive credit in either.

### THE GRADING SYSTEM AND QUALITY POINTS

To record the level of student achievement and stimulate quality work, the university system of grading is expressed in letters and quality points as indicated below:

- A— for excellent work — 4 quality points per semester hour
- B— for above average work — 3 quality points per semester hour
- C— for average work — 2 quality points per semester hour
- D— for below average work — 1 quality point per semester hour
- IS— for satisfactory progress, work incomplete — 0 quality points and 0 semester hours — becomes "F" if not completed within one year
- F— for unsatisfactory work — 0 quality points and hours attempted, no credit

IU— for unsatisfactory progress, work incomplete — 0 quality points and hours attempted — becomes “F” if not completed and satisfactory grade obtained within one year

P— for pass-fail courses — described below

W— for withdrawal within first four weeks of the quarter — after four weeks and through the eighth week a “WP” or “WF” will be recorded to indicate student performance during the period enrolled, and hours attempted will be included in calculation of scholastic standing — withdrawal after the eighth week cannot be approved and a grade of “F” is automatically recorded

X— for courses audited — no quality points and no hours attempted

## PASS-FAIL COURSES

Houston Baptist University students may register for one elective course each quarter on a pass-fail basis. Such an option is offered to encourage students to broaden their educational contacts through participation in courses outside their major fields without fear of competition with students who have more extensive experience in the selected area. This option will not apply to courses required by the university for a degree. Also, courses taken on this basis are not to be used as a part of a major. They are to enable a student to explore an area of interest and to give breadth to his university experience. The hours earned in pass-fail courses are counted in the total required for a degree, but do not affect the scholastic standing of the student. Courses taken on this basis are counted as a part of the student load for the term, and the type of registration elected for any course may not be changed after the last date to register as posted in the class schedule. These courses are designated at registration by a “P/F”

following the course number. This option will not apply to courses required by the university for a degree except in the case of physical education. Please see paragraph below.

Required activity courses in physical education are usually graded on a pass-fail basis (as are all courses in which attendance is the only criterion for assigning grades), but a student may choose to receive an “alpha” grade by so designating at registration.

## FINAL EXAMINATIONS

Final examinations are required in all courses and must be taken as scheduled. By faculty action a graduating senior may, for courses taken in the last quarter for which he is registered, have the option of either taking a final examination or accepting the grade assigned by the teacher on the basis of work completed in the course. If the student elects to take a final examination, it must be completed and the final grade reported at the time required by the Registrar for the processing of grades for graduation.

## SCHOLASTIC STANDING

A cumulative record of the quality point standing of each student will be maintained, and those failing to achieve acceptable minimums will be placed on academic probation for one quarter and their enrollment terminated at the end of the quarter if satisfactory progress is not made. The grade point average on which this action is based is determined by dividing the number of grade points earned at Houston Baptist University by the number of semester hours attempted at Houston Baptist University, with repeated courses considered only once in the calculation. A student dropped from enrollment because of scholastic deficiencies may apply for readmission, to the Committee on Admissions, after the end of the suspension period.

A student must attain the following cumulative scholastic levels:

0-22 hours .....	1.60
23-44 hours .....	1.75

45-66 hours .....	1.90
67 hours and above .....	2.00

Each student failing to earn the standing designated above will be placed on academic probation and removed from the list of degree candidates until the appropriate cumulative standing is attained.

First time freshmen students failing to attain the cumulative scholastic standing of 1.60 at the end of their first and/or second quarter(s) will be placed on "Academic Warning" for the ensuing quarter, and notification of this action will be sent to his faculty adviser. Transfer freshmen students failing to attain the minimum 1.60 during their first quarter will be placed on "Academic Warning" for the ensuing quarter. Each other student failing to earn the standing designated above will be placed on academic probation and removed from the list of degree candidates until the appropriate cumulative standing is attained. No student may register as a senior or be considered as a candidate for a degree who does not have a 2.00 cumulative standing. A student must maintain the cumulative academic standing specified for his classification to be eligible to represent the university.

A student on academic probation must earn a 2.00 standing in the current quarter to be eligible to continue in enrollment beyond that quarter. Each student failing to attain this standing will be suspended and may not apply for readmission until at least one full quarter has passed. Removal from academic probation requires a 2.00 average. A student readmitted by the Admissions Committee after a period of academic suspension and not attaining a 2.00 will be suspended and not allowed to apply for readmission in less than one calendar year from his last period of enrollment. Readmission must be approved by the Admissions Committee. Readmission is not guaranteed by the Admissions Committee after a student is suspended. A third academic suspension shall be permanent.

## DEGREES WITH DISTINCTION

Honors at graduation are awarded to students who have completed a minimum of 64 semester hours in residence at Houston Baptist University and earned an appropriate number of quality points to be eligible for the honors indicated. An average standing of 3.5 entitles the student to graduate *cum laude*; 3.7 *magna cum laude*; 3.9 *summa cum laude*.

## ATTENDANCE REGULATIONS

Regular and punctual attendance is essential to successful achievement. Each student is responsible for all work from the first day of class and must make satisfactory arrangements with his teacher regarding any absence. Faculty members will maintain a complete and accurate record on the attendance of each student and report to the student and his adviser whenever irregular attendance is endangering the student's status in the class. If the irregularity persists, the student may be dropped from the enrollment by the Vice President for Student Affairs on recommendation from the instructor in the course and the student's adviser.

Absences due to university activities may be approved in advance for students in good standing only, by the Vice President for Student Affairs on recommendation of the faculty sponsor. This recommendation must be accompanied by a list of those involved and include full information regarding the nature and extent of the activity. These approved lists will be circulated to faculty members and administrative officers in advance so that proper adjustments may be made and full advantage of the activity gained. The individual student is responsible for making up any work missed regardless of the reason for the absence.

In order to be eligible to receive credit in any course, a student must be present for at least two thirds of the class sessions, discussion group meetings and other scheduled activities related to that course. This limitation applies regardless of the ability of the student and the quality of the work he has done.

Students, faculty members, and administrative officers are required to attend official convocations of the university. All students are required to participate regularly in convocation.

## REGISTRATION

Registration will be conducted as scheduled in the University Calendar at the beginning of each term. Students in good standing and those approved for admission (see Admissions) will be eligible to participate. Insofar as it is possible, individual student schedules will have been predetermined through prior counseling and pre-registration, but all faculty members and administrative officers will be available to give additional guidance as needed. To become a member of any class and eligible for credit, the student must complete the registration procedure, including financial arrangements at the Business Office. Faculty members will receive their class lists from the Registrar after each name has been cleared by the Business Office. A late registration fee will be charged those failing to complete registration by the designated day. No student may register or enter a new class after the end of the first week in each quarter. The student must decide at registration the way he wants the credit recorded in a cross listed course and may not change this after registration for that term is closed.

A change in schedule after the day designated will involve the payment of a special fee and the approval of the change by the student's adviser and the instructor of each class involved. A form for this purpose will be provided by the Registrar and a signed copy returned to that office, with copies for the adviser and the Business Office.

## WITHDRAWAL PROCEDURE

A student who ceases to attend class should follow the prescribed withdrawal procedure to protect his status and leave himself in the best possible position with respect to future registration at this or another

university. Failure to do so may result in a lower scholastic standing and a greater financial loss. Proper forms and instructions to follow may be obtained from the Registrar.

A "Field of Interest" course or an elective may be dropped within the first eight weeks of the quarter on signed approval by the instructor and the student's adviser so long as the total load for that student remains 8 or more semester hours. No class may be dropped after the end of the eighth week in the quarter. To change to a load less than 8 semester hours, cease attendance altogether, or drop a required course requires the additional approval of the Vice President for Student Affairs. Grades assigned on withdrawal are determined by the "Grading System," described elsewhere in this Bulletin. Refunds, if due, will be made by the Business Office in accord with policies outlined in the financial section.

## ADMINISTRATIVE WITHDRAWAL OF A STUDENT

An instructor, with the approval of the dean of the college in which the course is taught and with the approval of the Vice President for Student Affairs, may administratively withdraw a student from a course. The administrative withdrawal of a student from a course may occur only through the last day for dropping a course with a grade of "W," usually the end of the fourth week of a fall, winter, or spring quarter, or the second week of the summer quarter. Instructors may withdraw a student only for the following reasons:

1. Excessive absences in the course from which the student is being withdrawn.
2. If the prerequisite or corequisites as listed in the current HBU Bulletin of Information for the course from which the student is being withdrawn have not been met.

3. Circumstances beyond the student's control (serious illness, accident, etc.) that will involve excessive absences in the course from which the student is being withdrawn.

The student is responsible for verifying with the Registrar's Office that an instructor has dropped him from a course. The form for this withdrawal may be obtained in the Registrar's Office.

## **OFFICIAL SUMMONS**

A student who neglects or disregards an official request for a conference with a faculty member or an administrative officer will be subject to immediate suspension. Such requests may be delivered in person, by telephone, or by first class mail.

## **COUNSELING AND GUIDANCE**

Guidance service for students at Houston Baptist University begins with the first contacts made with the prospective student. On the basis of the preparatory school grades, rank in class, scores on College Entrance Examination Board tests (or ACT tests), and information included in the Application for Admission, the student is first advised as to whether it appears he is suited to and likely to be happy in the program provided. For those approved for admission, this same information, supplemented by that gained from conferences, serves as a basis for preliminary classification and assignment.

## **ACADEMIC LOAD**

The minimum number of semester hours to complete a degree at Houston Baptist University (130) determines that a student must earn approximately 11 semester hours each quarter to make normal progress. In actual practice it is anticipated that a majority of those completing a degree will accumulate a number of hours beyond the minimum. This, then, presumes a normal load of 12 semester hours with an allowed maximum of 13 semester hours. Students registered for 8 or more semester hours in a regular quarter are considered to be full-time students.

## **MAJORS AND MINORS**

Since each graduate of Houston Baptist University will complete a major in each of two selected academic fields of interest, minors will not be recognized or indicated on student records. Not more than 36 semester hours in the same field may be counted as a part of a degree program.

## **DEAN'S LIST AND HONOR ROLL**

In order to encourage excellence in scholarship and give recognition to superior achievement, a Dean's List and an Honor Roll are released by the Registrar each quarter. Full-time students maintaining a quality point average at a level which, if continued, would make them eligible to graduate with honors (3.5 and above), are included on the Dean's List. Those completing a minimum of 8 semester hours with a standing of 3.25 through 3.499 comprise the Honor Roll.

Students registered for fewer than 8 semester hours and meeting any of the above standards are included on an Honorable Mention List.

## **TRANSFER CREDIT**

A student otherwise eligible to transfer to Houston Baptist University from another collegiate level institution may expect to receive as liberal an acceptance of his previous academic work as is consistent with regulations which must be observed among colleges and universities, and with the maintenance of a high quality level on this campus. In general, an official transcript from an accredited college or university is accepted and recorded as received, and the courses completed used to the fullest extent possible to apply toward a degree.

A transcript from a non-accredited institution can be validated and used in the same way only after the student has demonstrated by at least a quarter of full-time residence study on this campus his ability to succeed in a program such as is offered here and in advanced courses in his selected fields of interest. Credit from a

non-accredited institution may be accepted only upon approval of the Registrar prior to first matriculation at Houston Baptist University. A transcript from a non-accredited institution can be validated and used only after the student has completed the first 8 semester hours at Houston Baptist University with a minimum grade point average of 2.00.

A transfer student must meet the same scholastic standings as other full-time students. (See Page 17). A transfer student with fewer than 30 semester hours must submit a high school transcript and scores on SAT or ACT tests. No credit by correspondence and no course received in transfer with a grade of "D" will be counted toward a degree. Credit for extension courses may be applied toward degree requirements by petition and supporting evidence which establishes the equivalency of the extension work to that of the regular instructional program of the institution issuing the credit.

Students transferring to Houston Baptist University from other accredited colleges and universities will receive transfer credit for the Smith College of General Studies Bachelor of Arts foreign language requirement only if the language is offered at Houston Baptist University. This same restriction applies to credit by examination.

Students contemplating transient enrollment at any other institution must secure prior approval in writing from the Registrar at Houston Baptist University in order for credits to be accepted in transfer. Only credit from institutions listed in the current Directory of the National Center for Educational Statistics will be considered for transfer.

All grades earned remain a part of a student's permanent record.

## **ADVANCED STANDING**

High school graduates with strong academic records who have completed college level work while in high school may receive course credit in

appropriate fields of interest subjects at Houston Baptist University. To become eligible for this credit, an applicant must make a satisfactory score on the College Board Advanced Placement Examination in the subject in which credit is desired. Prospective students are encouraged to consult their high school counselors and arrange to take the Advanced Placement Examinations for which they are eligible in the spring prior to expected fall enrollment. These examinations are normally given once each year, usually in May. Complete information may be obtained by writing the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540.

All full-time entering students with fewer than 33 semester hours credit are invited to take the General Examinations of the College Level Examination Program of the College Board. A student at the 71st percentile or above shall be eligible to receive the following credit:

English 1313, 1323 — 6  
semester hours  
History 2313, 2323 — 6  
semester hours  
Mathematics 1303, 1313 — 6  
semester hours  
Natural Science 1414, 1424 —  
8 semester hours.

Examinations are available for those students wishing advanced standing in French, German and Spanish. The subject examinations in this same program and other approved examinations are available to students who have developed special abilities and would like to demonstrate eligibility for additional credit.

Students taking the American College Test (ACT) and earning very high standard scores may be awarded as much as 19 semester hours of college credit. The minimum acceptable ACT Standard Scores and the credit for which students shall be eligible for credit based on these scores are:

## **SUBJECTS**

English 1313  
English 1313, 1323  
Math 1313  
History 2313, 2323  
or  
Political Science &  
Economics  
Natural Science 1414

## **ACT STANDARD SCORES**

27 English  
30 English  
28 Mathematics  
29 Social Sciences  
31 Natural Science

An official copy of the student's ACT results must be on file with the University Registrar's Office in order for credit to be awarded.

## **ARMY ROTC CROSS- ENROLLMENT PROGRAM**

Although Houston Baptist University does not have an Army Reserve Officers Training Corps unit on campus, men and women students may participate in the program at Rice University. The cross-enrollment program is an arrangement between the student and the Military Science Department at Rice University. Academic credits are transferred to the student's records at Houston Baptist University. Underclassmen spend two hours in class and leadership lab a week. The Army ROTC prepares selected college students for positions of responsibility in the Active Army and its Reserve Components. It enables a student to earn a commission as an officer at the same time he earns an academic degree in a field of his choice. The ROTC program prepares the individual to pursue either a military or a civilian career. No tuition is charged for the courses, and students enrolled in the Advanced Course receive \$100 per month for the time they are studying in their junior and senior years. Veterans may enroll directly into the Advanced Course, and there is a two-year program for those students completing their second year of studies.

Interested students should contact the Army ROTC Unit, Rice University, Houston, Texas 77001 — (713-527-4956).

## **NAVAL RESERVE OFFICERS TRAINING CORPS**

Although Houston Baptist University does not have a Naval ROTC Unit on campus, qualified men and women may participate in the program at Rice University. The cross-enrollment program is an arrangement between the student and the Naval Science Department at Rice University.

There are four NROTC Programs which lead to a commission in the regular or reserve components of the Navy or Marine Corps:

1. A four-year Scholarship Program leading to a commission in the regular Navy or Marine Corps. This program provides all tuition, books, school fees and uniforms plus \$100 per month.
2. A four-year College Program which leads to a commission in the Naval or Marine Corps Reserve. All books and uniforms required for naval science courses are provided.
3. A two-year Scholarship Program covering juniors & seniors.
4. A two-year Nuclear Propulsion Candidate Scholarship Program which may lead to nuclear power training after graduation.

Interested students should contact the Naval ROTC Unit, Rice University, Houston, Tx. 77001 (713-527-4825).

## **MILITARY SERVICE CREDIT**

The recommendations of the American Council on Education will be followed in allowing eligible ex-service men and women college credit for satisfactory completion of formally organized service school programs. Courses taken through the United States Armed Forces Institute and other recognized military educational programs will be accepted when presented on official transcripts. All records of such training should be



submitted as a part of the student's initial admission data, with a request for allowance of credit thought to be due, so that advisers can help avoid duplication of this work in residence courses which would invalidate the service school credit. Before any such credit may be recorded as a part of the student's official record, however, the student must qualify as a resident student in good standing at this university. This may be done by completing a minimum of 8 semester hours of standard residence courses with a 2.00 ("C" average) scholastic standing or above. No credit will be allowed on the basis of the General Education Development tests (college level), and no credit in physical education is awarded for military service experience or training.

## **APPLICATION FOR DEGREE**

Each student must pay his graduation fee and file for graduation at least three quarters prior to the date he/she expects to graduate. The Application for Graduation Card will verify the name as it should appear on the diploma, the date the degree is expected, and the major fields of interest to be completed as a part of the degree requirements. The student will also be asked to confirm the fact that he expects to be present and participate in both the baccalaureate and the commencement exercises.

## **TRANSCRIPTS**

Official scholastic records will be maintained in perpetuity for each student who registers for credit at Houston Baptist University. These records are really the joint property of the student and the university and as such will be handled with customary care and confidence. Certified copies will be available to students and graduates. The first copy requested is furnished free of charge. Additional copies will be provided for a fee of \$1.00 each. To obtain this service, the person whose record is involved completes and signs a Transcript Request Card and leaves it with the

appropriate fee, if due, at the Records Office. Transcripts cannot be released until satisfactory arrangements have been made regarding all financial obligations to the university. It is a pleasure, however, to continue to serve former students and graduates in this important way through the years.

If a student questions any grade as recorded in the University Registrar's Office, the student has a period of five years beginning with the end of the term that the grade was awarded to challenge the accuracy of the grade. At the end of five years, the permanent record card will become the absolute record.

## **PRE-LAW SUGGESTED PROGRAM**

Students preparing to enter a law school should plan their programs with attention to educational breadth in fields of their choice. The opportunity to choose two majors will enable the prospective law school student to prepare himself more broadly than might usually be possible. Regardless of the choice of majors, an ability to use the English language is a requisite for a successful legal career. A broad acquaintance with history, an understanding of our social and governmental institutions, an appreciation of English literature and the classics, a knowledge of philosophy, economics and logic, together with a training in science and the scientific method, as well as basic speech courses and accounting, are all basic elements in laying a broad background for the law school. Suggested majors include: accounting, economics, English, history, management, political science, psychology, sociology and speech. Students interested in a pre-law program are encouraged to establish a relationship with one of the members of the pre-law committee for special advising in this area. In the spring quarter of the junior year students are advised to make preparations for the Law School Admissions Test and for compiling the information required by the Law School Data Assembly Service.

## **PRE-MED PROGRAM**

Beginning with the graduation of the first class in 1967, Houston Baptist University has enjoyed a high ratio of acceptances to all state medical and dental schools and Baylor College of Medicine. The careful counseling of individual pre-med, pre-dental students by members of the pre-professional advisory committee, coupled with proper guidance to preparing students for MCAT (Medical College Admission Test) and DAT (Dental Aptitude Test), has resulted in placing many students who received honors in professional schools. For detailed requirements, please see Pre-Med Program under "College of Science and Health Professions," Page 127.

## **EVENING PROGRAM**

In 1974 Houston Baptist University established a formal offering of courses which would allow a student to complete requirements for a degree by attending on a part-time, evening basis.

This expansion was made to provide the Houston Baptist University community area with work oriented service courses for degree completion, and with continuing education refresher courses.

## **INSURANCE**

Nursing students and International students are required to carry hospitalization insurance.

## **CONTRACT**

When a student is admitted to Houston Baptist University, a contract has been consummated between the student and the university. This contract commits the student to being responsible for knowing and abiding by all the rules and regulations of the university as published in this Bulletin of Information and the Student Handbook and for taking advantage of the educational opportunities provided by the university. The university is responsible for providing for the students the best educational opportunities of which it is capable.

As indicated above, students

applying for admission to Houston Baptist University must agree to abide by the policies and regulations established by the Board of Trustees, administration and faculty.

## **Research Center**

The Board of Trustees of Houston Baptist University authorized the establishment of the Research Center in 1968 because of increased interest in research and needs in the Houston community. The Research Center functions as an interdisciplinary organization, under the guidance of a Director and the Advisory Committee on Research.

The objectives of the Research Center are the following: (1) to assist the administration in communicating with the faculty regarding the availability of funds and plans for research, training institutes, and special projects; (2) to assist faculty members in the preparation of proposals; (3) to assist the faculty members and the administration in securing support for projects; and (4) to assist faculty members in conducting research projects, institutes, and other special projects.

The major function of Houston Baptist University is teaching; therefore, priority is given to proposals where faculty members involve students in projects. Projects which are interdisciplinary and directly related to the university curriculum are especially encouraged.



# THE ACADEMIC PROGRAM

The academic program of Houston Baptist University presents a highly coordinated sequential approach to a thoroughly sound undergraduate education. Interdisciplinary Courses at the sophomore level, taught by teams of faculty members, are designed to assure each graduate an opportunity to unite the wisdom of the ages in his attempt to face and solve in a creative way problems of his day. These are supplemented by an array of sound academic disciplines which afford areas of interest in which special competence may be attained. All instruction is presented in a framework that is consistent with the fullest meaning of the Christian commitment, and a required sequence of courses in Bible and Christianity guarantees that all graduates attain an acceptable level of Christian literacy.

The freshman year is devoted chiefly to a study of those courses generally required at this level in programs leading to the Bachelor of Arts, the Bachelor of Science or the Bachelor of Music or Music Education degree. A thorough survey of both the Old and New Testaments is required for each student at this level. There are six semester hours dealing with language and literature, which include the writing of compositions. Natural Science, a team-taught integration of biology, chemistry, and physics, or a foreign language and math are required. Ample time is available for each student to begin work in academic fields of individual interest leading toward the two majors which must be a part of each degree program.

The Interdisciplinary Courses are offered in two sequences, "Culture and Human Experience" and "Great Issues of the 20th Century." The sequence entitled "Culture and Human Experience" is directed by a team of faculty members and designed to bring each student face to face with man's imposing cultural accomplishments and to encourage an appreciation of them. A parallel and closely related

course required for all sophomores is World Literature. United States history or American Economic System and American and Texas Government should be included. A broader list of individual interest fields is available for student selection. The Interdisciplinary Course "Great Issues of the 20th Century" has as its goal for each student the development of a familiarity with the steps man has taken and is now taking to master his total environment. Special attention is given to the major unsolved problems of the era and to the attempted and proposed solutions.

In the junior year, to acquaint the student with the important place Christianity occupies in our American way of life and with the organization and work of leading denominational groups, a course dealing with Christian thought and denominational practices is required. Further development of individual interest fields toward the two majors required for graduation and a possible choice of free electives account for the remaining available time.

In the senior year, Senior Seminars claim a large block of the time and attention of each student. These seminars serve as capstone and climax courses in individual interest areas, integrating this work with that done in the previously completed courses. Individual responsibility and independent study are emphasized. Free electives are available for those who have time to take advantage of these additional opportunities.

Long range planning for the second decade in the history of the university, in which there was wide participation of all elements in the university community, established some general principles which convey convictions and aspirations which determine the quality of instruction and life style on this campus. Degree requirements and curricular patterns are determined in a

large measure by adherence to these principles.

1. Considerable breadth in general education is important for all regardless of specific vocational choice.
2. An appreciation of our Christian heritage based on sound biblical knowledge is desired for all.
3. The American heritage inclusive of cultural, economic, political and social backgrounds should be understood and related to current conditions.
4. The student should have ample opportunity to develop at some depth particular fields of interest.
5. There should be some room for a student to explore subject areas outside his chief academic fields.
6. True integration of subject matter through team teaching is an effective and economical method of attaining goals of the type we seek.
7. There must be some guarantee that a minimum proficiency in English usage and oral communication is attained.



# Degree Requirements

## BACHELOR OF ARTS

An approved degree plan must be on file with the Registrar before anyone with 64 or more semester hours can be cleared for registration. Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. Degrees are conferred only once each year as scheduled in the University Calendar. Once a student begins a degree program at Houston Baptist University it is expected that he will complete his degree requirements at Houston Baptist University. Candidates for degrees must complete the following requirements:

1. A minimum of 130 semester hours, including 2 semester hours in 2 different activity courses but not more than 4 semester hours in activity courses in physical education and not over 4 semester hours of other student activity type courses, and not fewer than 48 semester hours of upper level courses.
2. The minimum residence requirement is 32 semester hours including at least 12 semester hours of upper level courses in each major completed at Houston Baptist University with a grade of "C" in each course. A student whose degree program includes 60 semester hours in residence at this University may be allowed to earn 6 of his last 30 hours in another approved institution. (No credit by correspondence, and no course received in transfer with a grade of "D" will be counted toward a degree. Credit for extension courses may be applied toward degree requirements by petition and supporting evidence which establishes the equivalency of the extension work to that of the regular instructional program of the institution issuing the credit.) Students may not be enrolled concurrently at another college or university while enrolled as a full-time student at Houston Baptist University.
3. Regular attendance at all convocations is required and there is a convocation attendance requirement for graduation.
4. All students must take the English Proficiency Examination during the next quarter of registration following completion of 12 required semester hours of English. All students must pass the English Proficiency Examination before a degree can be granted.
5. A minimum cumulative scholastic standing of 2.00 ("C" average) must be attained, and no grade of less than "C" in courses required within each major.
6. Minimum academic program requirements for all graduates are:

	Sem. Hrs.
6.1 Christianity 1313, 1323, and 3323	9
6.2 English 1313, 1323, 2313, 2323	12
6.3 Interdisciplinary Course 2301, 2302, 2303, 2304 or 2311, 2312, 2313, 2314	6
6.4 Foreign Language	6
6.5 Mathematics 1313	3
6.6 Computer Information Systems 1321	3
6.7 Physical Education 2111	2
6.8 Social and Behavioral Sciences (See Note 1)	9
6.9 Two majors (See Notes 2,3, and 4)	48
6.10 Program requirements and electives	32
	<hr/> 130

- Note 1.** These 9 semester hours must include either 3 semester hours in The American Economic System 1301 and 3 semester hours in American and Texas Government 2313 or 6 semester hours in The United States (Our American Heritage) 2313, 2323. The other 3 semester hours may be selected from economics, history, political science, psychology, sociology, or Speech 1313.
- Note 2.** Two academic majors: 48 semester hours (24 hours each) and not over 36 semester hours in either field may be counted toward a degree. Each major must include a minimum of 12 semester hours above the sophomore level. Senior Seminars (8 semester hours) are included in these totals.
- Note 3.** Senior Seminars are required in each major field, and to be eligible to register for a Senior Seminar a student must have completed a total of 80 semester hours, 15 of which must be in the field to be studied, and have a 2.00 cumulative quality point standing.
- Note 4.** At the date of this publication, March 1982 majors may be selected from accounting, applied science, art, bilingual education, biology, chemistry, child development, Christianity, computer information systems, early childhood education, economics, elementary education, English, finance, French, history, life-earth science, mass media, management, marketing mathematics, medical technology, music, nursing, physical education, physics, political science, psychology, sociology, social work, Spanish, speech.

Supporting courses and electives may be selected from education, German, Greek, philosophy, physics, theatre arts.

Programs qualifying teachers for certification to teach in both the elementary and the secondary schools are offered.

In order to register as a junior and become a candidate for a degree a student must have on file with the Registrar an approved degree plan showing the exact program to be followed and the expected date of graduation. This may be done at any time during the sophomore year and may not be changed after registration for the second quarter of the senior year is closed.

## BACHELOR OF ARTS RECOMMENDED DEGREE PROGRAMS

### Freshman

Sem. Hrs.

English 1313, 1323—Language and Literature .....	6	
Christianity 1313, 1323—Old and New Testaments .....	6	
Mathematics 1313 .....	3	
Computer Information Systems 1321 .....	3	
Foreign Language, — French, German, Greek, Spanish (six hours in same language) .....	6	
Student selected and Faculty Adviser approved courses from the following list (See Note 1) .....	11	35
Accounting	Elementary	Mass Media
Art	Education	Mathematics
Bilingual	Finance	Music
Education	French	Philosophy
Child	German	Physical Educ.
Development	Greek	Political Science
Computer Information	Guidance	Psychology
Systems	Associate	Sociology
Early Childhood	History	Social Work
Education	Life-earth Science	Spanish
Economics	Management	Special Education
	Marketing	Speech

### Sophomore

English 2313, 2323 — World Literature .....	6	
Culture and Human Experience 2301, 2302, 2303, 2304 (See Note 2) .....		6
Great Issues of the 20th Century 2311, 2312, 2313, 2314 (See Note 2) .....		
History 2313, 2323 — The United States (See Note 3) .....	6	
Physical Education 2111 .....	2	
Student selected and Faculty Adviser approved courses from above list plus the following fields (See Note 1) .....	15	35
	Applied Science	English
	Biology	Medical Technology
	Chemistry	
	Christianity	

### Junior

Christianity 3323 — Christian Doctrine .....	3	
Economics 1301 — The American Economic System and Political Science 2313 — American and Texas Gov't. (See Note 4) .....	6	
Student selected and Faculty Adviser approved courses from above lists plus the following fields .....	21	30
	Professional Education	Special Education

### Senior

Senior Seminar 429__, 429__ — Selected Major .....	4	
Senior Seminar 429__, 429__ — Selected Major .....	4	
Student selected and Faculty Adviser approved courses .....	22	30
Required for B.A. Degree (See Note 5) .....		130



**Notes:**

1. The recommended full-time student load is 8-12 semester hours each quarter.
2. Each graduate must complete 6 semester hours of Interdisciplinary Courses from INDC 2301, 2302, 2303, 2304, 2311, 2312, 2313, 2314. The student who completes 2301, 2302, 2303, or 2304 may elect to use 2311, 2312, 2313, or 2314 as 3 hours of the 9 hours in social and behavioral studies required for graduation, but if 2301, 2302, 2303, or 2304 is not taken 2311, 2312, 2313, or 2314 can not be used as a part of this 9 hours requirement.
3. History 2313, 2323 is required for teacher certification. Students in other programs may substitute Economics 1301 and Political Science 2313 for this graduation requirement.
4. Economics 1301 and Political Science 2313 are required for each student who has not completed History 2313, 2323. These courses may be used to complete the 9 hours required in social and behavioral studies by students having credit in History 2313, 2323.
5. Please check other more complete degree requirements as listed in DEGREE REQUIREMENTS including Notes 1 through 4 on Page 37.



# Degree Requirements

## BACHELOR OF SCIENCE

An approved degree plan must be on file with the Registrar before anyone with 64 or more semester hours can be cleared for registration. Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. Degrees are conferred only once each year as scheduled in the University Calendar. Once a student begins a degree program at Houston Baptist University it is expected that he will complete his degree requirements at Houston Baptist University. Candidates for degrees must complete the following requirements:

- 1. A minimum of 130 semester hours, including 2 semester hours in 2 different activity courses but not more than 4 semester hours in activity courses in physical education and not over 4 semester hours of other student activity type courses, and not fewer than 48 semester hours of upper level courses.
- 2. The minimum residence requirement is 32 semester hours including at least 12 semester hours of upper level courses in each major completed at Houston Baptist University with a grade of "C" in each course. A student whose degree program includes 60 semester hours in resident at this University may be allowed to earn 6 of his last 30 hours in another approved institution. (No credit by correspondence, and no course received in transfer with a grade of "D" will be counted toward a degree. Credit for extension courses may be applied toward degree requirements by petition and supporting evidence which establishes the equivalency of the extension work to that of the regular instructional program of the institution issuing the credit.) Students may not be enrolled concurrently at another college or university while enrolled as a full-time student at Houston Baptist University.
- 3. Regular attendance at all convocations is required and there is a convocation attendance requirement for graduation.
- 4. All students must take the English Proficiency Examination during the next quarter of registration following completion of 12 required semester hours of English. All students must pass the English Proficiency Examination before a degree can be granted.
- 5. A minimum cumulative scholastic standing of 2.00 ("C" average) must be attained, and no grade of less than "C" in courses required within each major.
- 6. Minimum academic program requirements for all graduates are:

	Sem. Hrs.
6.1 Christianity 1313, 1323, and 3323	9
6.2 English 1313, 1323, 2313, 2323	12
6.3 Interdisciplinary Course 2301, 2302, 2303, 2304 or 2311, 2312, 2313, 2314	6
6.4 Natural Science 1414, 1424	8
6.5 Computer Information Systems 1321 (See Note 1)	3
6.6 Physical Education 2111	2
6.7 Social and Behavioral Sciences (See Note 2)	9
6.8 Two majors (See Notes 3, 4, and 5)	48
6.9 Program requirements and electives	33
	130

- Note 1.** Mathematics 3373 or a course in scientific computer programming may be substituted for Computer Information Systems 1321
- Note 2.** These 9 semester hours must include either 3 semester hours in The American Economic System 1301 and 3 semester hours in American and Texas Government 2313 or 6 semester hours in The United States (Our American Heritage) 2313, 2323. The other 3 semester hours may be selected from economics, history, political science, psychology, sociology, and Speech 1313.
- Note 3.** Two academic majors: 48 semester hours (24 hours each) and not over 36 semester hours in either field may be counted toward a degree. Each major must include a minimum of 12 semester hours above the sophomore level. Senior Seminars (8 semester hours) are included in these totals.
- Note 4.** Senior Seminars are required in each major field, and to be eligible to register for a Senior Seminar a student must have completed a total of 80 semester hours, 15 of which must be in the field to be studied, and have a 2.00 cumulative quality point standing.
- Note 5.** At the date of this publication, March 1982 majors may be selected from accounting, applied science, art, bilingual education, biology, chemistry, child development, Christianity, church music, computer information systems, early childhood education, economics, elementary education, English, finance, French, history, life-earth science, management, marketing, mass media, mathematics, medical technology, music, physical education, physics, political science, psychology, sociology, social work, Spanish, speech.
- Supporting courses and electives may be selected from education, German, Greek, philosophy, theatre arts.
- Programs qualifying teachers for certification to teach in both the elementary and the secondary schools are offered.

In order to register as a junior and become a candidate for a degree a student must have on file with the Registrar an approved degree plan showing the exact program to be followed and the expected date of graduation. This may be done at any time during the sophomore year and may not be changed after registration for the second quarter of the senior year is closed.

# BACHELOR OF SCIENCE RECOMMENDED DEGREE PROGRAMS

## Freshman

Sem. Hrs.

English 1313, 1323 — Language and Literature .....	6	
Christianity 1313, 1323 — Old and New Testaments .....	6	
Natural Science 1414-1424 .....	8	
Computer Information Systems 1321 .....	3	
Student selected and Faculty Adviser approved courses from the following list (See Note 1) .....	12	35
Accounting	Elementary	Mass Media
Art	Education	Mathematics
Bilingual	Finance	Music
Education	French	Philosophy
Child	German	Physical Educ.
Development	Greek	Political Sci.
Computer Information	Guidance	Psychology
Systems	Associate	Sociology
Early Childhood	History	Social Work
Education	Life-earth Science	Spanish
Economics	Management	Special Education
	Marketing	Speech

## Sophomore

English 2313, 2323 — World Literature .....	6	
Culture and Human Experience 2301, 2302, 2303, 2304 (See Note 2) .....		
Great Issues of the 20th Century 2311, 2312, 2313, 2314 (See Note 2) .....	6	
History 2313, 2323 — The United States (See Note 3) .....	6	
Physical Education 2111 .....	2	
Student selected and Faculty Adviser approved courses from above list plus the following fields (See Note 1) .....	15	35
	Applied Science	English
	Biology	Medical Technology
	Chemistry	Physics
	Christianity	

## Junior

Christianity 3323 — Christian Doctrine .....	3	
Economics 1301 — The American Economic System and Political Science 2313 — American and Texas Gov't. (See Note 4) .....	6	
Student selected and Faculty Adviser approved courses from above lists plus the following fields .....	21	30
	Education	Nursing

## Senior

Senior Seminar 429__, 429__ — Selected Major .....	4	
Senior Seminar 429__, 429__ — Selected Major .....	4	
Student selected and Faculty Adviser approved courses .....	22	30
Required for B.S. Degree (See Note 5) .....		130

**Notes:**

1. The recommended full-time student load is 8-12 semester hours each quarter.
2. Each graduate must complete 6 semester hours of Interdisciplinary Courses from INDC 2301, 2302, 2303, 2304, 2311, 2312, 2313, 2314. The student who completes 2301, 2302, 2303, or 2304 may elect to use 2311, 2312, 2313, or 2314 as 3 hours of the 9 hours in social and behavioral studies required for graduation, but if 2301, 2302, 2303, or 2304 is not taken 2311, 2312, 2313, or 2314 can not be used as a part of this 9 hours requirement.
3. History 2313, 2323 is required for teacher certification. Students in other programs may substitute Economics 1301 and Political Science 2313 for this graduation requirement.
4. Economics 1301 and Political Science 2313 are required for each student who has not completed History 2313, 2323. These courses may be used to complete the 9 hours required in social and behavioral studies by students having credit in History 2313, 2323.
5. Please check other more complete degree requirements as listed in DEGREE REQUIREMENTS including Notes 1 through 4 on Page 41.



# Degree Requirements

## BACHELOR OF MUSIC EDUCATION

An approved degree plan must be on file with the Registrar before anyone with 64 or more semester hours can be cleared for registration. Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. Degrees are conferred only once each year as scheduled in the University Calendar. Once a student begins a degree program at Houston Baptist University it is expected that he will complete his degree requirements at Houston Baptist University. Candidates for degrees must complete the following requirements:

1. A minimum of 130 semester hours, including 2 semester hours in 2 different activity courses but not more than 4 semester hours in activity courses in physical education and not over 4 semester hours of other student activity type courses, and not fewer than 48 semester hours of upper level courses.
2. The minimum residence requirement is 32 semester hours including at least 12 semester hours of upper level courses in each major completed at Houston Baptist University with a grade of "C" in each course. A student whose degree program includes 60 semester hours in residence at this University may be allowed to earn 6 of his last 30 hours in another approved institution. (No credit by correspondence, and no course received in transfer with a grade of "D" will be counted toward a degree. Credit for extension courses may be applied toward degree requirements by petition and supporting evidence which establishes the equivalency of the extension work to that of the regular instructional program of the institution issuing the credit.) Students may not be enrolled concurrently at another college or university while enrolled as a full-time student at Houston Baptist University.
3. Regular attendance at all convocations is required and there is a convocation attendance requirement for graduation.
4. All students must take the English Proficiency Examination during the next quarter of registration following completion of 12 required semester hours of English. All students must pass the English Proficiency Examination before a degree can be granted.
5. A minimum cumulative scholastic standing of 2.00 ("C" average) must be attained, and no grade of less than "C" in courses required within each major.
6. Minimum academic program requirements for all graduates are:

	Sem. Hrs.
6.1 Christianity 1313, 1323, and 3323	9
6.2 English 1313, 1323, 2313, 2323	12
6.3 Interdisciplinary Course 2301, 2302, 2303, 2304 or 2311, 2312, 2313, 2314	6
6.4 Foreign Language	6
6.5 Physics 1303	3
6.6 Computer Information Systems	3
6.7 Physical Education 2111	2
6.8 Social and Behavioral Sciences (See Note 1)	9
6.9 Two majors (See Notes 2 and 3)	48
6.10 Program requirements and electives	32
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**Note 1.** These 9 semester hours must include 3 semester hours in American and Texas Government 2313, 6 semester hours in The United States (Our American Heritage) 2313, 2323.

**Note 2.** Two academic majors: 48 semester hours (24 hours each) and not over 36 semester hours in either field may be counted toward a degree. Each major must include a minimum of 12 semester hours above the sophomore level. Senior Seminars (4 semester hours) are included in these totals.

**Note 3.** Senior Seminars are required in each major field, and to be eligible to register for a Senior Seminar a student must have completed a total of 80 semester hours, 15 of which must be in the field to be studied, and have a 2.00 cumulative quality point standing. One of these seminars will be MUEC 4292 Junior Recital and Research.

In order to register as a junior and become a candidate for a degree a student must have on file with the Registrar an approved degree plan showing the exact program to be followed and the expected date of graduation. This may be done at any time during the sophomore year and may not be changed after registration for the second quarter of the senior year is closed.

## **BACHELOR OF MUSIC**

An approved degree plan must be on file with the Registrar before anyone with 64 or more semester hours can be cleared for registration. Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. Degrees are conferred only once each year as scheduled in the University Calendar. Once a student begins a degree program at Houston Baptist University it is expected that he will complete his degree requirements at Houston Baptist University. Candidates for degrees must complete the following requirements:

1. A minimum of 140 semester hours, including 2 semester hours in 2 different activity courses but not more than 4 semester hours in activity courses in physical education and not over 4 semester hours of other student activity type courses, and not fewer than 48 semester hours of upper level courses.
2. The minimum residence requirement is 32 semester hours including at least 12 semester hours of upper level courses in each major completed at Houston Baptist University with a grade of "C" in each course. A student whose degree program includes 60 semester hours in residence at this University may be allowed to earn 6 of his last 30 hours in another approved institution. (No credit by correspondence, and no course received in transfer with a grade of "D" will be counted toward a degree. Credit for extension courses may be applied toward degree requirements by petition and supporting evidence which establishes the equivalency of the extension work to that of the regular instructional program of the institution issuing the credit.) Students may not be enrolled concurrently at another college or university while enrolled as a full-time student at Houston Baptist University.
3. Regular attendance at all convocations is required and there is a convocation attendance requirement for graduation.
4. All students must take the English Proficiency Examination during the next quarter of registration following completion of 12 required semester hours of English. All students must pass the English Proficiency Examination before a degree can be granted.

5. A minimum cumulative scholastic standing of 2.00 ("C" average) must be attained, and no grade of less than "C" in courses required within each major.
6. Minimum academic program requirements for all graduates are:

	Sem. Hrs.
6.1 Christianity 1313, 1323, and 3323	9
6.2 English 1313, 1323, 2313, 2323	12
6.3 Foreign Language	6
6.4 Physics 1303	3
6.5 Computer Information Systems 1321	3
6.6 Physical Education 2111	2
6.7 Social and Behavioral Sciences (See Note 1)	6
6.8 Majors (See Note 2)	96
	<hr/> 140

**Note 1.** These 6 semester hours must include either 3 semester hours in The American Economic System 1301 and 3 semester hours in American and Texas Government 2313 or 6 semester hours in The United States (Our American Heritage) 2313, 2323.

**Note 2.** Senior Seminars are required in the major field, and to be eligible to register for a Senior Seminar a student must have completed a total of 80 semester hours, and have a 2.00 cumulative quality point standing.

In order to register as a junior and become a candidate for a degree a student must have on file with the Registrar an approved degree plan showing the exact program to be followed and the expected date of graduation. This may be done at any time during the sophomore year and may not be changed after registration for the second quarter of the senior year is closed.





# Smith College of General Studies

Smith College of General Studies is the foundation unit in the organization of the instructional program of Houston Baptist University. Each student admitted, regardless of past academic experiences, is first assigned to this unit for evaluation and guidance. Through personal, vocational and educational counseling an attempt is made to assure right choices on the part of the student as he relates to continuing advancement toward an enriched personal life as well as to a productive and contributing vocation.

When a student has completed the forty-nine or fifty semester hours required by the University as a part of all degree programs (See Degree Requirements) and demonstrated an acceptable level of academic performance, he is then assigned to the other Colleges for direction and supervision. In many cases a student in the Smith College of General Studies will be registered for courses in his fields of interest in the other Colleges. However, he will not be reassigned for direction and supervision until the basic University requirements for a degree have been completed. For the regular full-time student registered in consecutive terms this transfer will normally take place at or near the end of the sophomore year.

A student may be recommended for an appropriate degree only by the colleges in which he takes the upper level courses needed to complete his chosen majors. These Colleges and the subjects taught in each of them are listed below.

*Business and Economics:* Accounting, Computer Information Systems, Economics, Finance, Management, Marketing.

*Education and Behavioral Studies:* Child Development, Early Childhood Education, Elementary Education, Marketing, Physical Education, Psychology, Sociology, Social Work.

*Fine Arts:* Art, Art Education, Music, Church Music, Music Education, Performance, Theory/Composition

*Humanities:* Bilingual Education, Christianity, English, French, German, Greek, History, Mass Media, Political Science, Philosophy, Spanish, Speech.

*Science and Health Professions:* Applied Science, Biology, Chemistry, Life-earth Science, Mathematics, Medical Technology, Natural Science, Nursing, Physics.

## INTERDISCIPLINARY COURSES

Six semester hours required for all students.

### **INDC 2301, 2302, 2303, 2304**

#### **Culture and Human Experience**

An integrated course in the fine arts, humanities, and social sciences designed to acquaint each student with man's cultural accomplishments and to encourage an appreciation of them

### **INDC 2311, 2312, 2313, 2314**

#### **Great Issues of the 20th Century**

A consideration of the steps man has taken and is now taking to master his total environment. Special attention is given to the major unsolved problems of the era and to the attempted and proposed solutions.

## SENIOR SEMINARS

Required as a part of each major.

4291, 4292, 4293, 4294, 4295, 4296, 4297, 4298, 4299

**Senior Seminar (Major Area to be indicated)**

The purpose of the Senior Seminar is the development of individual initiative and responsibility in addition to skills in critical thinking and independent study. The seminar is designed to equip the student with the basic tools of research and with a knowledge of significant literature in the field of study. The preparation of a presentational paper is required as demonstration of analytical and interpretative ability.

**Note** — A student may simultaneously register in two fields as follows i.e.:

English 4292. *Senior Seminar.* (Milton)

History 4292. *Senior Seminar.* (Early European)



# College of Business and Economics

The College of Business and Economics offers majors in six academic areas. These areas require, in addition to the Smith College requirements, that all majors in the BA and BS degrees, except Economics, complete the Business Core and the specific requirements for the Major. Students majoring in Economics are not required to complete the Business Core. Students pursuing the Bachelor of Accountancy degree will complete the core requirements for that degree.

The majors offered by the College of Business and Economics are Accounting, Computer Information Systems, Economics, Finance, Management, and Marketing. These majors prepare the degree candidates for continued study toward graduate degrees and for careers as professionals and as entrepreneurs who are capable of exercising authority and assuming responsibility consistent with the highest standards of management practice. The Bachelor of Accountancy provides strong professional education in accounting, qualifying the graduate at a good terminal level for the practice of accountancy.

The Business Core consists of courses describing that body of knowledge necessary to the practice of all business majors.

## Business Core

Acct. 2301, 2303

Principles of Accounting

Econ 2303, 2304

Principles of Economics

Fina 3307

Corporation Finance

Math 3312

Applied Statistics

Mgmt 3302

Principles of Management

Mktg 3305

Marketing Theory and Management

Those students who wish to take more courses toward a major in the College of Business and Economics may use Economics 2303 and/or 2304 to satisfy Smith College Requirements

and substitute advanced courses in the Business Core. Students who present only one major in the College of Business and Economics will be required to take only eighteen hours of the Business Core, these courses to be approved in advance by an advisor from the College.

The requirements for each major, in addition to the Business Core, consist of a set of courses which must be taken plus additional courses to be selected to complete the requirements for the major. The specific courses which constitute a major will be determined with an advisor from the College of Business and Economics. Any deviation from the program requirements for various majors may be made only with the approval of the Dean of the College, and then only upon the merit of a petition individually submitted. Although a single course may appear in the list of those available for several majors, no single course may be employed to satisfy the requirements for more than one major.

## Accounting

The Bachelor of Accountancy degree requires a special core made up of the following courses:

Econ 2303, 2304

Fina 3307

Math 3312

Mgmt 3302, 3303, 3304, 4301, 4308

Course requirements in Accounting for the Bachelor of Accountancy degree are Acct 2301, 2303, 3301, 3302, 3303, 3304, 3307, 4311, 4292, 4293, plus 9 semester hours of upper level accounting courses, making a total of 37 semester hours.

The Bachelor of Accountancy degree also requires the Smith College requirements, a second major, and electives sufficient to bring the total program to not less than 142 semester hours.

The major in accounting in the BA and BS degrees is designed to prepare

students for careers in business, industry, or government as professional accountants. Emphasis is placed upon the interpretation and analysis of data and its implication for effective managerial and investment planning and decision making.

In addition to the Business Core, BA/BS accounting major requires Acct 3301, 3302, 4292, 4293 and at least nine additional hours of advanced accounting courses. Students planning to write the CPA examination should take six semester hours beyond these minimum requirements.

#### **ACCT 2301**

##### **Principles of Accounting I**

Fundamental concepts, standards, and procedures in financial data accumulation and financial reporting. Journal and ledger procedures: asset and liability, reporting; statement preparation and analysis.

#### **ACCT 2303**

##### **Principles of Accounting II**

##### **Long-term liabilities and equity reporting**

Uses of accounting data in the management function. Cost and budget analysis, cost-volume-profit relationships, relevant costs, contribution margin, capital budgeting. Prerequisite: Acct 2301.

#### **ACCT 3301, 3302**

##### **Intermediate Accounting I and II**

An intensive study of accounting theory and reporting standards related to income determination and balance sheet preparation for corporate commercial enterprises. The courses should be taken in sequence. Prerequisite: Acct 2303.

#### **ACCT 3303**

##### **Cost Accounting**

Nature, objectives, and procedures of cost accounting as applied to the control and management of business, including job order costs, process costs, and joint and by-product costing. Prerequisite: Acct 2303.

#### **ACCT 3304**

##### **Individual Income Taxes**

Current federal revenue acts affecting individual tax returns; procedures for computing the income tax liability of individuals. Practice in solving typical problems and in the preparation of tax returns. Prerequisite: Acct 2301.

#### **ACCT 3307**

##### **Accounting Systems**

Concepts and techniques in controlling and recording of financial data on business forms or devices. Classifying, transferring, storing and summarizing stages in data accumulation, reporting techniques, systems planning.

#### **ACCT 4301**

##### **Advanced Accounting**

The application of accounting principles to specialized problems in partnership and corporation accounting; joint ventures, agencies and branches, consolidated balance sheets and income statements; estate and trust accounting, other topics. Prerequisite: Acct 3302.

#### **ACCT 4302**

##### **Auditing**

Standards and procedures in making audits and examinations of the accounting records of business enterprises; preparation of workpapers; the content and forms of qualified and unqualified auditor's opinions; kinds of audits; ethics of the profession. Prerequisites: Acct 3302, 3303.

#### **ACCT 4303**

##### **Controllershship Problems**

Advanced problems of information analysis for management. Cost, budgets, financial and operating planning and control. Prerequisite: Acct 3303.

#### **ACCT 4304**

##### **Corporation Income Taxes**

Federal income tax determination for corporations. Taxable income, exclusions, deductions, capital gains, credits, special corporate problems, tax returns. Prerequisite: Acct 3304.

### **ACCT 4311**

#### **Specialized Problems**

The more complex problems in financial accounting and reporting not covered in ACCT 3301, 3302, and 4301. Topics may change with developments.

### **ACCT 4366**

#### **Extractive Industry Accounting**

Special measurement and reporting problems of extractive industries. Emphasis on petroleum and coal industries.

### **ACCT 4346**

#### **Professional Practice Problems**

Measurement and reporting problems of a special nature encountered in the practice of Accountancy. Includes requirements of government agencies.

### **ACCT 4181, 4281, 4381**

#### **Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for accounting majors to conduct detailed investigations of selected accounting problems. Prerequisite: Approval of the Dean of the College of Business and Economics.

### **ACCT 4292, 4293**

#### **Senior Seminars**

The seminar is designed to assist the student in developing methods of research in accounting, and to prove his competence in accounting theory. A research paper will be required. Prerequisite: See Note 3 under Degree Requirements.

## **Computer Information Systems**

The major in computer information systems is designed to prepare students for careers in systems analysis and design, program design, system development, testing and maintenance. Inherent in this preparation is the ability to program in depth in at least one high level language and training in systems analysis and design.

In addition to the Business Core, the program for the computer information systems major requires CISM 2321, 2322, 3321, 3322, 3324, 4292 and 4293 and at least six semester hours from CISM courses.

CISM 1321 (or equivalent) is a prerequisite for all other CISM courses.

### **CISM 1321**

#### **Introduction To Computer Systems**

Introduction to computers, memory, input/output, methodology, programming, BASIC language, applications, trends, social issues. Formerly MGMT 2303.

### **CISM 2321**

#### **Application Programming I**

Control structures and their syntax, elementary data structures, and sequential files. Design and implementation documents. COBOL language.

### **CISM 2322**

#### **Application Programming II**

Structures, random files, and simple data structure modeling and implementation. Systems of programs. COBOL language. Prerequisite: CISM 2321 or equivalent.

### **CISM 2323**

#### **Assembly Language Programming**

Hardware Architecture, instruction set, manufacturer software, programs, such as basic loop, branches, linkage, indexing tables, address modification.

### **CISM 2324**

#### **RPG Programming**

Elements of RPG programming and executing, input/output, calculators, files-tape and disk, tables, arrays, subroutines.

### **CISM 3321**

#### **Systems Analysis**

Systems development process, structural analysis concepts, systems documentation, deriving logical system, data design, communications.

**CISM 3322****Structured System Design**

Review of systems concepts, analysis of system, planning consideration, model new logical system, data base, design principles and evaluation, system change, physical system, feasibility testing. Prerequisite: CISM 3321.

**CISM 3324****Data Base Program Development**

Logical and physical data base development; normalization process, physical organization, administration, application project. Prerequisite: CISM 2322.

**CISM 4151, 4251, 4351****Special Topics**

Emerging problems and other topics.

**CISM 4292****Senior Seminar -****applied Software Project**

Team project to demonstrate project management. Prerequisite: See Note 3 under Degree Requirements.

**CISM 4293****Senior Seminar**

Individual and/or team research projects. Prerequisite: See Note 3 under Degree Requirements.

**CISM 4322****System Planning**

Developing a systematic plan for determining computer needs. Planning cycle, systems problems, hardware make or buy, acquisition problems, decision process, case studies. Prerequisite: CISM 3322.

**CISM 4323****Distributed Data Processing**

Concepts, data communications, hardware and software, networks, data base structures, security, implementation and management, case studies.

**CISM 4324****Data Base Management Systems**

Data base management concepts, design implementation, software, major packages, administration. Prerequisite CISM 3324.

**CISM 4325****EDP Auditing**

Systems controls and auditing computer abuse, types of controls, audit techniques, auditing real-time systems, systems approach to auditing.

**Economics**

The major in economics is designed to prepare students for careers in business or government or to serve as the foundation for further professional study at the graduate level. Emphasis is placed on the fundamental theories which govern the free enterprise system and on developing those professional skills required for the analysis and planning of business activity.

The economics major requires Econ 2303, 2304, 3303, 3304, 4292, 4293 and at least nine hours from advanced economics courses (except 3307).

**ECON 1301****The American Economic System**

An introduction and comparative evaluation of the principles, problems, and processes of the American Economy. Not open to students with credit in Econ 2303 or 2304.

**ECON 2303****Principles of Economics I**

An introduction to macroeconomic theory including supply and demand analysis, national income accounting, monetary theory and policy, modern employment theory, and applications of theory to policy.

**ECON 2304****Principles of Economics II**

An introduction to microeconomic theory with emphasis on the determination of price and output in the competitive and noncompetitive market structures of American capitalism. Includes applications of price theory to a range of economic issues.

**ECON 3301****American Economic History**

A review of economic resources, economic development, economic causation as a determinant of American history from the Revolution to the present.

**ECON 3303****Macroeconomic Theory—Intermediate**

An intensive study of the assumptions and concepts which are basic to the theories of income determination and aggregate employment. Prerequisite: Econ 2303.

**ECON 3304****Microeconomic Theory—Intermediate**

An intensive examination of the assumptions and forces which underlie the price system. Prerequisite: Econ 2304.

**ECON 3305****Money and Banking**

A study of the structure of the banking system, the Federal Reserve System and the management of the money supply with emphasis on theories of money and their application to monetary policy. Prerequisites: Econ 2303, 2304 (Also offered as Fin. 3305).

**ECON 3306****International Trade**

A study of the theory of international trade and the directions and composition of world trade, of international payments, and institutions for facilitating trade. Prerequisite: Econ 2303.

**ECON 3307****Consumer Economics**

A study of family and individual consumer problems relating to topics such as money management, insurance, taxation, estate planning savings and credit.

**ECON 3308****Economic Geography and Development**

World resources and trade as affected by geography. Special emphasis is placed on industries, products, transportation and regions of Texas and the United States.

**ECON 4301****History of Economic Thought**

A survey of the development of economic philosophy and theory from the ancients to the present.

Prerequisites: Econ 2303, 2304.

**ECON 4303****Comparative Economic Systems**

A study of the types of economic systems in capitalist, socialist, and communist countries; of the theories upon which they are based, and the alternative methods of organizing economic activity. Prerequisites: Econ 2303, 2304, or permission of instructor.

**ECON 4304****Labor Economics**

An intensive study of theories of the labor supply, the demand for labor, the economics of trade unionism, labor markets and wage structures. (Also offered as Mgmt 4304) Prerequisite: Econ 2304 or permission of instructor.

**ECON 4305****Public Finance**

A study of tax incidence and shifting, and of the economic effects of taxing and spending actions by federal, state and local governments. (Also offered as Fin. 4305) Prerequisites: Econ 2303, 2304.

**ECON 4306****Public Policy Toward Business**

A study of public regulations of monopoly and competition and of the social control of industry generally. An examination of the implications such regulations have for the management of the enterprise. Prerequisites: Econ 2303, 2304, or permission of the instructor.

**ECON 4314****Economics of Industrial Organization**

The theory, measurement and history of the firm and structure of industry. Emphasis on the structure of American industry and on actual production and pricing practices. Prerequisites: Econ 2303, 2304.

**ECON 4181, 4281, 4381****Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for economics majors to conduct detailed investigations of selected economic problems. Prerequisite: Approval of the Dean of the College of Business and Economics.

**ECON 4292, 4293****Senior Seminar**

Each seminar is designed to assist the student in developing methods of economic research and to prove his competence in economic theory, economic history, and economic policy formation. An extended original paper will be required. Prerequisite: See Note 3 under **Degree Requirements**.

**Finance**

The major in finance is designed to prepare students for a career in business of government as a Financial Analyst and a Financial Manager. This major is designed to complement the other majors in the College of Business and Economics, recognizing that financial decisions and financial management are among the most central to the success of the enterprise.

In addition to the basic Business Core, the program for the finance major consists of Fin. 3307, 4307, 4292, 4293, Mgmt. 4301, and at least six additional hours selected from Fin. 3305, 4305, 4181, 4281, 4381, Acct. 3301, 3302, 3303, 3304, 4304, Econ. 3303, 3304.

**FINA 3305****Money and Banking**

A study of the structure of the banking system, the Federal Reserve System and the management of the money supply with emphasis on theories of money and their application to monetary policy. Prerequisites: Econ 2303, 2304. (Also offered as Econ 3305)

**FINA 3307****Corporation Finance**

A study of corporate capital; the financial system, organization and financial management of corporations; expansion, failure, regulation and public policy. Prerequisites: Acct 2303.

**FINA 4305****Public Finance**

A study of tax incidence and shifting, and of the economic effects of taxing and spending actions by federal, state and local governments. Prerequisites: Econ. 2303, 2304. (Also offered as Econ 4305)

**FINA 4307****Investment Principles**

A detailed analysis of types of investment media and the mechanics of investment. Comparative transaction timing of investments for individuals and investing institutions for purposes of developing an effective investment policy. Prerequisites: Acct 2303, Mgmt 4301. (Also offered as Mgmt 4307)

**FINA 4181, 4281, 4381****Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for finance majors to conduct detailed investigations of selected finance problems. Prerequisites: Approval of the Dean of the College of Business and Economics.

**FINA 4292, 4293****Senior Seminars**

Studies in financial literature, in financial problems of business and alternative solutions, or in other areas of finance at an advanced level. Normally a significant paper is required. Prerequisite: See Note 3 under **Degree Requirements**.



## **Management**

The major in management is designed to make available to the student knowledge of those principles and procedures appropriate to the various functions of management. The management major is constructed so as to allow the student the maximum in flexibility in structuring a program of study which will serve his unique needs.

In addition to the Business Core, the management major requires Mgmt 3305, 4301, 4302, 4303, 4292, 4293, and at least six hours from advanced management courses. No more than 3 hours from Mgmt 3303 and 3304 may be included in the Management major.

### **MGMT 1302**

#### **Introduction to Business**

An introduction to, and overview of the business system. Explores the basic business functions of accounting, finance, marketing, management, and such topics as economics, business law, and social issues. Emphasis on the interrelationships among the various functions of business and between the business and its environment.

### **MGMT 3302**

#### **Principles of Management**

Synthesizes the classical, behavioral, management science, and contingency approaches to modern management practices. Concentrates on the basic functions of management such as planning, organizing, coordinating and controlling. Integrates these concepts to show how modern management integrates these functions to fit with the organization's environment and internal contingencies.

### **MGMT 3303**

#### **Business Law I**

An intensive study of the law of contracts, negotiable instruments, business organizations and other areas. For business and other majors.

### **MGMT 3304**

#### **Business Law II**

The uniform commercial code, agency, real and personal property, securities, professional liability, and other selected topics. Prerequisite: Mgmt. 3303 or equivalent.

### **MGMT 3305**

#### **Organizational Behavior and Management**

Approaches the functions and problems of management from a behavioral viewpoint. Begins with a look at the individual and groups in organizations and integrates these concepts with organizational structure and process considerations. The emphasis is on effective management leading to effective organizations. Prerequisite: Mgmt. 3302.

### **MGMT 4300**

#### **Introduction to Management Decision Models**

Introduces the application of statistical concepts and techniques to decision oriented problems. Application is made of topics such as descriptive statistics, multiple regression, correlation and hypothesis testing. Emphasis is given to why a particular procedure should be used in a decision analysis. Prerequisite: Math 3312.

### **MGMT 4301**

#### **Management Decision Models**

An introduction to the formulation and analysis of managerial decision problems in terms of mathematical models. Models involving both risk and certainty are considered. Prerequisite: Math 3312.

### **MGMT 4302**

#### **Organizational Change and Development**

Deals with changes and development in the internal activities and structure of an organization so that the organization can deal with the uncertainties of its environment and still survive and continue to grow. Covers latest state-of-the-art techniques that can be used by management to improve organizational effectiveness. Prerequisite: Mgmt 3305.

**MGMT 4303****Business Policy**

The study of administrative processes that lead to the development of top management strategy with respect to planning and policy formulation and implementation. Integrates material from other business courses through the use of case studies of organizations in different situations from a top management perspective. Prerequisite: Senior standing.

**MGMT 4304****Labor Economics**

An intensive study of theories of the labor supply, the demand for labor, the economics of trade unionism, labor markets and wage structures. (Offered also as Econ 4304.) Prerequisite: Econ 4304 or permission of the instructor.

**MGMT 4305****Personnel Policies**

The application of personnel techniques in the industrial setting. The application and study of job evaluation, wage administration, testing and selection, training programs, and employee benefit programs. Prerequisite: Mgmt 3302.

**MGMT 4363****Communications in Organizations**

The communication process in an organizational setting and from a behavioral perspective. Communication functions and improvement are considered with organization and communication theories. (Also offered as MASM 4363)

**MGMT 4307****Investment Principles**

A detailed analysis of types of investment media and the mechanics of investment. Comparative transaction timing of investments for individuals and investing institutions, for purpose of developing an effective investment policy. Prerequisites: Mgmt 4301, Acct 4303. (Also offered as Fina 4307)

**MGMT 4308****Business and Society**

An examination of the issues that cause conflict between business organizations and their constituencies. Looks at contemporary topics such as product safety, pollution, business ethics, consumerism and discrimination. Focuses on the role of the manager in resolving conflicts between the organization and its environment.

**MGMT 4314****Principles and Policies in Production**

A study of the problems, practices, and methods of production management and control. The course will include production planning, production control, factory management, time and motion study, plant layout, inner-company transportation, methods and standards, quality control, and plant location. Prerequisite: Mgmt 4301.

**MGMT 4373****Psychology in Business and Industry**

A survey of individual and group techniques in supervision and evaluation. Problems in selection, training, communication, motivation, morale, fatigue, accidents, job analysis, and performance. Prerequisites: Psychology 1313, 3313 or advanced classification in business and economics. (Also offered as Psychology 4373)

**MGMT 4181, 4281, 4381****Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for business management majors to conduct detailed investigations of management problems. Prerequisite: Approval of the Dean of the College of Business and Economics.

**MGMT 4292, 4293****Senior Seminars**

The seminar will be designed to assist the student in developing methods of research in business management, and to prove his competence in management theory. A research paper will be required. Prerequisites: See Note 3 under Degree Requirements.

## **Marketing**

The major in marketing is designed to introduce the student into the business or not-for-profit organization in a management trainee position. The basic dimensions of marketing management are developed, including the formulation of a marketing program (product, pricing, communication, distribution) and exploration of the consumption behavior of the organization's customers. While specialized courses will be available to the student, the major is designed to provide the student with marketing fundamentals basic to all types of organizations.

In addition to the Business and Economic Core, the marketing major requires Mktg 3310, 3320, 4306, 4292, 4293, and at least six additional hours from marketing course offerings (Mass Media 3323 may be included).

### **MKTG 3306**

#### **Marketing Theory**

The foundations of marketing are analyzed and interpreted. Surveys the broad area of marketing, including the marketing environment, marketing research, consumer behavior, market segmentation, product, pricing, distribution, and communication.

### **MKTG 3310**

#### **Consumer Behavior**

A look at the consumer market—what and why it buys, who does the buying. Extensive consideration of how consumers go about their purchasing of goods and services and what factors influence their decisions. Prerequisite: Mktg 3306.

### **MKTG 3315**

#### **Marketing Cases and Applications**

Exclusive use of current illustrations of actual business situations as a foundation for the application of marketing concepts. Students analyze cases dealing with all areas of marketing strategy development, including environmental influences, target market selection, product, pricing, communication and distribution. Prerequisite: Mktg 3306.

### **MKTG 3320**

#### **Marketing Research and Methodology**

Explores the use of marketing research information in the management process. Explains the process by which marketing information is obtained for decision making, the design of marketing research. Prerequisite: Mktg 3306 and Math 3312.

### **MKTG 4306**

#### **Marketing Strategy Development**

An in-depth look at the development of marketing strategies in the organization. How marketing management determines a set of objectives, policies, and rules to guide the level, mix, and allocation of its marketing effort over time.

Prerequisites: Mktg 3306 plus 3 sem. hrs. of Mktg.

### **MKTG 4310**

#### **The Broadened Concept of Marketing**

Investigates the expanding role of marketing into the social and public arenas, such as religious organizations, charities, political campaigns, government agencies, and social causes. Looks at the application of marketing strategies and tactics in satisfying the needs of the "customers" of such organizations. Prerequisites: Mktg 4306.

### **MKTG 4315**

#### **Industrial Marketing**

Investigates the application of marketing techniques to the process of moving industrial goods and services such as raw materials, fabricating materials and parts, and accessory equipment to industrial users. Emphasis is on the manufacturing segment of the industrial market. Prerequisite: Mktg 4306.

### **MKTG 4320**

#### **Marketing in the Retail Industry**

A study of the last link in the marketing of consumer goods and services, specifically, the management of merchandise, promotion, facilities, and expenses in the retail organization.

**MKTG 4181, 4281, 4381****Special Topics**

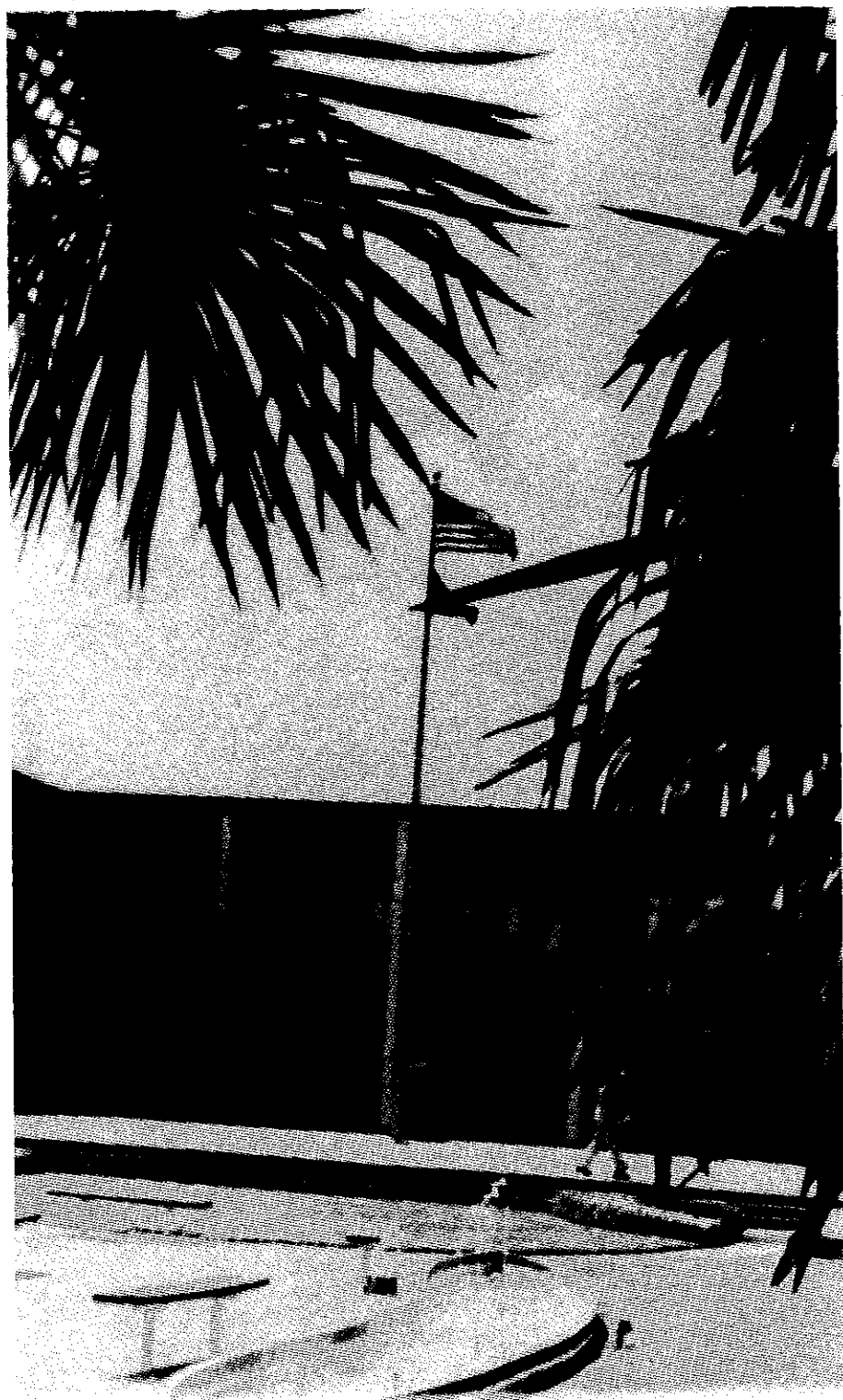
Directed study of a minimum of thirty clock hours for each hour of credit. Should be used to conduct either practical or literature research in a specialized marketing area of particular interest to the student, or to study marketing topics not otherwise structured as a course. Prerequisite: Approval of the Dean of the College of Business and Economics.

**MKTG 4292, 4293****Senior Seminars**

4292 allows the student to develop an extensive knowledge of the relevant literature in the field. A "state of the art" course. 4293 provides an opportunity for researching special topics. Prerequisite: See Note 3 under Degree Requirements.







# College of Education and Behavioral Studies

The College is made up of the departments of Education, Psychology, Sociology, Social Work, Physical Education and Recreation.

## DEPARTMENT OF EDUCATION

Houston Baptist University considers the Department of Education a vital component in its total program. The department offers courses in general teacher education, elementary education, special education, and early childhood education. It has three major purposes: (1) the preparation of teachers for public and private schools from pre-school through high school; and (2) the preparation of teachers for pupils who have learning disabilities, and (3) the preparation of teachers for bilingual classrooms.

A student who wishes to become a teacher must complete requirements in academic foundations, two teaching fields, and professional teacher education. All of the requirements were developed cooperatively by the university faculty, the interdisciplinary Teacher Education Committee, the HBU Teacher Advisory Council, and public and private school personnel associated with the university as members of its teacher education center staff. All programs which lead to certification are accredited and approved by the appropriate division and boards of the Texas Education Agency.

The curriculum affords students an opportunity to prepare for the Provisional (undergraduate) teaching certificate with selected endorsements. These credentials enable one to teach in the public or private schools of Texas.

## Approved Programs

### 1. Teacher of Young Children (ages 3 through Grade 3)

The student who wishes to teach in pre-school and/or grades K-3 completes the two majors of Child Development and Early Childhood Education.

### 2. Elementary School (Grades 1-6)

A student who wishes to teach in grades 1-6 in public or private schools must elect Elementary Education as one major and a second major from the following:

Art	Mathematics
Bilingual Education	Music
Biology	Physical Education
English	Psychology
Guidance Associate	Sociology
History	Spanish
Life-Earth Science	

### 3. Secondary School (Grades 6-12)

The student who elects to seek certification for teaching in secondary school must choose two teaching fields from the following:

Art	Life-Earth Science
Bilingual Education	Mathematics
Biology	Physical Education
Chemistry	*Psychology
English	**Social Studies
French	Sociology
Government (Political Science)	Spanish
	Speech
*Guidance Associate	(Communications)
History	

\*A student may not combine the teaching fields of Guidance Associate with Psychology.

\*\*There is an option for a student to select the composite teaching field of Social Studies, which contains a major in History and elements of Political Science, Economics, Sociology, and Geography.

#### 4. All-Level (Grades 1-12)

A student may select a program of Art or Music Education, either of which is a composite double major program and which leads to a certificate that permits the holder to teach these subjects at grade levels 1-12.

In addition to the certification programs listed above, the Department of Education offers the opportunity to earn additional endorsements in the all-level field of Special Education/ Language and Learning Disabilities, in Kindergarten Education, and in Early Childhood Education of Exceptional Children, and Bilingual Education.

### Admission to Teacher Education Program

Students interested in teacher preparation need to be aware of the standards for admission to the teacher education program at Houston Baptist University. The Teacher Education Committee will consider for admission to the program those students who, at the end of the sophomore year, present evidence of the following qualities and qualifications:

1. A genuine desire to enter and follow a career in teaching
2. An application for admission on file in the Education Office during the second quarter of the sophomore year
3. A classification of junior (at least 64 semester hours) with a cumulative quality point average of not less than 2.25 on a 4-point scale
4. A completed degree plan on file with the Registrar and the Education Department
5. A passing score on the English Proficiency Examination at least one quarter prior to student teaching
6. A personal and social orientation which shows promise of contributing to success in the classroom

7. A physical and mental fitness which indicates potential classroom leadership

8. Evidence of Spanish language proficiency (for Bilingual Education students only).

### Retention in Teacher Education Program

Students should be aware of the conditions necessary for retention in the teacher education program.

1. The 2.25 cumulative quality point average must be maintained through graduation.
2. The student meets with his faculty adviser at least once per quarter for a conference on his/her progress in the teacher education program.
3. The student must participate as a member of the local chapter of the Student Education Association (or another local professional organization approved by the Teacher Education Committee) for at least two academic years.
4. The attitudinal qualities that qualified the student for admission to the program must be maintained until completion.

Students who have earned their baccalaureate degrees in fields other than teacher education, or who are already certified to teach but who wish to earn additional endorsements to their original certificates, may enroll at HBU as Special Post-baccalaureate students. After analysis of previously earned credits, a "deficiency plan," which lists the necessary requirements for the additional endorsement, is prepared on an individual basis. Upon completion of all requirements, these students are recommended to the Texas Commission of Standards for Teacher Education for certification in the new field.



## **Program Requirements in Elementary Education**

The major in Elementary Education requires completion of Speech 1313 or 1323, Elementary Education 3350, 4310, 4320, 4330, and 9 semester hours selected from Elementary Education 3310, 3320, 3330, 3340, and 4340.

### **EDEL 3310**

#### **Art for Pre-Adolescents**

This course deals with the philosophy of pre-school and elementary school art education based on Lowenfeld's continuum of growth. The laboratory experience with art emphasizes two-dimensional art media appropriate for the young child. (Offered also as Art 3303)

### **EDEL 3320**

#### **Music for Pre-Adolescents**

A course designed for the teacher of pre-school and elementary school children. It includes a study of the child voice, rote singing, development of rhythmic and melodic expression, directed listening, and music reading readiness. Basic materials, including song text, are studied, and simple percussion and melodic instruments are used in creative activities. (Offered also as Music Education 3320)

### **EDEL 3330**

#### **Health and Physical Education for Pre-Adolescents**

A study of the effects of nutrition and health on the total development of the young child, including planning effective nutrition, health and safety programs for children; materials and methods for teaching physical education to pre-adolescents. (Offered also as Child Development 3330)

### **EDEL 3340**

#### **Science for Pre-Adolescents**

A course designed to provide practical experience in lesson planning, unit organization, and the use of teaching aids in the study of scientific concepts to children in pre-school and elementary school grades.

### **EDEL 3350**

#### **Language Arts for Pre-Adolescents**

The study and use of materials and techniques in the teaching of oral and written communications, with emphasis on the functional approach in developing the child's potential in speaking, writing, and listening. An individualized approach is used in order to meet the professional needs of students preparing to teach in either an early childhood program or in elementary classrooms. Both on-campus and field experiences are included.

### **EDEL 4310**

#### **Reading for Pre-Adolescents**

Included in this course are methods and materials for teaching developmental reading to children in pre-school and school settings. An individualized program is planned to develop competence in assessing specific strengths and weaknesses in the reading skills of children, planning learning activities appropriate to the child's needs, and to interact with children in such a way that plans are facilitated. Both on-campus activities and field experiences are included. This course is a prerequisite for student teaching.

### **EDEL 4320**

#### **Teaching Reading Through Children's Literature**

A course designed to acquaint the student with the best in children's books. The student gains an indepth knowledge of the major areas of children's literature and how to make use of that knowledge in extending pupil skills in developmental reading.

### **EDEL 4330**

#### **Mathematics for Pre-Adolescents**

Included in this course are mathematics content for pre-school and elementary school grades; methods and materials for teaching mathematics to young children; particular emphasis to the psychology of teaching mathematics and the metric system of measurement. Both on-campus and field experiences are included. The course is a prerequisite for student teaching. Every student is required to demonstrate proficiency in

## **EDEL 4340**

### **Social Studies for Pre-Adolescents**

Units designed to clarify the objectives, materials, and techniques unique to instruction in the social studies for pre-school and school children are included in this course. The construction of teaching units prepared for use during the student teaching experience is of major significance. Both on-campus and field experiences are included.

## **EDEL 4181, 4281, 4381**

### **Special Topics**

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## **Program Requirements in Professional Education**

To become certified as a teacher at any level, the student must include History 2313 and 2323, Political Science 2313, and CISM 1321 in the general degree requirements.

The elementary, secondary, and all-level certification programs require that the student complete 18 semester hours in professional teacher education, in addition to the general degree requirements and two majors.

Students interested in elementary school teaching must include Education 3300, 3313, 3323, 4313, 4333, and 4690. However, if a student is earning the added Kindergarten endorsement, he may substitute Education 4390 and 4391 for Education 4690. In like manner, a student who is completing requirements for the elementary certificate with the added Special Education (LLD) endorsement will substitute Education 4390 and 4392 for Education 4690. A student who is combining Elementary Education with Bilingual Education will substitute Education 4387 and 4390 for Education 4690.

Students who elect to prepare for secondary school teaching must complete Education 3300, 3313, 3323, 4314, 4323, and 4691. However, a student earning the added Special Education (LLD) endorsement will substitute Education 4392 and 4395 for Education 4691. In like manner a student majoring in Bilingual Education will substitute Education 4387 and 4395 for Education 4691.

The all-level certificate programs require that students earn credits in Education 3300, 3313, 3323, 4313, 4323, and Education 4393-4396 or Education 4394-4397(8).

The Teacher of Young Children Certificate program requires that students earn credits in Education 3300, 3323, 4333, 4388, and 4389.

## **EDUC 3300**

### **Sociology of Education**

This course is designed to examine the racial, ethnic, and socio-economic cultural variation of children in the Texas public schools. The impact of such variation on the child's self-concept development and the interaction of family, child, and school are studied. Field experiences are an integral part of the course. This course is required for all prospective teachers. (Offered also as Sociology 3300)

## **EDUC 3313**

### **Human Growth and Development**

A study in the area of developmental psychology designed to provide an understanding of the behavior and developmental characteristics of children and youth as they have bearing on the learning process. (Offered also as Child Development 3313 and Psychology 3313)

## **EDUC 3323**

### **History and Philosophy of Education**

This series of units is intended to enable a prospective teacher to (1) identify his own philosophy and that of others; (2) eliminate logical inconsistencies in his own philosophy; (3) possess a cognitive knowledge of the history of American education; (4) evaluate educational practices and proposals as to probable effectiveness and productivity; and (5) maximize his influence upon colleagues as an

**EDUC 4313****Curriculum and Instruction in the Elementary School**

Study of factors influencing the nature of curriculum in elementary schools. Examination of the role of the teacher in curriculum design, implementations, and evaluation; alternative approaches to teaching; parent and community relationships. Practice in production and utilization of educational media. Students gain knowledge of the concept of least restrictive alternatives and implications for the instructional process; the characteristics and learning differences of exceptional/handicapped pupils; skill in developing and implementing individual educational plans; and knowledge of admission, review, and dismissal procedures for exceptional/handicapped children.

**EDUC 4314****Curriculum and Instruction in the Secondary School**

Study of factors influencing the nature of curriculum in secondary schools. Examination of the role of the teacher in curriculum design, implementations, and evaluation; alternative approaches to teaching; parent and community relationships. Practice in production and utilization of educational media. Students gain knowledge of the concept of least restrictive alternatives and implications for the instructional process; the characteristics and learning differences of exceptional/handicapped pupils; skill in developing and implementing individual educational plans; and knowledge of admission, review, and dismissal procedures for exceptional/handicapped children.

**EDUC 4323****Fundamentals of Secondary School Teaching**

A course in which the prospective teacher combines campus-based seminars and a minimum of 30 clock hours in the secondary school classroom learning to plan and present lessons. A prerequisite for student teaching.

**EDUC 4330****Psychology of Learning**

A course stressing the major contributions of learning theorists to understanding behavior. Particular attention is paid to human learning and the applicability of learning theory to the educational process. (Offered also as Psychology 4330).

**EDUC 4333****Measurement and Evaluation**

The completion of this course will enable a learner to design evaluation models, construct and validate mental measurement instruments, and select, administer, and interpret standardized tests. The testing of young children is included. (Offered also as Psychology 4333)

**EDUC 4363****Principles of Guidance**

Introduction to philosophical and historical foundations of guidance and counseling, stressing practical problems of organizing and implementing guidance programs in the secondary and elementary schools. Consideration is given to professional issues, present and future, as they impact the role and function of the counselor. (Offered also as Psychology 4363).

**EDUC 4181, 4281, 4381****Special Topics**

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

**EDUC 4387****Student Teaching in the Bilingual Room**

This course is a field-based student teaching experience in a bilingual classroom, where instruction is delivered in two languages. The student teacher works with an experienced teacher in the bilingual setting for one-half of an academic quarter. Prerequisite: Demonstration of second language proficiency and approval of the Teacher Education Committee.

**EDUC 4388****Student Teaching Primary Grades**

This course is a field-based student teaching experience in grades 1-3, particularly for students working on the certification "Teacher of Young Children." The student teacher works with an experienced teacher in the school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4389****Student Teaching in Pre-School**

This course is a field-based student teaching experience in pre-kindergarten or kindergarten, particularly for students working on the certification "Teacher of Young Children." The student teacher works with an experienced teacher in the pre-school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4390****Student Teaching in Elementary School Grades**

This course is a field-based student teaching experience in grades 1-6 for students working on the combined certification of elementary school and kindergarten or elementary school and special education. The student teacher works with an experienced teacher in the school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4391****Student Teaching in the Kindergarten**

This course is a field-based student teaching experience in the kindergarten. The student teacher works with an experienced teacher in the school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4392****Student Teaching the School Resource Room**

This course is a field-based student teaching experience in the learning resource room. The student teacher works with an experienced teacher in the school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4393****Student Teaching in Elementary School Art**

This course is a field-based student teaching experience in elementary school art for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4394****Student Teaching in Elementary School Music**

This course is a field-based student teaching experience in elementary school music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4395****Student Teaching in Secondary School Subjects**

This course is a field-based student teaching experience in secondary school regular classrooms for students working on the combined certification of secondary school and special education. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4396****Student Teaching in Secondary School Art**

This course is a field-based student teaching experience in secondary school art for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4397****Student Teaching in Secondary School Choral Music**

This course is a field-based student teaching experience in secondary school choral music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4398****Student Teaching in Secondary School Instrumental Music**

This course is a field-based student teaching experience in secondary school instrumental and/or band music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4690****Student Teaching in Elementary School Grades**

This course is a field-based student teaching experience in grades 1-6 for students seeking elementary school certification. The student teacher works with an experienced teacher in a school setting for each school day for ten weeks. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4691****Student Teaching in Secondary School Subjects**

This course is a field-based student teaching experience in a secondary school for students seeking secondary school certification. The student teacher works with an experienced teacher in a school setting for each school day for ten weeks. Prerequisite: Approval of the Teacher Education Committee.

**EARLY CHILDHOOD EDUCATION**

A student may elect to seek certification for teaching pre-school and primary school children. This certificate is entitled "Teacher of Young Children" and qualifies the holder to teach children ages 3 through grade 3.

A student has the opportunity to add the Kindergarten endorsement to the Elementary or All-Level certificate, either by completing all requirements simultaneously upon graduation or by adding the required Kindergarten courses after graduation.

An additional option in this area is the opportunity to add the endorsement "Early Childhood Education for Exceptional Children" to an existing Elementary or All-Level certificate.

**Program Requirements****1. Teacher of Young Children**

In addition to the 49 or 50 semester hours included in the degree requirements for all students, a prospective teacher must complete the major in Child Development (see Department of Behavioral Studies), the major in Early Childhood Education, 12 semester hours in a combination of subjects, and 12 semester hours in professional teacher education.

The major in Early Childhood Education includes Elementary Education 3340, 3350, 4310, 4320, 4330, 4340, Early Childhood Education 4313, and Elementary Education 3310 or 3320, for a total of 24 semester hours.

The student selects 12 semester hours from Elementary Education 3310 (if not counted in Early Childhood Education major); Art 3313, Bilingual Education 3363, 4343; Speech 1323; Elementary Education 3320 (if not counted in Early Childhood Education major); Music 4202; Psychology 1313, 2363, 3383, 4330, Sociology 1313, 3333, 3393; Special Education 4343. If the student chooses Special Education 4343, he will receive the additional endorsement "Early Childhood Education for Exceptional Children" upon graduation.

Professional teacher education requirements include Education 3323, 4333, 4388, and 4389.

## **2. Kindergarten**

Any student who desires to secure the Elementary certification and Kindergarten endorsement simultaneously upon graduation may do so by satisfactorily completing Early Childhood 3314, 3323, and 4313. The usual requirement in student teaching in elementary school, Education 4690, is waived, and the student completes Education 4390 and 4391.

Any individual who already possesses the Elementary, All-Level or Vocational Homemaking certificate can earn the added Kindergarten endorsement by completing a minimum of 12 semester hours, including Early Childhood Education 3314, 3323, 4313, and Education 4391. However, a teacher with a minimum of one year's experience teaching in an accredited kindergarten program may substitute Early Childhood Education 4381 for Education 4391.

## **3. Early Childhood Education for Exceptional Children.**

Any Elementary or All-Level student who desires to secure the added endorsement "Early Childhood Education for Exceptional Children" must earn credits in Early Childhood Education 3314, and 3323 or 4313; and Special Education 4303, 4343, for a total of 12 semester hours.

## **EDEC 3314**

### **The Young Child**

This course includes an indepth study of growth and development during infancy and early childhood. Directed observations of the physical, mental and social characteristics of the young child are conducted in pre-school and primary grade settings. Strategies for developing self-discipline, creativity, and positive interrelationships are included. The behavioral science foundations of early childhood education including psychosexual-personality, normative-motivational, behavioral-environmental, cognitive-transactional and humanistic concepts are studied. The affective development of young children is studied, including interpersonal relationships of teachers and children and strategies for managing behaviors. (Offered also as Child Development 3314).

## **EDEC 3323**

### **Language and Concept Development in Young Children**

Study includes the relationship between language and thought; theories of language learning; changes in the young child's intellectual structure; role of the teacher; practical applications in field settings. (Offered also as Child Development 3323)

## **EDEC 4313**

### **Curriculum and Instruction in Early Childhood Education**

Includes the study of and experiences with application of alternative instructional strategies; planning and evaluation of learning activities based on the needs of young children; application and evaluation of factors affecting learning by young children, including the selection and planning of physical facilities; the skills necessary for management of an early childhood educational program; has a field experience component. Students gain knowledge of the concept of least restrictive alternatives and implications for the learning process; the characteristics and learning differences of exceptional/handicapped pupils; skill in developing and implementing individual educational plans; and knowledge of admission, review, and dismissal procedures for

## **EDEC 4343**

### **Early Childhood Education for Handicapped Children**

This course involves an indepth study of growth and development of the exceptional/handicapped child during infancy and early childhood with emphasis on values, theories and practical aspects in designing the learning environment. Directed observations are conducted in pre-school and primary-grade settings. Prerequisite: EDEC 3314 or EDSP 4303 (Offered also as Special Education 4343)

## **EDEC 4181, 4281, 4381**

### **Special Topics**

This course provides opportunities for individual research and development in areas of special interest, current issues, and special problems within the field of education of young children. A minimum of 30 clock hours of directed study is required for each semester hour of credit.

## **Special Education**

There are two options available in Special Education for students who are certified as Elementary, All-Level, or Vocational Homemaking teachers, and one option available for Secondary teachers. The former may qualify for the added endorsement of Special Education (Language/Learning Disabilities) or Early Childhood Education for Exceptional Children, and Secondary teachers may elect to add the Special Education (Language/Learning Disabilities).

## **Program Requirements**

1. Special Education  
(Language/Learning Disabilities)

Any teacher with certification in Elementary or Secondary fields may add the Special Education (LLD) endorsement by completing satisfactorily Special Education 4303, 4313, 4324, 4333, and Psychology 4330, for a total of 15 semester hours.

An undergraduate may complete this endorsement simultaneously with the other certification fields, but instead of the usual student teaching requirement will take education 4392 and 4390 or 4395.

2. Early Childhood Education for Exceptional Children

An undergraduate or post-baccalaureate student with Elementary or All-Level teacher certification may earn the added endorsement "Early Childhood Education or Exceptional Children" by completing satisfactorily Special Education 4303, 4343, and Early Childhood Education 3314, 3323, or 4313, for a total of 12 semester hours.

## **EDSP 4303**

### **Survey in Education for Exceptional Children**

Focuses on historical analysis of society's concern for exceptional/handicapped children's learning characteristics, etiology, and data relating to current issues and practices. Significant change in how the judicial system perceives responsibilities of the public school for educating exceptional/handicapped children. New commitments to mainstreaming, individualized educational plans, due process, and the severely/profoundly handicapped are analyzed.

## **EDSP 4313**

### **Teaching Children Manifesting Learning Disabilities**

This course involves a study of the unique psychoeducational needs of the language/learning disabled child. There is a survey of educational evaluation techniques, intelligence and aptitude factors, instructional strategies, remediation program design, use of specialized teaching materials and media, and alternative classroom arrangement, such as resource rooms, integrated, and self-contained classrooms.

## **EDSP 4324**

### **Educational Appraisal of Handicapped Students**

This course is an introduction to appraisal techniques used to identify specific learning disabilities, such as interpretation of standardized achievement; mental ability and aptitude tests; preparing educational plans; and use of case study data in educational applications.

**EDSP 4333****Diagnostic Teaching of Students with Learning Problems**

This course is a study of the implications of the diagnostic teaching process. Techniques of operating a diagnostic classroom, where children who are "marginal identification referrals" are studied to determine the nature of the learning environment best suited to their needs, are included. The design and implementation of individualized remedial plans are taught in this course.

**EDSP 4343****Early Childhood Education for Handicapped Children**

This course involves an indepth study of growth and development of the exceptional/handicapped child during infancy and early childhood with emphasis on values, theories, and practical aspects in designing the learning environment. Directed observations are conducted in pre-school and primary-grade settings. Prerequisite: EDEC 3314 or EDSP 4303 (Offered also as Early Childhood Education 4343)

**EDSP 4181, 4281 4381****Special Topics**

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

**DEPARTMENT OF PSYCHOLOGY**

The student is offered an opportunity to select from three major areas of concentration — Child Development, Guidance, Psychology. Emphasizing a blending of theory and practice, all three require field experience.

Learning in a Christian environment fosters creative, productive thinking, and the student is provided an intellectually challenging atmosphere as she/he prepares for a profession.

**Child Development**

Required for the student who wishes to earn teacher certification as "Teacher of Young Children" (ages 3 through 8). Child Development is a field of study which may be appropriately linked with many other majors offered by the university. The student who wishes to teach in pre-school and/or grades K-3 completes the two majors of Child Development and Early Childhood Education.

**Program Requirements**

The student who wishes to complete the major in Child Development must earn credit satisfactorily in CDEV 2373, 2383, 3313, 3314, 3323, 3330, 4303, 4292, and 4293 for a total of 25 semester hours.

**CDEV 2373****Marriage and the Family**

A consideration of factors in self-understanding and interpersonal relations; changing roles of men, women, and children; problems of family life; socialization of children; the influence of school and community interaction, including parent-teacher relationships; similarities and differences in familial life styles. (Offered also as Psychology 2373 and Sociology 2373)

**CDEV 2383****Psychomotor Development of the Young Child**

A study of the developmental sequence of motor performance, including activities and materials that enhance sensory motor integration, gross and fine motor development, self-help, and perceptual motor skills.

**CDEV 3313****Human Growth and Development**

A study in the area of developmental psychology designed to provide an understanding of the behavior and developmental characteristics of children and youth as they have



bearing on the learning process. Includes observations in the field. (Offered also as Education 3313 and Psychology 3313)

**CDEV 3314**  
**The Young Child**

This course includes an indepth study of growth and development during infancy and early childhood. Directed observations of the physical, mental and social characteristics of the young child are conducted in pre-school and primary grade settings. Strategies for developing self-discipline, creativity, and positive interrelationships are included. The behavioral science foundations of early childhood education including psychosexual-personality, normative-motivational, behavioral-environmental, cognitive-transactional and humanistic concepts are studied. The affective development of young children is studied, including interpersonal relationships of teachers and children and strategies for managing behaviors. (Offered also as Early Childhood Education 3314)

**CDEV 3323**  
**Language and Concept Development in Young Children**

Study includes the relationship between language and thought; theories of language learning; changes in the young child's intellectual structure; role of the teacher; practical applications in field settings. (Offered also as Early Childhood Education 3323)

**CDEV 3330**  
**Health and Physical Education for Pre-Adolescents**

A study of the effects of nutrition and health on the total development of the young child, including planning effective nutrition, health and safety programs for children; materials and methods for teaching physical education for pre-adolescents. (Offered also as Elementary Education 3330)

**CDEV 4303**  
**Survey in Education for Exceptional Children**

Focuses on historical analysis of society's concern for exceptional/handicapped children's learning characteristics, etiology, and data relating to current issues and practices. Significant changes in how the judicial system perceives responsibilities of the public school for educating exceptional/handicapped children. New commitments to mainstreaming, individualized educational plans, due process, and the severely/profoundly handicapped are analyzed. (Offered also as Special Education 4303)

**CDEV 4181, 4281, 4381**  
**Special Topics**

A service course designed to permit the offering of topics of current interest. May also be used for individual study in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

**CDEV 4292**  
**Senior Seminar**

This course is a campus-based seminar on the development, organization, and evaluation of day care programs for young children; physical facilities, equipment, and materials needed for the care and development of young children. (See Note 3 under Degree Requirements)

**CDEV 4293**  
**Senior Seminar**

This course is a field-based experience in which a minimum of 60 clock hours are spent in observing and working in a pre-school program. Included are techniques of instruction; management and technical considerations; interaction of the roles of all personnel in programs for young children; and the impact of legislation and outside influences upon pre-school programs. (See Note 3 under Degree Requirements)

## Guidance

A student may elect to be trained as a Guidance Associate and be certified to work as an assistant to a counselor in either an elementary or a secondary school. This major field of study provides excellent preparation for graduate school en route to becoming a counselor. It is also a good second field for an elementary school teacher.

## Program Requirements

The student who plans to combine Elementary Education with Guidance Associate certification must earn credits in Psychology 1313, 2363, 4323, 4330, 4363, 4293, 4296, and two other courses selected from Psychology 2333, 3333, 3343, 3363, 3373, or 3383, for a total of 25 semester hours.

The student who plans to teach in secondary school and selects Guidance Associate as one of the two required teaching fields must complete satisfactorily Psychology 1313, 2363, 4323, 4330, 4333, 4363, 4293, 4296 and one of Psychology 2333, 3333, 3343, 3363, 3373, or 3383 for a total of 25 semester hours.

## Psychology

The curriculum is designed to introduce the student to basic understandings in the scientific, systematic study of human behavior. The bachelor's degree with a major in psychology does not prepare the graduate for immediate placement in a professional psychologist's position. There are limited employment opportunities for the graduate with a B.A. or B.S. degree. Consequently, students who wish to become professional psychologists must be prepared to do graduate study.

There are three specialization programs in psychology. A student may choose Psychology as a specialization with Elementary Education; as a secondary school teaching field; or as a liberal arts major without teacher certification. Only one specialization in Psychology may be counted in graduation requirements.

## Program Requirements

The student who plans to enter graduate school to continue his/her education in the field of Psychology must earn credits in Psychology 1313, 2333, 2363, 3303, 3343, 4292, 4295, and three other advanced Psychology courses for a total of 28 semester hours.

The student who plans to combine Elementary Education with Psychology as the second major must earn credits in Psychology 1313, 2333, 2363, 3303, 4330, 4292, 4295, and three other advanced Psychology courses for a total of 28 semester hours.

The student who selects Psychology as a teaching field for secondary certification must complete satisfactorily Psychology 1313, 2363, 3303, 3333, 3343, 4323, 4330, 4292, 4295, and one other course from Psychology 2333, 3363, 3373, or 3383, for a total of 28 semester hours.

### PSYC 1313

#### General Psychology

An introductory course dealing with the major content areas in psychology. Topics include heredity and environment, emotions and motivation, perception, learning, personality, intelligence and measurement and evaluation. Includes pre-school and school age spans of children. May be taken by non-psychology majors as an elective.

### PSYC 2333

#### History and Systems of Psychology

A survey of the major systems of thought and theory in psychology. These include materials from a wide variety of disciplines, such as medicine, religion, philosophy, and the biological and physical sciences.

### PSYC 2363

#### Personality, Normal and Abnormal

A study of the significant theories of human personality, and the disorders of personality, such as neuroses, psychoses, behavior disorders, drug abuse, and psychosomatic illness. May be taken by non-psychology majors as an elective. Recommended for nursing, Christianity, and education majors as well as others who may deal with problems of people.

**PSYC 2373****Marriage and the Family**

A consideration of factors in self-understanding and interpersonal relations; changing roles of men, women, and children; problems of family life; socialization of children; the influence of school and community interaction, including parent-teacher relationships; similarities and differences in familial life styles. (Offered also as Child Development 2373 and Sociology 2373).

**PSYC 3303****Research Methods**

Research Methods is designed to introduce students to basic research methodology in the social and behavioral sciences and to teach them research design from the conception of an idea to the analysis and interpretation of data. (Offered also as Sociology 3303)

**PSYC 3313****Human growth and Development**

A study in the area of developmental psychology designed to provide an understanding of the behavior and developmental characteristics of children and youth as they have bearing on the learning process. Includes observations in the field. (Offered also as Child Development 3313 and Education 3313)

**PSYC 3333****Social Psychology**

Contemporary approaches to social behavior are considered. The roles of language and culture in changing the physiological organism into a socialized human being are analyzed. (Offered also as Sociology 3333)

**PSYC 3343****Experimental Psychology**

A course stressing the learning of techniques for conducting psychological studies. Considerable use is made of statistics and quantitative experimentation in the laboratory. Prerequisite: Psychology 3303 and 1313.

**PSYC 3363****Introduction to Interventive Skills**

Provides the initial development and use of specific skills in recognizing and

understanding group dynamics and human need. Through group processes and the use of the interview, students demonstrate interpersonal skills such as self-disclosure, feedback, communication, self-acceptance, and confrontation. Opportunities for self-assessment are provided. (Offered also as Sociology 3363 and Social Work 3363)

**PSYC 3373****Physiological Psychology**

A study of the physiological bases of animal and human behavior, with emphasis on learning the relationships between the functioning of the brain and nervous system and observable behavior. Emphasis is placed on the relationships of personality to variables such as physical disorders and changes, nutrition, and environmental agents which affect physical and mental functioning. May be taken by non-psychology majors as an elective.

**PSYC 3383****Motivation and Behavior**

A scientific study of the principles of human action, with emphasis on studying human needs and how people satisfy their needs. Analyses are made of different theories concerning how emotions originate, and about what motivates human beings to behave as they do under a variety of conditions. May be taken by non-psychology majors as an elective.

**PSYC 4323****Theories of Counseling**

Comprehensive and intensive study of major theoretical orientations in counseling and psychotherapy, stressing implications for research and practice. Includes experiences in micro-counseling and other stimulations to develop counseling skills.

**PSYC 4330****Psychology of Learning**

A course stressing the major contributions of learning theorists to understanding behavior. Particular attention is paid to human learning and the applicability of learning theory to the educational process.

**PSYC 4333****Measurement and Evaluation**

The completion of this course will enable a learner to design evaluation models, construct and validate mental measurement instruments, and select, administer and interpret the results of standardized tests. Particular emphasis on the testing of young children is included (Offered also as Education 4333)

**PSYC 4334****Psychology of Religion**

The insights of psychology as a human science are used to inspect and evaluate the religious dimensions of life. Included are the sources and meanings of religion, religious development, specific religious experiences and phenomena, and the relative health and sickness of various expressions of religion.

**PSYC 4363****Principles of Guidance**

Introduction to philosophical and historical foundations of guidance and counseling, stressing practical problems of organizing and implementing guidance programs in the secondary and elementary schools. Consideration is given to professional issues, present and future, as they impact the role and function of the counselor.

**PSYC 4373****Psychology in Business and Industry**

A survey of individual and group techniques in supervision and evaluation. Problems in selection, training, communication, motivation, morale, fatigue, accidents, job analysis, and performance. Prerequisites: Psychology 1313, 3313, or advanced classification in business or economics. (Offered also as Management 4373)

**PSYC 4181, 4281, 4381****Special Topics**

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving experimentation are included.

**PSYC 4292****Senior Seminar in Experimental Psychology**

In this course the student designs an original experimental project, preparing a prospectus which describes the problem, the hypothesis, the review of literature, techniques to be used, and other components normally found in research proposals. Prerequisite: Psychology 3303 and senior standing in psychology. See Note 3 under **Degree Requirements**.

**PSYC 4293****Senior Seminar in Guidance**

Applied counseling techniques, including testing, diagnosis, interaction with students and parents, and other skills are studied in preparation for a field experience as an assistant to a school counselor. Prerequisite: Senior standing as Guidance Associate. See Note 3 under **Degree Requirements**.

**PSYC 4295****Senior Seminar in Experimental Psychology**

The student conducts a previously approved research project and prepares a report which includes findings and conclusions. Prerequisite: Psychology 4292. See Note 3 under **Degree Requirements**.

**PSYC 4296****Senior Seminar in Guidance**

The student is assigned to a school in which he works as an assistant to a counselor for at least 45 clock hours. Prerequisite: Psychology 4293. See Note 3 under **Degree Requirements**.

**DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK**

The department offers majors in Sociology and Social Work.

**Social Work**

The curriculum offers knowledge and understanding of the history and philosophy of social welfare, its programs, policies and issues, the scientific method and communicative skills. It further assists the student to develop skills in problem identification, problem solution, use of appropriate

interventive processes and evaluation. Opportunities to implement and develop skills, and to apply classroom concepts are provided through organized field instruction. Early engagement in an identification of the nature of community service, its structure and functions, is provided through courses offering opportunities for field observation and volunteer services as part of their educational and behavioral content. The social work program is accredited by the National Council on Social Work Education.

### **Program Requirements**

To complete the major in social work a student must take the following courses: Social Work 1313, 2313, 3363, 3393, 4270, 4271, 4420, 4425, 4343, 4292, 4293, for a minimum of 31 semester hours.

#### **SOCW 1313**

##### **Introduction to Social Work**

Provides the student with an overview of the fundamental values, philosophies, and historical themes which dominate the development and present status of social welfare and social work practice. Traditional and newer practice perspectives are considered. Opportunities for volunteer service in a social service agency provide the beginning social work student a variety of experiences to assess his or her desire to pursue the profession of social work as a career.

#### **SOCW 2313**

##### **Programs, Policies, and Issues in Social Welfare**

The process of the development and implementation of social policies and their effects upon programs and services of the social welfare system are identified and analyzed. A critical assessment of the current issues related to programs and policies is included. The various practice settings of the profession and the approach and commitment of social work toward major contemporary social problems are also examined. The role of the social worker is considered throughout the course. Prerequisite: Social Work 1313 or taken concurrently with Social Work 1313.

#### **SOCW 3363**

##### **Introduction to Interventive Skills**

Provides the initial development and use of specific skills in recognizing and understanding group dynamics and human need. Through group processes and the use of the interview, students demonstrate interpersonal skills such as self-disclosure, feedback, communication, self-acceptance and confrontation. Opportunities for self-assessment are provided. (Offered also as Psychology 3363 and Sociology 3363)

#### **SOCW 3393**

##### **Sociology of Childhood and Adolescence**

Analysis of social class, ethnic influences and sex-role socialization on childhood and adolescence; consideration of the socializing agents in these age groups.

#### **SOCW 4420, 4425**

##### **Field Instruction**

Provides an opportunity for the social work student to apply knowledge, skills and values learned in the classroom and through community service to actual practice situations in a social service agency. Weekly seminars held on campus facilitates the integration of practice content with field experiences. Self-examination in relation to personal and professional ethics is stressed. Prerequisite: Permission of Instructor.

#### **SOCW 4343**

##### **Sociology of Middle Age and Aging**

Analysis of sociological and social psychological approaches to the study of middle age and aging; the emergence of aging as a problem in industrial societies; consideration of specific problems and programs related to aging.

#### **SOCW 4181, 4281, 4381**

##### **Special Topics**

A service course designed to permit the offering of topics of current interest. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## **SOCW 4270, 4271**

### **Social Work Practice I and II**

Focuses on providing the student with a conceptual framework for practice. Course includes a comparison of current practice theories, an in-depth study of strategies, roles and functions involved in social intervention, and the application of interventive skills to client systems (individual, dyad, family small group, organization and community). Emphasis is placed on the problem-solving process involved in the mutual working together of social worker and client from problem identification through problem resolution. First quarter material will highlight application of skills to micro systems; second quarter material will highlight application of skills to macro systems. These courses must be taken concurrently with field instruction courses. Prerequisite: permission of instructor.

## **SOCW 4292**

### **Senior Seminar**

The techniques of social research as they apply to social work practice are investigated. The course provides social work students with the basic materials necessary to understand the different phases of research in the social services. Prerequisite: See Note 3 under **Degree Requirements**.

## **SOCW 4293**

### **Senior Seminar**

The capstone course of the social work program. This course provides a supervised forum for current social work issues of paramount concern to emerging baccalaureate social practitioners. Prerequisite: See Note 3 under **Degree Requirements**.

## **Sociology**

The curriculum is designed to enable the undergraduate student to better understand relationships between individuals, groups, and societies. A major in sociology prepares the student for graduate study or for teaching in the elementary or secondary school. It also offers the student with other occupational aspirations an academic background that enhances his ability to work with individuals and groups in whatever field he/she chooses.

There are three programs for the sociology major. One program is designed for the student who is planning a career in another profession or who is planning to do graduate work in sociology. The other two programs are designed for those who are seeking teacher certification in either elementary or secondary education.

## **Program Requirements**

The student who selects a major in sociology in preparation for entrance into another profession or for entrance into graduate school is required to complete the following courses: Sociology 1313, 3303, 3323, 3333, 4292, 4293, and four additional sociology courses for a minimum of 28 semester hours.

The student who chooses to earn certification for teaching sociology in the secondary school must satisfactorily complete the following courses: Sociology 1313, 2343, 3303, 3323, 3333, 3393, 4292, 4293, and two additional sociology courses for a minimum of 28 semester hours.

The student who seeks certification as an elementary teacher with sociology as the second major must take the following courses: Sociology, 1313, 2313, 3303, 3323, 3333, 3393, 4292, 4293, and two additional sociology courses for a minimum of 28 semester hours.

## **SOCI 1313**

### **Principles of Sociology**

A study of the nature of social relations, social institutions, and social processes, and of the products of these relationships. The nature of culture, communications, socialization, mobility, social control and other sociological concepts are considered.

## **SOCI 2313**

### **Dynamics of Urban Systems**

A social systems approach to the analysis of the emerging problems of urban-suburban man, with special consideration of the development of alternative solutions to these problems and strategies of intervention.

**SOCI 2343****Social Deviance and Disorganization**

An analysis of sociological theories of social deviance and disorganization, with attention to problems of prevention and control.

**SOCI 2373****Marriage and the Family**

A consideration of factors in self-understanding and interpersonal relations; changing roles of men, women, and children; problems of family life; socialization of children; the influence of school and community interaction, including parent-teacher relationships; similarities and differences in familial life styles. (Offered also as Child Development 2373 and Psychology 2373)

**SOCI 3300****Sociology of Education**

This course is designed to examine the racial, ethnic, and socio-economic cultural variation of children in the Texas public schools. The impact of such variation on the child's self-concept development and the interaction of family, child, and school are studied. Field experiences are an integral part of the course. This course is required for all prospective teachers. (Offered also as Education 3300)

**SOCI 3303****Research Methods**

Research Methods is designed to introduce students to basic research methodology in the social and behavioral sciences and to teach them research design from the conception of an idea to the analysis and interpretation of data. (Offered also as Psychology 3303)

**SOCI 3323****History of Sociological Thought**

A study of the development of social thought, including a critical analysis of theories of leading social thinkers.

**SOCI 3333****Social Psychology**

Contemporary approaches to social behavior are considered. The roles of language and culture in changing the physiological organism into a

socialized human being are analyzed. (Offered also as Psychology 3333)

**SOCI 3363****Introduction to Interventive Skills**

Provides the initial development and use of specific skills in reorganizing and understanding group dynamics and human need. Through group processes and the use of the interview, students demonstrate interpersonal skills such as self-disclosure, feedback communication, self-acceptance and confrontation; opportunities for self-assessment are provided. (Offered also as Psychology 3363 and Social Work 3363)

**SOCI 3393****Sociology of Childhood and Adolescence**

Analysis of social class, ethnic influences and sex-role socialization on childhood and adolescence; consideration of the socializing agents in these age groups. (Offered also as Social Work 3393)

**SOCI 4333****Sociology of Religion**

An analysis of the role and functions of religion in human societies, types of religious organizations, and the relation between religion and other social institutions. The role of Christianity in American society will be emphasized. (Offered also as Christianity 4333)

**SOCI 4343****Sociology of Middle Age and Aging**

Analysis of sociological and social psychological approaches to the study of middle age and aging; the emergence of aging as a problem in industrial societies; consideration of specific problems and programs related to aging. (Offered also as Social Work 4343)

**SOCI 4353****Sociology of Corrections**

A study of societal reactions to crime and delinquency and the criminal justice system, with emphasis on a description and evaluation of attempts to prevent crime and to rehabilitate offenders.

## **SOCI 4181, 4281, 4381**

### **Special Topics**

A service course designed to permit the offering of topics of current interest. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest.

## **SOCI 4292**

### **Senior Seminar in Sociological Research**

In this course the student designs an original experimental project, preparing a prospectus which describes the problem, the hypothesis, the review of literature, techniques to be used, and other components normally found in research proposals. Prerequisite: Sociology 3303 and senior standing in Sociology. See Note 3 under **Degree Requirements**.

## **SOCI 4293**

### **Senior Seminar in Sociological Research**

The student conducts a previously-approved research project and prepares a report which includes findings and conclusions. Prerequisite: Sociology 4292. See Note 3 under **Degree Requirements**.

## **DEPARTMENT OF PHYSICAL EDUCATION, AND RECREATION**

### **Degree Requirements**

Each person who receives a baccalaureate degree at Houston Baptist University is required to have completed satisfactorily one credit in each of two different individual sports. These activities are listed under the designation Physical Education 2111. Students who demonstrate advanced proficiency in a particular sport may enroll in Physical Education 2121 without completing Physical Education 2111 in that sport. In such cases, Physical Education 2121 will suffice for the graduation requirement, provided the student also presents credit in a different sport.

A student who presents a physician's statement attesting to the non-advisability of the student's participation in activity courses may take a Physical Education theory course to satisfy the degree requirement. Such an individual may be examined by the university physician.

Students may take as many sections of Physical Education 2111 and 2121 as they wish, but only four semester hours of credit will be counted in the 130 credits required for graduation.

The option of taking an activity course for an ABCDF grade is available. The usual credit in Physical Education activity courses is a pass-fail credit. His/her choice must be identified at registration and may not be changed later.

### **Concentration in Physical Education**

A student may elect to major in Physical Education or Recreation. Each of these is a concentration within the various offerings of the department.

The curriculum is designed to acquaint the student with the contribution to be made by physical education and recreation to the total development of a human being — physically, intellectually, and spiritually. The required courses include principles of organizing and administering physical education programs in schools, intramural sports programs, coaching of athletics, and outdoor education.

The faculty recognizes the need for professional preparation of personnel to be employed in the rapidly-expanding field of recreation. A student may be interested in church recreation, municipal park supervision, community center service, summer camp direction, YMCA, and YWCA activities.

### **Program Requirements**

A student who chooses to major in physical education as a liberal arts field leading to entrance into graduate school or who wishes to teach in the secondary school is required to earn credits in the following courses:



Physical Education 2323, 2363, 3333, 3363, 3383, 3393, 3394, 4292, and 4295, for a total of 25 semester hours. It is strongly recommended that this student take Biology 2313 and 2323.

Any student who elects to major in physical education as an area of specialization to qualify for teaching in the elementary school must complete the following requirements: Physical Education 2363, 3323, 3363, 3393, 4323, 4324, 4292, 4295, and 3 semester hours of Physical Education electives, for a total of 25 semester hours.

To earn a major in recreation, a student must complete the following requirements: Physical Education 2373, 3373, 4313, 4314, 4293, 4296, and ten elective credits in physical education, for a total of 26 semester hours.

#### **PHED 2111**

##### **Beginning Individual Sports**

The development of beginning skills in individual sports such as tennis, badminton, archery, gymnastics, bowling, skiing, etc.

#### **PHED 2121**

##### **Advanced Individual Sports**

A continuation of selected individual sports for students with intermediate and advanced skills.

#### **PHED 2131**

##### **Varsity Intercollegiate Athletics**

A student-athlete who participates in the University intercollegiate athletic program is permitted to register in the sport during the one quarter per year in which it is offered.

#### **PHED 2323**

##### **Teaching Team Sports**

Materials and methods in teaching physical education through theory and practice in skills and techniques of team sports.

#### **PHED 2232, 2233, 2234**

##### **Coaching of Athletics**

These courses include the methods, techniques, and psychology of coaching in football, cross country track, basketball, gymnastics, track and field, and baseball.

#### **PHED 2363**

##### **Philosophical Foundations of Physical Education**

A study of the philosophy and history of physical education and the organization of physical education programs with emphasis on administration of selected programs.

#### **PHED 2373**

##### **Administration of Recreation Programs**

A study of recent trends in organization and administration of recreation programs. Special attention is given to control, personnel and department organization, and administrative practices on a local level.

#### **PHED 3242**

##### **Life Saving and Water Safety**

Techniques of teaching swimming progressions, Red Cross Life Saving and Instructor's Course.

#### **PHED 3323**

##### **First Aid**

This course meets the requirements for the Red Cross certificates: Standard and Instructor.

#### **PHED 3333**

##### **Teaching Individual Sports**

Materials and methods in teaching physical education through theory and practice in skill techniques of individual sports.

#### **PHED 3353**

##### **Health Education**

Subject matter and teaching methods and practices in preparation for teaching health education.

#### **PHED 3363**

##### **Tests and Measurements in Physical Education**

Introductory course in the area of measurement and evaluation in physical education. Fundamental statistics and practical experiences administering and taking physical education skill tests are included.

#### **PHED 3373**

##### **Planning and Maintenance of Recreation Facilities**

A study of problems involved in planning and maintenance of recreation facilities. Includes inspection of areas and facilities.

**PHED 3383****Organization of the Intramural Program**

Methods of organizing and administering intramural programs. Competencies are developed through field experiences with intramural programs involving team sports.

**PHED 3393****Physiology of Exercise**

A course concerning human physiology and its relationship to exercise. Students participate in fitness training and testing to apply fundamental principles of exercise physiology.

**PHED 3394****Kinesiology**

An introduction to the elementary principles of kinesiology.

**PHED 4313, 4314****Recreational Leadership**

The organization and planning of recreation in schools, churches, and the community.

**PHED 4323****Movement, Behavior, and Motor Learning**

A course structured around the basics of human movement and motor performance. Subject matter includes perceptual-motor foundations of physical education with emphasis on the state of the performer and his ability to learn motor skills.

**PHED 4324****Adaptive and Corrective Physical Education**

A study of problems relating to body mechanics, the needs of and programs for the atypical student.

**PHED 4181, 4281, 4381****Special Topics**

Directed study of a minimum of thirty clock hours for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

**PHED 4292****Senior Seminar in Physical Education**

The student conducts a research study in the literature on a selected topic in physical education and writes a paper. Prerequisite: Senior standing in physical education. See Note 3 under **Degree Requirements**.

**PHED 4293****Senior Seminar in Recreation**

The student conducts a research study in the literature on a selected topic in recreation and writes a paper. Prerequisite: Senior standing in recreation. See Note 3 under **Degree Requirements**.

**PHED 4295****Senior Seminar in Physical Education**

The student participates in a field experience that involves observation and contact with physical education programs and prepares and collects resource materials for the organization and conduct of such programs. Prerequisite: Senior standing in physical education. See Note 3 under **Degree Requirements**.

**PHED 4296****Senior Seminar in Recreation**

The student participates in a field experience in a recreation program or surveys several such programs. Prerequisite: Senior standing in recreation. See Note 3 under **Degree Requirements**.







# College of Fine Arts

## COLLEGE OF FINE ARTS

The College of Fine Arts is committed to a program which is designed to provide broad aesthetic experience in art and music for both the major and the general student. In addition to the course work which introduces the student to the fine arts, and to the theories which underlie them, many means are afforded for actual involvement in creativity. Regular performances by the Houston Baptist University Chorus, Band, and Orchestra; faculty recitals, music festival activities, visiting art displays in the Student Center Gallery, vocal and instrumental ensembles, and the annual Fine Arts Festival, all wing opportunity for participation and enjoyment. The location of Houston Baptist University near the cultural center of the city of Houston is an added advantage. Students can enjoy noted artists and lecturers, outstanding theater, facilities of major art museums, and performances of the Houston Symphony and the Houston Grand Opera Association.

The College of Fine Arts offers majors in the fields of art and music. The curricula of these areas may serve as preparation for specialized graduate study, as background training for a career in the arts, or when coordinated with supporting courses in education, as preparation for teaching. Christian liberal arts play an indispensable part in the renewal of our culture.

## ART

Houston Baptist University offers a bachelor's degree with a major in art. The art program is designed to help the student develop a personal, critical attitude to his life situation through creative involvements. The beginner is offered a variety of courses which provide technical training, historical background and professional competence while not destroying the dignity of individual opinion and direction. These studies are designed

to generate interest and promote understanding of art, which comes in part through analysis of creative works of past and present. The Senior Seminars provide an opportunity for the student's area of specialization to be the central theme in a final project.

There are four basic plans by which a student may arrive at a bachelor's degree with art as one or both of his majors.

- I. Art Major and unrelated Major (such as English, History of Math):
  - A. This major has studio emphasis for the production of art and is not preparatory for teaching.
  - B. A major in Art for this plan will consist of thirty semester hours including the following courses: 1313, 1323, 2313, 2323, 4292, 4293, and a minimum of 14 semester hours in studio courses.
- II. Elementary Art and Elementary Education:
  - A. This plan is for the student who wishes to teach in the elementary school classroom and/or art in the elementary school.
  - B. A student who wishes to be certified to teach art in the elementary school must take 1313, 1323, 2313, 3313, 3343, 4292, 4293, and a minimum of 6 semester hours in studio courses.
  - C. The six semester hour student teaching requirement will be completed in one quarter.
- III. Art and another teaching field with Secondary Teaching Certificate:
  - A. This student will be qualified to teach in both majors on Secondary level only.
  - B. A student who plans to teach art in the secondary school must take 1313, 1323, 2313, 2323, 3305, 3323, 4292, 4293, and a minimum of 8 semester hours in studio courses.

- C. The six semester hour student teaching requirement will be completed in one quarter.

IV. All-level Art (no additional major required.):

- A. This plan is for the student who plans to teach only art and who wishes to be certified to teach at both elementary and secondary levels.
- B. To be certified to teach art in Grades K-12 a student must take 1313, 1323, 2313, 2323, 3303, 3305, 3313, 3323, 4292, 4293, and a minimum of 20 semester hours in studio courses.
- C. The six semester hour student teaching requirement will be divided into two quarters including one quarter at elementary level, and one quarter at secondary level. Additional information on student teaching is given in the Education section of the catalogue.

*Special Requirements:* Art majors are required to participate in the annual student exhibition and other exhibits, programs, and lectures. The University reserves the right to retain permanently one work from each student in each class. The disposition of these works will be decided by the art faculty. Other works may be held temporarily for use in specific exhibitions. These will be available to owners no later than two years after the lending date.

**ART 1313, 1323**

**Design**

The student makes a thorough study of the principles and elements of design and visual devices which make up a work of art. By means of two and three dimensional problems, students make personal application of these concepts.

**ART 2313**

**History of Art: Prehistoric through Gothic**

Painting, sculpture and architecture reflect man's thinking (social, religious, and political) through which he sought to satisfy needs common to man of

every age. The unique contribution made by each culture toward our art heritage is stressed along with influences of one culture on another.

**ART 2323**

**History of Art. Renaissance through Modern**

Beginning with the sixteenth century, this study will trace the development of modern art forms. Stylization, social factors, and important innovations which shape the destiny of man and his arts will be considered.

**ART 2231, 2241, 3231, 3241, 4231**  
**Ceramics**

In ceramics, the student works with hand-built and wheel-thrown techniques of forming pottery. Experimentation with glaze formulation, glazing, and firing, and the search for a form language that expresses the individual are emphasized.

**ART 2232, 2242, 3232, 3242, 4232, 4242**  
**Drawing**

These courses are basic exercises using various drawing media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies which will be utilized in the student's ultimate development toward a personal approach to drawing. Prerequisites: Art 1313, 1323.

**ART 2233, 2243, 3233, 3243, 4233, 4243**  
**Painting**

These studio experiences are based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work. Prerequisites: Art 1313, 1323.

**ART 2234, 2244, 3234, 3244, 4234, 4244**  
**Printmaking**

Printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms will be included to give the student a broad understanding of the possibilities of the media. Individual solutions are encouraged after basic technical procedure has been learned. Prerequisites: Art 1313, 1323.

**ART 2235, 2245, 3235, 3245, 4235, 4245****Sculpture**

Emphasis is placed on understanding many three-dimensional design problems, exploration of various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques. Prerequisites: Art 1313, 1323.

**ART 3303****Art for Pre-Adolescents**

This course deals with the philosophy of preschool and elementary school art education based on Lowenfeld's continuum of growth. The laboratory experience with art emphasizes two-dimensional art media appropriate for the young child. Prerequisite: Student must be a junior in good standing in the teacher education program.

**ART 3305****Art for the Secondary School**

This course involves the production of art using media and processes considered appropriate for middle school and senior high school art programs. Emphasis is placed on combining technique, exploration of media and interrelation of art appreciation with art activities. Prerequisites: Art 1313, 1323, 2313, 2323, and eight semester hours of approved studio courses.

**ART 3313****Crafts for Pre-Adolescents**

This course involves creative problems in crafts designed for the pre-adolescent pupil with specialization in three-dimensional media. Prerequisite: Junior standing in the teacher education program.

**ART 3323****Crafts for the Secondary School**

This studio course presents practical experience and preparation for teaching three-dimensional design, weaving, printmaking, stitchery, and fabric design in the secondary school. Prerequisites: Art 1313, 1323, 2313, 2323 and eight semester hours of approved studio courses.

**ART 3343****Art Appreciation**

This course makes a comparative study of various modes of expression in all of the visual arts. Works of art studied in this course are selected from the prehistoric to the present. It is desired that the student see art as a very personal experience of man and that he begin to react more sensitively to art in our culture.

**ART 4181, 4281, 4381****Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Topics and projects are selected on the basis of student interest and need. Open to Art majors only. Prerequisite: Permission of the instructor and the Dean of the College.

**ART 4292, 4293****Senior Seminar**

Individual work in the student's area of specialization will be carried out as a final project. Participants will be encouraged to seek a personal approach to creating a form language that can adequately express the level of awareness attained. Prerequisite: See Note 3 under **Degree Requirements**.

**Music**

The curricula in Music at Houston Baptist University are designed to provide the specialization and depth of study necessary for the Performance major, the Sacred Music major, or the Music Education major. In addition, curricula and courses are offered which lead to a Bachelor of Arts or a Bachelor of Science degree for those students seeking more of a non-performance degree steeped in liberal arts studies, and for other students who wish to take electives in music or to participate in one of the performing ensembles.

Students who wish to major in music at Houston Baptist University must apply for acceptance to a degree program which leads to the Bachelor of Arts or the Bachelor of Science degree in music, in which a major from another area may be combined with a major in



music; the Bachelor of Music Education degree; or the Bachelor of Music degree. In the Bachelor of Music degree, a student may choose an orchestral instrument, organ, piano, voice, theory/composition, or Sacred Music as his major.

### ENTRANCE EXAMS

a) Applied: A student majoring in applied music must demonstrate talent for solo performance by means of an audition for the area faculty before being admitted to the curriculum. A student who, at the time of the audition, does not quite meet entrance requirements for the projected degree but who demonstrates unusual potential, may, at the recommendation of the music faculty, be accepted to the School of Music on a "Provisional" basis. Provisional students must fulfill all deficiencies within a specified time which will be stated in the initial letter of acceptance. Failure to complete the deficiencies within the specified time period will automatically terminate the student's acceptance to his current degree plan.

b) Written: At the time a student auditions for admission to the School of Music, placement examinations will be given in Music Theory and in Music Literature. If the examinations are not passed with a grade of 70%, the following courses will be required before the student may begin the regular series of Music Theory or Music Literature courses (students are referred to the current Handbook for Music majors for further details):

Rudiments of Music

Theory (2 hrs.)

Introduction to Music

Literature (Up to 3 hrs.)

c) SAT or ACT Evaluations: In addition to Music Theory and Music Literature examinations, students should be aware of the fact that if the SAT or ACT scores are not satisfactory, courses in English and/or Mathematics may be required which do not count toward the degree requirements. All of the courses mentioned above are geared to give students the necessary

and essential backgrounds in those areas which will enable the student to enter the regular curriculum with ease. Without the necessary background, it would be extremely difficult for a student to succeed in the curriculum at Houston Baptist University.

### UPPER DIVISION EXAMINATION

The purpose of the upper division examination is to assess the progress made by the student during the first two years of study. The examination is to be taken at the end of the sixth quarter of study at Houston Baptist University, or at the end of the quarter during which a minimum of 60 semester hours of credit applicable to a degree will be earned. Transfer students with 60 hours of transfer credit must take the upper division examination upon entering the University or at the end of the first quarter of study at the University. Students may postpone the examination only by petitioning the Dean of the College of Fine Arts, and it must be taken as soon thereafter as possible, not later than four quarters prior to expected graduation.

The examination will be administered by the music faculty, who will submit a written report upon completion of the examination with recommendations for the program to be pursued by the student.

All students will be graded on performance as part of the examination, and the grade received for this portion of the examination will be the grade for the quarter's work in the major applied area. The exam will be graded in the same manner as a jury exam.

Upon recommendation of the Upper Division Examination Committee, the student will be admitted to a specific degree program in Music. The student may not pursue any other degree in Music without petitioning and auditioning for a different degree once the upper division examination has been taken and the committee has submitted its recommendations.

Any student who does not pass the upper division examination will be placed on probation for one quarter, at the end of which he will retake the examination. Failure to pass the examination a second time will result in his being required to consider an optional degree plan at Houston Baptist University.

### **JURY EXAMINATIONS**

Every student enrolled in a private applied music course may be required to take a jury examination at the end of each quarter of study. The jury will consist of the members of the faculty in the student's major field of performance.

### **ENSEMBLE REQUIREMENT**

All students enrolled as Music Majors must enroll and make a passing grade in an ensemble for each quarter during which they are registered as a full time student at Houston Baptist University. Students attending Houston Baptist University on a music scholarship program may be required to participate in two ensembles. Keyboard majors normally will be assigned accompanying responsibilities in lieu of a second ensemble.

### **MUSIC THEORY AND MUSICOLOGY EXAMINATIONS**

All students enrolled in a freshman, sophomore, or junior theory course, or in a sophomore music literature or junior music history course will be given a cumulative examination at the end of the third quarter. The examination must be passed with a grade of 70% or higher in written theory and music history, and a grade of 60% or higher in aural theory or music literature in order to progress to the next level of study. If the examination is not passed at the end of the third quarter, the student may retake the examination in July, but must pass with a grade of 80% (70% aural and music literature). If the

student does not pass the examination the second time, he may retake it again prior to registration in the fall, but must pass with a grade of 85% (75% aural and literature). If the examination is not passed the third time, the student must appear before the review board to determine how much of the year must be repeated. If a quarter is repeated and passed with a grade of B or higher, the cumulative examination does not need to be repeated again. If the student earns a C in the repeated quarter(s), the cumulative examination must be taken and passed with a grade of 70% or higher.

If a student does not pass on to sophomore or junior level after repeating the cumulative examination series a second time, the student may not continue as a candidate for any music degree at Houston Baptist University.

### **STUDENT FORUM AND CONCERT ATTENDANCE REQUIREMENT**

All music majors enrolled as full time students at Houston Baptist University are required to attend at least seven student forum meetings and five concerts (on or off campus) during each quarter. Failure to meet this requirement will result in an incomplete grade being given in the student's major applied field for the quarter. The incomplete will be changed when the student has met the requirements determined by the faculty committee.

### **STUDENT RECITAL REQUIREMENTS**

Bachelor of Arts and Bachelor of Science students will not be required to perform a recital. Bachelor of Music Education students will be required to perform a recital of 30 minutes duration. Bachelor of Music students are required to perform both junior and senior recitals.

## BACHELOR OF ARTS OR BACHELOR OF SCIENCE

- I. The Bachelor of Arts/Bachelor of Science degrees are designed as broadly-based curricula featuring two majors, only one of which would be in music, and would be steeped in Liberal Arts studies. This degree would be offered jointly by the College of Humanities and the College of Fine Arts. Following is an outline of the degree requirements:

### B.A./B.S. DEGREES

#### (Courses for Music Majors in These Programs)

<b>THEORY</b>	Rudiments of Music (0212) .....	2 hrs.*
	Theory I (1212, 1222, 1232) .....	6 hrs.
	Theory II (2212, 2222, 2232) .....	6 hrs.
<b>MUSIC LITERATURE AND HISTORY</b>	Introduction to Music (1112, 1122, 1132) .....	3 hrs.*
	Survey of Music Literature (2212, 2222, 2232) .....	6 hrs.
	Music history (3212, 3222, 3232) .....	6 hrs.
<b>APPLIED AREA</b>	Applied Concentration .....	8 hrs.
	(Eight quarters of study — should be taken consecutively.	
<b>SENIOR SEMINARS</b>	(Two Required) .....	4 hrs.
	<b>Total Music Hours</b>	<b>36 hrs.</b>

\*Not applicable toward requirements for Music Major.

The Aural Skills component (Aural Skills I and II), though not required for this major, is nonetheless such an integral facet of theoretical studies that it should be included in every music curriculum.

### BACHELOR OF MUSIC EDUCATION

The Bachelor of Music Education degree is designed as a broadly-based professional program leading to teacher certification in the public school, grades K-12. Following is an outline of the requirements for this degree:

<b>THEORY</b>	Rudiments of Music (0212) .....	2 hrs.*
	Theory I (1212, 1222, 1232) .....	6 hrs.
	Aural Skills (1112, 1122, 1132) .....	3 hrs.**
	Theory II (2212, 2222, 2232) .....	6 hrs.
	Aural Skills II (2212, 2122, 2132) .....	3 hrs.**
	Theory III (3312) .....	3 hrs.
	Instrumentation (4232) .....	2 hrs.
<b>MUSIC LITERATURE AND HISTORY</b>	Introduction to Music (1112, 1122, 1132) .....	3 hrs.*
	Music History (3212, 3222, 3232) .....	6 hrs.
<b>MUSIC METHODS</b>	Instrumental (3111, 3112, 3113, 3114) .....	4 hrs.
	Age Group Methods (4202, 4203, 4204) .....	9 hrs.
	Conducting (3172, 3272 or 3173, 3273) .....	3 hrs.
<b>APPLIED AREA</b>	Concentration .....	8 hrs.
	Piano .....	4 hrs.
<b>SENIOR SEMINARS</b>	Jr. Recital and Research (4292) .....	2 hrs.
	Elective Seminar .....	2 hrs.

\*Not applicable to degree requirements

The Aural Skills component (Aural Skills I and II), though not required for this major, is nonetheless such an integral facet of theoretical studies that it should be included in every music curriculum.

## BACHELOR OF MUSIC (Sacred Music)

The Bachelor of Music degree with a major in Sacred Music is designed to be a thoroughly professional degree which concentrates not only on providing basic musical skills, but a concomitant background in the philosophy and history of Sacred Music, in educational philosophy and techniques, and in advanced conducting skills. Following is an outline of the requirements for this degree:

<b>THEORY</b>	Rudiments of Music (0212) .....	2 hrs.*
	Theory I (1212, 1222, 1232) .....	6 hrs.
	Aural Skills I (1112, 1122, 1132) .....	3 hrs.
	Theory II (2212, 2222, 2232) .....	6 hrs.
	Aural Skills II (2112, 2122, 2132) .....	3 hrs.
	Theory III (3312) .....	3 hrs.
<b>HISTORY &amp; LITERATURE</b>	Introduction to Music (1112, 1122, 1132) .....	3 hrs.
	Survey of Music Literature (2212, 2222, 2232) .....	6 hrs.
	Music History (3212, 3222, 3232) .....	6 hrs.
<b>SUPPORT COURSES</b>	Senior Seminars (4292, 4293) .....	4 hrs.
	Conducting (3172, 3272, 4273) .....	5 hrs.
	Applied Major .....	30 hrs.
<b>MAJOR AREA</b>	Recitals (2—1 in applied area, 1 in conducting) .....	2 hrs.
	Applied Secondary .....	4 hrs.
	Cognate courses	
	Choral Literature (3212)	
	Choral Literature (3222)	
	Hymnody (3232),	
	History and Philosophy of Worship	
	for the Musician (4212)	
	Church Music Administration (4223) .....	10 hrs.
	Music for Children (4202), Music For Early	
<b>EDUCATION CORE</b>	Adolescents (4203), Music for Adolescents (4204)...	6 hrs.
<b>LIBERAL ARTS CORE</b>		Sem. Hrs.
	Christianity 1313, 1323, and 3323 .....	9
	English 1313, 1323, 2313, 2323 .....	12
	Foreign Language .....	6
	Physics 1303 .....	3
	Computer Information Systems 1321 .....	3
	Physical Education 2111 .....	2
	Social and Behavioral Sciences .....	6

There are two series of courses from which to choose:

- |                       |                              |
|-----------------------|------------------------------|
| I. ECON 1301 (3 hrs.) | II. HIST 2313, 2323 (6 hrs.) |
| POLS 2313 (3 hrs.)    | Elective (3 hrs.)            |
| Elective (3 hrs.)     |                              |

Elective hours may be chosen from the following courses:

- |                             |      |
|-----------------------------|------|
| INDC 2311, 2312, 2313, 2314 | HIST |
| SPCH 1313                   | PSYC |
| ECON                        | SOCI |
| POLS                        |      |

\*Not applicable to music degree.

## BACHELOR OF MUSIC (Performance)

The Bachelor of Music degree with a major in performance is designed as a highly selective and professional curriculum for the exceptionally gifted performer who is seeking a career in musical performance, or in preparing for further graduate study in music leading to a career in the teaching of music at the college or university level. Following is an outline of the requirements for this degree:

<b>THEORY</b>	Rudiments of Music (0212) .....	2 hrs.*
	Theory I (1212, 1222, 1232) .....	6 hrs.
	Aural Skills I (1112, 1122, 1132) .....	3 hrs.
	Theory II (2212, 2222, 2232) .....	6 hrs.
	Aural Skills II (2112, 2122, 2132) .....	3 hrs.
	Theory III (3312) .....	3 hrs.
<b>HISTORY &amp; LITERATURE</b>	Introduction to Music (1112, 1122, 1132) .....	3 hrs.*
	Survey of Music Literature (2212, 2222, 2232) .....	6 hrs.
	Music History (3212, 3222, 3232) .....	6 hrs.
<b>SUPPORT COURSES</b>	Senior Seminars (4292, 4293) .....	4 hrs.
	Conducting (3172, 3272 or 3173, 3273) .....	3 hrs.
		<u>40 hrs.</u>
<b>APPLIED AREA</b>		
<b>(a) Organ:</b>		
	Major .....	36 hrs.
	Recitals .....	3 hrs.
	Cognate Courses	
	Applied Skills for Organists I (3212, 3222, 3232),	
	Applied Skills for Organists II (4242, 4252, 4262) .....	12 hrs.
	Applied Secondary .....	4 hrs.
		<u>55 hrs.</u>
<b>(b) Piano:</b>		
	Major .....	30 hrs.
	Recitals .....	3 hrs.
	Cognate Courses	
	Accompanying (2114, 2124, 2134),	
	Keyboard Harmony (3114, 3124, 3134),	
	Piano Literature (4214, 4224),	
	Piano Pedagogy (4234, 4244) .....	14 hrs.
	Applied Secondary .....	4 hrs.
		<u>51 hrs.</u>
<b>(c) Voice:</b>		
	Major .....	30 hrs.
	Recitals .....	3 hrs.
	Cognate Courses	
	Diction (1146, 1156, 1166, 2146),	
	Vocal Literature (3216, 3226, 3236),	
	Vocal Pedagogy (4246, 4256) .....	14 hrs.
	Opera Workshop 3119, 3129, 3139, 4119 .....	4 hrs.
	Applied Secondary .....	4 hrs.
		<u>55 hrs.</u>

(d) Instrumental:	Major.....	30 hrs.
	Recitals .....	3 hrs.
	Cognate Courses	
	Instrumental Chamber Music (2112, 2122, 2132, 3112, 3122, 3132), Instrumental Methods (3111, 3112, 3113, 3114), Instrumentation and Orchestration (4212) Studio Recording Techniques (4222), Jazz Influences on Instrumental Music (4232).....	16 hrs.
	Applied Secondary .....	4 hrs.
		<u>53 hrs.</u>

## LIBERAL ARTS CORE

	Sem. Hrs.
Christianity 1313, 1323, and 3323.....	9
English 1313, 1323, 2313, 2323 .....	12
Foreign Language .....	6
Physics 1303 .....	3
Computer Information Systems 1321 .....	3
Physical Education 2111 .....	2
Social and Behavioral Sciences.....	6
(See the explanation under the same heading; Bachelor of Music) (Sacred Music) degree, page 90.	<u>41</u>

\*Not applicable to music degree.

## BACHELOR OF MUSIC (Theory/Composition)

The Bachelor of Music degree with a major in Theory/Composition is designed as a curriculum for exceptionally gifted musicians who are primarily interested in the study of the materials of music, and in the creative craftsmanship of composition. The degree is expected to serve as a basis for graduate study in either theory or composition, leading to a career in teaching at the college or university level or to a career as a professional composer.

<b>THEORY</b>	Theory I (1212, 1222, 1232).....	6 hrs.
	Aural Skills I (1112, 1122, 1132).....	3 hrs.
	Theory II (2212, 2222, 2232) .....	6 hrs.
	Aural Skills II (2112, 2122, 2132) .....	3 hrs.
	Theory III (3312).....	3 hrs.
<b>HISTORY &amp; LITERATURE</b>	Introduction to Music (1112, 1122, 1132).....	3 hrs.*
	Survey of Music Literature (2212, 2222, 2232).....	6 hrs.
	Music History (3212, 3222, 3232) .....	6 hrs.
<b>SUPPORT COURSES</b>	Senior Seminars in Theory (4292, 4293).....	4 hrs.
	Conducting (3172, 3272 or 3173, 3273).....	3 hrs.
<b>APPLIED AREA</b>	Composition I (2219, 2229, 2239) .....	6 hrs.
	Composition II (3219, 3229, 3239) .....	6 hrs.
	Composition III (4219, 4229, 4239) .....	6 hrs.
	Recitals: Junior and Senior (See Note 1).....	3 hrs.
	Applied Secondary (See Note 2).....	18 hrs.
	Cognate Courses	
	Senior Seminar in Theory (4294).....	2 hrs.
	Advanced Aural and Keyboard Skills (3222) .....	2 hrs.
	Music Electives.....	<u>12 hrs.</u>

\*Not applicable to music degree.

**Note 1:** The Junior Recital is a combination of piano performance, other applied performance, and conducting. The senior recital will be at least 45 minutes long and will consist entirely of original works written during sophomore, junior, and senior years. The composer must participate in the recital as a conductor or performer. The programs must be approved by a faculty committee prior to presentation.

**Note 2:** Piano is required as the secondary area until an advanced piano proficiency examination is passed. Piano must be taken every quarter until the above-mentioned examination is passed.

#### LIBERAL ARTS CORE

	Sem. Hrs.
Christianity (1313, 1323, and 3323).....	9
English (1313, 1323, 2313, 2323).....	12
Foreign Language (German or French).....	6
Physics (1303).....	3
Computer Information Systems 1321 .....	3
Physical Education (2111).....	2
Social and Behavioral Sciences.....	6
(See explanation under Bachelor of Music)	
(Sacred Music), page 90.	

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### Bachelor of Arts or Bachelor of Science

#### Music Requirements for

#### Music Specialization combined with Elementary Education

Music Theory I (MUTH 1212, 1222, 1232).....	6 hours
Aural Skills I (MUTH 1112, 1122, 1132).....	3 hours
Music History (MUHL 3212, 3222, 3232).....	6 hours
Fundamentals of Conducting (MUEC 3172) .....	1 hour
Applied Piano (2 hours upper level) .....	6 hours
Applied Voice (1 hour upper level) .....	3 hours
Vocal Pedagogy (MUAP 4292: Senior Seminar) .....	2 hours
Music For Children (MUEC 4202) .....	2 hours
<b>Total</b>	<b>29 hours</b>

\*EDEL 3320 Music for the Pre-Adolescent will be required as part of Elementary Education as shown on the degree plan.

## **MUSIC THEORY**

### **MUTH 0212**

#### **Rudiments of Music**

A basic course for students who do not meet the level required for admission to Music Theory I. Open to all students, but not applicable to degree requirements for a music major. Music majors placed in this course will continue the second quarter with Music Theory I, 1212, and Aural Skills I, 1112.

### **MUTH 1212, 1222, 1232**

#### **Music Theory I**

A study of the materials and structure of melody, two-voice, three-voice, and homophonic textures; binary, ternary, and through-composed forms; and chord structures through secondary dominants. Prerequisite: placement out of MUTH 0212. May not be taken out of sequence.

### **MUTH 2212, 2222, 2232**

#### **Music Theory II**

A continuation of Music Theory I. 18th Century counterpoint, 17th-20th Century form analysis, chromatic harmony, and introductory work in Impressionism. Emphasis on aural and visual analysis and on basic compositional techniques. Prerequisite: completion of MUTH 1212-1232.

### **MUTH 3312**

#### **Music Theory III**

A study of new compositional materials and analytical techniques in the 20th Century. A continuation of skills and techniques introduced in Music Theory II, as well as in Aural Skills II. Prerequisite: completion of Music Theory II and Aural Skills II, or demonstrated equivalent.

### **MUTH 1112, 1122, 1132**

#### **Aural Skills I**

Aural drill on recognition of fundamental musical materials from intervals through secondary dominants. Must be taken concurrently with the corresponding Music Theory I courses. Prerequisite: exemption from or successful completion of MUTH 0212.

### **MUTH 2112, 2122, 2132**

#### **Aural Skills II**

A continuation of Aural Skills I. Modulation, chromatic harmony, introduction to Impressionistic materials.

### **MUTH 3222**

#### **Advanced Keyboard and Aural Skills**

A continuation of skills acquired in Aural Skills II. Prerequisite: completion of MUTH 2112-2132.

### **MUTH 4181, 4281, 4381**

#### **Special Topics**

Directed study in a specialized area of Music Theory. A minimum of 30 clock hours of independent study or project development is required for each hour of credit. Topics and projects are selected on the basis of student career interest and need. Prerequisite: permission of the instructor and the Dean of the college.

### **MUTH 4232**

#### **Instrumentation**

An introduction to the principles of orchestration, arranging, and score reading. Specific record listening assignments supplement the other work of the course. Prerequisite: Music 2232. (Bachelor of Music Education Degree.)

### **MUTH 4292, 4293**

#### **Senior Seminars in Music Theory**

4292: Score Reading: performance at the keyboard of graded scores, both instrumental and vocal. Prerequisite: MUTH 3312.

4293: Theory Pedagogy: study of examination procedures, grading procedures, and some laboratory experience in teaching.

### **MUTH 4294**

#### **Terminal Project in Music Theory:**

A supervised paper of 20-30 pages dealing with a subject approved by an advisory committee.



All students enrolled in a freshman, sophomore, or junior level theory course, or in a sophomore music literature or junior music history course will be given a cumulative examination at the end of the third quarter of each year. The examinations must be passed with a grade of 70% or higher in written theory and music history, and a grade of 60% or higher in aural theory or music literature in order to enroll in the next level of study. The examination may be taken a total of three times during a one year period (see Handbook for Music Majors for more specific details), and if they are not passed two years in a row, the student may not continue as a candidate for a music degree at Houston Baptist University.

## **MUSIC HISTORY AND LITERATURE**

### **MUHL 1112, 1122, 1132**

#### **Introduction to Music**

A basic music appreciation course for those students with little or no background in music. Designed to acquaint students with a fundamental understanding of music and musical style from all historical periods. Open to all students, but not applicable to degree requirements for music majors.

### **MUHL 2212, 2222, 2232**

#### **Survey of Music Literature**

Survey of musical repertoire of all stylistic periods in Western music from the Middle Ages through the twentieth century. Emphasis is placed upon representative works, and upon analytical listening techniques designed to develop the perception of stylistic characteristics.

### **MUHL 3212, 3222, 3232**

#### **History of Music**

A study of the evolution and development of music from antiquity to the present. Development of skills necessary to identify and define the various musical genres, forms, and concepts. A study of the outstanding works of the major composers of the western world and their identification

through aural recognition. A study of the great works of music literature from historical, analytical, and critical methods and their placement within their proper historical context.

### **MUHL 4292, 4293**

#### **Senior Seminar**

An advanced study in the history and literature of music, conducted through guided research, discussion, and critical analysis of musical works. The following will be offered as demand warrants on a rotating basis: Opera Literature, 20th Century Music before 1945, 20th Century Music since 1945, Choral Literature, Symphonic Literature before 1840, Symphonic Literature since 1840, Keyboard Literature, Solo Song Literature, Baroque Performance Practices, American Music, Oratorio Literature, Jazz Influences on American Music. Prerequisite: See Note 3 under Degree Requirements.

## **MUSIC EDUCATION AND CHURCH MUSIC**

### **MUEC 3111, 3112, 3113, 3114**

#### **Instrumental Methods in the Secondary Schools**

The study of technical problems, teaching materials and basic performance problems of brass (3111), percussion (3112), strings (3113), and woodwinds (3114). Teaching of each instrument at the elementary level is included.

### **MUEC 3172**

#### **Fundamentals of Choral Conducting**

Basic techniques in choral conducting and score reading. Prerequisite: Junior standing (60 hrs.) or permission of the instructor.

### **MUEC 3173**

#### **Fundamentals of Instrumental Conducting**

Basic study in baton technique and score reading. Prerequisite: Junior standing (60 hrs.) or permission of the instructor.

### **MUEC 3212**

#### **Choral Literature**

An historical survey and study of the music from the Renaissance to 1850.

**MUEC 3222****Choral Literature**

An historical survey and study of the music from 1850 to the present.

**MUEC 3232****Hymnody**

An historical survey of the development of hymnody from the early ages to the present, discussing both hymns and hymn tunes from the Greek and Latin period to the present. The course is designed to develop a true appreciation for the heritage which has been passed down through the ages via this unique expression of corporate worship.

**MUEC 3272****Choral Conducting**

Choral conducting techniques and their application in rehearsal and performance. Prerequisite: MUEC 3172.

**MUEC 3273****Instrumental Conducting**

Instrumental conducting techniques and their application in rehearsal and performance. Prerequisite: MUEC 3173.

**MUEC 3320****Music for Pre-Adolescents**

A course designed for the teacher of pre-school and elementary school children. It includes a study of the child voice, rote singing, development of rhythmic and melodic expression, directed listening, and reading readiness. Basic materials, including song texts, are studied and simple percussion and melodic instruments are used in creative activities.

**MUEC 4202****Music for Children**

A course for music education and church music majors designed to develop competencies necessary for implementing musical learning for pre-adolescents. The course will present principles and teaching strategies necessary for pre-adolescent instruction and includes a four-week period of observation and micro-teaching in school or church.

**MUEC 4203****Music for Early Adolescents**

A course for music education and church music majors designed to develop competencies necessary for implementing musical learning for middle school age youth. The course will present principles and teaching strategies necessary for middle school instruction and includes a four-week period of observation and micro-teaching in school or church.

**MUEC 4204****Music for Adolescents**

A course for music education and church music majors designed to develop competencies necessary for implementing a musical learning for senior high age youth. The course will present principles and teaching strategies necessary for senior high school instruction and includes a four-week period of observation and micro-teaching in school or church.

**MUEC 4212****History and Philosophy of Church Music**

A survey of church music history with the purpose of discovering worship philosophies and resulting patterns and forms that directly affected the production and development of church music as a musical genre. Specific liturgical forms will be studied within this context. Contemporary philosophies and trends will receive significant stress.

**MUEC 4223****Church Music Administration**

A study of contemporary approaches to the planning for and administering of music ministry programs in churches. Special attention will be given to resources and skills that play important roles in current church music supervision. Students will have a significant contact with professionals in the field, as a means of developing competencies in administration. The course will be geared toward preparation for work in protestant denomination, although a wide range of trends will be studied.

**MUEC 4272****Advanced Choral Conducting**

The conducting of choral groups. A study in advanced technique, style, and interpretation. Prerequisite: MUTH 2232 and MUEC 3272 or 4273.

**MUEC 4273****Advanced Instrumental Conducting**

The conducting of bands and orchestras. A study in technique, style, and transposition. Prerequisites: MUTH 2232 and MUEC 3273 or 4272.

**MUEC 4303****Music in the Public School**

A course for music education majors designed to cover philosophies of music education as applied in curriculum and pedagogy. Innovative trends will receive special emphasis. Current periodical literature will provide resource materials.

**MUEC 4292****Senior Seminars:****Junior Recital and Research:**

Performance of a 30-minute recital from contrasting periods of music.

Accompanying formal research paper in support of recital program material.

Other seminar topics are listed on page 95.

**APPLIED MUSIC**

Individual instruction is offered in brass, organ, percussion, piano, voice, and woodwinds. All students electing applied music for credit may be required to take a jury examination at the end of each quarter. Under no circumstances can the final grade vary more than one letter from the jury grade. (See Handbook for Music Majors for more specific information.)

Music majors must be registered for applied music in their area of concentration until recital requirements are met. B.A. and B.S. students must complete the upper level requirements in the applied area.

All lower level applied music courses (lessons) will carry an MUAP 1000 number and all upper level courses will carry an MUAP 3000 number.

All students must be enrolled in class or private piano until the minimum requirements for piano proficiency as set forth in the current Handbook for Music Majors have been met and the examination has been passed. In certain instances, students may be waived from further piano study by passing the sophomore piano proficiency examination. This examination shall be administered regularly at the end of each quarter and at other times as required by the music faculty.

The piano proficiency examination must be completed prior to student teaching or presentation of senior recital.

**MUAP 1101, 3101****Brass**

One half-hour lesson per week. One hour credit.

**MUAP 1201, 3201****Brass**

One hour lesson per week. Two hours credit.

**MUAP 1301, 3301****Brass**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUAP 1102, 3102****Organ**

One half-hour lesson per week. One hour credit. Prerequisite: Piano proficiency.

**MUAP 1202, 3202****Organ**

One hour lesson per week. Two hours credit. Prerequisite: Piano proficiency.

**MUAP 1302, 3302****Organ**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUAP 1103, 3103****Percussion**

One-half hour lesson per week. One hour credit.

**MUAP 1203, 3203****Percussion**

One hour lesson per week. Two hours credit.

**MUAP 1303, 3303****Percussion**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUAP 1104, 3104****Piano**

One half-hour lesson per week. One hour credit.

**MUAP 1204, 3204****Piano**

One hour lesson per week. Two hours credit.

**MUAP 1304, 3304****Piano**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUAP 1105, 3105****Strings**

One half-hour lesson per week. One hour credit.

**MUAP 1205, 3205****Strings**

One hour lesson per week. Two hours credit.

**MUAP 1305, 3305****Strings**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUAP 1106, 3106****Voice**

One half-hour lesson per week. One hour credit.

**MUAP 1206, 3206****Voice**

One hour lesson per week. Two hours credit.

**MUAP 1306, 3306****Voice**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUAP 1107, 3107****Woodwinds**

One half-hour lesson per week. One hour credit.

**MUAP 1207, 3207****Woodwinds**

One hour lesson per week. Two hours credit.

**MUAP 1307, 3307****Woodwinds**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUAP 1108, 3108****Harp**

One half-hour lesson per week. One hour credit.

**MUAP 1208, 3208****Harp**

One hour lesson per week. Two hours credit.

**MUAP 3162****Junior Recital**

A 30-minute performance of contrasting literature. Prerequisite: a pre-recital hearing in major area.

**MUAP 4262****Senior Recital**

A one-hour performance of contrasting literature. Prerequisite: a pre-recital hearing in major area.

## **COGNATE COURSES- KEYBOARD**

**MUAP 2114, 2124, 2134****Accompanying**

Practical aspects of performance with vocalist and/or instrumentalist; transposition at sight; art songs; participation as an equal in specific genres such as sonatas and art songs; matters of interpretation involving other performers.

**MUAP 3212, 3222, 3232****Applied Skills for Organists I**

Basic harmonic progressions; harmonization of given melodies and basses; transposition and modulation; reading of "figured bass"; introduction to improvisation; score reading; techniques of accompanying.

**MUAP 3114, 3124, 3134****Keyboard Harmony**

Development of skills in sight-reading, ensemble playing, and accompaniment; harmonization, realization of a figured bass or melody, and improvisation;

practice in transposition using movable clefs; and reading four-part scores at the keyboard.

#### **MUAP 4242, 4252, 4262**

##### **Applied Skills for Organists II**

An historical study of the great liturgies of the world and their present day usage; hymn playing and a survey of hymnody and chant; console conducting; service music.

#### **MUAP 4214**

##### **Piano Literature**

Practical survey of major keyboard repertoire written between 1750 and 1900. Emphasis is placed upon principal forms, styles, and composers, as well as practical consideration of particular pianistic techniques and problems.

#### **MUAP 4224**

##### **Piano Literature**

Practical survey of major keyboard repertoire written during the twentieth century. Emphasis is placed upon principal forms, styles, composers, notation, as well as practical consideration of particular pianistic problems encountered in avant-garde music.

#### **MUAP 4234**

##### **Piano Pedagogy I**

Survey of procedures and materials applicable to the teaching of beginning, intermediate, and advanced piano students. Preparatory School teaching under supervision is included.

#### **MUAP 4244**

##### **Piano Pedagogy II**

Survey of procedures and materials applicable to group piano teachers. Preparatory School teaching under supervision is included.

### **COGNATE COURSES-VOICE**

#### **MUAP 1116, 1126, 1136**

##### **Voice Class I**

This course is an elementary approach to the fundamentals of singing: posture, breathing, and essentials of good phonation. The repertoire consists of easy songs in English and Italian. Also included are beginning Italian diction and how to study music. Admission by audition.

#### **MUAP 1146, 1156, 1166, 2146**

##### **Language Diction**

This course is an introduction to the speech sounds and rhythms of the Italian, German, French, and English languages as applied to solo vocal literature. The first quarter deals with Italian (1146); the second, English (1156); the third, German (1166); and the fourth, French (2146).

#### **MUAP 2116, 2126, 2136**

##### **Voice Class II**

This course continues an emphasis on fundamentals: posture, breathing, good phonation. Also included is an introduction to expressive singing and stage deportment. Public performance is stressed. The repertoire consists of songs of moderate difficulty in English, Italian and German. Beginning German diction is included. Prerequisite is at least two quarters of Voice Class I or its equivalent. Admission by audition.

#### **MUAP 3216, 3226, 3236**

##### **Vocal Literature Survey**

This course is an intensive survey of solo song literature from the Renaissance period of music history to the present. The first quarter of study is devoted to Italian and English songs; the second quarter to German lieder; and the third quarter to French art songs.

#### **MUAP 3119, 3129, 3139**

##### **Opera Workshop**

A course dealing with practical experience in the technical preparation and performance of scenes or complete operas. Included are drama exercises, improvisations, and the integration of music, acting, and opera staging. Admission by permission of the instructor.

#### **MUAP 4119, 4129, 4139**

##### **Advanced Opera Workshop**

A continuation of opera workshop which incorporates more individual instruction and experience in all facets of production techniques including staging, lighting, scenic design, makeup, costuming, etc. Admission by permission of the instructor.

## **MUAP 4246, 4256**

### **Vocal Pedagogy**

This course is an historical and practical approach to the art of teaching voice. Emphasis is on research, writing and observation. The second quarter involves some student teaching as directed by the instructor. Admission is by permission of the instructor.

## **MUAP 4292, 4293**

### **Senior Seminars**

Studies in pedagogy of performance. Student interest and need will determine offerings in Advanced Vocal Pedagogy.

## **COGNATE COURSES- INSTRUMENTAL**

### **MUAP 2112, 2122, 2132, 3112, 3122, 3132**

#### **Instrumental Chamber Music**

The study and performance of the major chamber music literature for strings, brass, woodwind and percussion instruments.

### **MUAP 4212**

#### **Instrumentation and Orchestration**

An introduction to the principles of orchestration, arranging and score reading. Exercises in transcribing for strings, brass, woodwind and percussion instruments are assigned. The goal is to understand techniques for writing and arranging for the full symphony orchestra. (Bachelor of Music Degree.)

### **MUAP 4222**

#### **Studio Recording Techniques**

The study of recording studio techniques concerning microphone placement, sound overlay, track control, acoustics, separation, equipment and basic tape production.

### **MUAP 4232**

#### **Jazz Influences of Instrumental Music**

The study of jazz and its performance as it relates to jazz-influenced symphonic, film, television, ballet, opera, and Broadway show scores, as well as the recording industry and music education. Prerequisite: MUTH 2232.

## **ENSEMBLES**

Ample opportunity is offered to all students at Houston Baptist University for creative participation in musical ensembles. Any student who meets the audition requirements may participate in musical organizations. Music majors must participate in either University Chorus, Concert Band, or Orchestra each quarter in residence. Keyboard majors are required to participate in one ensemble and will be assigned accompanying duties.

*Choral Activities:* Music majors with an emphasis in voice must participate in University Chorus and may elect other ensembles each quarter.

### **MUVE 0101**

#### **University Chorus**

### **MUVE 0041**

#### **University Chorus**

Open to all students, faculty members, and spouses and required of all music majors not enrolled in Concert Band or Orchestra.

### **MUVE 0121**

#### **Concert Chorale**

### **MUVE 0021**

#### **Concert Chorale**

Open to all students.

### **MUVE 0141**

#### **University Singers**

### **MUVE 0041**

#### **University Singers**

Audition only.

### **MUVE 0151**

#### **Opera Workshop**

### **MUVE 0051**

#### **Opera Workshop**

See page 99. Opera Workshop 3119. Audition only.

*Instrumental Activities:* Music majors with an emphasis in instrumental music must participate in Concert Band or Orchestra and may elect other ensembles each quarter.

### **MUIE 0101**

#### **Concert Band**

**MUIE 0001****Concert Band**

The large symphonic grouping of all band instruments for the purpose of performing the band literature in concert.

**MUIE 0121****University Orchestra****MUIE 0021****University Orchestra**

A symphony orchestra with a complete orchestral instrumentation performing a varied repertoire including operatic and choral works. Limited in size by the composition and the occasion.

**MUIE 0181****Stage Band****MUIE 0081****Stage Band**

Jazz-oriented ensemble open to all students. Providing experience in jazz, rock, swing, bossa nova, disco and ballads.

**COMPOSITION****MUAP 2219, 2229, 2239****Composition I**

Binary, Ternary, Variation, and contrapuntal vocal and instrumental forms. Beginning calligraphy and instrumentation principles. Prerequisite: completion of Music Theory and Aural Skills I with a grade of B or higher.

**MUAP 3219, 3229, 3239****Composition II**

Continuation of Composition I, introducing small instrumental and vocal ensemble writing, with introduction of larger ensemble writing. Also a continuation of calligraphy and score preparation, and introduction to orchestration principles. Prerequisite: completion of Composition I with a grade of B or higher.

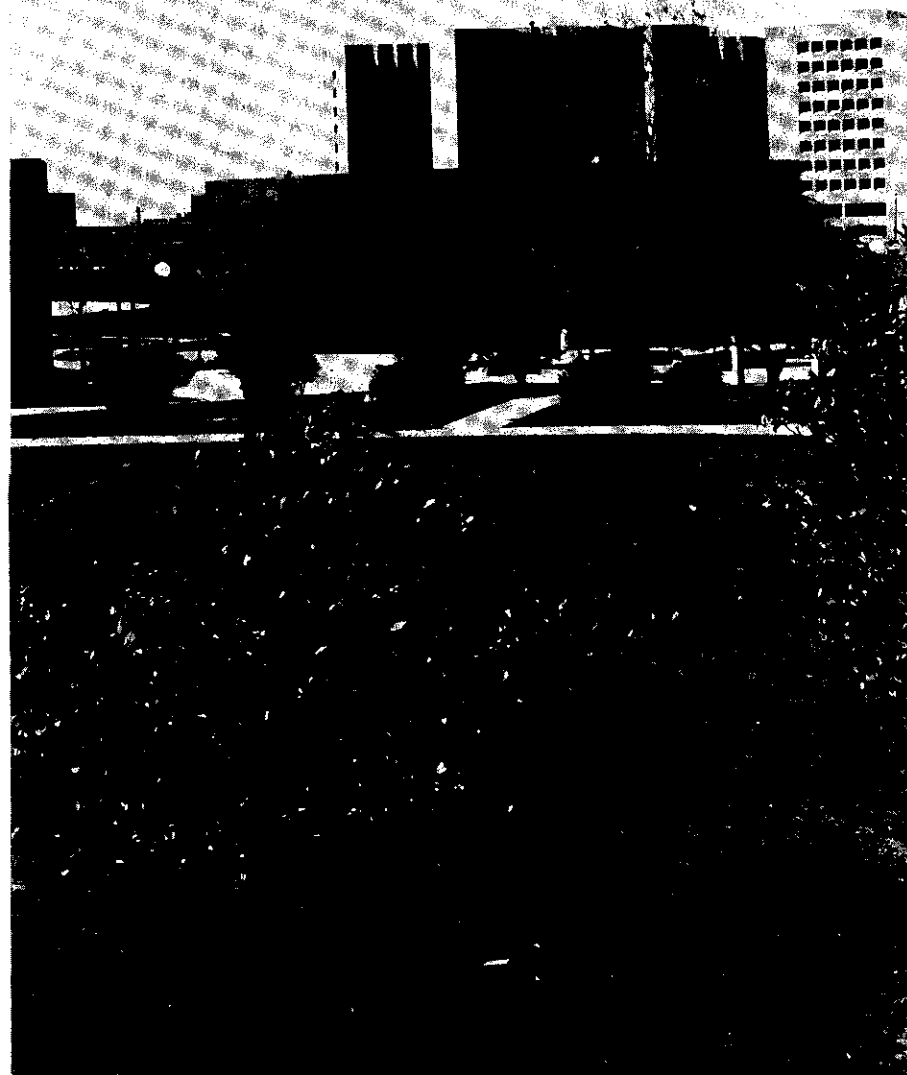
**MUAP 4219, 4229, 4239****Composition III**

Composition for chamber orchestra and full orchestra; multiple movement works. Continuation of orchestration techniques. Prerequisite: completion of Composition II with a grade of B or higher.









# College of Humanities

## DEPARTMENT OF CHRISTIANITY AND PHILOSOPHY

Houston Baptist University is committed to providing a liberal arts education frankly and basically Christian in orientation. It is dedicated to the view that Christian ideals and principles provide the perspective, goals, and values most essential in higher education. The implementation of this view is the responsibility of the entire university staff, but it is the province of the Department of Christianity to offer the specific courses which enable the students to gain an intelligent and meaningful acquaintance with the Christian religion and with the superb writings of the Old and New Testaments.

Nine semester hours in Christianity are required for graduation. These are basic courses designed for all college students and not for church vocations students alone. Six of the required semester hours (Christianity 1131 and 1323) are prerequisite to all other courses in Christianity except Christianity 1131 and 1333. The remaining three hours (Christianity 3323) are offered on the junior level and are intended to provide an understanding of the Christian religion, with particular reference to its basic doctrinal concepts.

A major in Christianity requires thirty semester hours, the nine hours of required courses, four hours of senior seminars, and seventeen additional hours. These seventeen additional hours will be chosen from the following: three hours chosen from practical and functional studies (3353, 3363, 4333, or 4334), three hours chosen from Biblical studies (2313, 2323, or 4343), three hours chosen from historical and philosophical studies (3313, 4353, or 4363), plus eight other hours, six of which must be advanced hours.

As preparation for the student who is committed to or considering church vocations, Houston Baptist University provides a program of field-based, practical studies. This "on-the-job" exposure to ministry settings is designed to complement classroom experiences, vocational guidance, and extra-curricular opportunities to help the student learn more about himself, his denomination, and the field of ministry. Through field-trips, seminars, personal counseling, apprenticeship experiences, and ministry projects, the student is able to integrate classroom and field experience with his developing self-concept in order to clarify more adequately God's call in his life. Although the amount of field-based experience in ministry is not limited, academic credit will be given for a maximum of four semester hours, taken from Christianity 1131, 1132 and 3171, 3271.

Each pre-theological student should consult a faculty adviser in the Department of Christianity for guidance in selecting a program in line with suggestions of the American Association of Theological Schools.

### Christianity

#### CHRI 1131, 1132

#### Internship in Church Vocations

Students considering church vocations receive opportunity to learn by observing an experienced minister in the pursuit of his role within the ministry setting. Requirements include field-based observation, dialogue with the field supervisor, and on-campus conferences. Internships are available in a variety of ministerial settings, including children's ministry, deaf ministry, denominational administration, music ministry, pastoral counseling, pastoral ministry, recreation ministry, religious education, and youth ministry. It is recommended that Christianity 1333 precede the Internship in Church Vocations.

**CHRI 1313****Old Testament**

A course designed to introduce the student to the Old Testament and to provide an understanding of the history, institutions, and theological insights of the Hebrew people. Required for graduation.

**CHRI 1323****New Testament**

A course designed to introduce the student to the New Testament and to an appreciative understanding of the life and teaching of Jesus, the early Christian movement, and the doctrinal concepts and ethical ideals of Christianity. Required for graduation.

**CHRI 1333****The Christian Ministry**

The course includes a study of the occupational field of church vocations with emphasis upon the church vocations worker's personal and ministerial identity, ministerial ethics, Baptist denominational history and polity, and the development of basic skills common to ministry. It incorporates the use of professional ministers from a variety of specializations who serve as resource personnel and role models for the aspiring church vocations student.

**CHRI 2313****Jesus and His Teachings**

An intensive study of the life and teachings of Jesus.

**CHRI 2323****Life and Works of Paul**

A study of the apostle Paul and his contribution to the progress of early Christianity, based upon the book of Acts and the epistles attributed to Paul.

**CHRI 3171, 3271****Supervised Ministry Practicum**

A field-based learning opportunity in which the church vocations student functions in a ministry role under the supervision of an experienced minister and a university professor. Requirements include the completion of ministry projects within the field setting as well as on-campus

conferences. Emphasis is placed on functional competence in ministry through development of both personal and professional skills. It is recommended that Christianity 1131 and 1333 precede the Supervised Ministry Practicum.

**CHRI 3242, 3243****Biblical Backgrounds**

A study of the geographical, archaeological, and cultural backgrounds of Biblical lands.

**CHRI 3313****Christian History**

A course designed to introduce Christianity in its historical development and the origin and progress of Christianity in America.

**CHRI 3323****Christian Doctrine**

A course designed to acquaint the student with the great doctrines of the Christian religion. Attention is given to such doctrines as Revelation, Man, God, Sin, Salvation, the Church, and the Christian Life. Required for graduation.

**CHRI 3353****Homiletics**

A basic course to introduce the student to the principles of preaching and other ministerial speaking. Attention is given to various types of sermons and their preparation and delivery.

**CHRI 3363****Evangelism**

A general study of evangelism as a primary thrust in expanding the Kingdom of God. Emphasis is given to the Biblical concept of evangelism and to an effective church program to carry out Christ's commission.

**CHRI 4181, 4281, 4381****Special Topics**

Guided research involving special projects relating to Christianity and its mission to the world.

**CHRI 4333****Sociology of Religion**

An analysis of the role and functions of religion in human societies, types of

religious organizations, and the relation between religion and other social institutions. The role of Christianity in American society will be emphasized. (Offered also as Sociology 4333)

#### **CHRI 4334**

##### **Psychology of Religion**

The insights of psychology as a human science are used to inspect and evaluate the religious dimensions of life. Included are the sources and meanings of religion, religious development, specific religious experiences and phenomena, and the relative health and sickness of various expressions of religion. (Offered also as Psychology 4334)

#### **CHRI 4343**

##### **Old Testament Prophets**

A study of the prophetic movement in Israel and the writings of the canonical prophets.

#### **CHRI 4353**

##### **World Religions**

An introduction to the thought and practices of the great religions of the world. Attention is given to the origin, development, and major teachings of Hinduism, Buddhism, Confucianism, Taoism, Shintoism, Judaism, Islam, and Christianity. (Offered also as Philosophy 4353)

#### **CHRI 4363**

##### **Philosophy of Religion**

A critical examination of the nature and validity of religious experience and the place of religion in human life. Consideration is given to religious problems such as the existence and nature of God, the source of religious knowledge, the nature of man, the origin and nature of evil. (Offered also as Philosophy 4363)

#### **CHRI 4292, 4293**

##### **Senior Seminar**

Directed studies in selected areas of the student's special interests in Christianity, including opportunities for independent work.

## **Philosophy**

Philosophy is a basic element in an adequate liberal arts education and serves to integrate the various areas of

knowledge. The purpose of the study of philosophy is to help the student in his search for the meaning and destiny of human life. It seeks to attain this purpose through a critical study of the significant problems of human thought and of the main systems that have been proposed as solutions to these problems.

#### **PHIL 1313**

##### **Introduction to Philosophy**

A foundational course designed to familiarize the student with the meaning and relevance of philosophy through a study of its main problems and the principal theories that have been proposed as solutions to them.

#### **PHIL 2313**

##### **Ancient and Medieval Philosophy**

A study of the historical development of Western philosophy from its early beginnings in Greece to the end of the Middle Ages.

#### **PHIL 2323**

##### **Modern Philosophy**

A continuation of Philosophy 2313, beginning with the Renaissance and ending with the more important philosophers of recent times.

#### **PHIL 3313**

##### **Logic**

A study of the significance of language, the basic principles of critical thinking, and the fundamental procedures of scientific method.

#### **PHIL 4181, 4281, 4381**

##### **Special Topics**

Guided research involving special topics relating to philosophy.

#### **PHIL 4323**

##### **Ethics**

A course in which the major ethical systems and their theories of value and conduct are studied critically and evaluated from a Christian point of view.

#### **PHIL 4353**

##### **World Religions**

An introduction to the thought and practices of the great religions of the world. Attention is given to the origin, development, and major teachings of Hinduism, Buddhism, Confucianism,

Taoism, Shintoism, Judaism, Islam, and Christianity. (Offered also as Christianity 4353)

#### **PHIL 4363**

##### **Philosophy of Religion**

A critical examination of the nature and validity of religious experience and the place of religion in human life.

Consideration is given to religious problems such as the existence and nature of God, the source of religious knowledge, the nature of man, the origin and nature of evil. (Offered also as Christianity 4363)

## **DEPARTMENT OF COMMUNICATIONS**

The Department of Communications offers majors in speech and mass media. A student may select either one or both of his majors from these areas. The courses offered in the department are designed to provide the student with essential communication skills that can be applied as he pursues a career in theatre, professional speech, teaching, journalism, broadcasting, advertising, public relations, or other professions.

### **Speech**

Students who wish to be certified to teach speech in the secondary schools must take Speech 1313, 1323, 2303, 2333, 3313, 3353, 4303, 4292, 4293, and one additional three-hour speech course for a total of twenty-eight hours.

Students not seeking teacher certification may major in speech by taking Mass Media 1313, Speech 1313, 1323, 2303, 3313, 3353, 4333, 4292, 4293, and either 3373 or 4313 for a total of twenty-eight hours.

#### **SPCH 1313**

##### **The Communication Process**

The nature and effect of communication is studied with particular emphasis on overcoming breakdowns in interpersonal communication. The elements of effective expository communication are also studied.

#### **SPCH 1323**

##### **Oral Interpretation**

Personal speaking effectiveness is

studied with emphasis on vocal variety and intelligibility. Oral interpretation is studied as a means of communicating ideas from the printed page.

#### **SPCH 2101, 2102, 2103, 2104**

##### **Forensic Workshop**

Speech and debate workshop for students who actively compete in tournaments and forensic speaking contests. A maximum of four semester hours may be counted toward a degree.

#### **SPCH 2303**

##### **Appreciation of Dramatic Rhetoric**

A survey course which traces the general history of various forms of dramatic rhetoric for the oral interpreter and actor/actress, with emphasis on the physical space where performed. The survey will include selected scripts from classical and modern literature.

#### **SPCH 2333**

##### **Argumentation and Debate**

A consideration of problem analysis, research, types of evidence, kinds of reasoning, and the detection of obstacles to clear thinking in writing and speaking. Practice debates will be held in class.

#### **SPCH 3313**

##### **Public Speaking**

A performance course designed to help the student improve his speaking. Various communication situations are studied with emphasis on the organized extemporaneous speech. Prerequisite: Speech 1313.

#### **SPCH 3353**

##### **Advanced Oral Interpretation**

Studies in stimulating listener response to literary experiences. Various literary forms are analyzed and readers theatre methods of presentation are stressed. Prerequisite: Speech 1323.

#### **SPCH 3363**

##### **Phonetics, Voice, and Diction**

Study and use of the international phonetic alphabet, study and application of methods of improving voice production, and concentration upon articulation and pronunciation. Methods of working with pre-adolescents are included. (Offered also as Bilingual Education 3363 and Mass Media 3363)

### **SPCH 3373**

#### **Conference Methods**

The study and application of group problem-solving techniques. Particular emphasis is placed on reflective thinking, nominal grouping, and the Delphi method as approaches to decision making. (Offered also as Mass Media 3373)

### **SPCH 4181, 4281, 4381**

#### **Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Topics and projects are selected on the basis of student interest and need. Prerequisite: Permission of the instructor and the Dean of the College.

### **SPCH 4303**

#### **Methods of Teaching Speech**

A critical analysis of the textbooks and related materials of the basic speech course and the preparation of course syllabi.

### **SPCH 4313**

#### **The Rhetoric of Great Issues**

A study of selected world orators since 1900. Analysis of speaker, audience, and occasion as contributing to the development of twentieth-century ideas.

### **SPCH 4333**

#### **Persuasion**

A study of the factors in attitude formation and behavioral modification. The principles are applied in classroom speaking situations. Prerequisite: Speech 3313.

### **SPCH 4343**

#### **Directing the Forensic Program**

Theoretical and practical application of administering the forensic program in the secondary school. Areas of focus will be on debate (cross-examination and standard), extemporaneous speaking, original oratory, and dramatic interpretation.

### **SPCH 4292, 4293**

#### **Senior Seminar**

Intensive directed research in limited areas of oral communication. Prerequisite: Permission of the instructor. See Note 3 under **Degree Requirements**.

## **MASS MEDIA**

The mass media major is designed to develop capable, flexible, responsible communicators able to perform effectively in a variety of media and communications-oriented career areas. Students may major in mass media by taking Mass Media 1313, 1323, 2313 (or 2323), 3323, 3333, 4373, 4374, 4292, 4293, and one additional three-hour course for a total of twenty-eight hours.

Students are encouraged to select electives and/or a second major from the following: speech, English, art, marketing, computer information systems, management, history, or another career-related subject area.

### **MASM 1313**

#### **Introduction to Mass Media**

A study of the history, organization, operation, and impact of mass media. The course is designed to acquaint the student with the role of mass media in society. Special emphasis is placed on print and electronic journalism and the areas of ethics in and regulation of mass media.

### **MASM 1323**

#### **Broadcasting and Programming**

The course acquaints the students with the historical background on technology, operation, regulation, and programming in telecommunications, including current developments and future prospects. Social and cultural impacts on society are examined.

### **MASM 2313**

#### **News Reporting and Editing: Print**

A study of the fundamentals of news reporting, writing, and editing for newspapers. Headline writing, typesetting, page make-up, and the VDT process are also studied.

### **MASM 2323**

#### **News Reporting and Editing: Broadcast**

A study of the fundamentals of news writing and editing for telecommunications media. Analyzes the economic, political, and journalistic structure of local and national network news organizations and their effect on news coverage. Practice reporting will be held in class using portable television equipment.

**MASM 3323****Advertising and Promotional Public Relations**

The study of advertising strategy and image making, including how audience buying habits are identified, and how audience response is influenced by type, location, color, and content of an ad. The use of media mix promotion packages is also studied.

**MASM 3333****Photojournalism**

Basic theory of visual communications in print is studied. Also included is instruction in basic camera operations in still, black and white photography. Individual photographic projects are required. The student will be responsible for film expenses.

**MASM 3343****Writing For The Professions**

A course in utilitarian writing, technical editing, and preparation of bibliographies, illustrations, and manuscripts for publication. Emphasis will be placed on analysis of various kinds of written materials (summaries, process descriptions, memoranda, abstracts, proposals, short and long reports, letters); a special project in the student's respective major field may be planned for the final weeks of the course. Recommended for business, education, science, nursing, pre-law, pre-med, communications, and all career-oriented students. (Offered also as English 3343)

**MASM 3353****Creative Writing**

A course designed for students interested in an intensive study of the materials and forms of fiction, drama, poetry, and the essay. The student analyzes, compares, and imitates reputable literary works, after which he creates his own. (Offered also as English 3353)

**MASM 3363****Phonetics, Voice, and Diction**

Study and use of the international phonetic alphabet, study and application of methods of improving voice production, and concentration upon articulation and pronunciation.

Methods of working with pre-adolescents are included. (Offered also as Bilingual Education 3363 and Speech 3363)

**MASM 3373****Conference Methods**

The study and application of group problem-solving techniques. Particular emphasis is placed on reflective thinking, nominal grouping, and the Delphi method as approaches to decision making. (Offered also as Speech 3373)

**MASM 4181, 4281, 4381****Special Topics**

Directed study in a specialized area of mass media. A minimum of thirty clock hours of independent study or project development is required for each hour of credit. Topics and projects are selected on the basis of student career interest and need. Prerequisite: Permission of the instructor and the Dean of the College.

**MASM 4313****Media Management**

A study of the operation of a newspaper, magazine, and radio or television station, including a detailed look at each department and its role in the organization. The social responsibility of the media and of those associated with it is also studied.

**MASM 4363****Communications In Organizations**

This course develops skills and techniques in communicating facts and ideas and shows the relationship of creative and logical thinking to the communication process. (Offered also as Management 4363)

**MASM 4373, 4374****Internship in Mass Media**

Directed work experience at newspapers, radio and television stations, advertising agencies, public relations firms, and production houses. Students are encouraged to intern in more than one area each quarter.

**MASM 4292, 4293****Senior Seminar**

Intensive research in a specialized area of mass media including, where

possible, field experience in that area.  
Prerequisite: See Note 3 under **Degree Requirements**.

## **DEPARTMENT OF HISTORY AND POLITICAL SCIENCE**

### **History**

History majors are encouraged to make a diversified selection of courses in their field, with at least two major areas such as United States history and European history represented.

The requirements for a history major are: (a) a minimum of twenty-five semester hours in history, including the survey courses in Western Civilization and United States history; (b) Senior Seminars. The survey courses in Western Civilization or United States history are prerequisites to all advanced work in history.

History majors who plan to teach must take Western Civilization (1313, 1323), The United States (2313, 2323), History of Texas (3333), three advanced hours of United States history, three advanced hours of European or English history, and Senior Seminars (4292, 4293) for a total of twenty-five semester hours.

Students who plan to teach social studies may follow a program including courses from history, economics, political science, and sociology. This program requires twenty-five hours in history, including Western Civilization (1313, 1323), The United States (2313, 2323), History of Texas (3333), six hours in advanced history, and Senior Seminars (4292, 4293); nine hours in economics, including Principles of Economics (2303, 2304) and Economic Geography and Development (3308); and fifteen hours from political science and sociology, these hours to be divided so that nine are in one field and six in the other in one of the following combinations. If the student chooses to take nine hours in political science, he must take Introduction to Political Science (1313) and six hours of advanced political science plus six hours in sociology. If he takes nine hours in sociology, he must take

Principles of Sociology (1313) and six hours of advanced sociology plus six hours in political science.

### **HIST 1313, 1323**

#### **Western Civilization**

A survey of man and his history, with emphasis on political, intellectual, social, and cultural events as they develop in Western Europe. The first quarter covers the period to 1715. The second quarter begins with 1715 and extends to the present.

### **HIST 2313, 2323**

#### **The United States**

A general survey of American history from its origins to the present. The first quarter covers the period to 1865, and the second quarter brings the survey from the close of the Civil War to the present. This course is required for certification to teach in the public schools of Texas.

### **HIST 3313**

#### **Colonial America**

An advanced survey of the establishment and development of the British colonies in North America to 1763. Includes the transplanting of English institutions and their modifications in the North American setting.

### **HIST 3314**

#### **Revolutionary and Early National America**

An advanced survey of the causes and consequences of the American Revolution and the development of the United States to 1808. Includes the evolution of the political system from Confederation to Federation and the origin of political parties.

### **HIST 3323**

#### **Civil War and Reconstruction**

A study of the rise of sectionalism, the abolition crusade, the secession crisis, United States versus Confederate States, aftermath of the war, reconstruction, economic and social consequences of the war, and emergence of a New South.

### **HIST 3333**

#### **History of Texas**

A survey course from the period of



exploration and early colonization to the present. Includes the struggle for independence, the Civil War in Texas, and the growth of the state into an industrialized, urbanized society. Stresses social and political factors.

#### **HIST 3343**

##### **Spanish Borderlands**

Historical foundations of United States-Mexico biculturalism in the Spanish borderlands (Mexico, Texas, New Mexico, Arizona, California). Factors in the development of the area during the colonial era are studied as background for the contemporary bicultural Southwest. Mexican American contributions to politics and economics of the area are considered as well as the social and intellectual consequences of the biculturalism of the region.

#### **HIST 3353, 3363**

##### **History of England**

The origins and development of British political, social, and cultural institutions; their overall impact on the history of Western Europe and the British dominions. The first quarter begins with pre-Roman times. The second quarter begins with 1688 and deals with the colonial expansion of Great Britain as a maritime power.

#### **HIST 4181, 4281, 4381**

##### **Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Projects are selected on the basis of student interest and need. Open to history majors only. Prerequisite: Permission of the instructor and the Dean of the College.

#### **HIST 4313**

##### **The Gilded Age and After, 1877-1916**

An advanced study of the major political, social, economic, and scientific developments in the United States between 1877-1916. Special emphasis will be given to the period of the Gilded Age, 1877-1896, and the Progressive Era which followed—as the formative stage in the development of modern America. The course includes an examination of industrialization, agrarian unrest, the silver issue, the growth of world power status, imperialism, and the reform movement.

#### **HIST 4323**

##### **History of the American Frontier**

A study of the American frontier from the Atlantic shore to the Pacific Ocean with emphasis on the significant role of the frontier in the development of American ideals and institutions.

#### **HIST 4333**

##### **United States Foreign Policy**

A survey of the foundations of foreign policy and the major diplomatic developments from the colonial period to the present. Emphasis will be placed on the means and methods by which United States foreign policy is formulated and executed. (Offered also as Political Science 4333)

#### **HIST 4352**

##### **The French Revolution and Napoleon**

A study of the origins and course of the Revolution, the nature of the Napoleonic regime, and the spread of revolutionary ideas to other countries of Europe.

#### **HIST 4353**

##### **Europe, 1814-1870**

A study of the intellectual, religious, economic, social, diplomatic, and political trends of the period, with emphasis on the revolutionary movement of 1848, the reign of Napoleon III, the unification of Germany, and the Franco-Prussian War.

#### **HIST 4354**

##### **Europe Since 1871**

A study of the political, diplomatic, and cultural history of Europe from the proclamation of the German Empire, with emphasis on the nationalistic rivalries and conflicting ideologies that led to two world wars.

#### **HIST 4363**

##### **Twentieth Century America**

A study of American political, social, and economic history from 1900 to the present.

#### **HIST 4373, 4374, 4375, 4376**

##### **Studies in British History**

An advanced study of special problems or periods in British history, examined through lectures, discussions, and presentations, in one of the following periods: (a) Tudor-Stuart England, (b) Victorian Britain, (c) the British Empire, (d) Modern Britain.

## **4292, 4293**

### **Senior Seminar**

Historiographical study and readings on topics of individual interest and the preparation of a properly researched paper. Seminar 4292 deals with United States history and 4293 with an area other than the United States.

Prerequisite: See Note 3 under **Degree Requirements**.

## **Political Science**

The political science major prepares students for a variety of careers in law, government service, business, and education.

Requirements for the major are: Political Science 1313, 2313, 3333, 3373, 4333, Senior Seminars 4292 and 4293, and six additional hours in political science, of which three must be advanced, for a total of twenty-five hours.

Students who wish teacher certification in social studies should see the program outline under History.

Pre-law students are encouraged to take Judicial Process 3343 and Constitutional Law 4313.

### **POLS 1313**

#### **Introduction to Political Science**

An introduction to major concepts and institutions of governance and to techniques of political analysis. Emphasis is placed on a comparative study of governmental processes in the United States and other major political systems.

### **POLS 1323**

#### **American Political Thought**

An analysis of the chief American political theories from the colonial period to the present.

### **POLS 2313**

#### **American and Texas Government**

A survey of the structure and operation of the national and Texas governments. This course is required for certification to teach in the public schools of Texas.

### **POLS 2333**

#### **American Politics**

An analysis of the techniques and development of political parties with their relationship to pressure groups,

public opinion, and the regulatory agencies of government.

### **POLS 3323**

#### **Urban Policy**

A study of contemporary metropolitan problems and resources, with emphasis on community power structures, urban poverty, and trends in governmental organization and programs. Students select a problem area for special reading or field research.

### **POLS 3333**

#### **Political Analysis**

Introduction to empirical methods of political science research. Emphasis on research design and quantitative analysis of data.

### **POLS 3343**

#### **Judicial Process**

Survey of the law, courts, trial procedure, and legal rights. This course is designed for all citizens interested in learning more about our legal system and is basic to pre-law and political science.

### **POLS 3353**

#### **Contemporary Political Thought**

A study of the major political doctrines of the present day, with primary emphasis upon Marxism, Fascism, and the doctrines of the modern democratic state.

### **POLS 3363**

#### **Comparative Government**

A comparative study of the political processes and institutions of different political systems, with attention given to party politics, parliamentary institutions, and the executive. Consideration will be given to European governments along with significant non-European governments.

### **POLS 3373**

#### **Legislative Process**

An analysis of organizational structure, procedures, and political behavior in state and national legislatures. Attention focuses on law-making and methods of influencing the legislative process.

### **POLS 3383**

#### **The Chief Executive**

A comparative study of the origin and

background of the Presidency and Governorship with special attention to qualifications, nominations and elections, succession and removal, the organization of the executive branch, and the powers and functions of the President and Governor.

**POLS 4181, 4281, 4381**

**Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Topics and projects are selected on the basis of student interest and need. Open to political science majors only. Prerequisite: Permission of the Instructor and the Dean of the College.

**POLS 4313**

**Constitutional Law**

A study of judicial review, the political role of the courts, American federalism, the jurisdiction of the limitations on the judicial branch, the power of taxation, the commerce power, the substantive and procedural rights of the individual, and the powers of the President.

**POLS 4333**

**United States Foreign Policy**

A survey of the foundations of foreign

policy and the major diplomatic developments from the colonial period to the present. Emphasis will be placed on the means and methods by which United States foreign policy is formulated and executed. (Offered also as History 4333)

**POLS 4353**

**International Relations**

A survey of contemporary international political conditions. Along with the analysis of the forces and pressures behind contemporary events, the principles, origin, and development of international law and international organizations will be given consideration.

**POLS 4292, 4293**

**Senior Seminar**

Seminar 4292 will instruct students in traditional research methodology. Seminar 4293 will require students to complete a research project using empirical methods of data collection and analysis. Students must complete Political Science 3333 before enrolling in this seminar. Prerequisite: See Note 3 under **Degree Requirements**.



## DEPARTMENT OF LANGUAGES

The Department of Languages comprises four areas: English language and literature; French, Spanish, and German language and literature; New Testament Greek, and bilingual education.

The English language and literature courses are designed to afford a mastery of the English language through practical exercise in grammar, composition, and rhetoric; to develop a knowledge and appreciation of the masterpieces of world literature; to instill an appreciation and understanding of British and American thought and literature through the application of critical and analytical techniques to the corpus of belletristic tradition; and to trace the cultural continuity of Great Britain and America through the language and literature of the two nations.

The foreign language courses are designed to afford a mastery of the French, Spanish, and German languages by developing skills in reading, writing, and conversation; to foster an understanding of another people and their cultural and literary traditions; and to instill an appreciation of the major literary works of France, Germany, and the Spanish-speaking countries. The Language Center is available to foreign language students for listening to tapes, small group practice in speaking, culture and civilization projects, and foreign language club activities.

The course offerings in Greek are designed to provide a reading knowledge of the Greek New Testament and to afford practice in the skills essential to scholarly interpretation. They are especially appropriate for the ministerial student and others preparing for a church-related vocation.

The curriculum in bilingual education is designed to prepare the student to teach in the bilingual classroom at the elementary or secondary school levels.

Through a well-rounded program, the student develops an awareness of the confluence of two cultures, their historical contributions, and their cultural characteristics. He acquires the theory and skill needed to teach first and second languages, and the ability to teach content material in a bilingual context. Undergraduate and graduate programs are offered in bilingual education.

The program for the Certificate in Teaching English to Speakers of Other Languages (TESOL) is available to the teacher candidate with a combination of majors in English and foreign language, either French or Spanish, or to the teacher candidate with a major in bilingual education. Although there is no state-mandated certification in TESOL at the present time, graduates with certification in English, foreign language, or bilingual education may be assigned as TESOL teachers, with further training recommended. Additional training specifically in TESOL is offered such candidates through the Houston Baptist University TESOL certificate program. The program anticipates the eventual state requirement for TESOL certification and responds to the great need for trained teachers in this field at all levels and for all age groups.

### English

Six hours of Composition and Literature (1313, 1323) and six hours of World Literature (2313, 2323) are required of all students. Students whose scores on the English section of the ACT or on the TSWE indicate a need for additional work in formal grammar will be required to take English 1303, Basic Grammar and Composition, before enrolling in English 1313. Students with no available test scores will also be enrolled in English 1303.

The English division of the Department of Languages offers five programs: a liberal arts English major; teacher certification in English; an internship; a writing specialization; and Teaching English to Speakers of Other Languages.

**The Liberal Arts English Major:**

English majors who are not working toward teacher certification must take the twelve hours of freshman and sophomore English; English 3313; English 3333; nine hours selected from English 3373, English 4313, 4314, 4315, 4316, 4317, 4318, or English 4323, 4324, 4325, six hours of which must be in English literature; and two Senior Seminars in English or American literature, for a total of thirty-one semester hours. In addition to these courses, all English majors are strongly advised to elect at least twelve hours of foreign language. Students contemplating graduate study in English are also advised to elect additional courses in English.

**Teacher Certification in English:**

English majors working toward teacher certification must take the required freshman and sophomore courses; English 3313; English 3333; English 4302; six hours selected from English 3373, English 4313, 4314, 4315, 4316, 4317, 4318, and English 4323, 4324, 4325, three hours of which must be in English literature; English 4303; and two Senior Seminars in English or American literature, for a total of thirty-four semester hours.

**English Internship:**

This program offers outstanding English majors the option of working as interns in the business community for one or two quarters in order to apply the verbal and analytical skills which they have developed in the classroom. English majors who wish to graduate with an Internship must take the twelve hours of freshman and sophomore English; English 3313; English 3333; six hours selected from English 3373, English 4313, 4314, 4315, 4316, 4317, 4318, and English 4323, 4324, 4325, three hours of which must be in English literature; Mass Media 3343; English 4302; two Senior Seminars in English or American literature; and English 4501.

Admission to the program will be determined by the English Intern Selection Committee. Each applicant must be classified as a senior working toward a degree with a major in English at Houston Baptist University and

should have a cumulative grade point average of 3.0, with an average of 3.5 in English courses. The applicant must submit an application and letters of recommendation to the Intern Selection Committee. If accepted by the committee, the applicant must also be interviewed and accepted by the prospective employer.

**Writing Specialization:**

This program, designed primarily for non-English majors, teaches expertness in writing to students majoring in the social and medical sciences, education, business, and mass media in order to give students flexibility in career choices and enhance needed communication skills in their fields. Students pursuing certification in the writing specialization program must take English 3343 and English 4302, followed by a minimum of one other writing course from English 3353, or one of the Senior Seminars in writing. These minimum eight hours must be completed at Houston Baptist University. Upon satisfactory completion of the minimum eight hours in the required writing courses and satisfactory performance on a writing competency examination, students will receive a certificate of achievement, and a statement of achievement in this program will be noted on their transcripts. Completion of the Smith College requirements in English is a prerequisite for admission to this program.

**Teaching English to Speakers of Other Languages:**

A Houston Baptist University certificate for Teaching English to Speakers of Other Languages (TESOL) may be earned by the teacher candidate with majors in English and French or in English and Spanish. In addition to the courses required for the English major and for the French or Spanish major, the student should take English 4304, Bilingual Education 3363, and Bilingual Education 4292, for a total of eight additional hours for the TESOL certificate.

**ENGL 1303****Basic Grammar and Composition**

A prerequisite course for enrollment in English 1313 for students whose scores on the English section of the ACT or on the TSWE indicate a deficiency in basic English skills. Students with no available test scores will also be enrolled in English 1303. English 1303 emphasizes basic grammar and composition, with emphasis on sentence structure and on organizing and developing the short essay. English 1303 does not meet the Smith College requirements for either the B.A. or the B.S. degree but does carry elective credit.

**ENGL 1313, 1323****Composition and Literature**

A course designed for freshmen, with special emphasis on composition. 1313 is an introductory course in composition, accompanied by selected readings illustrating effective writing. 1323 continues practice in composition through analysis of major literary genres, thereby preparing the student for World Literature. Students must demonstrate effective writing ability in order to pass the course. English 1313 (or its equivalent) is a prerequisite for English 1323.

**ENGL 1404****English for Speakers of Other Languages**

A pre-freshman composition course designed for the student whose native language is not English. Emphasis is given to correct syntax, standard American English, and increased composition ability through intensive practice in writing English sentences and paragraphs. At the end of the course, the student's readiness to proceed with English 1303 or English 1313 is determined by the Department of Languages. A grade of P means that the student must repeat English 1404. (Prerequisite for the student with a TOEFL score of less than 600 or for the resident non-native speaker of English without a TOEFL score.)

**ENGL 2313, 2323****World Literature**

A reading course in the literary heritage of western civilization. The first quarter includes writings from the Greeks, the Romans, the Middle Ages, and the Renaissance. The second quarter deals with works from the Age of Neoclassicism to the present. Prerequisites: English 1313 and English 1323.

**ENGL 3121, 3221, 3321****Special Topics in Literature**

Topics to be treated are determined by interested students with the approval of the Department Chairman. Creative writing, ethnic literature, cinematic adaptations of literature, science fiction, and Christ archetypes in literature are examples of possible areas of interest.

**ENGL 3313****English Literature**

A survey of the historical development of English literature from Beowulf to the present. The course will provide requisite information for advanced study in major periods of English literature.

**ENGL 3333****American Literature**

A survey of the literature of the United States from the Colonial Period to the present. This course will provide background material essential for more advanced study of American literature.

**ENGL 3343****Writing for the Professions**

A course in utilitarian writing, technical editing, and preparation of bibliographies, illustrations, and manuscripts for publication. Emphasis will be placed on analysis of various kinds of written materials (summaries, process descriptions, memoranda, abstracts, proposals, short and long reports, letters); a special project in the student's respective major field may be planned for the final weeks of the course. Recommended for business, education, science, nursing, pre-law, pre-med, communications, and all career-oriented students. (Offered also as Mass Media 3343)

**ENGL 3353****Creative Writing**

A course designed for students interested in an intensive study of the materials and forms of fiction, drama, poetry, and the essay. The student analyzes, compares, and imitates reputable literary works, after which he creates his own. (Offered also as Mass Media 3353)

**ENGL 3373****Shakespeare**

A study of selected tragedies, history plays, and comedies, with emphasis on the major tragedies. Some consideration will be given to the cultural and philosophical characteristics of the Elizabethan Age as they are reflected in the drama of Shakespeare.

**ENGL 4302****Advanced Rhetoric, Grammar, and Writing**

The study and application of grammar, rhetoric, and style for the preparation of secondary English teachers as well as professional writers. Study will include different approaches to grammar and their applications in the composition process.

**ENGL 4303****Methods of Teaching English**

A survey of methods and materials for teaching writing, language study, and literature in the secondary school. Prerequisite: English 4302 or permission of the instructor.

**ENGL 4304****Methods of Teaching English as a Second Language**

Phonological, morphological, and syntactic features of English. Theories of second language teaching. Pedagogical consideration and current methodology in the teaching of listening, speaking, reading, and writing skills.

**ENGL 4313, 4314, 4315, 4316, 4317, 4318****Periods of English Literature**

Intensive study of the major works of one of the following periods: (A) The Renaissance, (B) The Seventeenth Century, (C) The Eighteenth Century, (D) The Romantic Age, (E) The Victorian Age, or (F) The Twentieth Century. Courses in each period may be taught concurrently during the same quarter or may be offered in alternate quarters.

**ENGL 4323, 4324, 4325****Periods of American Literature**

Intensive study of the major works of one of the following periods: (A) Age of Romanticism, (B) Age of Realism and Naturalism, or (C) The Twentieth Century. Courses in each period may be taught concurrently during the same quarter or may be offered in alternate quarters.

**ENGL 4501****Internship in English**

The application of verbal and analytical skills in a commercial environment through full-time work for one quarter or half-time work for two quarters. Prerequisite: Approval by the Department's Intern Selection Committee.

**ENGL 4292, 4293****Senior Seminar**

Intensive analytical study of a major author, genre, or movement in English and American literature. Flexibility of seminar format allows for combinations of lecture-discussion, preparation and presentation of formal papers, and independent research projects. Students must have completed English 3313 and English 3333 before enrolling in a Senior Seminar. Prerequisite: See Note 3 under **Degree Requirements**.

## **French**

The minimum requirement for a major in French is twenty-five semester hours, including Senior Seminars (4292, 4293). Students who expect to teach French in the secondary school should take Elementary French (1313, 1323), Intermediate French (2313, 2323), Survey of French Literature (3313, 3323), French Conversation (3383), and the Senior Seminars (4292, 4293). Courses in French literature in translation cannot be applied toward the French major.

### **FREN 1313, 1323**

#### **Elementary French**

Basic fundamentals of French, through development of the skills of listening comprehension, speaking, reading, and writing; insights into cultural values and patterns of behavior of the French-speaking people.

### **FREN 2313, 2323**

#### **Intermediate French**

Conversation, cultural and literary readings, continuation of grammar study begun in French 1313 and 1323.

### **FREN 3121, 3221, 3321**

#### **Special Topics**

Topics to be treated are determined by interested students with the approval of the Department Chairman. The reading of specialized texts in French, the essentials of French grammar and pronunciation for music majors, and the history and civilization of France are examples of possible areas of interest.

### **FREN 3173, 3174, 3175**

#### **Language Center Internship**

Students expand their knowledge of and increase their skills in French through a wide variety of listening and cultural activities. All work is done in the Language Center under the supervision of a supervising instructor and an evaluating instructor. A maximum of three hours in this course may be used toward the major. The course may not be used in partial fulfillment of the language requirement. Prerequisite: French 1313 or its equivalent.

### **FREN 3313, 3323**

#### **Survey of French Literature**

The first quarter deals with writers of French literature through the seventeenth century; the second quarter includes selections from the eighteenth and nineteenth centuries.

### **FREN 3333, 3334**

#### **French Composition**

Intensive practice in writing French sentences and paragraphs in (A) General French, or (B) Commercial French.

### **FREN 3353**

#### **An Introduction to Reading French**

A beginning course in French focusing on reading skills. Texts from both the sciences and the arts are read. Students exit course reading at intermediate or advanced level. No prerequisite.

### **FREN 3383, 3384, 3385**

#### **French Conversation**

Intensive training in current idiomatic French with emphasis upon oral practice in (A) French for Travel or Residence, (B) Commercial French, or (C) French for Educators and Sociologists.

### **FREN 4353, 4363**

#### **Twentieth Century French Literature**

This course will acquaint the student with the principal modern French authors. The first quarter deals with the contemporary theatre. The second quarter is a study of twentieth-century prose and poetry.

### **FREN 4292, 4293**

#### **Senior Seminar**

Selected topics dealing with French literature and culture and including a research paper written in French. Prerequisite: See Note 3 under Degree Requirements.

## **German**

### **GERM 1313, 1323**

#### **Elementary German**

The skills of listening comprehension, speaking, reading, and writing are emphasized. During the second quarter, special emphasis is given to subjects concerning German culture.



**GERM 2313, 2323****Intermediate German**

Grammar review combined with readings in a cultural and literary context. A course in which the cultural impact of Germany is considered as an adjunct to the language.

**GERM 3121, 3221, 3321****Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Only students with exceptional ability and interest in German may take this course. Prerequisite: Permission of the instructor and the Dean of the College.

**GERM 3173, 3174, 3175****Language Center Internship**

Students expand their knowledge of and increase their skills in German through a wide variety of listening and cultural activities. All work is done in the Language Center under the supervision of a supervising instructor and an evaluating instructor. A maximum of three hours in this course may be used toward the major. The course may not be used in partial fulfillment of the language requirement. Prerequisite: German 1313 or its equivalent.

**GERM 3313, 3323****Introduction to German Literature**

A survey course designed to illustrate the development of German literature. First quarter readings include those prior to the Classical Period; second quarter readings are selected chiefly from nineteenth and twentieth-century writers.

**GERM 3333****The German Novelle**

A study of the German novelle in the nineteenth and twentieth centuries, including writers such as Keller, Storm, Kleist, Hebbel, and Mann.

**GERM 3383****German Conversation**

Intensive training in current idiomatic German, with emphasis upon oral practice.

**GERM 3393****German Literature in Translation**

Selected works of German literature studied in translation.

**GERM 4333****Classical German Writers**

A study of readings selected chiefly from Schiller and Goethe.

**Greek**

The course offerings in Greek are designed to provide a reading knowledge of the Greek New Testament and to afford practice in the skills essential to scholarly interpretation. They are especially appropriate for the ministerial student and others preparing for a church-related vocation.

**GREK 2212-2222-2232****Greek Grammar**

An intensive study of the forms, vocabulary, and grammatical usage of the Koine Greek, designed to give the student the tools necessary for translation of the Greek New Testament.

**GREK 3212, 3222, 3232****Greek Syntax and Reading**

An intensive study of Greek syntax with extensive application to the translation and exegesis of the Greek New Testament.

**Spanish**

The Spanish program offers the student practical language training. Skill in functional use of the language, required in many professions today, is stressed. In addition, the courses aim to develop appreciation of Hispanic culture and literature through readings, discussions, and lectures in Spanish.

The minimum requirement for a non-teaching major in Spanish is thirty-one semester hours, including Spanish 1313, 1323, 2313, 2323, 3313, 3323, 4333, 4343, the two Senior Seminars, and either one additional advanced literature course or three hours of Language Center Internship. Those working toward secondary teacher certification with a major in Spanish should take Spanish 1313, 1323, 2313, 2323, 3313, 3323, 4333, 4343, the two Senior Seminars, and 4303.

**Methods of Teaching Second Languages**, for a total of thirty-one semester hours. Those working toward elementary teacher certification should take Spanish 1313, 1323, 2313, 2323, 3313, 3323, 4343 and the two Senior Seminars for a total of twenty-five semester hours.

**SPAN 1313, 1323**

**Elementary Spanish**

Basic communication in Spanish, through development of the skills of listening comprehension, speaking, reading, and writing; insights into cultural values and patterns of the Spanish-speaking people. (Not open to those whose Spanish proficiency is above Level I ETS.)

**SPAN 2313, 2323**

**Intermediate Spanish**

Conversation, cultural and literary readings, and grammar review. (Not open to those whose Spanish proficiency is above level II ETS.)

**SPAN 3121, 3221, 3321**

**Special Topics**

Special topics to be treated are determined by interested students with the approval of the Department Chairman. Mexican-American literature, the contemporary Latin American short story, literature of the Mexican Revolution, and literature of post-Civil War Spain are examples of possible areas of interest.

**SPAN 3173, 3174, 3175**

**Language Center Internship**

Students expand their knowledge of and increase their skills in Spanish through a wide variety of listening and cultural activities. All work is done in the Language Center under the supervision of a supervising instructor and an evaluating instructor. A maximum of three hours in this course may be used toward the major. The course may not be used in partial fulfillment of the language requirement. Prerequisite: Spanish 1313 or its equivalent.

**SPAN 3313**

**Survey of Spanish Literature**

An overview of Spanish literature from the Middle Ages to the present.

**SPAN 3323**

**Survey of Spanish-American Literature**

An overview of the literature of the Spanish-speaking countries of the Americas, beginning with early colonial times and terminating with a study of leading Spanish-American authors of the present day.

**SPAN 3386, 3387, 3388, 3389, 3390**

Intensive training in current idiomatic Spanish, with emphasis upon oral practice in (A) Medical Spanish, (B) Advanced Medical Spanish, (C) Spanish for Travel or Residence, (D) Business Spanish, or (E) Spanish in the Community. (Not open to those whose Spanish proficiency is above Level II ETS except by permission of the instructor.)

**SPAN 3393**

**Spanish in the Field**

An advanced Spanish conversation course, designed to give the student practical experience in speaking and understanding Spanish through contact with the Spanish-speaking community, either in a Mexican-American barrio in Houston or in Cuernavaca, Mexico. Supervised field experience is combined with classroom review and conversation.

**SPAN 4303**

**Methods of Teaching Second Languages**

Theory of second language learning, effective methods for teaching and testing the four skills at all levels; cross-language interference problems. (Offered also as Bilingual Education 4303)

**SPAN 4313**

**Literature of the Siglo de Oro**

Intensive study of the masterpieces of the Golden Age. Cervantes, Lope de Vega, Calderon de la Barca, and Quevedo as principal authors.

**SPAN 4323**

**Contemporary Spanish-American Novel**

A study of the selected works of the foremost contemporary Spanish-American novelists.

### **SPAN 4333**

#### **Spanish Composition**

Intensive practice in writing Spanish sentences and paragraphs. Individualized attention given to problems of (A) the native speaker, or (B) the non-native speaker of Spanish. (Offered also as Bilingual Education 4333)

### **SPAN 4343**

#### **Hispanic Cultural Perspectives**

A study of the major cultural aspects of Spanish-speaking people, including special emphasis upon pre-adolescents in the family setting; cultural patterns and cultural change. (Offered also as Bilingual Education 4343)

### **SPAN 4292, 4293**

#### **Senior Seminar**

Selected topics dealing with Hispanic culture, civilization, and literature and including a term report written in Spanish.

Prerequisite: See Note 3 under **Degree Requirements**.

## **BILINGUAL EDUCATION**

The curriculum in bilingual education prepares the student to teach in a bilingual setting on the elementary or secondary school levels. The student learns to teach first and second languages and to teach content material in a bilingual context.

To receive either elementary or secondary school bilingual certification, students must take the following courses: Bilingual Education 3313; Bilingual Education 3321, 3363, or 4333 (to be determined by adviser in bilingual education); Bilingual Education 4343, 4385, 4292, and 4293; History 3333 or 3343; and English 4302. In addition, elementary certificate seekers should take Bilingual Education 4303, and secondary certificate students should take either English 4304 or Bilingual Education 4304. It is recommended that secondary certificate seekers take English 4304.

#### **Special Requirements: Basic**

language study as such is not a part of the bilingual preparation. It is recommended that the student take Spanish 2313 and 2323 in his freshman year as preparation for entrance into the bilingual program. To gain admission to the bilingual program, the student must achieve a minimum overall score at the eightieth (80th) percentile on the MLA Cooperative Language Proficiency Test (Form M) in Spanish. In addition, each student must achieve a minimum score at the eightieth (80th) percentile in each of the four skill areas (listening, speaking, reading, and writing), or he must take the appropriate course or courses to remove language deficiency in each area where the score is less than the minimum standard. A student who has not passed the MLA Proficiency Test may begin his bilingual courses. He is not, however, assured of acceptance in the program until he has completed this requirement. Before he can register for student teaching, the student must demonstrate language proficiency at the teaching level in content areas in both Spanish and English. The secondary certification student who chooses bilingual education as one of his teaching fields may **not** choose Spanish as his other teaching field. The special requirements for admission to the bilingual program apply to all students, including special post-baccalaureate candidates.

#### **Teaching English to Speakers of Other Languages**

A Houston Baptist University certificate for Teaching English to Speakers of Other Languages (TESOL) may be earned by the teacher candidate with a major in bilingual education. In addition to the courses required for the bilingual education major, the student should take English 3333 and English 4304 for a total of six additional hours for the TESOL certificate.

**EDBI 3121, 3221, 3321****Special Topics in Language and Literature**

Special topics to be treated are determined by interested students with the approval of the Department Chairman. Mexican-American literature, sociolinguistics, grammar for native speakers of Spanish, and field experience in Hispanic language and culture are examples of possible areas of interest.

**EDBI 3173, 3174 3175****Language Center Internship**

Students expand their knowledge of and increase their skills in bilingual education through a wide variety of listening and cultural activities. All work is done in the Language Center under the supervision of a supervising instructor and an evaluating instructor. Prerequisite: Spanish 1313 or its equivalent.

**EDBI 3313 Linguistics for Teachers**

Nature and structure of language. Language variation and change. First and second language acquisition. The testing of language dominance or proficiency. Sociolinguistic considerations for the classroom.

**EDBI 3363****Phonetics, Voice, and Diction**

Study and use of the international phonetic alphabet, study and application of methods of improving voice production, and concentration upon articulation and pronunciation. Methods of working with pre-adolescents are included. (Offered also as Speech 3363 and Mass Media 3363)

**EDBI 4303****Methods of Teaching Second Languages**

A survey of methods and materials for teaching and testing the four skills (listening, speaking, reading, and writing) at all levels. Practice in applying current language teaching techniques to the four skill areas. Prerequisite: Bilingual Education 3313 or permission of the instructor.

**EDBI 4333****Advanced Composition**

Intensive practice in writing Spanish sentences and paragraphs. Individualized attention given to problems of (A) the native speaker, or (B) the non-native speaker of Spanish. (Offered also as Spanish 4333)

**EDBI 4343****Hispanic Cultural Perspectives**

A study of the major cultural aspects of Spanish-speaking people, including special emphasis upon pre-adolescents in the family setting; cultural patterns and cultural change. (Offered also as Spanish 4343)

**EDBI 4385****Teaching School Content Areas in Spanish**

Preparation and teaching in Spanish of lessons and units in content areas. Spanish vocabulary for school content areas. Evaluation of curriculum materials for the Spanish speaker. Special considerations in the teaching of bilingual language arts. Familiarization with state-adopted materials written in Spanish. Prerequisite: Spanish Proficiency Level I ETS.

**EDBI 4292****Senior Seminar: Spanish/English Contrastive Linguistics**

Linguistics for the bilingual classroom. Applied and contrastive linguistics with special emphasis on research on corrective techniques for cross-language interferences. Prerequisite: Bilingual Education 3313 or permission of the instructor.

**EDBI 4293****Senior Seminar: Foundations of Bilingual Education**

Rationale for bilingual education. Study of research findings in bilingual education and of legal, linguistic, and educational considerations in bilingual education. Survey of types and structure of bilingual programs. Research project involving one aspect of bilingual education. Prerequisite: Bilingual Education 3313 or permission of the instructor.



# College of Science and Health Professions

The college of Science and Health Professions includes courses in applied science, basic science, biology, chemistry, life-earth science, mathematics, medical technology, nuclear medicine technology, nursing, para-medical sports therapy, and physics.

## BASIC SCIENCE COURSES

### BASC 1414-1424

#### Natural Science

An integrated science course covering introductory college chemistry, biology and physics. Laboratory experiments have been developed which are sequentially offered so as to enhance the information given in lectures. This course is designed so that the student will develop basic scientific skills. It is a required introductory course for all students pursuing majors in Chemistry, Biology, and Physics or for students seeking a BS degree.

### BASC 2313

#### Earth Science I

The solid earth and the ocean are the subjects of this course. The rock-forming minerals and major rock types are introduced and the processes believed responsible for the major rock types are explained. Other topics include the modification of the earth's surface, the internal structure of the earth, present day geological phenomena and their interpretation. The physics and chemistry of seawater are presented. Ocean circulations, the ocean heat budget, and chemical cycles in oceans are discussed. Includes 30 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424.

### BASC 2323

#### Earth Science II

This course is devoted to the study of the earth's atmosphere, of the near space environment, and of the terrestrial planets. A model for the static atmosphere is presented and the major dynamic patterns are discussed.

The global heat balance, seasonal effects, and weather modification by land and water are considered. The exosphere and near-space environment as well as solar-terrestrial relations are studied. (A) The earth is compared to the other rock planets, and present theories on the origin of the planetary system are critiqued with emphasis on our own planet. (B) 30 clock hours of laboratory work are included. Prerequisite: Earth Science I.

### BASC 3303

#### Science for Pre-Adolescents

A course designed to provide practical experience in lesson planning, unit organization, and the use of teaching aids in the study of scientific concepts to children in pre-school and elementary school grades.

### BASC 4202

#### Principles of Research

Principles of Research is a required course for all science students. It is an introduction to research methods with emphasis on the philosophy of research, planning and executing the experiments, evaluating the data, and oral and written presentations of scientific information. Prerequisites: note 3 under degree requirements. Attendance at a weekly Science Forum is required for the quarter the student is enrolled in this course.

### BASC 4290, 4291, 4292, 4293

#### Senior Seminar Sequence

The four credit hour senior seminar sequence provides the student with the opportunity to gain experience in the fundamentals of scientific research. The student majoring in science is required to enroll in Principles of Research, (4290). The student having only one of his majors in science may complete the four hour sequence with either 4291 or 4292. The student having both of his majors in science is required to enroll in a minimum of one quarter of laboratory research (4292) in one of his science majors. The student

may complete the seminar requirement with any combination of 4291, 4292 and/or 4293. A Science Forum meets once a week to provide a time for discussion of events of current interest in science. Students who have completed their laboratory research project will make an oral presentation of their results to this group. Students enrolled in 4290, 4291, 4292 and/or 4293 are required to attend the forum.

#### **BASC 4294, 4295**

##### **Life-Earth Science Senior Seminar**

Individual in-depth study on a topic in earth science. A laboratory project, written report, and an oral presentation will be required. Prerequisite: See Note 3 under **Degree Requirements**.

### **APPLIED SCIENCE**

The Applied Science program is directed towards preparing the student for employment in technically oriented business or industry. There are some similarities to an engineering program; however, because of the emphasis on fundamental science, the Applied Science graduate will be more versatile, and better able to keep up with a changing technology.

All Applied Science graduates are required to take Natural Science 1414-1424, Mathematics 1434, 2434, 3312, Physics 2413, 2423, Chemistry 2414, 2323, the Applied Science Senior Seminars and Science 4202. In addition, the courses required for the specific options are listed below:

**Applied Mathematics:** Mathematics 3373, 3313, 3323, 3333, 4323 plus completion of second major requirements in Accounting, Biology, Chemistry, Economics, Management, Physics, Psychology, or Sociology.

**Applied Physics:** Physics 3313, 3323, 3333, 4414, 4353, Mathematics 2434, 3333, 4323, plus completion of second major requirements in Biology, Chemistry, Economics, Management or Mathematics.

**Biotechnology:** Biology 2353, 2444, 2434, 3353, 3253, 4423, three additional hours in Biology, Chemistry 3313, 3121, 3333, plus completion of second major

requirements in Chemistry, Economics, Management, Mathematics, or Psychology.

**Chemical Technology:** Chemistry 3313, 3121, 3333, 3343, 4414, 4323, 4202, 4262, Mathematics 2343, 3333, Physics 3333, plus completion of second major requirements in Biology, Economics, Management, Mathematics, or Physics.

### **DEPARTMENT OF BIOLOGY**

All biology majors are required to take Natural Science 1414-1424 and all biology majors except those obtaining elementary teacher certification must take Chemistry 2414. A year of organic chemistry and a year of physics are highly recommended. Students desiring teacher certification to teach biology in either elementary or secondary schools must take 20 hours in biology including 2434, 2353, 4454, and Senior Seminars 4292, 4293. Four hours of credit in biology is given for completion of Natural Science 1414-1424, giving 24 hours for a major. Biology majors not obtaining teacher certification must take Principles of Research and 24 hours in biology, including 2434, 2444, 2353, 4314, and two quarters of Senior Seminars.

#### **BIOL 1353**

##### **Nutrition**

The principles of nutrition, the process of digestive metabolism, and adaptations of the normal diet for therapeutic purposes.

#### **BIOL 2313, 2323**

##### **Human Anatomy and Physiology**

The course deals with the description of the several body systems and a study of the function of these systems. The interrelationships of the various systems to one another will be considered. Cannot be applied toward a biology major. Includes 30 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424.

**BIOL 2434****Botany**

This course is devoted to the study of plants and related topics. Course content is divided equally among plant systemics, plant anatomy, and plant physiology. Includes 44 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424.

**BIOL 2444****Zoology**

This is a course devoted to a systematic study of organisms from Protozoa to the human being. This course is designed to provide the student with a broader knowledge of zoology and promote better understanding of man and his position in the world of life. Care is taken here not to overemphasize human biology to the neglect of other animal types. Includes 44 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424.

**BIOL 2353****Cellular and Molecular Biology**

A study of the biochemical, structural, and physiological characteristics of cellular activity from the cellular level and from the ultrastructure on cellular organized level. Prerequisite: Natural Science 1414-1424.

**BIOL 3414****Microbiology**

This course is a general survey of the microorganisms and includes the history of microbiology and the morphology and physiology of the organisms most important to man. The microbiology of soil, food, water, and disease will be considered. Includes 44 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424.

**BIOL 3424****Parasitology**

This course is a study of the important parasites, with special attention to those affecting the life of man. Morphology, taxonomy, and life histories will be considered. Includes 44 clock hours of laboratory work. Prerequisite: Biology 2434 or 2444.

**BIOL 3343****Taxonomy of Local Flora**

A classification of the plants found in the local flora with special attention to the needs of teachers and others interested in nature study. Includes 44 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424.

**BIOL 3353-3253****General Physiology, General Physiology Laboratory**

This course deals with the function of selected organ systems in vertebrates with the major emphasis on humans. Mechanisms of kidney function, circulation, respiration, nerve transmission, muscular contraction, endocrine function, and digestion are discussed in detail. In the laboratory, the physiological aspects of vertebrates are illustrated and investigated. The laboratory part of the course (3253) includes 60 clock hours of laboratory work. Prerequisites: Biology 2434 or 2444 and 2353, Chemistry 2414; and Chemistry 3313-3333 is strongly recommended.

**BIOL 3464****Comparative Vertebrate Anatomy**

A comparative study of the anatomy of representative vertebrates which stresses the biological principles applying to vertebrate anatomy. Includes 44 clock hours of laboratory work. Prerequisites: Biology 2434 or 2444, 2353, and Chemistry 2414.

**BIOL 4314****Genetics**

This course deals with the physical basis of inheritance. The laws of heredity and variation will be discussed. Knowledge concerning the chemical nature and genetic code of the chromosome will be included. Includes 30 clock hours of laboratory work. Prerequisites: Biology 2434 or 2444 and 2353.



**BIOL 4333****Embryology**

This is a study of the normally developing human from conception through birth. Common congenital defects are briefly discussed. Includes 44 clock hours of laboratory work. Prerequisites: Biology 2434 or 2444 and Biology 2353.

**BIOL 4364****Immunology**

An introductory study of the biological and clinical approaches to immunology. This includes discussions of implications and applications of immunobiology in autoimmunity, cancer and tissue transplant. Prerequisite: Biology 2434 or 2444.

**BIOL 4423****Histology**

A study of the fine structure of normal tissue is the principal area of consideration in this course. Tissue techniques will be included in order to afford an appreciation of the types of preparations used in the laboratory. Includes 44 hours of laboratory work. Prerequisites: Biology 2434 or 2444 and 2353.

**BIOL 4434****Plant Physiology**

This course is designed to study the physiology of the growing plant. Topics considered include photosynthesis, translocation, growth, development, respiration, and environmental physiology. Includes 44 clock hours of laboratory work. Prerequisites: Biology 2434 and 2353.

**BIOL 4454****Ecology**

A study of plants and animals in relation to their environment. Field studies constitute a large part of the laboratory work. Includes 60 clock hours of laboratory work. Prerequisites: Biology 2434, 2444, and 2353.

**BIOL 4181, 4281, 4381****Special Topics**

Topics are selected on basis of students' needs and academic qualifications of staff. This will include such topics as Clinical Microbiology,

Plant Physiology, Mycology, Advanced Physiology, Diet Diseases, Microbial Techniques, etc. Laboratory may or may not be included. The course must include a minimum of 30 hours for each hour credit.

**BIOL 4290, 4291, 4292, 4293****Senior Seminar Sequence****4290: Principles of Research**

Principles of Research is a required course for all science students. It is an introduction to research methods with emphasis on the philosophy of research, planning and executing the experiments, evaluating the data, and oral and written presentations of scientific information. Prerequisites: Note 3 under **Degree Requirements**. Attendance at a weekly Science Forum is required for the quarter the student is enrolled in this course.

**BIOL 4291: Topic Research Project**

A topic of current research interest in (Chem, Biol or Phys) will be offered each quarter. Each student enrolled in 4291 will select one aspect of this topic for an in-depth study of the significant literature. All students will meet each week with faculty for instruction, guidance and exploration of the topic. A written senior research paper is required. Attendance at the Science Forum is required. Prerequisites: Note 3 under **Degree Requirements**; completion or concurrent enrollment in 4290.

**BIOL 4292, 4293: Laboratory Research Project**

One quarter of laboratory research (4292) is required for a student majoring in two areas of science; if a project requires two quarters for completion, the student enrolls in 4293 for the second quarter. The execution of the research will emphasize the application of the fundamentals presented in 4290. At the conclusion of the research, a written paper will be presented to the student's seminar advisor and an oral presentation of the results will be presented to the Science Forum. Attendance at the Science Forum is required. Prerequisites: Note 3 under **Degree Requirements**; completion or concurrent enrollment in 4290.

## DEPARTMENT OF CHEMISTRY

All chemistry majors are required to complete BASC 1414 and 1424, and Chem 2414, 2323, 3313-3333, 3121, 3343, 4414, 4262, 4373, 4290 and 2 quarters of Senior Seminar. In order to take Chem 4414, the student must have completed the following prerequisites: Physics 2413, 2423, and Mathematics 2434. For students preparing for graduate study or employment as a chemist, Chem 4102, 4323, 4333, and 4353 are recommended. Students also receiving a secondary school teaching certificate may omit BASC 4202 and Chem 3343 and 4373.

### CHEM 2414

#### Chemical Principles

This is a study of the basic principles of chemistry, and the most important elements and compounds. The laboratory is devoted to qualitative analysis. Includes 44 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424.

### CHEM 2323

#### Quantitative Analysis

This is a study of the basic principles of analytical chemistry, including stoichiometry, homogeneous and heterogeneous equilibria. Laboratory work includes both volumetric and gravimetric analysis. Includes 44 clock hours of laboratory work. Prerequisite: Chemistry 2414.

### CHEM 3313-3333

#### Organic Chemistry

This course is a study of the fundamental theories and principles of organic chemistry. Prerequisite: Chemistry 2414.

### CHEM 3121

#### Organic Chemistry Laboratory

Includes 44 clock hours of laboratory work. Prerequisite: Chemistry 3313.

### CHEM 3221

#### Organic Chemistry Laboratory

Includes 88 clock hours of laboratory work. This course is offered primarily for transient students needing an 8 hour organic chemistry sequence. It may be substituted for 3121 requirement.

### CHEM 3343

#### Modern Analytical Techniques

This is an introduction to the basic concepts of applied analytical chemistry. It includes an introduction to instrumentation as applied to routine chemical analysis. Includes 44 clock hours of laboratory work. Prerequisite: Chemistry 2323.

### CHEM 4102

#### Physical Chemistry Laboratory

Experiments in thermochemistry, chemical equilibria, phase equilibria, chemical kinetics, electrochemistry and molecular structure. Includes 44 clock hours of laboratory work. Prerequisite: Chemistry 4414.

### CHEM 4414

#### Introductory Physical Chemistry

A survey of the fundamental principles which govern chemical phenomena. Emphasis is placed on gases, basic thermodynamics, solutions, chemical equilibria, phase equilibria, chemical kinetics and electrochemical phenomena. A working knowledge of basic calculus is necessary.

Prerequisites: Physics 2413, 2423, Math 2434. (Offered also as Physics 4414)

### CHEM 4323

#### Physical Chemistry

Thermodynamics of solutions and phase equilibria, the kinetic molecular theory of gases, molecular motions and energies, distribution functions, and theoretical aspects of chemical kinetics. Prerequisites: Chemistry 4414.

### CHEM 4333

#### Instrumental Methods of Analysis

A study of absorption spectroscopy (UV, visible, and IR), potentiometry, polarography, conductimetry, chromatography, and other modern methods of analysis. Includes 44 clock hours of laboratory work. Prerequisites: Chemistry 2323, 3343, Physics 2413, 2423, Chemistry 4414 or concurrent registration in this course.

**CHEM 4251****Introduction to Quantum Mechanics**

The Lagrangian and Hamiltonian formulations of classical mechanics are presented together with those mathematical techniques required to understand them. The quantum mechanics is introduced from the standpoint of experimental situations which cannot be adequately explained by classical mechanics. The unique features of Quantum mechanics, probabilistic interpretation, uncertainty, and wave-particle duality are explained. The time-independent Schrodinger equation is introduced and used to explain simple one-dimensional systems. Prerequisites: Physics 2413, 2423.

**CHEM 4252****Quantum Theory of Structure of Matter**

The Schrodinger equation for the central field problem is presented, solved for the case of the hydrogen atom, and physical interpretation of the solutions is discussed. After briefly examining the Quantum Mechanical approach to many-body problems, the self-consistent field approach is used to study the electronic structure of atoms. Finally, molecular bonding is explored and rotational, vibrational and electronic states of simple molecules are explored. Prerequisite: Physics 4251.

**CHEM 4262****Organic Analysis**

Qualitative analysis of organic compounds using both the classical method and the modern instrumental methods. Includes 88 clock hours of laboratory work. Prerequisite: Chemistry 3333.

**CHEM 4373****Biochemistry**

This course is a study of the basic principles of biochemistry, with emphasis placed on the physical and chemical properties of carbohydrates, lipids, and proteins, the three major components of the living organism. Prerequisites: Chemistry 3333 and 4262.

**CHEM 4181, 4281, 4381****Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Projects are selected on the basis of student interest and need.

**CHEM 4290, 4291, 4292, 4293****Senior Seminar Sequence****4290: Principles of Research**

Principles of Research is a required course for all science students. It is an introduction to research methods with emphasis on the philosophy of research, planning and executing the experiments, evaluating the data, and oral and written presentations of scientific information. Prerequisites: Note 3 under **Degree Requirements**. Attendance at a weekly Science Forum is required for the quarter the student is enrolled in this course.

**CHEM 4291: Topic Research Project**

A topic of current research interest in (Chem, Biol or Phys) will be offered each quarter. Each student enrolled in 4291 will select one aspect of this topic for an in-depth study of the significant literature. All students will meet each week with faculty for instruction, guidance and exploration of the topic. A written senior research paper is required. Attendance at the Science Forum is required. Prerequisites: Note 3 under **Degree Requirements**; completion or concurrent enrollment in 4290.

**CHEM 4292, 4293: Laboratory Research Project**

One quarter of laboratory research (4292) is required for a student majoring in two areas of science; if a project requires two quarters for completion, the student enrolls in 4293 for the second quarter. The execution of the research will emphasize the application of the fundamentals presented in 4290. At the conclusion of the research, a written paper will be presented to the student's seminar advisor and an oral presentation of the results will be presented to the Science Forum. Attendance at the Science Forum is required. Prerequisites: Note 3 under **Degree Requirements**; completion or concurrent enrollment in 4290.

## **DEPARTMENT OF MATHEMATICS AND PHYSICS**

### **Mathematics**

The curriculum in mathematics is designed to provide for the student an important part of a broad liberal education as well as to equip him with the basic essentials for a continuing career in mathematics. All mathematics majors except those obtaining teacher certification must take BASC 4202. The student who wishes to prepare for service as a mathematician in industry or in government or to prepare for graduate study in mathematics is advised to take Mathematics 2434, 2343, 3313, 3323, 3333, 3353, 4313 and the Senior Seminars 4292, 4293. A student taking a mathematics major with a major in chemistry or physics must take Mathematics 2434, 2343, 3312, 3313, 3333, 4323, three additional advanced hours, and the Senior Seminars 4292, 4293. A student preparing for a certificate to teach mathematics in the secondary school must take Mathematics 1434, 2434, 2343, 3353, six additional advanced hours, and the Senior Seminars 4292, 4293. A student preparing for a certificate to teach in the elementary school and electing a major in mathematics must take Mathematics 1313, 1434, 2434, nine additional advanced hours in mathematics, and the Senior Seminars 4292, 4293.

#### **MATH 1303**

##### **Basic Mathematics**

The quantitative tools required in a modern society. Computational algorithms, mensuration, graphical representation of information, useful approximation techniques. This course is offered to aid students with deficiencies in basic mathematical skills. Students already having credit in a higher level mathematics course will not be given credit in this course.

#### **MATH 1313**

##### **College Algebra**

Manipulations of literal numbers and functions, solution of algebraic equations, and applications. Elements of real and complex numbers, logarithms and exponents.

#### **MATH 1323**

##### **Trigonometry**

A study of trigonometric functions, exponentials, logarithms, and applications for students needing a more comprehensive background than the accelerated coverage given in Math 1434. Prerequisite: Mathematics 1313.

#### **MATH 1434**

##### **Fundamentals of College Mathematics**

The basic pre-calculus course. Sets, relations, functions, roots of polynomial equations, trigonometry, and analytic geometry. May not be counted as part of the mathematics major except by students seeking teacher certification. Prerequisite: Mathematics 1313.

#### **MATH 2212**

##### **Introduction to Probability and Statistics**

The concepts of samples, populations, and probability. Sample statistics, including range, mean, mode, and standard deviations. Distributions, with emphasis on the binomial and normal distributions are examples of discrete and continuous distributions. Prerequisites: Math 1313.

#### **MATH 2232**

##### **Science Quantitative Skills**

This course is intended primarily for those who are returning to school after some years for the purpose of completing course work required for admission to medical or dental schools. It stresses the use of mathematical thought to the everyday workings of the physical and biological sciences. It is not intended to substitute for Math 2434 or any prerequisite of Math 2434.

#### **MATH 2434**

##### **Calculus I**

Limits, continuity, differentiation and integration of elementary and transcendental functions. Applications, including rates of change, minimax problems, and areas under curves. Prerequisite: Mathematics 1434.

**MATH 2343****Calculus II**

Topics include: functions, limits, derivatives, the differential, integrals, arc length, Mean Value Theorem, graph sketching, vectors, improper integrals, and applications. Prerequisite: Mathematics 2434 or permission of the instructor.

**MATH 3303****Mathematics for Pre-Adolescents**

Included in this course are mathematics content for pre-school and elementary school grades; methods and materials for teaching mathematics to young children; and particular emphasis to the psychology of teaching mathematics and the metric system of measurement. Both on-campus and field experiences are included. The course is a prerequisite for student teaching.

**MATH 3312****Basic and Applied Statistics**

Topics include: frequency distributions, measures of central tendency and dispersion, probability concepts, discrete and continuous distributions, and sampling distributions, point and interval estimation, hypothesis testing, and an introduction to linear regression and Bayesian inference. This course is oriented towards Business and Economics. Prerequisite: Mathematics 1313 and satisfactory completion of the mathematical skills pre-test administered the first day of class.

**MATH 3313****Intermediate Calculus**

A continuation of Mathematics 2343 including topics in: space geometry, vectors, infinite sequences and series, test for convergence. Taylor's Series, partial derivatives, multiple integrals, line integrals, the total differential, and applications. Prerequisite: Mathematics 2343.

**MATH 3323****Linear Algebra**

This course is designed for both mathematics and science majors. Topics include: fields and number systems, matrices, determinants, abstract vector spaces, linear

dependence, bases, characteristic equations and characteristic values, linear transformations, the Gram-Schmidt Process, and the Cayley-Hamilton Theorem. Prerequisite: Mathematics 2434.

**MATH 3333****Ordinary Differential Equations**

A first course. Topics include: linear equations of first and second order; equations of second order with regular singular points, the Bessel equation; initial value problems, existence and uniqueness of solutions, solution by successive approximations. Prerequisite: Mathematics 3313.

**MATH 3353, 3363****Modern Abstract Algebra**

A first course in abstract algebra. Topics include: sets, operations, relations, groups, rings, integral domains, residue classes, fields, number systems, and classical algebra. Topics in the second semester include: vectors, abstract vector spaces, matrices and transformations, quadratic forms, canonical forms, structure of groups, quotient structure. Prerequisite: Mathematics 3323.

**MATH 3373****Computer Instruction**

This course includes instruction in how a computer works, the mechanics of programming and machine use, how a computer processes, stores, and manipulates data, and how it retrieves data.

**MATH 4313****Advanced Calculus**

This course is an introduction to mathematical analysis. Topics include: the real numbers, functions and limits, continuity and differentiability, the Riemann integral, vector functions, partial derivatives, directional derivatives, line and surface integrals, theory of convergence. Prerequisite: Mathematics 3313.

### **MATH 4323**

#### **Vector Analysis**

A study of the vector calculus, with emphasis on the application of Stoke's theorem and the Divergence Theorem to physical problems, Vector differential operators in curvilinear coordinates. Three hours lecture per week. Prerequisites: Mathematics 3323, 3333.

### **MATH 4333**

#### **Introduction to Complex Variables**

A first course in the study of analytic functions. Topics include: complex numbers, complex functions, derivatives, differentials, integrals, analytic functions, power series expansions, Laurent series expansions; poles and zeros, conformal mapping. Prerequisite: Mathematics 3313.

### **MATH 4181, 4281, 4381**

#### **Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Projects are selected on the basis of student interest and need. Open to mathematics majors only.

### **MATH 4292, 4293**

#### **Senior Seminar**

This seminar emphasizes individual study of assigned topics. Both written and oral reports are required. Frequent evaluations of the individual student will guide the course of instruction toward the preparation of the student for teaching, industry, or further study. Prerequisite: Basic Science 4202 and see Note 3 under **Degree Requirements**.

## **Physics**

All majors must take Physics 2413, 2423, 3313, 3323, 4414, three additional advanced hours, 4290, and 2 quarters of Senior Seminar. Students looking toward graduate work or employment as physicists are advised to also take Physics 2242, 2252, 3323 and 4353.

### **PHYS 2413, 2423**

#### **Modern Physics**

The relation of modern developments in atomic and nuclear physics to the classical fields of mechanics, optics, heat, fluids, sound, electricity and magnetism. Emphasis is on the

application of fundamental ideas to solutions of a variety of problems. Physics 2413 and 2423 each include 35 clock hours of laboratory work. Prerequisite: Natural Science 1414-1424 and Math 2434 or concurrent registration.

### **PHYS 2242, 2252**

#### **Instrumentation in Physical Science**

Principles of electronics and optics applied to modern laboratory measurements. Includes 44 clock hours of laboratory work each term. Prerequisites: Physics 2413, 2423 or concurrent registration.

### **PHYS 3313**

#### **Mechanics**

Vector description of the motion of particles, conservative and non-conservative systems, gravitation, and moving coordinate systems. Prerequisites: Physics 2413, credit or concurrent registration in Mathematics 3333.

### **PHYS 3323**

#### **Electricity and Magnetism**

Electrostatic and magnetostatic fields, induction, Maxwell's equations, electromagnetic waves, electromagnetic field energy and momentum. Three lecture and three laboratory hours per week. Prerequisite: Physics 2423.

### **PHYS 3333**

#### **Fluid Flow**

Compressible and incompressible fluid dynamics in one dimension. Continuity, Bernoulli relations, supersonic expansions, and Rankin-Hugoniot relations will be covered with emphasis on applications. Prerequisite: Physics 3313.

### **PHYS 4414**

#### **Introductory Physical Chemistry**

A survey of the fundamental principles which govern chemical phenomena. Emphasis is placed on gases, basic thermodynamics, solutions, chemical equilibria, phase equilibria, chemical kinetics and electrochemical phenomena. A working knowledge of basic calculus is necessary. Prerequisites: Physics 2413, 2423, Math 2434. (Offered also as Chemistry 4414)

**PHYS 4251****Introduction to Quantum Mechanics**

The Lagrangian and Hamiltonian formulations of classical mechanics are presented together with those mathematical techniques required to understand them. The Quantum mechanics is introduced from the standpoint of experimental situations which cannot be adequately explained by classical mechanics. The unique features of Quantum mechanics, probabilistic interpretation, uncertainty, and wave-particle duality are explained. The time-independent Schrodinger equation is introduced and used to explain simple one-dimensional systems. Prerequisites: Physics 2413, 2423.

**PHYS 4252****Quantum Theory of Structure of Matter**

The Schrodinger equation for the central field problem is presented, solved for the case of the hydrogen atom, and physical interpretation of the solutions is discussed. After briefly examining the Quantum Mechanical approach to many-body problems, the self-consistent field approach is used to study the electronic structure of atoms. Finally, molecular bonding is explored and rotational, vibrational and electronic states of simple molecules are explored. Prerequisite: Physics 4251.

**PHYS 4181, 4281, 4381****Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Projects are selected on the basis of student interest and need.

**PHYS 4290, 4291, 4292, 4293****Senior Seminar Sequence****4290: Principles of Research**

Principles of Research is a required course for all science students. It is an

introduction to research methods with emphasis on the philosophy of research, planning and executing the experiments, evaluating the data, and oral and written presentations of scientific information. Prerequisites: Note 3 under **Degree Requirements**. Attendance at a weekly Science Forum is required for the quarter the student is enrolled in this course.

**PHYS 4291: Topic Research Project**

A topic of current research interest in (Chem, Biol, or Phys) will be offered each quarter. Each student enrolled in 4291 will select one aspect of this topic for an in-depth study of the significant literature. All students will meet each week with faculty for instruction, guidance and exploration of the topic. A written senior research paper is required. Attendance at the Science Forum is required. Prerequisites: Note 3 under **Degree Requirements**; completion or concurrent enrollment in 4290.

**PHYS 4292, 4293: Laboratory Research Project**

One quarter of laboratory research (4292) is required for a student majoring in two areas of science; if a project requires two quarters for completion, the student enrolls in 4293 for the second quarter. The execution of the research will emphasize the application of the fundamentals presented in 4290. At the conclusion of the research, a written paper will be presented to the student's seminar advisor and an oral presentation of the results will be presented to the Science Forum. Attendance at the Science Forum is required. Prerequisites: Note 3 under **Degree Requirements**; completion or concurrent enrollment in 4290.

## Pre-Med Program

The Pre-Med Program is designed to prepare students for entry into medical and dental schools. HBU students have enjoyed a high rate of acceptance into medical and dental schools since the founding of the school, and have received many honors for their academic and clinical achievements.

A candidate for medical or dental school must **complete** the following courses and requirements **before** a recommendation to a medical or dental school will be sent:

1. Natural Science	1414, 1424
Chemistry	2414, 2323, 3313-3333, 3121, 4262
Biology	2434, 2444, 2353 plus 3 additional hours
Physics	2413, 2423
Math	2434

- The student must complete 3 full-time quarters (24 credit hours) of residency at Houston Baptist University.
- The MCAT and DAT score must be at least equal to the national average.
- The grade point average must be at least 3.0.

The above requirements constitute the minimum, and students should be aware that a minimum program leads to poor chances of acceptance. Students should also be aware that the above courses are the standard courses in their departments, and, in particular, special "pre-med" courses in chemistry, mathematics, or physics will not be accepted in lieu of the above requirements.

## Program in Nutrition and Dietetics

Students who plan to enter the field of nutrition and dietetics are eligible to seek admissions to the University of

Texas School of Allied Health Sciences program in Nutrition and Dietetics upon completion of 65 semester hours including the following prescribed courses.

English 1313, 1323, 2313 .....	9
American History 2313, 2323 .....	6
Government 1313, 2313 .....	6
Natural Science 1414, 1424 .....	8
General Chemistry 2414 .....	4
Organic Chemistry 3313-3333, 3121 .....	7
Microbiology 3414 .....	4
Anatomy & Physiology 2313, 2323 .....	6
Psychology 1313 .....	3
Sociology 1313 .....	3
Economics 1301 .....	3
Algebra 1313 .....	3
	<hr/>
	62 hrs.

The following courses are recommended:

Physics 2413, 2423  
Math 2434 (Calculus)



## Pre-Optometry

Students who plan to enter the field of optometry are eligible to seek admissions to the University of Houston College of Optometry upon completion of 92 semester hours including the following prescribed courses.

### General Requirements:

1. Nine semester hours in core distributive electives in one or a

combination of the following subjects: Anthropology, Art, Drama, Economics, English, History, Languages, Music, Philosophy, Political Science, Psychology, Sociology and Speech.

2. Two semester hours of PHED 2111.

### Specific Course Requirements

Natural Science 1414, 1424.....	8
Chemistry 2414, 3313-3333, 3121 (Chemical Principles, Organic Chemistry and Organic Chemistry Lab).....	11
Math 1313, 3312, 1424 and 2434 (Algebra, Statistics, Fundamentals of College Math and Introduction to Calculus).....	14
Physics 2413, 2423.....	8
Biology 2444, 2353 and 3414 (Zoology, Cellular and Molecular Biology and Microbiology).....	11
Political Science 1313, 2313.....	6
History 2313, 2323.....	6
English 1313, 1323, 2313, 2323.....	12
Physics 2252 (Optics).....	2
	<b>92 hrs.</b>

Required for the second year but not in the professional curriculum

Chemistry 4373, 4181 (Biochemistry and Biochemistry Lab).....	4
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Recommended but not required

Psychology 1313.....	3
Biology 3464 (Comparative Anatomy).....	4

## Pre-Pharmacy

Students, who plan to enter the field of pharmacy, are eligible to seek admission to the School of Pharmacy at the University of Houston upon completion of a minimum of 79 semester hours including certain prescribed courses:

### General Requirements

1. Three semester hours in core distributive electives in one or a combination of the following subjects: Anthropology, Art, Drama, Economics, English, History, Languages, Music, Philosophy, Political Science, Sociology, and Speech.
2. Two semester hours of PHED 2111.

English 1313, 1323, 2313, 2323.....	12
Natural Science 1414, 1424.....	8
Chemistry 2414 (Chemical Principles), 3313, 3333 and 3121 (Organic Chemistry and Organic Chemistry Laboratory) and 4262 (Organic Analysis).....	13
Physics 2413, 2423.....	8
Math 1313, 1424 (College Algebra, Fundamentals of College Math).....	7
Biology 2444, 2353 and 3414 (Zoology, Cellular and Molecular	

Biology and Microbiology)	11
History 2313, 2323	6
Economics 1301	3
Political Science 1313, 2313	6
	<hr/> 79 hrs.

## Pre-Physical Therapy

Students who plan to enter the field of physical therapy are eligible to seek admission to the School of Allied Health Sciences at the University of Texas School of Allied Health Sciences

at the University of Texas Medical Branch in Galveston or Dallas upon completion of a minimum of 91 semester hours including certain prescribed courses:

English 1313, 1323	6
Natural Science 1414, 1424	8
Mathematics 1313, 3312, 1434 (College Algebra, Intro. to Probability and Statistics, Applied Statistics and Fundamentals of College Math)	10
Chemistry 2414 (Chemical Principles), 3313-3333 (Organic Chemistry)	10
Speech 3313 (Public Speaking)	3
Sociology 1313 (General)	3
Psychology 1313 (General), 2363 (Human Growth and Development) and 3313 (Personality, Normal & Abnormal)	9
History 2313, 2323 (American)	6
Political Science 2313 (Plus either 1323, 2333, or 3323 depending upon what U.T. will accept)	6
Physics 2413, 2423	8
Biology 2353 (Cell & Molecular), 2444 (Zoology)	7
Biology 3353, 3253 (General Physiology and Physiology Lab)	5
Biology 3464 (Comparative Anatomy)	4
PHED 3394 (Kinesiology)	3
PHED 3393 (Physiology of Exercise)	3
	<hr/> 91 hrs.

## Pre Veterinary Medicine

Students who plan to enter the field of veterinary medicine are eligible to seek admissions to the Texas A&M

College of Veterinary Medicine upon the completion of 72 semester hours including the following prescribed courses.

English 1313, 1323, and 2313 or 2323	9
History 2313, 2323	6
Political Science 2313, 2333	6
Natural Science 1414, 1424	8
Math 1434, 2434 (Fundamentals of College Math and Calculus)	8
Physics 2413, 2423	8
Chemistry 2414 (Chemical Principles)	4
Chemistry 3313-3333, 3121 (Organic Chemistry)	7
Chemistry 4262 (Organic Analysis)	2
Chemistry 2323 (Quantitative Analysis)	3
Biology 2444 (Zoology)	4
Biology 2434 (Botany)	4
Biology 4414 (Genetics)	4
	<hr/> 73 hrs.

These above courses would meet all of the Texas A&M requirements except for a course in animal science.

## Pre-Physician's Assistant

Students who would like to become a physician's assistant are eligible to seek admission to the Baylor College of Medicine Physician's Assistant Program upon completion of 60 semester hours including certain prescribed courses:

Natural Science 1414, 1424 .....	8
English 1313, 1323 .....	6
Mathematics 1313, 1323 (College Algebra, Trigonometry) .....	6
Chemistry 2414, 3313, 3333, 3121	
(Cheical Principles, Organic Chemistry, Organic Chemistry Lab) .....	11
Biology 2353, 2313, 2323, 3414	
(Cellular and Molecular Biology, Anatomy and	
Physiology, Microbiology) .....	13
Humanities (Courses such as Sociology, Psychology, History, Political	
Science, Foreign Language, Christianity) .....	6
Additional transferrable college hours in the Humanities and/or	
Natural Sciences (exclusive of Physical Education) .....	10
	<hr/> 60 hrs.

## Medical Technology

In response to the growing need for more well trained personnel to serve in the allied medical professions, the Academic Affairs Committee of the Faculty recommended and the Board of Trustees approved, on September 25, 1970, the degree of Bachelor of Science in Medical Technology.

The requirements for admission to this program are the same as for candidates for other degrees. The program to be followed is determined in part by the Registry of Medical Technologists of the American Society of Clinical Pathologists, and meets the standards for certification established by that body. It also includes additional elements essential to meet the standards required for the granting of a degree by Houston Baptist University.

The program for the first three years, listed in detail below, must be completed with a minimum cumulative scholastic standing of 2.00 or above.

To become eligible for the Bachelor of Science Degree in Medical Technology at Houston Baptist University a student must:

1. Gain admission to and satisfactorily complete the prescribed campus program (100 semester hours) with a minimum of 32 semester hours in residence. No credit by correspondence or extension may be used and no course with a grade below "C" will be accepted in transfer. Convocation, chapel, and assembly attendance requirements must be met.
2. Gain admission to and satisfactorily complete the clinical instruction program at an approved School of Medical Technology.
3. Make official application for the degree, Bachelor of Science in Medical Technology, with the Registrar at Houston Baptist University and pay the appropriate graduate fee. This should be done prior to or early in the fourth year of study.
4. Arrange to attend and participate in the baccalaureate and commencement exercises following the satisfactory completion of the clinical instruction program. Commencement invitations and academic apparel are provided through the Houston Baptist University Bookstore.

# MEDICAL TECHNOLOGY

<i>First Year</i>	<i>Second Quarter</i>	<i>Third Quarter</i>	<i>Fourth Quarter</i>	
Language and Literature (English 1313, 1323).....	3	3		
Christianity (Old Testament 1313, New Testament 1323).....	3		3	
Natural Science 1414, 1424.....	4	4		
Mathematics 1313, 3312.....	3	3		
Chemical Principles (Chem. 2414).....			4	
Principles of Sociology (Soc. 1313).....		3		
General Psychology (Psy. 1313).....			3	
	<u>13</u>	<u>13</u>	<u>10</u>	36
<i>Second Year</i>				
World Literature (English 2313, 2323).....	3	3		
Culture and Human Exp. (2301, 2302, 2303, 2304) or Great Issues of the 20th Century (2311, 2312, 2313, 2314).....		3	3	
Quantitative Analysis (Chem. 2323).....	3			
Modern Analytical Techniques (Chem. 3343).....		3		
Human Anatomy and Physiology (Bio. 2313-2323).....		3	3	
Cellular and Molecular Biology (Bio. 2353).....	3			
Microbiology (Bio. 3414).....			4	
Physical Education (Phy. Educ. 2111).....	1	1		
Elective.....			3	
	<u>10</u>	<u>13</u>	<u>13</u>	36
<i>Third Year</i>	<i>Second Quarter</i>	<i>Third Quarter</i>	<i>Fourth Quarter</i>	
Christian Doctrine (Chr. 3323).....		3		
Immunology (Biol 4364).....	3			
Organic Chemistry (Chem. 3313-3333).....	3	3		
Organic Chemistry Lab (Chem. 3121).....		1		
Organic Analysis (Chem. 4262).....			2	
American and Tex. Gov't. (Pol. Sci. 2313) and The American Economic System (Econ. 1301) or American History (History 2313, 2323).....		3	3	
Science Electives.....	3		2	
Electives.....			3	
	<u>9</u>	<u>10</u>	<u>11</u>	30
				<u>102</u>

## **Nuclear Medicine Technology**

The requirements for admission to this program are the same as for candidates for other degrees. The program to be followed is determined in part by the Council on Medical Education of the American Medical Association and meets the standards for certification. It also includes additional elements essential to meet the standards required for the granting of a degree by Houston Baptist University.

The program for the first three years, listed in detail below, must be completed with a minimum cumulative scholastic standing of 2.00 or above.

To become eligible for the Bachelor of Science Degree in Nuclear Medicine Technology at Houston Baptist University a student must:

1. Gain admission to and satisfactorily complete the prescribed campus program (105 semester hours) with a minimum of 32 semester hours in residence. No credit by correspondence or extension may be used and no course with a grade below "C" will be accepted in transfer. Convocation, chapel, and assembly attendance requirements must be met.
2. Gain admission to and satisfactorily complete the clinical instruction program at an approved School of Nuclear Medicine Technology. Baylor College of Medicine offers the Houston area approved clinical program.
3. Make official application for the degree, Bachelor of Science in Nuclear Medicine Technology, with the Registrar at Houston Baptist University and pay the appropriate graduation fee. This should be done prior to or early in the fourth year of study.
4. Arrange to attend and participate in the baccalaureate and commencement exercises following the satisfactory completion of the clinical instruction program. Commencement invitations and academic apparel are provided through the Houston Baptist University Bookstore.

# NUCLEAR MEDICINE TECHNOLOGY

<i>First Year</i>	<i>Second Quarter</i>	<i>Third Quarter</i>	<i>Fourth Quarter</i>	
Language and Literature (Eng. 1313, 1323).....	3	3		
Christianity (Old Testament 1313, New Testament 1323) .....	3		3	
Natural Science 1414, 1424 .....	4	4		
Mathematics 1313, 1434, and 3312 (College Algebra, Fundamentals of College Math, Statistics) .....	3	4	3	
Chemical Principles (Chem. 2414) .....			4	
Social or Behavioral Science .....			3	
	<u>13</u>	<u>11</u>	<u>13</u>	37
<i>Second Year</i>				
World Literature (Eng. 2313, 2323) .....	3	3		
Culture and Human Exp. (2301, 2302, 2303, 2304) or Great Issues of the 20th Century (2311, 2312, 2313, 2314) .....		3	3	
Quantitative Analysis (Chem. 2323) .....		3		
Introduction to the Calculus (Math 2434) .....	4			
Modern Analytical Techniques (Chem. 3343) .....			3	
Cellular and Molecular Biology (Bio. 2353) .....			3	
Physics 2413, 2423 .....	4	4		
Physical Education (Phy. Educ. 2111) .....	<u>1</u>	<u>1</u>	<u>1</u>	
	12	13	10	35
<i>Third Year</i>				
Christian Doctrine (Chr. 3323) .....		3		
Biology 3414 Microbiology .....	4			
Human Anatomy and Physiology (Bio. 2313, 2323) .....	3	3		
Social or Behavioral Science .....			3	
Organic Chemistry (Chem. 3313, 3333) .....	3	3		
Science Elective .....			3	
American and Tex. Gov't. (Pol. Sci. 2313) and the American Economic System (Econ. 1301) or American History (History 2313, 2323) .....		3	3	
Electronics (Phys. 2242) .....	<u>2</u>	<u>1</u>	<u>1</u>	
	12	12	9	33
Additional Recommended Courses:				105
Phys. 2252 (Optics)				
Chem. 4373 (Biochemistry)				

# DEPARTMENT OF NURSING

Accredited by the National League for Nursing

Approved by the Texas State Board of Nurse Examiners

## Philosophy and Objectives

Houston Baptist University offers to students of all persuasions an educational program based on Christian principles. The department of nursing has the responsibility to foster professional excellence by providing an intellectual climate which promotes continuing growth and development in nursing.

The nursing program is designed to prepare graduates at a high level of competency for beginning positions in a variety of settings. It is believed that the curriculum for this program should evolve from four major concepts: man, society, health, and nursing. The faculty subscribes to the following beliefs about these concepts.

Man is perceived as a holistic being who possesses intrinsic worth and value. Man is a unique, integrated, open system with changing biological, psychological, sociocultural and spiritual needs. As a system man is viewed as a dynamic being who evolves through a series of stages of growth and development. As man moves through these stages he is capable of interacting with his environment. Man has both rights and responsibilities and the ability to participate in decisions affecting his health care. He deserves access to a health care system which facilitates attaining his optimum level of wellness.

Society is believed to form the framework within which individuals, families, and communities live and function. It is viewed as pluralistic in that it contains groups of people distinctive in environmental settings, ethnic origins, cultural patterns, religions and social classes. Man is born into and spends his life as a member of this changing and technological society. Society's thinking influences both the kinds of health problems which arise and the selection of actions taken to alleviate these problems.

Health is believed to be a relative, dynamic state which is complex and subjective. Health includes biological, psychological, sociocultural, spiritual and developmental components. Health is perceived to be man's continuous adaptation to stress throughout his life. This adaptation may result in varying degrees of wellness and illness.

Delivery of health care involves a wide range of professions and disciplines of which nursing is a part. It is either the maintenance of health, or the lack of health that brings nursing and man together in a variety of settings.

Nursing is believed to be both an art and a science. As an art, nursing utilizes human creativity to perform skills acquired by experience, study, and observation. As a science, nursing supports its interventions with a body of knowledge derived from nursing theories as well as the physical and behavioral sciences. Nursing is believed to be a deliberative, interactive process devoted to helping individuals, families, and groups attain and maintain equilibrium by utilizing internal and external resources to meet their respective health needs. Nurses assume a variety of interdependent and independent roles and collaborate with a wide range of professions and disciplines. The nurse utilizes the mechanisms of nursing research and the legislative process to promote change in the health care system to improve the care of clients. The process of nursing practice involves the identification of clients' needs through assessment, establishment of client goals with the client and family, implementation of care to meet the goals, and evaluation to determine if the goals were met.

The faculty believes that the nursing curriculum should facilitate independence in learning. Teaching-learning proceeds best in an atmosphere which is conducive to

development of self-direction in learning. Learning is the achievement of changes in the psychomotor, cognitive, and affective behavior of the individual. It is an active on-going process. The learner is primarily responsible for his own learning. In recognition of the individual differences among learners, it is believed that mastery learning should be utilized to achieve a level of acceptable performance for all graduates which provides a basis for accountability to the community and society. The learner participates in formulating objectives, selecting learning opportunities, and evaluating learning outcomes. The teacher responds to individual differences of learners, provides guidance through evaluation, and encourages introspective assessment. In so doing, the teacher fulfills a variety of roles within the teaching-learning process: initiator, role model, facilitator, and validator. The educational experience is the foundation for continuing personal and professional development and advanced study.

The graduate of this program is prepared to function as an accountable, responsible, beginning practitioner in today's health care system and has the potential to function in the emerging role of the nurse. In this emerging role, the nurse assumes increasing responsibility for planning and providing health care with emphasis on health promotion. The graduate of this baccalaureate program is expected to:

1. Utilize knowledge from physical and behavioral sciences as a basis for the process.
2. Recognize nursing theory as a basis for the nursing process.
3. Utilize the nursing process by means of assessment, goal setting, implementation, and evaluation.
4. Institute nursing measures which emphasize promotion of health.
5. Assist individuals, families and groups to attain and maintain equilibrium during varying degrees of wellness and illness.
6. Assume individual responsibility and accountability for nursing practice.

7. Assume increasing responsibility for leadership in managing nursing care.
8. Establish purposeful interactional relationships with members of other professions and disciplines.
9. Modify nursing behaviors to meet the changing needs of man and society.
10. Evaluate and improve professional nursing standards and practice by actively participating in programs, research, and legislation relating to health care.

Following successful completion of prescribed courses, applicants who give evidence of meeting the following requirements will be eligible to enroll in Fundamentals of Nursing:

1. Have an overall grade point average of 2.0. For the prerequisite courses a grade point average of 2.5 is required and no grade less than "C."
2. Have a satisfactory performance on the English Proficiency and Math Examinations. The English test is administered once each quarter. The math test is given at scheduled dates during the second, third and fourth quarters.
3. Have positive qualities of health, character, and personality.

To be eligible for the degree of Bachelor of Science in Nursing, students must:

1. Have a minimum of 130 semester hours.
2. Meet all the general requirements for graduation as outlined in the Houston Baptist University catalog.
3. Have earned the prescribed number of points in the Nursing Student Association.
4. Have no grade less than "C" in the nursing courses.

Upon satisfactory completion of the program of studies in nursing as outlined above, the student will be eligible to apply to the State Board of Nurse Examiners to write the test pool examinations for licensure as a registered nurse.



## CURRICULUM PLAN

<i>First Year</i>	<i>Semester Hours</i>
English *1313, *1323, *2313 - Language and Literature .....	9
Natural Science *1414, *1424 .....	8
Sociology *1313 - Principles .....	3
Psychology *1313 - General .....	3
Biology *2313, *2323 - Human Anatomy and Physiology .....	6
Interdisciplinary Course *(select 1) 2301, 2302, 2303, 2304, 2311, 2312, 2313, 2314 .....	3
Physical Education 2111 .....	1

33

<i>Second Year</i>	
English 2323 - World Literature .....	3
Interdisciplinary Course *(select 1) 2301, 2302, 2303, 2304, 2311, 2312, 2313, 2314 .....	3
Biology *3414 - Microbiology .....	4**
Psychology *3313 - Human Growth and Development .....	3
History 2313, 2323 - The United States or Economics 1301 — The American Economic System and Political Science 2313 - American and Texas Government .....	6
Nursing 2101 - Introduction to Nursing .....	1
Nursing 2616 - Fundamentals of Nursing .....	6
Nursing 3626 - Nursing Process: Adult Health .....	6
Physical Education 2111 .....	1

33

<i>Third Year</i>	
Nursing 3636 - Nursing Process: Adult Health .....	6
Nursing 3646 - Nursing Process: Adult Health .....	6
Nursing 3656 - Nursing Process: Mental Health .....	6
Christianity 1313, 1323, 3323, - Old and New Testaments and Christian Doctrine .....	9
CISM 1321 - Introduction to Computer Systems .....	3
Electives .....	2

32

<i>Fourth Year</i>	
Nursing 4626 - Nursing Process: Parent-Child Health .....	6
Nursing 4636 - Nursing Process: Parent-Child Health .....	6
SOCI 3303 - Research Methods .....	3
Nursing 4545 - Nursing Management .....	5
Nursing 4272 - Current Issues in Nursing .....	2
Nursing 4292, 4293, - Senior Seminars .....	4
Electives .....	6

32

130

\*Prerequisite for nursing

\*\*A transfer student who enters the program with only 3 semester hours of credit in this subject will be evaluated on an individual basis but must have 130 semester hours credit as a minimal requirement for graduation.

Please note: Eight terms are required to complete the nursing courses. Entry into nursing is twice per year, in the summer and winter terms with a minimum of 39 semester hours in prerequisite courses.

## **NURSING**

### **Professional Courses**

#### **NURS 2101**

##### **Introduction to Nursing**

An orientation to the role and commitment of a nurse as a functioning member of the health care team. To be taken concurrently with or immediately preceding Nursing 2616. One semester hour.

#### **NURS 2616**

##### **Fundamentals of Nursing**

An introductory course in basic principles, concepts, and skills designed to serve as a foundation for nursing care of patients. Six semester hours.

#### **NURS 3626 \*(3323,3326), 3636 \*(3333, 3336), 3646 \*(3343, 3346)**

##### **Nursing Process: Adult Health**

A study of the health care of adults from young adulthood throughout aging. The acquisition of the health history and physical assessment initiates the utilization of the nursing process in meeting the health needs of the individual, family and community. Eighteen semester hours.

#### **NURS 3656 \*(3353,3356)**

##### **Nursing Process: Mental Health**

A study of the nursing care of persons experiencing varying degrees of psychological disequilibrium. Patient assessment is expanded to include psychosocial data, with attention to cultural variables which may impact the nature and quality of mental health care. Emphasis is placed on mental health concepts applicable to increased understanding of self and others. Prerequisites: 2616, 3626, 3636, 3646. Six semester hours.

#### **NURS 4626 \*(4323, 4326), 4636 \*(4333, 4336)**

##### **Nursing Process: Parent-Child Health**

A study of the application of the nursing process with the expectant family during the perinatal period and with the family of the developing individual from infancy through adolescence. This includes a study of normal growth and development with

consideration of deviations, and care during wellness and illness.

Prerequisites: 2616, 3626, 3636, 3646. Twelve semester hours.

#### **NURS 4545**

##### **Nursing Management**

This study of basic concepts is related to the professional nurse's management role in providing nursing care for a group of patients. It is based on the premise that the student has knowledge and understanding of basic nursing care of the adult, parent-child care, and mental health. The collaborative role of the nurse in both hospital and community setting is stressed. It includes a study of the process of change, decision-making, and effective leadership. Prerequisites: 2616, 3626, 3636, 3646, 3656, 4626, 4636. Five semester hours.

#### **NURS 4272**

##### **Current Issues in Nursing**

A study of the roles and functions of nurses in today's health care system. It includes identification of philosophical values and emphasizes accountability and responsibility of the professional nurse in a changing society. Two semester hours. Prerequisites: Nursing 2616, 3626, 3636, and 3646.

#### **NURS 4181, 4281, 4381**

##### **Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. The student will select a special problem or interest area in nursing for intensive study. Written objectives for the project are to be submitted to the instructor and department chairman for approval to register for this course. Prerequisite: Senior Nursing major.

#### **NURS 4292, 4293**

##### **Senior Seminars**

A guided opportunity for the student to synthesize previously acquired knowledges and skills, exercise initiative, do creative planning and independent study in a selected area of interest. Four semester hours. Prerequisites: 80 semester hours with a minimum of 25 hours of nursing.





# THE DIVISION OF PROFESSIONAL DEVELOPMENT

The Division of Professional Development offers innovative university education in a format, and at hours, that are especially responsive to upward-aspiring working professionals. Programs are designed to advance career satisfaction and success. Many students also use the short courses and programs as a way of exploring new areas of interest, gaining expertise, and earning a credential, while amassing university credit. Other well-established professionals add to their information base and update their skills in Professional Development programs.

The Professional Development framework requires less time commitment than a full degree program, while assuring a quality university experience. Many Professional Development students have a degree or degrees, but gain specialized information and expertise that they need through Professional Development programs. However, a degree is not a prerequisite, and the program is open to both HBU undergraduates and the community at large.

All of the campus classes, as well as many individually designed and tailored programs, are available on-site for Houston's business community. The Division also works cooperatively with professional organizations to provide ongoing professional education for their members. Seminars on contemporary topics of interest to the business, professional, and general public are also presented under the auspices of the Division of Professional Development.

Programs include the:

- Certificate in Business Management
- Certificate in Human Resource Development
- Certificate in Training
- Certificate in Managerial Finance
- Certified Public Accounting (CPA) Review
- Certificate in Management Accounting (CMA) Review
- Chartered Property Casualty Underwriting (CPCU) Education
- Real Estate Education Program

The course offerings in the Division of Professional Development are:

AMA	0101	Accounting for Managers
AMA	0102	Advertising: Strategy and Design
AMA	0103	A Manager's Guide to Affirmative Action
AMA	0104	A Manager's Guide to Human Behavior
AMA	0105	Basics of Cost Accounting
AMA	0106	Budgeting by Department and Functional Area
AMA	0107	Communication Skills for Managers
AMA	0108	Computer Basics for Management
AMA	0109	First-Line Management
AMA	0110	Fundamentals of Modern Marketing
AMA	0111	Fundamentals of Finance and Accounting
AMA	0112	Fundamentals of Modern Personnel Management
AMA	0113	Getting Results Through MBO
AMA	0114	Getting Results With Time Management
AMA	0115	How To Build Memory Skills
AMA	0116	Human Resource Development: A Manager's Guide
AMA	0117	Leadership Skills For Executives
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AMA	0152	Training for Productivity - Part 2
CDP	0001	CDP Review
CMA	0101	CMA Review-Economics and Business Finance
CMA	0102	CMA Review-Organization and Behavior
CMA	0103	CMA Review-Public Reporting Standards, Auditing
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CPA	0101	CPA Review-Law
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CPCU	0301	Principles of Risk Management & Insurance
CPCU	0302	Personal Risk Management
CPCU	0303	Commercial Property Risk Management & Insurance
CPCU	0304	Commercial Liability Risk Management
CPCU	0305	Insurance Company Operations
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CPCU	0307	Management
CPCU	0308	Accounting and Finance
CPCU	0309	The Economic Problem
CPCU	0310	Insurance Issues and Professional Ethics
GMAT	0001	GMAT Review
GRE	0001	GRE Review

LSAT	0001	LSAT Review
SAT	0001	SAT Review
PDCS	0101	Career Assessment
PDCS	0102	Where Do I Go From Here?
PDCS	0103	How To Take Tests
PDCS	0104	Xerox Strategies for Effective Listening
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PDCS	0109	Public Presentations
PDCS	0110	Stress Management
PDCS	0111	Labor Relations
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PRO	0283	Agency Operations and Marketing Management
RE	0201	Principles of Real Estate
RE	0202	Real Estate Appraisal
RE	0203	Real Estate Law
RE	0204	Real Estate Finance
RE	0205	Real Estate Math
RE	0206	Property Management
UND	0261	Principles of Property & Liability Underwriting
UND	0262	Personal Lines Underwriting

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