



University **Bulletin** 2013-2014



UNIVERSITY OF
SOUTH CAROLINA
BEAUFORT

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PREFACE

This bulletin is for information purposes only and does not constitute any contractual agreement between the student and the University of South Carolina Beaufort. The University reserves the right to make changes in curricula, degree requirements, course offerings, or academic regulations at any time when, in the judgment of the faculty or Chancellor, such changes are in the best interest of the students and the University. Please note that not all listed courses are available every semester; check the appropriate term class schedule for availability. As a general rule courses that are not offered for three years are removed from the Bulletin and placed in abeyance.

Which Bulletin Should You Use?

On August 1 the University bulletin of record for an academic year is “frozen” to establish the guidelines and regulations under which each incoming class matriculates.

You may choose to earn a degree in accordance with the curricular requirements in force at the time you first enroll as a degree-seeking student. Students have a period of eight years, inclusive and continuous, in which to claim the rights of a specific bulletin. However, your choice is restricted to a specific bulletin and the curricular requirements described therein.

Within the eight-year limit, a student who is absent from the University for no longer than three years, and who returns to complete the program of study, has the right to continue under the bulletin in effect at the time of original enrollment as a baccalaureate degree-seeking student. Alternatively, the student may choose the degree requirements under the bulletin in effect at the time of return. If the period of absence is longer than three years, the student will be subject to the curricular requirements in force at the time of return. Under no circumstances will students be allowed to appeal to short-lived rules and regulations which were adopted and abandoned during the period of their absence.

UNIVERSITY OF SOUTH CAROLINA BEAUFORT

History

The University of South Carolina Beaufort, a senior campus of the State's flagship public university system, brings the University of South Carolina's statewide mission of teaching, research, and public service to the Lowcountry of South Carolina. USCB offers baccalaureate degrees that respond to regional needs, draw upon regional strengths, and prepare graduates to contribute successfully in communities locally and around the globe. The curriculum is designed to promote acquisition of knowledge and the intellectual dispositions and skills that encourage depth of understanding, tolerance of others, and individual accountability. With the commitment of Beaufort and Jasper Counties, local donors, and extraordinary public-private partnerships, USCB is the system's fastest growing baccalaureate university.

USCB has one of the oldest traditions of higher education in the nation, dating to the 1795 charter of Beaufort College. An act of the South Carolina legislature authorized the college to confer degrees in the liberal arts or sciences "usually conferred in other colleges in Europe and America." The curriculum focused on theoretical science. When the original college building was constructed in 1802, the motto was chiseled onto the cornerstone: "Virtue, Liberty and Science." Four valedictorians of the South Carolina College (which became the University of South Carolina) and two valedictorians at Harvard before the Civil War came from Beaufort College.

Beaufort underwent a profound social revolution during the Civil War, giving rise to Beaufort College's second legacy: serving as headquarters for the Freedman's Bureau. From 1865 to 1872, this federal agency brought public education to newly freed slaves.

Partnering with the University of South Carolina State and University leaders led to discussing ways to increase access to university education in the 1950's; in 1959, the Beaufort College building welcomed 57 students to the University of South Carolina Beaufort, a two year campus in the USC system.

Over the next thirty years, USCB developed an eight-acre campus on the waterfront in Beaufort's historic district—constructing buildings, renovating a former elementary school and purchasing historic properties. The University began offering classes on Hilton Head Island in 1985. By the late 1980's, students pursued baccalaureate degrees in several fields through USC Aiken and USC Columbia cooperative programs.

In 1994 International Paper donated eighty acres near Hilton Head Island and Dean Jane Upshaw began a campaign for USCB to become a baccalaureate university. With the support of the community, Beaufort County Council, faculty, staff, students, the Beaufort-Jasper Higher Education Commission, and the Trustees of the College of Beaufort, USCB was approved to seek baccalaureate accreditation in 2002.

Expanded as a Comprehensive University in August 2004, USCB emerged as South Carolina's newest accredited four-year university. Six baccalaureate degrees were offered and the first building opened on the Hilton Head Gateway campus 200 acre site. The next five years saw a science building, high-tech library, on-campus housing, and campus center constructed. Degree programs doubled and USCB Sand Shark athletics debuted, joining the NAIA Sun Conference.

Over 1,900 students now pursue thirteen baccalaureate degrees and more than 1,300 community members participate in the Osher Lifelong Learning Institute at USCB. The Festival Series, USCB's chamber music offering, celebrated its thirtieth and most successful season in 2009. In January 2009, USCB launched its BS in Nursing in new, state of the art facilities—with support from Hilton Head Regional Healthcare, Beaufort Memorial Hospital, the Community Foundation of the Lowcountry, and local donors. A strategic initiative focusing the Historic Beaufort campus on the fine arts has begun with the BA in Studio Art.

Our region's 215-year commitment to university education has remained constant—while the University of South Carolina Beaufort has responded to its needs.

Mission Statement

The University of South Carolina Beaufort (USCB) responds to regional needs, draws upon regional strengths, and prepares graduates to contribute locally, nationally, and internationally with its mission of teaching, research, and service. USCB is a senior baccalaureate campus (1,400 to 3,000 students) of the state's largest public university. It offers degree programs in the arts, humanities, professions, and social and natural sciences delivered through on-site instruction and distance education, along with an active program of co-curricular activities and athletics. It serves a racially and culturally diverse student body, including military personnel, veterans and their dependents, and draws students from the South Carolina Lowcountry, from around the country, and from around the world. USCB enriches the quality of life for area residents of all ages through its academic programs, continuing education, artistic and cultural offerings, community outreach, collaborations with regional initiatives, and life-long learning opportunities.

Approved by Institutional Effectiveness Council

May 26, 2011

Approved by USCB Faculty

October 28, 2011

Approved by USCB Administrative Council

July 30, 2012

Amended and approved by USCB Faculty Senate

September 28, 2012

Amended version approved by USCB Administrative Council

October 8, 2012

Approved by USCB Board of Trustees

December 18, 2012

Approved by South Carolina Commission on Higher Education

June 7, 2013

University Goals

Teaching and Learning

USCB will improve the quality of education by expanding its curriculum and stressing disciplinary knowledge and academic skill development characterized by critical inquiry, depth of understanding, accountability, and a commitment to diversity. The University will emphasize research, scholarship, and creative achievement as integral to effective teaching in all academic areas and will promote quality teaching and scholarship by providing appropriate faculty development.

Research, Scholarship and Creative Achievement

Recognizing the intrinsic value of research, scholarship, and creativity and their importance to the region and to engaged teaching, the University will foster research, scholarship, and creative activity by recruiting, retaining, and supporting faculty members who are or will become nationally and

internationally recognized as highly productive contributors to their fields. The University will assist faculty to identify and compete for extramural funding to support research and creative activities.

Service Excellence

USCB will be actively engaged at all levels in making all of our services student-centered, customer-focused, and excellence driven. Our campus and community relationships will be sustained by adherence to our core service values – integrity, collaboration, innovation, responsiveness, accountability, and excellence. Our academic programs will respond to regional needs and promote a high overall quality of life. University members will exhibit good citizenship by using professional and personal expertise to improve our communities. On our campuses, every person and system will be dedicated to fulfilling the academic aspirations of those students who choose to be members of this learning community.

Quality of Life in the University Community

USCB will attract the most deserving and promising students at every level, regardless of background and economic circumstance. The University will integrate strong academic programs with cultural and co-curricular experiences to foster a sense of community and quality of life that nurtures the whole person.

Recognition, Visibility, and Community Involvement

USCB will strive to complement and grow the region's strengths by continuing to develop the University's facilities, programs, activities, and community involvement at the Historic Beaufort and Hilton Head Gateway campuses. The University will increase its visibility by highlighting the accomplishments of students, faculty, and staff. Where possible, USCB will attain appropriate accreditations. It will provide Lowcountry citizens with educational opportunities for lifelong learning and cultural enrichment, and develop and maintain partnerships with other entities to better serve the educational needs of the geographic region.

Accreditation

Southern Association of Colleges and Schools (SACS)

USCB is accredited with the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate and associate degrees. Contact the Commission at 1866 Southern Lane, Decatur, GA 30033-4097, 404-679-4500, or www.sacscoc.org for questions.

Academic Program Accreditation

The Department of Education

- Accredited by the National Council for the Accreditation of Teacher Education (NCATE).
- Accredited by the National Association for the Education of Young Children (NAEYC).

The Department of Nursing and Health Professions

The baccalaureate nursing program at the University of South Carolina Beaufort is accredited by the Commission on Collegiate Nursing Education (<http://www.aacn.nche.edu/ccne-accreditation>).

USCB OFFICIALS

Chancellor of the University

Jane T. Upshaw, Ph.D., University of South Carolina

Beaufort-Jasper Higher Education Commission

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Jane S. Kiser, Secretary

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Lawrence S. Rowland, Ph.D.

J. Simon Fraser, Esq.

Andrea W. Smallwood

B. Earle Holley, Treasurer

Jane T. Upshaw, Ph.D., Ex Officio

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Vice Chancellor for Advancement, Lynn McGee, Ph.D., Indiana University

Vice Chancellor for Enrollment Management, W. Mack Palmour, M.A., Northwestern State University

Vice Chancellor for Finance and Operations, B. Earle Holley, M.Acc., University of South Carolina

Vice Chancellor for Student Development, Douglas A. Oblander, Ed.D., Indiana University

Director of Athletics, Quin Monahan, M.A., Asbury Theological Seminary

Chief Information Officer, Eddie King, B.S., University of South Carolina

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President of the University

Harris Pastides, Ph.D.

USCB DEGREE PROGRAMS

DEGREE MAJOR	ACADEMIC DEPARTMENT	DEGREE AWARDED
BIOLOGY	Natural Sciences	Bachelor of Science (BS)
BUSINESS ADMINISTRATION	Business Administration	Bachelor of Science (BS)
COMMUNICATION STUDIES	Social Sciences	Bachelor of Arts (BA)
COMPUTATIONAL SCIENCE	Mathematics and Computational Science	Bachelor of Science (BS)
EARLY CHILDHOOD EDUCATION	Education	Bachelor of Arts (BA)
ELEMENTARY EDUCATION	Education	Bachelor of Arts (BA)
ENGLISH	English and Theatre	Bachelor of Arts (BA)
HISTORY	Humanities and Fine Arts	Bachelor of Arts (BA)
HOSPITALITY MANAGEMENT	Hospitality Management	Bachelor of Science (BS)
HUMAN SERVICES	Social Sciences	Bachelor of Science (BS)
LIBERAL STUDIES	Humanities and Fine Arts	Bachelor of Arts (BA)
NURSING	Nursing	Bachelor of Science (BSN)
PSYCHOLOGY	Social Sciences	Bachelor of Arts (BA)
SOCIOLOGY	Social Sciences	Bachelor of Arts (BA)
SPANISH	Humanities and Fine Arts	Bachelor of Arts (BA)
STUDIO ART	Humanities and Fine Arts	Bachelor of Arts (BA)

Two year programs: Associate of Arts (AA) and Associate of Science (AS). *Available only to active military personnel and their dependents.*

Advising Tracks, Certificates, Cognates, Concentrations, and Minors

USCB recognizes the importance to students of in-depth study of an area to supplement their major field. Some programs require either a cognate or a minor in addition to the major as part of degree requirements.

A key distinction between a minor and a cognate is the point of origin. Minor course requirements are predetermined by academic disciplines and are offered to students not majoring in that field of the minor. Cognate course requirements are determined on an individual basis by a student and the major academic advisor. A cognate, consisting of courses outside a student's major, may be concentrated in one discipline or may include several disciplines.

Students are advised to consult their academic advisor as to whether a minor or cognate is required or recommended for their degree program.

Advising Tracks

USCB uses advising tracks (i.e., patterns) to identify a plan of studies within a major or a plan of studies that helps prepare a student for future graduate work. For example, term advising tracks are used to describe the pre-professional programs such as pre-engineering, pre-law and pre-health. The use of tracks within Nursing or within Spanish are examples of plans of studies within majors.

Pre-Engineering Track

The Pre-Engineering Track establishes a pathway and a coordinated advising system in order to facilitate the transfer of USCB students into the University of South Carolina College of Engineering and Computing (USC-CEC) engineering undergraduate degree programs. The Pre-Engineering Track is housed in the Department of Mathematics and Computational Science at USCB.

Pre-Law Track

Because law schools regularly accept students from a wide variety of majors, students may elect the pre-law track following their freshman year from any of USCB's traditional majors. The pre-law track combines additional classes in philosophy, political science and legal history with the regular requirements of students' chosen majors in order to prepare students for the LSAT, the examination required by law schools. The program is enhanced by an optional internship program offering practical experience gained by working with members of the legal profession in the Lowcountry. USCB has designated pre-law advisors to help students plan for law school. For more information on the Pre-Law Track, contact the Business Department 843-208-8320.

Pre-Health Tracks

The Health Professions Preparatory Track at USCB combines the requirements of an undergraduate degree with core science courses to prepare students with the knowledge and skill set required of competitive candidates for health professional graduate programs.

Featuring small classes and laboratory settings staffed by experienced, attentive faculty scholars, formal study is also enhanced by an on-site health professions advisor who assists each student with preparation for medical, dental, veterinary and pharmacy schools. The pre-health track can also prepare students for professional programs such as physician assistant, physical therapy, and dental hygiene.

For more information about the Health Professions Preparatory Track, call 843-208-8108 or email sciences@uscb.edu.

Certificate Programs

Certificates are available only to students who are concurrently enrolled in a baccalaureate degree program. The certificate and baccalaureate degree are earned simultaneously; *the certificate will be awarded along with the baccalaureate degree upon graduation*. Certificates are issued by the Department Chair and are not recorded on the academic transcript.

Certificate programs are an organized series of courses, which are less than the degree program. Requirements for individual certificates are available from the academic departments.

Certificates in Spanish

Certificates in Hispanic Studies/Culture and Professional/Business Spanish bring increased awareness of other cultures, the need for foreign language skills and interest in international business.

Completion Requirements:

An overall grade point average of 2.0 is required for the certificate. Certificates are available only to students who are concurrently enrolled in a baccalaureate degree program. The certificate and baccalaureate degree are earned simultaneously. Certificates are issued by the Department Chair and are not recorded on the academic transcript.

For more information, call 843-208-8230 or email mccutcheon@uscb.edu.

Certificate in Professional/Business Spanish - 24 Credits

SPAN B109 Beginning Spanish I.....	3
SPAN B110 Beginning Spanish II.....	3
SPAN B122 Basic Proficiency in Spanish.....	3
SPAN B209 Reading and Written Expression	3

SPAN B210 Oral Communication	3
SPAN B309 Adv. Conv. and Grammar or SPAN 310 Adv. Composition and Grammar....	3
SPAN B316 Business Spanish.....	3
SPAN B417 Advanced Business Spanish.....	3

Minimum Total Certificate Credit Hours..... 24

Certificate in Hispanic Studies/Culture - 24 Credits

SPAN B109 Beginning Spanish I.....	3
SPAN B110 Beginning Spanish II.....	3
SPAN B122 Basic Proficiency in Spanish.....	3
SPAN B209 Reading and Written Expression	3
SPAN B210 Oral Communication	3
SPAN B309 Adv. Conv. and Grammar or SPAN B310 Adv. Composition and Grammar..	3
SPAN B300+ (any Spanish course 300+).....	3
SPAN B300+ (any Spanish course 300+).....	3

Minimum Total Certificate Credit Hours..... 24

Cognates

A cognate is a minimum of 12 hours in advanced-level (i.e., above the prerequisite level) courses related to, but outside, the major. It is intended to support the course work in the major. Cognate courses may be drawn from one or more departments, depending on the individual interests and program requirement of the student as determined by the student’s major advisor. A cognate differs from a minor in that the courses must be above prerequisite level and may be distributed over more than one subject area. Completion of a cognate is not recorded on the academic transcript. Requirements for individual cognates are available from the student’s academic advisor.

Concentrations

A concentration refers to a series of courses that display a distinctive curricular pattern within the major. Concentrations usually have a minimum of 15 credit hours. Contact academic department for details.

Department of Business Administration

BUSINESS ADMINISTRATION

- concentration in Accounting
- concentration in Management
- concentration in Marketing

Department of English and Theatre

ENGLISH

- concentration in Writing

Department of Humanities and Fine Arts

SPANISH

- concentration in General Major
- concentration in Heritage Speakers

Department of Natural Sciences

BIOLOGY

- concentration in Coastal Ecology and Conservation
- concentration in Biomedical Sciences

Minors

A minor is intended to develop a coherent basic preparation in a second field of study. Students who do not major in these fields may pursue a minor. It differs from a cognate in that the courses must be

concentrated in one area and should follow a structured sequence. Students interested in proposing individualized minor programs of study should seek the advice of the academic department. Students who do not major in these fields may pursue a minor.

A minor consists of a minimum of 18 hours specified by a discipline. At least half of these hours must be completed at USCB and the student must pass all courses completed for the minor with a grade of 'C' or better. Courses used to satisfy requirements for the minor may apply toward a student's general education requirements but cannot be applied toward the major. If a student elects more than one minor, these minors may not have any courses in common.

Completion of a minor is not required for graduation, but students may elect to complete a minor and have it noted on their transcripts. To have a minor certified and noted on a transcript, a student must obtain a Minor petition from the Office of the Registrar and file it no later than the second week of the semester in which the student plans to graduate.

Because choice of a minor and course selection within the minor differently impact students' academic credentials, *you are strongly encouraged to consult your advisor* before declaring a minor.

USCB offers the following minors:

Anthropology

ANTH B101 and B102 and 4 additional courses at the 300+ level.

Art History

ARTH B105 and ARTH B106 and 4 additional ARTH courses at 200+ level. No area distributions required. (PHIL B313 Philosophy of art may also fulfill the requirements; however students majoring in Studio Art who wish to minor in Art History cannot apply PHIL B313 to the latter).

Business

ECON B221 and ACCT B225 are required and should be taken before the remaining courses. Choose any four from the following: ACCT B226, BADM B345, BADM B363, BADM B383, MKTG B350, MGMT B371, MGMT B374, MGMT B376, or MGMT B473.

Chemistry

CHEM B321/B321L, CHEM B333/B331L, CHEM B334/B332L, and 4-6 additional hours at 300+ level.

Communication Studies

COMM B190, B140 or B230; COMM B201 and 3 additional COMM courses at the 300 level or above. No more than 3 hours of COMM B399 may count toward the minor requirements.

Computer Science

Minimum 18 hours of coursework. At least half of these hours must be completed at USCB and the student must pass all courses completed for the minor with a grade of 'C' or better. The minor consists of at least one programming course (selected from CSCI 102, 104, and 145), CSCI 211, an additional 200 level course, and three Computer Science courses chosen from the 300+ level.

English Minor in Literature

Prerequisite: One course from ENGL B287, B288, B289, or B290. Minor: Two 300+ level courses in pre-1800 literature; two 300/400-level courses in post-1800 literature; and two additional 300/400-level courses in English.

English Minor in Writing

Prereq: One course from ENGL B287, B288, B289, or B290. Minor: Three courses from ENGL B460, B462, B463, B464, B465 and three additional 300+ level courses in English.

French

FREN B122, B209, B210, one of B290 or B295 (or HRTM B295), B310 plus one additional course at 300+ level. Only one course taught in English can be applied to this minor.

History

21 hours of 300+ level history credit split along the following lines: Two courses in European History, pre-

and post-1660, Two courses in American History (pre-and post-1860), one non-Western course (any period), and two additional courses numbered 300 or above.

Hospitality Management

HRTM B110, B260 and B280, and three additional courses, at least two of which must be at the 300+ level.

Human Services

HMSV B180, HMSV B190, HMSV B280, HMSV B290. In addition the minor requires one upper level (300+) psychology course and one upper level (300+) sociology course.

Philosophy

Prerequisites: PHIL B110 or B111 (which may also be taken to satisfy a General Education requirement). Two courses in the history of philosophy, one course in philosophical ethics or aesthetics, and three elective courses in philosophy, at least two of which must be at the 300+ level.

Psychology

PSYC B101, three PSYC courses (PSYC B302, B311, B321, B331, B341, B361, B401, B451, and two courses numbered 210 or above (one course only of which may include PSYC B399, B498, or B499).

Sociology

SOCY B101, SOCY B497, and 4 additional courses at the 300+ level.

Spanish

SPAN B209, B210, B309, B310 and two additional courses at the 300+ level. SPAN B398 can be taken only once. A grade point of 2.0 or better is required for all courses in the Spanish major.

Studio Art

ARTS B103 or B111, ARTH B105 or B106, and 4 additional ARTS courses at 100+ level.

DEGREE PROGRAMS

General Education Requirements

Purpose Statement

The General Education curriculum is designed to provide USCB students with a well-rounded education. Students receive instruction and practice in effective oral and written communication, cultivate an understanding of the liberal and fine arts, broaden their historical and cultural awareness, and develop a proficiency in one foreign language. Students study the social and natural sciences, acquire technological and information literacy, and build skills in numerical and analytical reasoning. This program of study, to be completed largely during the student's first two years at the University, serves as a foundation for later upper-division work within the student's major. It also ensures that students who successfully complete the General Education program have a broad, well-rounded education that will enable them to succeed in their future studies or the workplace and more fully understand their place in the world and get the most out of life.

The USCB General Education curriculum adheres to the USC System Common Curriculum which is designed to recognize the essential curricular requirements that already exist at all USC institutions and are common to all of them. The USC System Common Curriculum states that all students in the USC System must adhere to the following requirements in addition to the individual institution's own general education and major program requirements. Specifically, the Common Curriculum is described as follows:

Competency Category	Credit Hours
Communication – Writing	6 hours
Communication – Speech	3 hours
Numerical/Analytical Reasoning	6 hours
Foreign Language or Culture Studies	3 hours
Natural Sciences	7 hours
Social or Behavioral Science	3 hours

History

3 hours

Total Hours

31 hours

Program Goals

USCB’s general education program is committed to assessment and continuous improvement and it is committed to ensuring that all students completing the program meet the following student outcomes:

USCB seeks to ensure that all students who complete the General Education program are able to ...

- Formulate a thesis, organize complex ideas, support ideas with appropriate evidence and render them in coherent, grammatical and properly punctuated written English.
- Read and think carefully, analytically and critically.
- Communicate effectively in spoken English.
- Find, evaluate and appropriately use information.
- Effectively use common computer hardware and software.
- Perform basic mathematical calculations and interpret data intelligently.
- Understand the scientific method and the fundamentals of the physical or life sciences.
- Understand and appreciate literature and the fine arts and their place in the culture.
- Understand the development of a culture over time and use a broad historical perspective to understand their position in the world.
- Understand human behavior from the perspective of at least one of the social/behavioral sciences.
- Demonstrate a working knowledge of at least one foreign language.
- Recognize and value diversity and understand global and cultural perspectives.

The Curriculum (inclusive of the USC System Common Curriculum)

General Education Requirements..... 37-47

English..... 6-7

ENGL B101, B101L and B102 (each with a grade of “C” or higher)

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences¹ 6

HIST B101, B102, B111, B112, B115, or B116 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory..... 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages 0-6

Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test) in a language other than English are also exempt, without credit, from this requirement.

Global Citizenship and Multicultural Understanding 0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH B452, ENGL B291, GEOG B121, GLST B301, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

Programs of Study

Students are expected to follow the programs outlined by their departments as closely as possible, particularly in the first two years when satisfying basic degree requirements and prerequisites for advanced work.

Students must pursue required courses in the prescribed sequence. Failure to do so may lead to future schedule difficulties and students may find that the subjects for which they wish to enroll are either not

available or are closed to students with advanced standing. Students who fail to successfully complete all freshman requirements may not enroll in courses in their major field beyond the sophomore level. Students who are ineligible to continue courses in their major field may take electives until the deficiency is removed.

Students who enroll in classes for which prerequisites or other defined requirements have not been met may be removed from these classes.

BIOLOGY (BACHELOR OF SCIENCE)

- CONCENTRATION IN COASTAL ECOLOGY AND CONSERVATION
- CONCENTRATION IN BIOMEDICAL SCIENCES

Department of Natural Sciences

Dr. Gordon Sproul, Department Chair

Dr. Joe Staton, Degree Program Coordinator

Professor

Charles H. Keith, Ph.D., University of Chicago

Associate Professors

Joseph L. Staton, Ph.D., University of Louisiana, Lafayette

Giuliana Gusmaroli, Ph.D., University of Milan

Assistant Professors

Stephen A. Borgianini, Ph.D., University of South Carolina

Edward D'Antonio, Ph.D., North Carolina State

Eric Montie, Ph.D., Massachusetts Institute of Technology

Adjuncts

Beda Alvarez, Jr., M.D., Cebu Doctors' College of Medicine

John Fakunding, Ph.D., University of California at Davis

Ian Gibson, M.S., Baylor University

Sally Krebs, ABD, University of Rhode Island

Amy Sears, Ph.D., University of Chicago

Lindsay Senalik, Logan College of Chiropractic

Purpose Statement

The purpose of the Bachelor of Science in Biology is to provide students with a comprehensive exposure to the biological sciences at the molecular, physiological, organismal and ecological levels. The program endeavors to produce graduates who not only have a broad foundation in the basic concepts and processes underlying the biological sciences but who will possess the skills that will allow them to participate in the extension of scientific thought and knowledge.

Program Goals

- Provide students with a diverse knowledge in the biological sciences and significant exposure to the physical sciences.
- Prepare students for careers in the medical and health professions, environmental and natural resource management and conservation areas.
- Foster a fundamental understanding for the process of science and an appreciation for how the life sciences and other areas of science impact our everyday lives and the future of the natural world.
- Provide students with the scientific background needed to understand and participate in the burgeoning biotechnological revolution.
- Provide students with the opportunity to understand themselves and their world from a scientific perspective.
- Serve as a necessary core area in science to allow the development of the other traditional sciences and foster the development of other interdisciplinary minors and majors.
- Provide promising students with significant research experiences.
- Provide much needed opportunities for interaction with the local citizenry concerning environmental and health care issues and environmental issues through formal classroom instruction, internships, seminars and informal educational opportunities at local events.

USCB seeks to ensure that all students who complete the Bachelor of Science in Biology are able to...

- Possess an understanding of biological systems at the molecular, physiological, organismal and ecological levels;
- Demonstrate critical thinking skills, analytical techniques and problem solving skills applied to biological problems;
- Possess a knowledge of classical research leading to the fundamental concepts and principles that serve as the foundation for biological inquiry; and
- Apply the scientific method to expand scientific knowledge and understanding.

Admissions Standards for the Biology Program

Students who fulfill the admission requirements of USCB may enroll as biology majors. Transfer students are required to have a 2.0 GPA.

Curriculum

USCB offers the Bachelor of Science with a major in Biology. To qualify for graduation, a student must meet general education requirements and biology core requirements as stated below.

Coastal Ecology and Conservation Concentration: students have the ability to receive a concentration in Coastal Ecology and Conservation that will be listed on the transcript upon graduation. Students will need to take at least 4 courses (a minimum of 15, but not exceeding 18 credits) with corresponding laboratories within this concentration.

Biomedical Sciences Concentration: students can earn a concentration in Biomedical Sciences that will be listed on the transcript on graduation. They will need to take at least 4 courses with laboratories (16 credit hours) within this concentration. Three of these four courses will also serve as Major Electives.

I. General Education Requirements with Notes for Majors 37-47

English 6-7
ENGL B101, B101L and B102 (each with a grade of "C" or higher)

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

Majors: requirements in this category will be fulfilled by Program Requirements in (II) below. No additional courses are required.

Speech
COMM B140, B201 or B230 3

Liberal Arts
Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6
HIST B101, B102, B111, B112, B115, or B116 3
Fine Arts² 3
Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

² Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³ Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences	
Two courses, at least one with associated laboratory	7
<p>Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.</p> <p>Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.</p>	
Foreign Languages	0-6
<p>Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.</p> <p>Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test) in a language other than English are also exempt, without credit, from this requirement.</p>	
Global Citizenship and Multicultural Understanding	0-3
<p>A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.</p> <p>The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH B452, ENGL B291, GEOG B121, GLST B301, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. <i>Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.</i></p>	
II. Program Requirements	31
CHEM B111 and B112	8
CHEM B333, B331L, B334 and B332L.....	8
PHYS B201 or B211	4
STAT B201	3
MATH 141 and 142 or MATH 122 and MATH 170	8
III. Major Requirements	35
BIOL 101 ¹ and 102 ¹	8
BIOL 301 with lab	4
BIOL 302 with lab	4
BIOL 303	3
BIOL 460 with lab	4
Biology courses 399 or above ²	12

¹ **Majors:** a minimum grade of C in BIOL 101 and 102 is required before enrolling in any BIOL course numbered above 299.

² **Majors:** you may enroll in Biology courses 399 or above only after completing two of BIOL 301, 302, or 303 with a grade of C or better. No more than three credits of BIOL 399 may be applied toward the major.

IV. Concentration Requirements (each with a grade of C or higher)

Coastal Ecology and Conservation

Any combination of BIOL 410, 411, 425, 436, 471, 475, 475L, 480, 499A&B **minimum of 15 but not exceeding 18**

Biomedical Sciences

Any 4 of the following courses with labs BIOL 405/405L, BIOL 430, BIOL 431/431L, BIOL 435/435L, BIOL 441/441 **16**

V. Electives **20-30**

Total hours required **120**

BUSINESS ADMINISTRATION (BACHELOR OF SCIENCE)

- **CONCENTRATION IN ACCOUNTING**
- **CONCENTRATION IN MANAGEMENT**
- **CONCENTRATION IN MARKETING**

Department of Business Administration

Dr. Brigitte Ziobrowski, Department Chair

Professors

Fred Beasley, Ph.D., University of Maryland
Davis Folsom, Ph.D., University of Connecticut
Brigitte Ziobrowski, Ph.D., Kent State University

Associate Professor

Bryan Dennis, Ph.D., University of Georgia

Instructors

Ginny Crews, M.S., College of Charleston
Jane Lambert, M.S., Indiana University
Peter Swift, D.P.S., Pace University

Adjuncts

John R. C. Bowen, M.A., J.D., University of South Carolina
Patrick Carberry, M.B.A., Pace University
Leonard Gaffga, M.B.A., University of Pennsylvania
Aurel Stuart, M.S., Troy State University
Kenneth Szarek, M.S., Webster University
C. Paul Weatherhead, M.L.I.R., Michigan State University

Purpose Statement

The USCB Business Administration degree focuses on the traditional business areas of accounting, finance, marketing and economics and their roles in implementing business strategies. The program strives to enhance student understanding of the dynamics of today's global economy and competitive forces. An integrative approach is employed stressing leadership, ethics, interpersonal skills, and technological competence in a critical thinking context. Real-world skills are developed which allow our graduates to contribute to their future employers in for-profit, non-profit and government organizations, as well as their local and global community.

Program Goals

The Business Administration Department has the following program objectives associated with the University goals of:

Teaching & Learning

- Develop programs in Business Administration by strengthening the curricular quality of our offerings in response to disciplinary standards, viable student and employer needs, and, where feasible, regional needs.
- Provide a learning environment where Business Administration students gain broad knowledge, with a focus on business theory and practice.
- Encourage faculty to use innovative means to enhance teaching and learning.
- Continue to improve teaching and learning processes.

Research, Scholarship & Creative Achievement

- Provide means and support for faculty research and development.
- Explore outside funding to support faculty research.
- Sustain faculty scholarly and creative initiatives through strategies to make them visible and understood.

- Contribute individually to scholarship in discipline and/or pedagogy.

Service Excellence

- Encourage close, professional working relationships amongst faculty, staff, students and business community.
- Faculty will be individually involved in University, professional and community service activities.

Quality of Life in the University Community

- Encourage a positive and healthy quality of life experience for our faculty, staff, students and business community.

Recognition and Visibility

- Market USCB’s Business Administration program.
- Increase community outreach efforts by faculty, staff and students.
- Work to attract more students.
- Attain and maintain appropriate accreditation.

All students in the USCB Bachelor of Science in Business Administration program are provided a learning environment where students gain broad knowledge, with a focus on business theory and practice. Upon graduation, the faculty will...

- Ensure students understand and apply basic business concepts in a global economy.
- Ensure students use quantitative and qualitative reasoning to analyze data and make informed, ethical business decisions.
- Ensure students communicate effectively.
- Ensure students demonstrate effective management and leadership skills.

Admissions Standards for the Business Administration Program

Students who fulfill the admission requirements of USCB may enroll as business majors. Transfer students are required to have a 2.0 GPA.

Curriculum

USCB offers the Bachelor of Science with a major in Business Administration and concentrations in Accounting, Management, and Marketing. To qualify for graduation, a student must meet general education requirements, program requirements, business core requirements and concentration requirements as stated below.

Double Concentration: Students have the ability to receive two concentrations (e.g., Management and Marketing) that will be listed on the transcript upon graduation. Students will need to take 5 courses required in each concentration (section IV), and may count 3 of the classes from one concentration towards their Business electives (section V).

Saturday Degree Business Plan: Students must have 30 of the last 46 hours earned at USCB to meet residency requirements; check with your advisor for additional requirements.

I. General Education Requirements with Notes for Majors 37-47

English..... 6-7

ENGL B101, B101L and B102 (each with a grade of “C” or higher)

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning	6
<i>Majors: requirements in this category will be fulfilled by Program Requirements in (II) below. No additional courses are required.</i>	
Speech	
COMM B140, B201 or B230	3
Liberal Arts	
Liberal Arts Electives (humanities or social/behavioral sciences) ¹	6
<i>Majors: ECON 222 is a program requirement in (II) below and satisfies 3 hours of the Liberal Arts Electives requirements. Choose 3 additional hours.</i>	
HIST B101, B102, B111, B112, B115, or B116	3
Fine Arts ²	3
Social/Behavioral Sciences	3
<i>Majors: ECON 221 is a program requirement in (II) below and satisfies the Social/Behavioral Sciences requirement.</i>	
¹ Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.	
² Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.	
Natural Sciences	
Two courses, at least one with associated laboratory	7
Courses from: ASTR, BIOL, CHEM, MSC1, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.	
Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.	
Foreign Languages	0-6
Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.	
Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test) in a language other than English are also exempt, without credit, from this requirement.	
Global Citizenship and Multicultural Understanding	0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements 18-22

Majors: 12-13 hours of Program Requirements are accounted for in the Recommended General Education curriculum.

ECON 221 (satisfies the Social/Behavioral Science requirement)	3
ECON 222 (satisfies 3 hours of the Liberal Arts electives requirement)	3
MATH 111/111L or MATH 115 (each with a grade of “C” or higher).....	0-4*
MATH 122 or MATH 141 (each with a grade of “C” or higher)	3
MGSC 290	3
STAT 201	3
BADM 210	3

*students may place out of MATH 111/111L and/or MATH 115 with an appropriate Mathematics Placement Test Score.

III. Business Core Requirements (each with a grade of “C” or higher)..... 36

ACCT 225, 226	6
BADM 324, 345, 363, 379, 383 (or ECON 303), 396.....	18
MGMT 371, 390, 478	9
MKTG 350	3

IV. Concentration Requirements (each with a grade of “C” or higher)

Accounting Concentration

ACCT 335, 345, 355, 425, 426 ¹ , 485 ²	18
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¹Before enrolling in ACCT426 you must take and pass ACCT425 with a grade of “C” or higher.

²Before enrolling in ACCT485 you must take and pass ACCT426 with a grade of “C” or higher.

-OR-

Management Concentration

MGMT 374, 376, 403, 473, 475.....	15
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-OR-

Marketing Concentration

MKTG 352, 453, 454, 455, 465	15
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V. Business Electives (each with a grade of “C” or higher) 6-9

Any 3 upper division Business/Economics courses (2 if accounting concentration) not required by sections III or IV (students earning a double concentration are exempt from this requirement).

VI. Electives 3-17

Total hours required 120

COMMUNICATION STUDIES (BACHELOR OF ARTS)

Department of Social Sciences

Dr. Charles Spirrison, Department Chair

Dr. Pamela Cooper, Degree Program Coordinator

Professor

Pamela Cooper, Ph.D., Purdue University

Associate Professor

John Blair, Ph.D., University of Georgia

Visiting Assistant Professor

Brett Borton, MMC, University of South Carolina

Adjunct

Courtney Hampson, M.A., Monmouth University

Purpose Statement

The purpose of the University of South Carolina Beaufort's baccalaureate in Communication Studies program is to provide its students a broad understanding of fundamental communication theories, principles, and practices within communication contexts such as interpersonal, groups, organizations, cultures, and the mass media and in the history and scholarship of the communication studies discipline. As a core of liberal arts education, the communication studies major enhances essential communication skills and fosters critical, self-reflective communicators who are effective members of society. The program will prepare graduates both for professional careers related to communication and graduate programs in communication studies. The program is guided by the principles of the National Communication Association.

Program Goals

- Meet demands of regional students who wish to pursue a baccalaureate degree in communication studies.
- Foster a fundamental understanding of the communication process.
- Provide students with knowledge of the key communication principles, theories and research/scholarship that results in students becoming self-reflective, competent, ethical communicators; critical consumers of communication in a variety of contexts; a global perspective and critical reading/thinking skills.
- Provide opportunities for students to gain experience and knowledge in conducting communication studies research/scholarship.
- Provide opportunities for students to practice oral communication skills, both speaking and listening.
- Prepare students to contribute to their future education and work environments.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Communication Studies are able to...

- Identify and describe the contexts, dynamics, and implications of human communication
- Explain and apply the major theoretical communication studies perspectives
- Explain and utilize the major research methodologies used in the study of communication
- Discuss the implications of factors that affect communication, such as: culture, gender, group composition, leadership, nonverbal behavior, family background, communication environment, ethics
- Perform effectively as a communicator in public, interpersonal and group communication

- Analyze and critically evaluate communication practices, structures, messages, and outcomes
- Critically read and evaluate communication studies research/scholarship
- Engage in communication studies research/scholarship

Curriculum

USCB offers the Bachelor of Arts with a major in Communications Studies. To qualify for graduation, a student must meet General Education requirements and Communications Studies requirements as outlined in I-IV below.

I. General Education Requirements with Notes for Majors 37-47

English

ENGL B101, B101L and B102 (each with a grade of “C” or higher)..... 6-7

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with approved credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Majors: *PHIL 110 or 111 are listed as a Program Requirement in (II) below and satisfy 3 hrs. of the Numerical and Analytical Reasoning requirement.*

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

HIST B101, 102, 111 or 112, 115 or 116..... 3

Fine Arts² 3

Social/Behavioral Sciences³..... 3

¹ Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

² Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³ Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages	0-6
<p>Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.</p> <p>Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.</p>	
General Education Global Citizenship and Multicultural Understanding Studies	0-3
<p>A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.</p> <p>The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. <i>Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.</i></p>	
II. Program Requirements (each with a grade of "C" or higher)	18
An additional selection from HIST B101, 102, 111, 112, 115 or 116	3
Courses selected from African American studies, English, fine arts, foreign languages and literatures, history, philosophy (except B110 & B111) or religious studies	6
Courses selected from anthropology, economics, geography, political science, psychology, or sociology	6
A course in logic: PHIL 110 or 111	3
III. Major Requirements (each with a grade of "C" or higher)	33
COMM B140, COMM 190, and COMM 201	9
COMM 200-level (choose 2 courses from 210, 220, 230, 240)	6
COMM 300-level + (choose 5 courses from 310, 320, 325, 340, 343, 345, 389, 390, 399, 450, and ANTH 385)	15
COMM 490 Senior Seminar (taken in the senior year of study)	3
V. Electives	30-40
Total hours required	120

COMPUTATIONAL SCIENCE (BACHELOR OF SCIENCE)

• PRE-ENGINEERING TRACK

Department of Mathematics and Computational Science

Dr. Manuel Sanders, Department Chair

Dr. Yiming Ji, Degree Program Coordinator

Professors

Yiming Ji, Ph.D., Auburn University

Associate Professors

Akira Iwasa, Ph.D., University of South Carolina

Bud Sanders, Ph.D., University of Tennessee

Assistant Professors

Brian Canada, Ph.D., Pennsylvania State University

Swati Deb Roy, Ph.D., University of Florida

Xuwei Liang, Ph.D., University of Kentucky

Kasia Pawelek, Ph.D., Oakland University

Instructors

Heather Haskell, M.Ed., Armstrong Atlantic State University

Tim Hogenboom, M.A., Binghamton University

Lauren Rotella, M.A., University of Bridgeport

Adjuncts

Karen Achico, M.S., University of North Carolina Wilmington

Robert Michatek, M.Eng., Rochester Institute of Technology

Purpose Statement

The purpose of the Bachelor of Science in Computational Science is to provide students with a comprehensive exposure to various science and engineering fields that interface with Computer Science and provide an intensive immersion into a particular field of interface. The program will endeavor to produce graduates who not only have a broad foundation in the basic concepts and methods underlying Mathematics and Computer Science but who will possess the skills that will allow them to participate in the extension of scientific thought and knowledge.

Program Goals

- Provide students with a diverse knowledge in the Computational Sciences and significant exposure to other science and engineering fields.
- Prepare students for careers in broad areas that require extensive proficiency in programming, modeling, computing, and software system management.
- Foster a fundamental understanding for the process of science and an appreciation for how the Mathematics, Computer Science and other areas of science and engineering would integrate meaningfully and would impact our everyday lives and the future of the natural world.
- Provide promising students with significant research experiences.
- Provide much needed opportunities for interaction with the local citizenry concerning advancing computer and/or computing technologies through formal classroom instruction, internships, seminars and informal educational opportunities at local events.

USCB aims to ensure that all students who complete the Bachelor of Science in Computational Science are able to...

- Develop scientific programs in a high-level language such as FORTRAN, C/C++, or Java.
- Use scientific computational/modeling tools such as *Matlab*.
- Demonstrate substantive knowledge and skills in a chosen concentration.
- Identify and apply methods to efficiently manage data across disciplines.

- Apply critical thinking skills to develop computer simulations and models.
- Work fluently with concepts such as numerical methods and computing techniques/theories to solve problems in an application area.

Admissions Standards for the Computational Science Program

Students who fulfill USCB admission requirements may enroll as Computational Science majors. Transfer students are required to have a 2.0 GPA.

Curriculum

USCB offers the Bachelor of Science with a major in Computational Science. To qualify for graduation, a student must meet general education requirements and Computational Science core requirements as stated below.

I. General Education Requirements with Notes for Majors 37-47

English 6-7
ENGL B101, B101L and B102 (each with a grade of “C” or higher)

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Majors: *requirements in this category will be fulfilled by Program Requirements in (II) below. No additional courses are required.*

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

Majors: *ENGL 462 is a Program Requirement in (II) below and satisfies 3 hrs. of the Liberal Arts Electives requirements. Choose 3 additional hrs.*

HIST B101, B102, B111, B112, B115, or B116 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students

may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages	0-6
<p>Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency. For all other foreign languages, the requirement is waived but no credit is earned by demonstrating an equivalent proficiency.</p> <p>Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.</p>	
Global Citizenship and Multicultural Understanding	0-3
<p>A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.</p> <p>The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. <i>Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.</i></p>	
II. Program Requirements (each with a grade of "C" or higher)	28-30
CSCI B104 Computing in <i>Matlab</i>	3
CSCI B150 Introduction to Computational Science	3
CSCI B145 Java Programming and Algorithmic Design I and CSCI B146 Algorithm Design II.....	8
MATH B240 Calculus III	4
CSCI B280/MATH B280 Computational Mathematics	
-OR- MATH B230 and MATH B242.....	4-6
ENGL B462 Technical Writing.....	3
STAT B340 Intro to Probability and Statistics	3
<p>Majors: <i>nine hours of General Education requirements are accounted for in Program Requirements.</i></p>	
III. Major Requirements (each with a grade of "C" or higher)	27
CSCI B320 Database Systems and Management	3
CSCI B350 Techniques of Computation	3
CSCI B365 Computer Graphics	3
CSCI B416 Introduction to Computer Networks	3
CSCI B422 Introduction to Data Mining	3
STAT B450 Modeling and Simulation	3
CSCI B466 Data Visualization.....	3
CSCI B469 High Performance Computing.....	3
CSCIB 470 Software Testing and Verification	3
IV. Cognate course electives² (each with a grade of "C" or higher)	12
<p><i>All cognate electives must be approved by the student's advisor.</i></p> <p>Courses are typically drawn from:</p> <ul style="list-style-type: none"> • Biology • Business Administration • Computer Science • Computational Engineering 	

- Hospitality Management
- Chemistry, Psychology, Sociology, or Studio Art

² A cognate is a minimum of 12 hours in advanced-level (i.e., above the prerequisite level) courses related to, but outside, the major. It is intended to support the course work in the major. Cognate courses may be drawn from one or more departments, depending on the individual interests and program requirement of the student as determined by the student's major advisor. A cognate differs from a minor in that the courses must be above prerequisite level and may be distributed over more than one subject area. Completion of a cognate is not recorded on the academic transcript. Requirements for individual cognates are available from the student's academic advisor.

V. Electives..... 15-27

Total hours required 120

Pre-Engineering Track

The Pre-Engineering Track establishes a pathway and a coordinated advising system in order to facilitate the transfer of USCB students into the University of South Carolina College of Engineering and Computing (USC-CEC) engineering undergraduate degree programs.

EARLY CHILDHOOD EDUCATION (BACHELOR OF ARTS)

Department of Education

Dr. Christine J. Ferguson, Department Chair

Professor

Christine J. Ferguson, Ph.D., University of South Carolina

Assistant Professors

Jacqueline Batey, Ph.D., University of Florida

Renarta Tompkins, Ph.D., Emory University

Instructor

Mary Hope Roseneau, M.Ed., University of South Carolina

PURPOSE STATEMENT

The purpose of the Department of Education is to prepare candidates to become Constructivist Educators for the classroom. The four Conceptual Framework elements/standards of the Constructivist Educator as a nurturer, communicator, reflective professional and facilitator/instructor, form the framework for the assessment of candidate achievement and performance.

PROGRAM GOALS

Program objectives are measured by candidate performance. Faculty members facilitate candidate achievement as measured by performance indicators, by basing their actions on the central principles of the professional education program. Candidate performance indicators are measured as competencies in dispositions, content knowledge and methodologies, professionalism, and classroom management skills necessary to create inviting, supportive and effective learning environments. These are organized into four standards based on the constructivist philosophy of active involvement in the learning process.

To accomplish these goals, candidates are provided with pedagogical experiences designed to develop skills, knowledge, and dispositions. Program completers are expected to demonstrate excellent classroom teaching abilities, leadership in the school and community, and a desire to have a positive impact on students.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Early Childhood Education can demonstrate the traits of...

- The ***Constructivist Educator as Nurturer*** effectively models positive teacher-parent relationships, creates positive relationships with families, recognizes developmental differences in students, and provides a safe environment for learners to develop intellectually and socially.
- The ***Constructivist Educator as Communicator*** effectively models oral and written communication; identifies and responds to diverse learning styles of learners in listening, speaking, reading, and writing; integrates technology into instruction; creates a positive learning environment, and clearly identifies and communicates academic and behavioral expectations to students.
- The ***Constructivist Educator as Reflective Professional*** uses reflection effectively to assess and improve pedagogical practice and student achievement, and is committed to lifelong learning, participates in professional activities, and demonstrates an understanding of the professional ethics and standards of behavior. See <http://ed.sc.gov/agency/se/Educator-Certification-Recruitment-and-Preparation/Certification/documents/standardsofconduct.pdf> for details on these standards.
- The ***Constructivist Educator as Facilitator/Instructor*** effectively demonstrates an understanding of the relationship between constructivism and other learning theories; demonstrates developmentally and culturally appropriate best practices and classroom management skills; applies local, state, and national standards to curriculum and assessments in the classroom; and develops and adapts curriculum to meet the learning styles and diverse needs of all learners.

Candidate Progression:

The Department of Education teacher education program has five levels through which candidates progress as delineated in the unit assessment system, with each level acting as a transition point for program progression. The complete program of study may be viewed at <http://education.uscb.edu>.

LEVEL I**Pre-Professional:**

The baccalaureate curricula are divided into two years of general education and two years of professional training. Any USCB student who fulfills the admission requirements of the University may enroll in the pre-professional curriculum with completion of at least 30 hours in required general education credits. EDCI 210 serves as a pre- or co-requisite for some of the pre-professional courses.

Each student enrolled at USCB completes a core of general education coursework. The general education curriculum is designed to provide USCB students with a well-rounded education. Students receive instruction and practice in effective oral and written communication, cultivate an understanding of the liberal and fine arts, broaden their historical and cultural awareness and develop a proficiency in one foreign language. Students study the social and natural sciences, acquire technological and information literacy, and build skills in numerical and analytical reasoning. The General Education and Pre-Professional requirements, to be completed largely during the student's first two years at the University, serve as a foundation for later upper-division professional program work. It also ensures that students have the content knowledge necessary to become effective professional educators.

LEVEL II**Professional Program:**

Curricula designated as professional education courses are limited to candidates who have been formally accepted to an education program within the USCB Department of Education. Application for admission into the professional program is to be submitted to the Professional Education Committee during the semester that the student completes 46 - 55 hours of undergraduate study. Transfer students with more than 56 undergraduate hours should apply during the first semester at USCB.

- Attended an Education Orientation Session
- Maintained a cumulative Grade Point Average (GPA) of at least 2.75* in all undergraduate course work
- Completed all Pre-Professional courses with a minimum GPA of 3.0 and a "C" or better in each course
- Completed the following courses with grades of "C" or better in each course: English (ENGL B101 and ENGL B102), Speech Communications (COMM B140 or COMM B201) and Math (MATH B221 and MATH B222)
- Achieved passing scores on all three sections of Praxis I Pre-Professional Skills Test (PPST) or Praxis™ Core Academic Skills for Educators tests. Official scores must be submitted to and received by the Department of Education
- Completed a Criminal Background Check and Full Disclosure Statement from the State Law Enforcement Division (SLED)
- Completed 25-hours of Youth Experiences or the Teacher Cadet Program
- Successfully completed the Professional Program Interview and Disposition Statement
- Received approval by the USCB Professional Education Committee
- Practicum courses are limited: two (2) per semester
- Professional Program Applications should be completed and submitted by the following dates: **Fall - February 1; Spring – October 1**

LEVEL III**Clinical Internship:**

The Clinical Internship is the capstone experience in the candidate's preparation for a career in education. Interns are placed in school districts that have cooperative agreements with USCB. Candidates applying for admission to internship must meet the following criteria:

- The candidate must be fully admitted to the Professional Program.

- All professional education courses and subject area State and National requirements should be completed before registering for Clinical Internship and Senior Seminar. Completion of Level I and II are required.
- The candidate must have at least a 2.75 overall GPA in all applicable courses, at least a 3.0 GPA in professional education courses and a grade of “C” or better in all pre-professional and professional education courses.
- Passing score on the PRAXIS II (0021/5021): Educating Young Children.
- Completion of all key assessments with a rating of Meets or Exceeds Expectations.
- Completion of the Internship Application and acceptance into Internship, including successfully completing interview requirement.
- Must have an all clear FBI criminal background check as conducted by the State Law Enforcement Division (SLED) through the State Department of Education (SDE).
- Candidates whose applications have been rejected may appeal the decision by requesting a personal interview with the Professional Program Committee. Candidates may consult their advisors or the Chairperson of the Professional Program Committee concerning the procedures for appealing the decision of the Committee.
- Applications for the Clinical Internship are available from the Department of Education website: <http://education.uscb.edu>.
- Professional Program Applications should be completed and submitted by the following dates: **Fall - February 1; Spring – October 1.**

LEVEL IV

Program Completer:

Final Teacher Certification and graduation requirements as mandated by the South Carolina Department of Education for verification of college preparation and recommendation by the University of South Carolina Beaufort, Department of Education’s Early Childhood Education Program are as follows:

- The candidate must have at least a 2.75 overall GPA in all applicable courses
- Passing score on the Clinical Internship Portfolio (LiveText)
- Recommendation from University Supervisor and Cooperating Teacher for Certification
- Passing score on ADEPT evaluations
- Complete Candidate Exit Survey
- Complete all University of South Carolina Beaufort Graduation requirements

LEVEL V

Professional Educator:

During this final phase, program completers who have obtained employment as a Professional Educator in the state of South Carolina will be participating in the state’s Assisting, Developing, and Evaluating Professional Teaching (ADEPT) and SAFE-T (Summative ADEPT Formal Evaluation of Classroom-Based Teachers) programs for evaluating pedagogical skill. The results of these evaluations are submitted to the SC State Department of Education, and institutions of higher education are given access to the results in order to use this data for program improvement. Other key assessment data collected during this time include: alumni surveys and employer (principal) surveys.

Curriculum

LEVEL I

General Education and Professional Program Requirements 41-55

General Education Requirements 37-47

English9-10
 ENGL B101, B101L and B102 (each with a grade of “C” or higher) 6-7
 English Literature, 270 level or higher 3

Numerical and Analytical Reasoning	9-10
MATH B111, B111L, or B115 (course will be determined by placement test (must earn a “C” or a higher).....	3-4
Majors: both of the following mathematics courses must be taken to satisfy the Education Program Requirements: MATH B221 and B222 (each with a grade of “C” or higher).....	6
Speech	
COMM B140, B201 or B230	3
Liberal Arts	9
PSYC B101 or SOCY B101	3
ARTH B105, ARTH B106, MUSC B110, or THEA B200.....	3
POLI B201.....	3
Natural Sciences	
One course and laboratory in the Biological Sciences (BIOL B120, B120L or BIOL B110)	4
One course and laboratory in the Physical Sciences from the following: ASTR, PHYS, CHEM, or MSCI 210 or MSCI B215.....	4
Majors: <i>MSCI B210 is recommended for Education majors.</i>	
Foreign Languages	0-6
Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.	
Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB’s language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test) in a language other than English are also exempt, without credit, from this requirement.	
Global Citizenship and Multicultural Understanding	0-3
A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework. The following courses have been approved for this requirement: ANTH B102, ANTH B301, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH B452, ENGL B291, GEOG B121, GLST B301, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. <i>Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.</i>	
Pre-Professional Courses (<i>completion of at least 30 hours general education required</i>).....	24
EDCI B210, B243.....	6
EDFO B321	3
EDPY B333, B335.....	6
EDEX B300.....	3
EDPH B231	3
EDRD B218	3

LEVEL II

Professional Program Courses (each with a grade of "C" or higher) 2-8

EDEC B340, B342, B345..... 9

EDEC B435, B435P, B436, B436P, B444 11

EDRD B420*, B420P*, B430*, B430P* 8

*EDRD B218 is a pre-requisite for these four courses

LEVEL III

Clinical Internship

EDEC B469, B476 (each with a grade of "C" or higher) 15

LEVEL IV

Complete Teacher Certification and Graduation Requirements

Elective Courses 0-12

Total hours required 120

ELEMENTARY EDUCATION (BACHELOR OF ARTS)

Department of Education

Dr. Christine J. Ferguson, Department Chair

Professor

Christine J. Ferguson, Ph.D., University of South Carolina

Assistant Professors

Jacqueline J. Batey, Ph.D., University of Florida

Renarta H. Tompkins, Ph.D., Emory University

Instructor

Mary Hope Roseneau, M.Ed., University of South Carolina

PURPOSE STATEMENT

The purpose of the Department of Education is to prepare candidates to become Constructivist Educators for the classroom. The four Conceptual Framework elements/standards of the Constructivist Educator as a nurturer, communicator, reflective professional and facilitator/instructor, form the framework for the assessment of candidate achievement and performance.

PROGRAM GOALS

Program objectives are measured by candidate performance. Faculty members facilitate candidate achievement as measured by performance indicators, by basing their actions on the central principles of the professional education program. Candidate performance indicators are measured as competencies in dispositions, content knowledge and methodologies, professionalism, and classroom management skills necessary to create inviting, supportive and effective learning environments. These are organized into four standards based on the constructivist philosophy of active involvement in the learning process.

To accomplish these goals, candidates are provided with pedagogical experiences designed to develop skills, knowledge, and dispositions. Program completers are expected to demonstrate excellent classroom teaching abilities, leadership in the school and community, and a desire to have a positive impact on students.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Elementary Education can demonstrate the traits of...

- The ***Constructivist Educator as Nurturer*** effectively models positive teacher-parent relationships, creates positive relationships with families, recognizes developmental differences in students, and provides a safe environment for learners to develop intellectually and socially.
- The ***Constructivist Educator as Communicator*** effectively models oral and written communication; identifies and responds to diverse learning styles of learners in listening, speaking, reading, and writing; integrates technology into instruction; creates a positive learning environment, and clearly identifies and communicates academic and behavioral expectations to students.
- The ***Constructivist Educator as Reflective Professional*** uses reflection effectively to assess and improve pedagogical practice and student achievement, and is committed to lifelong learning, participates in professional activities, and demonstrates an understanding of the professional ethics and standards of behavior. See <http://ed.sc.gov/agency/se/Educator-Certification-Recruitment-and-Preparation/Certification/documents/standardsofconduct.pdf> for details on these standards.

- The **Constructivist Educator** as **Facilitator/Instructor** effectively demonstrates an understanding of the relationship between constructivism and other learning theories; demonstrates developmentally and culturally appropriate best practices and classroom management skills; applies local, state, and national standards to curriculum and assessments in the classroom; and develops and adapts curriculum to meet the learning styles and diverse needs of all learners.

Candidate Progression:

The Department of Education teacher education program has five levels through which candidates progress as delineated in the unit assessment system, with each level acting as a transition point for program progression. The complete program of study may be viewed at <http://education.uscb.edu>.

LEVEL I

Pre-Professional:

The baccalaureate curricula are divided into two years of general education and two years of professional training. Any USCB student who fulfills the admission requirements of the University may enroll in the Pre-Professional curriculum with completion of at least 30 hours in required general education credits. EDRD 218 serves as a pre- or co-requisite for some of the pre-professional courses.

Each student enrolled at USCB completes a core of general education coursework. The general education curriculum is designed to provide USCB students with a well-rounded education. Students receive instruction and practice in effective oral and written communication, cultivate an understanding of the liberal and fine arts, broaden their historical and cultural awareness and develop a proficiency in one foreign language. Students study the social and natural sciences, acquire technological and information literacy, and build skills in numerical and analytical reasoning. The General Education and Pre-Professional requirements, to be completed largely during the student's first two years at the University, serve as a foundation for later upper-division professional program work. It also ensures that students have the content knowledge necessary to become effective professional educators.

LEVEL II

Professional Program:

Curricula designated as professional education courses are limited to candidates who have been formally accepted to an education program within the USCB Department of Education. Application for admission into the Professional Program is to be submitted to the Professional Education Committee during the semester that the student completes 46 - 55 hours of undergraduate study. Transfer students with more than 56 undergraduate hours should apply during the first semester at USCB.

- Attended an Education Orientation Session
- Maintained a cumulative Grade Point Average (GPA) of at least 2.75* in all undergraduate course work
- Completed all Pre-Professional courses with a minimum GPA of 3.0 and a "C" or better in each course
- Completed the following courses with grades of "C" or better in each course: English (ENGL B101 and ENGL B102), Speech Communications (COMM B140 or COMM B201) and Math (MATH B221 and MATH B222)
- Achieved passing scores on all three sections of Praxis I Pre-Professional Skills Test (PPST) or Praxis™ Core Academic Skills for Educators tests. Official scores must be submitted to and received by the Department of Education
- Completed a Criminal Background Check and Full Disclosure Statement from the State Law Enforcement Division (SLED)
- Completed 25-hours of Youth Experiences or the Teacher Cadet Program
- Successfully completed the Professional Program Interview and Disposition Statement
- Received approval by the USCB Professional Education Committee
- Practicum courses are limited: two (2) per semester

- Professional Program Applications should be completed and submitted by the following dates: **Fall - February 1; Spring – October 1**

LEVEL III

Clinical Internship:

The Clinical Internship is the capstone experience in the candidate’s preparation for a career in education. Interns are placed in school districts that have cooperative agreements with USCB. Candidates applying for admission to internship must meet the following criteria:

- The candidate must be fully admitted to the Professional Program.
- All professional education courses and subject area State and National requirements should be completed before registering for Clinical Internship and Senior Seminar. Completion of Level I and II are required.
- The candidate must have at least a 2.75 overall GPA in all applicable courses, at least a 3.0 GPA in professional education courses and a grade of “C” or better in all pre-professional and professional education courses.
- Passing score on the PRAXIS II - Elementary Education.
- Completion of all key assessments with a rating of Meets or Exceeds Expectations.
- Completion of the Internship Application and acceptance into Internship, including successfully completing interview requirement.
- Must have an all clear FBI criminal background check as conducted by the State Law Enforcement Division (SLED) through the State Department of Education (SDE).
- Candidates whose applications have been rejected may appeal the decision by requesting a personal interview with the Professional Program Committee. Candidates may consult their advisors or the Chairperson of the Professional Program Committee concerning the procedures for appealing the decision of the Committee.
- Applications for the Clinical Internship are available from the Department of Education website: <http://education.uscb.edu>.
- Internship Applications should be completed and submitted by the following dates: **Fall - January 15; Spring - April 15.**

LEVEL IV

Program Completer:

Final Teacher Certification and graduation requirements as mandated by the South Carolina Department of Education for verification of college preparation and recommendation by the University of South Carolina Beaufort, Department of Education’s Early Childhood Education Program are as follows:

- The candidate must have at least a 2.75 overall GPA in all applicable courses
- Passing score on the Clinical Internship Portfolio (LiveText)
- Recommendation from University Supervisor and Cooperating Teacher for Certification
- Passing score on ADEPT evaluations
- Complete Candidate Exit Survey
- Complete all University of South Carolina Beaufort Graduation requirements

LEVEL V

Professional Educator:

During this final phase, program completers who have obtained employment as a Professional Educator in the state of South Carolina will be participating in the state’s Assisting, Developing, and Evaluating Professional Teaching (ADEPT) and SAFE-T (Summative ADEPT Formal Evaluation of Classroom-Based Teachers) programs for evaluating pedagogical skill. The results of these evaluations are submitted to the SC State Department of Education, and institutions of higher education are given access to the results in order to use this data for program improvement. Other key assessment data collected during this time include: alumni surveys and employer (principal) surveys.

Curriculum

LEVEL I

General Education and Professional Program Requirements 55

General Education Requirements 37-47

English 9-10

ENGL B101, B101L and B102 (each with a grade of “C” or higher)..... 6-7

English Literature, 270 level or higher 3

Numerical and Analytical Reasoning 9-10

MATH B111, B111L, or B115 (course will be determined by placement test
(must earn a “C” or a higher) 3-4

Majors: both of the following mathematics courses must be taken to satisfy
the Education Program Requirements: MATH B221 and B222 (each with a
grade of “C” or higher)..... 6

Speech

COMM B140, B201 or B230 3

Liberal Arts 9

PSYC B101 or SOCY B101 3

ARTH B105, ARTH B106, MUSC B110, or THEA B200..... 3

POLI B201 3

Natural Sciences

One course and laboratory in the Biological Sciences (BIOL B120, B120L or
BIOL B110) 4

One course and laboratory in the Physical Sciences from the following:
ASTR, PHYS, CHEM, or MSCI 210 or MSCI B215 4

Majors: *MSCI B210 is recommended for Education majors.*

Foreign Languages 0-6

Students shall demonstrate in one foreign language the ability to
comprehend the topic and main ideas in written and, with the exception of
Latin and Ancient Greek, spoken texts on familiar subjects. For foreign
languages taught at USCB, this requirement may be satisfied and credit
earned by proficiency through a USCB Foreign Language Challenge Exam. For
all other foreign languages, the requirement is waived after USCB
certification but no credit is earned by demonstrating an equivalent
proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students
whose native language is other than English and who have scored either 550
on the paper-based, 213 on the computer-based, or 77 on the internet based
Test of English as a Foreign Language (TOEFL), are exempt, without credit,
from USCB’s language requirement. English-speaking students who document
or certify native or near-native proficiency (USCB conducted test) in a
language other than English are also exempt, without credit, from this
requirement.

Global Citizenship and Multicultural Understanding 0-3

A distribution requirement that may be satisfied by one of the above
mentioned courses or by additional coursework. The following courses have
been approved for this requirement: ANTH B102, ANTH B301, ANTH B312, ANTH
B317, ANTH B351, ANTH B352, ANTH B452, ENGL B291, GEOG B121, GLST B301,
GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN

B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

Pre-Professional Courses (<i>completion of at least 30 hours general education required</i>)	27
EDCI B210, B243.....	6
EDFO B321	3
EDPY B333, B335.....	6
EDEX B300.....	3
EDOH 231.....	3
EDRD 218	3
EDEL 330	3

LEVEL II

Professional Program Courses (<i>each with a grade of "C" or higher</i>).....	28
EDEL 431, 431P, 432, 432P, 434, 441, 443, 445	20
EDRD B420*, B420P*, B430*, B430P*	8
*EDRD B218 is a pre-requisite for these four courses	

Note: Professional Program courses are currently being developed.

LEVEL III

Clinical Internship

EDEC B469, B476 (<i>each with a grade of "C" or higher</i>)	15
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LEVEL IV

Complete Teacher Certification and Graduation Requirements

Total hours required	123-125
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ENGLISH (BACHELOR OF ARTS)

- CONCENTRATION IN WRITING

Department of English and Theatre

Dr. Robert Kilgore, Department Chair

Associate Professors

John Blair, Jr., Ph.D., University of Georgia
Ellen Malphrus, Ph.D., University of South Carolina

Assistant Professors

Robert Kilgore, Ph.D., University of South Carolina
Lauren Hoffer, Ph.D., Vanderbilt University

Visiting Assistant Professors

Michael DuBose, Ph.D., The Pennsylvania State University
Erin McCoy, Ph.D., University of Louisville

Instructor

James A. Duffy, M.A., University of Missouri, St. Louis

Adjuncts

Cynthia Bassett, M.F.A., Vermont College of Fine Arts
Charlotte Beck, Ph.D., University of Tennessee Knoxville
Wendy Blanchard, Ph.D., Clemson University
J.C. Bowen, M.A., University of South Carolina
Deanna Bredwell, M.A., Georgia State University
Wayne Heath, M.A., Clemson University
Adam Johnson, M.A., College of Charleston
Lauren Lang, M.A., San Diego State University
Quitman Marshall, M.A., American University
George Martin, M.A., College of Charleston
Jeffrey McQuillen, M.A., Clemson University
Patricia Hays Read, Ph.D., University of Alabama
Warren Slesinger, M.F.A., State University of Iowa

Purpose Statement

The English Program at USCB is dedicated to cultivating in its students a broad cultural awareness and the ability to read carefully, think critically and write effectively. The program encourages students to develop both a sweeping historical perspective on the development of literature in English and a deeper understanding of particular periods, genres and authors. By helping students to investigate, nurture and integrate their historical, philosophical, psychological, political, ideological, ethical, emotional, spiritual and aesthetic responses to the world, the study of literature helps students to become complete and well-rounded individuals. This is why literary study has been central to Western education for well over two thousand years.

Program Goals

Through the study of language and literature and through the instruction and practice in writing required for all of its courses, the English program seeks to accomplish the following objectives:

- Produce graduates who read, think and write carefully, critically and creatively.
- Produce graduates who know when, why and how to conduct research.
- Produce graduates who understand and appreciate the historical and formal development of the English language and of English and American literature.
- Produce graduates who are culturally literate, well-rounded and well prepared to contribute to their future work environments and society and to grow personally and professionally throughout their careers.

- Provide a solid foundation for students who wish to pursue graduate studies in English or another field.
- Establish a learning environment that contributes to cooperation and collaboration with the local community in the region and the state.

USCB seeks to ensure that all students who complete the Bachelor of Arts in English...

- Are effective critical thinkers, analyzers and close readers of literature. Students should be sensitive to genre, historical period, tone, style, nuance and detail.
- Are strong writers, able to formulate a thesis, organize a complex idea, support it with appropriate evidence and render it in coherent, grammatical and properly punctuated written English.
- Have a broad historical understanding of the development of English and American literature.
- Understand the intellectual and aesthetic trends characteristic of major historical periods and major literary and artistic movements.
- Understand the fundamentals of linguistics and understand the historical development of the English language.
- Have an understanding of Western intellectual/philosophical history appropriate to their area of interest.
- Have a broad background in European or American history appropriate to their interests.
- Know how to conduct literary research.
- Understand the basic theoretical lenses often brought to bear upon literature.

Curriculum

The Bachelor of Arts with a major in English is designed to be flexible enough to provide the student with a strong background for graduate studies in English or education or preparation for such professions as business, law, medicine, journalism, library science, the ministry, advertising, communications and technical writing.

The English faculty recommends that students planning to attend graduate school take the second year of foreign language. It is also advisable that the student take, as electives, as many upper-level English courses as possible.

Students seeking the bachelor's degree in English must earn a grade of "C" or better in all required English courses at the 200 level and above in order for those courses to count toward their major program. English majors are limited to no more than 6 hours of ENGL 399 credit.

A grade of "C" or better in English 102, or its equivalent, is a prerequisite for all English courses at the 200 level or higher.

An exit survey is required of all graduating seniors.

Honors in English: Students may elect to pursue honors in English. To apply for the honors program in English students must have at least 15 credits in the major at the 200 level or above, with a USCB GPA of at least 3.5 and a GPA in the major of at least 3.7. To graduate with honors in the major, students must continue to meet these GPA standards until graduation. For acceptance into the program, students must submit an application with a statement of intent signed by a faculty sponsor. Honors students will be expected to complete a senior thesis and will submit a prospectus and bibliography for approval by the English Honors Committee by the spring semester of their junior year. In the first semester of their senior year, honors students will then take ENGL 497H (Reading for Senior Thesis: Honors), followed in the second semester by ENGL 499H (Senior Thesis: Honors). The program will culminate in a public presentation of part of the senior thesis.

I. General Education Requirements with Notes for Majors 37-47

English 6-7

ENGL B101, B101L and B102 (each with a grade of “C” or higher)
 Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

HIST B101, B102, B111, B112, B115, or B116 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement. English majors may use 3 hours of their major prerequisites toward this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages 0-6

Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB’s language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test)

in a language other than English are also exempt, without credit, from this requirement.

Majors: requirements in this category will be fulfilled by Program Requirements in (II) below. No additional courses are required.

Global Citizenship and Multicultural Understanding 0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements (each with a grade of “C” or higher) **24-27**

Foreign Language 0-3

Students shall demonstrate proficiency in one foreign language by achieving a score of four or better on a USCB foreign language proficiency test or achieving a passing grade in a 122 course.

History (an additional selection from HIST B101, B102, B111, B112, B115 or B116) 3

Philosophical Reasoning (a course from PHIL excluding B110 & B111) 3

Humanities

Course from African American Studies, English, fine arts, foreign languages and literatures, history, philosophy (except B110 & B111) or religious studies 3

Social/Behavioral Sciences

Course selected from anthropology, economics, geography, political science, psychology, or sociology 3

Major Prerequisites

- ENGL B287: American Literature 3
- ENGL B288: British Literature I 3
- ENGL B289: British Literature II 3
- ENGL B290: Great Books of the West 3

At least one course from 287, 288, 289, or 290 should be completed before the student takes any courses at the 300 or 400 level. Students are encouraged to complete all four of the foundational 200-level English prerequisites as early in the major as possible.

II. Major Requirements (each with a grade of “C” or higher) **30**

General Major

- Two courses in pre-1800 literature at the 300 level or higher⁴ 6
- Three courses in post-1800 literature at the 300 level or higher⁵ 9
- ENGL B441 or B442: a course in literary theory 3
- Four additional courses at the 300 level or higher⁶ 12

⁴ENGL B380, B381, B382, B395, B401, B402, B403, B405, B406, or B407. Also ENGL B419, B429, or B439 when the topic is appropriate.

⁵ENGL B384, B385, B386, B397, B411, B412, B413, B421, B422, B423, B424, B425A, B425, B426, B427, B428, or B437. Also ENGL B419, B429, or B439 when the topic is appropriate.

⁶With instructor consent students may take ENGL 464 and ENGL 465 twice each for credit.

Writing Concentration⁷

Students may elect to pursue a Writing Concentration in English by taking three of the “four additional classes at the 300 level or higher” in the General Major from ENGL B460, B462, B463, B464 and B465(9) and by taking ENGL B498: Senior Seminar: Writing or ENGL B499: Senior Thesis (3).

⁷With instructor consent students may take ENGL B464 and ENGL B465 twice each for credit.

IV. Electives..... 26-29

Total hours required 120

An exit survey is required of all graduating seniors.

HISTORY (BACHELOR OF ARTS)

Department of Humanities and Fine Arts

Dr. Juanita Villena-Alvarez, Department Chair

Dr. Robert Landrum, Degree Program Coordinator

Associate Professors

Timothy James, Ph.D., University of Chicago

Robert Landrum, Ph.D., University of Wisconsin-Madison

Assistant Professors

Brent Morris, Ph.D., Cornell University

Adjuncts

Stacie Brewer, M.A., American Military University

Pamela Hollinger, M.A., University of Akron

Mary Trask, M.A., New York University

Robert Welborn, Ph.D., University of South Carolina

Steve Wise, Ph.D., University of South Carolina

Purpose Statement

The History Program at USCB is dedicated to cultivating in its students a broad cultural and historical awareness and the ability to read carefully, think critically, and write effectively. The program encourages students to develop a broad perspective on the past alongside a deeper understanding of at least one particular period and set of issues. By helping students to investigate, nurture and integrate their historical, philosophical, political, ideological, ethical and emotional responses to the world, the study of history helps students to become complete and well-rounded individuals. This is why the study of history has been central to Western education for well over two thousand years.

Program Goals

The History program seeks to accomplish the following objectives:

- Produce graduates who read, think and write carefully, critically and creatively.
- Produce graduates who know when, why and how to conduct historical research.
- Produce graduates who are well-rounded and well prepared to contribute to their future work environments and society and to grow personally and professionally throughout their careers.
- Provide a solid foundation for students who wish to pursue graduate studies in History.
- Establish a learning environment in History that contributes to cooperation and collaboration with the regional community.

USCB seeks to ensure that all students who complete the Bachelor of Arts in History are able to ...

- Be effective critical thinkers, analyzers and close readers of historical literature. Students should be sensitive to argument and historical period.
- Be strong writers, able to formulate a thesis, organize a complex idea, support it with appropriate evidence and render it in coherent, grammatical and properly punctuated written English.
- Have a broad historical understanding of the development of several societies.
- Understand the political, social, intellectual and aesthetic trends characteristic of major historical periods and major literary and artistic movements.
- Know how to conduct historical research using primary sources.

Curriculum

The Bachelor of Arts with a major in History is designed to be flexible enough to provide the student with a background adequate for graduate studies in History, for a future in education or in preparation for such professions as business, law, medicine, the ministry, advertising, communications and technical writing. A student seeking the bachelor's degree in History must earn a grade of "C" or better in all required courses at the 300 level and above in order for those courses to count toward their major program.

I. General Education Requirements with Notes for Majors 37-47

English 6-7

ENGL B101, B101L and B102 (each with a grade of “C” or higher)

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

HIST B101, B102, B111, B112, B115, or B116 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages 0-6

Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit,

from USCB’s language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test) in a language other than English are also exempt, without credit, from this requirement.

Majors: *requirements in this category will be fulfilled by Program Requirements in (II) below. No additional courses are required.*

Global Citizenship and Multicultural Understanding 0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements 18-21

Foreign Language

Students shall demonstrate proficiency in one foreign language by achieving a score of four or better on a USCB foreign language proficiency test or achieving a passing grade in a 122 course. 0-3

History

Choose one sequence: History B101, B102; History B111, B112; History B115, B116 3

You may take one course within a sequence to fulfill General Education requirements; if so you must take the second course in the sequence to fulfill History program requirements.

Humanities

Courses selected from African American Studies, English (except composition courses), fine arts, foreign languages and literatures, history, philosophy (except 110, 111) or religious studies 6

Philosophical Reasoning (a course in Logic, either PHIL B110, B111) 3

Philosophy B110 or B111 may be used to satisfy the second General Education quantitative reasoning requirement. 6

Social/Behavioral Sciences

Courses selected from anthropology, economics, geography, political science, psychology, or sociology 6

III. Major Requirements (each with a grade of “C” or better): 33 hours of 300+ level history credit split along the following lines:

- Historian’s Craft (HIST B300) 3
- Two courses in European History, pre- and post- 1660 6
- Two courses in American History, pre- and post- 1860 6
- One non-Western* course (any period)..... 3
- Five additional courses numbered 300 or above 15

*“non-Western” means a non-American or -European history course. Examples: courses on Asia, Africa and Latin America; courses with a predominantly non-Western focus, e.g., European colonialism in Africa.

IV. Electives..... 18-32

Total hours required 120

HOSPITALITY MANAGEMENT (BACHELOR OF SCIENCE)

Department of Hospitality Management

Dr. Charles L. Calvert, Department Chair

Professors

Charles L. Calvert, Ed.D., North Carolina State University
John Salazar, Ph.D., Auburn University

Associate Professors

Sean Barth, Ph.D., Texas Tech University

Instructors

Kelly McCombs, M.S., Nutrition, Ohio State University
Keri Olivetti, J.D., M.B.A., University of Tulsa

Adjuncts

John Chiacchiero, M.B.A., Miami University
Laurie Hammonds, M.S.H.R.T.M., University of South Carolina
Maria Kramer, M.T.A., George Washington University

Purpose Statement

The purpose of the Hospitality Management program is to provide and continually improve a curriculum responsive to the dynamics of the regional hospitality industry. This will be achieved through teaching, applied research and service.

The department will:

- Provide a high quality educational experience for students through excellence in teaching.
- Conduct applied research to advance knowledge in the discipline.
- Provide outreach and service to the state and local hospitality and tourism industries.

Graduates will be prepared to serve in leadership and management positions in a wide range of capacities including settings in lodging, food service, time-share operations, golf courses, resort operations, retail conference and convention arenas, private clubs and continuing care/retirement facilities, among others.

Program Goals

Program objectives include the following:

- Provide students with knowledge of hospitality management principles and practices applicable to current and future marketplaces that contribute to individual and industry success.
- Prepare students to contribute to their organizations and the larger society and to grow personally and professionally throughout their careers.
- Foster students in analytical and decision-making skills; communication skills; a global perspective; a sense of social responsibility and business ethics; and characteristics of leadership.
- Meet demands of regional students who wish to pursue a baccalaureate degree in hospitality management.
- Attract diverse, career-oriented students by making available a curriculum that corresponds to regional hospitality industry needs.
- Contribute to economic development in the region and the state by delivering educational opportunities that establish and/or improve the workforce for existing, expanding, relocating and new hospitality oriented businesses.
- Establish a learning environment in hospitality management disciplines that contributes to cooperation and collaboration with the hospitality industry community in the region and state.

USCB seeks to ensure that all students who complete the Bachelor of Science in Hospitality Management are able to ...

- Demonstrate a knowledge of the theories, concepts and applications relating to management of hospitality operations.
- Demonstrate effective oral communication skills and research skills.

- Demonstrate an understanding of the unique problems and issues associated with management of Lodging, Food Service, Resort and Private Club Operations.
- Demonstrate an understanding of the economic and social relationship between the tourism and hospitality industries.
- Demonstrate competencies required of a professional in the hospitality industry.
- Promote understanding and tolerance in a diverse work environment.

Admission Standards for the Hospitality Management Program

Students who fulfill the admission requirements of USCB may enroll as hospitality majors. Transfer students are required to have a 2.0 GPA.

Curriculum

The curriculum focuses on preparing students for managerial positions in the hospitality industry. Careers include management and entrepreneurial positions in time-share organizations, private clubs, lodging and food service operations and the private and public tourism sectors.

I. General Education Requirements with Notes for Majors 37-47

English 6-7

ENGL B101, B101L and B102 (each with a grade of “C” or higher)

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Majors: *if you take CSCI B101 to fulfill this requirement, it will fulfill the major requirement as well; however, only a total of 3 hours are counted toward the total required hours.*

Majors: *neither MGSC B190 nor MGSC B290 can count as the second math course.*

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 3

ECON 221 or 222 3

HIST B101, B102, B111, B112, B115, or B116 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7-8

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main

curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages 0-6

Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test) in a language other than English are also exempt, without credit, from this requirement.

Global Citizenship and Multicultural Understanding 0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements (2.0 GPA average required) 21

HRTM B221 Hospitality Accounting I and HRTM 222 Hospitality Accounting II.....	6
HRTM B230 Hospitality Management (prerequisite for HRTM 490)	3
HRTM B235 Destination Marketing (prerequisite for HRTM 450)	3
CSCI B101 Introduction to Computer Concepts).....	3
HRTM B245 Professional Development in Hospitality Management.....	3
ECON B221 or B222.....	3

III. Major Requirements (2.0 GPA average required) 36

Note: some courses are only offered every other semester; check with program faculty to determine schedule before registering.

HRTM B110 Introduction to Hospitality	3
HRTM B260 ¹ Hotel Management.....	3
HRTM B270 ⁴ Quantity Food Production.....	4
HRTM B311 ⁴ Principles of Food Service Sanitation	1
HRTM B312 ⁴ Management by Menu.....	1
HRTM B280 ² Tourism	3
HRTM B285 ² Club Management	3
HRTM B357 Hotel, Restaurant and Travel Law	3
HRTM B370 ² Restaurant Food Production Management	
-OR- HRTM B372 ² Catering Management.....	3

HRTM B421 ² Hospitality Financial Management	3
HRTM B450 ¹ Hospitality Marketing Sales	3
HRTM B490 ² Hospitality Management Strategies	3
HRTM B495 ³ Hospitality Management Internship.....	3

¹Spring only ²Fall only

³the internship course is only offered in the summer and should be taken after all course work is completed

⁴HRTM B311 and HRTM B312 are co-requisites with HRTM B270

IV. Professional Elective Courses.....	12
Any HRTM course not used to fulfill another degree requirement.	
V. Electives.....	10–20
Total hours required	120

HUMAN SERVICES (BACHELOR OF SCIENCE)

Department of Social Sciences

Dr. Charles Spirrison, Department Chair

Dr. Randy Lamkin, Degree Program Coordinator

Professors

Robert Ackerman, Ph.D., Western Michigan University

Charles Spirrison, Ph.D., University of Southern Mississippi

Visiting Associate Professor

Randy Lamkin, Ph.D., University of Connecticut

Assistant Professors

Deborah Cohan, Ph.D., Brandeis University

Brandon Cosley, Ph.D., University of Maine

Adjuncts

Kristen Dubrowski, M.A., Regis University

Dawn Freeman, M.S.W., Boston College

James Glasson, M.A., University of Rhode Island

Connie Griffin, Ph.D., Mississippi State University

Debra Henderson, M.S., Georgia Southern University

Gregory Hollis, Ph.D., United States International University

Jan Holt, Ed.D., University of Houston

Melodie Hunnicutt, M.Ed., University of South Carolina

Reid Montgomery, Jr., Ph.D., University of South Carolina

Rich Reed, M.S., Vanderbilt University

Philip Robinson, M.A., Montclair State College

Cheryl Shookman, Ph.D., Tulane University

Millette Tucker, M.Ed., Cleveland State University

Linda Wilson, Ph.D., Boston College

Emily Zimmerman, Ph.D., City University of New York

Purpose Statement

The University of South Carolina, Beaufort's baccalaureate in Human Services Program prepares students for employment or advanced study in the art and sciences of human care. As a growing field of study, Human Services now encompasses the areas of personal social services, health services, education services, housing and urban environment services, income transfer services and justice and public safety services. In addition, the Human Services Program is an interdisciplinary degree that helps to build attitudes, values, knowledge and skills that are needed for successful careers in the helping professions. As such, the program combines the disciplines of psychology and sociology and is guided by the principles of the National Council on Standards for Human Services Education. A unique feature of the Human Services Program is an intensive internship program whereby students are afforded the opportunities to apply the knowledge and skills from their course work and to provide them with actual experience as they move forward to employment in human services.

USC Beaufort offers two pathways to the Bachelor of Science in Human Services:

Residential On-Campus Program

Since 2002, USCB has offered the Bachelor of Science Degree in Human Services primarily through residential, face-to-face courses. The convenience of online learning has led to some courses being offered in both formats. Now many major requirements courses are offered online, as well as in the classroom. Additional courses, especially electives, will be offered in both online and face-to-face format allowing students to choose courses that best fit their preferences.

Palmetto College Online Degree Completion Program

Starting Fall 2013, the University of South Carolina Beaufort will begin offering its Human Services Degree online under the general auspices of the University of South Carolina's Palmetto College.

The Palmetto College is a collaborative online degree completion program that allows students at any of the USC system's four regional campuses or elsewhere to pursue degrees offered online through the four senior campuses. After earning sixty hours of college credit, students can enroll in the Palmetto College Online Degree Completion Program. Once accepted, students may complete all Human Services Program and Major Requirements online. Most of these courses will be offered in an 8-week accelerated format. Students enrolled in the Palmetto College Online Degree Completion Program may not be concurrently enrolled in a degree program at an existing USC system campus. The curriculum for the Online Degree Completion Program is the same as for the Residential On-Campus Program.

Palmetto College tuition and fees will be determined by USC's Board of Trustees. For further information visit <http://palmettocollege.sc.edu>.

For more information about the Human Services Degree, contact the program coordinator at 843-208-8348.

Program Objectives

- Prepare human services professionals to serve individuals, families, groups, communities and/or other supported human services organization functions.
- Have an explicit philosophical statement based on three key elements: first, the asset approach to professional caring; second, an interdisciplinary knowledge base that includes theories, concepts and research from sociology and psychology as well as human services; and third, a strong experiential learning component.
- Have periodic mechanisms for assessment of and response to changing policies, needs and trends of the profession and community.
- Conduct consistent formal evaluative processes to determine its effectiveness in meeting the needs of the students, community and the human services field and to modify the program as necessary.
- Have written standards and procedures for admitting, retaining and dismissing students.
- Have the combined competencies and disciplines of the faculty to include both a strong and diverse knowledge base and clinical/practical experience in the delivery of human services.
- Adequately manage the essential program roles and provide professional development opportunities for faculty and staff.
- Conduct bi-annual faculty and staff evaluations which reflect their essential roles.
- Have adequate faculty, staff and program resources to provide a complete program.
- Make efforts to increase the transferability of credits from and to other academic programs.
- Provide experiences and support to enable students to develop awareness of their own values, personalities, reaction patterns, interpersonal styles and limitations.
- Provide field experience that is integrated with the curriculum.
- Award academic credit for the field experience.
- Insure that field placements provide quality supervised learning experiences.

USCB seeks to ensure that all students who complete the Bachelor of Science in Human Services are able to ...

- Demonstrate knowledge of the historical development of human services.
- Demonstrate knowledge that includes knowledge and theory of human systems, including individual, interpersonal, group, family, organizational, community and societal and their interactions.
- Demonstrate knowledge of the conditions that promote or limit human functioning.
- Demonstrate knowledge and skill in the systematic analysis of service needs; selection of appropriate strategies, services, or interventions; and evaluation of outcomes.

- Demonstrate knowledge and skills in information management.
- Demonstrate knowledge and skills in human services interventions that are appropriate to their level of education.
- Demonstrate interpersonal skills.
- Demonstrate knowledge and skills in the administrative aspects of the services delivery system.
- Demonstrate knowledge about and skills in applying human services values and attitudes and promote understanding of human services ethics and their application in practice.
- Demonstrate an awareness of their own values, personalities, reaction patterns, interpersonal styles and limitations.
- Engage in at least three internships at approved sites and have a minimum of 350 hours of supervised field experience and be awarded academic credit for these experiences that are integrated into the curriculum.

Curriculum

USCB offers the Bachelor of Science with a major in Human Services. To qualify for graduation, students must meet General Education requirements and Human Services requirements as outlined in I-IV below. Students seeking a Human Services degree must have a grade of “C” or better in each program and major course in order for that course to count toward the degree. Program and major courses in which less than a “C” is earned may be repeated twice for a maximum of three attempts. Developmental courses will not count toward the 120 hour requirement for a bachelor’s degree. Each student is responsible for ensuring completion of all degree requirements and compilation of course work records.

I. General Education Requirements with Notes for Majors 37-47

English

ENGL B101, B101L and B102 (each with a grade of “C” or higher)..... 6-7

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with approved credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Majors: *one of the following statistics courses must be taken to satisfy a Human Services Program Requirement (II): SOCY 220, STAT 110 or STAT 201. Any of these three statistics courses also satisfy 3 hrs. of the Numerical and Analytical Reasoning requirement.*

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

HIST B101, 102, 111 or 112, 115 or 116..... 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Majors:

A. PSYC b101 and SOCY b101 are Program Requirements in (II) below and together satisfy 6 hrs. of the Liberal Arts requirement (as 6 hr. Liberal Arts Electives or 3 hr. Liberal Arts Elective and 3 hr. Social/Behavioral Sciences).

B. One of the following research courses must be taken to satisfy a Human Services Program Requirement (II): PSYC B200, SOCY B497, or BADM B396. Note that PSYC B200 or SOCY B497 can be applied to partially fulfill the Liberal Arts requirement.

C. Human Services transfer students also may have taken a Human Services course that potentially fulfills 3 hrs. of the Liberal Arts Elective requirement.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Language 0-6

Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB’s language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.

General Education Global Citizenship and Multicultural Understanding Studies 0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements (each with a grade of “C” or higher) 12-13

- PSYC B101 and SOCY B101 6
- One statistics course from SOCY B220, STAT B110 or STAT B201 3
- One research methods course: PSYC B200, SOCY B497, or BADM B396 3-4

III. Major Requirements <i>(each with a grade of "C" or higher)</i>	51
Four psychology courses at 300 level or above	12
Four sociology courses at 300 level or above	12
HMSV B180: Personal and Professional Development	3
HMSV B190: Human Services: An Introduction	3
HMSV B280: Human Service Interventions I	3
HMSV B290: Human Service Internship I	3
HMSV B298: Human Service Internship II	3
HMSV B300: Human Service Interventions II	3
HMSV B302: Human Service Evaluation.....	3
HMSV B400: Leadership and Professional Ethics in Human Services	3
HMSV B490: Internship III and Capstone Seminar	3
IV. Electives	18-32
Total hours required	120

LIBERAL STUDIES (BACHELOR OF ARTS)

Department of Humanities and Fine Arts

Dr. Juanita Villena-Alvarez, Department Chair

Dr. Gordon Haist, Degree Program Coordinator

Professors

Gordon Haist, Ph.D., Southern Illinois University

Juanita Villena-Alvarez, Ph.D., University of Cincinnati

Purpose Statement

The purpose of the Liberal Studies program is to provide a curriculum responsive to the individual's instructional choices and the institution's liberal arts capabilities. The B.A. with a major in Liberal Studies provides individualized study in a select range of upper level liberal arts courses and fosters students' ability to think critically and constructively in relation to their self-chosen academic goals. While this degree allows students to propose their own programs of upper-level study, it broadens their academic perspectives by emphasizing an interdisciplinary approach as a method of comprehension. Successful applications for the program should identify multi-dimensional fields of study as majors, for example, art history and philosophy, comparative studies, cultural studies, etc., in place of traditional majors. This degree is designed for non-traditional students and is not recommended for traditional career-seeking students unless their research interests lead them into genuinely interdisciplinary fields of study.

Program Goals

By sponsoring interdisciplinary studies programs in relation to individual goals, the Liberal Studies program works to realize the following objectives:

- Promote comparative as well as critical and creative reasoning skills in higher level studies.
- Provide students with programs to master the interdisciplinary expansions of modern disciplinary studies.
- Produce graduates capable of working effectively in environments requiring intellectual resourcefulness and individual initiative.
- Stimulate interest in area studies, problem-centered research and interdisciplinary communication.
- Promote a learning environment where inquiry is not arbitrarily limited by disciplinary boundaries.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Liberal Studies are able to...

- Think independently and develop ideas reflectively from the resources of liberal arts studies;
- Create an intellectually satisfying and effective synthesis between their stated interests and their formal study;
- Be accurate and informed about the subject-matters of their major and minor coursework and capable interpreters of themes and issues associated with these areas of concentration;
- Conduct research in databases related to their major and minor studies;
- Communicate effectively, including writing thematically clear, well supported papers and developing connected thought patterns in discussion;
- Think critically on the basis of their own experiences and be able to convey to others the connection between human interests and knowledge.

Academic Standards for the Liberal Studies Program

Students can declare a major in liberal studies after they have successfully completed 45 credit hours of college level work. Admission involves enrollment in and successful passage of LBST 297, a one-hour course, in which students study the nature of interdisciplinary research and complete a program of study

for their major and minor studies. A minimum grade point average of 2.0 is required for admission as well as for graduation. Majors must earn a "C" or better in all courses included in the major and the minor fields of study. No more than half of the approved coursework for the major and the minor may be earned through transfer courses. Once the program of study is approved, changes may be made to it but must be approved by the advisor. Prerequisites for courses listed in the program of study may satisfy general education or elective requirements, but must in any case be met. All students must earn at least 30 USCB hours after they are admitted to the program. A minimum of 120 accredited hours of coursework satisfying general education and program requirements, electives and approved upper-division major and minor requirements must be completed to earn the Bachelor of Arts in Liberal Studies.

Curriculum

The Bachelor of Arts with a major in Liberal Studies is designed for students who want to pursue interdisciplinary studies. It combines an individualized program of major study in two or more disciplines with a minor in a single discipline.

I. General Education Requirements with Notes for Majors 37-47

English 6-7
 ENGL B101, B101L and B102 (each with a grade of "C" or higher)

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6
 HIST B101, B102, B111, B112, B115, or B116 3
 Fine Arts² 3
 Social/Behavioral Sciences³ 3

¹courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSC1, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages	0-6
<p>Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.</p> <p>Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency (USCB conducted test) in a language other than English are also exempt, without credit, from this requirement.</p>	
Global Citizenship and Multicultural Understanding	0-3
<p>A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.</p> <p>The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. <i>Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.</i></p>	
II. Program Requirements	3
<p>LBST B297 Interdisciplinary Research Methods (45 hours of coursework and completion or near-completion of General Studies requirements).....</p>	
	1
<p>LBST B497 Seminar in Liberal Studies among the Disciplines (prereq: Senior standing in Liberal Studies)</p>	
	2
III. Major Requirements	36
<p>A minimum of 36 hours of 300/400 level coursework in two or more disciplines, as proposed and approved in LBST B297 as the student's own interdisciplinary curriculum. Acceptance into the program requires 45 or more college credits and completion of all General Studies requirements. No course submitted in fulfillment of the general education requirements may be included in the major or field requirements, and all major courses must have a grade of "C" or better.</p> <p>LBST B397: Readings in Philosophy may be taken for major credit and is recommended as a foundational study for interdisciplinary programs. In order to major in Liberal Studies, a student must expect to concentrate primarily in the humanities and social sciences.</p>	
IV. Field Requirements	18
<p>A minor consisting of 18 hours of 300/400 level coursework in a single discipline or in a minor approved by the department offering the minor.</p>	
V. Electives	16-26
Total hours required	120

NURSING (BACHELOR OF SCIENCE)

- RN TO BSN TRACK
- PRE-LICENSURE TRACK

Department of Nursing and Health Professions

Dr. Rose Kearney-Nunnery, Department Chair

Professor

Rose Kearney-Nunnery, Ph.D., RN, University of Florida

Associate Professors

B. Renee Dugger, DNP, RN, GCNS-BC, University of Southern Indiana

Lynne Ornes, Ph.D., RN, University of Utah

Susan C. Williams, Ph.D., RN, University of South Carolina

Assistant Professors

Sheilia R. Goodwin, Ph.D., RN, Indiana University

Mary Ann Jarmulowicz, Ph.D., RN, BC-GNP, Walden University

Kari L. Mau, DNP, WHNP-BC, C-EFM, Arizona State University

Instructors

Patti Miller, M.S.N., RN, Drexel University

Frances Elaine Nishioka, M.S.N., RN, University of Cincinnati

Adjuncts

Beda E. Alvarez, Jr., MD, Cebu Doctors' College of Medicine

Valerie J. Benn MSN, RN, Walden University

Teresa S. Burckhalter, MSN, RN-BC, University of Virginia

Vicki L. Gardner, MSN, RN, Case Western Reserve University

Florence Kamradt, MS, APRN, CGNS, WOCN, Northern Illinois University

Deborah O. Merwin, MN, RN, University of South Carolina

Juanita Singleton-Murray, MSN, RN, South University

Alan Warren, M.P.H., Ph.D., University of Georgia

Purpose Statement

The USCB nursing program responds to regional needs by preparing qualified graduates who hold the Bachelor of Science degree in Nursing. The USCB nursing program provides a student-centered learning environment whereby graduates have the intellectual, clinical, emotional, and social foundations for leadership within the profession whether engaged in direct care of patients, management, education, or research.

Health Sciences

After being accepted into USCB, students interested in the Nursing Program are classified with Health Sciences as their area of Concentration (2R07) and work with non-Nursing Department advisors. Once students are formally accepted into either the Pre-licensure or the RN to BSN Track, they will be transferred to an academic advisor in the Nursing program to assist with the required coursework.

	Health Sciences Concentration	Nursing Pre-licensure Track	RN to BSN Track
<i>Status</i>	Acceptance to USCB	Acceptance into the nursing program of study	Acceptance into the RN-BSN nursing program of study

<i>Requirement</i>	USCB admissions requirements	<ul style="list-style-type: none"> • Overall GPA of 3.0 or above • Overall science GPA of 2.75 or above 	<ul style="list-style-type: none"> • Overall GPA of 2.0 or above • Unencumbered South Carolina RN license
<i>College Credits</i>	0-43 credits	43 or more required general education credits	30 or more required general education credits

BSN PROGRAM

Program Goals

The USCB Department of Nursing and Health Professions endorses the goals of Liberal Education for Baccalaureate Generalist Nursing Practice as delineated in *The Essentials of Baccalaureate Nursing Education* by the American Association of Colleges of Nursing (2008, p. 12).

Accordingly, the baccalaureate program prepares the graduate to:

- Integrate theories and concepts from liberal education into nursing practice.
- Synthesize theories and concepts from liberal education to build an understanding of the human experience.
- Use skills of inquiry, analysis, and information literacy to address practice issues.
- Use written, verbal, non-verbal, and emerging technology methods to communicate effectively.
- Apply knowledge of social and cultural factors to the care of diverse populations.
- Engage in ethical reasoning and actions to provide leadership in promoting advocacy, collaboration, and social justice as a socially responsible citizen.
- Integrate the knowledge and methods of a variety of disciplines to inform decision making.
- Demonstrate tolerance for the ambiguity and unpredictability of the world and its effect on the healthcare system.
- Value the ideal of lifelong learning to support excellence in nursing practice.

USCB seeks to ensure that all students who complete the Bachelor of Science in Nursing are able to...

- Provide health promotion, disease prevention, and advocacy in the care of individual clients, families, groups of clients, and communities.
- Practice safe, comprehensive, and evidence-based nursing for clients across the life span and continuum of care within the structure of an interdisciplinary team.
- Demonstrate ethical principles, behaviors, and values, to include altruism, autonomy, human dignity, integrity, and social justice, in the professional practice of nursing.
- Perform comprehensive individual, family, group, and community health assessments.
- Incorporate knowledge of multiple health determinants including culture, socioeconomic status, access, environment, lifestyle, and biology in the practice of nursing.
- Provide leadership and nursing care using critical thinking, effective communication, emotional intelligence, problem-solving processes, and evidence-based practice.
- Demonstrate basic knowledge of healthcare policy, finance, regulatory agencies, and healthcare trends.
- Use current technologies and information systems in the delivery of quality healthcare to individual clients, families, groups of clients, and communities.

- Accept professional responsibility for continuing education and the advancement of the nursing profession in a local and global world.

Accreditation/Approval

The Nursing Program is fully accredited by the Collegiate Commission on Nursing Education (CCNE) effective November 2008. The Department also received full approval from the South Carolina Board of Nursing to offer the BSN Program effective November 2011.

RN TO BSN TRACK (Registered Nurses)

Potential students are encouraged to meet with an advisor prior to general admission to determine eligibility and to develop a recommended course of study.

Admission Requirements

Registered Nurse applicants must meet the following Department of Nursing and Health Professions entrance requirements:

- Accepted for general admission to USCB
- Associate degree in nursing or diploma in nursing from an accredited nursing program
- Minimum cumulative collegiate GPA of 2.0 or above
- A 'C' grade or above on all science and Nursing courses with a maximum of one science or one Nursing course repeated once to earn a minimum grade of 'C'
- Current unencumbered South Carolina RN licensure
- Completion of prerequisite courses including all sciences, English, sociology, psychology, and statistics. (Although it is recommended that the general education requirements be completed prior to the core nursing courses, selected courses may be completed at any time prior to graduation)

Students who meet the above requirements and wish to apply to the RN to BSN track must submit the following:

- A completed USCB RN to BSN program application (application available online at http://www.uscb.edu/academics/undergraduate/Nursing/rn_to_bsn/index.php)
- One letter of reference describing the applicant's clinical performance and potential for academic success (letter templates are available online at the above web site)
- A current professional resume
- Evidence of current unencumbered South Carolina RN licensure

Transfer Credit

- Registered Nurse transfer students must have a cumulative GPA of 2.0 or better. A Transfer Credit Summary will be prepared by the Office of Admissions after receipt of a student's official transcripts from all colleges previously attended.
- Students may transfer equivalent courses for the general education requirements. The courses must meet the University requirements for transfer credit.
- Students may transfer equivalent courses within the nursing major. Junior and senior level BSN courses must be approved through a petition to the Nursing Student Affairs Committee and meet the University requirements for transfer credits. The last 32 hours of credit must be earned in residence at the University.
- The Department of Nursing and Health Professions abides by the statewide transfer and articulation plan developed for nursing programs within the state of South Carolina. This agreement allows for the award of 35 credits for acceptable lower division nursing course credits as advanced placement for the BSN program.

Advanced Placement

General education courses identified by the University can be used for advanced placement through CLEP examination. University departmental exams may be used for advanced

placement if offered by the appropriate department and if the student meets the expected testing level identified by the department.

Progression and Retention

Students enrolled in the BSN Nursing major must abide by the following:

- A grade of 'C' is required in all courses.
- Any time a nursing student incurs a second failure (letter grade less than a 'C') in the same course in the major requirement, he or she will be dismissed from the BSN program. Any time a nursing student incurs two failures in different courses of the major requirement (NURS courses), he or she will be dismissed from the BSN program.
- A grade of 'C' or better in any prerequisite or co-requisite to other courses is required before progression to the next course.
- A system cumulative GPA of 2.0 must be maintained for continued enrollment in the RN to BSN track of the baccalaureate program.

Ability Statement and Health Requirements

Students entering the BSN Program will be required to perform certain skills requiring specific abilities. See the Department of Nursing and Health Professions BSN Student Handbook for a listing of these abilities and additional health and background requirements necessary for clinical practice.

RN to BSN Track Curriculum

USCB offers the Bachelor of Science with a major in Nursing. To qualify for graduation, a student must meet general education requirements and nursing core requirements as stated below.

I. General Education and Professional Program Requirements 41-47

The following general education requirements or their equivalent must be completed or transferred in for credit (each with a grade of "C" or higher). To receive a USCB degree the final 32 credit hours of coursework must be taken at USCB.

English 6-7
 ENGL B101 and B102 (each with a grade of 'C' or better)

Numerical and Analytical Reasoning
 MATH B111 or a higher level mathematics course..... 3
 STAT B201 3

Speech
 COMM B140, B201 or B230 3

Liberal Arts
 HIST B101, B102, B111, B112, B115, or B116 3
 Fine Arts 3
 PSYC B101 3
 SOCY B101..... 3
 PSYC B209 or B321..... 3

Natural Sciences 8
 BIOL B243 and B244 with lab or the equivalent coursework.

Foreign Languages 0-6
 Students shall demonstrate in one foreign language ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency. For all other foreign languages, the requirement is waived but no credit is earned by

demonstrating an equivalent proficiency. RN to BSN students should discuss these options with the Department Chair.

Global Citizenship and Multicultural Understanding Studies

ANTH B452 or NURS B330 3

Note: either course also serves as a program requirement.

II. Program Requirements (each with a grade of “C” or higher)..... 4

BIOL B230 or the equivalent coursework..... 4

Note: these courses must be taken prior to enrollment in the core (NURS) nursing courses with the exception of NURS B312.

Note: either ANTH B452 or NURS B330 also serves as a program requirement.

III. Core Nursing Requirements (each with a grade of “C” or higher)..... 35

NURS B301 Role Development in Nursing as a Profession 3

NURS B310 Biophysical Pathology 3

NURS B312 Health Assessment¹..... 3

NURS B350 Nursing Research 3

NURS B401 Healthcare Delivery Systems..... 3

NURS B415 Gerontological and Rehabilitation Nursing..... 3

NURS B416 Community Health Nursing..... 6

NURS B420 Trends and Issues in Nursing..... 3

NURS B424 Professional Nursing Leadership and Management Seminar 3

NURS B441 Capstone: Professional Nursing Project 5

¹Registered Nurses may enroll in NURS B312 at any time prior to acceptance to the RN to BSN program.

IV. Advanced Placement for RN to BSN students who meet requirements 35

V. Electives (as necessary to earn the remaining credits required for degree completion)..... 6–12

Total hours required 127

BSN PRE-LICENSURE TRACK

General Admission (Pre-Nursing) Requirements

Admission to the University of South Carolina Beaufort is determined by standard admission requirements. Transfer students, change of major students, and students seeking a second bachelor’s degree who wish to pursue a degree in nursing should have an overall cumulative GPA of 3.0 or above and an overall science GPA of 2.75 or above (all collegiate science coursework, i.e., biology, chemistry, physics, etc.). As admission to the nursing program is competitive, the GPA for applicants is usually significantly higher than the minimum 3.0 required.

Admission to the Nursing (BSN) Major

Health Sciences or transfer students may apply for admission to the nursing major (Bachelor of Science in Nursing) no later than September 1st to begin the degree requirement clinical courses in the spring semester of each year. There are 43 credits required in specific courses for application to the BSN Pre-licensure track. Applications are now being processed through NursingCAS. Visit www.nursingcas.org and click “Apply Here” to initiate your application. Detailed information on application to BSN Pre -licensure Track is available on the departmental web site at http://www.uscb.edu/academics/undergraduate/Nursing/pre-licensure_bsn/courses.php.

The primary goal of the admissions process is to identify candidates who exhibit strong (natural and behavioral) science backgrounds—as well as ideal personal characteristics—consistent with the capacity to excel in both the art and science of nursing. Moreover, because of the University’s commitment to

diversity in serving our region, a secondary aim of the process is to select a diverse entering class closely aligned with the general population.

In order to predict potential for academic success in the nursing program, applicants should have an overall GPA of 3.0 or above and an overall science GPA of 2.75 or above, including the required natural science courses (one semester of anatomy and one semester of physiology or A & P I and A & P II, Chemistry 109, and Microbiology). It is highly recommended that all general education coursework be completed prior to beginning the nursing sequence (NURS) of courses.

The Nursing Student Affairs (admissions) Committee will further take into account the following:

- Academic history and trends including overall and overall science GPA
- Acceptable scores on the nursing pre-admission test
- Number of courses successfully completed toward the major
- Residence in local counties principally served by the USCB mission

Selected candidates will receive notification by mail, no later than October 31st. Successful candidates who will not complete the required courses until the end of the semester prior to program admission will receive a “conditional acceptance” only. A definitive acceptance will be determined and the candidate notified at the semester completion after all grades are recorded and reviewed by the Nursing Student Affairs Committee.

Advanced Placement

General education courses identified by the University can be used for advanced placement through CLEP examination. University departmental exams may be used for advanced placement if offered by the appropriate department and if the student meets the expected testing level identified by the department.

Transfer Credit

Transfer students for the pre-licensure track must have a cumulative GPA of 3.0 or higher. All potential transfer students are encouraged to meet with an academic advisor prior to application to the program to determine eligibility and to develop a recommended course of study. A Transfer Credit Summary will be prepared by the Office of Admissions after receipt of a student’s official transcript from any college previously attended.

- Students may transfer equivalent courses for the general education requirements. The courses must meet the University requirements for transfer credit.
- Students may transfer equivalent courses within the nursing major. Junior and senior level BSN courses must be approved through a petition to the Nursing Student Affairs Committee, approved by the Department Chair, and meet the University requirements for transfer credits. The last 32 hours of credit must be earned in residence at the University.

Progression and Retention

Students enrolled in the BSN Nursing major must abide by the following:

- A grade of ‘C’ or better is required in all courses.
- Any time that a nursing student incurs a second failure in the same course in the major requirement (NURS courses), he or she will be dismissed from the BSN program. Any time that a nursing student incurs two failures in different courses of the major requirement (NURS courses), he or she will be dismissed from the BSN program.
- A grade of ‘C’ or better in any course that is a prerequisite to other courses is required before progression to the next course.
- Pre-licensure students who have less than a 2.75 Collegiate Summary and/or USC GPA are placed on probation within the Department of Nursing and Health Professions for one major semester or 12 credit hours but may continue to take all required courses.

If at the end of the probationary semester their Collegiate Summary and/or USC GPA are still less than 2.75, the probationary period may be extended for one additional semester. If at the end of a second probationary semester the GPA is still below a 2.75, students are administratively removed from their required nursing course sequence. Probation from the Department of Nursing and Health Professions and suspension from the University are two different academic regulations (see *Academic Regulations and Academic Suspension* in this publication). Students must complete any required nursing content, including remediation, as determined by standardized achievement tests to avoid a grade of 'I' (incomplete) and potential delay in progressing to the next semester in the nursing curriculum.

- Throughout the curriculum, standardized achievement tests are used to assess student progress in specific nursing content. Based on the results of these tests, students may be required to remediate course content. The remediation work must be satisfactorily completed by the last day the class meets.
- Students must complete all nursing courses in three and a half calendar years after acceptance into the clinical courses.

Readmission

Readmission after dismissal from the nursing program will be determined on a case-by-case and space-availability basis. If a student receives a “W” and wants to reenter, the student must reapply and compete for admission as a new student. If a student receives a “WF” in any BNUR or NURS course, it is considered a failure in that nursing course. All students seeking re-admission must compete with the current applicant pool. Applicants with two or more unsatisfactory grades in nursing courses will not be considered for readmission in the BSN program.

Application for Licensure in Nursing

Prior to completion of the last semester of study, students are expected to apply for the nursing licensing examination, NCLEX-RN®, and apply for licensure to the South Carolina State Board of Nursing or other Board of Nursing in the jurisdiction where the student will be employed after graduation.

The South Carolina Board of Nursing has declared the following:

Effective March 2, 2009, an applicant for a license to practice nursing in South Carolina shall be subject to a criminal history background check as defined in 40-33-25 of the Nurse Practice Act. In addition to all other requirements and for the purpose of determining an applicant's eligibility for an authorization to practice, each applicant will be required to furnish a full set of fingerprints and additional information required to enable a criminal history background check to be conducted by the State Law Enforcement Division (SLED) and the Federal Bureau of Investigation (FBI). The cost of conducting a criminal history background check will be borne by the applicant and the department shall keep information received pursuant to this section confidential, except that information relied upon in denying an authorization to practice may be disclosed as may be necessary to support the administrative action.

Ability Statement and Health Requirements

Students entering the BSN Program will be required to perform certain skills requiring specific abilities. See the *Department of Nursing and Health Professions BSN Student Handbook* for a listing of these abilities and additional health and background requirements necessary for clinical practice.

Pre-licensure BSN Track Curriculum

USCB offers the Bachelor of Science with a major in Nursing. To qualify for graduation, a student must meet general education requirements and nursing core requirements as stated below.

I. General Education and Professional Program Requirements 52-60

The following general education requirements or their equivalent must be completed or transferred in for credit (each with a grade of “C” or higher). The final 32 credit hours of coursework must be taken at USCB to receive a degree from USCB.

English 6–7
ENGL B101 and B102 (each with a grade of C or better)

Numerical and Analytical Reasoning
MATH B111 or B111L or a higher level mathematics course..... 3–4
STAT B201 3

Speech
COMM B140, B201, or B230 3

Liberal Arts
HIST B101, B102, B111, B112, B115, or B116 3
Fine Arts 3
SOCY B101..... 3

Psychology
PSYC B101 3
PSYC B209 or B321..... 3

Foreign Languages 0-6
Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency. For all other foreign languages, the requirement is waived but no credit is earned by demonstrating an equivalent proficiency.

Natural Sciences
BIOL B243 or equivalent coursework..... 4
BIOL B244 or equivalent coursework..... 4
BIOL B230 or equivalent coursework..... 4
CHEM B109 or equivalent coursework 4

Global Citizenship and Multicultural Understanding Studies
ANTH B452 (or BNURS B330)..... 3

Nutrition
HRTM B242 3

II. Core Nursing Requirements (each with a grade of “C” or higher) 66

NURS B202 Introduction to Professional Nursing 6
NURS B310 Biophysical Pathology 3
NURS B312 Health Assessment 3
NURS B320 Clinical Pharmacology 3
NURS B326 Adult Health Nursing I 6
NURS B350 Nursing Research 3
NURS B356 Women’s Health Nursing 5
NURS B358 Children’s Health Nursing 5
NURS B401 Health Care Delivery Systems 3
NURS B412 Mental Health Nursing 4
NURS B415 Gerontological and Rehabilitation Nursing 3

NURS B416 Community Health Nursing.....	6
NURS B420 Trends and Issues in Nursing.....	3
NURS B424 Professional Nursing Leadership and Management Seminar	3
NURS B424P Professional Nursing Leadership and Management Practicum	3
NURS B426 Adult Health Nursing II.....	6
NURS B435 Professional Seminar	1
III. Electives (as necessary to earn the remaining credits required for degree completion)	1-9
Total hours required	127

BSN AS SECOND BACHELORS (pre-licensure) TRACK

General Admission to the BSN Major

Admission to the University of South Carolina Beaufort is determined by standard admission requirements. Incoming students with a Bachelor’s degree in another field who wish to pursue a nursing degree must have a cumulative GPA of 3.0 or above and an overall science GPA of 2.75 or above. Only equivalent transfer credits with grade of ‘C’ or higher will be applicable to the degree program. Credits accepted in transfer must be from an approved college or university. The final 32 credit hours of coursework must be taken at USCB to receive a degree from USCB.

Potential students are encouraged to meet with an academic advisor prior to general admission to determine eligibility and a recommended course of study. As admission to the nursing program is competitive, the GPA for applicants is usually significantly higher than the minimum 3.0 required. Once the prior Bachelor’s Degree is verified by the Admissions Office, the general education requirements will be deemed as met. BSN program-specific requirements (taken at USCB or transferred in) that must be met for application to the nursing program are as follows:

I. Professional Program Requirements (each with a grade of “C” or higher).....	34
Statistics	
STAT B201	3
Social Sciences	
PSYC B101	3
PSYC B209 or B321.....	3
Natural Sciences	
BIOL B243 or equivalent coursework.....	4
BIOL B244 or equivalent coursework.....	4
BIOL B230 or equivalent coursework.....	4
CHEM B109 or equivalent coursework	4
Global Citizenship and Multicultural Understanding Studies	
ANTH B452 or NURS B330	3
Nutrition	
HRTM B242	3

Second degree students may apply for admission to the nursing major (Bachelor of Science in Nursing) no later than September 1st to begin the degree requirement clinical courses in the spring semester of each year. There are 43 credits required in specific courses for application to the BSN Pre-licensure track. Applications are now being processed through Nursing CAS. Visit www.nursingcas.org and click “Apply Here” to initiate your application. Detailed information on application to BSN Pre-licensure Track is available on the current departmental web site at http://www.uscb.edu/academics/undergraduate/Nursing/pre-licensure_bsn/courses.php. Once accepted to the nursing program, the

Pre-licensure program consists of 69 credits along with electives to meet the 127 credit hours required for graduation.

ADDITIONAL REQUIREMENTS AND STUDENT RESPONSIBILITIES FOR ALL NURSING PROGRAMS

Health Requirements and Background Check: In addition to meeting the health requirements of the University, enrollment in the Nursing major (NURS) course sequence (pre-licensure and RN-BSN completion tracks) is contingent upon a negative criminal background check and drug screen and submission of health information including required health screening tests, examinations, and immunizations in order to participate in clinical and laboratory requirements. More information about these requirements can be found in the Department of Nursing and Health Professions *BSN Student Handbook*.

Transportation to Clinical Practice Sites: Each student should have a valid driver's license and is responsible for transportation to and from hospitals and other clinical practice sites in both urban and rural areas.

CPR Completion: All students enrolled in nursing courses are required to maintain current certification in cardiopulmonary resuscitation for healthcare providers.

Attendance Policy: Classroom and laboratory attendance is expected. Attendance in all clinical and laboratory experiences is required to pass a course with a clinical component for sufficient practice hours. In the event of an unavoidable absence, the student must give prior notification to the clinical professor and the clinical agency. An arrangement for missed/excused work is made at the discretion of the course coordinator.

Americans with Disabilities Act: Specific information related to the ADA can be found in the *Department of Nursing and Health Professions BSN Student Handbook*.

PSYCHOLOGY (BACHELOR OF ARTS)

Department of Social Sciences

Dr. Charles Spurrison, Department Chair

Professor

Charles Spurrison, Ph.D., University of Southern Mississippi

Assistant Professors

Brandon Cosley, Ph.D., University of Maine

Adjuncts

Andrew Geier, Ph.D., University of Pennsylvania

Gregory Hollis, Ph.D. United States International University

Jan Holt, Ed.D., University of Houston

Melodie Hunnicutt., M.Ed., University of South Carolina

Rich Reed, M.S., Vanderbilt University

Cheryl Shookman, Ph.D., Tulane University

Ellen Williams, Ph.D., University of Tennessee

Linda B. Wilson, Ph.D., Boston College

Purpose Statement

The purpose of the psychology program at University of South Carolina Beaufort is to provide its students with a broad knowledge of the principles of human behavior and mental processes. The study of psychology has wide applicability to the solving of human problems at both the personal and societal levels. Knowing the factors that help maintain psychological, physical and social well-being can benefit graduates in psychology throughout their professional and personal lives. The program seeks to engender in its students well-developed problem-solving and communication skills which allow the critical analysis and integration of complex information using disciplined thought processes. Further, the program is committed to providing students with a solid academic foundation in psychology for those who will pursue graduate work in psychology and related fields.

Program Goals

- Meet demands of regional students who wish to pursue a baccalaureate degree in psychology and provide a solid foundation for those planning to pursue graduate studies in psychology and the mental health and human services.
- Provide students with knowledge of the broad areas of scientific psychology that results in students becoming more self-aware, more perceptive of others, more analytical in their thinking and more effective in their professional, social and personal relationships.
- Provide opportunities for students to gain experience and knowledge in the conduct of psychological research which underlies scientific psychology.
- Prepare students to contribute to their future work environments and the larger society and to grow personally and professionally throughout their careers.
- Foster in students analytical and decision-making skills, communications skills, a global perspective, a sense of social responsibility and ethics and characteristics of leadership.
- Attract diverse, career-oriented students by making available curricula that correspond to regional community needs in a variety of areas involving human functioning.
- Establish a learning environment in the psychology discipline that contributes to cooperation and collaboration with the educational and service community in the region and the state.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Psychology are able to...

- Demonstrate a broad-based knowledge of all the major areas of psychology required for pursuing further graduate study in psychology or for employment using the skills acquired during their program of study.
- Explain the concepts and methodologies of conducting research in psychology and be able to apply those principles in conducting research.
- Apply the basic principles of human and animal learning to analyses of behavior as well as describe the current research findings in human cognition and language.
- Demonstrate mastery of the basic functioning and role of human biological systems in the production and regulation of behavior as well as the current research findings regarding the processing and organization of sensory information in perception.
- Trace human physical, cognitive, personality and social development from conception to death.
- Identify the social psychological processes involving the interdependence and interaction of individual behavior and group processes.
- Describe the major approaches to understanding human personality and to define abnormal behavior, its symptoms, course and causes.

Curriculum

Entering the Bachelor of Arts with a major in Psychology program assures that the student will be exposed to the broad spectrum of subfields of psychology. The student must obtain a grade of “C” or better in all courses taken for major credit. Students who pursue the psychology major must either elect a minor (with a minimum of 18 hours) or complete 12 hours of cognate courses. To qualify for graduation, a student must meet General Education requirements and Psychology requirements as outlined in I-V below.

I. General Education Requirements with Notes for Majors 37-47

English

ENGL B101, B101L and B102 (each with a grade of “C” or higher)..... 6-7

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with approved credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Majors: *STAT 201 is a Program Requirement in (II) below and satisfies 3 hrs. of the Numerical and Analytical Reasoning requirement.*

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

HIST B101, 102, 111 or 112, 115 or 116..... 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

Majors: *PSYC 101 is a Program Requirement in (II) below and satisfies the 3 hr. Liberal Arts Electives, Social/Behavioral Sciences requirement.*

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages 0-6

Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB’s language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.

General Education Global Citizenship and Multicultural Understanding Studies 0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements (each with a grade of “C” or higher) 6

PSYC B101 Introduction to Psychology (*with a grade of “C” or higher*) 3

STAT B201 Elementary Statistics (*with a grade of “C” or higher*) 3

Majors: *PSYC 1B01 may fulfill a general education requirement or serve as an elective. STAT B201 may be used to partially fulfill the Numerical and Analytical Reasoning requirement or serve as an elective. PSYC B101 and STAT B201 must be completed for a major in psychology.*

III. Major Requirements <i>(each with a grade of "C" or higher)</i>	37
PSYC B200 Research Methods in Psychology.....	3
PSYC B201 Psychological Statistics Laboratory	1
PSYC B203 Psychology Laboratory	3
PSYC B302 Learning and Memory	3
PSYC B311 Abnormal Psychology	3
PSYC B321 Life Span Developmental Psychology	3
PSYC B331 Social Psychology	3
PSYC B341 Personality Theory	3
PSYC B361 Biological Psychology	3
Two courses in psychology numbered above 203	6
Two courses in psychology numbered 400 or above	6
IV. Cognate (12) or Minor (18) <i>(each with a grade of "C" or higher)</i>	12-18
<p>The cognate is a minimum of 12 hours in advanced-level courses related to, but outside, the major. It is intended to support the course work in the major. Cognate courses may be drawn from one or more departments, depending on the individual interests and requirements of the student as judged by the departmental advisor. A cognate differs from a minor in that the courses must be above prerequisite level and may be distributed over more than one subject area.</p>	
V. Electives	18-34
Total hours required	120

Majors: *all psychology majors will take the Major Field Test in Psychology for the sole purpose of improvement of the psychology program. Scores on this test are not used in evaluation of the student's qualification for receiving the baccalaureate degree, nor do they become part of the student's permanent record.*

SOCIOLOGY (BACHELOR OF ARTS)

Department of Social Sciences

Dr. Charles Spirrison, Department Chair

Dr. Robert Ackerman, Degree Program Coordinator

Professor

Robert Ackerman, Ph.D., Western Michigan University

Assistant Professor

Deborah Cohan, Ph.D., Brandeis University

Visiting Associate Professor

Randy Lamkin, Ph.D., University of Connecticut

Adjunct

Jerri Husch, Ph.D., University of Massachusetts

Purpose Statement

The sociology program at University of South Carolina Beaufort provides to its students the theoretical, conceptual, and methodological analytical tools to describe and explain human social life and the multifaceted connections between society and the individual. Mastery of the principles of social stratification (esp. age, gender, race and ethnicity), social organization, socialization, deviance and social control, institutions, and social change allow graduates in sociology to analyze and understand phenomena associated with rapid urbanization, such as population growth, crime, and divorce rates. The program seeks to provide students with a well-rounded academic experience that also prepares students for graduate study and/or careers in such areas as public health/epidemiology, marketing research, criminology and criminal justice, and social services.

Program Goals

- Convey the central insights and meta-theories of the discipline as set forth by the founding thinkers of the discipline. Present the foundational principles/processes of sociology: organization, stratification, socialization, deviance and social control, institutions and social change.
- Introduce students to the gamut of classical and contemporary theories of sociology.
- Engage students in critical examination of extant theories of sociology.
- Provide students with a foundation in sociological research methods.
- Acquaint students with the variety of sub-fields in sociology.
- Prepare student for careers or graduate level studies in sociology.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Sociology are able to...

- Identify the core insights of the discipline by distinguishing, in written examination, differences between its contributions compared to the contributions of the discipline of psychology.
- Apply the major concepts of sociology by integration and synthesis of ideas in the capstone course.
- Apply major theories of sociology by integration and synthesis of ideas in the capstone course.
- Understand the limitations of sociological theories by critique and comparative analysis assignments.
- Describe sociological research methods.
- Explain the relevance of sociology for understanding social issues.

Curriculum

USCB offers the Bachelor of Arts with a major in Sociology. To qualify for graduation, a student must meet General Education requirements and Sociology requirements as outlined in I-IV below.

I. General Education Requirements with Notes for Majors 37-50

English

ENGL B101, B101L and B102 (each with a grade of "C" or higher)..... 6-7

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with approved credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6-8

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Majors: *STAT B201 satisfies 3 hrs. of the Numerical and Analytical Reasoning requirement and is strongly recommended for Sociology majors.*

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

HIST B101, 102, 111 or 112, 115 or 116..... 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

Majors: *SOCY 101 is a Program Requirement in (II) below and satisfies the 3 hr. Liberal Arts Electives, Social/Behavioral Sciences requirement.*

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences	
Two courses, at least one with associated laboratory	7
<p>Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.</p> <p>Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.</p>	
Foreign Languages	0-6
<p>Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.</p> <p>Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.</p>	
General Education Global Citizenship and Multicultural Understanding Studies	0-3
<p>A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.</p> <p>The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. <i>Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.</i></p>	
II. Program Requirements (each with a grade of "C" or higher)	6
SOCY B101.....	3
STAT B201	3
<p>SOCY B101 may fulfill a general education requirement or serve as an elective, but it must be completed for a major in sociology.</p>	
III. Major Requirements (each with a grade of "C" or higher)	37
SOCY B496 and SOCY B497	7
Nine Sociology courses numbered 300 or above.....	27
SOCY B498.....	3
IV. Electives	36-46
Total hours required	120

SPANISH (BACHELOR OF ARTS)

- **CONCENTRATION IN GENERAL MAJOR**
- **CONCENTRATION IN HERITAGE STUDIES**

Department of Humanities and Fine Arts

Dr. Juanita Villena-Alvarez, Department Chair

Professor

Juanita Villena-Alvarez, Ph.D., University of Cincinnati

Associate Professors

Benjamin J. Nelson, Ph.D., University of Chicago

Assistant Professors

James Griesse, Ph.D., Catholic University of America

Instructors

Rena Lewis-Kratky, M.Ed., College of Charleston

Lukasz Pawelek, M.A., Wayne State University

Adjuncts

Terri Betris, M.A., University of Georgia, Athens

T. Bruce Fryer, Ph.D., University of Texas (Austin)

Susana Hernández, M.A., Universidad de Salamanca

Kirsten Palmer, MAT, University of South Carolina

Cristina Rodríguez, Ph.D., Universidad Complutense de Madrid

Purpose Statement

Ongoing rapid local and national demographic fluctuations have created intensive demands upon academic programs offered in the Lowcountry. The increasing Hispanic population in the community has necessitated a program centered on acquiring Spanish-speaking skills. The combination of an intensive liberal arts background with language proficiency skills and practical experience will help students investigate and integrate knowledge and perspectives in today's multicultural world. The purpose of the Bachelor of Arts with a major in Spanish degree program is to enhance and continually improve a university curriculum responsive to the region's higher education needs. The program has two tracks: 1.) General Spanish and 2.) Spanish for Heritage Speakers. Both have been designed to address specific regional, national and global demands in education, business, health, social, professional and human services sectors, among others. The study of the Spanish language and Hispanic culture, history and literature is an integral part of a liberal arts college education, fostering in students an awareness of their global and local responsibilities and rights. Students will learn to examine and analyze their sociological, political, historical, philosophical, ethical and ideological responses to current situations and circumstances within society. These skills will place students in a primary position to respond to the comprehensive demands of the region. Additionally, the program will provide a field of study vital to a traditional university education. The program centers on the constitution and emergence of modern American and international society and its increasing cultural, political, economic and ecological interdependence.

Program Goals

The BA in Spanish Program objectives include the following:

- Provide students with Spanish language and Hispanic cultural skills that result in their becoming more articulate and analytical, as well as historically and socially informed.
- Foster in students a multicultural perspective and a sense of social responsibility.
- Prepare students to be aware of and respond to, escalating multicultural and global societal changes. Additionally, prepare students to be aware of and respond to newly-arrived Hispanic residents of the locality and state.

- Provide the educational foundation to foster community building and avert possible friction and conflict among various cultures living together—some of them, for the first time.
- Bridge the gap between area local high schools and higher education by providing a Spanish curriculum that is not redundant, but continuous and more in-depth.
- Provide an educational means to integrate the rapidly growing Hispanic population within the community.
- Alleviate the need for the regional and state educational community to look abroad in order to fill Spanish and Hispanic related jobs.
- Mold students as citizens of the world, enabling them to claim their global rights as well as face their global responsibilities.
- Establish a learning environment in the Hispanic culture that contributes to cooperation and collaboration with the statewide educational community.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Spanish are able to...

- Attain appropriate levels of proficiency in each of the following areas: speaking, reading, writing, listening comprehension and culture based on the ACTFL rating guidelines.
- Achieve the sufficient level of language and cultural proficiency required for beginning graduate studies and to compete effectively for jobs in fields requiring a proficient knowledge of spoken and written Spanish (i.e. education, human services, government, law, banking, public relations, business, etc.).
- Demonstrate a broad cultural and historical understanding of the similarities/differences in Spanish and Spanish American cultures and literatures in the Spanish-speaking world as it relates to the United States and the rest of the world.
- Enhance cultural knowledge through activities and resources available outside of class (i.e. research, movies/audiovisual materials in the target language, club activities, international festivals and other events, or volunteer work where the target language is used).
- Reinforce knowledge gained from other disciplines and connect it with the study of a second language.
- Develop a sense of multilingual international community of which they form an integral part.

Curriculum

I. General Education Requirements with Notes for Majors 37-47

English

ENGL B101, B101L and B102 (each with a grade of “C” or higher).....6-7

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with approved credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning6

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Speech

COMM B140, B201 or B230 3

Liberal Arts	
Liberal Arts Electives (humanities or social/behavioral sciences) ¹	6
HIST B101, 102, 111 or 112, 115 or 116.....	3
Fine Arts ²	3
Social/Behavioral Sciences ³	3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences	
Two courses, at least one with associated laboratory	7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages	0-6
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Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.

General Education Global Citizenship and Multicultural Understanding Studies	0-3
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A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements	3-6
Foreign Languages	0-3

Students shall demonstrate proficiency in one foreign language by achieving a score of four or better on a USCB foreign language proficiency test or achieving a passing grade in a 122 course.

HIST B109 3

III. Major Requirements (with a "C" average or better)..... 36

Track One: Spanish Major for Heritage Speakers (Prerequisites: SPAN B209, B210)

Nine courses at the SPAN 300 level or above 27

SPAN B309: Advanced Conversation and Grammar 3

SPAN B310: Advanced Composition and Grammar 3

SPAN B312: Introduction to Reading Hispanic Literary Texts 3

One Pre-Modern Cultural History Class 3

 (a) SPAN B400: Spanish Civilization I

 (b) SPAN B401: Spanish American Civilization I

One Modern Cultural History Class..... 3

 (a) SPAN B402: Spanish Civilization II

 (b) SPAN B403: Spanish American Civilization II

One Pre-Modern Literature Class 3

 (a) SPAN B404: Literary Tendencies and Masterpieces of Spain I

 (b) SPAN B405: Literary Tendencies and Masterpieces of Spanish America

One Modern Literature Class..... 3

 (a) SPAN B406: Literary Tendencies and Masterpieces of Spain II

 (b) SPAN B407: Literary Tendencies and Masterpieces of Spanish America

SPAN 499: Senior Seminar 3

One elective at the 300 level or above 3

Three courses (selected from ANTH B312, ANTH B351, HIST B420, HIST B421, HIST B423, SOCY B355, or courses approved by the Spanish faculty and Department Chair) 9

Track Two: General Major (Prerequisites: SPAN B209, B210)

Ten courses at the SPAN 300 level or above 30

SPAN B309: Advanced Conversation and Grammar 3

SPAN B310: Advanced Composition and Grammar 3

SPAN B312: Introduction to Reading Hispanic Literary Texts 3

One Pre-Modern Cultural History Class 3

 (a) SPAN B400: Spanish Civilization I

 (b) SPAN B401: Spanish American Civilization I

One Modern Cultural History Class 3

 (a) SPAN B402: Spanish Civilization II

 (b) SPAN B403: Spanish American Civilization II

One Pre-Modern Literature Class 3

 (a) SPAN B404: Literary Tendencies and Masterpieces of Spain I

 (b) SPAN B405: Literary Tendencies and Masterpieces of Spanish America

One Modern Literature..... 3

 (a) SPAN B406: Literary Tendencies and Masterpieces of Spain II

 (b) SPAN B407: Literary Tendencies and Masterpieces of Spanish America

SPAN B499: Senior Seminar 3

Two electives at the 300 level..... 6

IV. Field Requirements	18
A minimum of 18 hours of 300 level or above coursework in a single separate discipline	18
V. Electives	13-23
Total hours required	120

An exit survey is required of all graduating seniors.

STUDIO ART (BACHELOR OF ARTS)

Department of Humanities and Fine Arts

Dr. Juanita Villena-Alvarez, Department Chair

Brian Glaze, Degree Program Coordinator

Associate Professor

Lisa Victoria Ciresi, Ph.D., Rutgers University

Assistant Professor

Brian Glaze, M.F.A., Bowling Green State University

Visiting Instructor

Joanna Angell, M.F.A., University of Georgia

Adjuncts

Alan Campbell, M.F.A., University of Georgia

Amiri Farris, M.F.A., Savannah College of Art and Design

Murray Skees, Ph.D., University of Kentucky

Purpose Statement

The Studio Art degree program will provide students with a focus in studio arts (visual arts primarily, but graphic and media arts as they become feasible), and in the history of art, within the context of the liberal arts. The program will prepare graduates both for professional careers in the arts and graduate programs in fine arts. The combination of an intensive liberal arts background with studio arts proficiency skills and practical experience will help students investigate and integrate their knowledge and perspectives in today's technologically changing world and will give them the background needed for a career in the arts.

Program Goals

The BA in Studio Arts Program objectives include the following:

- Promote students' visual and conceptual development with exposure to a wide range of artistic ideologies, styles, and media.
- Introduce artistic diversity in the visual arts by integrating both contemporary and historical perspectives in the training of the artist.
- Engage students in activities that relate to the professional visual arts field including guest lecturers, exhibits, curatorial work, and community events.
- Establish a learning environment in the studio art discipline that encourages cooperation and collaboration with the local community in the region and the state.
- Provide students with a diverse choice of media, knowledgeable and experienced faculty, and well equipped facilities to foster technical and creative growth and development.
- Prepare students for careers or graduate level studies in the arts.

USCB seeks to ensure that all students who complete the Bachelor of Arts in Studio Art are able to ...

- Have well developed problem-solving, expressive and perceptual skills.
- Understand various artistic ideologies and styles.
- Demonstrate competence in a variety of media.
- Have the ability to realize a concept into a finished work of art.
- Comprehend a basic understanding of significant art movements/achievements and artists in a global context.

Curriculum

The Bachelor of Arts with a major in Studio Art is designed to be flexible enough to provide the student with a background adequate for graduate studies in Fine Arts, and for a diverse number of careers such as

full-time artists, positions in government and public art agencies, in museums and galleries, in the media, and in private corporations in the Lowcountry or elsewhere. Additionally, students can combine the B.A. in Art Studio with a second major or minor to extend career options. A student seeking the bachelor's degree in Art Studio must earn a grade of "C" or better in all required courses at the 300 level and above in order for those courses to count toward their major program. An exit survey is required of all graduating seniors.

I. General Education Requirements with Notes for Majors 37-47

English

ENGL B101, B101L and B102 (each with a grade of "C" or higher)..... 6-7

Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with approved credit for first-semester freshman composition are exempt from the ENGL B101L requirement.

Numerical and Analytical Reasoning 6-8

MATH B101 or a higher level mathematics course, plus an additional course in mathematics, logic, statistics, or computer science.

Speech

COMM B140, B201 or B230 3

Liberal Arts

Liberal Arts Electives (humanities or social/behavioral sciences)¹ 6

HIST B101, 102, 111 or 112, 115 or 116..... 3

Fine Arts² 3

Social/Behavioral Sciences³ 3

¹Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

²**Majors:** courses from MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.

³Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.

Natural Sciences

Two courses, at least one with associated laboratory 7

Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.

Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.

Foreign Languages 0-6

Students shall demonstrate in one foreign language the ability to comprehend the topic and main ideas in written and, with the exception of Latin and Ancient Greek, spoken texts on familiar subjects. For foreign languages taught at USCB, this requirement may be satisfied and credit earned by proficiency through a USCB Foreign Language Challenge Exam. For all other foreign languages, the requirement is waived after

USCB certification but no credit is earned by demonstrating an equivalent proficiency.

Waiver of Foreign Language Requirement for Bilingual Speakers: Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB’s language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.

Global Citizenship and Multicultural Understanding Studies 0-3

A distribution requirement that may be satisfied by one of the above mentioned courses or by additional coursework.

The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. *Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.*

II. Program Requirements 15

Art History 12

ARTH B105 3

ARTH B106 3

ARTH 200-level (and higher) 6

Philosophy

PHIL 313 Philosophy of Art 3

III. Major Requirements (each with a grade of “C” or higher)..... 39

ARTS B102 Introduction to Visual Arts Computing. 3

ARTS B103 Fundamentals of Art 3

ARTS B104 3-Dimensional Design I 3

ARTS B107 Color and Composition 3

ARTS B111 Basic Drawing I 3

ARTS B112 Basic Drawing II 3

ARTS 200-level (and higher) Two courses in 2 different studio areas7..... 6

ARTS 300-level (and higher) 12

ARTS B490 Senior Seminar (taken in Senior year of study) 3

IV. Electives..... 19-29

Total hours required 120

MILITARY DEGREE PROGRAMS

Academic Programs

The USCB Military Program is designed specifically for active-duty military personnel and their family members to take courses. USCB offers five eight-week semesters each year. Classes begin in January, March, June, August and October. The program offers a wide range of general education courses, as well as some upper-division courses. USCB awards the Associate of Arts and Associate of Science degrees; but only active-duty military personnel and their family members are eligible to earn these Associate degrees. Baccalaureate degrees are awarded (SEE DEGREE COMPLETION).

Associate Degree Requirements

USCB offers the Associate in Arts (A.A.) degree and the Associate in Science (A.S.) degree to military students and military family members who have earned 60 hours of approved credit that fulfill all but the foreign language component of USCB's general education requirements. The associate in arts and in science degrees indicate a strong grounding in the liberal arts and often are used by business and the military for hiring and promotion considerations. For more information on the A.A. and A.S. degree programs, contact the Director of Military Programs at 843-208-8149.

Purpose Statement

To graduate with an associate degree from USCB, all students must complete a program of general study designed to provide them with a well-rounded education. Students receive instruction and practice in effective oral and written communication, cultivate an understanding of the liberal and fine arts and broaden their historical and cultural awareness. Students study the social and natural sciences, acquire technological and information literacy and build skills in numerical and analytical reasoning.

This program of study is intended to serve as a foundation for later upper-division studies or to serve students in various careers. It aims to ensure that all graduates of the associate program have the sort of broad, well-rounded education that will enable them to succeed in the University or in the workplace and more fully understand their place in the world and get the most out of life.

Program Goals

USCB's associate degree program is committed to assessment and continuous improvement and it is committed to ensuring that all associate degree graduates meet the following student outcomes.

USCB seeks to ensure that all students who complete the A.A./A.S. program are able to...

- Formulate a thesis, organize complex ideas, support ideas with appropriate evidence and render them in coherent, grammatical and properly punctuated written English.
- Read and think carefully, analytically and critically.
- Communicate effectively in spoken English.
- Find, evaluate and appropriately use information.
- Effectively use common computer hardware and software.
- Perform basic mathematical calculations and interpret data intelligently.
- Understand the scientific method and the fundamentals of the physical or life sciences.
- Understand and appreciate literature and the fine arts and their place in the culture.
- Understand the development of a culture over time and use a broad historical perspective to understand their position in the world.
- Understand human behavior from the perspective of at least one of the social/behavioral sciences.
- Recognize and value diversity and understand global and cultural perspectives.

Curriculum

I. General Education Requirements	A.A.	A.S.
English	6-7	6-7
ENGL B101, B101L and B102 (each with a grade of “C” or higher)		
Students may place out of ENGL B101L with an appropriate score on the Freshman English Placement Exam. Students who transfer into USCB with credit for first-semester freshman composition are exempt from the ENGL B101L requirement.		
Numerical and Analytical Reasoning	6	9-10
MATH B101 or a higher level mathematics course, plus additional coursework in mathematics, logic, statistics, computer science, accounting, or psychological statistics. (Accounting and psychological statistics for A.S. students only.)		
Speech		
COMM B140 or COMM 230	3	3
Liberal Arts		
Liberal Arts Electives (humanities or social/behavioral sciences) ¹	6	6
HIST B101, B102, B111, B112, B115, or B116	3	3
Fine Arts ²	3	3
Social/Behavioral Sciences ³	3	3
¹ Courses from the following disciplines: AFAM, ANTH, ARTH, ARTS, ECON, ENGL, FREN, GEOG, HIST, MUSC, PHIL, POLI, PSYC, RELG, SOCY, SPAN, COMM, THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.		
² Courses from: ARTH, ARTS, MUSC, or THEA. One-hour credits in MUSC and THEA may not be used to fulfill this requirement.		
³ Courses from: ANTH, ECON, GEOG, GLST, LING, POLI, PSYC, and SOCY.		
Natural Sciences		
Two courses, at least one with associated laboratory	8	8
Courses from: ASTR, BIOL, CHEM, MSCI, and PHYS. One of the natural science courses may be a 3-credit course that is designed without a separate laboratory or field component, but which incorporates these components in the main curriculum. The other natural science course must be a 4-credit course with embedded or separately listed laboratory. BIOL B110 and BIOL B120 cannot both be taken for credit.		
Two courses outside the Natural Science curriculum also satisfy the 3-credit course requirement of Natural Science: ANTH B101 and PSYC B361. Students may elect to take them as either fulfilling a Natural Science General Education requirement or a Social Science General Education requirement, but not both.		
General Education Global Citizenship and Multicultural Understanding Studies	0-3	0-3
The following courses have been approved for this requirement: ANTH B102, ANTH B312, ANTH B317, ANTH B351, ANTH B352, ANTH 452, ENGL 291, GEOG 121, GLST 3B01, GLST B398, HIST B109, HIST B115, HIST B116, RELG B203, SOCY B315 and SPAN B380. Non-equivalent transfer credits may be evaluated for approval on a case by case basis by the Director of General Education.		
II. Electives	18-22	15-19
Total hours required	60	60

Students must maintain a cumulative grade point average of 2.0 and 15 semester hours must be earned at a University of South Carolina campus.

Military Student Services

Military Admissions

There are two categories under which military persons can attend. Initially, under the category of “Military Special Student,” military personnel are admitted quickly to USCB without the need to submit a high school transcript, college transcripts, or SAT/ACT scores. This allows students time to request transcripts or take College Board exams before applying to the University as a “degree-seeking student.” The Military Special student status requires no application fee and allows students to take courses for transfer to other institutions. Although students may apply to become degree-seeking at any time, we encourage any student with fifteen hours to submit the appropriate documentation to be fully-accepted as a degree-seeking student. This would make the student eligible for a SOCMAR or SOCNAV student agreement to complete an associate or baccalaureate degree. See Degree Completion section. Transfer work, military experience and CLEP tests are not officially evaluated for credit until the Military Special student begins attending as a degree-seeking student.

To be considered under the category of “Military Special Student,” certification of active duty military status is required. Persons attending the University in any of these categories will be non-degree candidates. Credit earned while attending as a non-degree student may be used toward a degree only after the student has applied for and been accepted into a degree program. An applicant denied admission to any degree category is not eligible for admission as a special student. The period of enrollment in these categories is limited by either time or number of allowable credits. The official acceptance letter explains all enrollment restrictions for the category in question. Non-degree students are not eligible for financial aid or veterans benefits.

The second category is called a “degree-seeking student.” A degree-seeking student is considered either a freshman or transfer student. When a student applies to become degree-seeking, the appropriate documentation, which may include transcripts and SAT or ACT scores, must be submitted along with a degree-seeking application and the application fee. Once the student is accepted to the University, transfer work, military experience and CLEP tests can be evaluated and then become a permanent part of the student’s academic record with USCB. See the Admissions section for additional information.

College Level Examination Program (CLEP)

The University awards credit by examination to certain CLEP subject examinations only. By attaining an acceptable score, a student may receive credit equal to that normally earned in the comparable University course. To receive credit, the student must have the official examination results sent to the Office of Admissions, University of South Carolina Beaufort, One University Boulevard, Bluffton SC 29909.

CLEP EXAMS	USCB EQUIVALENTS	
	REQUIRED SCORE	COURSE(S)/CREDITS
Business		
Financial Accounting	50	BACC 225 (3)
Info. Systems & Computer Applications	50	BMGS 290 (3)
Intro. Business Law	50	BBAD 324 (3)
Principles of Management	50	BMGT 371 (3)
Principles of Marketing	50	BMKT 350 (3)
Composition and Literature		
Analyzing/Intpreting Literature	50	ENGL B102 (3) w/ satisfactory essay both sections scored by ETS
College Composition	50	ENGL B101 (3) w/ satisfactory essay both sections scored by ETS
	70	ENGL B101/B102 (6)

World Languages		
French Lang., Level 1	50	FREN B109/FREN 110 (6)
French Lang., Level 2	59	FREN 109 (3), 110 (3), 122 (3), and either FREN B209 or B210 (3)
Spanish Lang., Level 1	50	SPAN B109/B 110 (6)
Spanish Lang., Level 2	63	SPAN B109 (3), B110 (3), B122 (3), and either SPAN B209 or B210 (3)
History and Social Sciences		
American Government	50	POLI B201 (3)
History of the U.S. II: 1865 to Present	50	HIST B111 (3)
History of the U.S. I: Early Colonisation to 1877	50	HIST B112 (3)
Human Growth and Development	50	PSYC B209
Introductory Psychology	50	PSYC B101 (3)
Introductory Sociology	50	SOCY B101 (3)
Principles of Macroeconomics	50	ECON B222 (3)
Principles of Microeconomics	50	ECON B221 (3)
Western Civ. I: Ancient Near East to 1648	50	HIST B102 (3)
Western Civ. II: 1648 to Present	50	HIST B102 (3)
Science and Mathematics		
Biology	50-55	BIOL B101 (4)
	56	BIOL B122 and B102 (8)
Chemistry	50	CHEM B111 (4)
College Algebra	50	MATH B111 (3)
College Mathematics	50	MATH B101 (3)
Precalculus	50	MATH B115 (4)
Calculus	50	MATH B141 (4)

Residency for Military Personnel and Their Dependents

Members of the United States Armed Forces (and their dependents) who are stationed in South Carolina on active duty may be considered eligible to pay in-state fees. "Armed Forces" means the United States Air Force, Army, Marine Corps and Navy. When such personnel are ordered away from the State, their dependents may continue to pay in-state fees for an additional 12 months. Such persons (and their dependents) may also be eligible to pay in-state fees for a period of 12 months after their discharge from the military, provided they have demonstrated an intent to establish a permanent home in South Carolina and they have resided in South Carolina for a period of at least 12 months immediately preceding their discharge. Military personnel who are not stationed in South Carolina and/or former military personnel who intend to establish South Carolina residency must fulfill the 12-month "physical presence" requirement for them or their dependents to qualify to pay in-state fees. A copy of the military orders is required.

Military Experience for Credit

Credit can be awarded for educational experiences in the military, such as recruit training, MOS schools and MCI correspondence courses. There is a limit on the amount of credit that can be awarded for military experience and correspondence courses combined. For an associate degree, the maximum amount of credit for combined military experience and correspondence courses is 15 semester hours; 30 for a baccalaureate degree. Credit for military experience is counted as elective credit.

The credit which may be awarded for educational experiences in the military must be in accordance with recommendations published by the American Council on Education and be consistent with University policy on the transfer of credit but will only be applied to a degree program upon the approval of the Executive Vice Chancellor for Academic Affairs.

Note: Not all baccalaureate degrees accept the full thirty hours of military credit.

In order to have military experience evaluated for credit, a student must attend as a “degree-seeking student.” For Marines or Sailors, the official record of military educational experiences is called a SMART transcript. An official copy may be ordered at the military Education Office on each base. Once the official SMART transcript has been received, the Director of Military Programs will evaluate the military experience. It takes about 6-8 weeks for the military credit to post to the student’s USCB transcript. For members of other armed services, contact the Director of Military Programs to obtain information about ordering an official military transcript. See Admissions section for additional information.

Degree Completion

USCB is a member of Service Members Opportunity Colleges (SOC), which is a consortium of colleges that work together in order to make it easier for military students and their family members to complete a degree. If a military student or family member is transferred, s/he can obtain a SOCMAR or SOCNAV student agreement that will allow the student to complete the associate degree requirements at the next duty station and still earn an associate degree from USCB. The following criteria must be met:

1. The student must complete fifteen hours with USCB.
2. The student must attend at least one semester as a degree-seeking student.
3. Student must maintain a cumulative GPA of a 2.0.
4. Degree requirements must be completed within five years of leaving USCB.

The SOCMAR and SOCNAV degree completion programs apply only toward the associate degree.

A maximum of 30 semester hours of credit by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for a baccalaureate degree; 15 towards an associate’s degree. The 30 semester hours of credit which may be awarded for educational experiences in the military should be in accordance with recommendations published by the American Council on Education and be consistent with University policy on the transfer of credit but will only be applied to a degree program upon the approval of the appropriate academic department Chair.

Graduation

To earn a degree from USCB, the last 25% of semester credit hours earned must be earned ‘in residence’ at USCB. Currently, this equates to fifteen semester hours for the A.A. or A.S. and at least 30 semester hours for most Bachelor’s degrees. At least half of the hours of the student’s major courses and of minor courses (if applicable) must be taken at USCB. Some programs impose greater student residence and/or major requirements. See Academic Regulations for additional information.

Tuition and Fees

Active Duty military students, their dependents, and National Guard members may qualify for in-state tuition and special military rates upon certification of official orders to a military facility in the state of South Carolina. The Financial Aid and Scholarships Office can assist students with government tuition assistance and financial aid benefits. See the Financial Aid Section or contact the Financial Aid office at (843) 521-3104 for specific information on the Montgomery G.I. Bill, Tuition Assistance, VA Benefits and other financial Aid questions.

Withdrawal Due to Military Deployment

This policy addresses situations in which currently enrolled students in the National Guard or Armed Forces Reserves are placed on active duty by order of the President of the United States or the Governor of their state during a national or state emergency. This policy also applies to active duty military personnel who are reassigned during a time of national emergency, as declared by the President of the United States. For purposes of this policy the President of the University may also invoke the provisions of this policy.

The general University policy for students serving in the National Guard or Reserves who are called to active military duty or active duty military personnel who are reassigned during a time of national emergency during an academic term is to provide a full withdrawal from the University without academic or financial penalty (grade of "W", 100% refund) and to suspend the normal policy of converting grades of incomplete to grades of "F" after 12 months. This policy will apply only to courses in which the student is enrolled at the time that s/he must report for active duty.

All students requesting special consideration regarding their call to active military duty or reassignment of duty must provide full written verification through the submission of their orders or alert notice. This notice must be submitted to Executive Vice Chancellor for Academic Affairs along with a statement requesting relief from academic or financial penalty. Students intending to withdraw from all courses and secure a grade of "W" should be referred to the Executive Vice Chancellor for Academic Affairs. This step is essential to receiving special consideration in accordance with this policy.

Students enrolled in one or more courses, who do not wish to withdraw from all courses, but wish to negotiate with their instructors for a combination of grades, incompletes and/or "W"s, should likewise be referred to the Executive Vice Chancellor for Academic Affairs. "WF"s shall not be assigned to students called to active military duty. After the Executive Vice Chancellor for Academic Affairs documents an individual's military call-up status in writing, the student will be informed of his or her options and given a statement verifying his or her status. A copy of the statement and all supporting documentation should be sent to the Registrar.

Students opting for "W" grades may secure from the Registrar an Extenuating Circumstances form (Request for Assignment of "W" Grade for Extenuating Circumstances after Penalty Date). The completed Extenuating Circumstances form should be returned to the Executive Vice Chancellor for Academic Affairs for final approval and then forwarded to the Registrar's office. The student will be issued a complete refund for each course for which a grade of "W" is received.

Except for withdrawals, it will be up to each instructor to assign a letter grade or an incomplete ("I") consistent with applicable departmental, college and University policies. If an incomplete grade is assigned, an Assignment of Incomplete Grade form must be completed. Special care should be exercised by the student and instructor to state clearly and specifically the "Conditions for Make-Up" at the bottom of this form. This specificity will protect the instructor and the student from miscommunication and will serve as a contract for the completion of the course. While the University allots 12 months to complete a grade of "I", the military tuition assistance office in Pensacola, Fla. states that those military students receiving tuition assistance have only 6 months to complete the required work or be charged for the course.

The normal policy of converting grades of "I" to grades of "F" after 12 months is suspended for students in this category. The student may complete the work for up to 12 months after release from active duty or return from active duty reassignment. Copies of military orders must be provided to the Registrar before the extension will be granted. The Registrar will monitor the application of this policy suspension. If a student fully withdraws and remains absent for more than one major (16 week) semester, the student must apply for readmission with waiver of any application fee and will be given every consideration for

readmission in the same academic status as at the time of the withdrawal. Students seeking readmission should refer to the procedures for “Readmission of Former Students” as stated in the Undergraduate Studies Bulletin. Students who present unique problems not covered by this policy should contact the Executive Vice Chancellor for Academic Affairs. See Academic Regulations section for additional information.

USCB COMPOSITE COURSE LISTING¹

AFRICAN AMERICAN STUDIES (AFAM)

AFAM B201 - INTRODUCTION TO AFRICAN-AMERICAN STUDIES I (3).

AFAM B202 - INTRODUCTION TO AFRICAN-AMERICAN STUDIES II (3).

ANTHROPOLOGY (ANTH)

ANTH B101 - PRIMATES, PEOPLE and PREHISTORY (3).

An exploration of human origins, human evolution, human prehistory and cultural existence from its less complex forms to early civilizations. An introduction to the concepts, methods and data of physical, biological and archaeological anthropology. May be taken with, or independently of, ANTH B102.

ANTH B102 - UNDERSTANDING OTHER CULTURES (3).

An exploration and comparison of selected contemporary cultures, including their languages. An introduction to the concepts, methods and data of socio-cultural anthropology and anthropological linguistics. May be taken with, or independently of, ANTH B101. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

ANTH B312 - CONTEMPORARY CROSS-CULTURAL ANALYSIS (3).

An examination of conformity, conflict or stability, of human interactions across cultural boundaries both at home and abroad, the positive and negative consequences of increasing global interconnectedness and the role of culture change, ethnic identity or religious unity in creating contradictory social and political trends. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

ANTH B317 - NORTH AMERICAN INDIAN CULTURES (3).

Comparative study of ethnographic data on American Indian cultures, with emphasis on their significance for ethnological theory. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

ANTH B333 - NORTH AMERICAN PREHISTORY (3).

Prehistoric anthropology in North America from the first arrival of man through the beginning being of European acculturation.

ANTH B351 - THE FAMILY IN CROSS-CULTURAL PERSPECTIVE (3).

Kinship, systems of descent, marriage and domestic organization in different cultures. Variations in childrearing practices, sex roles and other aspects of social relations in kin groups. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

ANTH B352 - ANTHROPOLOGY OF MAGIC AND RELIGION (3).

{SRELG B360} A comparative examination of such topics as ritual, cosmology, revitalization movements, magic, witchcraft, myth and possession. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

ANTH B385 - GENDER AND LANGUAGE USE (3).

The course will explore an approach to gender and language use that emphasizes the grounding in social practice of both.

ANTH B399 - INDEPENDENT STUDY (3-6).

(Prerequisite: consent of instructor) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

¹ § indicates a cross-referenced course (the same course content with a different course number).

ANTH B452 - MEDICAL ANTHROPOLOGY (3).

(Prerequisites: ANTH B101 or PSYC B101 or SOCY B101. 2nd year Nursing students or permission of instructor) Socio-cultural factors in health, illness, healing and in medical systems. Cross-cultural and ethnographic evidence for public health research and program applications. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

ANTH B490 – SELECTED TOPICS IN ANTHROPOLOGY (3).

Course content in research and methods varies and will be announced in the schedule of classes by subtitle. Open to juniors and seniors.

ART - Art Education (ARTE)

ARTE B101 - INTRODUCTION TO ART (3).

Lectures in art appreciation introducing the elements and principles of the visual arts, with examples from the history of art.

ARTE B320 – ART FOR ELEMENTARY SCHOOLS (3).

Methods of teaching art to elementary school children (Grades K-6). Major emphasis will be given to relevant studio art experiences.

ARTE B330 – ART OF CHILDREN (3).

A study of the prominent theories of children's artistic development from infancy through adolescence. Student will examine children's art from various age groups and apply theoretical explanations to these observations.

ARTE B340 – SCHOOL ARTS PROGRAM (3).

(Co-requisite: ARTE B341) An introduction to Art Education as a profession. Students examine the historical development of art education, current issues and trends and prominent rationales for including art in schools.

ARTE B341 – ART EDUCATION INTERNSHIP (3).

(Co-requisite: ARTE B340) A series of guided pre-professional laboratory experiences featuring "Hands on" teaching experiences designed to introduce students to the practice of teaching art in elementary, middle and secondary schools.

ARTE B350 – METHODS FROM INCORPORATING NEW MEDIA IN ART EDUCATION (3).

Applications of new media such as digital photography, sound and other interactive hypermedia for the art classroom. Emphasis on integrating art production with art history, art criticism and aesthetics.

ARTE B399 - INDEPENDENT STUDY (3-9).

(Prerequisite: consent of instructor and department chair) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

ART - Art History (ARTH)

ARTH B105 - HISTORY OF WESTERN ART I (3).

Survey of the major monuments and trends in the history of painting, sculpture and architecture from prehistory to the Middle Ages.

ARTH B106 - HISTORY OF WESTERN ART II (3).

Survey of the major monuments and trends in the history of painting, sculpture and architecture from the Early Renaissance to Contemporary.

ARTH B315 - HISTORY OF MEDIEVAL ART (3).

A survey of architecture, painting and sculpture in Europe during the Middle Ages.

ARTH B320 - HISTORY OF ITALIAN RENAISSANCE ART (3).

The origins and development of Renaissance painting, sculpture and architecture in Italy during the 15th and 16th centuries.

ARTH B335 - HISTORY OF 20TH CENTURY ART (3).

A survey of architecture, painting and sculpture in the 20th century.

ARTH B390 - TOPICS IN ART HISTORY (3).

Topic varies with suffix.

ARTH B399 - INDEPENDENT STUDY (3-9).

(Prerequisite: consent of instructor and department chair) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

ART - Studio Art (ARTS)

ARTS B101 – STUDIO ARTS FOR NON MAJORS (3).

Topics will focus primarily on two dimensional approaches to art making including drawing, design, and color theory.

ARTS B102 - INTRODUCTION TO VISUAL ARTS COMPUTING (3).

A foundations level course in the use of personal computers and discipline-related software as aids in visual design.

ARTS B103 - FUNDAMENTALS OF ART (3).

Introduction to visual thinking and principles of two-dimensional design.

ARTS B104 - 3-DIMENSIONAL DESIGN I (3).

Introduction to visual thinking and principles of three-dimensional design.

ARTS B107 - COLOR AND COMPOSITION (3).

(Prerequisite: ARTS B103) Color, color theory and compositional systems.

ARTS B111 - BASIC DRAWING I (3).

Introduction to the materials and basic techniques of drawing.

ARTS B112 - BASIC DRAWING II (3).

(Prerequisite: ARTS B111) Introduction to the materials and basic techniques of drawing.

ARTS B210 – INTRODUCTION TO PAINTING (3).

(Prerequisites: ARTS B103, B111, B112, or consent of instructor) An introductory course in the materials and techniques of painting.

ARTS B211 - INTRODUCTION TO WATERCOLOR (3).

An introduction to the transparent American watercolor technique.

ARTS B215 - INTRODUCTION TO PRINTMAKING (3).

(Prerequisites: ARTS B103, B111, B112, or consent of instructor) An introductory course in printmaking with emphasis on relief processes.

ARTS B220 – INTERMEDIATE CERAMICS II (3).

(Prerequisite: ARTS B104) An introduction to the materials and techniques of ceramics through hand-building and throwing on the wheel.

ARTS B225 - INTRODUCTION TO THREE-DIMENSIONAL STUDIES (3).

(Prerequisite: ARTS B104 or consent of instructor) An introductory course in the concepts, materials and techniques of three-dimensional media.

ARTS B232 - FIGURE STRUCTURE I (3).

(Prerequisites: ARTS B111, B112; or consent of instructor) The structural nature of figure, with emphasis on the translation of form in space onto a two-dimensional surface.

ARTS B233 - FIGURE STRUCTURE II (3).

(Prerequisite: ARTS B232 or consent of instructor) Continuation of ARTS B232 with increased emphasis on anatomy.

ARTS B245 – GRAPHIC DESIGN I (3).

(Prerequisites: ARTS B102, B103) The basics of visual communication, including formal issues, fundamental communication principles, image development, and relevant digital applications.

ARTS B246 – GRAPHIC DESIGN II (3).

(Prerequisite: ARTS B245) Digital production studio techniques for graphic design with a focus on typography and word/image relationships. Additional emphases includes: design issues, fundamental communication principles, image development, and relevant digital applications.

ARTS B265 – ILLUSTRATION (3).

(Prerequisites: 2 courses from ARTS B102, B103, B107, B111 or consent of instructor) Concepts, methods, and tools employed in traditional/contemporary methods of illustration with an emphasis on idea development and exploration of media for print, web and multimedia applications.

ARTS B310 - INTERMEDIATE PAINTING I (3).

(Prerequisites: ARTS B103, B104, B111, B112, B210, or consent of instructor) A further exploration of the materials and techniques of painting with emphasis on individual creative expression.

ARTS B311 - INTERMEDIATE PAINTING II (3).

(Prerequisite: ARTS B310 or consent of instructor) A further exploration of the materials and techniques of painting with emphasis on individual creative expression.

ARTS B315 - INTERMEDIATE PRINTMAKING I (3).

(Prerequisites: ARTS B103, B104, B111, B112, B215, or consent of instructor) Intaglio and lithography techniques including the execution of original works in these media.

ARTS B316 - INTERMEDIATE PRINTMAKING II (3).

(Prerequisite: ARTS B315 or consent of instructor) Intaglio and lithography techniques including the execution of original works in these media.

ARTS B320 – INTERMEDIATE CERAMICS I (3)

(Prerequisite: ARTS B220 or consent of instructor) The execution of ceramic forms with a focus on wheel throwing, firing, and glazes. Additional emphases include design, critical evaluation of form, and advancement of technical skill.

ARTS B321 – INTERMEDIATE CERAMICS II (3).

(Prerequisite: BATS 320 or consent of instructor) The execution of ceramic forms with a concentration on hand-building techniques, and the formulation of glazes and clay bodies.

ARTS B330 - INTERMEDIATE DRAWING I (3).

(Prerequisites: ARTS B103, B104, B111, B112, or consent of instructor) Enhancing graphic richness in drawings with intellectual and visual perception as content.

ARTS B331 - INTERMEDIATE DRAWING II (3).

(Prerequisite: ARTS B330) Contemporary cultural stimuli as the content for drawing projects. Emphasis on intellectual and emotive approaches.

ARTS B362 – INTRODUCTION TO DIGITAL PHOTOGRAPHY (3).

Focuses on creative and experimental uses of digital photography as both a visual communication tool and an art form that is related to, but separate from, traditional silver based photography. Student will be required to solve a sequenced series of visual problems as a means of exploring and mastering a variety of photographic methodologies and techniques.

ARTS B363 – INTERMEDIATE DIGITAL PHOTOGRAPHY I (3).

(Prerequisite: ARTS B362) This course is designed to foster a more sophisticated eye as a photographer and to maximize the aesthetic and visual impact of images by utilizing advanced image manipulation techniques available in Photoshop.

ARTS B364 – INTERMEDIATE DIGITAL PHOTOGRAPHY II (3).

(Prerequisite: ARTS B363) An exploration of the creative and experimental uses of natural and artificial light sources in digital photography. Emphasis is placed on developing advanced skills in controlling light in and out of the photographic studio.

ARTS B390 – DIRECTED STUDIO ART INTERNSHIP (3).

(Prerequisites: minimum 2.5 GPA, 24 hours of ARTS credits, and approved contract with the internship supervisor) Supervised professional experience working within an arts business. A contract approved by the instructor, advisor and department chair is required for undergraduate students. Minimum of 150 service hours required.

ARTS B399 - INDEPENDENT STUDY (3-9).

(Prerequisite: consent of instructor and department chair) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

ARTS B410 - ADVANCED PAINTING I (3).

(Prerequisite: ARTS B311) The student is given further opportunity to develop according to his/her own interests.

ARTS B411 - ADVANCED PAINTING II (3).

(Prerequisite: ARTS B410) The student is given further opportunity to develop according to his/her own interests.

ARTS B415 - ADVANCED PRINTMAKING I (3).

(Prerequisite: ARTS B316) The processes and materials of making fine prints.

ARTS B416 - ADVANCED PRINTMAKING II (3).

(Prerequisite: ARTS 415) The processes and materials of making fine prints.

ARTS B430 - ADVANCED DRAWING I (3).

(Prerequisite: ARTS B331) Development of a thematic approach to drawing in a series of individual and group generated artworks.

ARTS B431 - ADVANCED DRAWING II (3).

(Prerequisite: ARTS B430) Development of highly individualized content in a series of drawings.

ARTS B463 – ADVANCED DIGITAL PHOTOGRAPHY I (3).

(Prerequisite: ARTS B364) This course will focus on abstracting the image and employing manipulation techniques that allow the artist to overcome the camera's ability to recreate the visual world in an incisively realistic way.

ARTS B464 – ADVANCED DIGITAL PHOTOGRAPHY II (3).

(Prerequisite: ARTS B463) This course is designed to focus on using advanced digital photography skills and techniques to explore the "Great Themes" that photographers have explored since the medium was invented.

ARTS B490 - SENIOR SEMINAR (3).

A capstone course including a group exhibition and the topics of: portfolios, cover letters, curriculum vitae, artist resumes, and artist statements. Marketing strategies and preparation for graduate studies will also be discussed. All Art Majors are required to register for the Senior Seminar in their senior year.

ASTRONOMY (ASTR)

ASTR B111 - DESCRIPTIVE ASTRONOMY I (3).

(Prerequisite: Grade of C or better in MATH B111/B111L or a higher level mathematics course)
The universe: physical processes and methods of study. Lectures, demonstrations, and laboratory experience. Designed primarily for the non-science major.

ASTR B111L - DESCRIPTIVE ASTRONOMY LABORATORY (1).

Selected topics from ASTR B111 studied in greater depth. Laboratory experience required of students who have not completed ASTR B111.

ASTR B211 - DESCRIPTIVE ASTRONOMY II (3).

(Prerequisite: Grade of C or better in MATH B111/B111L or a higher level mathematics course)
Study of Galactic Astronomy including stars, black holes and Galaxies.

ASTR B211L - DESCRIPTIVE ASTRONOMY II LABORATORY (1).

(Prerequisite or Co-requisite: ASTR B111L) Topics from ASTR B111/B211 studied in greater depth. Laboratory experience required of students who have not completed ASTR B111.

BIOLOGICAL SCIENCES (BIOL)

BIOL B101 - BIOLOGICAL PRINCIPLES I (4).

Introductory survey of cell structure and function, genetics and evolution. For biology majors, premed students and others needing a prerequisite in biological sciences. Three lecture hours and three laboratory hours per week.

BIOL B102 - BIOLOGICAL PRINCIPLES II (4).

(Prerequisite: grade of C or better in BIOL B101) Introductory survey of plant and animal systems, principles of development, physiology, reproduction and ecology. Three lecture hours and three laboratory hours per week.

BIOL B110 - GENERAL BIOLOGY (4).

Basic biological concepts and issues for non-biology majors. Credit may not be given for both this course and BIOL B120. Three lecture, two laboratory hours per week.

BIOL B120 - HUMAN BIOLOGY (3).

Fundamental principles of human biology. Credit may not be given for both BIOL B110 and BIOL B120. Three lecture hours per week. Not for major credit.

BIOL B120L - HUMAN BIOLOGY LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B120) Exercises dealing with basic concepts of human biology. Not for major credit.

BIOL B200 - PLANT SCIENCE (3).

An introduction to plant science for the non-major. This course does not carry major credit and is not designed as a prerequisite for other biology courses. Plant development, physiology, genetics, evolution and ecology will be considered. Three lecture hours per week.

BIOL B200L - PLANT SCIENCE LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B200) Laboratory exercises, demonstrations and audiovisual supplements to BIOL B200. Two hours per week. Not for major credit.

BIOL B230 - MICROBIOLOGY (4).

(Prerequisite: college-level biology) An introduction to bacteria and viruses, emphasizing structure, metabolism and pathogenesis. Discussion of infectious diseases, antigen-antibody relationships and anti-microbial agents in chemotherapy. Not available for biology major credit. Three lecture and three laboratory hours per week.

BIOL B232 – ANATOMY (4).

Functional anatomy of the human body and its relation to disease processes. Not for biology major credit. Three lecture and three laboratory hours per week.

BIOL B234 – HUMAN PHYSIOLOGY (4).

(Prerequisite: CHEM B109) Physiology of the human body, including Nervous, sensory, endocrine, muscle, circulatory, immune, respiratory, digestive, urinary and reproductive systems. Not available for biology majors' credit. 3 lecture and 2 laboratory hours.

BIOL B243 - HUMAN ANATOMY AND PHYSIOLOGY I (4).

(Prerequisites: 1 year of high school (or higher) biology or chemistry with laboratory with a grade of B or better and MATH B111L or placement into MATH B111 or higher.) Functional anatomy and physiology of the human body, including the integumentary, skeletal, muscular and nervous systems. Not available for biology major credit. Three lecture hours and three laboratory hours per week.

BIOL B244 - HUMAN ANATOMY AND PHYSIOLOGY II (4).

(Pre- or Co-requisite: CHEM B109 or CHEM B102) Functional anatomy and physiology of the human body, including the cardiovascular, endocrine, excretory, reproductive, digestive and respiratory systems. Not available for biology major credit. Three lecture hours and three laboratory hours per week.

BIOL B270 - INTRODUCTION TO ENVIRONMENTAL BIOLOGY (3).

Basic ecological principles and the impacts of human population growth and technology. Not for major credit.

BIOL B270L - INTRODUCTION TO ENVIRONMENTAL BIOLOGY LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B270) Demonstrations, data analyses, discussions and films relating to human ecology, resource use and environmental impact. Two hours per week. Not for major credit.

BIOL B271 – APPLIED ENVIRONMENTAL SCIENCE (3).

Basic ecological principles on the functions and values of natural systems and how to apply those principles to designing the built environment in concert with nature.

BIOL B295 – DIRECTED STUDIES IN BIOLOGY (1-4).

(Prerequisite: BIOL B101) Study of a topic not otherwise available to student. May involve reading assignments, tutorial, lectures, papers, presentations, or field or laboratory study, determined in consultation with instructor. Repeatable to a maximum of 6 credits.

BIOL B301 - ECOLOGY AND EVOLUTION (3).

(Prerequisite: BIOL B102) Concepts of evolution, populations and population interactions; communities and ecosystems. Three lecture hours per week.

BIOL B301L - ECOLOGY AND EVOLUTION LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B301) Experiments, exercises and demonstrations. Three hours per week.

BIOL B302 - CELL AND MOLECULAR BIOLOGY (3).

(Prerequisite: BIOL B102; Prerequisite or Co-requisite: CHEM B333) Principles of eukaryotic cell structure, molecular organization and physiology. Genome organization and expression. Cell growth, division and cell-cell interactions. Three lecture hours per week.

BIOL B302L - CELL AND MOLECULAR BIOLOGY LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B302) Experiments, exercises and demonstrations. Three lab hours per week.

BIOL B303 - FUNDAMENTAL GENETICS (3).

(Prerequisite: BIOL B102) Basic principles of transmission and molecular genetics; quantitative inheritance; recombination; biochemical aspects of gene function and regulation; developmental genetics and population genetics. Three lecture hours per week.

BIOL B395 – ADVANCED DIRECTED STUDIES IN BIOLOGY (1-4).

(Prerequisite: One course from BIOL B301, B302 or B303) Study of a topic not otherwise available to student. May involve reading assignments, tutorial, lectures, papers, presentations, or field or laboratory study, determined in consultation with instructor. Repeatable to a maximum of 6 credit hours.

Note: only after completing two of BIOL B301, B302, or B303 with a grade of C or better may a student enroll in B399+ level courses.

BIOL B399 - INDEPENDENT STUDY (1-6).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

BIOL B405 - DEVELOPMENTAL BIOLOGY I (3).

(Prerequisite or Co-requisite: BIOL B302) An introduction to the descriptive and experimental embryology of animals. Living and preserved specimens will be used to demonstrate the basic processes of embryogenesis. Three lecture hours per week.

BIOL B405L - DEVELOPMENTAL BIOLOGY I LABORATORY (1).

(Co-requisite: BIOL B405) Descriptive and experimental exercises related to embryology. One three-hour laboratory per week.

BIOL B410 - INVERTEBRATE ZOOLOGY (4).

(Prerequisite: BIOL B301) Phylogenetic and comparative aspects of anatomy, physiology, reproduction and embryology of the invertebrates. Three lecture and one three-hour laboratory per week.

BIOL B411 – BIOLOGY OF MARINE ORGANISMS (4).

(Prerequisites: BIOL B101, BIOL B102) Biological concepts emphasizing adaptation to marine environments. Laboratory experiments emphasize principles and techniques of marine biological study. Three lecture and three laboratory hours per week. Scheduled field trips are required.

BIOL B425 – MARINE PLANTS (4).

(Prerequisite: BIOL B301) Diversity, distribution, physiology, ecology, evolution, and economic importance of marine algal, sea grass and mangrove communities. Three lecture and three laboratory hours per week. Scheduled field trips are required.

BIOL B430 - HISTOLOGY (4).

(Prerequisite: BIOL B302) An introduction to the tissues that make up the human body. The microscopic anatomy of tissues is examined and discussed in terms of function and physiology. Three lecture hours and four laboratory hours per week.

BIOL B431 - BACTERIOLOGY (3).

(Prerequisite: BIOL B302; Co-requisite: BIOL B431L) An introduction to bacteria and viruses emphasizing ultrastructure, physiology, genetics and growth. Discussion of public health, industrial and environmental microbiology. Three lecture hours per week.

BIOL B431L - BACTERIOLOGY LABORATORY (1).

(Co-requisite: BIOL B431) Three laboratory hours per week.

BIOL B435 - NEUROBIOLOGY (3).

(Prerequisite: BIOL B302 and permission of instructor) Descriptive and experimental aspects of the neural basis of behavior, emphasizing cellular and molecular mechanisms. Three lecture hours per week.

BIOL B435L - NEUROBIOLOGY LABORATORY (1).

(Prerequisite: BIOL B302 and permission of instructor) Descriptive and experimental aspects of the neural basis of behavior, emphasizing cellular and molecular mechanisms. One 3-hour laboratory per week.

BIOL B436 - ICHTHYOLOGY (4).

(Prerequisite: BIOL B301 or consent of instructor) Phylogeny, morphology, behavior, and ecology of fishes. Three lecture and three laboratory hours per week. Several field trips are required.

BIOL B441 - PRINCIPLES OF BIOCHEMISTRY (3).

{SCHEM B450} (Prerequisite: CHEM B334) A survey of fundamentals of biochemistry.

BIOL B441L - PRINCIPLES OF BIOCHEMISTRY LABORATORY (1).

{SCHEM B450L} (Prerequisite or Co-requisite: BIOL B441) Three laboratory hours per week.

BIOL B451 – FORENSIC TECHNIQUES AND DATA ANALYSIS (3).

(Prerequisite: BIOL B303, CHEM B111 and CHEM B112) Current application of forensic data collection, analysis and interpretation in the legal process. Three lecture hours per week.

BIOL B460 - GENERAL PHYSIOLOGY (3).

(Prerequisite: BIOL B302) Functional mechanisms of vertebrate organ systems. Three lecture hours per week.

BIOL B460L - GENERAL PHYSIOLOGY LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B460) Experiments on vertebrate organ system functions using different animal models. One four-hour laboratory per week.

BIOL B470 - PRINCIPLES OF ECOLOGY (3).

(Prerequisite: BIOL B301) Interactions of organisms and the environment; ecosystem structure and functions. Three lecture hours per week.

BIOL B470L - PRINCIPLES OF ECOLOGY LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B470) Three hours per week.

BIOL B471 – CONSERVATION BIOLOGY (4).

(Prerequisite: BIOL B301 or equivalent) Synthesis of current scientific trends in conservation biology. Emphasis will be placed on the preservation of biological diversity as well as its evolutionary potential. Laboratory/Seminar will review scientific literature and introduce modern molecular techniques in conservation biology and computer simulation modeling.

BIOL B475 - MARINE ECOLOGY (3).

(Prerequisites: CHEM B111, BIOL B301) Structure, dynamics and interactions between populations and communities in marine ecosystems. Three lecture hours per week.

BIOL B475L - MARINE ECOLOGY LABORATORY (1).

(Prerequisite or Co-requisite: BIOL B475) Laboratory and field exercises in coastal environments.

BIOL B478 – HERPETOLOGY (4).

Evolution, physiology, ecology and behavior of amphibians and reptiles. The lab portion of this course will focus on native amphibians and reptiles and their importance in local ecosystems.

BIOL B480 – MOLECULAR MARINE ECOLOGY (3).

(Prerequisite: BIOL B301 and BIOL B303) Investigation of techniques and analysis of molecular data in marine organisms. Hands-on experience using molecular tools to investigate population genetic, ecological and systematic principles.

BIOL B498 - BIOLOGICAL RESEARCH: AN INTRODUCTION (4).

(Prerequisite: one B300-level or higher biological laboratory and consent of instructor) Methodologies of biological research with emphasis on hypothesis formation, research design and data collection and current issues in biology. Two lecture and six laboratory hours per week.

BIOL B499 - TOPICS IN BIOLOGY (1-3).

Current developments in biological sciences. Readings and research on selected topics. Course content varies and will be announced in the schedule of classes.

BUSINESS ADMINISTRATION - Accounting (ACCT)

ACCT B225 - FUNDAMENTALS OF ACCOUNTING I (3).

(Co-requisite: BADM B210) External financial reporting for business entities, including income measurement and determination of financial position.

ACCT B226 - FUNDAMENTALS OF ACCOUNTING II (3).

(Prerequisite: ACCT B225 with a grade of 'C' or higher; MGSC B290 or CSCI B101) Internal managerial and cost accounting, including budgeting, cost determination and analysis.

ACCT B325 – FRAUD EXAMINATION (3).

(Prerequisite: ACCT B226) An overview of the different types of fraud, how and why they are committed, and the methodology for investigating and resolving allegations of fraud. Special emphasis is placed on detection and deterrence.

ACCT B335 - SURVEY OF FEDERAL TAXATION (3).

(Prerequisite: Grade of 'C' or higher in ACCT B226) Federal tax law and preparation of individual income tax returns.

ACCT B345 – ACCOUNTING INFORMATION SYSTEMS (3).

(Prerequisite: Grade of 'C' or higher in ACCT B226) Accounting systems for business decision-making and effective control of the business enterprise.

ACCT B355 - COST ACCOUNTING (3).

(Prerequisite: Grade of 'C' or higher in ACCT B226) Preparation, critical analysis and use of management accounting information for purposes of strategic decision making, planning and control and performance measurement and evaluation.

ACCT B425 – INTERMEDIATE ACCOUNTING I (3).

(Prerequisite: Grade of 'C' or higher in ACCT B226) A detailed study of the preparation and presentation of the balance sheet, income statement, statement of retained earnings, and statement of cash flows. Includes a comprehensive analysis of financial transactions related to revenues and assets, with an emphasis on revenue recognition, and asset valuation issues.

ACCT B426 – INTERMEDIATE ACCOUNTING II (3).

(Prerequisite: ACCT B425) A continuation of the detailed study of the preparation and presentation of financial statements. Problem solving techniques and the ability to structure problem solutions will be stressed.

ACCT B485 – AUDITING (3).

(Prerequisites: ACCT B426) Principles of auditing necessary to evaluate the integrity of accounting systems and financial reporting.

BUSINESS ADMINISTRATION (BADM)

BADM B101 - CONTEMPORARY BUSINESS (3).

The nature of American business and its goals. The course includes types of economic systems and concepts of organizing and managing businesses. Topics in management, marketing, finance and accounting will be integrated into the course. A topical survey of business issues and challenges.

BADM B210 – FINANCIAL REASONING (3).

The course will provide an introduction to the financial concepts and principles that support business analyses and decision making. The course will focus on important concepts such as: the time value of money, stock and bond valuations, and interest rates and return. In addition, the course will develop an understanding of financial statements and financial ratios.

BADM B324 - COMMERCIAL LAW (3).

(Prerequisite: Junior standing) Contracts, sales, bailments, negotiable instruments, agency, partnership and corporation. A combination of textbook and casebook methods of instruction is used.

BADM B345 - BUSINESS COMMUNICATIONS (3).

(Prerequisite: grade of 'C' or better in ENGL B102) A study of effective methods of business communications including written, oral, electronic and organizational communication.

BADM B363 - BUSINESS FINANCE (3).

(Prerequisite: ACCT B226) The study of the procurement, management, and analysis of the financial wealth and resources of profit-seeking firms.

BADM B379 - BUSINESS AND SOCIETY (3).

(Prerequisite: Junior standing) A study of the values and ethics in business, business and government relations, corporate social performance and stakeholder responsibility. Social, economic, political, technological and ecological dimensions of the external environment will be integrated.

BADM B380 - ENTREPRENEURSHIP (3).

(Prerequisites: Junior Standing) This course is an overall introduction to the nature and scope of entrepreneurship. The entrepreneurial process as well as the entrepreneurial profile is examined in detail. It includes the planning, financing, launching and harvesting of a new venture. Entrepreneurial strategies are discussed for all facets of the business including franchising, growth and international aspects. Application of entrepreneurship to large corporations, i.e. entrepreneurship, is also a part of the course.

BADM B383 - INTERNATIONAL BUSINESS (3).

(Prerequisites: Junior Standing) Introduces the student to economic, financial, legal, political, cultural, institutional and managerial considerations associated with international business transactions.

BADM B396 - BUSINESS RESEARCH METHODS (3).

(Prerequisite: STAT B201) Focus is on the acquisition, use and evaluation of information from a manager's perspective. The course will include problem diagnosis, research design, questionnaire preparation, sampling plans and the collection, analysis and interpretation of data as an aid to effective and efficient managerial decisions.

BADM B397 – TOPICS IN BUSINESS (1-3).

Study of varied business areas and issues that are not covered in existing course offerings. Course may be taken twice with different topics for a maximum of 6 credit hours.

BADM B399 - INDEPENDENT STUDY (3–6).

(Prerequisites: Junior standing and an approved contract with instructor) The maximum number of independent study hours a student may earn in business is limited to six. Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

BADM B429 - INTERNSHIP (3–6).

(Prerequisites: Junior standing, 2.5 GPA, MKTG B350, BADM B345 and an approved contract with the Internship Coordinator) This course provides students in all disciplines with the opportunity

to reinforce classroom learning by working in their discipline in a supervised business environment. This course may be repeated with the approval of the Department Chair and the student's academic advisor.

BUSINESS ADMINISTRATION - Economics (ECON)

ECON B101 - CONSUMER ECONOMICS (3).

This introductory survey course provides students with an understanding of the basic elements of consumer economics and personal finance. The course is designed to assist students in becoming informed, rational, decision-makers. Topics include planning and budgeting, credit, consumer rights, consumers and markets, marginal analysis and taxes.

ECON B221 - MICROECONOMICS (3).

(Prerequisite: MATH B111) Microeconomic analysis theory of the firm, market structure, cost and output determination; market pricing; income distribution and international economics.

ECON B222 - MACROECONOMICS (3).

Macroeconomic analysis: basic definitions and concepts: mechanics of pricing and the fundamentals of American capitalism; national income economics, income and employment theory and monetary and fiscal policy.

ECON B301 - MONEY AND BANKING (3).

(Prerequisites: ECON B221, B222) The role of money in the market economy. Commercial banks, the Federal Reserve System and monetary policy.

ECON B303 - THE INTERNATIONAL ECONOMY (3).

(Prerequisites: ECON B221, B222) Survey of international economic issues and institutions, from a historical point of view including the interconnections of economies around the world.

ECON B311 - ISSUES IN ECONOMICS (3).

(Prerequisites: ECON B221, B222) The nature and causes of major economic problems facing the nation and its communities and policy alternatives designed to solve them. The philosophy and methodology of economics in social problem solving.

ECON B330 - BEAUFORT ECONOMY: PAST, PRESENT, FUTURE (3).

(Prerequisites: ECON B221, B222) (Offered only in Maymester) We will explore the history of Beaufort County using economic models to understand how and why the Beaufort economy has changed and how the local economy will likely evolve over time. The goal of this course is to get students to understand market forces, the importance of capital, government, leadership and the dynamics of economic change.

ECON B364 - FINANCIAL INSTITUTIONS (3).

(Prerequisites: ECON B221, B222) A study of the functions and operations of financial institutions and their relationships to the commercial banking system and the general economy. Attention is devoted to savings institutions, insurance companies, rural and urban real estate credit, consumer credit and associated topics.

ECON B406 - LABOR ECONOMICS (3).

(Prerequisites: ECON B221, B222) A study of labor market institutions, trends in labor market activity and the effects of government policy on the labor market.

BUSINESS ADMINISTRATION - Management (MGMT)

MGMT B300 - CAREERS IN BUSINESS (3).

(Prerequisite: Junior standing) An introduction to career opportunities and the career placement process in business.

MGMT B371 - PRINCIPLES OF MANAGEMENT AND LEADERSHIP (3).

(Prerequisite: Junior standing) A comprehensive survey of the basic principles of management and leadership applicable to all forms of business. The course provides the student with a basis for thinking about complex business situations in the framework of analysis of the management and leadership process.

MGMT B374 - HUMAN RESOURCE MANAGEMENT (3).

(Prerequisite: MGMT B371) A development of an understanding of personnel administration as a staff function through a study of modern-day concepts and practices. Topics include: research and standards, employment, training and education, safety and health, employee services and industrial relations.

MGMT B376 - ORGANIZATION BEHAVIOR (3).

(Prerequisite: MGMT B371) A study of the process of integrating people into a work situation that motivates them to work together productively, cooperatively and with economic, psychological and social satisfaction.

MGMT B378 - LABOR RELATIONS (3).

(Prerequisite: Junior standing) A study of the development and methods of labor unions and employee associations in organization. Labor disputes, collective bargaining techniques, contents of contracts and public policies are analyzed from the standpoints of economics and law. Topics covered in detail include employee representation, company unions, strikes, boycotts, lockouts and trade agreements.

MGMT B380 - EMPLOYMENT LAW (3).

(Prerequisite: MGMT B374) – This course surveys the laws that govern the employment relationship between employers and employees including employment-at-will, contractual arrangements, discrimination, compensation, employee safety and health and privacy protections. Labor law is covered briefly so that it can be understood in the context of other employment law.

MGMT B401 - TOPICS IN ENTREPRENEURSHIP (3).

(Prerequisites: MKTG B350, MGMT B376) Relevant selected issues and topics of interest in management. Issues and concepts of the business world are explored with film profiles, case histories and readings.

MGMT B403 - LEADERSHIP IN ORGANIZATIONS (3).

(Prerequisite: MGMT B371) Reviews research and practice in organizational leadership; provides students with self-assessment, developmental exercises and case studies to prepare for leadership roles.

MGMT B404 - PAY, REWARDS AND COMPENSATION MANAGEMENT (3).

(Prerequisite: MGMT B374) An examination of how organizations use pay and other types of rewards (both intrinsic and extrinsic) to affect employee motivation and behavior.

MGMT B405 - STAFFING, TRAINING AND DEVELOPMENT (3).

(Prerequisite: MGMT B374) An examination of how organizations can improve workforce quality by making effective use of recruiting and selection processes. Attention is also given to the training and development of new hires and to legal issues that surround the staffing process.

MGMT B411 - INTERNATIONAL MANAGEMENT (3).

(Prerequisite: Junior standing) This course will apply the basic principles of management and leadership to the firm operating internationally. Emphasis is placed on the management functions of leading, planning, organizing and controlling, as well as the conduct of labor relations, within the framework of a multicultural environment.

MGMT B473 - MANAGEMENT AND OPERATIONS OF SMALL BUSINESS (3).

(Prerequisites: MKTG B371) Analysis of the management and operations of a small business. The course includes the study of an existing small business. The areas of management, finance, marketing and credit as they apply to a small business are studied.

MGMT B474 - ADVANCED MANAGEMENT OF HUMAN RESOURCES (3).

(Prerequisites: MGMT B374) This course covers in detail topics from MGMT B374. Involves students in problem-solving activities and in-depth analysis of cases, using concepts from MGMT B374 and B376.

MGMT B475 - PRODUCTION/OPERATIONS MANAGEMENT (3).

(Prerequisites: MGMT B371, STAT B201) A study of the strategic, operating and control decisions involved in manufacturing and service organizations. Topics include forecasting, process development, production technology, resource allocation, facility planning, facility layout, planning systems, inventory systems, resource requirements planning systems, shop floor planning, scheduling operations, just-in-time manufacturing, materials management, productivity control, quality management, quality control, project management and lean Six Sigma.

MGMT B476 – SUPPLY CHAIN MANAGEMENT: A LOGISTICS PERSPECTIVE (3).

(Prerequisite: MGMT B475) A strategic managerial emphasis that combines strategy.

MGMT B477 - ORGANIZATION THEORY (3).

(Prerequisite: MGMT B371) A conceptual framework for the orderly analysis of management functions through studies in organization planning and control theories.

MGMT B478 - STRATEGIC MANAGEMENT (3).

(Prerequisites: MKTG B350, BADM B363, MGMT B371) A study of the strategic management process and of the formulation and application of functionally integrated business policy by top management. Emphasis is on decision-making in the face of changing conditions.

MGMT B488 - BUSINESS SIMULATION (3).

(Prerequisites: BADM B363, MGMT B376, MKTG B350; Co-requisite MGMT B478) This course is designed to integrate multiple areas of specialization within a “simulated” business environment. Students will have the opportunity to formulate, develop, and implement strategic issues and concepts for a "simulated" company. Students will also apply strategic knowledge to financial markets as a means to understand the interaction of various market variables.

MGMT B498 - STRATEGIC HUMAN RESOURCE MANAGEMENT (3).

(Prerequisites: MGMT B374) A comprehensive analysis of strategic Human Resource Management’s participation in the strategic planning process.

BUSINESS ADMINISTRATION - Management Science (MGSC)

MGSC B290 - COMPUTER INFORMATION SYSTEMS IN BUSINESS (3).

Concepts and techniques of business problem solving using microcomputers. Introduction to the PC operating environment, basic information system concepts and spreadsheet, presentation, database and word processing software.

MGSC B390 - MANAGEMENT INFORMATION SYSTEMS (3).

(Prerequisite: MGSC B290 or satisfactory completion of Computer Applications Proficiency Exam) A study of the concepts, interactions and functions of major business systems with particular emphasis on the problems and issues related to computer based systems. Included are concepts of designing information systems, collecting and processing data, reporting results of operations and controlling the business organization.

BUSINESS ADMINISTRATION - Marketing (MKTG)

MKTG B350 - PRINCIPLES OF MARKETING (3).

(Prerequisite or co-requisite: BADM B210) Principles and concepts underlying marketing functions, including the conception, pricing, promotion and distribution of products and services and the role of marketing in society.

MKTG B352 - INTRODUCTION TO MARKETING RESEARCH (3).

(Prerequisites: MKTG B350, STAT B201) Investigates the theory and practice of marketing research with emphasis on the problem-oriented nature of marketing research and how research activities are implemented by marketing researchers and used by managers.

MKTG B453 - SALES MANAGEMENT (3).

(Prerequisite: MKTG B350) This course is intended to provide the student with an understanding of the fundamentals of sales management including the recruitment, training, motivation, compensation and evaluation of a sales force.

MKTG B454 - MARKETING COMMUNICATIONS AND STRATEGY (3).

(Prerequisite: MKTG B350) Integration of advertising, sales promotion, and point-of-purchase communications toward the goal of enhancing brand equity.

MKTG B455 - CONSUMER BEHAVIOR (3).

(Prerequisite: MKTG B350) The principal objective of study is the consumer decision process as examined in a marketing context. Selected concepts from psychology, sociology, anthropology and behavioral disciplines are analyzed to develop the student's ability to understand and predict reactions of consumers to marketing decisions.

MKTG B457 - PERSONAL SELLING AND SALES (3).

(Prerequisite: MKTG B350) This course is a comprehensive survey of the basic process of personal selling and sales management applicable to all forms of business. The course is intended to provide the student with a basis for developing personal selling skills as well as understanding the fundamentals of sales management.

MKTG B465 – MARKETING STRATEGY AND PLANNING (3).

(Prerequisite: MKTG B352) Management of marketing organizations and integration of functions, with emphasis on planning and designing strategies and applying tools and techniques for problem solving and decision making.

CHEMISTRY (CHEM)

CHEM B101 - FUNDAMENTAL CHEMISTRY I (4).

A science elective surveying inorganic and solution chemistry. First of a terminal two-semester sequence. Three lecture, one recitation and two laboratory hours per week. Cannot receive credit for both CHEM B101 and B109.

CHEM B102 - FUNDAMENTAL CHEMISTRY II (4).

(Prerequisites: 1 year high school chemistry, CHEM B101, B111, or equivalent) Three lecture, one recitation and two laboratory hours per week. An introductory survey of organic and biochemistry.

CHEM B105 - CHEMISTRY AND MODERN MAN I (3).

A conceptual and qualitative approach to chemistry, its evolution, achievements and goals and its impact on technology, the environment and modern life and thought. (Specifically designed for non-science majors.) Three lecture hours per week.

CHEM B106 - CHEMISTRY AND MODERN MAN II (3).

(Prerequisite: CHEM 105) A continuation of CHEM 105. Three lecture hours per week.

CHEM B106L - CHEMISTRY AND MODERN MAN LABORATORY (1).

(Prerequisite: CHEM B105; Co-requisite: CHEM B106) Laboratory associated with CHEM B106. Three hours of laboratory per week.

CHEM B109 - CHEMISTRY OF LIVING THINGS (4).

(Prerequisite: MATH B111L or higher.) Chemical principles including the structure of and energy associated with matter; quantitative kinetic and equilibrium analysis of chemical and physical processes. Structure and function of biological macromolecules and the molecular basis of inheritance are surveyed. Specifically designed for non-science majors. Cannot receive credit for both CHEM B101 and B109. Three lecture, one recitation and two laboratory hours per week.

CHEM B111 - GENERAL CHEMISTRY I (4).

(Prerequisite: MATH B111/B111L or B115) A survey of the principles that underlie all chemistry with applications illustrating these principles. Three lecture, one recitation and two laboratory hours per week.

CHEM B112 - GENERAL CHEMISTRY II (4).

(Prerequisites: MATH B111/B111L or B115 and a grade of C or better in CHEM B111) A continuation of CHEM 111. Special emphasis on chemical equilibrium. Three lecture, one recitation and three laboratory hours per week.

CHEM B118 - COMPUTATIONAL CHEMISTRY I (1).

(Prerequisite or Co-requisite: CHEM B112) Introduction to the use of computers in solving chemical problems. One discussion and two laboratory hours per week.

CHEM B321 - QUANTITATIVE ANALYSIS (3).

(Prerequisite: CHEM B112; Co-requisite: CHEM B321L) Gravimetric, volumetric and introductory instrumental analysis. Three lecture and one recitation hours per week.

CHEM B321L - QUANTITATIVE ANALYSIS LABORATORY (1).

(Co-requisite: CHEM B321) Three laboratory hours per week.

CHEM B331L - ESSENTIALS OF ORGANIC CHEMISTRY LABORATORY I (1).

(Prerequisite or Co-requisite: CHEM B333) Laboratory safety, syntheses, separation and purification of carbon compounds.

CHEM B332L - ESSENTIALS OF ORGANIC CHEMISTRY LABORATORY II comm (1).

(Prerequisite: CHEM B331L or, permission of instructor. Prerequisite or Co-requisite: CHEM B334) Continuation of CHEM B331L. Spectroscopic identification of carbon compounds. Three laboratory hours per week.

CHEM B333 - ORGANIC CHEMISTRY I (3).

(Prerequisite: CHEM B112) Contemporary theories, nomenclature, reactions, mechanisms and syntheses of carbon compounds. Three lecture hours per week.

CHEM B334 - ORGANIC CHEMISTRY II (3).

(Prerequisite: CHEM B333, or with permission of instructor, CHEM B331) Continuation of CHEM B333. Three lecture hours per week.

CHEM B334L - COMPREHENSIVE ORGANIC CHEMISTRY LABORATORY II (2).

(Prerequisite: CHEM B332L or B333L; Prerequisite or Co-requisite: CHEM B334) Spectroscopic identification of carbon compounds. Three laboratory hours per week.

CHEM B399 - INDEPENDENT STUDY (1-3).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

CHEM B450 - PRINCIPLES OF BIOCHEMISTRY (3).

{§BIOL 441} (Prerequisite: CHEM B334) A survey of fundamentals of biochemistry.

CHEM B450L - PRINCIPLES OF BIOCHEMISTRY LABORATORY (1).

{§BIOL B441L} (Prerequisite or Co-requisite: CHEM B450) Three laboratory hours per week.

CHEM B496 - UNDERGRADUATE RESEARCH (3).

(Prerequisite: consent of instructor) Introduction to the methods of chemical research. A written report on work accomplished is required at the end of each semester. Nine hours of library and laboratory per week.

COMMUNICATION STUDIES (COMM)

COMM B140 - PUBLIC COMMUNICATION (3).

Public speaking and the principles and criticism of oral public communication, to include performance by students.

COMM B190 – INTRODUCTION TO COMMUNICATION STUDIES (3).

An introduction to communication studies as a field of study, including the concepts, ideas, issues, research methods and theories associated with the discipline.

COMM B201 - INTERPERSONAL COMMUNICATION (3).

Presents basic concepts for understanding communication in interpersonal relationships. It combines a theoretical approach with a skills approach to the study of interpersonal communication.

COMM B215 – INTRODUCTION TO COMMUNICATION TECHNOLOGIES (3).

Introduction to the relationships among communication, technology, and society and investigates the role of technology in the ways we communicate, interact, and think about our world.

COMM B220 – COMMUNICATION AND POPULAR CULTURE (3).

Explores the complex relationships of language, visual images, mediated communication, and cultural values.

COMM B230 - BUSINESS AND PROFESSIONAL SPEAKING (3).

Fundamentals of oral communication within business and professional settings. Includes performance.

COMM B240 – MEDIA AND SOCIETY (3).

(Prerequisite: COMM B140, B210 or B230) A basic introduction of the media (television, radio, film, print), in society, enabling students to become critical readers/viewers of the mass media.

COMM B300 – NONVERBAL COMMUNICATION (3).

(Prereq: Junior or Senior standing) Examination of the dynamics of nonverbal behavior through exploration of scholarly research and the application of practical theory to foster greater understanding of nonverbal messages across social contexts.

COMM B310 – THEORIES OF HUMAN COMMUNICATION (3).

(Prerequisite: COMM B140 or B230, B190, B201) Investigation of theories and concepts used to explain human communication. Includes oral presentation.

COMM B320 – COMMUNICATION STUDIES RESEARCH (3).

(Prerequisite: COMM B310) An examination of the qualitative and quantitative methods employed in communication research. Includes oral presentation.

COMM B325 - ARGUMENTATION AND DEBATE (3).

(Prerequisite: COMM B140 or permission of instructor) Major focus on models of argument and how they are presented in various communication contexts. Student debating included.

COMM B340 - ORAL INTERPRETATION OF LITERATURE (3).

{§THEA B340} A course designed to give an understanding of the principles involved in extracting meaning from the printed page and the oral presentation of that meaning in a lucid and stimulating manner.

COMM B342 – COMMUNICATION IN SPORTS (3).

This course examines sports from a communication studies perspective.

COMM B343 - CLASSROOM COMMUNICATION (3).

(Prerequisite: COMM B140) Designed for prospective teachers/ trainers in all disciplines, at all levels. This course provides students both a cognitive and experiential understanding of the role of communication in the classroom.

COMM B345 - STORYTELLING IN CONTEXTS (3).

(Prerequisite: COMM B140) Analysis of the role of storytelling in everyday life. A variety of contexts will be examined and students will study storytelling techniques and use these to tell stories.

COMM B350 – HEALTH COMMUNICATION (3).

Examines the strategies of health communication in interpersonal, group, organizational, societal-cultural, political-economic, and historical contexts.

COMM B389 - SMALL GROUP COMMUNICATION (3).

The development of the attitudes, skills and knowledge of methods of effective participation/discussion in conferences, committees and other small groups.

COMM B390 – FAMILY COMMUNICATION (3).

(Prerequisite: COMM B201) A basic introduction to the study of how communication is used in the family to develop, maintain, enhance or disturb marital and family relationships.

COMM B398 – TOPICS IN COMMUNICAITON STUDIES (3).

(Prerequisite: COMM B140 and SOCY B190 or permission of the instructor) Reading and research on selected communication studies topics. Course content varies and will be announced in the schedule of classes by suffix and title.

COMM B399 - INDEPENDENT STUDY (3-6).

Contract approval by instructor, advisor, Department Chair and Vice Chancellor for Academic Affairs is required.

COMM B450 - INTERCULTURAL COMMUNICATION (3).

A study of cultural differences in human communication with focus on theoretical and experiential approaches toward gaining competence in communicating across cultures.

COMM B490 – COMMUNICATION STUDIES CAPSTONE (3).

(Prerequisite: Senior status and permission of instructor) Provides students with the opportunities to integrate the knowledge and skills they have acquired as communication studies majors as well as provide experiences for students to exhibit competent communication skills learned during their program of study.

COMM B495 – INTERNSHIP IN COMMUNICATION STUDIES (3).

(Prerequisite: Communication Studies Majors only, 15 hours of communication studies, permission of instructor) Provides students with the opportunity to apply skills and knowledge across socially and culturally diverse populations in a professional setting. Minimum requirement of 150 service hours.

COMPARATIVE LITERATURE (CPLT)

CPLT B290 - GREAT BOOKS OF THE WEST (3).

{§ENGL B290} Selected masterpieces of Western literature, with emphasis on non-English language texts in translation which are foundational to literature in English, including works by Homer, Dante, Cervantes, Voltaire, Goethe and Flaubert.

CPLT B291 - INTRODUCTION TO NON-WESTERN LITERATURE (3).

{§ENGL B291} Selected masterpieces of non-western literature. Works may range from antiquity to the present. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

CPLT B381 - THE RENAISSANCE (3).

{§ENGL B381} Literature of the Renaissance, in its cultural contexts, explored through representative works.

CPLT B382 - THE ENLIGHTENMENT (3).

{§ENGL B382} Literature of the Enlightenment in its cultural contexts, explored through representative works.

CPLT B384 - REALISM (3).

{§ENGL B384} Literature of Realism in its cultural contexts, explored through representative works.

CPLT B385 - MODERNISM (3).

{§ENGL B385} Literature of Modernism in its cultural contexts, explored through representative works.

CPLT B386 - POSTMODERNISM (3).

{§ENGL B386} Literature of Postmodernism in its cultural contexts, explored through representative works.

CPLT B395 - CLASSICAL DRAMA (3).

{§ENGL B395} Representative plays by Greek and Roman dramatists.

CPLT B397 - MODERN EUROPEAN DRAMA (3).

{§ENGL B397} Continental plays from the mid-19th century to the present.

COMPUTATIONAL ENGINEERING (CSXE)

CSXE B200 - STATICS (3).

(Prerequisite: MATH B142) Principles of computational mechanics; equilibrium of particles and rigid bodies; distributed forces, centroids, and centers of pressure, mass, and gravity; moments of inertia; analysis of simple structures and machines.

CSXE B211 – ENGINEERING GRAPHICS AND VISUALIZATION (3).

(Prerequisite: PHYS B211 or consent of instructor) Principles and practice of visualization and graphical representation using modern computer-aided design tools.

CSXE B260 - SOLID MECHANICS (3).

(Prerequisite: CSXE B200) Basic concepts of stress and strain. Behavior of structures under applied loads including forces, torques, moments and combinations thereof. Deformations of elastic relationships between stress and strain.

CSXE B290 - THERMODYNAMICS (3).

(Prerequisite: MATH B240, PHYS B211 or consent) Definitions, work, heat, energy. First law analysis of systems and control volumes. Second law analysis.

CSXE B310 -DYNAMICS (3).

(Prerequisite: CSXE B200.) Kinematics of particles and rigid bodies. Kinetics of particles, emphasis on Newton's second law: energy and momentum methods for the solution of problems. Applications of plane motion of rigid bodies.

CSXE B327 - DESIGN OF MECHANICAL ELEMENTS (3).

(Prerequisite: CSXE B260.) Design against static failure and fatigue failure of structural members and machine parts; design and selection of components including fasteners, welds, shafts, springs, gears, bearings, and chain drives.

COMPUTER SCIENCE (CSCI)

CSCI B101 - INTRODUCTION TO COMPUTER CONCEPTS (3).

(Prerequisite: two years of college preparatory mathematics or equivalent) History, application and social impact of computers; problem-solving, algorithm development, applications software and programming in a procedural language. Open to all majors.

CSCI B102 - GENERAL APPLICATIONS PROGRAMMING HTML & JAVASCRIPT (3).

(Prerequisite: two years of college preparatory mathematics) Introduction to systematic computer problem-solving and programming for a variety of applications. Open to all majors.

CSCI B104 – COMPUTING IN MATLAB (3).

(Prerequisite: two years of college preparatory mathematics). Develop a basic competence in scientific computing using the Matlab programming language. Previous programming experience is not required.

CSCI B145 – JAVA PROGRAMMING ALGORITHMIC DESIGN I (4).

(Prerequisite: Placement in MATH B141 or grade of C or better in MATH B115) Problem solving, algorithmic design and programming. Three lectures and two laboratory hours per week. Open to all majors.

CSCI B146 - ALGORITHMIC DESIGN II (4).

(Prerequisite: Grade of C or better in CSCI B145 and grade of C or better in MATH B141 or B174; Co-requisite: MATH B174) Continuation of CSCI 145. Rigorous development of algorithms and computer programs; elementary data structures. Three lecture hours and two laboratory hours per week. Open to all majors.

CSCI B150 – INTRODUCTION TO COMPUTATIONAL SCIENCE (3).

(Prerequisite: MATH B115 or MATH B131, and, CSCI B104 or consent.) Topics include computing theories, programming languages, modeling/simulation and visualization tools, and case studies of problem solving and high performance computing in natural sciences.

CSCI B209 - SPECIAL TOPICS IN COMPUTER PROGRAMMING (1-3).

Programming and application development using selected programming languages. Course content varies and will be announced in the schedule of classes by title.

CSCI B211 - DIGITAL LOGIC DESIGN (3).

(Prerequisite: MATH B141 or B174) Number systems, Boolean algebra, logic design, sequential machines.

CSCI B255 - INTRODUCTION TO COMPUTATIONAL BIOLOGY (3).

(Prerequisite: CSCI B104 or BIOL B101 or Consent) Introduction to the Linux operating system, an introduction to computer science and programming using high-level languages, and a survey of various computational tools used in exploring and analyzing biological data.

CSCI B265 – GRAPHICS, MULTIMEDIA AND USER-INTERFACE DESIGN (3).

(Prerequisite: CSCI/MATH B280 or MATH B230, and CSCI B145 or consent.) Principles of windowing systems; Graphical interface design and implementation; Processing graphical data using a high level programming language.

CSCI B280 – COMPUTATIONAL MATHEMATICS (4).

{MATH B280} (Prerequisite: MATH B142 and CSCI B104 or consent of instructor) Fundamental concepts selected from linear algebra and differential equations applicable to Computational Science. Major topics include systems of linear equations, diagonalization, and numerical solutions to differential equations. The focus is on computational methods and programming skills that will be implemented in a variety of science and engineering disciplines.

CSCI B320 - DATABASE SYSTEMS AND MANAGEMENT (3).

(Prerequisite: CSCI B145 or consent) Provides foundations of database systems for students with little prior database experience; topics include relational algebra, data models, schema design and normalization, storage management, query, transaction, concurrency control and consistency.

CSCI B321 - DATABASE-DRIVEN APPLICATIONS DEVELOPMENT (3).

(Prerequisite: CSCI B145 and CSCI B320) Development of data-driven software for devices including smart phones, tablets, handheld units, and other general purpose computing platforms. Emphasis on database connectivity, design patterns, human-computer interfaces and usability.

CSCI B350 – TECHNIQUES OF COMPUTATION (3).

(Prerequisite: CSCI/MATH B280 [or MATH B230 and MATH B242], and CSCI B146 or consent) Core techniques in the scientific computing process; the focus is on numerical methods, data structures, and computing optimization.

CSCI B360 – OPERATING SYSTEMS (3).

(Prerequisite: CSCI B145 or a high-level programming language). Introduction to operating systems. Topics include evolution of operating systems, components and performance, process management, memory management, file systems, security and advanced topics.

CSCI B365 – COMPUTER GRAPHICS (3).

(Prerequisite: CSCI B350 or consent.) Graphics pipeline; 2D and 3D geometric objects and transformations; 2D and 3D viewing, clipping, lighting, and rendering processes; Perspective projections; Lighting and reflectance models; Shading models; Hidden surface elimination; 3D curves and surfaces; Color perception and color models.

CSCI B399 - INDEPENDENT STUDY (1-3).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

CSCI B416 – INTRODUCTION TO COMPUTER NETWORKS (3).

(Prerequisite: CSCI B145 or consent) Fundamental concepts in computer networks, protocols, and applications. Topics include: network architectures, transmission media, protocols, wireless networks, routing, security and latest topics.

CSCI B422 – INTRODUCTION TO DATA MINING (3).

(Prerequisite: MATH B230 or CSCI/MATH B280, STAT B340 and CSCI B320) Introduction to information processing techniques and mathematical tools to assemble, access, and analyze data for decision support and knowledge discovery.

CSCI B450 – MODELING AND SIMULATION (3).

(Prerequisite: CSCI B350 or consent, and STAT B340) An introduction to modeling and simulation. Topics include fundamental techniques in designing, coding, and use of simulation software to represent actual or theoretical systems in order to observe their behavior and evaluate design correctness.

CSCI B452 - COMPUTER GAME DEVELOPMENT (3).

(Prerequisite: CSCI B350 or consent.) Game concept development; User interface design; Graphics (2D, 3D, animation, and advanced techniques); Game physics; Real-time interaction; Intelligent characters; Software engineering considerations.

CSCI B463 - INTRODUCTION TO DIGITAL IMAGE PROCESSING (3).

(Prerequisite: CSCI B104 or CSCI B145, MATH B230 or CSCI/MATH B280, STAT B340) Overview of digital image processing techniques and their applications; transforms, enhancement, analysis, segmentation, compression, color image processing; computer projects.

CSCI B466 – DATA VISUALIZATION (3).

(Prerequisite: CSCI B350 or consent) Concepts of visualization and human vision system; hardware and software basics of computer graphics; visualization pipeline; data representation and processing in computer graphics; algorithms in rendering 2D and 3D geometry; image processing; applications of visualization in science and technology.

CSCI B469 – HIGH PERFORMANCE COMPUTING (3).

(Prerequisite: CSCI B104 or CSCI B145, MATH B230 or CSCI/MATH B280, and CSCI B150) Architecture and interconnection of parallel computers; parallel programming models and applications; issues in high performance computing; programming of parallel computers; general purpose GPU programming and applications.

CSCI B470 – SOFTWARE TESTING AND VERIFICATION (3).

(Prerequisite: CSCI B350 or consent) Testing theory and techniques for software systems; software development process, specification, black-box and white-box testing, configuration and compatibility testing, usability testing, quality assurance, testing planning, and documentation.

EDUCATION - Curriculum and Instruction (EDCI)

EDCI B210 - CLINICAL OBSERVATION AND ANALYSIS (3).

Clinical experience in an early childhood setting. Observation and analysis in classroom setting includes focus on the following topics: learning climate, classroom management, lesson clarity, instructional variety, task orientation, leaning process, student success, performance outcomes and higher thought processes.

EDCI B243 – TECHNOLOGY RESOURCES FOR TEACHING (3).

(Prerequisite or Co-requisite: EDCI B210) Introduction to technological resources relevant to the teaching profession including computer technology, educational software, and telecommunications. This course focuses on examining how applying technology in the classroom can be used to support teaching and learning and addresses the methods and materials used for technology integration.

EDCI B399 – INDEPENDENT STUDY IN EDUCATION (1-6).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

EDCI B400 – SELECTED TOPICS IN EDUCATION (3).

Intensive study of selected topics, themes, and/or interdisciplinary concerns in education. Course and content varies and will be announced in the schedule of classes by suffix and title. Topics may include: Gifted Education; Teaching English Language Learners; Play, Music and Movement in Early Childhood Education; Classroom Management, Assessment & Approaches in Differentiating Instruction, etc.

EDUCATION - Early Childhood Education (EDEC)

EDEC B340 - EDUCATION OF THE YOUNG CHILD (3).

(Prerequisite: EDPY B333; Admission to Professional Program in Education or permission of Department Chair) A study of the physical, emotional, intellectual and social components of

development, birth through age four and their relationship to the education of the young child birth – age four. Diagnosis and assessment of development are addressed. Programs serving young children and their families will be discussed. The administration of these programs as well as advocacy efforts are included.

EDEC B342 - CURRICULUM PLANNING AND DEVELOPMENT IN EARLY CHILDHOOD EDUCATION (3).

(Prerequisite: Admission to the Professional Program in Education or permission of the Department Chair) This curriculum course is designed for prospective teachers in the nursery, kindergarten and primary schools. The course explores various issues involved in the development and education of children from the ages of four to eight. Attention is given to learning activities, materials and equipment suitable for teaching at this level. Emphasis is given to appropriate methods for assessment of children ages four through eight and to the relationship of various subject areas to the physical, social, emotional and cognitive development of the child. Philosophy, history of early childhood education, classroom management, societal influences, parental involvement and community resources are included.

EDEC B345 - FAMILY LIFE IN EARLY CHILDHOOD (3).

(Prerequisite: EDPY B333; Admission to the Professional Program in Education or permission of the Department Chair) Principles, practices and content of family life and family-school relations as related to young children's learning and development in various settings during the early childhood years, birth through eight. This course will provide a foundation for using family life knowledge in relating to young children and families in effective ways.

EDEC B435 - MATH EXPERIENCES IN EARLY CHILDHOOD EDUCATION (3).

(Prerequisite: EDCI B210; Admission to the Professional Program in Education or permission of the Department Chair; Co-requisite: EDEC B435P). This methods course includes the basic content of the academic area of mathematics to be presented to PreK - 3rd grade children. Developmentally appropriate experiences, learning activities, materials and equipment to aid in the development of math concepts in young children are presented. Diversity-related influences and needs of exceptional learners are also addressed.

EDEC B435P - PRACTICUM IN TEACHING MATHEMATICS IN EARLY CHILDHOOD EDUCATION (1).

(Prerequisite: EDCI B210; Admission to the Professional Program in Education or permission of the Department Chair; Co-requisite: EDEC B435). Supervised clinical experience in an early childhood setting. Observation and participation in a classroom setting is required with a focus on math learning experiences, materials and equipment. Seminar and group discussions are included.

EDEC B436 – SCIENCE AND SOCIAL STUDIES EXPERIENCES IN EARLY CHILDHOOD EDUCATION (3).

(Prerequisite: EDCI B210; Admission to Professional Program in Education or permission of the Department Chair; Co-requisite: EDEC B436P). This methods course includes the basic content in the inquiry areas of science and social studies to be presented to PreK - 3rd grade children. Developmentally appropriate inquiry experiences, learning activities, materials and equipment are presented. Diversity-related influences and needs of exceptional learners are also addressed.

EDEC B436P - PRACTICUM IN TEACHING SCIENCE AND SOCIAL STUDIES IN EARLY CHILDHOOD EDUCATION (1).

(Prerequisite: EDCI B210; Admission to the Professional Program in Education or permission of the Department Chair; Co-requisite: EDEC B436) Supervised clinical experience in an early childhood setting. Observation and participation in a classroom setting is required with a focus on science and social studies inquiry learning experiences, materials and equipment. Seminar and group discussions are included.

EDEC B444 - LANGUAGE DEVELOPMENT AND COMMUNICATIVE SKILLS (3).

(Prerequisite: EDCI B210; Admission to the Professional Program in Education or special permission of the Department Chair) This course deals with the relationship of language

development and thinking to teaching communicative skills to young children. Specific areas covered include activities across the language arts curriculum strands: reading, writing, listening, speaking, viewing and visually representing.

EDEC B469 - INTERNSHIP IN EARLY CHILDHOOD EDUCATION (12).

(Prerequisite: Admission to the Professional Program in Education and the Internship; Co-requisite: EDEC B476) A program of observation and teaching in the public schools under the supervision of university and public school personnel.

EDEC B476 - SENIOR SEMINAR IN CHILDHOOD EDUCATION (3).

(Co-requisite: EDEC B469) The synthesis and critical evaluation of professional studies in early childhood education.

EDUCATION - Foundations of Administration (EDFO)

EDFO B321 - FOUNDATIONS OF AMERICAN EDUCATION (3).

Extensive treatment of social, political, economic and philosophical influences that have shaped public education. Study of the financial, organizational and legal aspects of education. Library assignments provide a working knowledge of professional standard references and journals.

EDFO B357 - SOCIOLOGY OF EDUCATION (3).

{SOCY B357} Analysis of educational institutions, organizations, processes and their effects in contemporary society.

EDUCATION - Educational Psychology (EDPY)

EDPY B333 - INTRODUCTION TO CHILD GROWTH AND DEVELOPMENT (3).

Basic course designed to familiarize the prospective teacher with the patterns of social, emotional, physical and intellectual growth of the individual. Development of these growth patterns from the prenatal stage to the onset of adolescence.

EDPY B334 - ADOLESCENT GROWTH AND DEVELOPMENT (3).

The study of adolescent physical, intellectual and emotional development. Particular emphasis is placed on the social interactions of adolescents with each other and society at large.

EDPY B335 - INTRODUCTION TO EDUCATIONAL PSYCHOLOGY (3).

(Prerequisite or Co-requisite: EDCI B210) This course will introduce pre-service teachers and education majors to psychological principles, theory and data upon which effective classroom practices are based, including general methods and techniques. A variety of teaching methods for classroom management will be considered with the focus on the teacher as a decision maker in planning, evaluation and control. Emphasis will be placed on student motivation, learning problems, individual differences and measurement.

EDUCATION - Reading and Literature (EDRD)

EDRD B218 - CHILDREN'S LITERATURE (3).

Reading interests of children and their curricular and developmental needs for literature are explored. The course presents basic information in the field of children's literature including authors, illustrators and appropriate reference materials.

EDRD B420 – EMERGENT READING METHODS AND ASSESSMENT (3).

(Prerequisite: EDCI B210, Admission to the Professional Program in Education or permission of the Department Chair; Co-req: EDRD B420P) This course focuses on literacy development, acquisition of phonemic awareness and phonics, evidence-based methods of reading instruction and the use of effective assessments for emergent readers.

EDRD B420P - PRACTICUM IN EMERGENT READING (1).

(Prerequisite: EDCI B210, Admission to the Professional Program in Education or permission of the Department Chair; Co-requisite: EDEC 420). This practicum provides supervised clinical

experience in an emergent literacy setting. Demonstration teaching in a classroom setting is required, with a focus on assessment and remediation of struggling readers.

EDRD B430 – INTERMEDIATE READING METHODS AND ASSESSMENT (3).

(Prerequisite: EDCI B210, Admission to the Professional Program in Education or permission of the Department Chair; Co-requisite: EDEC 430P). Course focus is on instruction and assessment for intermediate readers, with an emphasis on vocabulary, fluency and comprehension strategies. Content includes cooperative learning, critical literacy, cross-curricular teaching, and Reader's Workshop.

EDRD B430P – PRACTICUM IN INTERMEDIATE READING (1).

(Prerequisite: EDCI B210, Admission to the Professional Program in Education or permission of the Department Chair; Co-requisite: EDEC B430). This practicum provides supervised clinical experience in an elementary grade setting. Demonstration teaching in a classroom setting is required, with a focus on assessment and remediation of struggling readers.

EDUCATION - Exceptional Learner (EDEX)

EDEX B300 - INTRODUCTION TO EXCEPTIONAL LEARNER (3).

A survey of the development of special education, the current legal guidelines with emphasis on public school mandates, the various clusters of exceptionalities: their definition, classification, identification, prevalence, causes, characteristics and educational needs, including mainstreaming in the regular classroom.

EDUCATION- Health, Physical Education and Recreation (EDPH)

EDPH B231 - PERSONAL AND COMMUNITY HEALTH (3).

(Prerequisite or Co-requisite: EDCI B210) A study of the principles and practices of personal and community health and their application to the health education of the young child.

EDUCATION - Elementary Education (EDEL)

EDEL B330 – INTERGRATING THE ARTS IN ELEMENTARY EDUCATION: ART, MUSIC AND MOVEMENT (3).

(Prerequisite or Co-requisite: EDCI B210) Provides opportunities to develop competence in selecting and using a variety of high quality instructional methods, resources, and assessment strategies for teaching art, music, and movement to elementary children.

ENGLISH LANGUAGE AND LITERATURE (ENGL)

ENGL B101 - COMPOSITION (3).

(Co-requisite: ENGL B101L, or placement out of ENGL B101L). An introduction to university-level writing, emphasizing critical thinking and the analysis, evaluation, and construction of arguments. Students will learn how to formulate a thesis, structure paragraphs, organize complex ideas, find and evaluate information, and write a research paper.

ENGL B101L - INTENSIVE ENGLISH COMPOSITION LABORATORY (1).

Intensive practice in English composition. Special attention devoted to thesis formation, essay structure, paragraph structure, style and mechanics. (Students may place out of ENGL B101L with a sufficiently high score on USCB's English Placement Test.)

ENGL B102 - COMPOSITION AND LITERATURE (3).

(Prerequisite: ENGL B101 and B101L, each with a grade of 'C' or higher) A course in the writing of expository and critical essays with an introduction to literature and including a research paper.

ENGL B190 – INTRODUCTION TO JOURNALISM AND MEDIA STUDIES (3).

Introduction to practical skills of contributing to and running a print publication supported by analysis of various media and communication paradigms.

ENGL B191 – JOURNALISM LABORATORY (1).

Supervised participation in the production of the Tidal Tribune. May be repeated for up to 8 credits.

Note: students must complete ENGL 101 and 102, or equivalent, (each with a grade of C or higher) before taking any English course at the 200 level or higher.

ENGL B287 - AMERICAN LITERATURE (3).

Survey of American literature: major authors, genres and periods.

ENGL B288 - ENGLISH LITERATURE I (3).

British poetry, drama and prose from Beowulf to the 18th century.

ENGL B289 - ENGLISH LITERATURE II (3).

British poetry, drama and prose from the 18th century to the present.

ENGL B290 - GREAT BOOKS OF THE WEST (3).

{§CPLT B290} Selected masterpieces of Western literature, with emphasis on non-English language texts in translation which are foundational to literature in English, including works by Homer, Dante, Cervantes, Voltaire, Goethe and Flaubert.

ENGL B291 - INTRODUCTION TO NON-WESTERN LITERATURE (3).

{§CPLT B291} Selected masterpieces of non-Western literature. Works may range from antiquity to the present. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

Note: unless otherwise noted, students must complete one literature course at the 200 level or have instructor consent before taking any upper level course.

ENGL B380 - EPIC TO ROMANCE (3).

{§CPLT B380} Comprehensive exploration of medieval and other pre-Renaissance literature using texts representative of the evolution of dominant literary forms.

ENGL B381 - THE RENAISSANCE (3). {§CPLT B381}

Literature of the Renaissance, in its cultural contexts, explored through representative works.

ENGL B382 - THE ENLIGHTENMENT (3). {§CPLT B382}

Literature of the Enlightenment in its cultural contexts, explored through representative works.

ENGL B385 - MODERNISM (3). {§CPLT B385}

Literature of Modernism in its cultural contexts, explored through representative works.

ENGL B386 - POSTMODERNISM (3). {§CPLT B386}

Literature of Postmodernism in its cultural contexts, explored through representative works.

ENGL B395 - CLASSICAL DRAMA (3).

{§CPLT B395} Representative plays by Greek and Roman dramatists.

ENGL B397 - MODERN EUROPEAN DRAMA (3).

{§CPLT B397} Continental plays from the mid-19th century to the present.

ENGL B399 - INDEPENDENT STUDY (3-9).

(Prerequisite: consent of instructor) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

ENGL B401 - CHAUCER'S WORKS (3).

Chaucer's works, with special attention to *the Canterbury Tales*.

ENGL B402 – TUDOR LITERATURE (3).

Poetry and prose of the 16th century.

- ENGL B403 – 17TH CENTURY LITERATURE (3).**
Poetry and prose of the 17th century.
- ENGL B405 – EARLY SHAKESPEARE (3).**
Shakespeare's early poetry and plays, with representative works by his contemporaries.
- ENGL B406 – LATE SHAKESPEARE (3).**
Shakespeare's late poetry and plays, with representative works by his contemporaries.
- ENGL B407 - MILTON (3).**
Milton's works, with special attention to *Paradise Lost*.
- ENGL B411 - BRITISH ROMANTIC LITERATURE (3).**
Poetry and prose of the English Romantic period.
- ENGL B412 - VICTORIAN LITERATURE (3).**
Poetry and prose from the 1830s to the end of the century.
- ENGL B413 - MODERN ENGLISH LITERATURE (3).**
Poetry and prose of the 20th century.
- ENGL B419 - TOPICS IN ENGLISH LITERATURE (3).**
Intensive study of selected topics. May be repeated for credit under a different suffix.
- ENGL B421 - AMERICAN LITERATURE 1830-1860 (3).**
Poetry and prose of the American Romantic period.
- ENGL B422 - AMERICAN LITERATURE 1860-1910 (3).**
Poetry and prose from the Civil War to the early modern era.
- ENGL B423 - MODERN AMERICAN LITERATURE (3).**
Poetry and prose from 1910 to 1945.
- ENGL B424 - AMERICAN DRAMA (3).**
Representative plays from the 18th century to the present.
- ENGL B425A - THE AMERICAN NOVEL TO 1914 (3).**
Representative novels from 18th century to World War I.
- ENGL B425B - THE AMERICAN NOVEL SINCE 1914 (3).**
Representative novels from 1914 to the present.
- ENGL B426 - CONTEMPORARY AMERICAN LITERATURE (3).**
Poetry and prose from 1945 to present.
- ENGL B427 - SOUTHERN LITERATURE (3).**
Representative works of Southern writers.
- ENGL B428 - AFRICAN-AMERICAN LITERATURE (3).**
Representative works of African-American writers.
- ENGL B429 - TOPICS IN AMERICAN LITERATURE (3).**
Intensive study of selected topics. May be repeated for credit under a different suffix.
- ENGL B437 - WOMEN WRITERS (3).**
Representative works written by women.
- ENGL B439 - SELECTED TOPICS (3).**
Intensive study of selected themes, topics, currents of thought or interdisciplinary concerns. May be repeated for credit under a different suffix.
- ENGL B441 - HISTORY OF LITERARY CRITICISM AND THEORY (3).**
Representative theories of literature from Plato through the 20th century.

ENGL B442 - PRINCIPLES OF MODERN LITERARY THEORY (3).

Major 20th-century approaches to texts, from New Criticism to the present.

ENGL B453 - DEVELOPMENT OF THE ENGLISH LANGUAGE (3).

(LING B431). English from Indo-European through Germanic and into Old English, Middle English and Modern English. No previous knowledge of Old English or Middle English is required.

ENGL B460 - ADVANCED WRITING (3).

Extensive practice in different types of non-fiction writing. (Prerequisite: ENGL B101 and B102, each with a grade of C or higher.)

ENGL B462 - TECHNICAL WRITING (3).

Preparation for and practice in types of writing important to scientists, engineers and computer scientists, from brief technical letters to formal articles and reports. (Prerequisite: ENGL B101 and B102, each with a grade of C or higher.)

ENGL B463 - BUSINESS WRITING (3).

(Prerequisite: ENGL B101 and B102, each with a grade of 'C' or higher.) Extensive practice in different types of business writing, from brief letters to formal articles and reports.

ENGL B464 - POETRY WORKSHOP (3).

May be repeated with consent of instructor for a maximum of 6 credit hours.

ENGL B465 - FICTION WORKSHOP (3).

May be repeated with consent of instructor for a maximum of 6 credit hours.

ENGL B466 – WRITING INTERNSHIP (1-6).

(Prerequisite: Junior standing, 3.0 GPA, 9 hours of English 200-level or higher, and permission of instructor. Interns for journalistic positions must have passed ENGL B190 with a B or better; Interns for other positions must have passed ENGL B463 with a B or better.) (Can be repeated for a maximum of 6 credit hours.) Internship in writing, editing, proofreading, and/or research with a community organization or publication, with training in writing effectively for diverse audiences in a workplace setting.

ENGL B472 - CINEMA (3).

{THEA B472} An investigation into the aesthetics of cinema. The course will also focus on the major genres.

ENGL B472L - CINEMA LABORATORY (0).

{THEA B472L} Required viewing for ENGL B472.

ENGL B497 – READING FOR SENIOR THESIS (3).

(Prerequisite: Junior standing, and approval of the instructor.) Directed reading in preparation for senior thesis in literature.

ENGL B498 - SENIOR SEMINAR: WRITING (3).

(Prerequisite: Senior standing with GPA of 3.0 within English major, 6 credits from ENGL B460, B464 and B465 with grades of 'B' or higher and departmental approval.) This seminar provides the capstone experience for English majors in the writing concentration. Students will work both independently and within a classroom setting to complete a substantial portfolio of poetry or prose.

ENGL B499 - SENIOR THESIS (3).

(Prerequisite: Senior standing with GPA of 3.0 within English major and departmental approval. Senior thesis for writing concentration requires additionally 6 credits from ENGL B460, B464 and B465 with grades of 'B' or higher.) The senior thesis provides a capstone experience for English majors. Students will work independently and with the professor to complete a substantial creative or scholarly work.

FOREIGN LANGUAGES - French (FREN)

FREN B109 - BEGINNING FRENCH I (3).

(Admission is restricted to those who have never studied French, or who have not studied French in the previous five years, or who test into this course in the USCB placement exam) Introduction to grammar and practical vocabulary necessary for fundamental communication skills.

FREN B110 - BEGINNING FRENCH II (3).

(Prerequisite: FREN B109 or by placement) Introduction to grammar and practical vocabulary necessary for fundamental communication skills.

FREN B122 - BASIC PROFICIENCY IN FRENCH (3).

(Prerequisite: FREN B110 or by placement) Practice and further development of essential listening, reading, speaking and writing skills.

FREN B209 - READING AND WRITTEN EXPRESSION (3).

(Prerequisite: FREN B122 or by placement) Readings in French; grammar, basic writing and composition.

FREN B210 - ORAL COMMUNICATION (3).

(Prerequisite: FREN B122 or by placement) Practice in conversation involving authentic listening materials; vocabulary building.

FREN B290 - FRENCH LITERATURE IN TRANSLATION (3). Readings and discussion in English, with consideration of the cultural context.

FREN B295 - TOPICS IN FRENCH CULTURE (3).

(Prerequisite: FREN B110 or equivalent) Intensive one-term study of a particular topic identified by suffix and title. Course taught in English.

FREN B310 - ADVANCED ORAL COMMUNICATION (3).

(Prerequisite: FREN B210 or equivalent or consent of instructor; FREN B209 strongly recommended) Current issues and events presented in French-language media. Discussion and presentations in French provide practice with advanced structures and idiomatic speech.

FREN B311 – FRENCH COMPOSITION (3).

(Prerequisite: FREN B209 or equivalent or consent of instructor; FREN B210 strongly recommended) Practice in French composition; intensive review of French grammar.

FREN B399 - INDEPENDENT STUDY (3-6).

(Prerequisite: FREN B209 or equivalent or consent of instructor; FREN B210 strongly recommended) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

FOREIGN LANGUAGES - Spanish (SPAN)

SPAN B109 - BEGINNING SPANISH I (3).

(Admission is restricted to those who have never studied Spanish previously or who have placed by examination into 109) Introduction to grammar and practical vocabulary necessary for fundamental communication skills.

SPAN B110 - BEGINNING SPANISH II (3).

(Prerequisite: SPAN B109 or by placement) Introduction to grammar and practical vocabulary necessary for fundamental communication skills.

SPAN B122 - BASIC PROFICIENCY IN SPANISH (3).

(Prerequisite: SPAN B110 or by placement examination) Practice and further development of essential listening, reading, speaking and writing skills.

SPAN B209 - READING AND WRITTEN EXPRESSION (3).

(Prerequisite: SPAN B122, score on placement exam or permission of instructor) Readings in Spanish; grammar, basic writing, and composition at the intermediate level.

SPAN B210- ORAL COMMUNICATION (3).

(Prerequisite: SPAN B122, score on placement exam or permission of instructor) Practice in conversation involving authentic materials; vocabulary building at the intermediate level.

SPAN B309 - ADVANCED CONVERSATION AND GRAMMAR (3).

(Prerequisite: Grade of 'C' or better in SPAN B209 and SPAN B210, by Phase II placement exam, or consent of instructor. Department permission required for transfer students.) Advanced practice of speaking and listening in Spanish with an intensive review of Spanish grammar.

SPAN B310 - ADVANCED COMPOSITION AND GRAMMAR (3).

(Prerequisite: Grade of 'C' or better in SPAN B209 and SPAN B210, by Phase II placement exam, or consent of instructor. Department permission required for transfer students.) Advanced practice of reading and writing in Spanish with an intensive review of Spanish grammar.

SPAN B312 - INTRODUCTION TO READING HISPANIC LITERARY TEXTS (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B309 or SPAN B310, or consent of instructor. Department permission required for transfer students.) Approaches to reading literary texts through carefully selected readings from different genres.

SPAN B316 - BUSINESS SPANISH (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B309 or SPAN B310, or consent of instructor. Department permission required for transfer students.) Commercial organizations and business in Spanish-speaking countries, business correspondence, terminology and techniques in commercial transactions.

SPAN B350 - SPANISH LANGUAGE STUDY ABROAD (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B209 and SPAN B210, or consent of instructor. Department permission required for transfer students.) Intensive language practice in native environment with emphasis on oral skills. Instruction by native speakers; community contact and home stay. Prior placement test required.

SPAN B375 - TOPICS IN HISPANIC CULTURES AND LITERATURES (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B209 and SPAN B210, or consent of instructor. Department permission required for transfer students.) Course content varies and will be announced in the schedule of classes by suffix and title. May be repeated once for credit. Taught in Spanish.

SPAN B380 - HISPANIC FILM AND CULTURE (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B309 or SPAN B310, or consent of instructor. Department permission required for transfer students.) Interpretation of contemporary Hispanic culture through selected Spanish or Spanish-American films. A: Spanish film; B: Spanish-American film. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

SPAN B398 - SELECTED TOPICS (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B209 and SPAN B210, or consent of instructor. Department permission required for transfer students.) Intensive study of selected topics of the Hispanic world. May be repeated for credit under different suffix. Taught in English.

SPAN B399 - INDEPENDENT STUDY (3-6).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'B' or better in SPAN B210, or consent of instructor. Department permission required for transfer students.) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

SPAN B400 - SPANISH CIVILIZATION I (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B209 and SPAN B210, or consent of instructor.) Lectures, readings and visuals on Spanish civilization and its cultural heritage from the Middle Ages to 1700.

SPAN B401 - SPANISH AMERICAN CIVILIZATION I (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B209 and SPAN B210, or consent of instructor.) Lectures, readings and visuals on Spanish American civilization and its cultural heritage from the Pre-Columbian Era to Independence.

SPAN B402 - SPANISH CIVILIZATION II (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B209 and SPAN B210, or consent of instructor.) Lectures, readings and visuals on Spanish civilization and its cultural heritage from the 18th century to the present day.

SPAN B403 - SPANISH AMERICAN CIVILIZATION II (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in SPAN B209 and SPAN B210, or consent of instructor.) Lectures, readings and visuals on Spanish American civilization and its cultural heritage from Independence to the present day.

SPAN B404 - LITERARY TENDENCIES AND MASTERPIECES OF SPAIN I (3).

(Prerequisite: SPAN B312 or consent of instructor) A survey of the masterworks and literary tendencies of Spain from the Middle Ages to the 17th century.

SPAN B405 - LITERARY TENDENCIES AND MASTERPIECES OF SPANISH AMERICA I (3).

(Prerequisite: SPAN B312 or consent of instructor) A survey of the masterworks and literary tendencies of Spanish America from the Pre-Columbian Era to Independence.

SPAN B406 - LITERARY TENDENCIES AND MASTERPIECES OF SPAIN II (3).

(Prerequisite: SPAN B312 or consent of instructor) A survey of the masterworks and literary tendencies of Spain from the 18th century to present day.

SPAN B407 - LITERARY TENDENCIES AND MASTERPIECES OF SPANISH AMERICA II (3).

(Prerequisite: SPAN B312 or consent of instructor) A survey of the masterworks and literary tendencies of Spanish America from Independence to present day.

SPAN B417 - ADVANCED SPANISH FOR BUSINESS AND THE PROFESSIONS (3).

(Prerequisite: SPAN B316 or consent of instructor) Vocabulary, concepts and oral/written skills necessary to communicate effectively in the social, cultural, or economic infrastructure of Hispanic countries. Introduction to the use of technology for the acquisition and processing of materials relevant to students' professional goals.

SPAN B499 - SENIOR SEMINAR (3).

(Prerequisite: Placement at 300 level on Phase II placement exam, grade of 'C' or better in at least one cultural history course (SPAN B400, B401, B402 or B403) and in at least one literature course (SPAN B404, B405, B406, or B407), or consent of instructor) A special seminar devoted to the in-depth study of selected subjects in Hispanic literature, culture, or language.

GEOGRAPHY (GEOG)

GEOG B121 - WORLD REGIONAL GEOGRAPHY (3).

Introduction to the physical and human geography of the world with a focus on selected regions. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

GEOG B200 - INTRODUCTION TO PHYSICAL GEOGRAPHY (3).

Basic concepts of landform geography, climatology and meteorology and biogeography.

GEOG B363 - GEOGRAPHIC INFORMATION SYSTEMS (3).

Introduction to principles and methods of geographic information systems including discussion of computers, spatial data, analysis and display. Includes discussion of applications and hands-on experience.

GLOBAL STUDIES (GLST)

GLST B301 - GLOBAL CONTEMPORARY PERSPECTIVES (3).

Intensive study of selected global issues and problems. May be repeated as topics vary. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

GLST B398 - GLOBAL STUDIES (3).

Intensive study of selected global contemporary situations and problems of a region that lead to conflict with regards to trade, religion, human rights, modernization. May be repeated or taken simultaneously as topics vary. Variations will be announced in the schedule of classes by suffix and title. (A) European Perspective; (B) Latin American Perspective; (C) Asian and African Perspective. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

GLST B399 - INDEPENDENT STUDY (3-6).

(Prerequisite: consent of instructor) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

HISTORY (HIST)

HIST B101 - EUROPEAN CIVILIZATION FROM ANCIENT TIMES TO THE MID-17TH CENTURY (3).

The rise and development of European civilization from its Mediterranean origins through the Renaissance and Reformation.

HIST B102 - EUROPEAN CIVILIZATION FROM THE MID-17TH CENTURY (3).

European development and expansion from the mid- 17th century to the present.

HIST B109 - INTRODUCTION TO LATIN AMERICAN CIVILIZATION (3).

A discussion of the political, cultural and economic forces which have conditioned the development of institutions and ideas in Spanish and Portuguese America. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

HIST B111 - HISTORY OF THE UNITED STATES FROM DISCOVERY TO 1865 (3).

A general survey of American history from the era of discovery to the end of the Civil War, emphasizing major political, economic, social and intellectual developments.

HIST B112 - HISTORY OF THE UNITED STATES FROM 1865 TO THE PRESENT DAY (3).

A general survey of the United States from the end of the Civil War to the present, emphasizing major political, economic, social and intellectual developments.

HIST B115 - WORLD HISTORY TO 1500 (3).

HIST B115 is the first of a two-semester survey of World History from the origin of human civilizations to the advent of the modern period (1500 C.E.). The course necessarily adopts a cross-cultural approach to the study and interpretation of the past, including political, intellectual, economic and social inquiry. HIST B115 addresses issues of religion, gender, trade,

migration, conflict and interaction between and within societies. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

HIST B116 - WORLD HISTORY FROM 1500 TO THE PRESENT (3).

HIST B116 is the second of a two-semester survey of World History from the advent of the modern period (1500 C.E.) to the present. The course necessarily adopts a cross-cultural approach to the study and interpretation of the past, including political, intellectual, economic and social inquiry. HIST B116 addresses issues of religion, gender, trade, migration, conflict and interaction between and within societies. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

HIST B300 - THE HISTORIAN'S CRAFT (3).

Explores the nature of historical evidence, the formulation of historical questions and the construction of historical arguments using primary and secondary materials.

HIST B301 - WOMEN'S HISTORY (3).

An introduction to the concepts of Patriarchy and gender and their operation over time.

HIST B306 - THE BIRTH OF EUROPE (3).

A survey of the formation and development of Europe from the fourth to the 14th centuries. Emphasis upon the emergence of European culture and upon aspects of European prosperity after A.D. 1000.

HIST B307 - THE CRUSADES (3).

Holy War and Realpolitik in Mediterranean East-West relations from the 10th to the 15th centuries with emphasis on the role of the Crusades in the cultural formation, development and international relations of East and West.

HIST B309 - AGE OF RENAISSANCE (3).

Social, cultural, and artistic movements in Italy and northern Europe from the Black Death (c. 1350) to religious reforms and revolutions (c. 1520).

HIST B310 - AGE OF THE REFORMATION (3).

Ecclesiastical institutions, religious experience, and efforts at reform before Luther; career and theology of Luther; diffusion of Reformation throughout Europe; career and theology of Calvin; Catholic renewal and response.

HIST B312 – FRENCH REVOLUTION AND NAPOLEONIC ERA (3).

The changes in France and Europe during the revolutionary period, the Napoleonic reaction and the diffusion of revolutionary ideals.

HIST B315 - INTRODUCTION TO ENVIRONMENTAL HISTORY (3).

A survey of the western past with the environment introduced as a significant actor and object of inquiry. Emphases include the impact of changing environments on several societies as well as changing human attitudes toward the environment.

HIST B317 - CONTEMPORARY EUROPE FROM WORLD WAR I TO WORLD WAR II (3).

The Great War, revolution and reconstruction; the rise of authoritarian and totalitarian regimes and the coming of World War II.

HIST B318 - EUROPE FROM WORLD WAR II TO THE PRESENT (3).

The Second World War and its origins; the Cold War; European recovery; a divided continent and Europe in the Global Era.

HIST B320 - THE HISTORY OF GREAT BRITAIN (3).

A survey of the political, social, economic and cultural development of the British Isles from Anglo-Saxon times to the Restoration of 1660.

HIST B321 - THE HISTORY OF GREAT BRITAIN (3).

A survey of the political, social, economic and cultural development of the British Isles since 1660.

HIST B330 - INTRODUCTION TO SCOTTISH HISTORY (3).

A survey of Scottish history with an emphasis on national identity and identity formation.

HIST B352 - AFRICA FROM 1880 (3).

A history of modern Africa from the time of the Imperialist "scramble" of the 1880s to nationalism and decolonization in the present.

HIST B353 – DECOLONIZATION: COLONIALISM AND REVOLUTION IN AFRICA AND ASIA (3).

A study of the demise of European colonial empires in the nineteenth and twentieth centuries. Emphasis will be placed on the rise of nationalism among subject peoples in Africa and Asia.

HIST B395 – HISTORY OF HUMAN RIGHTS (3).

Do Human Rights have a history? This course focuses on the historical origins of our international human rights regime and its contemporary crisis.

HIST B399 - INDEPENDENT STUDY (1-6).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

HIST B401 - THE DEVELOPMENT OF THE AMERICAN PEOPLE TO 1789 (3).

The founding of the English colonies, their developing maturity, the events leading to the Revolution and the creation of a new nation.

HIST B402 - THE NEW NATION, 1789-1828 (3).

The new republic and the developing democratic spirit in politics and culture.

HIST B403 - THE SECTIONS AND THE NATION, 1828-1860 (3).

The three cultures of East, South and West; their interactions and the events leading to the Civil War.

HIST B404 - CIVIL WAR AND RECONSTRUCTION, 1860-1877 (3).

The political, military and social history of the War and the reorganization which followed.

HIST B407 - UNITED STATES HISTORY SINCE 1945 (3).

A survey of the political, economic, social and cultural developments in the period after World War II.

HIST B409 - THE HISTORY OF SOUTH CAROLINA, 1670-1865 (3).

A study of South Carolina origins and developments.

HIST B410 - HISTORY OF SOUTH CAROLINA SINCE 1865 (3).

A survey of recent South Carolina history with emphasis on social and institutional development.

HIST B415 - BLACK AMERICANS (3).

A survey of the historical development of black people in the Western Hemisphere.

HIST B420 - LATIN AMERICA: THE FOUNDING OF NEW SOCIETIES (3).

The establishment of consolidation of the Spanish and Portuguese empires in the Western hemisphere; interaction of Indians, Africans and Iberians and the formation of social, economic and political traditions in Latin America; political independence.

HIST B421 - MODERN LATIN AMERICA (3).

Traditional society in the area and problems arising from social, economic and political changes since independence; comparative studies of national responses to these problems.

HIST B423 - HISTORY OF MEXICO (3).

Mexico from the pre-conquest period to the present, with an emphasis on modern Mexico.

HIST B430 – U.S. CONSTITUTIONAL HISTORY (3).

(Prereq: completion of one of the following: HIST B101, B102, B111, B112, B115, B116. Of the six, HIST B111, or B112 which cover U.S. history are preferred, though not required.) United States Constitutional history including constitutional origins in English and colonial legal practices, writing and ratifying the Constitution, Supreme Court decisions, and changes in constitutional interpretation into the twentieth century.

HIST B442 - THE OLD SOUTH (3).

Development of Southern society and of the forces that made the South a distinctive section of the United States.

HIST B443 - THE NEW SOUTH (3).

Reconstruction, the Bourbon era, agrarian revolt, industrial revolution, racial problems and the changes resulting from the impact of two world wars and the New Deal (1865-1946).

HIST B468 - AMERICAN MILITARY EXPERIENCE (3).

Transformation of war and of the institutions for waging war from the American Revolution to the present.

HIST B469 - AMERICAN LEGAL HISTORY (3).

(Prerequisite: One of the following: HIST B101, B102, B111, B112, B115, B116. HIST B111 or B112 is preferred) A survey in American legal history, themes will include but are not confined to constitutional law, the impact of industrialism and the internationalization of law in the 20th century.

HIST B492 - TOPICS IN HISTORY (3).

Reading and research on selected historical subjects. Open only to juniors and seniors with permission of the instructor.

HOSPITALITY MANAGEMENT (HRTM)

HRTM B110 - INTRODUCTION TO HOSPITALITY INDUSTRY (3).

History, growth, developments and future opportunities in the hospitality industry.

HRTM B201 - INTRODUCTION TO SPORT AND EVENT MANAGEMENT (3).

This course introduces the student to the sport management profession. Industry employment opportunities along with requisite professional skills are reviewed.

HRTM B210 – INTRODUCTION TO EVENT MANAGEMENT (3).

This course provides an overview of producing community oriented special events.

HRTM B221 - HOSPITALITY ACCOUNTING I (3).

Accounting for the hospitality organizations accentuating an understanding of financial accounting and financial management for hospitality organizations.

HRTM B222 - HOSPITALITY ACCOUNTING II (3).

(Prerequisite: HRTM B221) The use of managerial accounting principles in decision making processes and the assessment of management responsibilities hospitality organizations.

HRTM B228 - PURCHASING AND CONTROLS (3).

A study of the major foods, beverages and supplies that are purchased in hotels, motels and food-service establishments as well as techniques on how to control their distribution within the operation.

HRTM B230 - HOSPITALITY MANAGEMENT (3).

Tools available to management and their utilization in the hospitality industry.

HRTM B235 – DESTINATION MARKETING (3).

The application of marketing management and best practices to Hospitality destination development. Also examined will be the structures of destination marketing organizations, funding sources, and operations.

HRTM B240 – EVENT PROMOTION (3).

This course provides an overview of marketing, promotion, and sponsorship strategies for events both large and small and teaches students the techniques to accomplish the strategies.

HRTM B242 - NUTRITION (3).

The utilization of food by the body; menu planning and food production for institutions in relation to regular and modified diets.

HRTM B245 – PROFESSIONAL DEVELOPMENT IN HOSPITALITY MANAGEMENT (3).

Course focuses on preparing students for successful job searches and thriving in entry-level management positions in the hospitality industry.

HRTM B260 - HOTEL MANAGEMENT (3).

Management of the lodging phase of the hospitality industry to include front desk, housekeeping and maintenance areas.

HRTM B265 - PRINCIPLES OF HOSPITALITY RETAIL MANAGEMENT (3).

Management methods, location analysis, store organization, personnel, planning, buying and pricing techniques and customer service policies for retail firms; including retail outlets in hotels, restaurants, private clubs and recreation facilities catering to golf and tennis.

HRTM B270 - QUANTITY FOOD PRODUCTION (4).

(Co-requisite HRTM B311 and B312 - all three must be taken together).The basics of food production from storeroom to consumer. Various techniques of storage, preparation, merchandising and menu-planning, as well as the many aspects of service. Lectures and laboratory hours.

HRTM B272 - PRINCIPLES OF FOOD COST CONTROLS (1).

Management of food cost controls in the food service industry.

HRTM B280 - TOURISM (3).

Economic and social relationships between tourism and the hospitality industry.

HRTM B285 - CLUB MANAGEMENT (3).

Unique problems and issues associated with private club management.

HRTM B290 - PRACTICUM (3).

Supervised full-time work experience in an area of the hospitality industry, selected by the student and approved by the practicum coordinator.

HRTM B295 - HISTORY AND INFLUENCE OF FRENCH GASTRONOMY (3).

A culinary and gastronomical study of France from its medieval age to the present (this course will count toward the French Minor, However, only one course taught in English can be applied to the French Minor).

HRTM B311 - PRINCIPLES OF FOOD SERVICE SANITATION (1).

(Co-requisite: HRTM B270 and B312 - all three must be taken together).Business and regulatory practices relevant to a sanitary food service environment.

HRTM B312 - MANAGEMENT BY MENU (1).

(Co-requisite: HRTM B270 and B311 - all three must be taken together).Analysis, pricing constraints and mechanics of the menu.

HRTM B313 - INTERNAL TRAINING AND DEVELOPMENT (1).

Principles of effective in-house training programs in the hospitality/travel industry.

- HRTM B328 - HRTM ACCOUNTING (3).**
(Prerequisite: BACC B225 and B226) Accounting trends and controls for the hospitality industry from a managerial point of view.
- HRTM B335 - HOSPITALITY DELIVERY SYSTEMS FOR THE INDIGENT (3).**
The management of food and lodging delivery systems for the indigent.
- HRTM B345 – FESTIVAL AND COMMUNITY EVENT PLANNING (3).**
(Prerequisite: HRTM B210) This course provides an overview of planning, producing, and managing community oriented special events.
- HRTM B350 – WEDDING AND SPECIAL EVENT MANAGEMENT (3).**
This course provides an overview of producing weddings and other special events.
- HRTM B352 - SOFTWARE APPLICATIONS FOR THE HOSPITALITY INDUSTRY (3).**
(Prerequisite: CSCE B101) Using microcomputer software in various areas of the hospitality industry.
- HRTM B355 - PHYSICAL PLANT DESIGN (3).**
Design, equipment and maintenance of hospitality facilities.
- HRTM B357 - HOTEL, RESTAURANT AND TRAVEL LAW (3).**
A comprehensive overview of laws and regulatory agencies governing the lodging, food service and travel industries.
- HRTM B364 - CONFERENCE AND MEETING PLANNING (3).**
(Prerequisite: HRTM B260) Planning and managing conferences and meetings in the tourism industry.
- HRTM B370 - RESTAURANT FOOD PRODUCTION MANAGEMENT (3).**
(Prerequisite: HRTM B270) Management techniques and operating problems in food service operations. Lecture and laboratory hours.
- HRTM B372 - CATERING MANAGEMENT (3).**
(Prerequisite: HRTM B270 or permission of department chair) Management techniques, including planning, production and performance of off-premise catering.
- HRTM B376 - CONTRACT FOODSERVICE MANAGEMENT (3).**
Issues related to the management of contract foodservice accounts.
- HRTM B390 - CAREERS IN HOSPITALITY/TOURISM (1).**
(Prerequisite: Junior standing) Career options concurrent with the placement process.
- HRTM B399 - INDEPENDENT STUDY (1-6).**
Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.
- HRTM B410A - HOSPITALITY CURRENT ISSUES: RESORT AND CONDOMINIUM MANAGEMENT (3).**
(Prerequisite: Senior standing) Issues and problems concerning the hospitality industry.
- HRTM B410B - HOSPITALITY CURRENT ISSUES: DESTINATION MANAGEMENT (3).**
(Prerequisite: Senior standing) Issues and problems concerning the hospitality industry.
- HRTM 421 - HOSPITALITY FINANCIAL MANAGEMENT (3).**
(Prerequisite: HRTM B328) Financial decision making including ratio analysis, asset management, leverage, short, intermediate and long-term financing in the hospitality industry.
- HRTM B440 - SERVICES MANAGEMENT FOR HOSPITALITY AND TOURISM (3).**
(Prerequisite: ECON B221 and B222; MGMT B371) Management issues pertinent to quality service delivery in hospitality and tourism organizations.

HRTM B445 - FOOD AND SANITATION MICROBIOLOGY (3).

(Prerequisite: BIOL B120 or permission of instructor) Micro-organisms and their effect on the quality of food and water. Two lecture and two laboratory hours per week.

HRTM B447 - FOOD SCIENCE (3).

(Prerequisite: HRTM B340) The effects of cooking, processing and storage of food on nutrient content, sensory perception and functionality. Two lecture and two laboratory hours per week.

HRTM B450 - HOSPITALITY MARKETING SALES (3).

(Prerequisite: HRTM B235) Application of marketing principles and promotional techniques to the hospitality and travel industry.

HRTM B473 - CLUB CUISINE AND SERVICE (3).

(Prerequisite: HRTM B370 or B372) Advanced topics in the management of production and service techniques for private clubs.

HRTM B475 - WINES, SPIRITS, BEERS AND NON-ALCOHOLIC BEVERAGES IN FOOD SERVICE ESTABLISHMENTS (3).

Management overview and operating problems of beverages in the hospitality industry.

HRTM B485 - ADVANCED CLUB MANAGEMENT (3).

(Prerequisite: HRTM B285 or permission of instructor) Advanced topics in hospitality management for the club industry.

HRTM B490 - HOSPITALITY MANAGEMENT STRATEGIES (3).

(Prerequisite: HRTM B230 and Senior standing) Contemporary management strategies applied to the hospitality industry.

HRTM B491 - CLUB MANAGEMENT INTERNSHIP (3).

(Prerequisite: HRTM B285) Placement with a private club for a controlled learning experience. Minimum requirement of 400 work hours.

HRTM B495 - HOSPITALITY MANAGEMENT INTERNSHIP (3).

Structured industry practical experience in a hospitality management company at the supervisory level. A contract approved by the instructor, advisor and department chair is required for undergraduate students. Minimum of 400 hours.

HRTM B498 - SPECIAL TOPICS IN HOSPITALITY (3).

Advanced concepts, issues and trends in the hospitality and tourism industry. May be taken twice for degree credit.

HUMAN SERVICES (HMSV)

HMSV B180 - PERSONAL AND PROFESSIONAL DEVELOPMENT IN HUMAN SERVICES (3).

(Prerequisite: PSYC B101 or SOCY B101 or permission of Instructor) This course provided students with the opportunity to explore their personal and professional development and understand how values, beliefs and norms impact both personal and professional lives.

HMSV B190 - HUMAN SERVICES: AN INTRODUCTION (3).

(Prerequisite: PSYC B101 or SOCY B101 or permission of Instructor). The intention of this course is to acquaint students with an overview of the interdisciplinary field of human services by providing a historical and contemporary survey of human service program literatures. Students will be able to identify the domain of human services as an interdisciplinary area of theory and practice. Specifically, they will be able to master concepts generic to this field of study and apply them in human service situations.

HMSV B280 - HUMAN SERVICE INTERVENTIONS I (3).

(Prerequisite: HMSV B190 or permission of Instructor.) Exploration of micro and mezzo level interventions in Human Services that engage individuals and small groups. Strategies include: communication skills, interviewing techniques, developing treatment plans, crisis intervention, information and referral processes, brief and long-term treatment, case management, small group and self-help group work. Multicultural and ethical/legal issues will be examined.

HMSV B290 - HUMAN SERVICES INTERNSHIP I (3).

(Prerequisite: HMSV B280 or permission of Instructor) The application of theoretical foundations and human service principle in a supervised human service setting. Requires at least 120 hours of service, attendance at an orientation session and a closing session, on-line reflections and a final paper that demonstrates the ability to apply interdisciplinary theories, concepts and principles of practice.

HMSVB 298 - HUMAN SERVICES INTERNSHIP II (3).

(Prerequisite: HMSV B290 or permission of Instructor) The application of theoretical foundations and human service principle in a supervised human service setting. Requires at least 120 hours of service, attendance at an orientation session and a closing session, on-line reflections and a final paper that demonstrates the ability to apply interdisciplinary theories, concepts and principles of practice at a higher level than in the previous internship. (a maximum of two internships can be at the same site.)

HMSV B300- HUMAN SERVICES INTERVENTIONS II. (3).

(Prerequisite: HMSV B280 or permission of Instructor) This course focuses on macro level interventions in Human Services. Students will be introduced to theories and techniques used in organizational and community development, community organizing, interagency partnerships and collaboration, social change theory and practice, social marketing , advocacy and social policy work. Students will continue to explore multicultural and ethical/legal issues.

HMSV B302 - HUMAN SERVICE EVALUATION (3).

(Prerequisite: HMSV B280, or permission of Instructor) Research methods for determining the effectiveness of social programs/interventions (i.e., experimental, quasi-experimental and qualitative designs).

HMSV B400 - LEADERSHIP AND PROFESSIONAL ETHICS IN HUMAN SERVICES (3).

(Prerequisite: HMSV B302 or permission of Instructor) An exploration of leadership in human service settings and the essentials involved in managing information, human resources and fiscal resources in human service agencies with an emphasis on non-profit organizations. In addition, the course will explore professional ethics and legal issues involved in facing challenges such as privacy, confidentiality, informed consent, freedom of information and information security.

HMSV B490 - HUMAN SERVICES INTERNSHIP III AND CAPSTONE SEMINAR (3).

(Prerequisite: HMSV B298 or permission of Instructor) The application of theoretical foundations and human service principle in a supervised human service setting. Requires at least 120 hours of service, attendance at and participation in four on campus seminars and a Capstone Project that demonstrates the ability to apply interdisciplinary theories, concepts and principles of practice at a higher level than in the previous internship. Students will also submit their Human Services Portfolio for final review and approval. (a maximum of two internships can be at the same site.)

HMSV B492 – INTERNSHIP IV (3).

(Prerequisite: BHSV 490 and permission of instructor, and approved contract with internship agency.) The application of theoretical foundations and human service principles in a supervised human service setting. Requires at least 120 hours of service, participation in seminars, written reflections, and a final paper that demonstrates the ability to apply interdisciplinary theories, concepts and principles of practice at a higher level than in the previous internships. (a maximum of two internships can be taken at the same site.)

HMSV B498 - SELECTED TOPICS IN HUMAN SERVICES (1-3).

(Prerequisite: Permission of Instructor) Advanced readings and research on selected topics in human services. Course and content varies and will be announced in the schedule of classes by suffix and title. Topics may include: grant writing and fund development, community development, new clinical developments, grassroots community organizing, working in faith-based communities, emergency management and disaster relief, working with special populations, etc.

LIBERAL STUDIES (LBST)

LBST B297 - INTERDISCIPLINARY RESEARCH METHODS (1).

(Prerequisite: 45 hours of General Studies and acceptance into the program) Introduction into individualized study including initial proposal development, review of courses and bibliography.

LBST B397 – READINGS IN PHILOSOPHY (3-6).

{SPHIL B397} (Prerequisite: junior standing and completion of General Education English and Humanities requirements) A systematic study of a primary source in philosophy having relevance to other disciplines. Can be conducted as a small course or as a tutorial. May be taken twice for credit.

LBST B497 - SEMINAR IN LIBERAL STUDIES AMONG THE DISCIPLINES (2).

Prerequisite: Senior standing in Liberal Studies or consent of the instructor.

LINGUISTICS (LING)

LING B385 - GENDER AND LANGUAGE USE (3).

{SANTH B385} The course will explore an approach to gender and language use that emphasizes the grounding in social practice of both.

LING B431 - DEVELOPMENT OF THE ENGLISH LANGUAGE (3).

{SENGL B453} English from Indo-European through Germanic and into Old English, Middle English and Modern English. No previous knowledge of Old English or Middle English is required.

MARINE SCIENCE (MSCI)

MSCI B101 - INTRODUCTORY OCEANOGRAPHY I (4).

(Prerequisite: science, engineering, or education major or consent of instructor) Origin and evolution of the oceans, plate tectonics, ocean circulation, waves and tides, chemical composition and primary productivity. Three lecture and three laboratory hours per week. Scheduled field trips required.

MSCI B102 - OCEANOGRAPHY II (4).

(Prerequisite: science, engineering, or education major or consent of instructor) Origin, evolution and diversity of marine life, biological production, trophic dynamics, nutrient cycles, marine resources and environmental concerns. Three lecture and three laboratory hours per week. Scheduled field trips required.

MSCI B111 - EVOLUTION OF THE MARINE ENVIRONMENT (4).

Origin/evolution of the earth, seas and life over GEOGogic time; fundamental processes of plate tectonics, evolution and genetics. Three lecture and two laboratory hours per week. Scheduled field trips are required.

MSCI B112 - PROCESSES IN THE MARINE ENVIRONMENT (4).

Study and analysis of interacting abiotic and biotic processes determining the nature and functioning of the marine environment. Three lecture and two laboratory hours per week. Scheduled field trips are required.

MSCI B210 - OCEANS AND MAN (4).

A non-technical introduction to the oceans: organisms, systems and the physical and chemical characteristics. Laboratories illustrate the structure and function of marine environments. Three lecture and two laboratory hours per week. Attendance on field trips may be required.

MSCI B215 - COASTAL ENVIRONMENTS OF THE SOUTHEASTERN U.S. (3).

Coastal zones of South Carolina and neighboring states, including GEOGologic history, geomorphology, stratigraphy, hydroGEOGogy, shoreline processes, environmental issues and effect of man. Three lecture hours each week plus optional field trips. Not available for marine science major credit.

MSCI B215L - COASTAL ENVIRONMENTS OF THE SOUTHEASTERN U.S. LABORATORY (1).

Exercises examining coastal ecology, geomorphology, hydroGEOGogy, shoreline processes, environmental issues and human impact. Two laboratory hours per week. Scheduled field trips required. Not available for marine science major credit.

MSCI B311 - BIOLOGY OF MARINE ORGANISMS (4).

(Prerequisite: BIOL B112) Biological concepts emphasizing adaptation to marine environments. Laboratory experiments emphasize principles and techniques of marine biological study. Three lecture and three laboratory hours per week. Scheduled field trips are required.

MATHEMATICS (MATH)

MATH B101 - EXPERIENTIAL MATHEMATICS AND COMPUTATION (3).

(Prereq. Mathematics Placement Exam and two years of high school algebra or equivalent) Mathematics application and appreciation in algebra, geometry, probability and statistics. Modeling and computation in practical applications. Foundational topics are chosen from: Number and Measurement Systems, Symbolic Relationships, Data Description or Analysis, Geometry, Uncertainty, Reasoning, and the Mathematics of Finance. This course serves as a prerequisite for no other MATH courses.

MATH B111 - COLLEGE ALGEBRA (3).

(Prerequisite: qualification through placement) Basic college algebra; linear and quadratic equations, inequalities, functions and graphs of functions, exponential and logarithmic functions, systems of equations. Credit may not be received for both MATH B111 and B111L.

MATH B111L - INTENSIVE COLLEGE ALGEBRA (4).

(Prerequisite: qualification through placement) Basic college algebra; linear and quadratic equations, inequalities, functions and graphs of functions, exponential and logarithmic functions, systems of equations. Course taught in intensive 3 hours and 45 minute per week format. Credit may not be received for both MATH B111L and B111.

MATH B115 - PRECALCULUS MATHEMATICS (4).

(Prerequisite: qualification through placement or a grade of 'C' or better in B111 or B111L) Topics in algebra and trigonometry specifically needed for MATH B141, B142, B240. Polynomial, rational, inverse, logarithmic, exponential functions; circular functions; analytic trigonometry.

MATH B122 - CALCULUS FOR BUSINESS ADMINISTRATION AND SOCIAL SCIENCES (3).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B111/B111L or consent) Derivatives and integrals of elementary algebraic, exponential and logarithmic functions. Maxima, minima, rate of change, and area under a curve. Applications include marginality and elasticity of demand.

MATH B131 – INTRODUCTORY MATHEMATICS FOR COMPUTATIONAL SCIENCE (3).

(Prerequisite: Qualification through placement or a grade of 'C' or better in MATH B111/B111L or consent) Sets, functions, analytic geometry, matrices and Euclidean spaces, infinites series, approximation, precision and error, counting and probability, graphs and trees; fundamental notions of differential and integral calculus.

MATH B141 - CALCULUS I (4).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B115) Introduction to fundamental concepts and theorems of limits, continuity, and derivatives; rates of change; differentiation rules for algebraic and transcendental functions, including the chain rule; applications of derivatives; introduction to integration, including the Fundamental Theorem of Calculus and u-substitution; areas between curves.

MATH B142 - CALCULUS II (4).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B141) Techniques of integration, applications of the integral, L'Hospital's Rule, improper integrals; sequences and series of real numbers, power and Taylor series, introduction to polar coordinates.

MATH B170 - FINITE MATHEMATICS (3).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B111, B111L, or B115) Elementary matrix theory; systems of linear equations; permutations and combinations; probability and Markov chains; linear programming and game theory.

MATH B172 - MATHEMATICAL MODELING FOR THE LIFE SCIENCES (3).

Modeling with difference equations; vectors, trigonometry, polar coordinates, matrices, eigenvalues and eigenvectors; addition and multiplication in combinatorics, permutations, combinations, introduction to probability theory (discrete, continuous); techniques of integration, symmetry. Credit may not be received for both MATH B172 and either MATH B70 or B174.

MATH B174 - DISCRETE MATHEMATICS FOR COMPUTER SCIENCE (3).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B115) Induction, complexity, elementary counting, combinations and permutations, recursion and recurrence relations, graphs and trees; discussion of the design and analysis of algorithms— with emphasis on sorting and searching.

MATH B221 - BASIC CONCEPTS OF ELEMENTARY MATHEMATICS I (3).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B111, B111L, or B115) The meaning of number, fundamental operations of arithmetic, the structure of the real number system and its subsystems, elementary number theory. Open only to students in elementary or early childhood teacher certification.

MATH B222 - BASIC CONCEPTS OF ELEMENTARY MATHEMATICS II (3).

(Prerequisite: MATH B221) Informal geometry and basic concepts of algebra. Open only to students in elementary or early childhood teacher certification.

MATH B230 – LINEAR ALGEBRA (3).

(Prerequisite: MATH B141 or consent of instructor) Linear systems and matrices, vector spaces, linear independence, rank of a matrix, linear transformations, determinants, introduction to eigenvalues and eigenvectors, diagonalization and applications.

MATH B240 – CALCULUS III (4).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B142) Parametric equations, polar coordinates, three dimensional analytic geometry, cylindrical and spherical coordinates, vector functions, functions of several variables, partial differentiation, max-min, Lagrange multipliers, multiple integrals and applications, integral vector calculus.

MATH B242 - ELEMENTARY DIFFERENTIAL EQUATIONS (3).

(Prerequisite: qualification through placement or a grade of 'C' or better in MATH B142) Ordinary differential equations of first order, higher order linear equations, Laplace transform methods, series methods; numerical solution of differential equations. Applications to physical sciences and engineering.

MATH B280 – COMPUTATIONAL MATHEMATICS (4).

{§CSCI B280} (Prerequisite: MATH B142 and CSCI B104 or consent of instructor) Fundamental concepts selected from linear algebra and differential equations applicable to Computational Science. Major topics include systems of linear equations, diagonalization, and numerical solutions to differential equations. The focus is on computational methods and programming skills that will be implemented in a variety of science and engineering disciplines.

MATH B399 - INDEPENDENT STUDY (3-9).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

MUSIC (MUSC)

MUSC B110 - INTRODUCTION TO MUSIC (3).

Perceptive listening and appreciation of musical elements, forms and style periods, including composers' lives, individual styles and representative works. Emphasis on classical music; jazz and American popular music included.

MUSC B124 - SYMPHONIC BAND (1).

Musical organizations are open to all university students by audition.

MUSC B129 - UNIVERSITY CHORUS (1).

Musical organizations are open to all university students by audition. May be repeated for up to 8 credits.

MUSC B130 - SOUND DESIGN (3).

Theory, Harmony, Form and Analysis, Writing, Choral, (SATB), Piano/vocal, Ensemble scores. Acoustics, Sound Reproduction (Attack, Sustain Decay, Amplitude, Frequency, Compression, Reverb). Engage students with basic concepts of music using current software applications.

MUSC B140 - JAZZ AND AMERICAN POPULAR MUSIC (3).

Development of jazz and American popular music through the study of important soloists, ensembles, arrangers and composers.

NURSING (NURS)

NURS B202 - INTRODUCTION TO PROFESSIONAL NURSING (6).

(Prerequisite: Acceptance as a pre-licensure BSN student; Co-requisite: NURS B310 and NURS B312) This course reviews the historical aspects of professional nursing and emphasizes the development of nursing as a profession. Critical thinking, emotional intelligence, patient education principles and the nursing process are introduced. Students will develop safe practice of basic nursing skills first in a laboratory setting and then apply these skills in a clinical setting. (Lecture 3 hours, Laboratory 3 hours, Clinical Experience 6 hours).

NURS B301 – ROLE DEVELOPMENT IN NURSING AS A PROFESSION (3).

(Prerequisite: Acceptance into the RN to BSN Program and current RN licensure or permission of the instructor) Overview of the historical aspects of professional nursing and the impact this history has on current day nursing practice. Emphasizes the development of nursing as a profession including scholarship, theories, advanced practice and leadership. Presents emotional intelligence as a construct linked to effective leadership and interdisciplinary team relationships.

NURS B310 - BIOPHYSICAL PATHOLOGY (3).

(Prerequisite: Acceptance to the Pre-licensure or RN to BSN Program or permission of Instructor). An overview of the molecular, cellular and organ system changes that occur with common diseases and their impact on total body function. Focus is on the mechanism of the underlying disease, knowledge of which is necessary for effective preventive and therapeutic health care measures (Lecture 3 hours).

NURS B312 - HEALTH ASSESSMENT (3).

(Prerequisite: Acceptance to the Pre-licensure program, RN licensure or permission of instructor; Co-requisite of NURS 202 for Pre-licensure students). A comprehensive assessment of adults and an overview of special groups are taught. Students identify normal and abnormal findings with consideration to cultural and ethnic variations and development across the life span. A head-to-toe nursing assessment is learned using inspection, auscultation, percussion and palpation techniques. A nursing process approach assists students to perform a data analysis and clearly document objective findings (Lecture 2 hours, Laboratory 3 hours of skill development).

NURS B320 - CLINICAL PHARMACOLOGY (3).

(Prerequisite: NURS B310 or permission of instructor) This course provides an overview of the chemical therapeutic measures which assist patients in reducing the physical and emotional effects of illness and in improving or promoting health. Focus is on the mechanism of action of these interventions as they affect underlying physiological and pathophysiological processes (Lecture 3 hours).

NURS B326 - ADULT HEALTH NURSING I (6).

(Prerequisite: NURS B202, B310 and B312; Co-req. NURS B320). This course includes information on common chronic and acute illnesses including pre- and post-operative preparation. A nursing process approach outlines nursing actions for major common illnesses in the hospital setting. Intermediate nursing skills are taught in the laboratory and applied in the clinical area. Students learn how to provide appropriate nursing care to patients with common health problems and patients requiring surgery (Lecture 3 hours, Laboratory 3 hours, Clinical Experience 6 hours).

NURS B330 – TRANSCULTURAL HEALTH (3).

(Prerequisite: PSYC B101 and SOCY B101 or permission of Instructor) This course surveys the cultural and social dimensions of health and illness with emphasis on the development of cultural competence. Different populations are examined for the development of a personal understanding of the traditions and customs of their societies, providing a unique perspective on the implications for patient care. (Lecture 3 hours) (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

NURS B350 - NURSING RESEARCH (3).

(Prerequisite: NURS B202 or RN Licensure and STAT B201 or permission of Instructor). Nursing research introduces the basic research process, including methods commonly used in nursing. Content includes ethical issues, evaluation of research for evidenced based practice and the nurse researcher role (Lecture 3 hours).

NURS B356 - WOMEN'S HEALTH NURSING (5).

(Prerequisite: NURS B320 and NURS B326; Co-requisite: NURS B358). Content includes nursing care of women related to all aspects of reproductive health. Cultural differences are discussed. Coaching strategies and research outcomes for this population are described. Students will develop safe practice of basic obstetrical and gynecological nursing skills first in a laboratory setting and then apply these skills in a clinical setting (Lecture 3 hours, Laboratory 1 hour, Clinical Experience 5 hours).

NURS B358 - CHILDREN'S HEALTH NURSING (5).

(Prerequisite: NURS B320 and NURS B326; Co-requisite: NURS B356). Focus is on the nursing care of children and their families. Normal growth and development, pediatric assessment and common health issues including childhood communicable diseases and genetic abnormalities are presented. Students will develop safe practice of applying basic nursing skills first in a laboratory setting and then in pediatric inpatient and outpatient settings (Lecture 3 hours, Laboratory 1 hour, Clinical Experience 5 hours).

NURS B401 - HEALTH CARE DELIVERY SYSTEMS (3).

(Prerequisite: NURS B326 or RN licensure) Systems theory; health care delivery systems conceptualizes transitions from one level of care to another with emphasis on ethical and legal issues; technology; historical, political and economic aspects to meet the health care needs of the population. (Lecture 3 hours)

NURS B412 - MENTAL HEALTH NURSING (4).

(Prerequisite: NURS B326, NURS B320, NURS B350, and NURS B401). Nursing care of individuals with mental health issues ranging from major psychiatric disorders to short situational stressors is taught with an emphasis on positive mental health. Students will develop safe practice of basic nursing skills first in a laboratory setting and then in community-based and in-patient mental health settings. (Lecture 2 hours, Laboratory 1 hour, Clinical Experience 5 hours).

NURS B415 - GERONTOLOGICAL AND REHABILITATION NURSING (3).

(Prerequisite: NURS B301 or NURS B326 and NURSB 312; Pre or Co-requisite: NURS B350) Care and special needs of the older adult in various care settings. Gerontological nursing, presentation of disease, rehabilitation, health promotion, reimbursement and a comprehensive nursing gerontological assessment are covered. (Lecture 3 hours).

NURS B416 - COMMUNITY HEALTH NURSING (6).

(Prerequisite: NURS 356, NURS 358 for pre-licensure students and NURS 350 and NURS 401 for all nursing students). Evidence-based nursing with individuals across the lifespan, families and other diverse population groups. Levels of prevention are explored in relationship with epidemiological effects of environment and lifestyle on client health. Laboratory and clinical experience includes identification and application of community resources using a case management approach to provide care in community health centers, acute care centers, shelters, home health and hospice agencies. (Lecture 3 hours, Laboratory 1 hour, Clinical Experience 8 hours).

NURS B420 - TRENDS AND ISSUES IN NURSING (3).

(Prerequisite: NURS B356 and NURS B358) Historical and present trends in nursing practice are taught in this course with a perspective on nursing education, genetic research, evidenced-based practice and complementary therapies (Lecture 3 hours).

NURS B424 - PROFESSIONAL NURSING LEADERSHIP AND MANAGEMENT (3).

(Prerequisite: NURS B412, NURS B416 and NURS B420 for Pre-licensure students; Co-requisite: NURS B424P and BNUR 426 for pre-licensure students). Organizational systems theory, leadership and management, emotional intelligence and appreciative inquiry are emphasized. Emphasizes a cost containment and cost-effectiveness approach for financial management of human and material resources (Lecture 3 hours).

NURS B424P - PROFESSIONAL NURSING LEADERSHIP AND MANAGEMENT PRACTICUM (3).

(Prerequisite: Pre-licensure Program, NURS B416 and NURS B420; Co-requisite: NURS B424 and NURS B435 for pre-licensure students) Principles of management and theories of leadership are implemented in an inpatient facility and/or community setting. Student projects will involve the application of a leadership or management strategy for problem identification and resolution in the clinical area (Laboratory 1 hour, Clinical Experience 8 hours).

NURS B426 - ADULT HEALTH NURSING II (6).

(For the Pre-licensure Program: Prereq. Courses NURS B412, NURS B415 and NURS B416; Co-requisite: NURS B424 and NURS B435). Through implementation of the nursing process, students focus on nursing interventions for the care of adult clients experiencing critical, multi-system alterations in function. Students will build on clinical practice from previous courses and apply safe practice of advanced nursing skills in an intensive clinical setting (Lecture 3 hours, Clinical experience 9 hours).

NURS B435 - PROFESSIONAL NURSING SEMINAR (1).

(Prerequisite: NURS B415 and NURS B416; Co-requisite: NURS B424 and NURS B426 for pre-licensure students). This course prepares the pre-licensure student for transition to the role of professional nurse. An overview of career choices, readiness for NCLEX exam and continuing education and career advancement in the workplace is presented (Lecture 1 hour).

NURS B441 - CAPSTONE: PROFESSIONAL NURSING PROJECT (5).

(Prerequisite: All other RN-BSN nursing courses). The student will identify a project that synthesizes professional nursing curriculum theory and principal threads of Assessment, Critical thinking, Emotional Intelligence, Care Coordination and Cultural competence. The student will investigate a professional nursing issue, plan a project individualized to the student's interests and develop a learning contract for a project is identified, planned and implemented that focuses on a professional nursing issue. The student will use curriculum threads of Assessment, Critical thinking, Emotional Intelligence, Care Coordination and Cultural competence to complete this clinical experience. (Seminar 2 hours, Clinical Experience 9 hours).

PHILOSOPHY (PHIL)

PHIL B102 - INTRODUCTION TO PHILOSOPHY (3).

An introduction to the main problems of philosophy and its methods of inquiry, analysis and criticism. Works of important philosophers will be read.

PHIL B110 - INTRODUCTION TO LOGIC I (3).

The nature of arguments; fallacies, criteria and techniques of valid deductive inference; applications.

PHIL B111 - INTRODUCTION TO LOGIC II (3).

Inductive and decision-making arguments and criteria of acceptability for them.

PHIL B201 - HISTORY OF ANCIENT PHILOSOPHY (3).

An introduction to the development of philosophy in the ancient world through study of the works of representative philosophers. PHIL B202 may be taken prior to this course.

PHIL B202 - HISTORY OF MODERN PHILOSOPHY (3).

An introduction to the development of philosophic thought since the Renaissance through the study of the works of important philosophers. The chief emphasis is on the 17th and 18th centuries.

PHIL B211 - CONTEMPORARY MORAL ISSUES (3).

Moral issues confronting men and women in contemporary society. Topics will vary but may include discussion of problems related to abortion, drugs, euthanasia, war, social engineering and punishment of criminals.

PHIL B212 - CONFLICTING IMAGES OF MAN (3).

Conflicting images of man in contemporary philosophy, literature, psychology and religion and an evaluation of these images as norms for human conduct and social policy. Particular attention will be given to existentialist, Marxist, behaviorist and mystical images of man.

PHIL B301 - NINETEENTH- AND 20TH-CENTURY PHILOSOPHY (3).

An introduction to Continental and British philosophy since Kant through study of the works of representative philosophers. Particular emphasis is placed on the development of Idealism, Marxism, Existentialism and Phenomenology and analytic philosophy.

PHIL B302 - AMERICAN PHILOSOPHY (3).

The principal movements of philosophical thought from Colonial times to the present, with special emphasis on the 19th and 20th centuries.

PHIL B311 - ETHICS (3).

A study of the moral principles of conduct and the basic concepts underlying these principles, such as good, evil, right, wrong, justice, value, duty and obligation. The ethical works of influential philosophers are analyzed in terms of these concepts.

PHIL B313 - PHILOSOPHY OF ART (3).

Philosophical problems relating to the arts, with emphasis on questions pertaining to aesthetic experience.

PHIL B320 - EXISTENTIALISM (3).

An introduction to existentialist themes in contemporary philosophy, literature, psychology and religion. The writings of existentialists such as Kierkegaard, Nietzsche, Camus, Sartre, Buber, May and Binswanger will be read and discussed.

PHIL B341 - ENVIRONMENTAL ETHICS (3).

Examination of principles and arguments surrounding moral issues involving the environment.

PHIL B398 – TOPICS IN PHILOSOPHY (3).

(Prerequisite: Specific prerequisites may vary; consult the instructor.) Intensive study of selected themes, topics, currents of thoughts or interdisciplinary concerns. May be repeated for credit under a different topic.

PHIL B399 - INDEPENDENT STUDY (3-9).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

PHYSICAL EDUCATION (PEDU)

PEDU B104 - PERSONAL FITNESS AND WEIGHT CONTROL (1).

Assessment of major fitness components and development of a personalized exercise program based on fundamental principles of exercise prescription. Weight management and dietary guidelines will be addressed.

PEDU B105 - WEIGHT TRAINING (1).

An introduction to progressive resistance training and participation in a personalized strength training program with emphasis on proper technique and safety principles.

PEDU B107 - AEROBIC FITNESS (1).

Participate in aerobic fitness activities designed to improve cardiovascular endurance. Includes aerobic fitness assessment along with individualized and group aerobic fitness training.

PEDU B113 - BOWLING (1).

An introduction to the fundamentals of bowling with an emphasis on basic techniques in all facets of the game as well as an understanding of terminology.

PEDU B114 - GOLF (1).

Basic concepts and fundamentals of the golf swing will be emphasized. Grip, stance, posture, alignment, and ball position relative to the golf swing will be addressed. On-course instruction included.

PEDU B117 – KARATE (1).

Introduction to martial arts with emphasis on basic hand strikes, kicks, blocks, and stances as well as martial art theory and self-defense strategies.

PEDU B121 – TENNIS I (1).

Fundamental tennis skills will be developed with an emphasis on strokes, playing strategies for singles and doubles, and a general knowledge of tennis including court surfaces and tennis etiquette.

PEDU B130 - INTERMEDIATE GOLF (1).

(Prerequisite: PEDU B114 or consent of instructor) Intermediate strokes and strategies; heavier emphasis on the total golf swing.

PEDU B136 - YOGA (1).

Explore the mind-body connection through participation in yoga poses, transitional movements, and progressive relaxation techniques. Build strength, flexibility, muscle tone, and mindfulness while improving one's sense of well-being.

PEDU B147 - KAYAKING (1).

Supervised calm water single kayak paddling. Emphasis on safety, equipment selection, basic paddle and kayak-handling techniques, kayak fitness, travel safety, rescue and survival techniques. (Must be deep-water swimmer).

PEDU B171 – LINE DANCING (1).

An enjoyable non-partner dance activity that exposes students to a variety of popular line dances, musical genres, line dance etiquette, and developmental history. Dance experience not necessary.

PEDU B181 - EQUESTRIAN (1).

Focus on fundamentals of the English hunter/jumper style of riding along with basic horsemanship knowledge/skills. For students with little or no horseback riding experience.

PEDU B202- FOUNDATIONS OF COACHING (2).

Explore coaching philosophies, coaching techniques, training fundamentals, risk management and group management strategies. Emphasis placed on coaching skills necessary for working with children. Includes practical experience and evaluation of coaching situations.

PHYSICS (PHYS)

PHYS B101 - THE PHYSICS OF HOW THINGS WORK I (3).

A practical introduction to physics and science in everyday life— from concrete examples to basic physical principles.

PHYS B101L - THE PHYSICS OF HOW THINGS WORK I LABORATORY (1).

(Prerequisite or Co-requisite: PHYS B101) Experiments, exercises and demonstrations to accompany PHYS 101.

PHYS B102 - THE PHYSICS OF HOW THINGS WORK II (3).

(Prerequisite: PHYS B101) A continuation of PHYS B101 with emphasis on electricity, magnetism, optics and atomic physics.

PHYS B102L - THE PHYSICS OF HOW THINGS WORK II LABORATORY (1).

(Prerequisite or Co-requisite: PHYS B102) Experiments, exercises and demonstrations to accompany PHYS B102.

PHYS B201 - GENERAL PHYSICS I (3).

(Prerequisite: MATH B115, or MATH B122, or equivalent) First part of an introductory course sequence. Topics include mechanics, wave motion, sound and heat. No previous background in physics is assumed.

PHYS B201L - GENERAL PHYSICS LABORATORY I (1).

(Prerequisite or Co-requisite: PHYS B201).

PHYS B202 - GENERAL PHYSICS II (3).

(Prerequisite: a grade of C or better in PHYS B201) Continuation of PHYS B201; includes electromagnetism, relativity, quantum physics, atomic and nuclear physics.

PHYS B202L - GENERAL PHYSICS LABORATORY II (1).

(Prerequisite or Co-requisite: PHYS B202).

PHYS B211 - ESSENTIALS OF PHYSICS I (3).

(Prerequisite: a grade of C or better in MATH B141; Co-requisite: PHYS B211L) Classical mechanics and wave motion. Calculus-level course for students of science and engineering.

PHYS B211L - ESSENTIALS OF PHYSICS I LABORATORY (1).

(Prerequisite or Co-requisite: PHYS B211).

PHYSB 212 - ESSENTIALS OF PHYSICS II (3).

(Prerequisite: a grade of C or better in PHYS B211 and MATH B142; Co-requisite: PHYS B212L) Classical electromagnetism and optics.

PHYS B212L - ESSENTIALS OF PHYSICS II LABORATORY (1).

(Prerequisite or Co-requisite: PHYS B212).

POLITICAL SCIENCE (POLI)

POLI B105 - INTRODUCTION TO POLITICS (3).

Concepts and problems involved in human relationship with governments, the nation-state and political change.

POLI B111 - CONTROVERSIES IN AMERICAN POLITICS (3).

An introduction to the analysis of key issues in contemporary American politics focusing on the arguments, the groups involved and the political factors that influence the outcome of the debate.

POLI B201 - AMERICAN NATIONAL GOVERNMENT (3).

The formation and development of the national government, its organization and powers.

POLI B315 - INTERNATIONAL RELATIONS (3).

International political behavior and institutions.

POLI B370 - INTRODUCTION TO PUBLIC ADMINISTRATION (3).

A study of the basic principles and theory of administrative structure, responsibility and control in relation to policy making in the modern state.

POLI B399A - INDEPENDENT STUDY IN POLITICAL SCIENCE (1-6).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

POLI B399B - INDEPENDENT STUDY IN INTERNATIONAL STUDIES (1-6).

Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

POLI B400 - SELECTED TOPICS IN POLITICAL THEORY (3).

Intensive analysis of a particular topic or topics. To be identified by suffix and title each semester.

PSYCHOLOGY (PSYC)

PSYC B101 - INTRODUCTION TO PSYCHOLOGY (3).

An introduction to and survey of the basic concepts and findings within the field of psychology.

PSYC B200 - RESEARCH METHODS IN PSYCHOLOGY (3).

(Prerequisite: PSYC B101) Basic principles and methodology.

PSYC B201 - STATISTICS LABORATORY IN PSYCHOLOGY (1).

(Co-requisite: STAT B201 or permission from instructor) Psychological experiments which illustrate important concepts of elementary statistics. Two laboratory hours per week.

PSYC B203 - LABORATORY IN PSYCHOLOGY (3).

(Prerequisite: PSYC B200 and STAT B201 and PSYC B201 or PSYC B200 and PSYC B227) Laboratory in psychology in which research methods and statistical methods are integrated. One lecture and one laboratory session per week.

PSYC B209 – HUMAN GROWTH AND DEVELOPMENT (3)

An introduction to and survey of physical, mental, social, and emotional developmental patterns evidenced from the prenatal period through senescence and death.

PSYC B210 - PSYCHOLOGY OF ADJUSTMENT (3).

Introduction to theories and processes underlying and facilitating human adjustment in the community, family and workplace.

PSYC B212 - APPLIED PSYCHOLOGY (3).

Uses of psychological knowledge and techniques in practical contexts; clinical, school, industrial, consumer and environmental psychology.

PSYC B214 - HUMAN SEXUAL BEHAVIOR (3).

Psychological, physiological and sociological factors of human sexual behavior and attitudes.

PSYC B216 - PSYCHOLOGY OF MARRIAGE (3).

The psychological, physiological and social characteristics of marriage.

PSYC B218 - PSYCHOLOGY OF WOMEN (3).

Women's experiences: childhood and adolescence, work, family, cultural images, adjustment and social change.

PSYC B220 - PSYCHOLOGY OF RELIGION (3).

The development of the religious consciousness and its various expressions, the psychological dynamics of growth and conversion, response to crisis and the relation of spiritual practice to health and wholeness.

PSYC B224 - INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY (3).

Psychological techniques applied to various industrial and organizational problem areas, such as management and supervision, morale, efficiency, training, personnel selection and placement and relations among personnel.

PSYC B229 - SPORT PSYCHOLOGY (3).

The role of sports in socialization, personality development and competence, including: spectator-performer interactions, motivation, competition effects; and the application of psychological techniques to performance enhancement.

PSYC B302 - LEARNING AND MEMORY (3).

(Prerequisite: PSYC B101) Research and applications concerning the acquisition of new behavior and knowledge, including accounts based on classical and instrumental conditioning and on information-processing models.

PSYC B311 - ABNORMAL PSYCHOLOGY (3).

(Prerequisite: PSYC B101) Covers the classification, diagnosis, etiological theories and treatments of the major mental and emotional disorders.

PSYC B312 - ABNORMAL BEHAVIOR IN CHILDREN (3).

(Prerequisite: PSYC B311 or consent of instructor) Theories, description and assessment of child behavior problems and disorders; methods of intervention.

PSYC B321 - LIFE SPAN DEVELOPMENTAL PSYCHOLOGY (3).

(Prerequisite: PSYC B101) Psychological development from conception to late adulthood. Topics include physical, cognitive and social processes associated with development at each stage of the life cycle.

PSYC B322 - PSYCHOLOGY OF CHILD DEVELOPMENT (3).

(Prerequisite: PSYC B101) Examination of development from conception through older childhood. Specific cognitive and social processes will be given in-depth study.

PSYC B324 - PSYCHOLOGY OF ADOLESCENCE (3).

(Prerequisite: PSYC B101) Theories and research examining social, emotional and intellectual development in adolescence. Explores influence of family, peer, school and cultural contexts.

PSYC B326 - PSYCHOLOGY OF EARLY AND MIDDLE ADULTHOOD (3).

(Prerequisite: PSYC B101) Developmental changes in abilities, personality and behavior which occur between adolescence and old age.

PSYC B328 - PSYCHOLOGY OF AGING (3).

(Prerequisite: PSYC B101) Psychological, social and biological phenomena associated with maturity and aging.

PSYC B331 - SOCIAL PSYCHOLOGY (3).

(Prerequisite: PSYC B101) Introduction to theory and research in social psychology from a psychological viewpoint. Topics include social perception, social cognition, attitudes, interpersonal relationships, aggression, prosocial behavior and group processes.

PSYC B341 - PERSONALITY THEORY (3).

(Prerequisite: PSYC B101) Covers the major theories and research on personality and the dynamics of human motivation.

PSYC B361 - BIOLOGICAL PSYCHOLOGY (3).

(Prerequisite: PSYC B101) The neurochemical and neuroanatomical bases of behavior ranging from the reflex to schizophrenia.

PSYC B399 - INDEPENDENT STUDY (1-6).

(Prerequisite: PSYC B101 and consent of instructor) Closely supervised project or research experience in psychology. Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required. May be repeated for up to six credit hours. Not for psychology major credit.

PSYC B401 - COGNITIVE PSYCHOLOGY (3).

(Prerequisite: PSYC B302) Research and theories on sensory memory, attention, short-term and working memory, human learning and forgetting, imagery, long-term memory, speech perception, reading, language, thinking and problem solving and decision making.

PSYC B406 - HISTORY AND SYSTEMS OF PSYCHOLOGY (3).

(Prerequisite: 9 hours in psychology at 300 level or above) Systematic approaches to psychology and the history of psychology.

PSYC B409 – POSITIVE PSYCHOLOGY (3).

(Prerequisite: PSYC B101 and Junior or Senior standing) Research and theories on psychological well-being and happiness. Topics include subjective well-being, positive affect and emotions, flow, resilience, correlates of happiness, self-regulation, virtues and character, interpersonal relationships, and mindfulness.

PSYC B411 - INTRODUCTION TO CLINICAL PSYCHOLOGY (3).

(Prerequisite: PSYC B311 and B341 or permission of instructor) An introduction to the science and practice of clinical psychology. Application of psychological principles to the assessment and treatment of mental disorders and behavioral problems in human beings.

PSYC B415 - COMMUNITY PSYCHOLOGY (3).

(Prerequisite: BPSY B101 and Junior or Senior standing) Application of knowledge from other areas of psychology to the study of the role of the individual in the community.

PSYC B418 - PSYCHOLOGY OF DRUG USE AND EFFECTS (3).

(Prerequisite: permission of instructor) Research and theoretical considerations of substance abuse. Pharmacological, sociological, psychological, medical, economic, forensic and other relevant research and treatment disciplines.

PSYC B441 - PSYCHOLOGICAL TESTS AND MEASUREMENT (3).

(Prerequisite: STAT B201 and PSYC B201 or permission of instructor) Overview of the nature, design and application of psychological tests. Emphasis on test construction, the psychometric properties of psychological tests, intelligence and aptitude testing, objective and projective tests of personality and general issues in the application of tests.

PSYC B451 - SENSATION AND PERCEPTION (3).

(Prerequisite: PSYC B101) Processing of information from the environment. Physiological, physical, psychological and contextual determinants of perception.

PSYC B490- SELECTED TOPICS IN PSYCHOLOGY (3).

Course content varies and will be announced in the schedule of classes by suffix and title.

PSYC B495 – INTERNSHIP IN PSYCHOLOGY I (3).

(Prerequisite: Psychology Majors only, 15 hours of psychology, permission of instructor) Provides experience in a professional setting to facilitate integration of academic knowledge with real world. Minimum requirement of 150 service hours.

PSYC B496 - INTERNSHIP IN PSYCHOLOGY II (3-6).

(Prerequisite: Psychology Majors only, PSYC B495, and permission of instructor) Provides experience in a professional setting to facilitate integration of academic knowledge with real world. Required service hours: 150 - 300 (depending on credit hours).

PSYC B498 - ADVANCED INDEPENDENT STUDY (1-6).

(Prerequisite: 9 hours of psychology and permission of instructor) Closely supervised project or research experience in psychology. Approved contract required. May be repeated for up to six credits.

PSYC B499 - INDIVIDUAL RESEARCH (3).

(Prerequisite: 15 hours of psychology and permission of instructor) Planning and execution of supervised research in psychology. Approved contract required.

RELIGIOUS STUDIES (RELG)

RELG B110 - INTRODUCTION TO RELIGIOUS STUDIES (3).

An introduction to the methods of religious inquiry and to the beliefs and practices of major religious traditions.

RELG B111 - BIBLICAL HISTORY AND LITERATURE (3).

A brief introduction to contemporary study of the Bible, its historical background, writing and transmission, its principal persons, events and ideas and their significance for the present time.

RELG B114 - RELIGION AND CULTURE (3).

The impact of religion on modern Western culture and of culture on religion. Selected topics: Holocaust, Freud, love, evil, puritanism, fundamentalism.

RELG B203 - COMPARATIVE RELIGION (3).

The religious experience of varied persons and groups, East and West, in traditional and contemporary settings. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

RELG B360 - ANTHROPOLOGY OF MAGIC AND RELIGION (3).

{SANTH B352} A comparative examination of such topics as ritual, cosmology, revitalization movements, magic, witchcraft, myth and possession.

SOCIOLOGY (SOCY)

SOCY B101 - INTRODUCTORY SOCIOLOGY (3).

An introduction to sociological facts and principles: an analysis of group-making processes and products.

SOCY B300 - SOCIAL STRUCTURES (3).

(Prerequisite: STAT B201) Selected theoretical orientations, methodological procedures and illustrative substantive data pertaining to social structures.

SOCY B301 – INTRODUCTION TO GENDER STUDIES (3).

(Prerequisite: SOCY B101 or PSYC B101 or permission of instructor) Theories, methods and substantive issues in the study of gender and sexuality, grounded in the social sciences and humanities, using an interdisciplinary approach.

SOCY B305 - SOCIOLOGY OF THE FAMILY (3).

Sociological perspectives related to various aspects of family behaviors, roles and values.

SOCY B307 - SOCIOLOGY OF RELIGION (3).

Sociological perspectives related to selected aspects of religious behavior. Includes references to non-Western religions.

SOCY B308 - COMMUNITY ORGANIZATION (3).

An analysis of formal and informal organization, the interrelationships among public and private agencies and means through which community action programs are initiated, coordinated and maintained.

SOCY B309 – INTRODUCTION TO SOCIAL INEQUALITY (3).

This course applies a sociological framework to understand social stratification and inequality. Students will learn major sociology paradigms or meta-theories of the relationship of society to the individual and will apply them in the empirical analysis of social inequality.

SOCY B310 - SOCIAL DEMOGRAPHY (3).

(Prerequisite: STAT B201) Selected theoretical orientations, methodological procedures and illustrative course substantive data pertaining to population.

SOCY B311 - ECOLOGY OF HUMAN SOCIAL SYSTEMS (3).

Relationships among and changes in populations, social organization, technology and the environment.

SOCY B313 - SOCIOLOGY OF AGING (3).

Analysis of aging as a process of socialization and the status of older people in society, their roles in the community, demographic aspects of aging and the impact of aging upon social institutions.

SOCY B315 - WORLD POPULATION: PROBLEMS AND POLICIES (3).

World population growth and concomitant socioeconomic problems. Effectiveness of governmental policies concerned with population growth. Topics include over-population. (Satisfies USCB General Education Global Citizenship and Multicultural Understanding Requirement).

SOCY B320 - INDIVIDUAL AND SOCIETY (3).

(Prerequisite: STAT B201 or equivalent course in quantitative methods) Selected theoretical orientations, methodological procedures and illustrative substantive data pertaining to the relations between the individual and society.

SOCY B323 - SOCIOLOGY OF DEVIANT BEHAVIOR (3).

Theories, methodology and substantive issues in the study of social deviance.

SOCY B325 - SOCIOLOGY OF CHILDHOOD (3).

A consideration of the child in the family group, play group, school group and community.

SOCY B326 - SOCIOLOGY OF ADOLESCENCE (3).

Sociological perspectives and research findings related to adolescence.

SOCY B340 - INTRODUCTION TO SOCIAL PROBLEMS (3).

Normative dissensus and behavioral deviance in society and their consequences for social change and social order. Problems may include: mental disorders, juvenile delinquency, crime, drug abuse, alcoholism, suicide, sexual pathology, race and ethnic relations, world population crises and work problems.

SOCY B341 - SOCIOLOGY OF DEATH AND DYING (3).

The social and psychological processes of dying; community reactions to death; social institutions for resolving death problems.

SOCY B350 - SOCIOLOGY OF DELINQUENT YOUTH BEHAVIOR (3).

Social factors in the development, identification and treatment of delinquents.

SOCY B351 - URBAN SOCIOLOGY (3).

Analysis of urban trends, characteristics and functions of cities with reference to the social psychological factors in urban living. Attention is directed to the emergence of urbanism in the United States, with particular reference to the Southern region and to institutions, problems and city planning.

SOCY B352 - THE SOCIOLOGY OF LITERATURE (3).

(Prerequisite: SOCY B101) Social factors in the production and reception of literature. Theories, methods and substantive issues in a sociological approach to literature.

SOCY B353 - SOCIOLOGY OF CRIME (3).

Social factors in the development, identification and treatment of criminals.

SOCY B354 - COLLECTIVE BEHAVIOR (3).

An analysis of crowds, publics, social movements and the mass society in terms of their institutional and social psychological consequences.

SOCY B355 - MINORITY GROUP RELATIONS (3).

Theories, methods and substantive issues in the study of majority-minority group relations and social processes and cultural orientations associated with racial and ethnic differentiation.

SOCY B357 - SOCIOLOGY OF EDUCATION (3).

{§EDFO B357} Analysis of educational institutions, organizations, processes and their effects in contemporary society.

SOCY B360 - SOCIOLOGY OF MEDICINE AND HEALTH (3).

Social factors in health, illness and medicine in contemporary society.

SOCY B362 - SOCIOLOGY OF DISABILITY (3).

A social perspective is employed to analyze social disability. Several theoretical concepts provide students with the ability to understand social disability from a unique angle.

SOCY B370 - SOCIOLOGY OF SPORT (3).

Theories, methods and substantive issues in the study of sport in contemporary societies.

SOCY B398 - TOPICS IN SOCIOLOGY (3).

Reading and research on selected sociological topics. Course content varies and will be announced in the schedule of classes by suffix and title.

SOCY B399 - INDEPENDENT STUDY (3-6).

(Prerequisite: permission of instructor) Contract approval by instructor, advisor, Department Chair and Executive Vice Chancellor for Academic Affairs is required.

SOCY B460 - SOCIOLOGY OF MENTAL HEALTH (3).

Social factors in the development, identification and treatment of mental illness.

SOCY B496 - SOCIOLOGICAL THEORY (3).

Theoretical perspectives on society and social behavior.

SOCY B497 - SOCIOLOGICAL RESEARCH METHODS (4).

(Prerequisite: STAT B201) Critical analysis of major methods used in the conduct of social science general problems of research design. Two lecture hours and two laboratory hours per week.

SOCY B498 - RESEARCH SEMINAR (3).

(Prerequisite: SOCY B497 or permission of instructor) Utilization of theoretical, methodological and substantive knowledge in the design and execution of a sociological study.

STATISTICS (STAT)

STAT B110 - INTRODUCTION TO DESCRIPTIVE STATISTICS (3).

Computational and graphical techniques for organizing and presenting statistical data. Sample mean and sample variance, cross tabulation of categorical data, correlation and simple linear regression, quality control charts, statistical software.

STAT B201 - ELEMENTARY STATISTICS (3).

(Prerequisite: MATH B101 or higher or permission of instructor) An introductory course in the fundamentals of modern statistical methods. Topics include descriptive statistics, normal distributions, random sampling, statistical studies and ethics, probability, confidence intervals, tests of hypothesis, simple linear regression and correlation.

STAT B202 - ELEMENTARY STATISTICS LABORATORY (1).

(Prerequisite: or Co-requisite: STAT B201) Experiments which illustrate important concepts of elementary statistics. Two laboratory hours per week.

STAT B340 – INTRODUCTION TO PROBABILITY AND STATISTICS (3).

(Prerequisite: MATH B240 or permission of instructor). Set theory; distributions of both discrete and continuous random variables; moments (including moment generating and characteristic functions); limit theorems; multivariate distributions including marginal and conditional distributions; confidence intervals and hypothesis tests.

THEATRE (THEA)

THEA B170 - FUNDAMENTALS OF ACTING (3).

The techniques of body and voice control; improvisations; interpretation of characters: characterization applied in scenes.

THEA B200 - UNDERSTANDING AND APPRECIATION OF THEATRE (3).

An introduction to the understanding and appreciation of theatrical experience. Attendance at theatrical performances required.

THEA B220 - THEATRE LABORATORY (1).

Supervised participation in theatre production. No formal class meetings. May be repeated for up to 8 credits.

THEA B340 - ORAL INTERPRETATION OF LITERATURE (3).

{SCOMM B340} A course designed to give an understanding of the principles involved in extracting meaning from the printed page and the oral presentation of that meaning in a lucid and stimulating manner.

THEA B399 - INDEPENDENT STUDY (3-6).

Contract approval by instructor, advisor, Department Chair and Vice Chancellor for Academic Affairs is required.

THEA B472 - CINEMA (3).

{§ENGL B472} (Prerequisite: ENGL B101 and ENGL B102) An investigation into the aesthetics of cinema. This course will also focus on the major genres.

THEA B472L - CINEMA LABORATORY (0).

{§ENGL B472L} Required viewing for THEA B472.

THEA B481 - HISTORY OF CINEMA (3).

Survey of the international cinema from 1945 to the present.

UNIVERSITY (UNIV)

UNIV B101 - THE STUDENT IN THE UNIVERSITY (3).

The purposes of higher education and potential roles of the student within the university. Open to freshmen. Also open to other undergraduate students in their first semester of enrollment.

UNIV B250 – CAREER AND LIFE PLANNING (1).

This course will aid in development of career and life-planning skills through exposure to self-assessment, occupational information, job search techniques, professional literature, experiential education, values clarification, and career ladder strategies.

UNIV B491 - LEADERSHIP IN PRACTICE (1).

This course explores the practice of leadership and engages outstanding students in an active dialogue about the challenges of being a leader within the university context and beyond.

ADMISSION

The Admissions Office facilitates the recruitment and admissions process of prospective students.

Applicants must complete appropriate admission forms and submit them along with required credentials to the Office of Admissions. Application forms may be obtained from the Office of Admissions or on the web at <http://www.uscb.edu>.

A one-time, non-refundable \$40 application fee is required of all applicants and must accompany the application. A check or money order should be made payable to USCB.

Priority application dates:

Fall term: Mid-May

Spring term: Late November

Summer term: Two weeks prior to registration for the term

General Admission Requirements

An application for admission must be submitted and approved and an official notification of acceptance issued by the Office of Admissions before any person may enroll in courses. Before action can be taken on an application for admission, all credentials required by University policy must be received by the Admissions Office, which has responsibility for evaluation of credentials for the purpose of admission.

First-time applications must be accompanied by a non-refundable application fee specified on the application form. Application forms may be obtained from the USCB Office of Admissions or on the web at www.uscb.edu.

The University reserves the right to place conditions on the admission of any student. In the event such action is taken, the conditions will be clearly explained in the letter of conditional acceptance.

Proof of Citizenship

USC students must present proof of citizenship or lawful presence in the U.S. before enrolling. This policy has been adopted by the University in order to comply with section 59-101-430 of the South Carolina Code of Laws, as amended, which requires that lawful presence in the United States is verified before enrollment at any public institution of higher education. Verification of immigration status for non-citizens will be conducted by International student officials. For other students, a proof of citizenship verification process has been adopted to deter and prevent false claims of citizenship by unlawful aliens attempting to evade the eligibility requirements of section 59-101-430. Students who are not verified as citizens during the Federal financial aid application (FAFSA) process must present proof of citizenship in the form of one of the following acceptable documents:

- Copy of the South Carolina driver's license if the student first became a licensed driver in the state after January 1, 2002;
- A Certified Birth Certificate indicating that you were born in the United States or a territory of the United States. A photocopy of your birth certificate is not acceptable.
- Current U.S. Passport or U.S. Passport that has not been expired more than 10 years;
- Certificate of Naturalization -- USCIS Form (N-550 or N-570);
- U.S. government issued Consular Report of Birth Abroad;
- Certificate of Citizenship (N-560 or N-561);
- Unexpired U.S. Active Duty/Retiree/Reservist Military ID Card (DOD DD-2)

- The University can accept photocopies of birth certificates and other citizenship documents so long as we reserve the right to demand production of the certified original in the event we have any questions about whether the copy is true and accurate, or in the event any of the information on the copy is unreadable.

Selecting a Major

The college experience provides an opportunity for exploration of many disciplines and fields of study. Therefore, students are not required to select a major upon admission to the University.

Students should declare a major after earning 30 semester hours, provided they have met the entrance or progression requirements of the program of their choice. Undecided and change-of-major students should use the resources available in the career services office.

Students who wish to declare a major in Early Childhood Education, Elementary Education, Liberal Studies or Nursing require special approval from the Department Chair. Admission to the University does not guarantee admission to an academic program.

Freshman Admission

Admission of freshman students is based on high school course selection, high school grade point average and SAT or ACT scores.

Freshman applicants must submit:

1. Completed application
2. Specified non-refundable application fee
3. Official high school record complete up to the time of application with a minimum of 2.0 weighted core GPA
4. Entrance examination scores (either SAT [minimum score of 800] or ACT [minimum score of 17])

In addition, students must submit a final high-school transcript showing date of graduation as soon as possible after completion of high school.

Prospective students must have adequate preparation for the curriculum in which they plan to enroll. At a minimum, applicants for admission are required to complete a college preparatory program with units distributed among the following academic subjects:

- 1 **English (4 units).** At least two units must have strong grammar and composition components, at least one must be in English literature, and at least one must be in American literature. Completion of college preparatory English I, II, III, and IV will meet this criterion.
- 2 **Mathematics (4 units).** Entering freshman are required to complete four units of mathematics. These include Algebra I (for which Applied Mathematics I and II may count together as a substitute, if a student successfully completes Algebra II), Algebra II, and Geometry. A fourth higher-level mathematics course should be selected from among Algebra III/trigonometry, precalculus, calculus, statistics, discrete mathematics, or a capstone mathematics course and should be taken during the senior year.
- 3 **Laboratory Science (3 units).** Two units must be taken in two different fields of the physical or life sciences and selected from among **biology, chemistry, or physics**. The third unit may be from the same field as one of the first two units (**biology, chemistry, or physics**) or from **any laboratory science** for which **biology** and/or **chemistry** is a **prerequisite**. Courses in earth science, general physical science, or introductory or general environmental science for which biology and/or chemistry is not a prerequisite will not meet this requirement. It is strongly recommended that students take physical science (taught as a laboratory science) as a **prerequisite** to the three required units of laboratory science outlined in this section.

- 4 **Social Studies (3 units).** Three units of social studies. One unit of U.S. history is required; a half unit of economics and a half unit of government are strongly recommended.
- 5 **Foreign Language (2 units).** Two units of foreign language must be in the same language
- 6 **Fine Arts (1 unit):** One unit in Appreciation of, History of, or Performance in one of the fine arts.
- 7 **Elective (1 unit).** One unit must be taken as an elective. A college preparatory course in Computer Science (i.e., one involving significant programming content, not simply keyboarding) is strongly recommended for this elective. Other acceptable electives include college preparatory courses in English; fine arts; foreign languages; social science; humanities; laboratory science (excluding earth science, general physical science, general environmental science, or other introductory science courses for which biology and/or chemistry is not a prerequisite); or mathematics above the level of Algebra II.
- 8 **Physical Education (1 unit).** One unit of physical education or ROTC is required.

Total Units Required: 19

In addition to completion of the above units, students must meet requirements based on entrance examination scores and weighted core GPA.

Applicants must apply for and take the required entrance examinations (SAT or ACT) in advance of the term for which they seek admission and they are responsible for having the results of these examinations sent to the University. Applicants over the age of 25 may not be required to submit entrance examination results; however, they must submit other credentials which give evidence of reasonable academic potential. Entrance examination scores may be required in the absence of satisfactory credentials or evidence of potential.

Assessment of Academic Records

Freshman applicants who meet the course requirements will be evaluated on the basis of high-school grades, class rank and entrance examination scores. These factors will be used to determine the applicant's probability of completing the requirements for the desired degree. Applicants who have earned a cumulative average of C+ on the defined preparatory units above and who score 800 on the SAT or 17 on the ACT may be admitted to USCB. Exception to admission requirements will be considered for applicants who present written documentation to the Director of Admissions for review and re-evaluation of original decision.

International Student Admission

All international students applying for admission to a degree program must complete an international student application and submit it to the Admissions Office at USCB. All international students must submit bank statements or certified statements for financial ability to provide approximately \$26,500 or more for twelve (12) months' total expenses. This is required before the I-20 certificate of eligibility can be signed. International applicants are also required to pay a \$500.00 processing fee along with the \$40 application fee before attending their first semester.

Due to the difficulties associated with international postage and traveling, international students should submit an application at least 5 months prior to the semester the student wishes to enter. *Deadline for applications is July 1st for the fall semester and November 1st for the spring semester.* International students who do not meet regular admission requirements and decide to petition for admission may not have adequate time to complete the admissions process. In such cases, their application will be considered for the following semester.

International Freshman Applicants

Freshmen applicants from other countries are required to submit:

- official copies of secondary school (high school) transcripts;
- Test of English as a Foreign Language (TOEFL) scores (550 on the standard, 213 on the computer-based version or 77 on the internet based TOEFL).

International Transfer Applicants

International students who are applying for admission and have completed courses at post-secondary institutions are considered to be transfer students and must meet the transfer student requirements outlined in this *Bulletin* under Transfer Admission. If the applicant has completed fewer than 30 semester hours of college-level work, s/he must meet both transfer and freshman entrance requirements. In addition to the application and fee, the international transfer student must submit:

- Complete official transcripts of college-level courses through the time of application; these are to be supplemented by final transcripts to reflect complete academic work prior to beginning classes at the University. Transfer students who have earned a degree or taken any courses in countries outside the United States must have an official transcript evaluated by a professional evaluation service. This evaluation must be forwarded directly to the USCB Admissions Office from the evaluation service. Students will not be considered for admissions until this evaluation is received;
- TOEFL scores (550 on the standard, 213 on the computer-based version or 77 on the internet based TOEFL);
- If the applicant has attempted less than 30 semester hours of college level work, complete official high school records must also be submitted.

The TOEFL requirement will be waived for a transfer student if the student has completed the equivalent of USCB's English 101 and 102 courses with a C or better at an accredited post-secondary institution in the United States.

Transfer students who have earned a degree or taken any courses in countries outside the United States must have an official transcript evaluated by a professional evaluation service. This evaluation must be forwarded directly to the USCB Admissions Office from the evaluation service. (A list of two professional Evaluation Services can be obtained from the USCB Admissions Office or found on the USCB web site at <http://www.uscb.edu/admissions>. Students will not be considered for admission until this evaluation is received).

Waiver of Foreign Language Requirement for Bilingual Speakers

Students whose native language is other than English and who have scored either 550 on the paper-based, 213 on the computer-based, or 77 on the internet based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USCB's language requirement. English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.

Non-Degree Candidate Admission

Applicants who wish to attend the University for one semester or on some limited basis may be approved to do so upon submitting a Non-Degree application. The admissions office reserves the right to determine the proper category of admission and to determine what credentials may be required.

Non-Degree Students

This category is for part-time applicants who are not interested in earning a degree at USCB. A maximum of 30 semester hours may be earned in this category. Applicants who have been officially denied admission as degree-seeking students are not eligible for admission as special students. Courses completed as special students carry full University credit; however, none of the hours is applicable to a degree until the student applies and qualifies for admission to a degree program. Usually no credentials are required if the applicant has no plan to seek a degree.

Concurrent

Concurrent Admission is a program offered by USCB to qualified high school juniors and seniors. It provides an opportunity for students who are capable of meeting an increased challenge to earn college credit by taking courses offered by the University while still enrolled in high school. To be considered for this program, students must submit: an application for admission, high school transcripts and approval from high school principal or guidance counselor.

Student eligibility:

- Student must be a junior or senior in high school
- Minimum GPA of 3.0 grade point average (on a 4.0 scale)
- Approval from student's high school (Principal or Guidance Counselor)
- Prerequisites must be met prior to enrollment of course
- Entrance exam scores (SAT I or ACT)

Students admitted to this program will be enrolled in regular college courses in general subject areas, chosen in consultation with the student, which will complement their high school program. Advising is available and it is highly encouraged that students make an appointment. An official notification of acceptance is issued by Admissions and is required for enrollment.

Audit

Anyone may audit courses with permission of instructor. To audit courses, apply as a non-degree student. Auditing is granted on a space-available basis only. An admission application and the application fee must be submitted. Once audited, a course may not be taken for credit.

Military Special

Certification of active duty military status is required.

Persons attending the University in any of these categories will be non-degree candidates. Credit earned while attending as a non-degree student may be used toward a degree only after the student has applied for and been accepted into a degree program. An applicant denied admission to any degree category is not eligible for admission as a special student. The period of enrollment in these categories is limited by either time or number of allowable credits. The official acceptance letter explains all enrollment restrictions for the category in question. Non-degree students are not eligible for financial aid or veterans benefits.

Non-Traditional Students

Non-traditional students at USCB are typically students who are 25 years of age or older. Non-traditional students may also be students who do not attend college the semester after they graduate from high school.

Admissions Requirements for Non-Traditional Students

Non-traditional students must submit the same credentials as other students (high school and college transcripts). Students over the age of 25 may not be required to submit SAT or ACT results; however, students without SAT or ACT scores must submit other credentials which provide evidence of reasonable academic potential.

Awarding Academic Credit to Non-Traditional Students

Students may validate the knowledge they have gained through work or public service experiences by submitting the results of CLEP subject exams, taking USCB challenge exams, submitting documents indicating educational experiences in the military, or submitting credits earned for USC correspondence courses. Appropriate policies which have been established by the University state that a maximum of 30 semester hours of non-traditional credit may be applied to a baccalaureate degree.

Provisional Admission

The University provides a transitional admission program for students who do not meet our regular admission requirements, but demonstrate academic potential. Students admitted provisionally are required to meet stipulations as outlined in the letter of acceptance. Students who do not meet stipulated requirements during the first semester will not be allowed to continue their enrollment after their initial semester.

Readmission of Former Students

An application for readmission must be submitted by any former student who wishes to return to the University after missing a major (fall or spring) semester. Summer sessions do not count as a major semester in this instance. Applications for readmission are obtained from the Office of Admissions and when completed should be returned to the Admissions Office. Readmission to the University and to the program in which the student was previously enrolled is not automatic.

Students who attend the University as special students (including probationary or non-degree candidates) are not considered for readmission because these students were not fully admitted to the University originally. If special students wish to return to the University as degree-seeking candidates, they must apply for regular admission as freshmen or transfer students, furnishing all official transcripts and any entrance test scores which may be required.

Students who leave the University in good standing, miss one or more major semesters and attend another institution while away must submit the application for readmission and official transcripts of all college-level work attempted during their absence from the University. Such applicants must meet the same requirements as transfer students.

A student who leaves the University on suspension must apply for readmission upon completion of the period of suspension and qualify for readmission to the major program requested. To attempt to return to the University prior to the completion of the suspension period requires:

1. an application for readmission and a petition for reinstatement if a major semester has been missed; or
2. a petition for reinstatement if the attempt is being made after notification of suspension but prior to missing a major semester.

A student on suspension is given an opportunity to reorder priorities and reassess his or her situation before returning. While serving suspension, a student may not be admitted to, or continue in, any academic program of the University. No student suspended from USCB for any reason may earn academic credit during the period of suspension, whether by residence elsewhere or by correspondence

Priority application deadlines:

Fall term: August 1

Spring term: December 1

Summer term: Two weeks prior to registration for the term.

There is a \$10 fee for readmission applications.

Senior Citizen Admission

Senior Citizens (age 60 and older) are entitled to enroll on a “space-available” basis without the required payment of tuition. Senior citizens are required to pay all other applicable fees. Senior citizens may apply as degree or non-degree seeking students and request a waiver of tuition; however, senior-citizens who wish to receive the tuition waiver benefit must wait until the third day of classes to register. If a senior-citizen wishes to guarantee a seat in a class, s/he should enroll prior to the first day of the semester and pay full tuition and fees. Refunds will not be allowed should space still be available on the third day of class.

The admission and advising processes can be completed in advance of registration and submitted to the appropriate office. Forms required to be submitted include:

- *Senior Citizen Application (submit to the Admissions Offices)*
- *Free Tuition Application for Senior Citizens (submit to the Bursar’s Office at either campus, along with a copy of the driver’s license)*

If this is done in advance, the student must still register on day three of the semester through the VIP system.

Summer Admission

New students entering the University for the first time in a summer term who expect to continue studying toward a degree submit only one application. They must meet all requirements for admission as degree-seeking students before the beginning of the summer term.

Summer Attendance Only

Students who wish to attend the University for the summer only should apply as special students under the “Non-Degree Candidate” paragraph included in this section. Students enrolled in degree programs in another college who wish to take summer courses at USCB as transients should seek written approval to take specific USCB courses from the home institution.

Transfer Admission

An applicant who has graduated from high school, attended another regionally accredited postsecondary institution and attempted one or more courses is a transfer student, regardless of credit earned. If fewer than 30 semester hours (45 quarter hours) of college-level work has been attempted, the applicant must meet both transfer and freshman entrance requirements.

Transfer applicants for admission must submit:

1. a completed application
2. specified *non-refundable* application fee
3. complete official transcripts from postsecondary institutions through the time of application; these must be supplemented by final transcripts that reflect complete academic work prior to beginning classes
4. complete high-school records including entrance exam results if less than 30 semester hours or 45 quarter hours of college-level work have been attempted in a regionally accredited college or university.

Transfer students are required to have a 2.0 cumulative GPA in all previous college-level course work. In addition, they must be in good standing and eligible to return to the institution last attended. Transcript Request Forms are available through the USCB Admissions Office or on line at <http://www.uscb.edu>. Students must request and submit official transcripts from each previous academic institution. (Hand delivered transcripts or transcripts that say 'issued to student' will be considered unofficial, unless the admissions office receives it in a sealed envelope from the institution). The applicant must submit transcripts of all previous college courses attempted whether or not credit was earned and regardless of whether the applicant wishes to transfer any credit. Failure to report all attempted college courses may constitute sufficient cause for later dismissal from the University.

A transfer grade point average is calculated for the purpose of admission, using all credits attempted and grades earned at other institutions, with the exception of remedial courses. Additionally, this calculation is included in the academic record GPA once applicants have been admitted and begun enrolling in University courses.

These credits and grades also will be included in calculating honors at graduation from the University. Departments within the University have the right to consider all attempted college-level work in determining admission to particular programs and/or advancement into upper-division or professional-level courses. As a general rule, credits earned in courses that fall in one or more of the following categories are not acceptable in transfer to campuses of the University of South Carolina System:

1. courses that are occupational or technical in nature;
2. courses that are essentially remedial in nature;
3. courses from a two-year institution which are considered upper-division or upper-level at the University;
4. courses from a two-year institution that are not listed as part of that institution's college parallel program.

Exceptions to this rule may be made only by the Executive Vice Chancellor for Academic Affairs and only in specific cases where such courses are judged to be uniquely relevant to the student's degree program. Transfer credit will not be accepted for courses the equivalent of which a student has been enrolled in previously at the University, unless the academic work presented for transfer represents a minimum of a full year of resident work at the other institution. Similarly, a student cannot receive credit for a course taken at the University if s/he has received transfer credit for an equivalent course previously taken at another institution.

USCB will not accept transfer credit for non-USC courses in which the student made a grade of D+ or lower.

Where articulation agreements do not apply and there is some doubt about the appropriateness of a transfer course for general education credit, a decision will be rendered by the Director of General Education. Regardless of the point in an academic career at which students enter the University, all must complete the final year (the last 30 semester hours before graduation) enrolled in classes at USCB.

Evaluation of Transfer Credits

Applicants for admission with advanced standing, having completed all admission procedures and requirements, will be given a statement of credits accepted by transfer to the University. Applicability of those credits to a degree is determined by the department or major in which the student enrolls. The number of credits acceptable to the University and the number which may apply toward a particular degree may differ.

Original records are required and evaluated for courses exempted at a previous college. Exemption credit or acceptance of transfer credit by another college has no bearing on the evaluation of transfer credit at USCB. Applicants for admission with advanced standing from colleges and universities not accredited by a regional accrediting association will need to validate transfer credits.

In compliance with Southern Association for Colleges and Schools requirements, a maximum of 76 credit hours is awarded for two-year and community college transfer work.

Exceptions to this rule may be made only by the Executive Vice Chancellor for Academic Affairs and only in specific cases where such courses are judged to be uniquely relevant to the student's degree program.

A maximum of 30 semester hours of credit by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for a baccalaureate degree; 15 towards an associate's degree. The 30 semester hours of credit which may be awarded for educational experiences in the military should be in accordance with recommendations published by the American Council on Education and be consistent with University policy on the transfer of credit but will only be applied to a degree program upon the approval of the Executive Vice Chancellor for Academic Affairs.

Veteran students may receive credit toward graduation for training received under many of the armed forces college training programs. University credit also may be given for specialized and technical training done under the auspices of the armed forces and for courses taken through the United States Armed Forces Institute/DANTES. This training may be accepted by the University for credit only if it is at the college level, if it is approved by the University and if it is appropriate to the particular University course of study in which the student enrolls. Armed forces training will not be evaluated until the applicant has been accepted for admission; however, credentials should be submitted with the admission application. No credit is given for high-school or college-level GED tests.

Information regarding educational benefits to veterans and the children of deceased or disabled veterans may be found in the Financial Aid section. Additional information for veterans is available from the Office of Veteran Student Services, University of South Carolina Beaufort.

A maximum of 30 semester hours of credit earned while classified as a non-degree special student in the University may be applied toward meeting the requirements for a baccalaureate degree.

A student planning to pursue work at other institutions or through correspondence must complete this work before attaining senior classification (90 semester hours). Courses completed at any institution while the student is suspended by the University will not be accepted toward a degree at USCB.

Transfer: State Policies and Procedures

Background

Section 10-C of the South Carolina School-to-Work Transition Act (1994) stipulates that the Council of College and University Presidents and the State Board for Technical and Comprehensive Education, operating through the Commission on Higher Education, shall develop better articulation of associate and baccalaureate degree programs. To comply with this requirement, the commission, upon the advice of the Council of Presidents, established a Transfer Articulation Policy Committee composed of four-year institutions' Vice Presidents for Academic Affairs and the Associate Director for Instruction of the State Board for Technical and Comprehensive Education. The principal outcomes derived from the work of that committee and accepted by the Commission on Higher Education on July 6, 1995, were:

- An expanded list of 86 courses which will transfer to four-year public institutions of South Carolina from the two year public institutions;
- A statewide policy document on good practices in transfer to be followed by all public institutions of higher education in the State of South Carolina, which was accepted in principle by the Advisory Committee on Academic Programs and the commission;
- Six task forces on statewide transfer agreements, each based in a discipline or broad area of the baccalaureate curriculum.

In 1995, the General Assembly passed Act 137, which stipulated further that the South Carolina Commission on Higher Education notwithstanding any other provision of law to the contrary, shall have

the following additional duties and functions with regard to the various public institutions of higher education. These duties and responsibilities include the commission’s responsibility to establish procedures for the transferability of courses at the undergraduate level between two-year and four-year institutions or schools. This same provision is repeated in the legislation developed from the report of the Joint Legislative Study Committee.

Act 137 directs the Commission to adopt procedures for the transfer of courses from all two-year public to all four-year public institutions of higher education in South Carolina. Proposed procedures are listed below. Unless otherwise stated, these procedures shall become effective immediately upon approval by the commission and shall be fully implemented, unless otherwise stated, by September 1, 1997.

Statewide Articulation of 86 Courses

The Statewide Articulation Agreement of 86 courses already approved by the South Carolina Commission on Higher Education for transfer from two to four-year public institutions shall be applicable to all public institutions, including two-year institutions and institutions within the same system. In instances where an institution does not have synonymous courses to ones on this list, it shall identify comparable courses or course categories for acceptance of general education courses on the statewide list. Refer to the following web site: <http://www.che.sc.gov/>

Articulation Agreements with Other Institutions

The purpose of an articulation agreement is to enhance further the cordial and cooperative relationship between USCB and technical colleges in South Carolina, Georgia, and international to further the purposes of scholarship, to provide a framework for students, and to provide an opportunity for graduates of technical colleges to transfer to USCB to earn a baccalaureate degree.

USCB academic departments have articulation agreements with the following institutions:

Department of Education	Department of Hospitality Management
Technical College of the Lowcountry	<ul style="list-style-type: none"> • Centennial College • Savannah Technical College • Technical College of the Lowcountry
Department of Science and Mathematics	Department of Social Sciences
University of South Carolina College of Engineering and Computing	<ul style="list-style-type: none"> • Greenville Technical College • Florence Darlington Technical College • Horry-Georgetown Technical College • Midlands Technical College • Trident Technical College

Admissions Criteria, Course Grades, GPAs, Validations

All four-year public institutions shall issue annually in August a transfer guide covering at least the following items:

- a. The definition of a transfer student and requirements for admission both to the institution and, if more selective, requirements for admission to particular programs.
- b. Limitations placed by the institution or its programs for acceptance of standardized examinations (e.g. SAT, ACT) taken more than a given time ago, for academic course work taken elsewhere, for

- course work repeated due to failure, for course work taken at another institution while the student is academically suspended at his/her home institution and so forth.
- c. Institutional and, if more selective, programmatic maximums of course credits allowable in transfer.
 - d. Institutional procedures used to calculate student applicants' GPAs for transfer admission. Such procedures shall describe how non-standard grades (withdrawal, withdrawal failing, repeated course, etc.) are evaluated; and they shall also describe whether all course work taken prior to transfer or just course work deemed appropriate to the student's intended four-year program of study is calculated for purposes of admission to the institution and/or programmatic major.
 - e. Lists of all courses accepted from each technical college (including the 86 courses in the Statewide Articulation Agreement) and the course equivalencies (including "free elective" category) found on the home institution for the courses accepted.
 - f. Lists of all articulation agreements with any public South Carolina two-year or other institution of higher education, together with information about how interested parties can access these agreements.
 - g. Lists of the institution's Transfer Officer personnel together with telephone and fax numbers and office address.
 - h. Institutional policies related to "academic bankruptcy" (i.e., removing an entire transcript or parts thereof from a failed or underachieving record after a period of years has passed) so that re-entry into the four-year institution with course credit earned in the interim elsewhere is done without regard to the student's earlier record.
 - i. "Residency requirements" for the minimum number of hours required to be earned at the institution for the degree.

Course work (individual courses, transfer blocks, statewide agreements) covered within these procedures shall be transferable if the student has completed the course work with a "C" grade (2.00 on a 4.00 scale) or above, but transfer of grades does not relieve the student of the obligation to meet any GPA requirements or other admissions requirements of the institution or program to which application has been made.

- a. Any four-year institution which has institutional or programmatic admissions requirements for transfer students with cumulative grade point averages (GPAs) higher than 2.00 on a 4.00 scale shall apply such entrance requirements equally to transfer students from regionally accredited South Carolina public institutions regardless of whether students are transferring from a four-year or two-year institution.
- b. Any multi-campus institution or system shall certify by letter to the commission that all course work at all of its campuses applicable to a particular degree program of study is fully acceptable in transfer to meet degree requirements in the same degree program at any other of its campuses.

Any course work (individual courses, transfer blocks, statewide agreements) covered within these procedures shall be transferable to any public institution without any additional fee and without any further encumbrance such as a validation examination, placement examination/instrument, verification instrument, or any other stricture, notwithstanding any institutional or system policy, procedure, or regulation to the contrary.

Transfer Blocks, Statewide Agreements, Completion of the A.A./A.S. Degree

The following Transfer Blocks/Statewide Agreements taken at any two-year public institution in South Carolina shall be accepted in their totality toward meeting baccalaureate degree requirements at all four-year public institutions in relevant four-year degree programs, as follows:

- Arts, Humanities and Social Sciences: Established curriculum block of 46–48 semester hours
- Business Administration: Established curriculum block of 46–51 semester hours
- Engineering: Established curriculum block of 33 semester hours
- Science and Mathematics: Established curriculum block of 51–53 semester hours

- Teacher Education: Established curriculum block of 38–39 semester hours for early childhood, elementary and special education students only. Secondary education majors and students seeking certification who are not majoring in teacher education should consult the Arts, Humanities and Social Sciences or the Math and Science transfer blocks, as relevant, to assure transferability of course work
- Nursing: By statewide agreement, at least 60 semester hours shall be accepted by any public four-year institution toward the baccalaureate completion program (BSN) from graduates of any South Carolina public associate degree program in nursing (ADN), provided that the program is accredited by the National League of Nursing and that the graduate has successfully passed the National Licensure Examination (NCLEX) and is a currently licensed Registered Nurse.

Any “unique” academic program not specifically or by extension covered by one of the statewide transfer blocks/ agreements shall either create its own transfer block of 35 or more credit hours with the approval of CHE staff or shall adopt either the Arts/Social Science/Humanities or the Science/Mathematics block by September, 1996. The institution at which such program is located shall inform the staff of the CHE and every institutional President and Vice President for Academic Affairs about this decision.

Any student who has completed either an Associate of Arts or Associate of Science degree program at any public two-year South Carolina institution which contains within it the total course work found in either the Arts/Social Sciences/Humanities Transfer Block or the Math/Science Transfer Block shall automatically be entitled to junior level status or its equivalent at whatever public senior institution to which the student might have been admitted. (Note: As agreed by the Committee on Academic Affairs, junior status applies only to campus activities such as priority order for registration for courses, residence hall assignments, parking, athletic event tickets, etc. and not in calculating academic degree credits.)

Related Reports and Statewide Documents

All applicable recommendations found in the commission’s report to the General Assembly on the School-to-Work Act (approved by the commission and transmitted to the General Assembly on July 6, 1995) are hereby incorporated into the procedures for transfer of course work among two- and four-year institutions.

The policy paper entitled State Policy on Transfer and Articulation, as amended to reflect changes in the numbers of transfer blocks and other Commission action since July 6, 1995, is hereby adopted as the statewide policy for institutional good practice in the sending and receiving of all course credits to be transferred.

Assurance of Quality

All claims from any public two- or four-year institution challenging the effective preparation of any other public institution’s course work for transfer purposes shall be evaluated and appropriate measures shall be taken to reassure that the quality of the course work has been reviewed and approved on a timely basis by sending and receiving institutions alike. This process of formal review shall occur every four years through the staff of the Commission on Higher Education, beginning with the approval of these procedures.

Statewide Publication and Distribution of Information on Transfer

The staff of the Commission on Higher Education shall print and distribute copies of these procedures upon their acceptance by the commission. The staff shall also place this document and the appendices on the commission’s home page on the internet under the title “Transfer Policies.”

By September 1 of each year, all public four-year institutions shall on their own home page on the internet under the title “Transfer Policies”:

- a. Print a copy of this entire document (without appendices).
- b. Print a copy of their entire transfer guide.

- c. Provide to the staff of the commission in satisfactory format a copy of their entire transfer guide for placing on the commission’s home page on the Internet.

By September 1 of each year, the staff of the State Board for Technical and Comprehensive Education shall on its home page on the internet—under the title “Transfer Policies”:

- a. Print a copy of this document (without appendices).
- b. Provide to the commission staff in format suitable for placing on the commission’s home page of the internet a list of all articulation agreements that each of the sixteen technical colleges has with public and other four-year institutions of higher education, together with information about how interested parties can access those agreements.

Each two-year and four-year public institutional catalog shall contain a section entitled “TRANSFER: STATE POLICIES AND PROCEDURES.” Such section at a minimum shall:

- a. Publish these procedures in their entirety (except Appendices).
- b. Designate a Chief Transfer Officer at the institution who shall provide information and other appropriate support for students considering transfer and recent transfers serve as a clearinghouse for information on issues of transfer in the State of South Carolina provide definitive institutional rulings on transfer questions for the institution’s students under these procedures work closely with feeder institutions to assure ease in transfer for their students. At USCB the transfer officer is the Assistant Director of Admissions.
- c. Designate other programmatic Transfer Officer(s) as the size of the institution and the variety of its programs might warrant.
- d. Refer interested parties to the institutional Transfer Guide of the state’s four-year institutions.
- e. Refer interested parties to the institution’s and the Commission on Higher Education’s home page on the internet for further information regarding transfer.

Additional Credit

College Board Advanced Placement (AP) Examinations

USCB supports the College Board’s Advanced Placement Program, which allows high school students the opportunity to pursue college level courses in their own schools and to be taught the material by their own teachers. After completion of the AP courses, students take the appropriate AP test to determine their level of achievement. For college credit to be awarded, a student must have official score reports from the College Board sent directly to the Office of Admissions at USCB.

In accordance with policies established by the South Carolina Commission on Higher Education, USCB will award credit for AP scores of three or higher, unless evidence is presented for good cause not to do so. In addition, S.C. Commission on Higher Education has issued the following policies:

Because of the major overlap in course content between the two English AP exams, the awarding of AP credit in English should be treated separately from that of other disciplines as follows:

1. If a student receives a score of “3” or “4” on either English AP exam, credit would be awarded for English 101 or its equivalent (three credits);
2. If a student receives a score of “3” or “4” on both English AP exams, or a “3” on one and a “4” on the other, credit would be awarded for English 101 and 102 or their equivalents (six credits);
3. If a student receives a score of “5” on either or on both English AP exams, credit would be awarded for English 101 and 102 or their equivalent (six credits).

For additional information concerning the awarding of AP credit, contact the USCB Office of Admissions.

International Baccalaureate (IB) Policy

USCB recognizes the academic challenge inherent in the IB Program and encourages students who have completed the IB diploma to apply for admission. IB graduates who score well (4-7) on their Higher Level

exams will be awarded college credit as determined by the academic departments. No credit is awarded for subjects passed at the Subsidiary level of IB, nor for IB Higher-Level examination scores in the following areas: English A1, Biology, Business and Organization, Chemistry, Computing Studies, Economics, Foreign Languages, Geography, History, Mathematics, Music, Physics, Psychology, Social Anthropology. To receive credit, the student must have the official examination results sent to the Office of Admissions, University of South Carolina Beaufort, One University Boulevard, Bluffton SC 29909.

College Level Examination Program (CLEP)

The University awards credit by examination to certain CLEP subject examinations only. By attaining an acceptable score, a student may receive credit equal to that normally earned in the comparable University course. To receive credit, the student must have the official examination results sent to the Office of Admissions, University of South Carolina Beaufort, One University Boulevard, Bluffton SC 29909.

CLEP EXAMS	USCB EQUIVALENTS	
	REQUIRED SCORE	COURSE(S)/CREDITS
Business		
Financial Accounting	50	ACCT B225 (3)
Info. Systems & Computer Applications	50	MGSC B290 (3)
Intro. Business Law	50	BADM B324 (3)
Principles of Management	50	MGMT B371 (3)
Principles of Marketing	50	MKTG B350 (3)
Composition and Literature		
Analyzing/Intrepreting Literature	50	ENGL B102 (3) w/ satisfactory essay both sections scored by ETS
College Composition	50	ENGL B101 (3) w/ satisfactory essay both sections scored by ETS
	70	ENGL B101/B102 (6)
World Languages		
French Lang., Level 1	50	FREN B109/FREN B110 (6)
French Lang., Level 2	59	FREN B109 (3), B110 (3), B122 (3), and either FREN B209 or B210 (3)
Spanish Lang., Level 1	50	SPAN B109/B 110 (6)
Spanish Lang., Level 2	63	SPAN B109 (3), B110 (3), B122 (3), and either SPAN B209 or B210 (3)
History and Social Sciences		
American Government	50	POLI B201 (3)
History of the U.S. II: 1865 to Present	50	HIST B111 (3)
History of the U.S. I: Early Colonialisation to 1877	50	HIST B112 (3)
Human Growth and Development	50	PSYC B209
Introductory Psychology	50	PSYC B101 (3)
Introductory Sociology	50	SOCY B101 (3)
Principles of Macroeconomics	50	ECON B222 (3)
Principles of Microeconomics	50	ECON B221 (3)
Western Civ. I: Ancient Near East to 1648	50	HIST B102 (3)

Science and Mathematics		
Biology	50-55	BIOL B101 (4)
	56	BIOL B122 and B102 (8)
Chemistry	50	CHEM B111 (4)
College Algebra	50	MATH B111 (3)
College Mathematics	50	MATH B101 (3)
Precalculus	50	MATH B115 (4)
Calculus	50	MATH B141 (4)

Credit Granted for Educational Experiences in the Military

USCB recognizes the educational experiences and training which members of the armed forces receive during their time of service. Academic credit may be awarded for educational experiences in the military if they are in accordance with recommendations published by the American Council of Education (ACE) and are consistent with University policy on transfer of credit. Credit will be applied to a degree program upon approval. For more information contact the USCB Military Programs Office.

Academic Common Market

A cooperative tuition-reduction agreement among 14 Southern Regional Education Board states is in place to allow students to take academic programs not available in their state. If interested in programs, students must be admitted to USCB as a degree-seeking student. They should then contact their state coordinator for additional information. For additional information, consult the South Carolina Commission on Higher Education website.

ACADEMIC REGULATIONS AND POLICIES

Overview

As the chief governing body of the University of South Carolina system, the Board of Trustees delegates the powers of the President and the faculty in accord with its policies. Subject to the review of the President and the Board of Trustees, the faculty retains legislative powers in all matters pertaining to the standards of admission, registration, instruction, research, extracurricular activities, requirements for and granting of degrees, the curricula, the discipline of students, the educational policies and standards of the University of South Carolina Beaufort and all other matters affecting the conduct of academic affairs.

USCB reserves the right to make changes in curricula, degree requirements, course offerings, or academic regulations at any time when, in the judgment of the faculty, the Chancellor, the USC President or the Board of Trustees, such changes are in the best interest of the students and USCB.

Registration at USCB assumes the student's acceptance of all published regulations.

Unforeseen circumstances may interfere with the scheduling of a course or degree offering. Students must accept such developments even if doing so will mean a delay in some of their academic goals or a modification of those goals. The departments concerned will work closely with students facing such problems in an effort to resolve them with a minimum of difficulty.

USCB reserves the right to cancel any course because of inadequate enrollment. Additional courses may be offered upon application of a sufficient number of students; a minimum of ten applicants is the usual requirement. Registration in any course may be closed when the maximum enrollment has been reached.

Students may choose to obtain a degree in accordance with the curricular requirements in force for the particular degree at the time the student first enrolls as a baccalaureate degree-seeking student at USCB, or under subsequent requirements published while the student is enrolled. However, the student's choice is restricted to one specific *Bulletin* and the curricular requirements described therein. Students have a period of eight years, inclusive and continuous, in which to claim the rights of a specific *Bulletin*.

Within the eight-year limit, students who are absent from USCB for no longer than three years and who return to complete their program of study, shall have the right to continue under the *Bulletin* in effect at the time of their original enrollment as a baccalaureate degree-seeking student. Alternatively, the student may elect the degree requirements under the *Bulletin* in effect at the time of return. If the period of absence is three years or longer, students will be subject to the curricular requirements in place at the time of return. Under no circumstances will students be allowed to appeal to rules and regulations which were adopted and abandoned during the period of their absence.

Academic Assessment

Assessment, in a university or college setting, can be interpreted in several ways. Assessment can be the process of evaluating the success of a university in meeting its mission and goals (institutional assessment), or it can be the processes associated with evaluating student outcomes in relation to stated program goals (program assessment), or it can be course-embedded assessment techniques used to deliver information and/or evaluate student learning by observing students' skills and abilities. USCB is committed to offering programs and activities that encourage students to develop both academically and socially. In order to evaluate the effectiveness of our efforts, faculty, administrators and staff conduct ongoing assessments. The Office of Institutional Effectiveness and Research assists the faculty, administration and other staff in gathering and analyzing assessment data. Assessment, therefore, is the ongoing process of self-improvement through analyzing and evaluating all of our functions and activities.

Students, faculty and staff play critical roles in the assessment process. Consequently, participation in assessment activities is a University priority and responsibility. The information gleaned from assessment activities is used for planning and program improvement. Many of the University's assessment activities are mandated by external agencies. Therefore, all students wishing to receive a degree from USCB must complete procedures required for the assessment of general education and those required by their major and/or area of concentration. If a student fails to participate in a required assessment activity, a hold will be placed on the student's records and the student will not be able to register for any future semesters until the assessment activity is completed.

Primary responsibility for the assessment of academic programs within the major or area of concentration is with the faculty of each academic unit. Information pertinent to assessment of the major or area of concentration is provided to students by the department from which the degree will be granted.

Primary responsibility for coordinating the assessment of general education is with the Office of Institutional Effectiveness and Research. The faculty is actively involved in planning assessment and using the results of assessment to evaluate the effectiveness of general education. The assessment of general education is administered through the use of exams, interviews, surveys, questionnaires, or other instruments as developed by the faculty and staff in the Office of Institutional Effectiveness and Research.

The results of any activities used for program or general education assessment may not be used for promotion and/or tenure files, annual performance evaluations or for the evaluation of any student's progress in a course or progress toward a degree. Assessment activities, however, are integral to the processes of teaching and learning. Some examples of assessment activities you may be required to participate in include: advisement survey, graduating student survey, Noel-Levitz Student Satisfaction Inventory, National Survey of Student Engagement (NSSE), program exit surveys, Major Field Test and ACT CAAP tests.

Assessment Testing of Rising Juniors

USCB is committed to the assessment and continuous improvement of its programs. To assess the effectiveness of its general education program, the University requires all degree seeking, new and transfer students to take an examination during the spring semester of their sophomore/junior year (when students have between 45 and 60 collegiate hours completed). This examination is used by USCB only to assess and improve the quality of its programs. It in no way affects the grades or status of the student in the University. Since accurate testing results are vital to the effective assessment and

improvement of its programs, the University appreciates the cooperation of students with this process and asks students to make a serious effort on the examination. If a student fails to participate in a required assessment activity, a hold will be placed on the student's records and the student will not be able to register for any future semesters until the assessment activity is completed. Students with questions should call the Office of Institutional Effectiveness and Research at 843-521-4178.

Student Evaluation of Teaching

Students have the opportunity to evaluate the teaching effectiveness of faculty members through a faculty course evaluation survey given near the end of the course but prior to final exams. Faculty members are required to ensure that student evaluation forms are administered during class time in all classes except those in which the faculty-student ratio is one-to-one. In team-taught courses the evaluation shall be administered for each faculty member. Faculty members are required to leave the room while students are completing their written evaluations. The survey will be added to online courses for students to complete. After the semester has ended, the faculty member will receive a compilation of the evaluations. You may report any deviations from the stated procedures to the Director of Institutional Effectiveness and Research at (843) 521-4178. The Executive Vice Chancellor for Academic Affairs has ultimate responsibility for administration of the evaluations and ensuring the reliability of records.

Academic Probation and Suspension

The following standards for continuing at the University of South Carolina Beaufort (USCB) apply to all students. Administration of these regulations is the responsibility of the Executive Vice Chancellor for Academic Affairs, who is not empowered to waive any of the provisions.

Academic Review

Individual departments with particular academic requirements will review the record of every student at the end of fall and spring semesters to assess program continuance. However, the University will not suspend students academically unless s/he fails to meet the standards specified here.

Academic Probation (USCB Grade Point Average less than 2.0)

When a student's cumulative USC system GPA at the end of any semester is less than a 2.00, s/he is placed on academic probation.

First-Year Freshmen Academic Recovery Program

First-year freshmen who have less than a 2.0 cumulative grade point average at the end of their first semester of collegiate enrollment are considered at risk. In addition to being placed on academic probation, during the first six weeks of their second semester these students must meet with their academic advisor before being eligible to register for courses for the third semester.

Removal from Academic Probation

When a student's cumulative GPA at the end of any semester is a 2.0 or above, s/he is removed from academic probation.

Continuing on Academic Probation

Any student who is on probation at the beginning of a fall or spring semester must achieve a certain cumulative USC system grade point average at the end of that semester in order to avoid suspension. A student may also continue on probation and avoid suspension if the semester grade point average is 2.50 or greater. Standards for continuing on probation are based on the cumulative grade hours the student has attempted at USC. The chart below shows the grade point averages required in order to avoid suspension.

Probation Chart

Cumulative Grade Hours Attempted (GH)	Placed on probation	Continue on probation (avoid suspension)	Removed from probation
12-35	below 2.0 cumulative GPA	1.50 or higher cumulative GPA	2.0 or higher cumulative GPA
36-71	below 2.0 cumulative GPA	1.80 or higher cumulative GPA	2.0 or higher cumulative GPA
72+	below 2.0 cumulative GPA	Only with semester reprieve (see below) or by college petition	2.0 or higher cumulative GPA

SEMESTER REPRIEVE: Regardless of the USC system GPA, a student may continue on probation and avoid suspension if the semester grade point average is 2.5 or greater.

First Suspension

Students unable to meet the standards shown above are suspended from USCB for one fall or spring semester and the contiguous summer (approximately eight months). Students have the right to appeal their suspension to the USCB Academic Appeals Committee no later than 14 days from the date on the suspension notification letter.

Returning after First Suspension

After the suspension has been served, a student may apply for readmission. If readmitted the student continues on probation and is reviewed for suspension at the end of each fall and spring semester. A semester grade point average of 2.5 or higher must be achieved each semester until the cumulative USC system GPA reaches the level above which suspension would occur (see chart).

Returning after a Subsequent Suspension

The duration of the second suspension is indefinite and the student can be considered for readmission only after being approved for reinstatement by action of the USCB Academic Appeals Committee. A favorable decision by the committee is unlikely within two years of the suspension.

Earning Academic Credit While on Suspension

A student on suspension is given an opportunity to reorder priorities and reassess his or her situation before returning. While serving suspension, a student may not be admitted to, or continue in, any academic program of the University. No student suspended from USCB for any reason may earn academic credit during the period of suspension, whether by residence elsewhere or by correspondence courses of any origin. Prior approvals for transient study will be revoked for suspended students.

Retention in Degree Programs

Students are reminded that the above regulations are for all University students. Some departments offer degree programs that have more stringent requirements for retention in those programs. Failure to meet the academic requirements of those degree programs may result in the student being asked to leave that program. Students should consult this Bulletin to review the specific degree retention requirements.

Academic Forgiveness

Under certain conditions former USCB Students with less than a 2.00 cumulative GPA may apply for academic forgiveness. Academic forgiveness allows for a recalculation of the GPA to permit a student to graduate or pursue a specific academic program. In order to apply for academic forgiveness all of the following conditions must be met:

1. The student has not been enrolled at any USC campus for at least 48 months.
2. The student must have been readmitted to a degree program at USCB and must have completed at least 24 hours of approved graded course work prior to applying for academic forgiveness.
3. After readmission the student must have earned a cumulative GPA of at least 2.00 and must have met the progression requirements of the degree program.
4. The student must never before have been granted academic forgiveness.

A student who has met these conditions and desires academic forgiveness must submit a written request to the Executive Vice Chancellor for Academic Affairs. After verification of the student's eligibility, the EVCAA shall inform the Registrar, in writing, that academic forgiveness has been granted to the student.

Once academic forgiveness has been granted, the following applies to the student's academic record:

1. All curriculum requirements will be in accordance with those in force at the time of or subsequent to the student's readmission.
2. The student may not receive Academic Honors upon graduation.
3. The student's grade point average is recalculated beginning with the semester in which the student was readmitted to the University.
4. Courses in which the student received a passing grade prior to readmission may, at the discretion of the Executive Vice Chancellor for Academic Affairs, be applied toward the degree. All academic hours attempted at USC will be calculated toward the GPA. The student's GPA will be recalculated using the GPA after readmission and a 2.00 on all grade hours taken prior to readmission.
5. The following statement shall appear on the academic record and transcript of any student granted academic forgiveness: "This student was granted academic forgiveness under the USCB Academic Forgiveness Program. The GPA has been recalculated under the criteria of this program to allow for eligibility for graduation."
6. The permanent academic record will remain an unmodified record of all work attempted at the USC.

Academic Honors

Honor Lists

Each semester academic achievement is recognized by entering on the President's Honor List or the Chancellor's Honor List the names of students who, at the end of the previous semester, attained the following standards:

- President's Honor List: a grade point average of 4.00 earned on a minimum of 12 credited semester hours.

- Chancellor’s Honor List: a grade point average of 3.50 or higher (3.25 or higher for freshmen) earned on a minimum of 12 credited semester hours.

No course carried on a Pass-Fail basis, by examination, correspondence, or exemption will be counted toward the 12 hours required for either the President’s or Chancellor’s Honor List.

Graduation with Honors

Graduation with honors will be based on a cumulative GPA calculated on the basis of all work for college credit, including any attempted at other institutions at any time. This calculation will include all courses attempted, not just those submitted in fulfillment of graduation requirements. Honors designators are determined at the time of graduation and may not be applied retroactively.

In addition, students with overall honors must show a GPA at USC which meets the level specified for the honors being sought.

The following designations indicate a consistently high level of academic achievement throughout the student's entire academic career. To graduate with such honors, a student must have earned at least 60 credit hours applicable toward the degree in residence at the University, 30 credit hours for an associate degree. Courses taken by a transient student at other institutions, by correspondence, by examination, or by exemption are not considered "in residence."

Summa Cum Laude	a cumulative GPA of 3.95-4.00
Magna Cum Laude	a cumulative GPA of 3.750-3.94
Cum Laude	a cumulative GPA of 3.500-3.749

Academic Standing

The University expects students to maintain at least a “C” average on all work attempted. On the grading scale USCB uses, this means that a student must maintain a semester, yearly and cumulative GPA of at least 2.00 in order to remain in good academic standing.

The following standards regarding scholastic eligibility are applicable to all students. Students will not be suspended from the University unless they fail to meet the standards specified here. Administration of these regulations is the responsibility of the Executive Vice Chancellor for Academic Affairs. A student may be granted relief from these regulations by the EVCAA only in extraordinary circumstances.

Student Levels

Student Level is determined by the following standards:

- *First Year (Freshman)*: An entering Freshman who has never attended any college, including students enrolled for the fall term who attended college for the first time in the prior summer. This also includes students who entered with advanced standing (college credits earned while in high school) or who were admitted under an alternative admission program (Provisional). 0-29 semester hours.
- *Second Year (Sophomore)*: A student who has completed the equivalent of one year of coursework, that is, at least 30 semester hours but less than 60 semester hours in a 120 semester hour program.
- *Third Year (Junior)*: A student who has completed the equivalent of two years of full time coursework, that is, at least 60 semester hours but not more than 90 semester hours in a 120 semester hour program.
- *Fourth Year and Beyond (Senior)*: A student who has completed the equivalent of three years of full time coursework, that is, at least 90 semester hours in a 120 semester hour program.

Auditing

A student must have been admitted to the University to be eligible for auditing any course. Those who are not full-time students will be charged the same fees as for courses taken for academic credit. Auditing a course consists of attending classes and listening without fulfilling graded work. Therefore, an auditor is not responsible for any assignments or examinations. No grade for the course is awarded.

No credit may be earned in an audited course by examination or otherwise. No audited course may be repeated for credit at a later date except by those students who have been verified as learning disabled by the University counselor and whose academic advisory plan recommends auditing a specific course before it is taken for credit. The applicant must complete the prescribed procedure for enrollment before class attendance will be permitted. Students who have registered for a course on an audit basis and who wish to change their registration to take the course for credit (or who wish to change from credit to audit) must do so no later than the last day to change course schedule or drop without a grade of "W" being recorded, as published in the Academic Calendar.

Change of Campus

Students wanting to transfer from USCB to another University of South Carolina campus must file an Application for Change of College/Campus form with the Office of the Registrar. The current and new campus/school must approve the change. This procedure should be handled well in advance of the registration for a particular term.

If, after submitting a Change of Campus form, a student changes his or her mind, a new change form must be processed, reversing the initial action.

Students who do plan to change to another campus to complete a degree should plan their program of study to meet freshman/sophomore requirements for their intended major. Degree requirements for individual departments are listed in the various campus *Bulletins*. In the event that some course(s) may not be available at a particular campus, students may make substitutions with approval of the deans involved and postpone taking such courses until they transfer to the other campus.

Change of Name or Address

It is a student obligation to notify the Office of the Registrar of any change in name or address. Failure to do so can cause serious delay in the handling of student records and in notification of emergencies and University business. Change of name may only be accomplished by presenting proper legal documentation.

Course Load

To graduate within a normal period of time, a student should earn between 15-17 credit hours per semester in academic studies. Maximum credit limit is 18 credit hours. Students will not be permitted to register for a semester load in excess of 18 credit hours unless they have a cumulative GPA of 3.0 or higher and earned an average of "B" or better on all courses for which they were enrolled (minimum 12 semester hours) for the preceding semester. Students not meeting this GPA criteria, or are new students, must have the approval of their departmental academic advisor or the Executive Vice Chancellor for Academic Affairs if they have not declared a major yet. No course may be added after the last date to change course schedule or drop without a grade of "W" being recorded, as published in the Academic Calendar.

Students enrolled in 12 semester hours or more for the fall and spring semester are considered full-time for academic purposes. During summer session students must be enrolled in six semester hours or more to be considered a full-time student for academic purposes. Full-time fees are calculated on 12 semester hours or more. Full-time benefits for veterans are determined by the Office of Veterans Services.

Declaration of Major

Degree-seeking students with 60 credits or more are required to have a declared major in order to register for USCB courses.

Distance Learning

Students interested in courses offered through distance learning must be officially admitted through the Admissions Office. All courses meet the same University standards of prerequisites, sequence, etc., that are required in residence work and are subject to the same academic regulations.

Incoming Change of Campus Students

Students interested in transferring to USCB from another USC campus must be in good standing and have an overall USC GPA of at least a 2.0. Students who have fewer than 30 credit hours at another USC campus must meet the admissions requirements for a baccalaureate degree at USCB prior to approval of the change of campus form. Students seeking to enroll in degree programs with designated admissions requirements must be approved by the chair of the appropriate department prior to approval of the change of campus.

Changes in Registration

Cancelled Classes

A class may be cancelled due to insufficient enrollment or for some other reason. When this happens, the Office of the Registrar will remove the students from the class and give them the option of either seeing their advisor and adding another class by the deadline to add classes, or receiving a 100% refund. Students are not responsible for withdrawing in this instance; however students are responsible for adding any additional courses on VIP.

Changes in Enrollment

Adding a course, changing from credit to audit or audit to credit, changing from one section to another and changing the number of credits in any variable credit course must be completed by the last day to change course schedule or drop without a grade of "W" being recorded, as published in the Academic Calendar. Electing or revoking the Pass-Fail option must be completed no later than the last day for dropping a course with a grade of "W", as published in the Academic Calendar.

Changes in Programs of Study

Students desiring to change their program of study - whether that involves a change of major, minor, advisor, or degree - must complete a the appropriate form available from the Office of the Registrar.

Course Substitutions

Only under unavoidable and exceptional circumstances will the faculty permit substitution for or exemption from the prescribed curricula. When it becomes necessary to request a deviation from the prescribed course of study, students should consult the Department Chair before preparing a petition listing the substitutions or exemptions sought and the reasons therefore. Deviations from degree requirements published in the *Bulletin* must be endorsed by the appropriate Department Chair and approved by the Executive Vice Chancellor for Academic Affairs.

Dropping a Course

Courses from which the student withdraws by the last day to change a course schedule or drop without a grade of "W" will not be recorded on a student's permanent record. Thereafter, during the first six weeks of a semester, the grade of "W" will be recorded on a student's transcript, but the semester hours will not enter into the computation of hours attempted, grade point average, or any other totals. For shortened sessions this period will be 43 percent of the total number of class hours instead of six weeks.

Students dropping a course or withdrawing from the University after the first six weeks of a semester will normally receive a grade of “WF”. A “WF” is treated as an “F” in the evaluation of suspension conditions and in computing the student’s grade point average. Students who stop attending classes without officially withdrawing will have the grade of “F” recorded for all courses. This grade is included in all calculations and totals. Dropping all classes does not constitute formal withdrawal from the University. Withdrawal from courses after the last day of classes is not permitted.

Exceptions to the assignment of a grade of “WF” are possible for verifiable, documented reasons; refer to the process for withdrawing for extenuating circumstances.

Exit Interviews for Loan Recipients

Before leaving USCB, loan recipients are required to complete an Exit Interview that covers their rights and responsibilities as loan recipients. Failure to complete Exit Interview Counseling may result in a hold being placed on their transcripts. Students may complete this requirement online at: www.mappingyourfuture.org.

Withdrawal from the University

All full- or part-time students wishing to withdraw from the University or to discontinue enrollment from all courses for the semester should follow the Self Service Carolina instructions when attempting to drop the last course. The Office of the Registrar can assist with the withdrawal process. The date of University withdrawal will be posted on the transcript.

Withdrawal from courses after the last day of classes is not permitted. Students absent from any final exams will be given a grade of “F” for the course if they have not provided an excuse acceptable to the instructor. A final examination may be made up at the discretion of the instructor within the University’s examination period with permission from the Executive Vice Chancellor for Academic Affairs.

Withdrawal for Extenuating Circumstances

If a student wants to drop or withdraw from the University after the withdrawal deadline, s/he must file an academic appeal with the Office of the Registrar. Only exceptionally serious situations (e.g., medical condition) will be considered; the appeal must be submitted no later than the last scheduled final exam day of the term for which the student is appealing. If the drop/withdrawal is approved, it will apply to all term courses; the only exception is for courses where students have arranged an incomplete with the instructor.

Course Credit

The credit value of each USCB course is normally determined by the amount of formal instruction time per week for one semester. At least 700 minutes of instruction (and at least twice that for laboratory time) can be expected per credit hour. Credit hours for internships, field experiences, study abroad and other non-traditional lecture/laboratory courses will be determined based on state accreditation requirements, specialized accreditation requirements and best practices in the discipline or area of study. The semester hour credit for each course will be included in each course description.

No student suspended from USCB for any reason may earn academic credit during the period of suspension, whether by residence elsewhere or by correspondence courses of any origin.

Remedial courses may not be used to meet degree requirements.

Credit by Examination

Currently enrolled students may obtain credit by examination in a course in which they have had no class attendance or semester standing; permission must, however, be obtained from the Department Chair and Executive Vice Chancellor for Academic Affairs. A grade of not less than “B” on the examination is necessary in order to receive credit for the course. Examinations are not permitted in courses in which a student previously has been enrolled regularly or as an auditor. The applicant must pay the Business

Office in advance of the examination a non-refundable fee of \$25 per semester hour. Credits earned are recorded with hours earned only.

Transfer Credit

Students transferring to the University from another college or University must have their transcripts evaluated by the Office of Admissions. This evaluation determines which transferred courses will be applicable toward USCB degree requirements.

Academic courses completed at regionally accredited institutions are normally transferable to USCB. As a general rule, courses that are occupational or technical in nature, essentially remedial in nature, from a two-year institution which are considered upper division or upper level at the University, or from a two-year institution that are not listed as part of that institution's college parallel program are not acceptable for transfer to USCB. Exceptions to this rule may be made with endorsement by the Department Chair and approval by the Executive Vice Chancellor for Academic Affairs and only in specific cases where such courses are judged to be uniquely relevant to the student's degree program.

Students cannot receive degree credit for a course taken at the University if they have received transfer credit for an equivalent course taken previously at another institution. Credit for summer school, correspondence and extension work completed at other institutions by a USCB student will not be accepted by transfer if the student has previously been enrolled in an equivalent course at USCB. Credit for other courses will be accepted only under the conditions that each course has been approved in advance as evidenced by a signed and approved Request to Earn Credit through Special Enrollment form filed with the Office of the Registrar; and each course has been passed with a grade adequate for transfer purposes.

The Request to Earn Credit through Special Enrollment form is available from the Office of the Registrar for students interested in taking credits elsewhere for transfer to USCB. Credits earned while a student is on academic suspension from the University cannot be applied toward a degree or used in improving the grade point average.

A maximum of 15 semester hours earned by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for an associate degree. A maximum of 30 semester hours earned by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for a baccalaureate degree. Hours of credit which may be awarded for educational experiences in the military should be in accordance with recommendations published by the American Council on Education and be consistent with University policy on the transfer of credit but will only be applied to a degree program upon the approval of the Executive Vice Chancellor for Academic Affairs.

A maximum of 30 semester hours of credit earned while classified as a non-degree special student in the University may be applied toward meeting the requirements for a baccalaureate degree.

Transient Credit

USCB is accountable for the integrity of its degrees and it is essential that degree programs be closely monitored by University faculty. Therefore, students entering USCB to seek a degree should expect to complete the majority of their academic work at USCB. Normally students who wish to earn more than a semester of credit at another institution should meet all requirements and transfer to that institution. In some programs and with the permission of the academic advisor and Department Chair, students may take up to 18 semester hours of courses in transient status provided they are in good standing; the courses are approved in advance as evidenced by a signed and approved Request to Earn Credit through Special Enrollment form filed with the Office of the Registrar; and the other institution is fully accredited and the course work meets University specifications for transfer credits.

Study abroad or in special academic programs within the United States may be of particular benefit to students and the University cooperates in a variety of national and international exchange programs in

which students may pursue up to a year of academic work at another institution. Special permission is granted to students in these programs with the advance approval of both Department Chairs and the Executive Vice Chancellor for Academic Affairs.

Students from another USC campus must obtain permission from their advisor or college dean/school head to take courses at USCB by completing a Request to Earn Credit Through Special Enrollment. Students typically register on their home campus for USCB courses. Once the work is completed, the grades automatically transfer and are included in the GPA calculation.

Students from outside the USC system must be admitted to USCB prior to taking courses. The Office of Admissions will send notification of acceptance as concurrent or transient students. Registration procedures and academic calendar deadlines must be observed by all transient students. Once their work is completed, students from outside the USC system must request that an official transcript be sent to their home college.

Degree Regulations

In Residence Requirements

"In residence" means that the student was regularly enrolled in courses at USCB; was a member of a class which was supervised by a regular faculty member of USCB; attended classes on a regular, pre-established schedule; and in other ways conformed to the requirements which are normally connoted by the term "in residence". In residence requirements may not be met by courses for which credit is earned by exemption or exam, courses taken by correspondence, or courses for which transfer credit was awarded. If the student has not established credit for the prescribed number of hours in residence, then the student is not eligible to graduate from USCB.

To earn a USCB baccalaureate degree, of the last 38 semester hours earned, a minimum number of hours as shown in the chart below must be completed in residence at USCB. To earn a USCB associate degree, a minimum of 15 of the last 18 semester hours must be completed in residence at USCB. Some programs may impose greater student residence and/or major requirements. At least half of the hours of the student's major courses and of minor courses (if applicable) must be taken at USCB. Some programs impose greater student residence and/or major requirements.

The minimum hours required in residence for each degree is listed in the following table:

Discipline	Degree	Hours	Hours Required in Residence
Associate of Arts	A.A.	60	15
Associate of Science	A.S.	60	15
Biology	B.S.	120	30
Business Administration	B.S.	120	30
Communication Studies	B.A.	120	30
Computational Science	B.S.	120	30
Early Childhood Education	B.A.	120	30
Elementary Education	B.A.	120	30
English	B.A.	120	30
History	B.A.	120	30
Hospitality Management	B.S.	120	30
Human Services	B.S.	120	30
Liberal Studies	B.A.	120	30
Nursing (including RN to BSN completion)	B.S.N.	127	32
Psychology	B.A.	120	30
Sociology	B.A.	120	30

Spanish	B.A.	120	30
Studio Art	B.A.	120	30

Final Examinations

Final examinations for spring and fall semesters are held during a seven-day period at the close of each semester. Summer examinations are held during a two-day period at the close of each session. Semester examination schedules are published on www.uscb.edu. The results of these examinations, combined with the grades for class performance, determine the reports given at the end of the semester. No final examination may be held outside of the stated time without the special permission of the Executive Vice Chancellor for Academic Affairs.

In any course or laboratory which meets two or three times per week, no quiz, test, or examination may be given during the last two class meetings prior to the regularly scheduled examination period. In any course or laboratory which meets once a week, no quiz, test, or examination may be given during the last class meeting prior to the regular examination period. In any course or laboratory which meets more than three times per week, no quiz, test, or examination may be given during the last three class meetings prior to the regular examination period. Self-paced courses are exempt from this regulation.

If an instructor teaches more than one section of the same course, students may transfer from one examination section to another with the instructor's permission. Students who are absent from any final examination will be given the grade of "F" on the course if they have not offered an excuse acceptable to the instructor.

Re-examinations of the final examination for the purpose of removing an "F" or raising a grade are not permitted.

Indebtedness

Every student is expected to discharge any indebtedness to the University as quickly as possible. No degree will be conferred on, nor any diploma, certificate, record or transcript issued to, a student who has not made satisfactory settlement with the Cashier for all of his/her indebtedness to the University. A student may be prohibited from attending classes or taking final examinations after the due date of any unpaid obligation.

Independent Study

Students of Junior or Senior standing may be afforded the opportunity to conduct independent study of a topic not covered in other courses under the guidance and supervision of a professor. All independent study courses must involve work which is clearly of an academic nature. The student must complete a significant body of work which is evaluated and graded.

A cumulative grade point average of 2.50 or greater is required to enroll in independent study courses. The amount of credit for independent study per semester is limited to six hours. Independent study credits applied toward any degree may account for no more than ten percent of the total required credit hours for that degree.

Prior to enrolling in an independent study course, the student must complete an Independent Study Contract. The approval of the instructor, advisor, Department Chair and the Executive Vice Chancellor for Academic Affairs is required. The course instructor must submit a syllabus with the form. The completed form and syllabus is then submitted to the Office of the Registrar, where students will receive registration information.

Registration

To be officially enrolled in the University, students must be academically eligible, have their courses approved by their academic advisor, complete the registration process and possess a receipt or transaction number issued by the Cashier for payment of current academic fees. Students are expected to

complete registration (including the payment of all required fees) by the dates posted in the Schedule of Fee Payment to avoid cancellation of classes and payment of a late registration fee of \$5 per day (\$350 maximum).

Repetition of Course Work

When a course is repeated, both grades will be entered on the student's permanent academic record and included in the grade point average, but course credit toward graduation will be given only once, unless otherwise stipulated in the course description or if granted per USCB's Course Grade Forgiveness Policy. This includes PEDU activity courses (e.g., golf, karate); only one instance will count toward graduation hours.

Study Abroad

USCB offers programs open to students who wish to study in other countries. Language study, course work on foreign cultures, and extensive financial planning are critical parts of the planning process.

Grading

Attendance

Students must complete all assigned work promptly, attend class regularly, and participate in whatever class discussions may occur. Absence from more than ten percent of the scheduled class sessions, whether excused or unexcused, is excessive and the instructor may choose to exact a grade penalty for such absences.

The instructor's attendance policy should be announced at the beginning of the semester and placed on the course syllabus. It is of particular importance that a student who anticipates absences in excess of ten percent of the scheduled class sessions receive instructor approval from the before the last day to change schedule as published in the Academic Calendar.

The "10 percent rule" applies to both excused and unexcused absences.

Grade Assignment

Course grades are determined by class participation and examination grades, combined in such proportion as the professor may decide. ***Per USC system policy, assigned grades are not grievable.***

"A", "B", "C", "D" represent passing grades in order from highest to lowest. "B+", "C+", "D+" may also be recorded. "F" represents failing performance. "FN" indicates the student stopped attending class and did not therefore complete course requirements. "AUD" indicates a course was carried on an audit basis. (See section on Auditing for more information.)

"I", Incomplete, is assigned at the discretion of the instructor when, in the instructor's judgment, a student is unable to complete some portion of the assigned work in a course because of an unanticipated illness, accident, work-related responsibility, family hardship, or verified learning disability. The grade of "I" is not intended to give students additional time to complete course assignments unless there is some indication that the specified condition or event prevented the student from completing course assignments on time. By arrangement with the instructor, the student may have up to 12 months in which to complete the work before a permanent grade is recorded. Re-enrolling in the course will not make up an Incomplete. An Assignment of Incomplete Grade form must be completed by the instructor and submitted to the Office of the Registrar explaining the reason for the "I" and conditions for make-up. A grade of "I" is not computed in calculating a student's grade point average. After 12 months an "I" that has not been made up is changed to a grade of "F" or to the back-up grade indicated by the faculty member on the Assignment of Incomplete Grade form. Tuition Assistance guidelines do not allow 12 months for a permanent grade to be recorded. Contact the Military Education Office for Tuition Assistance guidelines.

“S” and “U” indicate, respectively, satisfactory (passing) and unsatisfactory (failing) performance in courses carried under the Pass-Fail option. The S/U designation is used also for some research courses, workshops and seminars in which the regular academic grades are not used. The use of the Pass-Fail grading option in such courses is indicated in the *Bulletin* descriptions. No course carried under the Pass-Fail option will affect a student’s grade point average or the evaluation of suspension conditions.

“W” is assigned for student withdrawal from a course after the late registration period but before the penalty date. Courses dropped during the late registration period (as published in the Academic Calendar) will not be recorded on a student’s permanent record. In exceptional cases, the grade “W” will be used after the first six weeks of a semester, primarily in cases of withdrawal from the University or from a course for medical reasons. (See section on Dropping a Course.) A grade of “W” will not enter into the evaluation of suspension conditions or in grade point average computation but will be recorded on a student’s permanent record.

“WF” is assigned for student withdrawal from a course after the penalty deadline prescribed in the Schedule of Classes. (See section on Dropping a Course.) The grade of “WF” is treated as an “F” in the evaluation of suspension conditions and grade point average computation.

Grade Change Policy

Grade changes based on transcription or computation errors shall be reported directly to the Registrar on the appropriate grade change form signed by the instructor. Copies of the submitted form will be sent by the Office of the Registrar to the Executive Vice Chancellor for Academic Affairs, the Department Chair and the student. Any request for a grade change must be submitted by the instructor no later than one calendar year from the date on which the grade was reported. Beyond this period, grade changes will be considered only in exceptional circumstances and must be handled through a petition procedure. Any other grade change request resulting from enrollment discrepancies, medical withdrawals, or perceived administrative errors (changes to “W”, “WF”, “AU”, “S/U”, or to “I”) must be submitted on the appropriate forms with signatures and documentation to the Office of the Registrar for review and verification through a petition procedure. The Executive Vice Chancellor for Academic Affairs is the final authority on petition decisions.

Grade Forgiveness Policy

Every currently enrolled fully-admitted, degree-seeking student earning a “D+”, “D”, “F” or “WF” in a USCB course may take up to two (2) courses (not to exceed 8 credits) for a second time for the purpose of grade forgiveness. Both the first and second grades shall appear on the USC permanent record, but only the second grade will be used in computing the University of South Carolina cumulative grade point average. An explanatory notice will appear on the record. Once grade forgiveness is applied to a repeated course, the action may not be revoked.

An eligible student wishing to apply the course grade forgiveness policy to a course enrollment may do so at any time during his/her enrollment, but no applications will be honored after the degree is awarded. Applications for Grade Forgiveness should be submitted to the Office of the Registrar.

This policy does not preclude students from repeating classes multiple times, in accordance with program requirements, but only the second attempt at the class may forgive the original grade of D+, D, F, or WF. Only a regular letter grade can replace a forgiven grade. Grades of “W”, “I”, “S”, “U”, or “AUDIT” may not replace previous grades. Grades carrying an honor code violation sanction indicator of “X” are not eligible for grade forgiveness.

Established requirements for repeating classes, admission to, or progression in, specific academic programs of USCB take precedence over the grade forgiveness policy. Program or progression grade point averages are not affected by this policy. Refer to the guidelines for each program for specific requirements. Courses intended to be repeated for additional credit, such as research or applied music, are not eligible for grade forgiveness. Semester honors (Chancellor’s or President’s Honor List), academic

standing (scholastic deficiency, probation, suspension), or previous grade point totals will not change retroactively as a result of applying this policy. Students who have been granted Academic Forgiveness to reset the grade point average after readmission are not eligible for course grade forgiveness. Please refer to the *Bulletin* entry for Academic Forgiveness for Former USCB Students with Less Than a 2.00 Cumulative GPA.

Grade Point Average

The grade point average is computed on the basis of all semester hours attempted for credit, except for credit hours carried under the Pass-Fail or audit options. Courses in which a grade of S, U, AUD, I, or W was earned are not considered in computing the GPA.

The grade points earned in any course carried with a passing grade (“A”, “B+”, “B”, “C+”, “C”, “D+”, “D”) are computed by multiplying the number of semester hour credits assigned to the course by a factor determined by the grade. For courses in which the grade of “A” was earned, the factor is 4; for “B+”, 3.5; for “B”, 3; for “C+”, 2.5; for “C”, 2; for “D+”, 1.5; for “D”, 1. The grade point average is determined by dividing the total number of semester grade points earned by the total number of semester hours attempted for credit (excepting hours carried on a Pass-Fail or Audit basis). No grade points are assigned to “F”, “FN”, “S”, “U”, “WF”, “W”, “I”, “AUD”, and “NR”.

Grade Reports

Grade reports are available online in VIP.

Pass-Fail Grading

The Pass-Fail option is designed to encourage students to investigate fields outside of their major curriculum in which they have a specific personal interest without affecting their grade point average. The only grades assigned on courses taken under the Pass-Fail option are “S” and “U”; a grade of “S” indicates satisfactory performance, a grade of “U” indicates unsatisfactory progress. A student will be given credit for courses in which the grade of “S” is earned, but these courses will not affect the computation of the grade point average.

Specific provisions of the Pass-Fail option are as follows:

1. The Pass-Fail grading system is in effect for an indefinite period of time, subject to periodic review.
2. The Pass-Fail option is not available to students whose semester or cumulative GPA is less than 2.00.
3. Students are permitted to exercise the Pass-Fail option only on free elective courses.
4. Students who opt for the Pass-Fail grade may not later request a grade for the said course.
5. Students are permitted to take no more than eight courses on a Pass-Fail basis during their academic career.
6. A student wishing to exercise the option must have the permission of the Department Chair and the student’s academic advisor. The Pass-Fail Option form is used for this purpose.
7. The option may be elected or revoked by the student no later than the last date for withdrawing from the course without a penalty.
8. Normal prerequisites may be waived for students taking a course on a Pass-Fail basis.
9. Courses taken under this option will be excluded from the calculation of the grade point average.
10. A grade of “S” will be entered by the Registrar for a regularly assigned passing grade; a failing grade will be registered as “U”.
11. No course carried on a Pass-Fail basis will be counted toward the hours required for either the President’s or the Chancellor’s Honor List.
12. A verified learning-disabled student may take on a Pass-Fail basis an elective or required course which is not in the major if the academic advisory plan so recommends the Pass-Fail option for that course. A student who desires use of this option must apply to the Office of Disability and

have the approval of the Executive Vice Chancellor for Academic Affairs at the beginning of the semester. With the approval of the Executive Vice Chancellor for Academic Affairs, learning-disabled students may meet specific degree requirements with a satisfactory grade.

System GPA and Collegiate Summary GPA

Three lines of information pertaining to the GPA are listed at the bottom of a grade report and a transcript. These are a Non USC GPA, a USC System GPA, and a Collegiate Summary GPA.

Non USC GPA

Calculated on coursework taken at institutions outside of the USC system either prior to enrolling at USC Beaufort or as a transient student or concurrent student. All transfer coursework taken outside of the USC system will be calculated in one GPA. This is referred to as the transfer GPA. The transfer GPA is used by the Office of Admissions to determine whether to accept a transfer student. Once a transfer student is enrolled, the student begins earning grades toward the USC System GPA.

USC System GPA

Calculated on all coursework attempted at USC Beaufort or other USC campuses. The USC system GPA is used to determine whether a student is placed on probation or suspension. It is also used in conjunction with the Collegiate Summary GPA to determine whether a student meets the requirements to receive a degree from USC Beaufort.

Collegiate Summary GPA

Calculated on the totals of the Non USC and USC System Grade Hours and the Non USC and USC System Grade Points.

Graduation

Students wanting to receive a USCB degree must complete a degree application in the Office of the Registrar by the published deadline for that semester. Students must also submit a copy of the degree audit along with the degree application. All courses counting toward the degree must meet all regulations and requirements of USCB and the major department which they claim for graduation. This degree audit, after verification, forms the basis for the approval or rejection of students' applications for graduation. A minimum of 2.0 USC System GPA, as well as a minimum 2.0 Collegiate Summary GPA is required for all USCB degrees.

Second Baccalaureate Degree

University of South Carolina Beaufort may confer a second baccalaureate degree upon candidates who have completed requirements for the second degree.

The following specifications for a second baccalaureate degree apply:

1. The student must meet admission and progression requirements for the second degree and must have received formal approval to pursue the second degree from Department Chairs under each degree and the Executive Vice Chancellor for Academic Affairs.
2. All major and program requirements for the second degree must be fulfilled.
3. The additional requirements for the second degree must include a minimum of 24 semester hours beyond those required for the first degree.
4. No course that satisfies a general education, major, minor, cognate, or requirement other than a free elective for the first degree may be applied to the major field of the second degree.
5. The student must file a separate degree application for the second degree in the Registrar's Office.

Under this policy a student may apply for two degrees at one time or separately. In either case, the student receives two diplomas. Note that a second major does not by itself lead to the conferral of a second degree.

Second Major

In some degree programs, a student may elect a second major. Normally, second majors are possible only in degree programs with similar general education requirements. The second major option is not available among all degree programs.

1. The student must meet admission and program/progression requirements for the second major.
2. The student must have received approval from both Department Chairs for each second major.
3. All requirements for the second major must be fulfilled.
4. All general education and special degree program requirements normally associated with the second major must be fulfilled.
5. In cases where the first major and the second major lead to different degrees, the student must designate one as the official degree of record. A second major eliminates the cognate requirement; however, special degree program requirements normally completed as part of the cognate are not waived. Fulfillment of the requirements for a second major are indicated on the student's official transcript upon graduation. No notation for a second major is placed on the official transcript for course work completed after graduation.

Notification of Student Rights under FERPA

Notification of Student Rights under The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the University receives a request for access. Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.
3. Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

4. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. The University of South Carolina will disclose information from a student's education records only with the written consent of the student, except:
 - a. To school officials with legitimate educational interests; A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position; a person or company with whom the University has contracted (such an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility.

- b. To officials of other institutions in which the student seeks or intends to enroll provided that the student had previously requested a release of his/her record;
- c. To authorized representatives of the U.S. Department of Education, U.S. Department of Defense (Solomon Amendment), U.S. Attorney General, INS, the Comptroller General of the United States, state education authorities, organizations conducting studies for or on behalf of the University, and accrediting organizations;
- d. In connection with a student's application for, and receipt of, financial aid;
- e. To comply with a judicial order or lawfully issued subpoena;
- f. To parents of dependent students as defined by the Internal Revenue Code, Section 152;
- g. To appropriate parties in a health or safety emergency; or
- h. To the alleged victim of any crime of violence or the results of any disciplinary proceedings conducted by the University.
- i. The University may disclose the result of a disciplinary proceeding to a parent or guardian so long as the student is under the age of 21 at the time of the incident and the proceeding has resulted in a violation of University drug or alcohol policies, or any federal, state, or local law.
- j. To students currently registered in a particular class, the names and e-mail addresses of others on the roster may be disclosed in order to participate in class discussion.

USCB has designated the following items as Directory Information: a student's name, electronic mail address, local and permanent mailing addresses and telephone numbers, identification card photograph, semesters of attendance, enrollment status (full- or part-time), date of admission, date of expected or actual graduation, school, major and minor fields of study, whether or not currently enrolled, classification (freshman, etc.), type of degree being pursued, degrees, honors, and awards received (including scholarships and fellowships), weight and height of members of athletic teams, and whether the student has participated in officially recognized activities and sports sponsored by the University.

The University may disclose any of these items without prior written consent, unless the student has submitted a written request to the Office of the University Registrar not to release directory information pertaining to them. Requests will be processed within 24 hours after receipt. Telephone directories are published during the summer; students eligible to enroll for the upcoming fall term are listed in the printed directory unless the Office of the University Registrar is notified by May 31. The electronic directory is updated each weekend; requests for non-disclosure will be honored with the next update after the request is processed by the staff of the Office of the University Registrar.

- 5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University of South Carolina to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue, SW, Washington, DC 20202-4605.

Questions concerning this law and the University's procedures concerning release of academic information may be directed to the Office of the University Registrar at 803-777-5555.

Transcripts

All USC system official transcripts are issued by the Columbia campus. To order one email registrar.sc.edu or call 803-777-5555.

An academic transcript carries the following information: current status; a detailed statement of the scholastic record showing courses pursued with semester hours carried, semester hours earned, grades, grade points, grade point average and system of grading; and all failures, incomplete grades and

penalties, such as suspension, or other restrictions. University of South Carolina totals, transfer college totals and a collegiate summary (USC and transfer) are also included.

With the exception of copies made for internal use, no copy of a student's permanent record (transcript) will be released to anyone without the student's written consent.

Students can view unofficial transcripts via Self Service Carolina.

University 101

University 101 is a three-hour seminar course, open for credit only to freshmen and to other students (i.e., transfer students) in their first USCB semester. This course provides an introduction to the nature and importance of university education and a general orientation to University functions and resources.

The course helps new students adjust to the University, develop a better understanding of the learning process and acquire essential academic success skills. It also provides students a support group in a critical year by examining problems common to the new student experience. Extensive reading, writing and research assignments relevant to the student's college experience are required.

University 101 is taught by faculty and administrative personnel who have a special interest in working with new students. The course may be taken as part of a student's regular load or as an overload. Course credit is awarded on a letter-grade basis. Credit is applicable as either elective or required credit toward all baccalaureate degrees offered by the University.

ACADEMIC SUPPORT

Academic Success Center

Academic Skills Workshop

In an effort to provide our students with academic support and guidance beyond the classroom experience, the Academic Advising Office in conjunction with the Tutoring Center offer workshops that address study skills, learning styles, note-taking strategies, test-taking strategies, finals prep, APA and MLA formatting, and critical thinking. Other areas may also be addressed by request.

Advisement

Academic advisement for all new USCB students is initially handled by our Professional Academic Advisors. First-year students will be assigned an academic advisor once they have attended Orientation. Transfer students are assigned advisors based upon their number of earned credit hours and major.

Career Services

The Office of Career Services provides comprehensive career development and planning services for students. Specific services include: Career/major exploration assessments, a career resource library, resume and cover letter review, mock interviews, a job posting website for full time and part time jobs and internships, and assistance finding permanent employment.

Counseling Services

USCB offers counseling services to any student experiencing transition to college issues, depression, anxiety, grief, sexual identity questions, suicidal thoughts, and other concerns that interfere with general well-being. Counseling Services are free to all USCB students, are provided with full confidentiality, and are located in the Academic Success Center in the Library. A counselor will also provide off-campus referrals as necessary.

Disability Services

The Office of Disability Services coordinates accommodations and services for students with documented physical, learning or psychiatric disabilities. The office also maintains documentation and records for students and provides communication with faculty members.

Classroom Accessibility

When the room itself is not accessible to a student, the course may be moved to an accessible location. Students needing these accommodations should register during the official registration period and notify the Disability Services office of any necessary accommodations at least 30 working days prior to the first day of class. This will ensure that Disability Services has ample time to honor the request and notify other students and faculty affected by the change.

Documentation

Any student requesting accommodations on the basis of a disability must provide current written documentation of the disability and its impact on the student's life to the Director of Disability Services. The Director and the student will meet to determine appropriate accommodations based on the documentation and on the requirements of the program or class in which the student is participating. Documentation may be provided by a physician or another licensed professional in a field appropriate to the disability. Examples of other licensed professionals are a psychologist, vocational rehabilitation counselor, audiologist or speech pathologist. Although an Individual Education Plan (IEP) from high school may provide helpful information, it may not be an accepted source of documentation unless it includes results of recent specified tests.

In keeping with Federal guidelines provided by the Office of Civil Rights, Disability Services defines current documentation as a diagnosis or report made no more than three years prior to the current date. An exception to that rule would be psychological disabilities, which would require documentation of six months or less. (This requirement follows Educational Testing Service guidelines.) Students may need to have a release between their physician, psychologist, or other professional and Disability Services on file to facilitate clarification of any written documentation.

The following criteria serve as a guideline for documentation:

- Cannot be more than 3 years old. Documentation older than 3 years is not acceptable.
- Must be typed on letterhead.
- Must state qualifications of doctor.
- Must include a detailed description of the disability, including PDR # or a DSM code. The doctor will be familiar with these. Should also include the date of diagnosis.
- Must include a detailed description of how the disability affects the student. The doctor should provide information on the student's current condition and how this condition interferes with or impacts the ability to participate in the educational process.
- If applicable, should include medical information relating to the impact of medication and/or treatment on the student's ability to participate in all aspects (classroom, extracurricular activities, etc.) of the academic environment.
- The doctor should include any recommendations s/he may have for appropriate accommodations within the context of the University environment.

Detailed guidelines for documentation of Physical Disabilities, Attention Deficit/Hyperactivity Disorder (ADD/ADHD), Psychological Disabilities (not learning or ADD/ADHD) and Learning Disabilities (not ADD/ADHD) are available in Disabilities Services.

Placement Testing

All new students are required to take placement exams in English, foreign language, and mathematics no later than one week before attending new student orientation. These exams are used to determine proficiency in the tested subject areas and, in the case of math and foreign language exams, permit exemption from lower level courses with movement to appropriate upper level course. *Course exemption does not automatically result in course credit.*

USCB placement exams can be taken online through Blackboard at <http://blackboard.uscb.edu>. In order to access USCB placement exams, all students must have their USCB Network Username and Password. To retrieve your USCB Network Username and set up your Network Password, you will need to complete the process of setting up your VIP account. These tests may be taken from home or any location with a computer and Internet access. Computers are available on either USCB campus library for anyone who does not have a computer at home. Allow 50 minutes for each exam.

Tutoring Services

Tutoring Center services are available free of charge to all current USCB students. These services are designed to help students become independent and successful learners by assisting with developing good study skills, increasing understanding of course content, and helping develop a positive attitude toward learning. Tutoring is available both by scheduled drop-in hours and by appointment.

The Center provides test proctoring services to students attending other colleges and universities. For more information contact Jody Vermilyea vermilye@uscb.edu 843-208-8024.

Writing Center

The Writing Center is a component of Tutoring Services and offers students support in any aspect of the research and writing process. Tutors work with students to find specific strategies to improve their writing. Students can schedule meetings with our writing tutors at any stage of the writing process.

Bookstore (Shark's Cove)

Shark's Cove Bookstore, under the management of Barnes and Noble, serves the campus community at the Hilton Head Gateway Campus. Inventory includes all required textbooks, supplementary materials, study aids, school supplies and USCB Sand Shark imprinted clothing and gift items. Extended hours are offered each semester during fee payment.

Shark's Cove Bookstore
Hilton Head Gateway Campus – Campus Center
65 University Parkway
Bluffton, SC 29909
Phone: 843-208-8020
www.sharkscovebookstore.com

Students can purchase textbooks at Shark's Cove Bookstore or via the bookstore web site at www.sharkscovebookstore.com. Books can be shipped directly to the student's home (shipping & handling fee added) or held for pick up at Shark's Cove Bookstore located on the Hilton Head Gateway Campus.

Refund Policy

Shark's Cove Bookstore offers refunds and exchanges. Merchandise must be returned within 30 days of date of purchase and be in the same condition as when purchased. An original sales receipt is required for a full refund.

Textbooks

- A full refund will be given in your original form of payment if textbooks are returned with original receipt during the first week of class.
- With proof of a schedule change and original receipt, a full refund will be given in your original form of payment during the first 30 days of classes.
- No refunds on unwrapped loose leaf books or activated eBooks.
- No refunds or exchanges without original receipt.
- Textbooks must be in original condition.

All Other Merchandise

- General reading books, software, audio, video & small electronics receive a full refund if returned within 14 days of purchase with original receipt.
- All other merchandise: A full refund will be given in your original form of payment with original receipt
- Opened software, audio books, DVDs, CDs, music, and small electronics may not be returned. They can be exchanged for the same item if defective.
- Without a receipt, a store credit will be issued at the current selling price.
- Cash back on merchandise credits or gift cards will not exceed \$1.
- No refunds on gift cards, prepaid cards, phone cards, newspapers, or magazines.
- Merchandise must be in original condition.

- No refunds or exchanges without original receipt.

Book Buyback

Shark's Cove Bookstore conducts an "End of Term Buyback" at the end of each term, usually during Finals Week, in an effort to obtain used textbooks for the following term. The books bought for use at USCB are usually bought back at 50% of its original purchase value. It is Barnes & Noble policy to buyback books every day, year-round; this is known as "Daily Buyback." The books bought for use at other universities are purchased at the current "wholesale guide" rate. Shark's Cove Bookstore strives to purchase as many used books as possible from USCB students to assist with maintaining the lowest prices possible. Procedures and timeline for book buyback are posted in prominent locations and online at www.sharkscovebookstore.com.

Online Information

Students may access pricing and purchasing information at the Shark's Cove Bookstore website, www.sharkscovebookstore.com. Secure online purchasing is provided along with updated postings of purchasing, refund and buyback deadlines. Sand Shark merchandise is also available for purchase through the website.

Additional Contact Information

- Email: sm196@bncollege.com
- url: www.sharkscovebookstore.com
- facebook: www.facebook.com/sharkscovebookstore

Services and Accommodations: Services and accommodations are available to students with documented disabilities who are registered with Disability Services. The accommodations are based on the nature and extent of each student's disability. Accommodations and services are determined through confidential interviews with the Director. Some of the services and accommodations include:

- Classroom reassignments for access
- Extended time for tests
- Equipment loans (e.g. tape recorder)
- Note takers
- Exam scribes

Information Technology Services and Support

The Information Technology Services and Support unit enhances student learning by providing faculty with enhanced classroom technology and training on this technology. Podium computers, internet access, DVD players, projectors and document cameras are integrated into each classroom.

Interactive Video Conferencing classrooms and distance learning classrooms allow students to participate in remote classes and discussions, which would otherwise be inaccessible. This technology provides students with the ability to share experiences with a broader group of students and faculty. Tegrity, a course capture software, is available for faculty to record classes for later review by students.

Computers and software are provided for student use in computer classrooms, libraries and collaborative learning spaces. These computers run Microsoft Windows operating systems, with the full Microsoft Office suite and other software supporting academic courses. Assistance is available at the Reference Desk in the Library for students on how to use technology to maximize their research and classroom experiences. Wireless access is available in all buildings on campus.

By providing security enhancement technology to our campus, such as our audible alert system (Sand Shark Alert), text message alert system and call boxes that are strategically located on both campuses, we are striving to provide a safe environment for our students to learn in.

Every effort is made to provide students with the most contemporary hardware, software, on-line services and Internet access. USCB provides a learning environment enhanced through the effective use of technology.

Libraries

The USCB libraries provide students with the materials and skills necessary for academic success at the University and for personal success as information-literate citizens. The libraries purchase and organize well-rounded, accessible, curriculum-based collections and provide course-related bibliographic instruction in the use of library research tools in all formats to classes and individuals. Interlibrary loan services are available to students and faculty upon request.

The libraries support the University's vision of becoming recognized across the state and within the region for excellence in teaching by providing faculty members with access to the materials and bibliographic assistance they need for both professional development and academic research.

The USCB libraries offer students and faculty access to the University System's online Millennium catalog and to statewide collections of full text databases funded by the University, the General Assembly, CHE and the State Library. Additionally, the USCB libraries provide expanded searching capability by supporting a digital library of resources on the Web and by subscribing to discipline-specific electronic databases in the humanities, sciences, professions, literature and the arts.

The libraries are open six and seven days a week. Library hours are extended during the regular fall and spring semesters when classes are in session but vary during vacation periods and throughout the summer. Please check the library Web page or call the libraries at 843-521-4122 (Historic Beaufort Campus) and 843-208-8022 (Hilton Head Gateway Campus) for a listing of current hours of operation. You may also consult the Web page for information on library services, holdings, policies, procedures, staff and Internet research sources.

The libraries comprise an integral part of the University's academic instructional program. The following services and resources are available to all enrolled students:

Traditional and Non-traditional Library Services

- Reference and research assistance
- Classes in bibliographic instruction
- Internet access terminals
- Information and technology literacy support
- Paper-based reserves
- Library Web page with links to full-text and citation databases and Internet research resources
- Remote access from home to library databases
- Interlibrary loan borrowing and high speed document delivery
- Self-service photocopying equipment
- Scanners available for student use
- Video and still camera available for checkout
- Computerized circulation system
- Online access to 3.1 million books, periodicals and other materials in USC system libraries
- Online access to the catalogs of state and regional college and university libraries
- Staff of professionally trained librarians at both library locations
- Curriculum laboratories at both library locations and juvenile book collection for education majors
- State Government Documents, Historic Beaufort Campus
- Collaborative computer center, Hilton Head Gateway Campus

- Hawk's Nest Café, Hilton Head Gateway Campus

Collections

- Book and bound periodical collections of 85,000+ volumes in print
- E-book collection of 130,000+ titles
- Journal and newspaper print collections of 150+
- Electronic full-text periodical title collections of 200,000+
- South Carolina state documents collection of 6,000+ items

Loan Periods

- Three weeks for current USCB students
- Academic year for faculty and staff
- One week for juvenile collection titles
- Varied loan periods for reserve and interlibrary loan materials

Information Technology Resources

USCB is committed to continually enhancing and upgrading USCB's library and other on-campus IT resources. Every effort is made to provide students with hardware, software, network and Internet access. Computer resources are open to the entire University community but certain software packages, due to license agreement restrictions, may not be available to community patrons. USCB strives to provide an atmosphere for learning in all its computer facilities. Presentation of current "Carolina One Card" University ID required for check-out.

TUITION, FEES AND REFUNDS

The University of South Carolina Beaufort reserves the right to alter any of the following charges without notice. All charges are due and payable on the date that they are incurred or the due date indicated on the student bill, invoice, or statement. Checks for the exact amount of the total charges should be made payable to USCB. Credit cards are accepted only via VIP.

Any student who has failed to pay all required fees on or before the fee payment deadline (as indicated in the fee payment schedule) may be dropped from class rolls. Any student who fails to relieve any other indebtedness to the University or to any of its auxiliary agencies on the date such obligations become due may not be issued a transcript, diploma, or degree.

Fee Payment

Payment for fees may be made by cash, check, e-check or credit card. Credit card payments for fees must be processed through VIP (Visual Information Processing on the web at <http://vip.sc.edu>). A non-refundable convenience fee will be added to the bill. VIP will present you with an option to accept this fee or decline the transaction. If you decline, another method of payment must be selected. Payment may also be made through VIP from a student's bank account. Payment by cash or check may be made in person at the Business Office. To pay by mail, return a copy of the bill, invoice or statement with a check or money order made payable to "USC Beaufort" to the USCB Business Office.

Resident Status

USCB is required by state law to determine the legal residency status of applicants and students. The initial determination of one's resident classification is made at the time of admission. The determination made at that time and any determination made thereafter prevails for each semester until the determination is challenged successfully. Information about residency can be found at www.sc.edu/bursar/residency.html.

Definitions of Terms

"Academic session" is defined as a term or semester of enrollment.

"Continue to be enrolled" is defined as continuous enrollment without an interruption that would require the student to pursue a formal process of readmission. Formal petitions or applications for change of degree level shall be considered readmission.

"Dependent person" is defined as one whose predominant source of income or support is from payments from a parent, spouse, or guardian and who qualifies and is claimed as a dependent or exemption on the federal income tax return of the parent, spouse, or guardian. A dependent person is also one for whom payments are made, under court order, for child support and the cost of the dependent person's college education.

"Domicile" is defined as true, fixed, principal residence and place of habitation, indicating where a person intends to remain, or to where one expects to return when away. Generally, an applicant must be domiciled in South Carolina for 12 months for residency consideration.

"Immediately prior" is defined as a period of time not exceeding 90 days and immediately preceding the first day of classes for the term in question.

"Independent person" is defined as one in his or her majority (18 years of age or older), whose predominant source of income is his or her own earnings or income from employment, investments, or payments from trusts, grants, scholarships, loans, or payments made in accordance with court order. An

independent person must provide more than half of his or her support during the 12 months immediately prior to the date that classes begin for the semester for which resident status is requested and the person is not claimed as a dependent or exemption on the federal tax return of his or her parent, spouse, or guardian for the year in which resident status is requested.

“Non-resident alien” is defined as a person who is not a citizen or permanent resident of the United States. By virtue of their non-resident status, “non-resident aliens” generally do not have the capacity to establish domicile in South Carolina.

“Reside” is defined as continuous and permanent physical presence within the State, provided that temporary absences for short periods of time shall not affect the establishment of a residence. Temporary absences are absences which are 30 days or less. Excluded are absences associated with requirements to complete a degree, absences for military training/services and like absences, provided South Carolina domicile is maintained. Absences of more than 30 days may affect the establishment or maintenance of residence for fee and tuition purposes. In the instance of dependents, except for non-resident aliens, where the spouse, parent and/or guardian “reside” will be considered in determining resident status.

A **“resident student”** for tuition and fee purposes is defined as an independent person who has abandoned all prior domiciles and has been domiciled in South Carolina continuously for at least 12 months immediately preceding the first day of classes of the term for which resident classification is sought and for whom there is an absence of such evidence in other states or countries. In the instances of dependent students and their families who are citizens or permanent residents, the domicile of the spouse, parent and/or guardian for at least the 12 months immediately preceding the first day of classes of the term for which resident classification is sought is considered in determining residency status.

“Terminal leave” is defined as a transition period following active employment and immediately preceding retirement (with a pension or annuity), during which the individual may use accumulated leave.

Citizens and Permanent Residents

Independent persons who have physically resided and been domiciled in South Carolina for 12 continuous months immediately preceding the date that classes begin for the semester for which resident status is claimed may qualify to pay in-state fees. The 12-month residency period does not start until the independent person begins to take steps which indicate that the independent person intends to establish a permanent home in the State. Absences from the State for more than 30 days during the 12-month period may affect the establishment of permanent residence for fee and tuition purposes. Steps an independent person should take to establish a permanent home in South Carolina are listed in the section entitled “Establishing the Requisite Intent to Become a South Carolina Domiciliary.”

The resident status of a dependent person is based on the resident status of the person who provides more than half of the dependent person’s support and claims the dependent person as a dependent for federal income tax purposes. The residence and domicile of a dependent minor and other dependent persons are presumed to be that of their parent(s), spouse, or guardian(s).

In the case of divorced or separated parents, the resident status of the dependent person may be based on the resident status of the parent who supports and/or claims the dependent person as a dependent for tax purposes, or it may be based on the resident status of the parent who has legal custody of the dependent person.

Non-Resident Aliens, Non-Citizen and Non-Permanent Residents

Except as otherwise specified, all non-citizens and non-permanent residents of the United States are assessed tuition fees at the non-resident, out-of-state rate. Independent aliens, including refugees, asylees and parolees and their dependents, may be entitled to resident, in-state classification once they

have been awarded permanent resident status by the U.S. Department of Justice and meet all the statutory residency requirements provided that all other domiciliary requirements are met. Time spent living in South Carolina immediately prior to the awarding of permanent resident status may not be counted toward the 12-month residency period. Certain non-resident aliens present in the United States in specified visa classifications may be granted in-state residency for tuition and fee purposes.

Establishing the Requisite Intent to Become a South Carolina Domiciliary

Resident status may not be acquired by an applicant or student while residing in South Carolina for the sole purpose of enrollment at the University.

If a person asserts that his or her domicile has been established in South Carolina, the individual has the burden of proof. Such person should provide to residency officials any and all evidence which the person believes satisfies the burden of proof. Residency officials will consider any and all evidence provided concerning such claim of domicile but will not necessarily regard any single item of evidence as conclusive evidence that domicile has been established.

For independent persons, examples of intent to become a South Carolina resident may include, although any single indicator may not be conclusive, examples are listed below. The absence of indicia in other states or countries is required before a student is eligible to pay in-state rates. Examples may include:

1. Statement of full-time employment;
2. Possession of a valid South Carolina voter registration card and voting in South Carolina elections;
3. Designating South Carolina as a state of legal residence on military records;
4. Possession of a valid South Carolina driver's license, or if a non-driver, a South Carolina identification card;
5. Possession of a valid South Carolina vehicle registration card;
6. Continuous presence in South Carolina during periods when not enrolled as a student;
7. Paying South Carolina income taxes as a resident during the past tax year, including income earned outside of South Carolina from the date South Carolina domicile was claimed;
8. Ownership of principal residence in South Carolina; and
9. Licensing for professional practice (if applicable) in South Carolina.

These indicia will likewise be considered for spouses, parents and guardians of dependent persons who wish to establish South Carolina domicile. As noted under "Citizens and Permanent Residents," the resident status of a dependent person matches that of the person who provides more than half of the dependent person's support and claims the dependent person as a dependent for federal income tax purposes.

Maintaining Residence

A person's temporary absence from the State does not necessarily constitute loss of South Carolina residency unless the person has acted inconsistently with the claim of continued South Carolina residence during the person's absence from the State. The burden is on the person to show retention of South Carolina residence during the person's absence from the State. Steps a person should take to retain South Carolina resident status for fee and tuition purposes include continuing to use a South Carolina permanent address on all records; retaining South Carolina voter's status; voting by absentee ballot; maintaining South Carolina driver's license; maintaining a South Carolina vehicle registration; satisfying South Carolina resident income tax obligation. Individuals claiming permanent residence in South Carolina are liable for payment of income taxes on their total income from the date that they established South Carolina residence. This includes income earned in another state or country.

South Carolina residents (and their dependents) who serve in the military may continue to be eligible to pay in-state fees as long as they continuously claim South Carolina as their state of legal residence during

their military service. South Carolina residents who change their state of legal residence while in the military lose their South Carolina resident status for fee and tuition purposes. To re-establish their South Carolina resident status, such persons must take steps which indicate that they plan to re-establish permanent residence in the State. These persons must then physically reside in the State for 12 continuous months.

Effect of Change of Residency

Any dependent person, except as otherwise excluded, who has been domiciled with his or her family in South Carolina for a period of not less than three years immediately prior to enrollment at state supported colleges and universities may enroll in those institutions of higher learning at in-state rates and may continue to be enrolled at such rates even if the person upon whom s/he is dependent moves their domicile from this state.

If a dependent or independent person has been domiciled in South Carolina for less than three years, eligibility for in-state rates shall end on the last day of the academic session during which domicile is lost.

Effect of Marriage

In ascertaining domicile of a married person, irrespective of gender, such a review is determined just as for an unmarried person by reference to all relevant evidence of domiciliary intent.

If a non-resident marries a South Carolina resident, the non-resident does not automatically acquire South Carolina resident status. The non-resident may acquire South Carolina resident status if the South Carolina resident is an independent person and the non-resident is a dependent of the South Carolina resident.

Marriage to a person domiciled outside South Carolina may not be solely the reason for precluding a person from establishing or maintaining domicile in South Carolina and subsequently becoming eligible or continuing to be eligible for residency.

No person shall be deemed solely by reason of marriage to a person domiciled in South Carolina to have established or maintained domicile in South Carolina and consequently to be eligible for or to retain eligibility for South Carolina residency.

Exclusions

Persons in the following categories may qualify to pay in-state fees without having to establish a permanent home in the state for 12 months. Persons who qualify under any of these categories must meet the conditions of the specific category on or before the first day of classes of the term for which in-state fees are requested.

Military Personnel and Their Dependents

Members of the United States Armed Forces (and their dependents) who are stationed in South Carolina on active duty may be considered eligible to the active-duty military rate for tuition. "Armed Forces" means the United States Air Force, Army, Marine Corps and Navy. When such personnel are ordered away from the State, their dependents may continue to pay in-state fees for an additional 12 months. Such persons (and their dependents) may also be eligible to pay in-state fees for a period of 12 months after their discharge from the military, provided they have demonstrated an intent to establish a permanent home in South Carolina and they have resided in South Carolina for a period of at least 12 months immediately preceding their discharge. Military personnel who are not stationed in South Carolina and/or former military personnel who intend to establish South Carolina residency must fulfill the 12-month "physical presence" requirement for them or their dependents to qualify to pay in-state fees. A copy of the military orders is required.

Faculty and Administrative Employees and Their Dependents

Full-time faculty and administrative employees of South Carolina state-supported colleges and universities are eligible to pay in-state fees. Dependents of such persons are also eligible.

Residents with Full-Time Employment and Their Dependents

Persons who reside, are domiciled and are full-time employed in the State and will continue to work full time until they meet the 12-month requirement are eligible to pay in-state fees, provided that they have taken the steps to establish a permanent home in the State (see “Establishing the Requisite Intent to Become a South Carolina Domiciliary”). The dependents of such persons are also eligible.

Full-time employment means employment which consists of at least 37.5 hours a week on a single job in full-time status. However, a person who works less than 37.5 hours a week but receives or is entitled to receive full-time employee benefits may be considered to be employed full time.

Senior Citizens

Senior citizens (age 60 and older) must adhere to the same fee payment schedule as other students. Non-payment of fees may result in being dropped from the class. Non-payment of fees may result in a cancellation of enrollment, with the student’s name being dropped from the class roster. Instructors are required to allow attendance only for students on the class roster/ roll. Students not on the roster should contact the Registrar’s Office.

Senior Citizen fees:*

Application for admission

Matriculation (for degree seeking students, a one-time fee)

Registration

Security and Parking

Technology

Laboratory

Readmit

Late Fee

Meal Plan

**all academic fees are subject to change*

Proof of Residency

Senior Citizens will need to provide proof of residency. The residency official will consider any and all evidence provided concerning such claim of domicile, but will not necessarily regard any single item of evidence as conclusive evidence that domicile has been established. Those items which must be submitted include:

- Possession of a valid South Carolina voter registration card;
- Possession of a valid South Carolina driver’s license, or if a non-driver, a South Carolina identification card.
- Possession of a valid South Carolina vehicle registration card.

Additional items may include:

- Statement of fulltime employment;
- Designating South Carolina as state of legal residence on military record;
- Maintenance of domicile in South Carolina;
- Proof of paying South Carolina income taxes as a resident during the past tax year, including income earned outside of South Carolina from the date South Carolina domicile was claimed include:
 1. Ownership of principal residence in South Carolina
 2. Licensing for professional practice (if applicable) in South Carolina.

Retired persons who are receiving a pension or annuity who reside in South Carolina and have been domiciled in South Carolina as prescribed in the Statute for less than a year may be eligible for in-state rates if they maintain residence and domicile in this State. Persons on terminal leave who have established residency in South Carolina may be eligible for in state rates even if domiciled in the State for less than one year if they present documentary evidence from their employer showing they are on terminal leave. The evidence should show beginning and ending dates for the terminal leave period and that the person will receive a pension or annuity when s/he retires.

Persons on Terminal Leave

Persons on terminal leave who establish residency in South Carolina may be eligible for in-state rates even if domiciled in the State for less than one year, if they present documentary evidence from their employer showing they are on terminal leave.

Application for Change of Resident Status

Persons applying for a change in resident classification must complete a residency application and provide supporting documentation at least three weeks prior to the start of classes for the semester for which resident status is requested.

The burden of proof is the responsibility of those persons who apply for a change of resident classification. Persons who apply for resident status must show required evidence to document the change in resident status.

All requests for refunds are limited to the current academic year for which the refund is requested. Refunds may be requested any time during the academic year in which the applicable term occurs. Applications for resident status must be completed before the end of the academic year for which a refund is requested. The academic year begins with the fall term and ends with the last summer session.

Incorrect Classification

Persons incorrectly classified as residents are subject to reclassification and to payment of all non-resident fees not paid. If incorrect classification results from false or concealed facts, such persons may be charged tuition and fees past due and unpaid at the out-of-state rate. The violator may also be subject to administrative, civil and financial penalties. Until these charges are paid, such persons will not be allowed to receive transcripts or graduate from the University.

Residents whose resident status changes are responsible for notifying residency officials of such changes.

Inquiries and Appeals

Inquiries regarding residency requirements and determinations should be directed to the Admissions Office.

Any person, following a final decision on resident classification by residency officials, may make an appeal to the USCB Committee on Legal Residence. The committee, however, is bound by the same laws as the residency officials, so its purpose is only to review the facts and details of any case brought before it to evaluate the correctness of the decision made by residency officials. Neither the committee nor residency officials may waive the provisions of the law.

Persons who appeal residency decisions must provide a letter to the Vice Chancellor for Student Development informing the office that they wish to appeal the decision made by the residency official. The letter must also include a summary of the person's situation and a statement which specifies the residency provision under which the person feels qualified to pay in-state fees. The residency requirements are subject to change without notification.

Academic Fees, Fines and Definitions

Tuition

Please refer to the USCB website for a listing of current tuition and fees:
http://www.uscb.edu/campus_life/student_services/bursar/index.php

Fines

Returned Checks	Checks returned by bank for any reason—\$30 each occurrence.						
Library Fines	Failure to return library materials when due – 25 cents per day, with a per book maximum of \$10. If materials are lost, the cost of the book plus an overdue charge of \$10 and a processing fee of \$10 are assessed. Failure to pay fines when due will result in a hold placed on the student’s registration.						
Parking Fines	<table> <tr> <td>Parking Handicap Violation</td> <td>\$100</td> </tr> <tr> <td>Parking Improper</td> <td>\$25+</td> </tr> <tr> <td>Parking Violation</td> <td>\$25+</td> </tr> </table>	Parking Handicap Violation	\$100	Parking Improper	\$25+	Parking Violation	\$25+
Parking Handicap Violation	\$100						
Parking Improper	\$25+						
Parking Violation	\$25+						

**Academic Fees and Fines are subject to change.*

Free Tuition

Certain exemptions from tuition fees have been established under South Carolina law. Relevant sections of the code are reproduced below:

1. S.C. Code Ann. § 59-111-20 (Law Co-op. Supp. 1993) A child of a wartime veteran, upon application to and approval by the South Carolina Department of Veterans Affairs, may be admitted to any state-supported college, university, or post high school technical education institution free of tuition so long as his work and conduct are satisfactory to the governing body of the institution, if the veteran was a resident of this State at the time of entry into service and during service or has been a resident of this State for at least one year and still resides in this State or, if the veteran is deceased, resided in this State for one year before his death and provided the veteran served honorably in a branch of the military service of the United States during a war period, as those periods are defined by Section 101 of Title 38 of the United States Code and:

2.

I.	Killed in Action
II.	Died from other causes while in the service
III.	Died of disease or disability resulting from service
IV.	Prisoner of war as defined by Congress or Presidential proclamation during such war period
V.	Permanently and totally disabled, as determined by the Veterans Administration, from any cause
VI.	Awarded the Congressional Medal of Honor
VII.	Missing in action
VIII.	Child of a deceased veteran who qualified under items (IV) and (V)

The provisions of this section apply to a child of a veteran who meets the residency requirements of Chapter 112 of this title, is 26 years of age or younger and is pursuing any type of undergraduate degree.

3. S.C. Code Ann. §59-111-110 (Law Co-op. 1976) No tuition shall be charged for a period of four school years by any State-supported college or university or any State-

supported vocational or technical school for children of firemen, both regularly employed and members of volunteer organized units, organized rescue squad members, members of the Civil Air Patrol, law enforcement officers or correction officers, including reserve and auxiliary units of counties or municipalities, who become totally disabled or are killed in line of duty on or after July 1, 1964.

4. S.C. Code Ann. §59-111-10 (Law Co-op. 1976) The first-place winner of the essay contest sponsored by the Governor's Committee on the Employment of the Physically Handicapped, provided that he is qualified and in financial need, may receive a four-year scholarship. This scholarship may be cancelled if the recipient fails to maintain general scholastic and conduct standards established by the University.
5. S.C. Code Ann. §59-111-320 (Law Co-op Supp. 1984) Legal residents of South Carolina who have attained the age of sixty (60) and meet admission and other standards deemed appropriate by the University may attend classes for credit or non-credit purposes on a space available basis; provided, however, that neither such persons nor their spouses receive compensation as full-time employees.

Withdrawal Refund Policies

Refund Policies for Complete Withdrawal

The University will refund a part of academic fees in certain cases.

- A. Changes in a student's status which require a refund:
 - change in a full-time student's schedule, resulting in reclassification to part-time
 - change in a part-time student's schedule, resulting in fewer credit hours
- B. Situations which require a refund:
 - course or courses dropped
 - withdrawal from the University
 - cancellation of a class by the University

Refund Requests

All requests for refunds must be made during the academic year for which the fees were paid. Refunds may be requested at any time during the academic year. The academic year begins with the fall term and ends with the last summer session (Summer II).

Determining the Refundable Portion

The refund is for the portion of the tuition, fees and other charges assessed the student equal to the period of enrollment that remains on the withdrawal date, less any unpaid amount of a scheduled payment for the period that the student has been charged.

Refunds are issued by check from the USC Columbia Campus. Refunds are not issued to credit cards. Refund checks are issued approximately 6 to 8 weeks from the drop or withdrawal date.

Standard Refund Policy

REFER TO THE PUBLISHED TERM WITHDRAWAL CALENDAR

- A. 100 percent refund of the charges if the student's official withdrawal calculation is by the first week of classes of a 16-week session
- B. 90 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (A) and on or before the end of the 10 percent period of enrollment for which the student was charged

- C. 70 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (B) and on or before the end of the 16 percent period of enrollment for which the student was charged
- D. 50 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (C) and on or before the end of the 25 percent period of enrollment for which the student was charged
- E. 25 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (D) and on or before the end of the 50 percent period of enrollment for which the student was charged

Title IV Funds (Federal Student Aid) Refund Policy

Refund policy for students who have received Title IV funds and withdraw from the University differs from that stated above. Federal financial aid funds are awarded with the expectation that students will complete the entire period of enrollment. Students "earn" a percentage of the funds that are disbursed with each day of class attendance. When a student who has received federal aid funds (Title IV Funds) leaves school before the end of the semester or a designated period of enrollment, federal regulations require the University of South Carolina Beaufort to calculate the percentage and amount of "unearned" financial aid funds that must be returned. Once a student has completed more than 60 percent of the enrollment period, all funding received is considered to have been earned. This calculation may have the effect of requiring the student who withdraws before this time to repay funds that have already been disbursed or credited toward the current account for tuition and fees. Students are encouraged to meet with a counselor in the financial aid office, or the appropriate office on their campus, prior to making a decision to withdraw from school.

Title IV Refunds Distribution

For fully withdrawn students receiving federal and/or state funds, the refund will be governed by the current Federal Title IV refund policy. The financial aid office determines the amount of the refund that is distributed back to Title IV, HEA programs, or other financial aid sources. For students and their parents who have received student loans or other forms of financial aid, the University will provide refunds in the order prescribed by federal regulations. With the exception of the Federal Work-Study Program, the institution must return the refund to the appropriate financial aid program up to the amount of assistance that the student received from those programs. Refunds are to be distributed to the financial aid programs in the following order:

1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Federal Perkins Loans
4. Federal PLUS Loans
5. Federal Grants
6. Federal Supplemental Educational Opportunity Grants
7. State funds
8. Private or institutional scholarships and loans

Any remaining balance will first be used to repay any outstanding University charges and any subsequent balances will be refunded to the student/parents.

Exit interviews are required before leaving USCB for all students who withdraw and have received Stafford or Perkins Loans. Exit interviews can be completed on the Internet at http://www.nslsds.ed.gov/nslsds_SA/. click on "Exit Counseling" and follow the instructions.

Procedure for Withdrawal

Adjusted refund schedules are published here:

http://www.uscb.edu/campus_life/student_services/bursar/fees-and-refunds.php

- A. 100 percent refund of the charges if the student's official withdrawal calculation is by the end of late registration period
- B. 90 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (A) and on or before the end of the 10 percent period of enrollment for which the student was charged
- C. 50 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (B) and on or before the end of the 25 percent period of enrollment for which the student was charged
- D. 40 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (C) and on or before the end of the 36 percent period of enrollment for which the student was charged.
- E. 25 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (D) and on or before the end of the 50 percent period of enrollment for which the student was charged.

Refund Schedules

http://www.uscb.edu/campus_life/student_services/bursar/fees-and-refunds.php

Dropped Courses Refund Procedure

http://www.uscb.edu/campus_life/student_services/bursar/fees-and-refunds.php.

A percentage of fees will be refunded for course(s) dropped within two weeks (fall, spring and summer) after the first official day of classes or within an equivalent period for other sessions. No refunds will be made thereafter.

1. Drops - Fall and Spring Courses

- A. 100 percent refund for courses dropped before the end of the late registration period
- B. 70 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (A) and on or before the end of the 16 percent period of enrollment for which the student was charged.

2. Drops - Summer Terms

- A. 100 percent refund for courses dropped before the end of the late registration period.
- B. 40 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (A) and on or before the end of the 36 percent period of enrollment for which the student was charged.
- C. 25 percent refund of the charges if the student's official withdrawal calculation is between the period specified in (B) and on or before the end of the 50 percent period of enrollment for which the student was charged.

3. Other Shortened Sessions

Adjusted refund schedules are printed in the Master Schedule of Classes.

Appeals Process

A process for appeals exists for students or parents who believe circumstances warrant exceptions from published policy. The Withdrawal Appeals Committee reviews and acts on all appeals.

Withdrawal Refunds

Students seeking to fully withdraw from USCB (drop all classes) during an academic semester must complete a withdrawal form available at the Registrar's Office or <https://vip.sc.edu> and complete necessary steps.

In establishing a diminishing-scale refund process for withdrawals, USCB operates on the philosophy that many of the basic costs of instruction are incurred at the end of the first week of classes or within an equivalent period for non-standard semesters. The assignment of a classroom seat to an individual student precludes any other student from occupying that seat. In addition, an instructor is assigned and the costs of instruction are encumbered on the first day of classes.

A student who withdraws from the University after the first week of classes has already occupied a classroom seat that cannot be reassigned. As a result, the University cannot both maintain its financial integrity and also provide a full refund. Accordingly, the University has established a series of refund deadlines commensurate with student progress into the semester.

USCB Withdrawal Refund Appeal Procedures

The Refund Exception Committee is authorized to consider appeals and approve extraordinary exceptions to USCB published withdrawal refund schedule due to humanitarian and due process considerations. A committee is comprised of three University officials (the Registrar, the Bursar and the Director of Admissions.) who meet once a month to hear and approve/disapprove limited exceptions to the published refund policy.

Under certain conditions, students may appeal the standard refund schedule for tuition and fees, based upon documented extraordinary circumstances. Students may also appeal for relief from the payment of a specific fee based upon documented extraordinary circumstances. It is expected that fees are paid when due. The appeals process is not to be used as a mechanism to avoid or delay fee payment.

Appeals will only address whether or not a refund will be granted. No consideration will be given to grade assignment or other academic issues. Students must address such issues directly with the faculty members or appropriate department.

Students who believe they should be awarded a refund in excess of what has been authorized, should complete the Application for Exception to Refund Policy form available in the Cashier's Office. A completed appeal will be submitted to the Refund Appeals Committee and applicants will be informed of the committee's decision. Students may appeal the decision of this committee to the Vice Chancellor for Student Development. Students may appeal the Vice Chancellor's decision to the Chancellor. The Chancellor's decision is final.

Specific appeals will include:

Financial refunds for students dropping classes or completely withdrawing from the University for extraordinary circumstances documented in writing, such as:

1. Serious illness, injury or incident that could not have been influenced, predicted, planned for or prevented by the student or the institution. Specifically excluded are conditions or a chronic illness known to the student at the time of enrollment.
2. A demonstrable specific and substantial hardship which results from the normal application of the existing refund policy. Specifically excluded are circumstances or effects that are a simple inconvenience to the student or the student's family.
3. A documented instance where the student acted upon incorrect information given by a University official or publication concerning the refund policy and suffered a financial penalty as a result.

FINANCIAL AID AND SCHOLARSHIPS

The general purpose of the USCB Financial Aid Office is to help students meet their educational expenses at USCB. Financial assistance is awarded in the areas of scholarships, grants, loans, employment, or a combination of these programs. The primary responsibility for financing post-secondary education rests with the student and family; however, our office is available to assist applicants in obtaining financial aid assistance to bridge the gap between our educational cost and what the student and family are reasonably expected to contribute. The office is committed to timely delivery of financial aid proceeds in accordance with all federal, state and institutional regulations. The financial aid packages are provided in correlation with the institution's recruitment and retention efforts.

General Information

The USCB Financial Aid/Veteran Affairs Office provides a wide range of services and administers a variety of student financial assistance programs. Included among these are University scholarships, financial assistance programs originating outside the University and all major federal student aid programs. Within these categories are financial assistance programs which are based upon financial need, academic merit, or other criteria. The different types of federal aid programs include grants, loans and employment opportunities. The Financial Aid Office provides counseling for students, prospective students and parents in such areas as financial aid opportunities, the financial aid application process and financial planning as it pertains to managing financial aid funds and meeting educational expenses. Anyone interested in these topics should contact the Financial Aid/Veteran Affairs Office to schedule an appointment. Below is a description of each category of financial assistance available at USCB:

Scholarships are usually based on academic merit and/or need and repayment is generally not required.

Grants are need-based aid which does not have to be repaid.

Employment consists of part-time work that is arranged around the student's academic schedule. This type of employment is known as work-study, a need-based program.

Loans are available to most students. Repayment is not required until the student graduates or drops below half-time enrollment. Interest rates vary depending upon the type of loan.

Entitlements are awards that are not necessarily need based in nature nor do they have repayment requirements. Eligibility for most entitlements is based on certain special qualifications and circumstances.

More detailed information about the various financial assistance programs can be attained online at: Student Aid On The Web <http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp>

The USCB scholarship and financial aid programs are administered in accordance with the nationally established philosophy of educational financial assistance. The basis of this philosophy is the belief that the student and/or his/her parents are the primary responsible source for meeting educational expenses and that student financial aid should be viewed only as supplementary to the efforts and resources of the family.

How to Apply for Financial Aid

Submit an application for admission to USCB. Financial aid is awarded only to students who satisfactorily complete the requirements for admission and are fully admitted as degree-seeking students.

Submit the Free Application for Federal Student Aid (FAFSA). A new or renewal FAFSA is available each academic year (fall through summer) after January 1st online at www.fafsa.ed.gov . If you have any questions, please contact our office at 843-521-3104 or 843-208-8000.

After students have been accepted for admission, their requests for aid will be considered. Official award notices and Financial Aid Award Terms and Conditions will be sent to all applicable students electronically via their USCB e-mail accounts.

All students who wish to apply for financial aid for the summer terms are required to complete a summer student aid application and submit the application to the USCB Financial Aid Office by the established deadline of April 15th.

Financial Aid Policies

The following statement of policies is to help high school principals, counselors, parents and students understand the goals of the financial aid program at USCB.

1. The primary purpose of the financial aid program is to help students meet educational costs beyond what the student and/or his/her family can contribute based on a standard analysis of a family's financial situation. USCB uses the Free Application for Federal Student Aid (FAFSA) for the need analysis.
2. In estimating the amount that a student's family can provide for college expenses, USCB will consider the following factors affecting the family's financial strength: income, assets, number of dependents, certain debts, retirement needs, etc. Under unusual circumstances, special financial problems confronting parents and students can also be considered.
3. The student is expected to secure resources to assist in meeting educational expenses.
4. Financial aid awards are payable only while the student is enrolled at least half-time at USCB, excluding the Federal Pell Grant Program.
5. Students who transfer to another college or University (including those within the USC system) cannot receive any financial aid which has been awarded by USCB.
6. Financial assistance received from any source that is not included in the award letter must be reported to the Financial Aid Office at USCB. This must be done even if the extra financial assistance has been reported to some other office at USCB. Failure to report extra financial assistance could harm a student's chances of receiving financial assistance in the future.
7. The Financial Aid Office has established April 16th as the priority date for receipt of the FAFSA information. Applications received after that date will be considered, but only if funds are available. USCB's school code is 003450.
8. USCB makes every effort to meet a student's need. Recipients are selected on the basis of general eligibility as well as specific program qualifications. Once a student has been determined to have financial need, awards are based on the enrollment status of the student and the availability of funds in each program. The determined award(s) comprise the student's financial aid "package." This package may consist of a combination of: a) grants, scholarships, entitlements, b) loans and/or c) employment.
9. Notification of awards will be made as soon as possible after the successful completion of the application process. Awards may be declined or adjusted within two weeks of award notification. Conditions of awards will be included with the award letter.
10. If the application has been submitted by the student in a timely fashion and financial aid has subsequently been awarded, the award will usually be paid in two disbursements (once during each registration period). The USCB Business Office will apply the award(s) to the student's account when appropriate.
11. Under certain circumstances, a student may be deemed ineligible to receive financial aid. These circumstances include: a) not making satisfactory academic progress (standards are listed below); b) being in default on a federal student loan; c) owing a refund on a Federal Pell Grant or Federal Supplemental Educational Opportunity Grant; d) not demonstrating financial need; e) not enrolling in a degree-seeking program. If any of these conditions apply, feel free to contact the Financial Aid Office at USCB for additional clarification.

Satisfactory Academic Progress (SAP)

Satisfactory Academic Progress Requirements

Beginning July 1, 2011, Satisfactory Academic Progress (SAP) standards will change in accordance with Federal Regulations (34 CFR 668.34). All students who have completed a Free Application for Federal Student Aid (FAFSA) and wish to be considered for Federal, State and some private Aid must meet the criteria stated in this policy. Financial aid eligibility is based on satisfactory academic progress standards established by the University, pursuant to federal law, to ensure that all financial aid recipients progress towards degree completion. These new SAP standards will be monitored beginning with the completion of the 2011-2012 academic year.

The Office of Financial Aid/VA monitors qualitative and quantitative standards for students after the end of the students' completion of the academic year. The academic year for Satisfactory Academic Progress (SAP) eligibility determination is comprised of the fall, spring, and summer terms. Students who do not complete classes enrolled in or fail to achieve the minimum standards for grade point average may lose their eligibility for all types of State, Federal and some private aid.

Qualitative Standard: Students must maintain a **minimum cumulative 2.0 grade point average (GPA)**. Please note that while passing grades (P) are treated as completed units, they do not count in the GPA calculation.

Quantitative (Pace) Standard: Students must complete **67% of all hours attempted at USCB plus other hours** accepted for transfer by USCB regardless of whether federal financial aid was received. Please note the following:

- Courses in which a student receives a W, WF, I, U, NR, or F are counted as attempted hours, but not completed or earned hours. Only grades of A, B, C, D, S, and T are counted as attempted hours and hours earned. Students enrolled in audit courses (AUD) will not receive financial aid for these classes. Grades of W, NR, I, U, S, T and AUD are not used when computing GPA. Receiving grades of W, WF, I, U, NR, or F can negatively impact the percentage of completion.
- If a student **repeats** a course, both the original and the repeated courses will count toward attempted credit hours and earned credit hours.
- Transfer units will be counted in the completion rate as both attempted and earned hours provided they have been accepted by the University for degree credit.

Maximum Timeframe Standard: Students receiving financial aid must complete their program of study within a reasonable time frame. The maximum time frame is 150% of the published length of the academic program (to include transfer credit hours) regardless of whether financial aid was received.

We recommend that a student attempt to earn at least 30 hours per academic year (fall, spring, summer) in order to graduate in four years for programs that require 120 credit hours.

A student who changes majors or courses is still responsible for completing his degree in the maximum time frame established. Once the maximum time frame has been exceeded, financial aid eligibility ends even if the student is in compliance with the other two standards.

Failure to comply with any component above may result in a loss of financial aid eligibility.

REINSTATEMENT OF FINANCIAL AID ELIGIBILITY

Failure to meet the above SAP standards will result in the loss of financial aid eligibility. If a student loses Federal, State and private aid eligibility because he is not making SAP Standards, he may regain eligibility in one of the following ways:

Appealing SAP Requirements: Students deemed ineligible would need to submit a written appeal if they had extenuating circumstances which prevented them from making satisfactory academic progress. Extenuating circumstances are considered to be significant life experiences that impacted a student's emotional and/or physical health so much that they were unable to make good academic progress. Documentation to support/verify the circumstances is required, but cannot be from family members, significant others, roommates, etc. Extenuating circumstances are defined as:

- Death (immediate family member)
- Personal Illness of student
- Immediate family member illness
- Divorce or separation
- Traumatic/Extraordinary Event (traumatic event does not include college adjustment issues, homesickness, problems w/roommate, problems w/faculty, staff or administration at college, difficult course load, dependent care allowance or transportation problems. This list is not exhaustive.)

The Satisfactory Academic Progress Appeal Committee (SAP) will review the appeal and determine whether the student is eligible for reinstatement of Federal, State and private aid. All decisions that are rendered by the Committee will be **final** and not subject to further review.

Appeals may be approved, denied or approved with stipulations. If an appeal is approved, the student is considered to be on Probation and may receive financial aid for only one payment period. At the end of that probationary payment period, the student must meet USCB's SAP standards or meet the requirements of an academic plan to qualify for future financial aid. Academic plans may be developed by the Financial Aid Director, Academic Advisors, or members of the SAP Committee. If a student fails to either regain regular SAP eligibility or meet the conditions of their academic plan, the student is placed on Financial Aid Suspension.

Non-Appealable Circumstances: If a student does not have extenuating circumstances or a valid reason, he may regain eligibility by completing one semester using his own resources at USCB with at least part-time enrollment (6.0 to 8.0 credits). Courses taken must be in student's degree program, and the student must earn a 2.5 GPA in all courses taken. *Please note that a student does not regain eligibility for financial aid by sitting out a semester.*

Second Undergraduate Degree: A student who has completed the first undergraduate degree is required to appeal for additional aid eligibility when seeking a second undergraduate degree. No aid will be awarded or loan application certified until the completed appeal has been received, reviewed, and approved.

The student must explain in writing why he is seeking a second undergraduate degree or teacher certification, his career goals, and a timetable for completion of these goals. This appeal will also require documentation from the student's academic advisor indicating the number of credit hours needed to complete the second degree. If the appeal is successful, the student is granted up to four terms maximum of loans and scholarships if eligible. All decisions that are rendered by the Committee will be **final** and not subject to further review.

More detailed information regarding SAP Policies and Procedures can be obtained from the Office of Financial Aid.

Academic Scholarships

USCB Scholarships

USCB has a number of established scholarships. The number of scholarships is increasing in proportion to the enrollment growth of the campus. Scholarship awards are primarily based on academic merit and require a separate application due by February 28th of each year.

South Carolina LIFE Scholarship

House Bill 4535, Legislative Incentives for Future Excellence (LIFE) Scholarships, was approved by the South Carolina General Assembly during the 1998 legislative session and signed into law by the Governor in June 1998. This Bill authorizes funding for scholarships in the amount of \$4,700 plus a \$300 book allowance to eligible students attending four-year public and independent colleges and universities in SC.

First time entering freshman must meet two of the following three criteria to receive the LIFE Scholarship:

1. 3.0 LIFE G.P.A. on a 4.0, uniform grading scale
2. 1100 SAT or 24 ACT
3. Top 30% of the graduating class

Continuing Students:

- Must earn an average of 30 credit hours for each academic year (Fall, Spring, Summer) equaling a minimum of 30 credit hours if a rising 2nd year student, 60 credit hours if a rising 3rd year student, or 90 credit hours if a rising 4th year student.
- Must earn a 3.0 LIFE cumulative grade point average by the end of the academic year (Fall, Spring, Summer). The LIFE GPA is the cumulative grade point average earned at all eligible public and independent institutions attended by the student (excluding remedial/developmental courses, non-degree credit courses for an associate degree or higher and continuing education courses).
- It is the student's responsibility to ensure that transcripts from all institutions attended are sent to the USCB Admission's Office by the beginning of each academic year (Fall semester). The LIFE GPA will be used to determine LIFE Scholarship eligibility only and will not be used to determine graduation eligibility or standing.
- Students who have earned a 3.0 LIFE GPA by the end of the Spring semester and choose to enroll in a Summer session(s) will **NOT** be eligible to receive the LIFE Scholarship if their LIFE GPA falls below a 3.0 at the end of the Summer session(s).

It is the student's responsibility to contact the Office of Financial Aid if s/he earns or regains eligibility. To determine eligibility, the student must meet the following general eligibility requirements.

- Graduate from a high school or complete a home school program as prescribed by law; Parents of home schooled students are encouraged to carefully investigate the requirements of the law before graduation. Contact the SC Commission on Higher Education at (803) 737-2260 if you have questions or concerns about the home school association with which you are affiliated.
- Be a South Carolina resident at the time of high school graduation and at the time of college enrollment;
- You must have graduated from a South Carolina high school or graduated from a high school outside of South Carolina while a dependent of a parent or legal guardian who is a legal resident. If you graduated from a high school outside of South Carolina, you are expected to self-identify to the Office of Student Financial Aid/VA in order to be assured that you are not overlooked during the University's review of LIFE eligible students;
- Be a U.S. citizen or a permanent resident;
- Be enrolled as a full-time degree-seeking student;

- You must not have been judged delinquent, nor have been convicted or pled guilty or nolo contendere to any felony in any state;
- You must not have been convicted of any second or subsequent alcohol or drug-related misdemeanor in any state within the past academic year;
- Verify that s/he does not owe a refund or repayment on any federal or state financial aid; and
- Is not eligible for or is a S.C. HOPE Scholarship, Palmetto Fellows Scholarship or Lottery Tuition Assistance recipient.

Eligibility lost may be regained by meeting eligibility requirements in the next award year.

Life Scholarship Enhancement

In the 2007 Legislative Session, the South Carolina General Assembly passed legislation that increases the maximum award amounts for the LIFE and Palmetto Fellows Scholarships for students who are at least sophomores and who are majoring in math and science disciplines.

Students who satisfy the LIFE Scholarship requirements are currently awarded up to \$5,000 per year. Students meeting the requirements for the new LIFE Enhancement for majoring in the eligible math or science programs will receive up to \$7,500 per year beginning in their sophomore year.

Students must meet all of the following requirements:

- Meet all of the eligibility requirements at the end of each academic year for the LIFE Scholarship and be a recipient of the LIFE Scholarship at the time of disbursement.
- Be enrolled as a full-time, degree-seeking student in a declared major of math or science. USCB's eligible programs are Biology and Nursing.
- The student must be in his/her second, third or fourth year of full-time enrollment and in the eligible degree program.

Complete a total of at least fourteen credit hours of instruction in math, life and physical science courses w/a minimum of six hours in math and minimum six hours in life and physical science including one laboratory course by the end of the student's first academic year. (This requirement applies to all students including transfer students, sophomores, juniors and seniors).

For continued eligibility, students must meet the following criteria to renew the LIFE Scholarship Enhancement:

- Meet all eligibility requirements by law and regulation for the LIFE Scholarship and be a recipient of LIFE Scholarship funds at the time of LIFE Scholarship Enhancement disbursement;
- Be enrolled full-time at an eligible four-year public or independent institution as a declared major in an eligible math or science program.

Students may be eligible to receive the maximum number of terms of eligibility for a LIFE Scholarship Enhancement based on initial college enrollment (maximum of six terms of eligibility).

LIFE Scholarship eligibility criteria is based on current SC law. Any and all portions of this information are subject to change by the SC General Assembly without notice. You may access further, more detailed information and other provisions on the South Carolina Commission on Higher Education's website at: http://www.che.sc.gov/New_Web/GoingtoCollege/LIFE_hm.htm.

Appeals

If an extenuating circumstance has prevented a student from meeting the continuing eligibility requirements for the LIFE Scholarship, s/he has the option of requesting an appeal with the South Carolina Commission on Higher Education. Information and an appeal form are available on the Commission's website at: www.che.sc.gov/StudentServices/Appeals/AppealsHm.htm. available on the Commission's website at: www.che.sc.gov/StudentServices/Appeals/AppealsHm.htm. The appeal deadline for the 2013-2014 academic year is September 27, 2013.

South Carolina HOPE Scholarship

The SC HOPE Scholarship is a merit-based scholarship created for eligible students attending a four-year SC institution who do not qualify for the LIFE or Palmetto Fellows Scholarship. The program was established under the SC Education Lottery Act approved by the General Assembly in 2001. Funding for the program is dependent upon the annual proceeds generated by the SC Education Lottery.

Eligible students must have graduated from a South Carolina high school or South Carolina home school as prescribed by law with a 3.0 cumulative grade point average. Parents of home schooled students are encouraged to carefully investigate the requirements of the law before graduation. Contact the SC Commission on Higher Education at (803) 737-2260 with questions or concerns about the home school association with which you are affiliated.

Students who meet all eligibility requirements for the SC HOPE Scholarship are eligible to receive scholarship funds for the freshman year of attendance only. At the end of the academic year, if the student has earned a minimum of thirty credit hours and a 3.0 cumulative grade point average on a 4.0 scale consistent with the policies and procedures of the institution, the student may be eligible to receive the LIFE Scholarship the next academic year.

To access further, more detailed information and other provisions on the South Carolina Commission on Higher Education website http://www.che.sc.gov/New_Web/GoingToCollege/HOPE_Hm.htm.

Palmetto Fellows Scholarship

The Palmetto Fellows Scholarship Program is a merit-based scholarship program administered by the South Carolina Commission on Higher Education. The annual award amount for each Palmetto Fellow cannot exceed \$6,700 for the first academic year. The scholarship must be applied directly toward the cost of attendance, less any other gift aid received. Palmetto Fellows may be supported for a maximum of eight full-time semesters of study toward the first bachelor's degree at a participating four-year institution in South Carolina.

The South Carolina Commission on Higher Education determines initial eligibility. Initial eligibility requirements can be viewed at <http://www.che.sc.edu>

Continuing Students:

- Must earn an average of 30 credit hours for each academic year (Fall, Spring, Summer) equaling a minimum of 30 credit hours if a rising 2nd year student, 60 credit hours if a rising 3rd year student, or 90 credit hours if a rising 4th year student. Any credit hours earned before high school graduation, hours exempted by examination and advanced placement credit do not count towards the 30 hour requirement.
- Must earn a minimum 3.0 cumulative grade point average on a 4.0 scale by the end of the academic year (Fall, Spring, Summer).

To access further, more detailed information and other provisions on the South Carolina Commission on Higher Education website visit http://www.che.sc.gov/New_Web/GoingToCollege/PF_Hm.htm

If the continued eligibility requirements are not maintained, you forfeit continued participation in the program and the scholarship will be discontinued. If the Palmetto Fellows Scholarship is discontinued, the student may be eligible to receive the LIFE Scholarship if s/he meets the program requirements.

Palmetto Fellows Scholarship Enhancement

In the 2007 Legislative Session, the South Carolina General Assembly passed legislation that increases the maximum award amounts for the LIFE and Palmetto Fellows Scholarships for students who are at least sophomores and who are majoring in math and science disciplines.

Students who satisfy the Palmetto Fellows Scholarship eligibility requirements are currently awarded up to \$6,700 per year for their freshman year; and new this year, sophomores and above will receive up to

\$7,500 per year. Students meeting the eligibility requirements for the new Palmetto Fellows Scholarship Enhancement for majoring in the eligible math or science programs will receive up to \$10,000 per year beginning in their sophomore year.

Students must meet all of the following requirements:

- Meet all of the eligibility requirements at the end of each academic year for the Palmetto Fellows Scholarship and be a recipient of the Palmetto Fellows Scholarship at the time of disbursement.
- Be enrolled as a full-time, degree-seeking student in a declared major of math or science. USCB's eligible programs are Biology and Nursing.
- The student must be in his/her second, third or fourth year of full-time enrollment and in the eligible degree program.

Complete a total of at least fourteen credit hours of instruction in math, life and physical science courses w/a minimum of six hours in math and minimum six hours in life and physical science including one laboratory course by the end of the student's first academic year. (This requirement applies to all students including transfer students, sophomores, juniors and seniors).

For Continued Eligibility, students must meet the following criteria to renew the Palmetto Fellows Scholarship Enhancement:

- Meet all eligibility requirements by law and regulation for the Palmetto Fellows Scholarship and be a recipient of Palmetto Fellows Scholarship funds at the time of Palmetto Fellows Scholarship Enhancement disbursement.
- Be enrolled full-time at an eligible four-year public or independent institution as a declared major in a eligible math or science program.

Students may be eligible to receive the maximum number of terms of eligibility for a Palmetto Fellows Scholarship Enhancement based on initial college enrollment (maximum of six terms of eligibility).

Appeals

If an extenuating circumstance has prevented a student from meeting the continuing eligibility requirements for the Palmetto Fellows Scholarship, s/he has the option of requesting an appeal with the South Carolina Commission on Higher Education. Information and an appeal form are available on the Commission's website at: www.che.sc.gov/StudentServices/Appeals/AppealsHm.htm. The appeal deadline for the 2013-2014 academic year will be September 30, 2013.

Grants

Federal Pell Grant

Students may apply for a Federal Pell Grant if they are enrolled in a program of study which is six months in length or longer and have not already earned a bachelor's degree. Eligibility is determined by the U.S. Department of Education. To apply for a Federal Pell Grant, students should complete a Free Application for Federal Student Aid (FAFSA). Students will receive notification of eligibility within six weeks. The amount of the award will be based on the determination of eligibility and the cost of attendance at USCB.

Effective Fall 2012, a student's eligibility to receive a Pell Grant has been reduced from 18 full-time semesters or its equivalent to 12 full-time semesters or its equivalent. This provision applies to all Pell Grant eligible students and includes all years of receipt of Pell Grant funding. Thus, the calculation of this total will include previous semesters/quarters at USCB or at any other school, including community colleges, where a Pell Grant was paid.

Federal Supplemental Educational Opportunity Grant

Using funds provided by the federal government, the University makes Federal Supplemental Educational Opportunity Grants available to a limited number of students with greatest financial need. These grants are awarded to eligible full-time students who have not already earned a bachelor's degree. In order to determine eligibility, students must complete the FAFSA. Funds in this program are very limited and are awarded to students with the greatest financial need.

Iraq and Afghanistan Service Grant

Beginning with the 2010-11 award year, a student who is not eligible for a Pell Grant but whose parent or guardian was a member of the U.S. Armed Forces and died as a result of service performed in Iraq or Afghanistan after September 11, 2001 may be eligible to receive the Iraq and Afghanistan Service Grant.

Additional Student Eligibility Requirements:

- Be under 24 years old or
- Enrolled in college at least part-time at the time of the parent's or guardian's death.

The grant award is equal to the amount of a maximum Pell Grant for the award year – not to exceed the cost of attendance for that award year.

South Carolina Need-Based Grant

The South Carolina General Assembly created a South Carolina Need-Based Grant Program beginning with the 1996-97 academic year. The SC Need-Based Grant is available for a maximum of eight full-time semesters. The Grant will not be available for summer school or periods of attendance other than fall and spring semesters.

In order to qualify for consideration for a South Carolina Need-Based Grant at USCB, a student must meet all of the following minimum requirements:

- Be of good moral character, having no felony convictions, or criminal records during the preceding calendar year as defined as 12 months from the date of the start of school.
- Give permission for a background check to be conducted to verify the above.
- Be admitted and enrolled full-time as a student seeking a first undergraduate degree.
- Be making satisfactory progress as defined in the "Terms and Conditions" provided with the first award letter.

For more detailed information and other provisions on the South Carolina Commission on Higher Education website http://www.che.sc.gov/StudentServices/NeedBased/Q_and_A_for_NBG.pdf

Employment

Federal Work-Study (FWS) Program

This program provides jobs for students who have financial need. USCB participates in the Federal Work-Study program and coordinates job placement on campus.

The Federal Work-Study (FWS) Program provides part-time on-campus and community service employment to USCB students. The salary is at least equal to the current minimum wage. Students must complete a FAFSA and indicate an interest in working on campus in order for eligibility to be determined. Students must be enrolled at least half time. Students who are awarded FWS may be employed for up to 20 hours per week. The average award usually allows 15 hours per week. The students' work schedule will be set around their class schedule. Funds in this program are limited and are awarded on a first come/first served basis.

Loans

Entrance Counseling for Loan Recipients

All first-time Federal Stafford Loan borrowers will be required to complete Stafford Loan Entrance Counseling before loan funds can be disbursed. Students may complete this requirement on-line at: www.studentloan.gov

The Federal Stafford Loan Program

The Federal Stafford Loan program provides low interest (fixed at 6.80%), long term loans to eligible students through lenders outside the University. There are two types of Federal Stafford Loans:

Subsidized Federal Stafford Loan

A Subsidized Stafford Loan is awarded based on financial need and accrues no interest while the student is enrolled in school at least half-time (6.0 – 8.0 semester hours). Repayment does not begin until six months after graduation or after enrollment drops below half-time (6.0 – 8.0 semester hours); however, interest does start accruing while your loan is in the grace period. The repayment period may be as long as 10 years, depending on the amount borrowed.

Unsubsidized Federal Stafford Loan

An Unsubsidized Stafford Loan is not dependent upon need. Interest accrues from the time the loan is disbursed until final payment. The student has the option to make interest payments while in school and during the grace period. Interest begins to accrue and may be payable upon disbursement of funds; however, principal payments begin six months after graduation or after enrollment drops below half-time (6.0- 8.0 semester hours). The repayment period may be as long as 10 years, depending on the amount borrowed.

Annual Maximum Loan Amounts

The Federal Stafford Loan program provides up to \$5,500 for the first year of undergraduate study, \$6,500 for the second year and \$7,500 per academic year for upperclassmen. The Unsubsidized Stafford Loan provides increased annual maximums for independent students (and some dependent if a parent is denied a PLUS loan) up to \$9,500 for the first year of undergraduate study, \$10,500 for the second year and \$12,500 per academic year for upperclassmen.

Disbursement

If a Stafford Loan is processed for the full academic year (Fall and Spring), half of the loan will be disbursed at the beginning of the Fall semester and the second half will be disbursed at the beginning of the Spring semester. The student must also sign a promissory note before loan processing will be completed.

Federal Parent Loan for Undergraduate Students (PLUS)

Federal Parent Loan for Undergraduate Students (PLUS) provides long-term loans to parents for their dependents through lenders outside the University. Loan amounts under this program are limited to the student's cost of education minus other financial aid awards. Parents may be denied a PLUS loan due to adverse credit history. If the PLUS Loan is denied, the student is eligible for an additional Unsubsidized Stafford Loan. Sixty days after disbursement, parents begin repayment at a fixed interest rate of 7.9%. PLUS Loan funds will be disbursed in two equal payments, one at the beginning of each semester (Fall — August, Spring — January). The lender will make the checks co-payable to the parent and the University and will mail the check to the school for endorsement.

South Carolina Teachers Loan Program

South Carolina Teachers Loan Program provides loans in amounts up to \$2,500 for the first and second years of undergraduate study and \$5,000 per academic year for upperclassmen and graduate students.

Loan indebtedness will be cancelled at the rate of 20% or \$3,000, whichever is greater, for each year of full-time teaching in a critical subject or critical geographic area in South Carolina. If you teach in both a critical subject and geographic area simultaneously, your loan shall be cancelled at the rate of 33 1/3% or \$5,000, whichever is greater, for each full year of full-time teaching. The subject areas deemed critical at the time of application will be honored for cancellation when the student begins teaching; critical geographic areas must be deemed critical at the time of employment. If the student decides not to teach, the interest rate shall be the rate on the Federal Stafford Loan plus 2%. This is a variable rate not to exceed 10.25% annually.

Career Changers Program

The Career Changers Program provides loans to individuals wishing to enter the teaching profession. The program provides annual loan amounts of \$15,000, up to a cumulative amount of \$60,000. Loan indebtedness will be cancelled at the rate of 20% or \$3,000, whichever is greater, for each year of full-time teaching in a critical subject or critical geographic area in South Carolina. To teach in both a critical subject and geographic area simultaneously, a loan will be cancelled at the rate of 33 1/3% or \$5,000, whichever is greater, for each full year of full-time teaching. The subject areas deemed critical at the time of application will be honored for cancellation when teaching begins; critical geographic areas must be deemed critical at the time of employment. If a student decides not to teach, the interest rate shall be the rate on the Federal Stafford Loan plus 2%. This is a variable rate not to exceed 10.25% annually.

Exit Interviews for Loan Recipients

Before leaving USCB, loan recipients are required to complete an exit interview that covers their rights and responsibilities as loan recipients. Students may complete this requirement on-line at: http://www.nslsds.ed.gov/nslsds_SA/

Return of Title IV Funds Policy

The Return of Title IV Funds Policy (federal student financial aid programs) was implemented at USCB in Fall of 2000. Federal regulations require each educational institution to have a written tuition and fees refund policy (see Withdrawal Refund Policies) and a Return of Title IV Funds Policy to be applied to students who withdraw during a term for which aid has been received. The Return of Title IV Funds Policy applies only if the student completely terminates enrollment (i.e., cancels his/her registration, withdraws, or is dismissed) or stops attending classes before completing more than 60 percent of the enrollment period.

The amount of Title IV aid that a student must repay is determined in accordance with the federal formula for Return of Title IV Funds as set forth in Section 484B of the Higher Education Act. This law also specifies the order of return of the Title IV funds to the program from which they were awarded.

A repayment may be required when aid has been credited to a student's account from financial aid funds in excess of the amount of the aid the student earned during the term. The amount of Title IV aid earned is determined by multiplying the total Title IV aid (other than federal work-study) for which the student is qualified by the percentage of time during the term that the student was enrolled. If a student needs to repay Title IV funds, s/he will receive an invoice from the Bursar's Office along with an Agreement to Repay and the student will be given approximately 10 days to respond. Should the student fail to respond, repay or enter into an agreement to repay, the amount owed will be referred to the Department of Education for collection.

Entitlements

Veterans Educational Benefits

The following policies and procedures are of primary concern to veterans, servicepersons, members of guard and selected reserves and other eligible persons who receive Veterans Affairs educational assistance while enrolled at USCB.

Academic standards of progress and attendance are covered under school standards of progress, as specified by the South Carolina Commission on Higher Education, License Division and required by the U.S. Department of Veterans Affairs.

South Carolina Free Tuition for Children of Certain War Veterans, Police Officers, Firemen or Rescue Workers

Children of deceased or 100% disabled Veterans, who were killed or disabled during military service, can attend any SC State supported institution up until their 26th birthday and pay no tuition/fees. Children of deceased or 100% disabled police officers, firemen or rescue workers, who were killed or disabled while on duty, can go to any SC State supported institution for a total of 4 years and pay no tuition/fees.

Chapter 30	The Montgomery G.I. Bill. This program provides educational benefits to individuals that served on active duty. The Member 4 copy of your DD214 is required.
Chapter 31	Vocational Rehabilitation for Service-Disabled Veterans. This program is for individuals who have a compensable service connected disability and the U.S. Department of Veteran Affairs determines that training and rehabilitation services are needed to overcome an employment handicap.
Chapter 32	Veterans Educational Assistance (VEAP). This is a voluntary contribution matching program for individuals entering service after December 31, 1976.
Chapter 33	The new Post 9/11 GI Bill. This program is for individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. You must have received an honorable discharge to be eligible for the Post-9/11 GI Bill. The Post-9/11 GI Bill will become effective for training on or after August 1, 2009.
Chapter 35	Dependents Education Assistance Program. This program is for dependents (spouse or children) of individuals who die or are permanently disabled from service connected causes.
Chapter 1606	Montgomery G.I. Bill-Selected Reserve. This program is available to members of the Selected Reserve, including the National Guard. A form DD2384 (NOBE) is required.
Chapter 1607	A Department of Defense education benefit developed to provide benefits for Reservists called to active duty after September 11, 2001 in response to a war or national emergency, as determined by the President or Congress. A member of a reserve component must have served at least 90 consecutive days or more regardless of duty status.

Yellow Ribbon Program for Veterans

The Yellow Ribbon GI Education Enhancement Program (Yellow Ribbon Program) is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008. This program allows institutions of higher learning (degree granting institutions) in the United States to voluntarily enter into an agreement with VA to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate. The institution can contribute up to 50% of those expenses and VA will match the same amount as the institution. The University of South Carolina Beaufort has agreed to accept an unlimited number of applicants who are eligible for the Post 9/11 (Ch. 33) benefit at the 100% rate. Applicants should contact the Office of Financial Aid/VA at 843-521-3104 for details on how to apply for Yellow Ribbon benefits at USCB.

Visit http://www.gibill.va.gov/GI_Bill_Info/CH33/Yellow_ribbon.htm for more information.

New Scholarship for the Children of Fallen Service Members Benefit Honors Gunnery Sergeant John David Fry

The children of military personnel who died in the line of duty since September 11, 2001 can apply for an educational scholarship similar to the new Post-9/11 GI Bill. Benefits are retroactive to August 1, 2009. VA begins accepting applications for the Fry scholarship on May 1, 2010. For more information or assistance applying, call toll-free 1-888-GIBILL-1 (1-888-442-4551), or visit the VA GI Bill Website at www.gibill.va.gov.

Enrollment Certification

Certification by the USCB Veterans Affairs Certifying Official, located in the Office of Financial Aid and Veterans Affairs, Sandstone Building, Room 117, (843-521-3104) is required for eligible students who wish to receive Veterans Affairs educational assistance checks. Students must initiate their own requests for enrollment certification, as the Certifying Official processes certifications and other forms to Veterans Affairs only for those students who have made such a request and completed the necessary paperwork. Veterans Affairs requires that eligible students must have completed University admissions requirements and matriculation into degree-seeking status before they may receive Veterans Affairs educational benefits. Only the federal Veterans Affairs has the final authority to award benefits to students in such admission categories.

All Veterans Affairs students who have earned college credit at another school or in another USC degree program are required to provide the USCB Veterans Affairs Certifying Official with a transfer credit evaluation from its academic department. Veterans Affairs generally pays such students for two semesters, pending receipt of the amount of "prior credit" applied to their current degree program. It is also recommended that veterans contact the Director of Military Programs (843-521-4107) for consideration of college credit for military schools.

Students can best ensure receipt of benefits by informing the school Veterans Affairs Coordinator and certifying official in the Sandstone Building, Room 117, (843-521-3104), of their intent to register for classes and by supplying the number of credit hours for which they will enroll each semester. Eligible Veterans Affairs students should recertify for each new academic year at least 45 days in advance. All eligible dependents and VA students must recertify with the VA coordinator or certifying official every semester, prior to that semester starting, to receive assistance on time.

Veterans Affairs payments may be made only for those courses that are required by the academic department for the student's current degree program. All students receiving educational assistance checks from Veterans Affairs are responsible for notifying the school Veterans Affairs Coordinator of changes in their degree program and /or course load during a semester, including drop/add, withdrawal, audit status or involving pass/fail option in a course, or Distance Education enrollment, independent study, internship or practicum courses. Failure to do this could mean that the student might owe the Department of Veteran Affairs if s/he is certified incorrectly.

Benefits related information and forms are available from the University Veterans Affairs Coordinator, located on the Historic Beaufort Campus in the Office of Financial Aid and Veterans Affairs, Sandstone Building, Room 117. Each student request will be handled individually according to the Veterans Affairs benefit program and enrollment status at the University.

Vocational Rehabilitation

Individuals with disabilities may receive aid from this state agency. Inquiries shall be directed to the South Carolina Vocational Rehabilitation Office in coordination with the VA coordinator and certifying official on campus.

Family Education Right and Privacy Act of 1974:

The Financial Aid/VA Office ensures the confidentiality of student records according to the Family Education Right and Privacy Act. Your family financial information and the type and amounts of your aid are held in confidence. Information is released only with your written consent. Information will be released to other offices and agencies as may be needed to administer the financial aid programs, such as scholarship donors, services of loans, etc.

STUDENT DEVELOPMENT

The Office of Student Development has offices located on the Historic Beaufort Campus and the Hilton Head Gateway Campus. Any questions concerning student life, rights and responsibilities should be directed to the Vice Chancellor for Student Development. These areas include admissions, career services, financial aid and scholarship services, counseling and disability services, military programs, student activities, student employment, student life, student orientation, and residential life.

Purpose Statement

As an administrative office of USCB, the Student Development Office supports the overall mission of the University by providing services and programs for students, faculty and staff. The mission of the Student Development Office is two-fold: to guide students through the University's administrative process and to serve students by providing co-curricular activities designed to capitalize on the wealth of traditions and opportunities of the Lowcountry. As partners in the educational process, Student Development offers services and programs designed to complement and enrich the classroom experience, to meet the developmental needs of a diverse student population and to prepare students to take an active role in achieving their intellectual and interpersonal potential.

Campus Housing

USCB offers student housing on the Hilton Head Gateway and Historic Beaufort Campuses. University Housing provides students an opportunity to live with other students, to create life lessons, friendships and memories. University Housing works to foster a sense of community by sponsoring various events and providing educational, social and wellness assistance to residents. Palmetto Village at the Hilton Head Gateway Campus provides true luxury student apartments that include fully furnished units, private bedrooms, full kitchen and amenities such as Internet and cable. The Grace White House at the Historic Beaufort Campus offers students the opportunity to live a historic home with unique features that include hardwood floors and a front porch. Visit the housing web site http://www.uscb.edu/campus_life/housing/index.php to learn more about this campus community.

Codes of Conduct

Academic Code of Conduct

The first law of academic life is intellectual honesty. Students of the University are expected to be honest and forthright in their academic endeavors. The following acts of academic dishonesty subject to disciplinary action include: lying, plagiarism, bribery, cheating and academic misconduct. Plagiarism, even the first offense, will result in a failing grade for the course in addition to any sanctions assigned by the appropriate hearing body or official.

USCB reserves the right to decline admission, to suspend or to require the withdrawal of a student from the University if the appropriate hearing body or official determines that this course of action is in the best interest of the University. Registration at the University assumes the student's acceptance of responsibility for compliance with all regulations published in the USCB Student Handbook, as well as any rules found in any other official publication.

Student Code of Conduct

The mission of providing an educational climate conducive to learning is more than just educational programs and research facilities. It requires the establishment and maintenance of a climate that refrains from conduct which distracts from the work of the University, interferes with the lawful exercise of rights by other persons, endangers the safety or security of other persons or their property, prevents the proper use of the facilities of the University, or impairs the maintenance of that kind of environment which is

essential to the operation of an institution of higher learning. For this reason, USCB is committed to maintaining social discipline among its students and student organizations.

The Board of Trustees is the governing body of the University; the power of the USC President, the USCB Chancellor and faculty are delegated by the board in accordance with policies. The student discipline system is administered by the Office of Student Development. The responsibility for good conduct rests with students as individuals. All members of the University community are expected to use reasonable judgment in their daily campus life and to show due concern for the welfare and rights of others. Conduct rules, disciplinary penalties and complete hearing procedures are contained in the USCB Student Handbook.

Intramurals

Intramurals and recreation is coordinated by the Office of Student Life. USCB participates in local recreation clubs as well as providing on and off campus recreation events. Student interest drives the outcome and success of recreation activities so we encourage input. The USCB recreation field is located on the west side of campus next to student housing and can be used by any USCB students. For more information, or if you are interested in starting a club/intramural/recreation activity or team, please contact the Office of Student Life at (843) 208-8360.

Orientation

Orientation programs are offered for all new freshmen and transfer students. Orientation is designed to ensure a smooth transition by familiarizing students with the policies, procedures, opportunities and people associated with USCB. Several orientation programs are scheduled before the beginning of the fall semester. The program consists of the following:

- Correspondence to students that acknowledges their applicant status and informs them of advising and registration dates
- Placement testing
- Information regarding
 - University resources, policies and procedures
 - Academic advising
 - Registration for classes
 - Student life
 - Degree program requirements
 - Fee payment and financial aid information
 - The transition from high school to college
- The introduction to faculty and staff as well as continuing and other students
- Recognizing the important role of family in the success of the new student at USCB by offering a special orientation for parents.

Orientation culminates with *Welcome Week* held during the first week of classes.

Student Activities

An important part of attending college is the opportunity to participate in student activities. The University encourages and fosters many co-curricular activities and organizations that are designed to complement and enhance the academic and social life of its students. The richness of the college experience depends on how much the student is involved in the activities of the institution.

Any person who is admitted, enrolled, or registered for study at USCB for any academic period is considered a student and eligible to participate in student activities. In addition, persons who are not officially enrolled for a particular term but who have a continuing student relationship with USCB are also considered students.

There are many student organizations and committees on USCB campuses offering opportunities for student involvement. Campus clubs and organizations include a variety of special interest groups, service groups, social groups and academic honor societies. In addition, intramural activities provide various opportunities for students to exercise their physical talents or develop new ones.

In fall 2009 USCB opened the Campus Center on the Hilton Head Gateway campus which houses the Sand Bar dining hall, fitness center, Sharks' Cove Bookstore, student life offices and student lounge.

University of South Carolina Beaufort student activities are funded from a portion of student fees. These activities offer students a chance to apply and expand upon their classroom experiences. Student organizations routinely sponsor events for the entire USCB campus community as well as for their own memberships. Programs related to distinctive community service, social, leadership, media and academic interests are coordinated by clubs and organizations on both the Historic Beaufort and Hilton Head Gateway Campuses. The opportunity to gain knowledge and experience in various fields is provided by participation in organizations with academic connections while service organizations provide participation in community affairs and allow students to volunteer support for various worthwhile causes. In most cases, membership is open to all students. Students interested in joining student organizations should contact the Office of Student Life by calling (843) 208-8115 or by e-mailing uscblife@uscb.edu.

Student Government Association

The USCB Student Government Association (SGA) provides students with the opportunity to participate in student activities planning and to cultivate leadership skills in the legislative process. SGA is the official voice of the students. The objectives of SGA are:

1. To act as a channel through which student concerns and questions may be brought to the University administration;
2. To distribute fees paid into the SGA treasury to the affiliated student organizations and other special projects;
3. To encourage a spirit of cooperation and understanding within the University and the community;
4. To have representation on the appropriate faculty and institutional committees and to play a role in institutional decision-making.

All full or part-time students registered at USCB are members of SGA and are subject to the SGA Constitution by virtue of their registration. Every member is encouraged to vote in SGA elections; and all students are encouraged to attend SGA meetings, voice concerns and questions and seek elected positions. SGA is committed to promoting cultural diversity through the acceptance and understanding of the needs of the student body and administration. If you are interested in learning more about SGA, stop by the SGA office in the Campus Center on the Hilton Head Gateway Campus or call (843) 208-8121. Visit www.uscb.edu/sga for more information.

Student Clubs and Organizations

Student clubs and organizations are formed by the USCB students in cooperation with faculty and staff advisors and the Office of Student Life. Students are encouraged to take advantage of the opportunity to participate in the following recognized student organizations as members and officers. Depending on the needs expressed by USCB's changing student body, organizations may become temporarily inactive or additional clubs reflecting new interests may be added to provide further offerings.

African American Student Association

The AASA exists to support academic success among African-American students while also providing the means to address the cultural and social needs of African-American students. The AASA strives to strengthen the relationship between USCB and the African-American community. Membership is open to all students, staff and faculty.

Alpha Mu Gamma

USCB's Xi Alpha Chapter is part of Alpha Mu Gamma, the first and largest national collegiate foreign language honor society. Students who have earned "A"s in two courses of the same foreign language (SPAN or FREN) or two ENGL courses (if the student's native language is not English) and have an overall collegiate minimum GPA of 3.0 are encouraged to apply. Contact Dr. Ben Nelson nelsonbe@uscb.edu for more information.

Art Club

The Art Club provides a venue for a broad student population to discuss, plan, and participate in various art and art related activities both within and outside of the University. Examples of such activities include arranging visiting artists' lectures, curating art shows, web design ideas for the arts, organizing workshops and field trips, and creating posters and card designs for various art-related events. Membership is open to all students, faculty, and staff interested in the arts.

Business Club

The Business Club was founded to provide business administration majors with opportunities for growth and enhancement in the field of business while also allowing for improved contacts and relations between the University community and the business community of greater Beaufort. Current and former students, as well as faculty and alumni, are eligible for membership.

Environmental Club

The Environmental Club is a group of students who enjoy educating their fellow students and community about the importance of "Going Green." They participate in many community events and also do many events on campus. All students are welcome and encouraged to join!

Gamma Beta Phi

This scholastic, honor and educational service organization seeks to recognize and encourage educational excellence; to promote the development of leadership, ability and character in members; and to foster, disseminate and improve education through appropriate service activities. Membership, by invitation, is open to students who have completed 12 credit hours and have a 3.2 cumulative GPA. For information contact Rena Kratky lewisrl@uscb.edu.

Phi Alpha Theta

Phi Alpha Theta, Alpha Omicron Mu chapter, is a professional History honor society whose mission is to promote the study of history through the encouragement of research, good teaching, publication, and the exchange of learning and ideas among historians. The organization seeks to bring students and teachers together for intellectual and social exchanges, which promote and assist historical research and publication by our members in a variety of ways. For more information contact Dr. J. Brent Morris morrisj1@uscb.edu.

Phi Sigma

The Phi Sigma Biological Sciences Honor Society, Gamma Chi chapter, is a national honor society devoted to the promotion of student research and academic excellence in the biological sciences. Membership is composed of faculty members and senior and junior undergraduate students who have demonstrated superior academic performance and excellence in research in the field of biology. For more information contact Dr. Steve Borgianini borgians@uscb.edu.

Pi Lambda Theta

Pi Lambda Theta is an Education honor society, part of the Phi Delta Kappa International family of associations. Students must have a minimum 3.5 GPA, and be recommended by education faculty for nomination on the basis of their successful practicum experiences, service learning, and high degree of professionalism. Members wear gold honor cords at graduation. Contact Mary Hope Roseneau mroseneau@uscb.edu for details.

Psychology Club

The Psychology Club provides students of the social sciences with opportunities for academic and professional development. It provides access to information on graduate school programs and prospective job opportunities and acts as a forum for active dialogue among students and scholars in the field of psychology; creates student solidarity based on similar educational and occupational aspirations; and recognizes students for outstanding scholarly performance in Psychology.

Roges & Vacaboundes (USCB Drama Club)

The USCB drama club, Roges & Vacaboundes, is an organization designed for students who are interested in any aspect of theater--including acting, directing, and design. Students also participate with the Rafael Sabatini Players, a community-based theater group that performs in the Center for the Arts auditorium on the Historic Beaufort campus. Other activities include workshops in acting, directing, and make-up. Membership is open to any USCB student or interested individuals. The club is facilitated by a coordinator and managed by committee.

Sigma Tau Delta (English Honors Society)

Sigma Tau Delta, the international English honors society, exists to confer distinction for high achievement in English language and literature studies, provide cultural and social stimulation on college campuses, promote interest in literature and the English language in surrounding communities, support good fellowship among its members, and serve society by fostering literacy. Our chapter provides leadership, scholarship, service, and professional (presentation and publication outlets, national internship programs) opportunities for its members.

The Society of Creative Writers

The Society of Creative Writers sponsors poetry and fiction readings and publishes *The Pen*, USCB's student literary magazine.

Student Government Association

Represents the student body and plays a role in institutional decision making and addresses student concerns.

The Tidal Tribune (USCB Student Newspaper)

A free student press, written and edited by USCB students, The Shark Byte, reports on campus and community issues and informs the student body of campus events. All students, staff and faculty are encouraged to submit articles.

Other clubs and organizations include:

- Campus Crusade for Christ
- Catholic Campus Ministry
- Chi Alpha Christian Fellowship
- Club Anime
- Club Basketball
- Club Managers Association of America
- College Republicans
- Education Club
- Equestrian Club
- Gay-Straight Alliance
- Human Services Student Organization
- Literary Society
- Reformed University Fellowship
- Sand Sharks for Service
- Sand Shark Productions
- Spanish Club
- Student Nursing Association

Chartering a New Student Organization

Organizations that wish to use University facilities and privileges must be officially recognized through a procedure administered by the Director of Student Life. The chartering of new student organizations, applications for funding and use of campus facilities are made during the fall and spring semesters through the Office for Student Life. Recognition is obtained by submitting completed registration forms, membership lists and a constitution.

Students interested in forming a new organization may obtain an Organization Recognition form to provide the following information:

- Name
- Purpose
- Proposed functions or activities
- Proposed budget request of SGA (if any)
- Signatures of the student applicant and faculty sponsor.

Official recognition of a student organization does not by itself constitute any type of endorsement, sponsorship, or liability by USCB.

Student Grievance Policies and Procedures

The grievance process provides students a formal, standardized method for seeking resolution when the student believes s/he has been treated unjustly or improperly by a faculty or staff member. The grievance process is a venue for resolution of problems not otherwise addressed by University policy or procedure. It may not be used to appeal disciplinary decisions, state residency classification decisions, or any other type of decisions for which a clearly defined appeal process has already been established.

Grievances must be filed no later than the last scheduled final exam day of the term for which the student is appealing.

Academic Grievance Policy

The procedures herein shall not extend to matters of grading student work where the substance of a complaint is the student's disagreement with the mark or grade placed on his or her work. Such matters may be discussed by the student and the instructor, but final grading authority shall remain with the instructor.

- a. The basis for a student academic grievance shall be limited to a violation of Teaching Responsibility policies set forth in the Faculty Manual or a violation of the University policy on Protection of Freedom of Expression or the University policy on Protection Against Improper Disclosure.
- b. A student who wishes to pursue an academic grievance shall first meet with the instructor concerned, then with the appropriate departmental or program head, and then with the Executive Vice Chancellor for Academic Affairs. An academic grievance shall be referred to the USCB Judicial Board only if either the student or the instructor is dissatisfied with the previous administrative action.

Non-Academic Grievance Policy

- a. This grievance policy is designed to provide students with an opportunity to address non-academic complaints and problems that they have been unable to resolve through other channels.
- b. For purposes of this policy, a grievance is defined as dissatisfaction occurring when a student believes that a condition affecting him or her is unjust, inequitable, or creates an unnecessary hardship. Such grievances include, but are not limited to, the following:
 - i. An instructor's failure to abide by university policies or failure to abide by written or stated course requirements in such a way as to adversely influence the student's academic standing;

- ii. Abusive or improper conduct on the part of the instructor or staff member;
- iii. Discrimination against students by faculty or staff on non-academic matters for reasons of race, color, national origin, religion, sex, age, handicap or veteran status;
- iv. Improper personal or professional behavior involving students, faculty or staff;
- v. Wrongful assessment and processing of fees;
- vi. Records and registration errors.

Grievance Procedure

The initial phase of the student grievance procedure involves a conference between the student and the instructor or staff member (the instructor's or staff member's supervisor may be present, provided this is agreed to by the grieving student). The conference must take place within five days of the incident that prompted the grievance. The purpose of this meeting is to attempt to resolve all differences in an informal, cooperative manner.

If the student is not satisfied with the results of this conference, then the student must schedule a meeting with the appropriate authority—the Executive Vice-Chancellor for Academic Affairs (in the case of faculty and academic support staff) or the Vice-Chancellor for Student Development (in the case of other staff)—within five days of the conference if the student wishes to pursue the grievance. If either Vice Chancellor is a party against whom the grievance is filed, then the Chancellor of USCB shall hear the grievance.

If the student is dissatisfied with the results of the meeting with the appropriate authority, then s/he may request the USCB Judicial Board to review the grievance in writing and within five days of the meeting with the appropriate authority. The student's written grievance statement must (i) state the grievance, (ii) state why the appropriate authority's response is unacceptable to the student, and (iii) specifically request a hearing before the USCB Judicial Board, if the student desires a hearing. The written grievance must be filed through the appropriate Vice Chancellor's office and must contain the names of the principal parties involved in the grievance and include copies of any written materials that support the grievance. If a Vice Chancellor is grieved against, then the written grievance shall be filed through the Office of the Chancellor of USCB.

If a Judicial Board member is one of the parties in a grievance action, then an appropriate alternate will assume the Judicial Board member's place on the Board.

Upon receipt of the student's written grievance, the Judicial Board shall provide a copy of it to the faculty or staff member identified in the grievance and request the faculty or staff member to submit a written response to the Board within five days from the date of the Board's request. If requested by the student, the Judicial Board shall schedule a hearing to be held within ten days of the Board's receipt of the faculty or staff member's written response. The Judicial Board shall then send written notice to the student, the faculty or staff member and the appropriate Vice Chancellor that contains the following information: (i) a copy of the student's written grievance; (ii) the time and place of the hearing; and (iii) a statement of the principal parties' right to bring witnesses and present evidence.

The principal parties may be present for all testimony during the hearing, shall be afforded a reasonable opportunity to present witnesses and other evidence, shall be permitted to make statements on the matters discussed, and shall have an opportunity to rebut hostile witnesses. An attorney may be present to advise the student during the hearing if the student wishes, but the attorney's participation shall be limited to counseling the student. The attorney shall not make arguments on behalf of the student or otherwise address the Judicial Board or the witnesses during the hearing.

The Judicial Board shall meet in private to discuss the case upon the conclusion of the hearing. The Judicial Board shall decide the grievance by majority vote. The Judicial Board shall inform the principal

parties and the appropriate Vice Chancellor and the Chancellor of its decision within ten days of the conclusion of the hearing. If the student does not request a hearing, then the Judicial Board shall inform the principal parties and the appropriate Vice Chancellor and the Chancellor of its decision within ten days of receipt of the student's written grievance. The Judicial Board's decision shall be final.

Student Support Services

Career Services

The Office of Career Services http://uscb.edu/campus_life/student_services/career-services/index.php provides comprehensive career development and planning services for students. Specific services include: Career/major exploration assessments, a career resource library, resume and cover letter review, mock interviews, a job posting website for full time and part time jobs and internships, and assistance finding permanent employment.

Counseling Services

USCB offers counseling services to any student experiencing transition to college issues, depression, anxiety, grief, sexual identity questions, suicidal thoughts, and other concerns that interfere with general well-being. Counseling Services are free to all USCB students, are and provided with full confidentiality. Off-campus referrals can be provided as necessary.

Visit http://www.uscb.edu/campus_life/student_services/counseling_services.php for more information.

Disability Services

The Office of Disability Services coordinates accommodations and services for students with documented physical, learning or psychiatric disabilities. The office also maintains documentation and records for students and provides communication with faculty members.

Classroom Accessibility

When the room itself is not accessible to a student, the course may be moved to an accessible location. Students needing these accommodations should register during the official registration period and notify the Disability Services office of any necessary accommodations at least 30 working days prior to the first day of class. This will ensure that Disability Services has ample time to honor the request and notify other students and faculty affected by the change.

Documentation

Any student requesting accommodations on the basis of a disability must provide current written documentation of the disability and its impact on the student's life to the Director of Disability Services. For more information visit

http://www.uscb.edu/campus_life/student_services/disability-services/index.php

STUDENT AWARDS AND RECOGNITION

University of South Carolina Beaufort students are encouraged to develop their full potential through academic achievement, co-curricular activities and community service. Each spring USCB holds an Academic Awards Ceremony to recognize outstanding academic or civic achievements within the USCB community. Some of the awards given may include:

Biology Program Award

Awarded to an outstanding graduating senior in biology.

Business Program Award

Recognizes a business student with a strong GPA, who demonstrates leadership both inside and outside the classroom.

Computational Science Program Award

Awarded to an outstanding Computational Science major who demonstrates exceptional skill and insight in Computational Science as well as leadership within the discipline and/or University.

Darwin B. Bashaw Award

Named in honor of former USCB Dean Darwin Bashaw, this award is presented annually to the outstanding USCB "Student of the Year."

Early Childhood Education Program Award

Presented to a senior education major who demonstrates leadership and professionalism in the University, community, and schools, who shows a passion for teaching, who is dedicated to improving pedagogy, and who has a clear understanding of what it means to be a "Constructivist Educator."

History Program Award

Recognizes a history student who has successfully completed several upper-division history courses, preferably under more than one instructor, and who demonstrates consistency in the high quality of the written work required.

Hospitality Management Program Award

Presented to the outstanding graduating senior in hospitality management who maintains a strong GPA while actively participating in campus functions and in the Hospitality Management Association.

Human Services Program Award

Awarded to the outstanding student in the human services field who demonstrates academic excellence by achieving the highest cumulative GPA for the annual cohort of human services students.

Liberal Studies Award

Presented to the liberal studies student who represents the degree both in terms of scholarly accomplishment and career path.

Nursing Program Award

Awarded to the student who most clearly demonstrates continual development of critical thinking, emotional intelligence, assessment, communication and care-coordination skills. This student also exemplifies ethical principles, values and behaviors in the professional practice of nursing.

Psychology Program Award

Awarded to a student who demonstrates creativity in, and commitment to, psychology, preferably a graduating senior, who has completed at least 60 total hours of study with at least 12 of these hours in upper-level psychology classes.

Sociology Program Award

Awarded to an outstanding graduating senior in sociology who evidences commitment to the discipline as well as a strong GPA.

Spanish Program Award

Awarded to an outstanding Spanish major who excels academically and contributes to the University and community at large by participating in Spanish/Hispanic language and cultural activities.

Studio Art Award

Awarded to an outstanding student with combined proficiency in art and art history, recognizing creativity, innovation, and organizational skills necessary to produce superior work from a technical arts perspective and academic excellence in the history of art.

The Shelia J. Tombe Award for Outstanding English Major

Awarded to the outstanding graduating senior in English who has maintained a strong GPA within the University and the major, and whose written work and participation inside and outside the classroom are recognized for excellence.

SAFETY

USCB is concerned about safety issues for all of its students. The Department of Public Safety is staffed by both trained Public Safety Officers (PSO) as well as SC Certified Police Officers. The Student Right-to-Know Act and Campus Security Act Policies 2000-2001 (the Clery Act) gives all interested parties information concerning on-campus safety and crime. For information about the frequency and type of reportable incidents on campus, please contact USCB Department of Public Safety at 843-208-8912 or visit the link posted on the USCB homepage at <http://www.uscb.edu>.

All students are encouraged to take special precautions in order to protect themselves from injury, theft, or personal attack while on or near campus. Personal belongings should be kept in a secure place and out of view to prevent the possibility of theft. Walk in groups of two or more, especially at night. Walk with a purpose and avoid secluded locations. Report any suspicious activity to the Department of Public Safety (DPS) Officer on duty. Use call boxes located on both campuses, contact a member of the maintenance crew, or the nearest administrative office. Automobiles should remain locked. Automobiles should be parked near streetlights if classes end during evening hours. A DPS Officer is on hand to escort students and others to their cars during the evening hours by pressing the "info" button on a call box or calling 208-8911. Check the back seat before getting into the car to be sure no one is inside. Once inside your car, lock all doors.

Reporting a Crime/Incident

Emergency call boxes are located on both campuses. The "Emergency" button goes to 911; the "INFO" button calls the officer on duty. Store the DPS phone number (843-208-8911) in your cell phone.

Campus Facilities Policies

DPS Officers patrol the Historic Beaufort Campus each weekday from 7 a.m. to 11 p.m. and as needed during special events. DPS Officers patrol the Hilton Head Gateway Campuses twenty-four hours a day, seven days a week. The USCB maintenance and custodial staff provides additional assistance. They can help you find the DPS officer on duty or call local police if needed.

Fire Procedures

All students should become familiar with the location of fire alarms, fire extinguishers and fire escapes in all of the buildings. In the event of a fire alarm, evacuate the building quickly. Failure to evacuate when a fire alarm sounds is a violation of state law. To report a fire, go to the nearest office outside the fire hazard and call the USCB DPS emergency number, 208-8911. In reporting the fire, report the exact location of the fire. Students living in housing units are required to exit those units in the event of an alarm.

Emergency Procedures

Any emergency should be reported to the Department of Public Safety at (843) 208-8911.

Local Law Enforcement and Community Resource Contacts

Department of Public Safety (USCB).....208-8911

Police, Fire, or Medical Emergency208-8911 or 911

UNIVERSITY AFFILIATIONS

Community Events

In support of USCB's mission of serving the public, the Office of Community Outreach ensures University resources, and a wide variety of programming, are accessible to residents of the Lowcountry.

Osher Lifelong Learning Institute

USCB is home to the Osher Lifelong Learning Institute (OLLI), a member organization that offers continuing education to adults who want to keep mentally active and expand their knowledge. This program currently has 1480 members from throughout the Lowcountry and is one of the largest OLLI programs in the country. For information regarding membership and special programming, call 843-208-8247 or visit www.uscb.edu/olli.

Center for the Arts at Historic Beaufort Campus

USCB's vision calls for the Center for the Arts (CFA), formerly known as the USCB Performing Arts Center (PAC), to serve as a regional focal point for the arts through quality performances, gallery events, and academic degree programs. The CFA has been the cultural hub for Beaufort County for over thirty years housing the Beaufort Orchestra, USCB Festival Series, Beaufort Theatre Company, and countless performances of internationally acclaimed performing artists. USCB has a long-standing tradition of endorsing and supporting the arts, recognizing the importance of family and community programming such as Beaufort Children's Theater and PJ and Play. Additionally, USCB provides the use of a 460-seat performing arts venue to community groups, dance studios, festivals, and the Met Opera Live in HD.

USCB Lunch With Author Series introduces area readers to New York Times bestselling authors, nationally acclaimed writers, and debuting authors. For information regarding the entire annual series, or individual luncheon registrations, call 843-521-4147 or visit www.uscb.edu/lunchwithauthor.

OMIT Historic Tours of the Lowcountry, featuring renowned local historians, are offered periodically throughout the year. Event details can be found at www.uscb.edu/lunchwithauthor.

For over 30 years, the **USCB Festival Series of Chamber Music** has provided residents of the Lowcountry with first-class chamber music concerts. This tradition continues as Edward Arron and various world-renowned artists perform pieces from Beethoven, Schumann, Dvorak, Mozart, Brahms, to name only a few. Five concerts are scheduled throughout the year and are held at the Center for the Arts in Beaufort. To view upcoming concert program and seating chart, go to www.uscb.edu/festivalseries.

Office of Continuing Education

The Office of Continuing Education offers self-funded, diverse, educational programming, providing forums for personal and professional growth to residents of the Lowcountry. Information regarding all Continuing Education opportunities can be found by visiting the website at www.uscb.edu/continuinged.

Computer classes are offered for all levels at both USCB campuses in our state-of-the-art computer labs, and can also be arranged at worksite locations with appropriate facilities. Progressive levels of Conversational Spanish are offered each term in Beaufort, Bluffton, and Hilton Head for non-native speakers. These courses, which can also be held at off campus locations, teach basic comprehension for traveling abroad or aiding in conversations with native Spanish speakers.

English as a Second Language Program provides six levels of instruction for non-English speaking adults on USCB's Hilton Head Gateway Campus each academic term. Participants learn to speak English comfortably, gaining confidence in elements of grammar and usage, while developing effective writing and reading skills. Placement tests are provided for all new students.

Institutional Collaboration

USCB seeks to develop collaborative relationships with organizations and institutions leveraging our collective intellectual capital to enhance USCB's teaching, research and service mission. For example:

- The University of South Carolina School of Medicine, the Sea Pines Resort Spa, and the University of South Carolina Beaufort collaborate to deliver continuing medical education on Hilton Head Island to doctors from across the United States.
- USCB partners with local business and educational organizations to sponsor the Lowcountry Regional Education Center, an initiative of South Carolina Pathways to Success.
- USCB owns and operates the Center for the Arts (CFA), providing a venue for cultural and educational events. CFA partners include the Beaufort Orchestra, Beaufort County Schools, Mainstreet Beaufort, Boys and Girls Club, and the Beaufort International Film Festival.

Partnerships through Grant Initiatives

Grants from local, state and federal agencies support research in various areas of local interest, including the environment, health, performing arts, transportation, and tourism. Externally sponsored funding at USCB in 2010-2011 totaled over \$780,000.

The Sea Islands Institute's (SII) purpose is to fulfill the mission of USCB through programming and research that grow out of the extraordinary location of the University. Our region has a rich history of diverse cultures and an environment worthy of protection. The SII is interdisciplinary, providing outreach, research, and education services supporting sustainability of our treasured community. The SII combines the expertise of local researchers and outside partners in an effort to protect the region's economic, ecologic, and cultural vitality. The SII's work is coordinated by a steering committee, appointed by the Executive Vice Chancellor for Academic Affairs in coordination with department chairs.

The USCB Small Business Development Center (SBDC)

The USCB Small Business Development Center (SBDC) provides managerial and technical counseling assistance to small business owners and entrepreneurs in an effort to foster business growth and stimulate economic development in the Lowcountry area.

Centers are located in the Sandstone Building at the Historic Beaufort Campus and in the Annex Building at the Hilton Head Gateway Campus, serving as a community outreach business partner for the host institution, USCB.

The SBDC program is a consulting branch of the U.S. Small Business Administration (SBA). The consultants at the SBDC do one-on-one business consulting with business owners and aspiring entrepreneurs. All consulting is confidential and is provided at no charge.

Consulting services include general consulting, business plans, loan packages, financial analysis and pro forma calculations and projections for businesses. The Center provides assistance with market research and data analysis. The SBDC assists with management training workshops and partners with the USCB Continuing Education Department to offer timely training to business owners.

UNIVERSITY PUBLICATIONS

The following publications can be found at www.uscb.edu. For hard copies contact Candace Brasseur brasse@uscb.edu.

USCB Bulletin - A University publication that lists programs of study, rules and regulations, admissions policies, scholarship information, financial assistance and other general academic information for USCB students. This is available online at: <http://www.uscb.edu/academics/registrar/academic-bulletins.php>.

Osher Lifelong Institute Curriculum Guide - A semi-annual publication listing learning opportunities for adult citizens of the Lowcountry. Current issues are available online at www.uscb.edu/olli.

USCB Annual Report - An annual publication reviewing the year's accomplishments, highlighting gifts, grants, and donors supporting USCB. Periodically, the annual report is combined with the USCB Magazine.

USCB Magazine - An annual publication connecting alumni and friends of the University to USCB initiatives, successes, and events.

The Times - A USC system-wide newsletter chronicling events and people throughout USC's eight campuses. Published in Columbia, papers are widely distributed on campus throughout the year or can be found at <http://www.sc.edu/usctimes/>.

Literary Publications - The Poetry Workshop and the Fiction Workshop produce periodic publications. For more information about these organizations and their publications, contact the Department of English and Theatre.

USCB Videos - Productions (CD and web versions available) showcasing USCB students, faculty, facilities and events. These are available at the USCB Advancement office.

USCB's **Facebook** page can be found at <http://www.facebook.com/pages/USCB-University-of-South-Carolina-Beaufort/120816511291713>.

STUDENT PUBLICATIONS

The Pen - USCB's student literary magazine issued by the Literary Society of Creative Writers.

The Tidal Tribune - USCB's award-winning student newspaper serves as the historical chronicle of USCB student life. The paper is published during the fall and spring semesters and is widely distributed on campus. A student editorial staff, and student writers and photographers, are responsible for the composition of the newspaper. Student opinions are not censored; however, they strictly adhere to responsible journalistic practices. An English faculty member serves as advisor.

Student Publications Policy

Decisions regarding the content of student publications are the responsibility of the student editorial members. The faculty/staff advisor acts as a facilitator and liaison. Decisions should adhere to South Carolina libel laws and community standards regarding published materials.

UNIVERSITY FACULTY

Department of Business Administration

- Beasley, Fred, Professor, Business Administration, Ph.D., University of Maryland
- Bowen, John R. C., Adjunct, J.D., University of South Carolina
- Carberry, Patrick, Adjunct, Business Administration, M.B.A., Pace University
- Crews, Virginia, Instructor, Accounting, M.B.A., The Citadel
- Dennis, Bryan, Associate Professor, Business Management, Ph.D., University of Georgia
- Folsom, Davis, Professor, Agricultural Economics, Ph.D., University of Connecticut
- Gaffga, Leonard, Adjunct, International Business, M.B.A., University of Pennsylvania
- Lambert, Jane, Instructor, Business Administration, M.S., Indiana University
- Stuart, Aurel, Adjunct, Human Resource Management, M.S., Troy State University
- Swift, Peter, Instructor, Business Administration, D.P.S., Pace University
- Weatherhead, C. Paul, Adjunct, M.L.I.R., Michigan State University
- Ziobrowski, Brigitte, Professor, Ph.D., Kent State University

Department of Education

- Batey, Jacqueline, Assistant Professor, Curriculum and Instruction, Ph.D., University of Florida
- Ferguson, Christine J., Ph.D., University of South Carolina
- Roseneau, Mary Hope, Instructor, Reading, M.Ed., University of South Carolina
- Tompkins, Renarta, Assistant Professor, Educational Studies, Ph.D., Emory University

Department of English and Theatre

- Bassett, Cynthia L., Adjunct, M.F.A., Vermont College
- Beck, Charlotte, Adjunct, English, Ph.D., University of Tennessee Knoxville
- Blair, John, Jr., Associate Professor, Theatre, Ph.D., University of Georgia
- Blanchard, Wendy L., Adjunct, Ph.D., Clemson University
- Bowen, J.C., Adjunct, English and Business Law, M.A. and J.D., University of South Carolina
- Bredwell, Deanna, Adjunct, English, M.A., Georgia State University
- DuBose, Michael, Visiting Assistant Professor, Ph.D., The Pennsylvania State University
- Duffy, James A., Instructor, English, M.A., University of Missouri, St. Louis
- Heath, Wayne H., Adjunct, M.A., Clemson University
- Hoffer, Lauren, Assistant Professor, English, Ph.D., Vanderbilt University
- Johnson, Adam, Adjunct, M.A., College of Charleston
- Kilgore, Robert, Assistant Professor, English, Ph.D., University of South Carolina
- Lang, Lauren, Adjunct, English, M.A., San Diego State University
- Malphrus, Ellen, Associate Professor, English, Ph.D., University of South Carolina
- Marshall, Quitman, Adjunct, English, M.A., American University
- Martin, George, Adjunct, English, M.A., College of Charleston
- McCoy, Erin R., Visiting Assistant Professor, Ph.D., University of Louisville
- McQuillen, Jeffrey, Adjunct, English, M.A., Clemson University
- Read, Patricia Hays, Adjunct, English, Ph.D., University of Alabama
- Slesinger, Warren, Adjunct, English, M.F.A., State University of Iowa

Department of Hospitality Management

- Barth, Sean, Assistant Professor, Hospitality Administration, Ph.D., Texas Tech University
- Calvert, Charles, Professor, Higher Education Administration, Ed.D., North Carolina State University; Hotel Administration, M.S.H.A., University of Nevada Las Vegas.
- Chiacchiero, John, Adjunct, Business Administration, M.B.A., Miami University
- Hammonds, Laurie, Adjunct, Hotel, Restaurant, Tourism Management, M.S.H.R.T.M., University of South Carolina
- Kramer, Maria, Adjunct, M.T.A., George Washington University
- McCombs, Kelly, M.S. Nutrition, Ohio State University

- Olivetti, Keri, Instructor, Law, J.D., Business Administration, M.B.A., University of Tulsa
- Salazar, John, Professor, Nutrition and Food Science, Ph.D., Auburn University

Department of Humanities and Fine Arts

- Angell, Joanna, Visiting Instructor, Studio Art, M.F.A., University of Georgia
- Betris, Terri, Adjunct, Spanish Linguistics, M.A., University of Georgia
- Brewer, Stacie, Adjunct, History, M.A., American Military University
- Ciresi, Lisa Victoria, Associate Professor, History of Art, Ph.D., Rutgers University
- Campbell, Alan, Adjunct, Studio Art, M.F.A., University of Georgia
- Cudahy, Brian, Adjunct, Studio Art, M.A., Georgia State University
- Farris, Amiri, Adjunct, Studio Art, M.F.A., Savannah College of Art and Design
- Flowers, Geni, Adjunct, Librarian, M.L.I.S., University of South Carolina
- Fryer, T. Bruce, Adjunct, Spanish, Ph.D., University of Texas Austin
- Glaze, Brian, Assistant Professor, Studio Art, M.F.A., Bowling Green State University,
- Gordon, Brittany, Adjunct, Education, M.A., University of Kansas
- Griesse, James, Assistant Professor, Romance Languages and Literature (Spanish), Ph.D., Catholic University of America
- Haist, Gordon, Professor, Philosophy, Ph.D., Southern Illinois University
- Hernández, Susana, Adjunct, Spanish, M.A., Universidad de Salamanca
- Hollinger, Pamela, Adjunct, History, M.A. University of Akron
- Hoover, Rachel, Adjunct, Education, M.A.E., Western Kentucky University
- James, Timothy, Associate Professor, History, Ph.D., University of Chicago
- Landrum, Robert, Associate Professor, History, Ph.D., University of Wisconsin – Madison
- Lewis-Kratky, Rena, Instructor, Spanish, M.A., College of Charleston
- Logue, Lindsey, Adjunct, Education, M.S., Radford University
- Madrid Kegly, Paige, Adjunct, Education, M.A., Georgia Southern University Marshall, Martine, Adjunct, French Education, M.A., Université de Paris
- Morris, Brent, Assistant Professor, History, Ph.D., Cornell University
- Nelson, Benjamin, Associate Professor, Romance Languages and Literature (Spanish), Ph.D., University of Chicago
- Palmer, Kirsten, Adjunct, Secondary Education in Spanish, M.A.T., University of South Carolina
- Pawelek, Lukasz, Instructor, Spanish, ABD, Wayne State University
- Reese, Natalee, Instructor, M.L.I.S., Indiana University
- Rodríguez, Cristina, Adjunct, Spanish, Ph.D., Universidad Complutense de Madrid
- Skees, Murray, Adjunct, History, Ph.D., University of Kentucky
- Trask, Mary, Adjunct, History, M.A., New York University
- Varner, Victor M., Adjunct, Music Education, M.M.E., Winthrop University
- Vermilyea, Kate, Adjunct, Education, M.A., University of Delaware
- Villena-Alvarez, Juanita, Professor, Romance Languages and Literature (French), Ph.D., University of Cincinnati
- Welborn, Robert, Adjunct, History, Ph.D., University of South Carolina
- Whaley, Deonne, Adjunct, Counseling and Guidance Services, M.Ed., Clemson University
- Wise, Stephen, Adjunct, History, Ph.D., University of South Carolina

Department of Mathematics and Computational Science

- Achico, Karen, M.S., Adjunct, University of North Carolina Wilmington
- Haskell, Heather, M.Ed., Armstrong Atlantic State University
- Hogenboom, Timothy, Instructor, Statistics, M.A., Binghamton University
- Iwasa, Akira, Associate Professor, Mathematics, Ph.D., University of South Carolina
- Ji, Yiming, Associate Professor, Computer Science, Ph.D., Auburn University
- Liang, Xuwei, Assistant Professor, Computer Science, Ph.D., University of Kentucky
- Michatek, Robert M., Eng., Adjunct, Rochester Institute of Technology
- Pawelek, Kasia, Ph.D., Oakland University

- Rotella, Lauren, M.A., Adjunct, University of Bridgeport
- Sanders, Manuel, Associate Professor, Mathematics, Ph.D., University of Tennessee
- Upshaw, Jane T., Professor, Mathematics, Ph.D., University of South Carolina

Department of Nursing and Health Professions

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