



YORK COLLEGE

Academic Catalog

1995/1996

The York Experience



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ACADEMIC CATALOG
YORK COLLEGE

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This annual catalog had been designed to provide you with clear, useful and most current information about York College on the subjects covered as of the date of publication. In it, you will learn about the College's history, traditions, mission, and its programs and services. You will learn from the catalog what you may expect of the college and what the college expects of you as a student. It is an authoritative reference for students, faculty and administration, and no one may waive its requirements or regulations without a written request approved in writing by the appropriate administrative officer(s). Errors may, of course, be corrected. Oral advice which differs from the catalog should not be relied upon. However, this publication is not an offer to enter into a contract. York College reserves the right to change any provision, requirement, price, degree program or course at any time (see p.95).

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President Garrett E. Baker

The message of the **York Experience** has been ringing for decades all over the world. York is a national college with students coming each year from more than thirty states or provinces and several foreign countries. This cosmopolitan educational enterprise is conducted within the "hometown friendly" environment of the County and City of York, the "*Crossroads of the Midwest*." York is a thriving community, with economic growth in the diversified areas of agriculture, banking, education, manufacturing, retailing, services, and the hospitality industry.

The **York Experience** is exhibited in loving loyalty to York College by alumni, parents, and friends. York College supporters live in all fifty states and many other nations. We love the Midwest, but our impact travels around the world.

York College is a spiritual, academic, and social experience. We believe that the spiritual dimension is at the center of all meaningful success. When a person is motivated by a relationship with our Creator, there is a natural quest for knowledge and a confidence that this is our Father's world. This gives us courage and grace to meet people and make friends. These are critical needs of all people, and students' lives are enhanced in these ways at York College.

I am so glad to be enjoying the **York Experience**. We hope you will come and enjoy the benefits of the **York Experience** with us.

Warm regards,

Dr. Garrett E. Baker, President

STATEMENT OF MISSION AND GOALS

The mission of York College, a Christian liberal arts college affiliated with churches of Christ, is to provide students with knowledge and ideals that will lead to effective Christian service.

Purposes:

1. To place students in direct contact with the Bible and other spiritual stimuli that they may be encouraged in the development of moral and spiritual values and in the appreciation of New Testament Christianity.

York College is committed to the Bible as God's inspired, infallible, complete will for humankind. Believing that there is no substitute for personal reading of the Bible, York College offers a wide variety of textual studies in both the Old and New Testaments.

Other stimuli which influence the students' moral and spiritual development are daily chapel, devotionals of many sizes, and numerous aesthetic, athletic and social activities in which attitudes and conduct are based on spiritual principles.

York College is committed to the relevance of the Bible to the moral and spiritual values of modern humankind. It is with this in mind that York College stresses that God's standards as revealed in the Bible are necessary to productive, happy lives and relationships. York College recognizes each student as a person of dignity and worth and values each student as the center of the educational process.

2. To provide quality academic programs leading to the associate and baccalaureate degrees in arts, sciences, and professional areas for both traditional and non-traditional students.

York College believes truth must be pursued through every discipline studied. This pursuit of truth is embodied in the very nature of liberal arts. The significance of liberal arts offerings at York College lies in their being consciously permeated with a Christian world-view.

Liberal arts education has to do with the spirit with which studies are approached as much as with the subjects considered. It seeks to develop the inner resources of the individual. It is designed to liberate the mind and spirit of the student. Classically considered, "liberal" is associated with the words for "free," "book," and "library," while "arts" denoted intellectual skills. A Christian liberal arts education is as much concerned with "being" as with "doing." The assumption is that a person with a liberal arts education will be active for the common good and will bring this grooming to bear upon all experiences and relationships.

To the undecided student, a liberal arts education offers a viable, planned program of study. A liberal arts education gives breadth that vocational specialization does not, yet the flexibility of the liberal arts approach enables the student to move into almost unlimited areas of specialization.

The liberal arts offerings at York College are designed to help students become more objective, dispassionate, analytical and critical, to become more articulate and to lay a foundation in the humanities and the social, physical and natural sciences on which to build a continuing education.

The liberal arts also promote a sensitivity for the human condition, and a concern for the "how" and "why" of human behavior. With this balance, the liberal arts at York College promote a more disciplined and balanced life.

York College recognizes that for some non-traditional students the liberal arts, joined with professional studies, lay a groundwork for a more complete education and provide an access to higher education that might not otherwise be available. The liberal arts are foundational in all programs at York College.

It is essentially in general education that this purpose is realized at York College.

3. To provide an environment where uniqueness and diversity, in harmony with Christian values, are honored, so that students may mature in social life, community life, and preparation for family living.

This goal is closely related to Purpose One. It is an assumption of the college that properly developed moral and spiritual values will lead each individual to cultivate social skills, function constructively in community affairs and to prepare for wholesome family living.

The rationale for this purpose attempts to meet certain basic and universal needs of each student: to grow to understand oneself and the world, to relate to others, to serve others in local and global environs, and to think independently. These needs are generally met in the educational and spiritual environment at York College.

The importance of this purpose in the overall mission of York College may also be seen in its concern for the stability of the American family and for integrity at all levels of government and business. It is the position of York College that higher education in a Christian environment will generate within students a sense of civic, personal, and social integrity.

College History

York College was founded on August 26, 1890, by the United Brethren Church in conjunction with local citizens who wanted a church-related college in York. In 1946, a merger with the Evangelical Church resulted in control passing to the newly-formed Evangelical United Brethren (EUB) Church. In 1954, that body decided to transfer its support to Westmar College, another EUB institution in LeMars, Iowa, at the end of the summer term, July 1, 1954. Control of the corporate structure, which has remained continuous since 1890, was transferred to members of the churches of Christ in 1956.

The new administration reopened York College in the fall of 1956 as a senior college with 89 students. After two years, the administration recommended that York College focus on the Associate Degree programs, cease offering the baccalaureate program, and work toward accreditation by the prestigious North Central Association of Colleges and Schools (NCA). In 1970, NCA awarded accreditation to York College, the first junior college in Nebraska to receive that distinction. In 1988, York College began the transition to senior college status with the strong support of both the York community and the church constituencies. The important first step came in 1989 when the North Central Association granted its approval of the College awarding the Bachelor of Arts Degree with majors in Biblical Studies and Religious Studies. Approval of other programs soon followed. Following a comprehensive site visit in March of 1994, the NCA team of consultant/evaluators recommended removing any remaining stipulations from York College's affiliation with the North Central Association of Colleges and Schools as a senior institution. The North Central Association's Commission on Institutions of Higher Education unanimously approved that recommendation in August, 1994. The State of Nebraska Department of Education approved the Teacher Education programs in April of 1994, the first such new approval in over half a century. On September 9, 1994, the State Board of Education granted continuing approval to York College's Teacher Education programs for the five year maximum. The College acquired the South Campus, including the Dean Sack Science Hall, in July of 1995.

Today, York College is a senior liberal arts college affiliated with churches of Christ, enrolling more than 500 students in numerous programs leading to various Baccalaureate and Associate degrees. York College, now in its second century, continues to grow in service to students, to the York community, and to churches of Christ throughout North America and the world.

ADMISSIONS

York College admits students who are qualified to contribute to the college environment and who can benefit from the opportunities offered. Students who believe in the ideals and purposes of the College are encouraged to apply for admission.

REGULAR ADMISSION REQUIREMENTS:

To gain admittance to York College, you must satisfy the following requirements:

1. Complete and return an admissions application form with a \$20 application fee.
2. Provide the College with transcripts from each high school or college previously attended. You should present no less than three units of English and no less than nine units of additional academic subjects: foreign language, mathematics, natural science(s), and social science(s). The remainder of the units may be elective.
3. Provide the College with test scores from the ACT (or SAT) examinations.
4. Complete and send personal reference forms.

After formal acceptance has been granted, you must submit proof of high school graduation or passing GED scores to the Admissions Office. Also, one of the following requirements must be satisfied:

1. Return to York College your completed room reservation form and a \$75 room reservation/damage deposit (This deposit is refundable until August 1 for the Fall Term and until Dec. 1 for the Spring Term.). OR
2. File an application for Off-Campus Housing with the Student Services Office and have it approved by the Dean of Students. OR
3. Part-time students (those taking less than 12 hours per term) are not eligible for campus housing.

INTERNATIONAL STUDENTS

Students who are not citizens of the United States of America must satisfy the following requirements:

1. Complete and return an application for admission.
2. Provide the College with transcripts from each secondary school or university previously attended.
3. Have a copy of the "Test of English as a Foreign Language" (TOEFL) grades sent to York College (The minimum requirement is a score of 500.) If English is one of your principal languages, this requirement may be waived.
4. Upon arrival on campus, submit the entire semester's tuition, room, board and fees.
5. Once on campus, the student must obtain health insurance or demonstrate proof of insurance.

During the mid-winter and spring vacation periods, students must arrange for their own housing and food in some off-campus location and possibly their own food during Thanksgiving.

CONDITIONAL ADMISSION

Students entering York College with an ACT Enhanced composite standard score of 16 or below, or with a high school (or college) grade point average below 2.00, or without any part of the admission requirements may be admitted on a conditional (probationary) basis. Those students may be required to enroll in a study skills course or to work with peer tutor(s). Students admitted on a conditional basis must meet the satisfactory academic progress requirements by the end of their first semester at York College. Such successful completion of one semester will remove the probationary status.

TRANSFER ADMISSION

Students with official transcripts showing 14 or more acceptable semester-hours of credit are excused from the regular test score and PSY 101 requirements. In addition to the admissions requirements above, transfer students are required to take some number of hours in Bible, not including Bible credit they transfer. See Bible and Transfer Credit on pages 18 & 22.

SPECIAL ADMISSION

Students seeking only part-time attendance (6 or fewer hours per term) are only required to complete an admission application and pay the application fee of \$20 to be admitted. Standards of conduct are required of all students. Intermittent students are only required to apply for admission once. If such non-degree, unclassified students later wish to seek a degree (a requirement to receive most financial aid) they must meet the regular admission requirements.

ADMISSION, REGISTRATION, and ENROLLMENT

Admission, registration, and enrollment are required before you become an official student of York College. Admission involves the completion of all specific requirements for admission and the approval of the Admissions Director. Registration is the formal selection and approval of a slate of classes with your advisor and the Registrar. Enrollment is completed by making satisfactory financial arrangements with the Business Office.

Admission may be denied or enrollment terminated if, in the opinion of the administration, the conduct of the student is not in harmony with the philosophy of York College. Enrollment and registration will be denied to any student who has caused York College to incur a loss and who has not voluntarily repaid that loss. No student with a past-due account balance will be allowed to pre-register or enroll until satisfactory arrangements have been made with the Business Office.

YORK COLLEGE IS AFFORDABLE

The York College financial aid program exists to help any student who has academic potential and limited financial resources. The direct objective of aid is to provide opportunities for those who would not be able to complete their college education without financial assistance.

York College funded scholarships and grants are based on merit and in some cases, need. Whenever possible, each applicant is first considered for all grants and scholarships for which (s)he may be eligible. Remaining need may be met with loans and/or campus employment. Self-help aid is available in the form of loans and campus employment to the extent that funds are available.

STEPS TO APPLY FOR FINANCIAL AID

1. Complete the admissions process.
2. Complete the Free Application for Federal Student Aid. Indicate that York College is to receive the results. (York College's school code is 002567.)
3. Send the Student Aid Report (SAR), to the Financial Aid Office when it is received. This form will be sent to the applicant as a result of completing Step 2 above.
4. Submit all requested documentation required for verification purposes to the Financial Aid Office.

YORK COLLEGE SCHOLARSHIP POLICY

York College scholarships are offers made to students who have special qualities and/or talents. Institutional scholarships are awarded to students during recruitment efforts. Recommendations are made to the Financial Aid Director for awarding. For the most part, institutional scholarships are renewable to the recipients for each semester at York College.

Students receiving institutional scholarships and grants are expected to represent York College in a positive and respectful manner. Students experiencing discipline problems may lose scholarships based on disciplinary actions recommended by the Dean of Students.

Satisfactory Academic Progress (SAP) is required to keep all scholarships. For renewable scholarships, a student not maintaining SAP may apply for reinstatement of the scholarship after one semester without the scholarship and a GPA of 2.00 for that previous semester. Academic and ACT scholarships under \$1,400 require a GPA of 3.00 to be maintained in order to keep the Academic and the ACT scholarships. Academic and ACT scholarships over \$1,401 require a GPA of 3.50 to be maintained in order to keep the scholarship. Reduction of any scholarship may be appealed to the Scholarship Committee for review. A written letter of appeal must be submitted to the Financial Aid Director.

Satisfactory Academic Progress is defined as the following cumulative grade point averages (CGPA):

<u>Cumulative credit hours earned</u>	<u>CGPA</u>
1 to 27	1.60
28 to 59	1.80
60 and above	2.00

Academic Scholarships

ACT Composite	ACT Scholars
Chancellor	GPA
National Merit Scholar	YC GPA
National Merit Finalist	Salutatorian
Valedictorian	

Athletic Scholarships

Basketball (M, W)	Baseball (M)
Cross Country (M, W)	Soccer (M, W)
Softball (W)	Tennis (M, W)
Track (M, W)	Volleyball (W)

Creative Arts Scholarship

Drama, Forensics, Music

Departmental Scholarships

Bible	Business
Communications	Education
English	Finance
History	Liberal Arts
Mathematics	Psychology
Human Resources Mgt. - Alumni	
Human Resources Mgt. - Faculty/Staff	

Performing Scholarships

Gospel Messengers, Legacy, Soul Concern

Special Characteristics Scholarships

Canadian Leaders	Bible Bowl
Christian College Employee	Board
Christian High School Graduate	Bible Special
Crusader Yearbook Assistant	Alumni
Crusader Yearbook Editor	College Transfer
Faculty/Staff	Ministers
Neb. Ind. College Foundation	Missionary
Outside Scholarships	Residential Assistants
Spokesman Assistant	Spokesman Editor
Working Scholarships	Endowed (see list on Pages 90-91)

NEED-BASED FINANCIAL AID

Federal Pell Grant: This federally-funded grant is intended to be the "floor" of the financial aid package. The recipient must maintain satisfactory academic progress and must not have met the academic requirements of a Bachelor's Degree. The amount of the grant is determined on the basis of a formula developed annually by the Department of Education and approved by Congress. No repayment is required. Federal Pell Grant amounts range from a maximum of \$2,340 to a minimum of \$200 in the 1995-96 academic year. Application is made by the Free Application for Federal Student Aid (FAFSA).

Federal Supplemental Education Opportunity Grant (FSEOG): This grant is available to Federal Pell Grant recipients with the lowest Expected Family Contribution (EFC). Any unexpended funds will go to eligible non-Pell recipients with the lowest EFC. The grant is renewable upon application to the Financial Aid Office if the student meets satisfactory academic progress requirements and continues to demonstrate exceptional financial need. The grant assistance does not require repayment. Average awards of \$350 will be granted for the 1995-96 academic year.

State Grant: Nebraska residents attending York College, full-time, may be eligible for this grant. These federally-funded grants are administered through the Nebraska Coordinating Commission. Grants for York College students range up to \$500 depending upon need and available funds. Recipients who show exceptional need are eligible for State Grant.

Federal Work Study: This employment allows students with demonstrated need to work as many as 20 hours a week in various departments on campus. Students will need to apply for work-study jobs. Students are advised of job assignments and number of hours to be worked each week. Students will be released from a job for failure to work satisfactorily. The wage is the current minimum wage applicable to educational institutions. The dollar amount as shown by semester on the Award Letter is the maximum amount the student can earn. All student wages are paid by check monthly. York College offers students the option of using earnings for personal expenses or applying earnings to any outstanding balance on the student's account. The average award for the 1995-96 academic year will be \$700. **Institutional Work-Study:** Same as Federal Work-Study, but funded in total by York College.

Federal Perkins Loan: This award is available to students who show exceptional need. Students must make application annually. A student may borrow a maximum of \$3,000 per year of undergraduate study. A maximum of \$15,000 can be borrowed for all undergraduate work. The 5% interest rate begins to accrue and repayment begins nine months after the student ceases half-time enrollment. Repayment may be made over a ten year period, depending on the outstanding balance. A minimum of \$40 monthly payment is required. Repayment may be deferred because of service in the Armed Forces, Peace Corps, VISTA, or continued student status. There are loan cancellation provisions

for borrowers who enter certain fields of teaching, who teach in designated schools or who serve as a member of the Armed Forces in an area of hostilities. Repayment responsibilities and deferment and cancellation provisions are explained before the borrower signs the promissory note and again before the borrower leaves York College.

The following chart shows estimated monthly payments and total interest charges for three different Perkins loans over a 10 year period:

Total Loan Amount	Number of Payments	Monthly Payment	Total Interest Charges	Total Repaid
\$ 4,500	120	\$ 50.00	\$1,170.58	\$ 5,670.58
\$ 9,000	114	\$100.00	\$2,341.06	\$11,341.06
\$18,000	120	\$195.00	\$4,844.21	\$22,844.21

Federal Subsidized Stafford Student Loan: This loan is available to students with demonstrated need. Lenders include participatory banks, credit unions, and savings and loan associations. The loan is actually granted by the commercial lender; however, the application must be approved through the Financial Aid Office. Students with demonstrated need may borrow \$2,625 for the Freshman year, \$3,500 for the Sophomore year, and \$5,500 per year for the Junior and Senior years, not to exceed the aggregate of \$23,000 (effective for loans with a first disbursement on or after July 1, 1993). The interest is paid by the federal government while the student is enrolled at least half-time and during a 6 month grace period prior to repayment. The interest rate is set by the Federal Government. For borrowers after July 1, 1994, the interest rate is variable. Repayment may be made over a ten year period, depending on the outstanding loan balance. Deferment provision explanations are provided by the lending institutions. The dollar amount of this loan is a gross figure on the Financial Aid Award Letter. The lending institution will take a fee of up to 4% out of the gross amount listed on the Award Letter.

The chart below shows estimated monthly payments and total interest charges for 8% Stafford loans of varying amounts, with typical repayment periods:

Total Loan Amount	Number of Payments	Monthly Payment	Total Interest Charges	Total Repaid
\$2,600	64	\$50.00	\$ 614.60	\$ 3,214.60
\$4,000	119	\$50.00	\$1,972.48	\$ 5,972.48
\$7,500	120	\$93.52	\$3,722.07	\$11,222.07

Federal Unsubsidized Stafford Student Loan: All students, regardless of income, will be able to obtain a student loan. The interest rate and loan limits for the Federal Unsubsidized Stafford Loan are the same as for the subsidized Federal Stafford Loan. A borrower may receive both the subsidized and the unsubsidized loans for the same loan period. The combined total of both programs may not exceed the annual limits for the Federal Stafford Loan Program. Interest begins accruing the day the loan is disbursed. The borrower is responsible for interest that accrues

throughout the life of the loan including in-school and deferment periods. Interest payments can be paid monthly or quarterly, depending on the lender, or can be capitalized by the lender at the request of the borrower and added to the loan principle.

Federal Parent Loan for Undergraduate Students (FPLUS): This loan is available to parents through lending institutions and can be used to meet the dependent undergraduate's educational expenses.

SATISFACTORY ACADEMIC PROGRESS (SAP)

Federal legislation governing the administration of the Pell Grant, the Federal Perkins Loan, The Federal Supplemental Education Opportunity Grant (FSEOG), the Federal Work-Study Program (FWS), the Federal Stafford Loan, the Federal Parent Loan for Undergraduate Students Program (FPLUS) and the Federal Unsubsidized Stafford Loan requires that eligible institutions define and enforce standards of progress for students applying for and/or receiving financial aid. To comply with that legislation, the following standards have been established at York College. All applicants for the above mentioned forms of financial aid as well as all State and institutionally funded programs must meet these standards to be eligible.

Full-time students seeking an Associate degree normally acquire the number of credit hours necessary for graduation in four semesters. A full-time student is one who was enrolled for 12 or more credit hours each semester. The maximum time-frame allowed for completion of an Associate degree program is six semesters. This limit is prorated for longer periods of time for students enrolled as three-quarter or half-time students. The maximum time-frame for program completion for a transfer student to York College is six terms of enrollment at York College, regardless of hours completed at any previous institution.

Those seeking a Baccalaureate degree are allowed a maximum of twelve semesters for degree completion. Students should accumulate an average of 16 credit hours every semester to graduate in eight semesters. Minimum standards require the following cumulative Grade Point Averages

Cumulative credit hours earned	CGPA
1 to 27	1.60
28 to 59	1.80
60 and above	2.00

Full-time students must earn at least 12 credit hours each semester. Credit hour requirements are pro-rated for students enrolled as three-quarter or half-time students. Three-quarter time is defined as 9, 10, or 11 hours of enrollment. Half-time is defined as 6, 7, or 8 hours of enrollment. For example, part-time students enrolled on a three-quarter time basis (9, 10, or 11 semester-hours) must have successfully completed at least 9 credit hours each semester. Part-time students enrolled on a half-time basis (6, 7, or 8 semester credit hours) must have earned at

least 6 credit hours each semester. Withdrawals from classes are considered to be "Hours Attempted" but are not "Hours Completed" or "Hours Graded". Repeat classes are not considered in "Hours Completed" for SAP. At any time a student does not successfully complete the appropriate complement of hours (non-inclusive of repeat course work), (s)he will be considered not to be making SAP, and all probationary and termination standards apply. Official course withdrawals do not change enrollment status. This has no effect on academic probation.

Satisfactory Academic Progress is checked at the end of each regular semester. In addition, SAP for each student is checked at the end of four periods of enrollment. A student must have achieved a minimum cumulative GPA of 2.00 at the end of four periods of enrollment at York College to be considered as making SAP. Students who do not meet the SAP policies outlined will receive one semester probation in which to achieve the minimum standard. Failure to achieve the minimum standards during the probationary period results in termination of financial aid eligibility.

Students who have been denied financial aid because requirements were not met may file a written appeal to the Director of Financial Aid. If the appeal is approved by the Financial Aid Appeals Committee, financial aid will be reinstated for the term in question.

Unusual circumstances, such as undue hardship caused by the death of a relative, illness or injury experienced by the student or other special circumstances might justify an appeal. Appeals must be made in writing to the Financial Aid Director indicating the reasons for the appeal, such as a documented personal family emergency or documented medical problem. All appeals will be reviewed by the Financial Aid Appeals Committee and the student will be informed of the action taken. The decision of the Committee shall be final.

If a student is denied financial aid due to lack of academic progress, courses must be taken at the student's own expense until the minimum requirements are met. Failure to attain the minimum requirements will cause the student to be ineligible for any further financial aid.

All students who are denied financial aid and re-enter York College will do so on probationary status and must have the permission of the business office.

TUITION, ROOM, BOARD, FEES

The Board of Trustees of York College has placed upon the Business Office the responsibility of enforcing the schedule of institutional charges and refund policies applicable to students. All fees and pricing are subject to change without prior notice.

Example of Charges

The following is an example of charges, except books and special fees, for a student carrying a full course-load of 12-16 semester hours and double occupancy living in a residence hall.

Total cost for one semester :

Full meal plan, room, tuition & fees.....	\$4,307.50
140 meal plan, room, tuition & fees.....	\$4,112.50

Tuition

Full-time, 12-16 hours per semester.....	\$2,675.00
Full-time, per semester hour over 16.....	167.00
Part-time, 1-11 hours, per semester hour.....	167.00
Audit (non-refundable), per semester-hour.....	35.00

Degree Completion Program Charges will be determined by the Executive Council upon matriculation. Contact the HRM Office for estimates and details.

Meal Plans (Cannot be transferred to another student.)

Full Meal Plan (includes about 300 meals plus \$75.00 at the Student Center).....	\$845.00
Reduced Meal (140 per semester) Plan.....	650.00
Senior Meal Plan (may be used in the Cafeteria or Student Center; may be modified to fit student teaching schedules).....	500.00

Room Charges

Rooms in McCloud, Middlebrook, or Thomas Halls:	
Double Occupancy, per semester.....	\$547.50
Single Occupancy, per semester.....	747.50
Suites in Thomas Hall:	
Double Occupancy, per semester.....	747.50

General Fee

Part-time (1-11 hours), per credit hour.....	\$20.00
Full-time (12 or more hours), per term.....	240.00

Special Fees (Non-Refundable)

Admission Application Fee.....	\$20.00
Art Fee per studio course.....	25.00
CLEP Subject Testing, per test.....	55.00
Computer Lab Fee per course.....	35.00
Deferred Payment Plan Fee, per semester.....	25.00
Degree Completion Program Application Fee.....	50.00
Graduation Fee, per degree.....	50.00
Late ACT Test.....	25.00
Late Enrollment Fee.....	50.00
Physical Education Activity Fee, per course.....	25.00
Placement Fee, '94-95 graduates after 10 free.....	2.00
Private Music Lessons, per semester-hour.....	120.00

Science Laboratory Fee per lab course.....	35.00
SOP Graduate/Transfer Exam Fee.....	10.00
Special Credit E & R Fee per semester hour.....	30.00
Teacher Education Fee, per lower div. course.....	15.00
Transcripts (after first free one).....	5.00
Transcript Facsimile Transmission Fee.....	20.00
Upper Division Fee, per upper division course.....	30.00

Other Charges

Change In Meal Plan.....	\$15.00
Change In Residence Hall Assignment.....	15.00
Residence Hall Key Deposit (10.00 refundable).....	15.00
Room Reservation/Security Damage Deposit.....	75.00
Telephone Outbound Access Code Deposit.....	50.00

Payment Expectations: All semester charges, after approved loans, grants and scholarships have been honored, will be due and payable on the day of registration each semester. Students should be prepared to make full payment of the costs not covered by financial aid. Checks should be made payable to York College. MasterCard and Visa are accepted. No student with a past-due balance on his/her student account will be allowed to pre-register or enroll until satisfactory arrangements have been made with the Business Office. You may be dismissed from college for failure to meet your financial responsibilities.

Deferred Payment Plan: If you are unable to make payment in full on registration day, payments may be made in four installments. The deferred payment plan has a \$25 deferred payment fee per semester. There will be no other service charge if your account is current. However, if payments are not made according to the schedule, your account will be charged 1.25% monthly INTEREST (15% ANNUALLY) on the unpaid balance on the last day of the month. This plan requires that any balance, over and above approved loans, grants and scholarships, should be paid by the following schedule:

Payment	Fall Term	Spring Term	Amount
1st	Registration	Registration	1/4 of balance
2nd	September 25	February 25	1/3 of balance
3rd	October 25	March 25	1/2 of balance
4th	November 25	April 25	balance of account

Work Study payroll checks will be released on the last day of each month. For your convenience and protection, the Payroll Office will, upon your written request, automatically deduct a portion of your payroll checks and directly apply those amounts to your student accounts.

Books and Supplies, if purchased from the York College Bookstore, must be paid for by using cash, check, and/or charges to Visa/MasterCard. The only exception to this policy is the case in which financial aids will cover the expense. Estimated first semester expenses for books and supplies are \$250-\$300.

Non-Need-Based Financial Aid

If you will have difficulty in making your Family Contribution, you may be eligible for a PLUS or Federal Unsubsidized Stafford loan. Please contact the Director of Financial Aid for more information concerning these loans. Also see pages 8-9 of this catalog.

International Students Payments

Students who are not U.S. citizens must submit the \$20.00 application fee before an I-20 form will be sent to them. Upon arrival, international students must submit funds to cover tuition, room, board, and fees for the entire semester. In addition, the student must be prepared for self-maintenance during the 20 weeks per year that the college is not in session. This covers the summer months and all scheduled college vacations. The necessary money for these 20 weeks cannot be taken from the money deposited with the college.

GENERAL POLICY

Statement of Policy: Each student registered at York College is responsible for knowing the academic requirements and the regulations of the college catalog. Unfamiliarity with these regulations does not constitute a valid reason for failure to abide by or fulfill them. If there are any questions, you should ask your faculty advisor, the Registrar, the Vice President-AA, the Dean of Students or the Business Manager for assistance.

Changes: The College reserves the right to change programs offered, degree requirements and academic regulations. The College reserves the right to alter the fee structure, tuition, or room and board charges at any time during the year should circumstances require a change. Every effort consistent with quality education and service will be made to keep expenses at a minimum. **Courses Cancelled** by the Vice President for Academic Affairs within the Add/Drop Period for which no replacement is found, will have full tuition and fees refunded. Courses cancelled later in the term will receive pro rata credit rounded to the nearest integer for work completed. Tuition will be refunded at the pro rata reciprocal of the credit granted.

Veteran's Assistance

Students who qualify for the educational assistance programs of the U.S. Department of Veterans Affairs (DVA) should make arrangements in advance through the Registrar.

Transcripts will be furnished upon the written request signed by the student (not parent or account payer), provided educational costs are paid. Federal law requires that transcript requests be in writing (facsimiles accepted, telephone calls are not). The first-ever transcript is sent without charge; each later copy is sent upon payment of a \$5.00 fee. Second and subsequent transcripts requested at the same time are \$2.00 each. Transcripts will not be sent if you have an unpaid student account or an educational loan that is delinquent. No diploma or certificate will be released for students who have not paid their account in full to York College (except a student loan payable to York College that is not yet paid off but is in a current status).

WITHDRAWALS AND REFUNDS

When withdrawing from college, you must complete withdrawal arrangements with the Registrar and (if applicable) the Residence Hall Supervisor or Rental Manager. The following refund policies apply to those who voluntarily withdraw and those requested to withdraw. Room, board, and tuition will be refunded on a prorated basis from the week of leaving. Attendance during any part of a week will constitute charges for the full week. No fees or special tuition (music) will be refunded.

When individual classes are dropped during the semester the following tuition refund schedule will apply:

Week of the Term	Refund %
First week.....	100%
Second week.....	80%
Third week.....	60%
Fourth week.....	40%
Fifth week.....	20%
Sixth & following weeks.....	0%

If classes are dropped the first day of classes and those classes have not been attended by the student, then tuition and applicable fees will be refunded in full. If you withdraw and are scheduled to receive a refund of tuition, room and board, all or part of this refund will be used to reimburse the financial aid program(s) from which you received funds.

Withdrawals/Refunds from Irregular Length Sessions will be refunded according to the following schedule:

Date of Withdrawal	5-Week Term	3-Week Term
First Two Days.....	100%	100%
Remainder of First week	80%	60%
Second week.....	60%	20%
Third & following weeks.....	0%	0%

Board Refunds

Full Meal Plan: Refund based upon the balance of \$75.00 from the Student Center plus the balance of the \$770.00 on a prorated basis from the week of leaving.

Reduced Meal Plan: Refund based upon the percentage of remaining unused meals.

Senior Meal Plan: Refund based upon the remaining unused meals. Your meal card must be returned to the Business Office before credit will be issued.

Room damage deposit, less any costs for room repairs and/or prorated share of general student-caused residence hall damage, will be returned within 30 days after exiting York College by applying the deposit to your account. If the account is paid in full, you may withdraw the credit balance. Check-out procedure is through the Residence Hall Director. Improper check-out will result in the deposit being forfeited. Key deposits will be refunded in cash by the Residence Hall Director upon return of your residence hall room key.

STUDENT LIFE

At York College, most students are involved in extracurricular activities. We believe these activities promote social and spiritual growth and the development of leadership skills, personality, and special talents. This section of the Catalog provides a brief overview of student activities and conduct regulations. More details concerning conduct regulations, along with other helpful information, are provided in the Student Handbook which every student receives annually.

Every student is automatically a member of the Student Association (SA) whose goals are to uphold and further the Christian principles on which York College is founded, to promote unity among the campus organizations, to foster college spirit and loyalty, to govern matters of student concern, and to establish better community relationships. The Executive Council of the SA is elected annually by the student body.

ORGANIZATIONS

Student clubs and organizations are at the core of the campus life. Some of the many campus organizations in which students may participate are listed below.

ATHLETIC

- Baseball (men)
- Basketball (men and women)
- Cross Country (men and women)
- Soccer (men and women)
- Softball (women)
- Tennis (men and women)
- Track (men and women)
- Volleyball (women)

FINE ARTS & LITERARY

- Chamber Singers (music)
- Concert Choir (music)
- The *Crusader* (yearbook)
- Gospel Messengers (music)
- Legacy (music)
- Prometheans (creative writing)
- Soul Concern (drama)
- The *Spokesman* (newspaper)
- Women's Ensemble (music)

SPECIAL INTEREST

- Business Team
- Debate/Forensics
- ΦΒΑ—Students In Free Enterprise

HONORARY

- Marks men (student admission representatives)
- Alpha Chi (Academic Honors)
- Delta Psi Omega (Theater)
- Sigma Tau Delta (English Honors)

RELIGIOUS

Chi Rho
Spiritual Life Committee

SOCIAL SERVICE

Men

Alpha Chi Epsilon
Kingsmen
Koinonia
Kyodai
Sigma Tau

Women

Beta Beta Sigma
Delta Chi Alpha
Nu Lambda Chi
Omega Phi

PLACEMENT OFFICE

The York College Placement and Careers Office offers a variety of services. Students wishing to explore career paths, majors, or graduate school possibilities may do so through the computer-assisted Discover program in the Career Center. The Placement Office helps in achieving many post-York College career plans. Resume writing, interviewing skills, job placement, and admission to graduate schools are facilitated through this office in seminars and personal appointments.

The Placement Director helps students network with local businesses for part-time work during the academic year or summer opportunities. This information can be acquired personally or by reading notices on the jobs board. The York College Placement Office also subscribes to a variety of employment sources. These employment vacancy bulletins are filed in folders outside the Placement Office and kept current at all times for reliable and convenient access.

During their senior year, the Placement Office assists students in setting up individual credential files free of charge. At the student's request, copies of this file will be mailed to potential employers. The first ten mailings will be sent free of charge with a \$2 charge per mailing thereafter.

For the student wishing to pursue graduate education, various graduate catalogs are available for entrance information. Information about scheduling graduate entrance examinations may also be obtained through this office. Assistance is available in acquiring any further information needed by the student.

REGULATIONS

One of the aims of York College is to maintain and promote Christian standards of living. In all matters pertaining to personal conduct, students are expected to behave as responsible citizens in a Christian community. Your application for admission to the institution implies acceptance of the objectives and regulations of the College. Any person who enrolls in the college is expected to support the spirit of the college and its policies. In matters of discipline, procedures are clearly outlined in the Student Handbook. The York

College administration reserves the right to dismiss a student whenever, in their judgement, the general welfare of the College seems to require such action.

Moral Conduct

Alcohol Use: The use, purchase or attempt to purchase alcoholic beverages is prohibited for any York College student.

Drug Use: The illegal use of any drug is prohibited.

Tobacco: The use of tobacco in any form is not allowed on the campus. Students are encouraged not to use tobacco at all because of its bad affect on health.

Profanity and vulgarity, as well as dishonesty, gambling and indecent literature and pictures are prohibited.

Honesty: Students are expected to observe Christian principles at all times. Cheating, plagiarism, classroom disturbance, etc. are cause for dismissal from the class with a failing grade.

Buildings and Other Property

Any student responsible for the marring or destruction of college property will also be responsible for the expense involved in restoring the defaced or destroyed property. No animals can be kept as pets in the residence halls.



Chapel Attendance

Chapel attendance is required of all full-time students. Chapel is devoted first to Christian worship, then to other activities of interest and educational value which contribute to the total program of Christian education. In an attempt to be sensitive to individual student schedules, chapel exemptions may be granted for the following reasons:

1. If you are a student living off-campus with no classes that meet directly before or directly after Chapel.
2. If you have a documented work conflict.
3. If you are a non-traditional student with special family needs.

No full-time student will be completely exempted from attending chapel.

On the days that you are not exempt, you will be expected to attend chapel. Your permitted chapel absences will be pro-rated according to the number of days per week that you are required to attend chapel. These absences should be used only for unforeseen problems or emergencies such as sickness, doctor/dentist appointments, etc. Missing more than the allowed absences will result in the issuance of monetary fines according to the following schedule:

<u># of Required Days/week</u>	<u># of absences allowed/semester</u>	<u>1 over</u>	<u>2 over</u>	<u>3 over</u>	<u>4 over</u>	<u>5 over</u>
5	10	\$10	\$20	\$40	\$80	Dismissal
4	9	\$10	\$20	\$40	Dismissal	
3	7	\$20	\$40	Dismissal		
2	5	\$20	Dismissal			
1	4	\$20	Dismissal			

Church Attendance

All students are encouraged to attend church services regularly. Campus devotionals are held on a regular basis.

Firearms

Students may not keep firearms, fireworks, or explosives of any kind in the residence halls.

Housing

Unmarried, full-time students are required to live on campus unless they are 21 years old, are living with relatives or faculty/staff members, or have completed six semesters at York College.

Vehicles

Students are required to register their automobiles or other vehicles with the Student Services Office and obtain a parking permit. Students, both commuters and residents, have parking areas designated for their use. The State of Nebraska requires drivers to show proof of insurance and to carry proof at all times in the car



ACADEMIC INFORMATION

A solid liberal arts program is the core of the curriculum at York College. The liberal arts curriculum provides the broad-based knowledge so vital to advancing in all disciplines and careers. Your basic courses in Bible, English, mathematics, foreign languages, social sciences, history, science, religion, and fine arts not only prepare you for further study in specific areas, but develop critical thinking as well as an enhanced awareness of your own interests and goals. Tomorrow's most important careers require a diversity of knowledge rather than narrowly focused training. From communications and computer science to the pre-professional programs such as pre-engineering, pre-law and pre-medicine, the Christian higher education you will experience at York College prepares you well for a host of options.

York College offers programs leading to baccalaureate and associate degrees. While these programs have specific requirements, they do allow you a great deal of flexibility. With the help of your Academic Advisor, the faculty member specially assigned to assist you in making the best choices possible, you will plan the program that best prepares you to meet your goals. The Careers Office is equipped with a wealth of materials to help you clarify both your long and short-range objectives. Our faculty advisors are expert at helping you plan your studies to succeed in your ultimate degree objectives and career goals.

Each baccalaureate degree requires an overall grade point average (GPA) of at least 2.00 on at least 128 semester-hours of credit, a minimum of 44 upper-division (junior/senior) semester-hours, and at least a 2.00 GPA in the major. Each associate degree requires a minimum of 64 semester-hours of credit with a GPA of 2.00 or higher. Each program has a general education component (which may be more specific), and may have major, minor, supporting and elective course components.

York College offers the following degree programs:

I. Bachelor of Arts with majors in:

A. Biblical Studies

1. with or without a minor,
2. with an emphasis in Biblical Languages,
3. with an emphasis in Youth Ministry

B. Religious Studies (as a second major),

C. Education with the Elementary Field (K-6)

endorsement and/or subject endorsements in:

1. General Art (K-6),
2. Physical Education (K-6),
3. Vocal Music (K-6),

D. Education with the Middle Grades Field (4-9)

endorsement with the subjects of:

1. Art (4-9),
2. Communication (4-9),
3. History (4-9),

4. Language Arts (4-9),
5. Mathematics (4-9),
6. Health & Physical Education (4-9),
7. Natural Sciences (4-9),
8. Social Studies (4-9),

E. Education (Secondary, 7-12) with endorsements in:

1. Biology Subject (7-12),
2. English Subject (7-12),
3. History Subject (7-12),
4. Mathematics Field (7-12),
5. Natural Science Field (7-12),
6. Physical Education Subject (7-12),
7. Reading Subject (7-12),
8. Speech & Drama Subject (7-12),
9. Vocal Music Subject (7-12),
10. Coaching Supplemental (7-12).

F. English

G. History

H. Human Resources Management

I. Liberal Arts with major concentrations in:

1. English
2. History
3. Natural Science
4. Religious Studies
5. Speech Communication
6. Mathematics

J. Mathematics

K. Speech Communication,

II. Bachelor of Business Administration with majors in:

A. Business Administration

B. Finance

C. Management

III. Bachelor of Science with majors in:

A. Accounting,

B. Psychology with tracks in:

1. Psychology main track
2. Psycho-biology
3. Human Services Administration

IV. Associate in Applied Science with a major in:

A. Office Technology

V. Associate in Arts with numerous majors, and the

VI. Associate in Science with various majors.





General Education Goals and Requirements

These requirements are designed to give you basic understanding, to develop certain essential and fundamental skills which all educated people should possess and to furnish a broad knowledge base for advanced studies. The structure of these general education goals, including the required number of semester-hours, is:

	<u>BA</u>	<u>Psy</u>	<u>AA</u>	<u>AAS</u>	<u>AS</u>
1. Place you in direct contact with the <u>Bible</u> to stimulate spiritual development. See Bible heading on Page 18.					
A. BIB 113, 123, 212, 222	10	10	10	10	10
B. Upper level courses from BIB, DOC, MIN, PHI, RHS	5	9	0	0	0
2. Enable you to grasp and solve problems of human <u>communication</u> .					
A. COM 113 (Psychology majors must substitute COM 333)	3	3	3	3	0
B. ENG 113, 123	6	6	6	6	6
C. English Proficiency Examination Required in Junior Year	Yes	Yes	NA	NA	NA
3. Stimulate your appreciation of the <u>creative spirit</u> .					
A. Fine Arts Appreciation: ART 203 or MUS 203	3	0	3	0	0
B. Literature (ENG213, 223)	6	3	6	0	3
4. Assist you in understanding the visible <u>creation</u> and the principles of the <u>technological</u> age.					
A. Natural Science including a laboratory	7	11	7	3	11
B. MTH 123 or higher	3	6	3	3	6
C. CIS 113 or higher	0/3	0	3	3	0
5. Prepare you for your <u>roles in society</u> and help you to understand the roles of others.					
A. History	6	6	6	3	6
B. YCS 101 <i>Freshman Seminar</i>	1	1	1	1	1
C. Additional History or Behavioral Science	6	0	3	6	0

NOTES and ADDITIONAL PROGRAMMATIC REQUIREMENTS:

In the columns above, BA includes any program leading to a bachelor's degree (BA, BBA, BS) except Psychology majors which are represented by PSY, AA is the Associate in Arts, AAS is the Associate in Applied Science, and AS is the Associate in Science.

1.B. This requirement is waived for majors in the Bible Department. Majors in the E. A. Levitt School of Business must include PHI 323, *Introduction to Ethics*. Psychology majors (all tracks) must take PHI 323, MIN 423 *Counseling*, and three hours of upper division textual Bible. This requirement is not met by PHI 423, *Philosophic Traditions of the World*, for Liberal Arts majors.

2.A. Psychology Majors **must** substitute COM 333, *Interpersonal Communication*.

2.C. Passing the English Proficiency Examination (EPE) is a requirement for earning any bachelor's degree from York College. The exam, which is to be taken during the junior year, consists of writing a clear and coherent essay, which is then graded by two independent readers. Students are given two opportunities to pass the EPE before being required to enroll in ENG 203, English Proficiency. The EPE is given in the second week of each semester.

- 3.A. Communication Majors must take both courses. Music majors may substitute MUS 153 or 163.
- 3.B. Normally met from ENG 213, 223. Other literature courses at the sophomore or higher level may be substituted with the advance permission of the Vice President for Academic Affairs. Majors in the E.A. Levitt School of Business substitute BUS 323, *Business Communications*, for one literature course.
- 4.A. Only one semester-hour must be a laboratory, which is not required for the AAS. Education majors must include Biology. Psychology majors must take BIO 111 and 113 and at least 7 hours of additional laboratory science which may be specified by track.
- 4.B. AA and most BA candidates may substitute CIS 113, or an ACT Mathematics Standard Score of 25 or higher, or a High School unit of *Algebra II* or higher from with a grade of at least "C". The AS requires MTH 123 or higher, except pre-vocational majors in home economics, medical technology or nursing are allowed to use MTH 143. Education majors must take either MTH 133 or 173. Psychology majors and majors in the E. A. Levitt School of Business must take both MTH 223 and 173 or higher.
- 4.C. Required for majors in the E. A. Levitt School of Business, Mathematics and Liberal Arts. Strongly recommended for Education majors.
- 5.A. Must be courses prefixed HST. Education majors must take at least one course in U.S. History. HST 153 & 163 are strongly recommended for majors in Liberal Arts or Biblical Studies or Religious Studies.
- 5.B. Waived for students continuously enrolled prior to 1994 or who are transferring 14 or more semester-hours of credit.
- 5.C. AA candidates and English majors take any 6 hours, and Liberal Arts majors any 3 hours, from courses prefixed ECO, GEO, HST, POL, PSY, and/or SOC.

AAS candidates must take ECO 243 and 3 hours of PSY and/or SOC.

Candidates for the BBA or Accounting majors must take ECO 233 & 243, POL 123, and one from PSY 113, PSY 143 or SOC 113.

Majors in the Bible department must take 6 hours from PSY and/or SOC. Psychology majors meet the requirement in the major.

History majors must take GEO 213 and POL 123, and one course from ECO 233, ECO 243, or HST 233.

Majors in Communication or Mathematics must take POL 123 and 3 hours of either PSY or SOC.

All Education majors take PSY 143. Elementary endorsements require GEO 213, secondary (7-12) endorsements require HST 233, and middle grades (4-9) education students choose either one. POL 123 is required for elementary endorsements.

GENERAL EDUCATION OUTCOMES

Students who receive degrees from York College, as a result of the general education courses that are required, are expected to: 1. Hear instruction on health and fitness, 2. Work on problem solving, 3. Learn and use critical thinking, 4. Learn and use analytical thinking, 5. Use effective writing skills, 6. Use effective speaking skills, 7. Be introduced to Christian ethics, 8. Learn to use a variety of decision-making techniques, 9. Be introduced to concepts for effective family living, 10. Gain insight into aspects of personal finance, 11. Learn to use effective social life skills, 12. Be introduced to the Bible and New Testament Christianity, 13. Gain basic knowledge in computer literacy, 14. Begin to develop aesthetic skills, 15. Become aware of global issues, 16. Become aware of physical life processes, 17. Learn to use the library, 18. Develop research skills, 19. Begin to understand interdisciplinary thinking, and 20. Develop study skills.

ACADEMIC REGULATIONS

Absences and Tardiness - York College believes that regular class attendance is essential to learning; however, it provides for necessary absences. Punctuality in all classes is required. Individual teachers set their own attendance standards. However, you cannot be absent for any course more than three weeks of a semester and receive credit in that course. Absences in excess of this amount constitute failure in the course.

The Academic Council may recommend that a student be dismissed from York College if the student fails to function as a serious scholar. Regular daily chapel attendance is required of each student.

Academic Honesty Policy - Students are expected to observe Christian principles at all times. Cheating, plagiarism, classroom disturbances, etc. are cause for dismissal from the class with a failing grade. The procedure for action is:

A. First offense: The teacher will counsel with the student. The student may be dismissed from class for a stated number of class periods, but not more than 3 periods.

B. Second Offense: A statement signed by both the student and the instructor will be registered in the office of the Vice President for Academic Affairs. The student may be expelled from the class for two such offenses. The student may appeal to a committee selected by the Vice President.

C. Third offense: The student may be dismissed from the class and placed on probation.

Further evidence of academic dishonesty will result in dismissal from York College.

Accreditations and Approvals - York College is a member of the North Central Association of Colleges and Schools and is accredited by the Association's Commission on Institutions of Higher Education and by the State of Nebraska's Department of Education. Specific programs are approved for recipients of veterans' benefits by the Nebraska Department of Education on behalf of the U.S. Department of Veterans Affairs. Any interested party who wishes to review these materials should contact the Registrar or the Vice President for Academic Affairs.

Audit - A student may enroll as an auditor in a course with the permission of the Vice President for Academic Affairs. This status allows the student to listen during class meetings, but not to participate in any grading opportunity. After the end of the Add/Drop period for the term, auditors may not switch to credit status, nor may other students change to auditing. The grade of X (audit, no credit) will be entered on the student's academic record, unless the auditor withdraws from the course or fails to maintain appropriate attendance, in which case the grade of W will be assigned. In addition to the audit tuition, the general fee and any special class fee(s) will be assessed. Government financial aid can not be used to pay for audits.

BIBLE - The prime purpose of York College is to place students in direct contact with the Bible and other spiritual stimuli that they may be encouraged in the development of moral and spiritual values and in the appreciation of New Testament Christianity. As a servant of Christian homes, the College is dedicated to the cultivation of full Christian personality in every student.

Each full-time lower division student must enroll in a Bible class each semester. Freshmen are required to take Bible 113 and 123, and sophomores to take Bible 212 and 222. Students are required to take two upper division courses, for a minimum of five semester-hours, offered by the Bible Department (and prefixed BIB, DOC, MIN, PHI, or RHS) during the junior and/or senior years. Major departments may specify how that requirement should be met. Any substitutions require the advance permission of the Vice President for Academic Affairs. Students who are absent from their required Bible class for more than three weeks are subject to dismissal from York College.

Students are required to take, at York College, the following number of hours in Bible, not including Bible credit transferred into York College:

Cumulative Bible hours required for:

<u>Transfer Hours</u>	<u>Bachelor Associate</u>	
less than 13	15	10
13 to less than 32	12	7
32 to less than 48	10	5
48 to less than 64	8	not applicable
64 or more	5	not applicable.

Changing Class Schedules - You may not change or drop a class without approval of the instructor and your advisor. Class changes are not permitted after the Add/Drop period of any semester, except for very unusual circumstances. Any class dropped without the unanimous approval of both the instructor and your advisor will be marked "F." A student may not receive a grade of "W" unless the course was dropped during the first ten weeks of the semester. After the 10th week, no withdrawal is allowed except for students who withdraw from all classes. The official date of dropping will be the date on which drop forms are filed in the Office of the Registrar. Any class dropped during the Add/Drop period will not be shown on the academic record. In case of prolonged illness, a student may request that the instructor, advisor and Vice President for Academic Affairs meet as a committee to consider a withdrawal request. Students in courses cancelled by the Vice President for Academic Affairs within the Add/Drop Period for which no replacement is found, will have no credit granted and full tuition and fees refunded. Courses cancelled later in the term will receive pro rata credit rounded to the nearest integer for work completed. Tuition will be refunded at the pro rata reciprocal of the credit granted.

Credit Through Special Circumstances

York College grants credit through the Advanced Placement (AP) and College Level Examination (CLEP) Programs of the College Entrance Examination Board, by institutional testing, for verified professional/technical training, by examination of transferring graduates from certain schools of preaching, and for verified experiential learning. Application for such credit must be made in writing to the Registrar, stating the basis of eligibility and the willingness to pay the fee required in order to receive the credit. Program Directors or Division Chairs may allow or disallow certain types of special credit towards the specific programs in their area(s). Credit will only be awarded to students enrolled in a degree program at York College and only upon receipt by the Registrar of an official grade report supplied by the appropriate authority. A special credit fee will be charged for each hour of credit awarded. Certain examinations have their own fees as well. Refer to the Business Office section of the catalog or contact the Chair of the appropriate faculty division.

Credit by Advanced Placement - Credit is given for high school courses successfully completed in the CEEB's AP program by entering freshmen. For scores of 3 or higher, credit will be allowed for the corresponding courses taught at York College. Advanced placement credit at York College may be acquired in a modern foreign language and in certain mathematics courses by completing a more advanced course with a grade of "C" or higher. Advanced placement credit may be achieved in a skills course such as speed writing or keyboarding by successfully passing a York College test in that area.

Credit by CLEP - Credit is also given on the basis of CEEB's CLEP examinations. In subject examinations designed for one year's work, one semester of credit is given if the score is between the 50th and 65th percentiles, and two semesters of credit are given for scores at or above the 65th percentile. Credit given in a subject shall not exceed the number of hours taught at York College. Credit shall not be given for a course in which a student is enrolled. Up to 12 hours of credit is given on the basis of the CLEP General Examination if it is taken before the student enrolls in York College and if the score achieved is at or above the 60th percentile. The following CLEP subject tests have been approved by the faculty:

<u>CLEP Test Name</u>	<u>York Equivalent</u>	<u>Cr. Hrs</u>
American Government	POL 123	3
American History I, Early C. to 1877	HST 213	3
American History II, 1865 to Present	HST 223	3
Calculus with Elem. Functions	MTH 214 & 224	8
College Algebra	MTH 173	3
College Composition	ENG 113	3
College Spanish (Levels 1, 2)	SPN 113, 123, &/or 213, 223	12

Computers & Data Processing	CIS 113	3
Educational Psychology	EDU 313	3
English Literature	ENG 213 & 223	6
General Biology	BIO 111 & 113	4
General Chemistry	CHM 114 & 124 or 234 & 244	8
General Psychology	PSY 113	3
Human Growth & Development	PSY 143	3
Introductory Macroeconomics	ECO 233	3
Introductory Microeconomics	ECO 243	3
Introductory Sociology	SOC 113	3
Trigonometry	MTH 183	3
Western Civil. I, Ancient to 1648	HST 153	3
Western Civil. II, 1648 to Present	HST 163	3

Credit for SOP - Graduates of "Schools of Preaching" may apply for up to 60 hours of credit in Bible and Biblical language courses by written and/or oral examination administered by the Bible faculty. See the academic requirements section for the Bible & Human Development Division.

Credit for Professional/Technical/Experiential Learning - York College recognizes that learning may occur outside the college classroom. Many adult students have gained professional/technical knowledge through employment/career training or have acquired skills and learning from life experiences which are equivalent to that provided in the collegiate classroom. Verified and properly documented professional/technical and/or experiential learning may receive college credit in the Human Resources Management (HRM) program. Application is first made to the HRM Chair, who will evaluate the submitted materials with the aid of the Registrar and other appropriate faculty. York College will use the recommendations of the National Program on Noncollegiate Sponsored Instruction of the American Council on Education (ACE/PONSI) wherever possible for professional/technical training.

The maximum combined amount of professional/technical and/or experiential learning credit which may be awarded is 30 semester-hours. The special credit fee for evaluation and transcription of such credit must be paid before the credit is placed in the enrolled student's academic record. Professional/technical credit will be designated with "X98" course numbers and experiential learning credit will be designated with "X99" course numbers, where the X indicates the level of credit. Only the grade of "S" will be used for experiential learning. Professional/technical credit will use "S" grades unless the original sponsor of the training issues grades in a system which can be converted to the 4.00 scale.

Although numerous colleges and universities also recognize professional/technical and experiential learning credit, each institution sets its own standards on what and how many credits it will accept in transfer. Students intending to transfer or attend graduate schools should inquire of that institution how experiential credit may be accepted.

Entrance Tests - Each new student is required to present American College Test (ACT) scores as a part of admission requirements (SAT scores may be substituted). Failure to take the ACT before arrival upon campus will result in a higher cost to take the test on campus. Only scores from national administrations of the test taken before entrance to college may be used to establish athletic eligibility. Test results are made available to the student's advisor to assist in guiding the student in the selection of courses, the recognition of and removal of weaknesses and the selection of fields of interest compatible with ability and previous preparation.

Grade Point Average - A grade point average is a score derived by dividing the total number of quality points received by the total number of semester hours graded. The divisor used in computing the GPA will be the total semester hours attempted minus any course in which a grade of "I," "NC," "S," or "W," is received.

Grades and Other Academic Record Notations - At York College, the following eight grade indices in descending order are used:

Grade	Quality Points
A	4.0,
B+	3.5,
B	3.0,
C+	2.5,
C	2.0,
D+	1.5,
D	1.0, and
F	0.0 (academic failure - no credit).

The following marks are also used on the academic record, but not used in computing the grade point average:

- S for satisfactory completion without quality points (may only be used with the advance approval of the Vice President for Academic Affairs),
- I for incomplete,
- X for audit (non-credit),
- NC for no credit without reference to quality points,
- W for withdrew during the first 5/8ths of the term, or from all courses.

An 'H' appears on the academic record for honors courses, 'IS' indicates independent study, and repeated courses will be noted with an asterisk (*).

An "Incomplete" may be given only when the student had been unable to complete a course for reasons, which in the judgement of the instructor, have been unavoidable. In order to obtain credit, the grade must be completed by the end of the sixth week of the following semester. If a student chooses to take a course a second time to improve a poor grade, both grades remain on the academic record, but only the higher grade will be considered in determining cumulative grade point average.

The *Academic Honor Roll* is published each Fall and Spring semester. It is composed of those students who carry 12 or more graded hours and achieve a term grade point average of at least 3.75 with no incomplete grade and no grade below "C" for the semester.

Honors Students - Students who receive the baccalaureate degree graduate with honors at the following levels:

"cum laude,"	3.40;
"magna cum laude,"	3.60;
"summa cum laude,"	3.85.

Students who receive the associate degree graduate with honors at the following levels:

with honors,	3.30;
with high honors,	3.60;
with very high honors,	3.85.

Honor Societies - Alpha Chi (AX) National Honor Scholastic Society exists to promote academic excellence and exemplary character. Membership is extended to those students with a minimum of 60 hours in residence at York College and ranking in the top ten percent of the junior and senior classes. Sigma Tau Delta (ΣΤΔ) is the national English honorary society and has an active chapter at York College.

Honors Course - A course designed for students who have outstanding abilities and strong preparation such as a special section in Bible or in English Composition.

Honors Study - An academically superior student maybe challenged to pursue special study under the guidance of a teacher in an area of specialty. The student must be recommended by a teacher to the Academic Council for approval before enrollment in this program. This study will constitute enrichment for the student but will not substitute for other courses. The student and the professor will meet periodically with an appointed committee to share and evaluate the results of the study.

Independent Study - A student who has a special talent or interest in an area of study may request approval for independent study under the guidance of a teacher in that area of study. Approval and supervision will be similar to that of the Honors Courses.

Junior Honors Program - York College accepts students of advanced maturity and proven academic ability who choose to enter college upon the completion of their junior year of high school. Upon acceptance, you proceed with your program as a York College student, and all credits earned are applied toward a degree program. The following criteria must be met to be accepted into the Junior Honors Program:

1. have completed the junior year in high school,
2. have earned a 'B' average or better,
3. have scored a 22 or higher on the ACT (910 on the SAT),
4. have approval of the Admissions Review Committee,
5. satisfy the normal admission requirements.

A growing number of high schools cooperate with institutions of higher education to the extent that they permit such students to receive the high school diploma upon transfer of the appropriate portion their first year of college credits back to the high school to fulfill high school requirements. The student is responsible for making such arrangements. If you choose this option, you will not receive federal aid to pay for any costs of college until the year after the high school diploma is earned.

Key to Numbering and Scheduling of Courses - The units digit of the course number generally indicates the credit value of the course. Courses numbered from zero to 199 are designated primarily for freshmen, those numbered from 200 to 299 are for sophomores and those numbered 300 to 499 are for juniors and seniors. Freshman are permitted to take some courses numbered in the 200s. Freshman may not enroll in courses numbered above 299, and sophomores may not enroll in courses numbered above 399 without special permission from the student's adviser and permission from the instructor. Courses with odd numbered middle digits are usually offered in the Fall, while those with even numbered middle digits are usually offered in Spring. The final digit of the course number generally indicates semester-hours, except X97 is reserved for independent study or experimental courses, X98 is reserved for Professional/Technical credit, and X99 is reserved for Experiential Learning credit. Course numbers listed on a transcript followed by "H" indicate that the student was in an honors section of this course. Courses are offered every year unless otherwise stated. Courses offered on "demand" are not regularly scheduled but will be taught provided five or more students need the course to meet graduation requirements. The college reserves the right to withdraw scheduled courses when fewer than five students register for such courses.

Part-Time Student - A student enrolled for fewer than 12 semester hours will not be placed on academic probation or the Honor Roll. To become a full-time student, a person must remain enrolled for 12 or more semester hours of courses.

Records Accessibility - All student records which are not specifically exempted by the Family Educational Rights and Privacy Act, as amended, (commonly called FERPA) are available on request to all present and former students. Specific exceptions include:

- 1) Financial records of the parents of the student or any information contained therein.
- 2) Confidential letters and statements of recommendation, which were placed in the educational records prior to 1975, if such statements are not used for purposes other than those for which they were specifically intended.
- 3) If the student signs a waiver of the right of access to confidential recommendations for each of the following purposes for admission, for employment, and/or for honor recognitions. Provided, however, that the student, upon request, be notified of the names of all persons making confidential recommendations and that such recommendations be used solely for the purpose for which they were specifically intended.
- 4) Records of a physician, psychiatrist, psychologist, nurse, professional counselor, or para-professional, provided the records are created and used only in connection with treatment of the student, and provided that such records are available only to those providing such treatment.

All student academic records are maintained and protected by the Registrar for York College. All requests for examination of student records should be made in writing and directed to the

Registrar, York College, 912 Kiplinger Avenue, York, NE 68467-2699. Requests are normally granted within two weeks of receipt. All examinations of student records will take place in the Office of the Registrar with a representative of the College present. After examining his/her records, the student or former student may request that certain records be removed based on grounds that the records in question are inaccurate, misleading, or otherwise in violation of the student's rights. Should the request of the student be refused, the student shall have the right to a formal hearing before a committee appointed by the President within 60 days of such a request being submitted in writing. Any student has the right to request a copy of any material contained in his/her record. The cost of each page to be reproduced, other than transcripts of the permanent academic history, shall be \$1 per page.

Records Disclosure - In general, no personally identifiable information from student educational records will be disclosed without written consent from the student. Three exemptions may, however, be made: 1) disclosures required or allowed by the Family Educational Rights and Privacy Act of 1974, as amended, (commonly known as FERPA) including certain Federal and State officials, accrediting organizations in order to carry out their accrediting functions, etc.; 2) directory information will be released unless the student requests that it be withheld, as explained in the section below; 3) records may be disclose to parents of students who depend upon them as defined by Internal Revenue Code 1986, section 152, as revised. York College will consider all students as "dependent" unless they specifically inform the Registrar or his designee within the Add/Drop period for each term that they are independent of their parents as defined above.

York College hereby designates the following student information as public or **directory information**: name, local and permanent addresses, telephone numbers, date and place of birth, major field of study, classification, high school from which graduated, most recent prior educational institution attended, dates of attendance, degrees and awards received, honors received (including Dean's Honor Roll), church affiliation, participation in officially recognized activities and sports (including audio and/or video records of such participation), and weight and height of members of athletic teams. Such information may be disclosed by the institution for any purpose, at its discretion.

Under FERPA, currently enrolled students have the right to request that disclosure of directory information be withheld. To withhold disclosures, written notification including the student's identification number and signature must be received by the Registrar within the Add/Drop period for each term that information is to be withheld. York College assumes that failure on the part of the student to specifically request the withholding of directory information indicates individual approval for disclosure. Questions regarding records accessibility and/or disclosure and/or York College's implementation of FERPA should be directed to the Registrar.

SCHOLASTIC STANDING/DIFFICULTY - Each student is expected to maintain a scholastic level commensurate with personal academic goals. The cumulative grade point average (CGPA) is computed by dividing the total honor points earned by the total semester hours attempted, including "F" grades, but not including the "I," "NC," "S," or "W" grades.

A CGPA of at least 2.00 is required for graduation in any degree program. To be eligible to participate in co-curricular activities and to avoid being placed on academic probation, full-time students must meet the minimum standards for satisfactory academic progress. A full-time student is one who is enrolled in twelve or more hours at the end of the Drop period for that term. These standards include **both**:

- 1) passing at least 12 semester-hours for each semester enrolled as a full-time student, and
- 2) maintaining at least the minimum cumulative grade point averages (CGPA) shown below:

<u>Hours Earned at end of term</u>	<u>Resulting Class Standing</u>	<u>Cum. GPA</u>
1 to under 28	Freshman	1.60
28 to under 60	Sophomore	1.80
60 or more	Junior, Senior or higher	2.00

Any student who does not meet these minimum standards will be placed on **ACADEMIC PROBATION** and will be limited to not more than a normal load. A student who is on academic probation is not permitted to participate in any co-curricular activity, such as athletics, chorus trips, dramatic productions, and student publications or to hold office in any club or student organization. At the completion of the next semester, every student on academic probation will be reviewed. One of the following three actions will be taken:

- 1) The Vice President for Academic Affairs will remove the student from academic probation if the student now meets the standards of satisfactory academic progress.
- 2) Students who have:
 - a) completed at least 12 hours during the semester,
 - b) but not yet completed 60 hours, and
 - c) have not yet reached the required cumulative GPA,
 - d) but have made at least the required GPA for the current term,

will be **continued on academic probation**. (For example: a student with 45 cumulative semester-hours at the end of the semester would need to have completed at least 12 hours during the term with a term GPA of at least 1.80.)

- 3) Any student on academic probation who does not satisfy either condition above, will be placed on **ACADEMIC SUSPENSION**.

Additionally, any student whose *term* GPA is 0.500 or lower will be placed on **ACADEMIC SUSPENSION** from the college.

ACADEMIC SUSPENSION means that the student may not enroll for the subsequent fall or spring semester, and may lose eligibility for Federal financial aid.

Any student on Academic Suspension who wishes to re-enroll full-time at York College may do so if one of the following criteria has been met:

- 1) Not having been enrolled at York College for at least one subsequent fall or spring semester. The student may then be re-admitted on **academic probation**.
- 2) A student suspended at the end of the spring semester may elect to attend the summer session of York College on continued probation. If the student enrolls for at least 6 hours, and achieves the required CGPA at the end of the summer session, the student would be eligible for full-time enrollment on **continued academic probation** for the fall semester. If those conditions are not met, the academic suspension would continue until the spring semester.
- 3) A student may request an exception to an **academic suspension** by writing a letter to the Vice President for Academic Affairs explaining all extenuating circumstances and requesting an exception to the above-stated rules. The Vice President will present the letter to an appeals committee that will be responsible for approval or disapproval of the student's request. Any student reinstated under this process will be readmitted on **academic probation** and must limit their academic load to not more than 15 hours. They are also ineligible for any Federal financial aid.

Semester Hour - A semester hour of credit requires the equivalent of one 55-minute recitation or lecture per week for 16 weeks. Two or three hours of laboratory work are equivalent to one-hour of recitation.

Student Load - The normal full-time student load is 12 to 16 credit hours during any 16-week semester. Students who have a GPA of 3.00 or higher may register for more than 17 hours per semester with the signed permission of the Vice President for Academic Affairs.

Student Classifications - Students who are carrying 12 or more hours and have met regular or transfer admission requirements are classified as first - semester freshmen. Students who have acquired 14 hours of college work are classified as second-semester freshmen. Those students who have completed 28 hours are classified as sophomores, and those with 42 hours are second - semester sophomores. Students who have completed 60 hours of work are classified as juniors, and those having completed 90 hours of work are classified as seniors. Students who previously have completed a baccalaureate degree are classified as post-baccalaureates. Any student who does not meet one or more of the above criteria for classification will be unclassified.

Summer Session(s) - York College offers a limited number of courses each summer. This provides opportunities to earn extra credit, to remove deficiencies, or for entering students to become acclimated to the College environment. Some special courses are designed to offer academic credit for studies conducted off the York campus such as travel in the British Isles. Other off-campus studies may be arranged by faculty.

Transfer of Credit - A student who has previously attended a recognized college should make application for transfer of credit to York College. The student must request both the high school and any college(s) attended to send transcripts which include statements of status at the time of graduation or withdrawal. Grades of "D" are accepted; however, GPA requirements for graduation will require a sufficient number of higher grades to offset those courses' grades. College transfers not meeting the required scholastic level will be placed on academic probation. A student admitted on academic probation must achieve the required GPA by the end of the first semester to be removed from probation. Failure to be removed from probation will result in suspension.

York College will accept a maximum of 98 semester-hours from accredited baccalaureate-degree-granting institutions and a maximum of 68 semester-hours from accredited junior colleges. A transfer student must complete at least 30 semester-hours at York College, be a regular student for at least one semester and be in attendance during the semester of graduation. Transfer students are required to take some number of hours in Bible, not including Bible credit they transfer. See BIBLE regulations on Page 18.

A transfer student who has a baccalaureate degree may obtain a different baccalaureate degree in another field by fulfilling the following requirements:

1. complete all general education requirements.
 2. meet the residence requirement of taking the final thirty hours at York College.
 3. meet the specific requirements of the new degree program.
- Note that Federal financial aid is not available after a first bachelor's degree.

Varsity Athletics - York College is a founding member of the Midlands Collegiate Athletic Conference comprised of 8 private, liberal arts, senior colleges, with similar philosophies of supporting intercollegiate athletics as an integral part of the educational process by fostering physical, mental, social, emotional, moral and professional growth in student athletes. The other conference members are:

Avila College	Kansas City, MO
Bartlesville Wesleyan College	Bartlesville, OK
Bellevue College	Bellevue, NE
College of Saint Mary	Omaha, NE
Kansas Newman College	Wichita, KS
College of the Ozarks	Point Lookout, MO
Saint Mary College	Leavenworth, KS.



Competing at the National Associate of Intercollegiate Athletics (NAIA) Division II level, conference sports are: Women's Soccer, Basketball, Volleyball, and Softball as well as Men's Soccer, Basketball, and Baseball. Teams for Men and Women in Tennis, Track, and Cross Country will compete within the Midwest Region, with these sports to be recognized as conference sports at a later date. The Faculty Athletic Representative is Dr. Mabrey L. Miller, Professor of Bible. See Page 91 for a listing of the coaching staff.

Veteran Affairs Regulations - Students who are recipients of benefits through the G.I. Bills are subject to all of the following regulations. Such students attending York College as full-time students must be enrolled for at least 12 semester-hours of courses each term. The Registrar keeps records of regular withdrawals from a course and contacts the instructor to determine the last date of attendance in any courses not completed and not officially dropped. The Registrar will receive early notice of any student not attending classes from instructors and from the attendance check made at Chapel. The Registrar shall keep records of each student's progress and conduct and will immediately notify the U. S. Department of Veterans Affairs if either one falls below the minimum standards of the college. All interruptions, terminations, dismissals, or changes of status will be promptly reported to the DVA. York College utilizes the American Council on Education's "Guide to the Evaluation of Educational Experiences in the Armed Services" for military credit recognition.



The DIVISION OF BIBLE AND HUMAN DEVELOPMENT



York College endeavors to give students a broad liberal arts education with recognition of and training in spiritual values of life. The College is affiliated with churches of Christ. Members of churches of Christ accept the Bible as the divine will of God revealed to Mankind. York College recognizes her responsibility to teach the Bible as an inspired book.

The Division of Bible and Human Development is dedicated to the development of a better understanding of the social, psychological, and spiritual development of mankind. Through studies in religion, sociology, psychology, philosophy, and family studies, the Division is prepared to educate students to think and pursue truth. The Division offers baccalaureate degrees in Biblical Studies, Religious Studies, and Psychology.



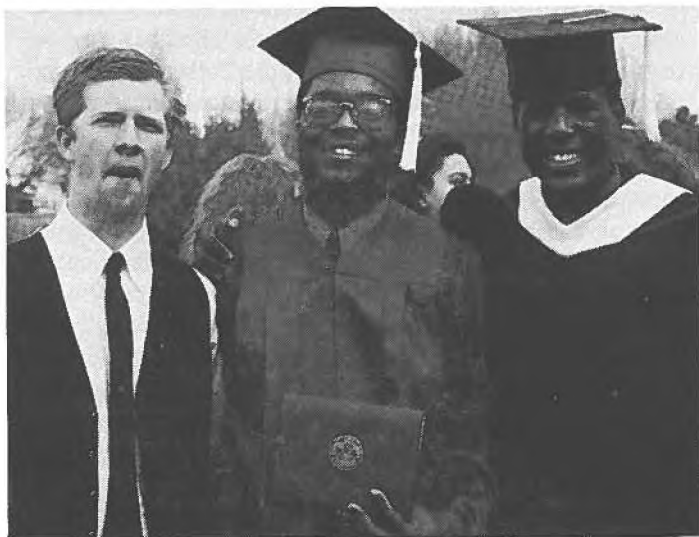
BIBLICAL STUDIES SUBDIVISION

BACCALAUREATE DEGREE PROGRAMS:

The Bible Department offers two baccalaureate degree majors—a Bachelor of Arts in Biblical Studies and a Bachelor of Arts in Religious Studies. Emphases in either Youth Ministry or Biblical Languages, along with several minors are also available.

Bachelor of Arts in Biblical Studies

The purpose of the Bachelor of Arts Degree in Biblical Studies at York College is to train ministers to serve congregations of the churches of Christ in the North Central States. The focus of study will be the Biblical text as the inspired word of God through which God speaks to mankind. Classes for Bible majors will have the particular aim of addressing the special needs of congregations in the North Central States. The student who successfully completes this degree plan will be prepared to preach and teach the Bible effectively as well as to serve the needs of the local congregations of the Lord's people.



Special features of the Bachelor of Arts in Biblical Studies include:

* **A strong Biblical curriculum.**

* **Strong support courses** in ministry, doctrine, religious history, Biblical languages and philosophy.

* **An emphasis in Youth Ministry** for the student whose basic intention is to focus on working with youth in local church settings. This emphasis will prepare students with courses in ministry, family studies, developmental psychology, and social structures. Biblical studies will provide an adequate foundation and tools for a balanced and productive ministry.

* **An emphasis in Biblical Languages** for the student who desires to have a strong foundation for textual studies. This emphasis includes three years of Greek and two years of Hebrew. These courses will also provide the student with good preparation for graduate level programs in Biblical Studies.

* **A summer intern program.** Each Biblical Studies major is required to spend at least one summer working with a congregation. This helps the student to learn various aspects of ministry outside the classroom.

* **Seminar in Ministry.** Each Bible major is required to have at least two semester hours of Seminar in Ministry. This course is designed for the student to learn from special guests invited to campus. These guests will spend a few days of intensive study with students in selected areas of importance for ministry such as church leadership, marriage counseling, church growth, chemical abuse, youth ministry and educational programs.

Bachelor of Arts in Religious Studies

A second baccalaureate degree available from York College is the Bachelor of Arts in Religious Studies. This major is for students who have a degree in another field (or are currently working on another major), and do not intend to have ministry as their primary occupation. A residence requirement of 32 hours must be taken in the Bible department. The 32 hours will be divided between Bible courses and ministry courses. This degree is designed for those who want to support themselves by working within the community yet provide the local congregation with strong leadership.

Minors Offered

The Bible Department offers minors in the areas of Bible, Biblical Languages, Religious Studies and Religious History.

ADMISSIONS REQUIREMENTS:

Students seeking admission to the Baccalaureate programs in Bible must meet all admission requirements of York College.

Transfer from Schools of Preaching

Graduates from "Schools of Preaching" may apply for up to 60 hours of transfer credit in Bible and Greek courses. The student may be required to take a written and/or oral test

administered by a committee of the Bible faculty. The committee will then determine the number of hours to recommend for transfer. A fee of \$10.00 will be charged for each test. An additional special credit fee of \$30.00 per credit hour will be charged in order to receive credit.

The following policy will govern all students transferring from "Schools of Preaching" in pursuing a baccalaureate degree:

1. The Director of the baccalaureate degree will make the final approval of courses to be transferred and will then send a list of courses and number of hours approved to the Registrar.
2. No course below a "C" will be accepted. Courses in which a "C" has been earned must be matched by a "C" or higher on a test at York College in order to receive credit.
3. The student must complete a minimum of 32 upper-level hours in the Bible department at York College. Depending on the number of hours transferred, more hours may be required, but the minimum will be 32.
4. The student must complete all the graduation requirements for the Bachelor of Arts Degree in Biblical Studies.
5. Whatever credit hours are awarded will be credited to the student's academic records only when the student is enrolled at York College in a degree program.

ACADEMIC INFORMATION

Requirements for Degrees

To qualify for the **Bachelor of Arts Degree in Biblical Studies**, the student must have completed a minimum of 130 semester hours, at least 32 of which must be in residence at York College. Candidates for the degree must have a minimum cumulative grade point average of 2.00 in all academic work presented for the degree in addition to a grade point average of 2.00 in all classes in the Bible department.

To qualify for the **Bachelor of Arts Degree in Religious Studies**, the student must have completed a minimum of 128 semester hours, at least 32 of which must be in residence at York College. Candidates for the degree must have a minimum cumulative grade point average of 2.00 in all academic work presented for the degree in addition to a grade point average of 2.00 in all classes in the Bible department.

Minors:

To fulfill the requirements of a minor in **Bible**, the student must complete 18 hours in textual studies, 9 of which must be upper level.

A minor in **Biblical Languages** requires a total of 22 hours, 8 of which are elementary Greek. The other 14 hours are to be chosen from upper level Greek and Hebrew courses.

A student desiring a minor in **Religious Studies** is required to complete 18 hours of course work offered by the Bible Department, 9 of which must be upper level.

To qualify for the minor in **Religious History** the student must complete 18 hours, at least 12 of which must be upper level courses in Religious History including RHS 313, Survey of Church History I and RHS 323, Survey of Church History II.

B.A. DEGREE REQUIREMENTS IN BIBLE GENERAL EDUCATION for ALL MAJORS		Hours
I. Bible. See Page 18.		
A. BIB 113, 123, 212, 222		10
II. Communication.		
A. COM 113		3
B. ENG 113, 123		6
C. Junior English Proficiency Examination		-
III. Creative Spirit Appreciation.		
A. ART 203 or MUS 203		3
B. ENG 213, 223, or higher		6
IV. Creation and Technology		
A. Natural Science including a laboratory		7
B. CIS 113 or MTH 123 or higher		3
V. Roles in Society.		
A. History (153 & 163 recommended)		6
B. YCS 101 <i>Freshman Seminar</i>		1
C. PSY &/or SOC		6
GENERAL EDUCATION TOTAL:		51

DEPARTMENTAL REQUIREMENTS FOR: B.A. in Biblical Studies with a minor		
BIB 423 <i>Intro. to Old Testament</i>		3
BIB 473 <i>Biblical Hermeneutics</i>		3
BIB 483 <i>Intro. to New Testament</i>		3
additional upper division Textual (BIB)		9
MIN 313 <i>Work of the Minister</i>		3
MIN 411, 421 <i>Seminars in Ministry</i>		2
MIN 453 <i>Internship</i>		3
additional upper division Ministerial (MIN)		6
upper division Doctrinal/Philosophy (DOC, PHI)		6
RHS 313 or 323 <i>Survey of Church History I or II</i>		3
additional upper division Historical (RHS)		3
GRK 214 & 224 <i>Elementary Greek</i>		8
BIBLE SUBTOTAL:		52
MINOR:		18
ELECTIVES:		9
MINIMUM TOTAL FOR DEGREE PROGRAM:		130

DEPARTMENTAL REQUIREMENTS FOR: B.A. in Biblical Studies without a minor		
BIB 423 <i>Intro. to Old Testament</i>		3
BIB 473 <i>Biblical Hermeneutics</i>		3
BIB 483 <i>Intro. to New Testament</i>		3
additional upper division Textual (BIB)		14
MIN 313 <i>Work of the Minister</i>		3
MIN 453 <i>Internship</i>		3
MIN 411 & 421 <i>Seminars in Ministry</i>		2
additional upper division Ministerial (MIN)		12
upper division Doctrinal/Philosophy (DOC/PHI)		6
RHS 313 or 323 <i>Survey of Church History I or II</i>		3
additional upper division Historical (RHS)		3
GRK 214 & 224 <i>Elementary Greek</i>		8
BIBLE SUBTOTAL:		63
ELECTIVES (at least 9 upper division):		16
MINIMUM TOTAL FOR DEGREE PROGRAM:		130

DEPARTMENTAL REQUIREMENTS FOR: B.A. in Biblical Studies with Youth Ministry Emphasis		
BIB 423 <i>Intro. to Old Testament</i>		3
BIB 473 <i>Biblical Hermeneutics</i>		3
BIB 483 <i>Intro. to New Testament</i>		3
additional upper division Textual (BIB)		12
MIN 313 <i>Work of the Minister</i>		3
MIN 423 <i>Counseling</i>		3
MIN 473 <i>Educational Program of the Church</i>		3
MIN 493 <i>Youth Ministry</i>		3
MIN 402 <i>Fieldwork in Youth Ministry</i>		2
MIN 453 <i>Internship</i>		3
MIN 411 & 421 <i>Seminars in Ministry</i>		2
additional upper division Ministerial (MIN)		3
upper division Doctrinal/Philosophy (DOC/PHI)		6
RHS 313 or 323 <i>Survey of Church History I or II</i>		3
additional upper division Historical (RHS)		3
GRK 214 & 224 <i>Elementary Greek</i>		8
BIBLE SUBTOTAL:		63
COM 333 <i>Interpersonal Communication</i>		3
Education courses selected from:		
EDU 313 <i>Educational Psychology,</i>		
EDU 343 <i>Human Relations/Multicultural Awareness,</i>		
EDU 363 <i>Adolescent Literature,</i>		
EDU 393 <i>Middle School & the MS Student</i>		9
ELECTIVES:		4
MINIMUM TOTAL FOR DEGREE PROGRAM:		130

DEPARTMENTAL REQUIREMENTS FOR: B.A. in Biblical Studies with Biblical Languages Emphasis		
BIB 423 <i>Intro. to Old Testament</i>		3
BIB 473 <i>Biblical Hermeneutics</i>		3
BIB 483 <i>Intro. to New Testament</i>		3
additional upper division Textual (BIB)		9
MIN 313 <i>Work of the Minister</i>		3
MIN 411 & 421 <i>Seminars in Ministry</i>		2
MIN 453 <i>Internship</i>		3
additional Ministry (MIN)		4
upper division Doctrinal/Philosophy (DOC/PHI)		6
RHS 313 or 323 <i>Survey of Church History I or II</i>		3
additional upper division Historical (RHS)		3
additional upper division departmental elective		4
GRK 214 & 224 <i>Elementary Greek</i>		8
upper division Greek and Hebrew		25
BIBLE SUBTOTAL:		79
MINIMUM TOTAL FOR DEGREE PROGRAM:		130

DEPARTMENTAL REQUIREMENTS FOR: B.A. in Religious Studies (which is a second major)		
upper division Textual (BIB)		12
MIN 411 & 421 <i>Seminars in Ministry</i>		2
upper division from DOC, MIN, PHI, and/or RHS		12
additional upper division departmental electives		6
No Greek required		0
MINIMUM TOTAL IN BIBLE DEPARTMENT:		32

Suggested Plan

B.A. in Biblical Studies (all options)

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123.....3
ENG 113..... 3	ENG 123..... 3
COM 113..... 3	ART/MUS 203..... 3
YCS 101..... 1	PSY 113/143..... 3
Science..... 3	Science..... 3
MTH 143..... <u>3</u>	Science Laboratory... <u>1</u>
16	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212.....2	BIB 222..... 2
ENG 213.....3	ENG 223..... 3
GRK 214.....4	GRK 224..... 4
HST 153.....3	HST 163.....3
SOC 113/PSY 143.. <u>3</u>	MIN 253..... <u>3</u>
15	15

B.A. in Biblical Studies (without a minor)

Junior Year

<i>First Semester</i>	<i>Second Semester</i>
BIB (UD)..... 6-9	BIB (UD)..... 3-6
MIN 313.....3	MIN 343.....3
GRK 313.....3	MIN 363.....3
RHS 313 or 323..... <u>3</u>	PHI 323..... 3
15-18	BIB 423..... <u>3</u>
	15-18

Summer Intern: 3 hours

Senior Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 473..... 3	BIB 483..... 3
BIB (UD)..... 3-6	BIB (UD).....6
MIN 411.....1	MIN 421.....1
MIN 473.....3	MIN 423.....3
MIN 493.....3	RHS..... <u>3</u>
DOC 413..... <u>3</u>	16
16-19	

B.A. in Biblical Studies: Youth Ministry Emphasis

Junior Year

<i>First Semester</i>	<i>Second Semester</i>
BIB (UD).....6	BIB (UD).....3
MIN 313.....3	EDU 343.....3
COM 333..... 3	MIN 363.....3
RHS 313 or 323..... <u>3</u>	DOC (UD).....3
15	BIB 423..... <u>3</u>
	15-18

Summer Intern: 3 hours

Senior Year

First Semester

Second Semester

BIB 473..... 3	BIB 483..... 3
BIB (UD).....3	EDU 313/363..... 3
MIN 401.....1	MIN 421.....1
MIN 411.....1	MIN 423.....3
MIN 493.....3	MIN 473.....3
EDU 393.....3	RHS (UD)..... <u>3</u>
DOC (UD)..... <u>3</u>	16
17	



**B.A. in Biblical Studies:
Biblical Languages Emphasis
Junior Year**

First Semester

Second Semester

BIB (UD)..... 3	BIB 423..... 3
GRK 313..... 3	GRK 323..... 3
HEB 314..... 4	HEB 324.....4
MIN 313..... 3	MIN 421..... 1
MIN..... 1	MIN..... 3
RHS 313..... <u>3</u>	RHS..... <u>3</u>
17	17

Summer Intern: 3 hours

Senior Year

First Semester

Second Semester

BIB 473..... 3	BIB 483..... 3
BIB (UD)..... 3	BIB (UD)..... 3
DOC/PHI..... 3	DOC/PHI..... 3
Elective..... 1	Elective..... 2
GRK 413..... 3	GRK 423..... 3
HEB 413..... 3	HEB 423..... <u>3</u>
MIN 411..... <u>1</u>	17
17	

HUMAN DEVELOPMENT SUBDIVISION

BACCALAUREATE DEGREE PROGRAM:

Bachelor of Science in Psychology

The Psychology Department offers three tracks towards the Bachelor of Science degree with a major in Psychology:

- 1) main psychology track,
- 2) comprehensive track in psycho-biology, and a
- 3) human services administration track.

Minors Offered

The Psychology Department offers a minor in Psychology.

A student desiring to minor in Psychology must take PSY 113 and 143, as well as 12 hours of upper level work in Psychology (may include EDU 313).

REQUIREMENTS FOR B.S. DEGREE IN PSYCHOLOGY for ALL TRACKS

GENERAL EDUCATION	Hours
I. Religious Studies/Bible. See Page 18.	
A. BIB 113, 123, 212, 222	10
B. MIN 423, PHI 323, and UD textual	9
II. Communication.	
A. COM 333 <i>Interpersonal Communication</i>	3
B. ENG 113, 123	6
C. Junior English Proficiency Examination	-
III. Creative Spirit Appreciation.	
B. ENG 213, 223, or higher	3
IV. Creation and Technology	
A. BIO 111 and 113 and additional Natural Science including a laboratory	11
B. MTH 173 and 223	6
V. Roles in Society.	
A. History	6
B. YCS 101 <i>Freshman Seminar</i>	1
GENERAL EDUCATION TOTAL:	55

PSYCHOLOGY CORE

PSY 113 <i>General Psychology</i>	3
PSY 143 <i>Human Growth & Development</i>	3
EDU 313 <i>Educational Psychology: Learning & Ev.</i>	3
PSY 333 <i>Theories of Personality</i>	3
PSY 343 <i>Abnormal Psychology</i>	3
PSY 433 <i>Social Science Research</i>	3
PSY 443 <i>Field Experience</i>	3
PSY 481 <i>Senior Seminar</i>	1
PSYCHOLOGY CORE TOTAL:	22

DEPARTMENTAL REQUIREMENTS FOR:

B.S. in Psychology (main track)

PSY 223 <i>Introduction to Human Services</i>	3
PSY 313 <i>Child Behavior and Development</i>	3
PSY 323 <i>Adolescent Psychology</i>	3
PSY 413 <i>Adult Development and Aging</i>	3
PSY 463 <i>Readings in Psychology</i>	3
Electives (COM 283, COM 373 recommended)	36
Total for B.S. Degree	128

DEPARTMENTAL REQUIREMENTS FOR:

B.S. in Psychology (Psychobiology track)

Additional 6 hours of Psychology chosen from:

PSY 313 <i>Child Behavior and Development</i>	6
PSY 323 <i>Adolescent Psychology</i>	8
PSY 413 <i>Adult Development and Aging</i>	4
PSY 463 <i>Readings in Psychology</i>	6
CHM 114 and 124	8
BIO 214 <i>General Zoology</i>	4

Additional 12 hours of Biology chosen from:

BIO 313 <i>Nutrition</i>	12
BIO 314 <i>Human Anatomy</i>	8
BIO 324 <i>Human Physiology</i>	4
BIO 344 <i>General Microbiology</i>	4
BIO 413 <i>Genetics</i>	12
BIO 423 <i>Cell Biology</i>	12
Electives (COM 283, COM 373 recommended)	21
Total for B.S. Degree	128

DEPARTMENTAL REQUIREMENTS FOR:

B.S. in Psychology (Human Services Administration track)

PSY 223 <i>Introduction to Human Services</i>	3
Additional 6 hours of Psychology chosen from:	
PSY 313 <i>Child Behavior and Development</i>	6
PSY 323 <i>Adolescent Psychology</i>	8
PSY 413 <i>Adult Development and Aging</i>	4
PSY 463 <i>Readings in Psychology</i>	6
ACC 213 <i>Principles of Accounting I</i>	3
BUS 133 <i>Introduction to Business</i>	3
MGM 313 <i>Principles of Management</i>	3
MGM 343 <i>Human Resources Management</i>	3
MGM 423 <i>Organizational Behavior</i>	3
Electives (ACC 223, ACC 463, COM 283, COM 373 recommended)	27
Total for B.S. Degree	128

Suggested Plan

B.S. in Psychology (all options)

Freshman Year

First Semester	All Tracks	Second Semester
BIB 113.....	3	BIB 123..... 3
ENG 113.....	3	ENG 123..... 3
BIO 113 and 111.....	4	BIO 244..... 4
PSY 113.....	3	PSY 143..... 3
YCS 101.....	1	
Human Services Administration Track		
BUS 133.....	3	MTH 173..... 3
Main & Psychobiology Tracks		
Elective.....	3	MTH 173..... 3
	17	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
All Tracks	
BIB212..... 2	BIB222..... 2
ENG213..... 3	MTH223..... 3
HST 153 or 213..... 3	HST 163 or 223..... 3
BIO214..... 4	Electives..... 3
Main Track	
Electives..... 3	PSY 223..... 3
	Electives..... 3
Psychobiology Track	
CHM 114..... 4	Electives..... 2
	CHM 124..... 4
Human Services Administration Track	
ACC213..... 3	PSY 223..... 3
<u>15-16</u>	Elective(ACC223).. 3
	<u>17</u>

Junior Year

<i>First Semester</i>	<i>Second Semester</i>
All Tracks	
COM333..... 3	PHI 323..... 3
PSY 333..... 3	PSY 343..... 3
EDU313..... 3	Elective (COM283)... 3
Main Track	
PSY 313..... 3	PSY 323..... 3
Elective (BIO314)..... 4	Electives..... 4
Psychobiology Track	
PSY elective..... 3	PSY elective..... 3
BIO elective (314)..... 4	BIO elective (324, or 344)..... 4
Human Services Administration Track	
MGM313..... 3	PSY elective..... 3
Electives..... 4	MGM343..... 3
<u>16</u>	Electives..... 1
	<u>16</u>

Senior Year

<i>First Semester</i>	<i>Second Semester</i>
All Tracks	
Elective(COM373)... 3	MIN423..... 3
PSY 433..... 3	PSY 443..... 3
BIB (UD)..... 3	PSY 481..... 1
Main Track	
PSY 413..... 3	PSY 463..... 3
Electives..... 3	Electives..... 6
Psychobiology Track	
BIO elective..... 4	PSY elective..... 3
PSY 413..... 3	PSY 463..... 3
	Elective..... 1
Human Services Administration Track	
PSY elective..... 3	MGM423..... 3
Electives..... 3	Electives (including ACC 463)..... 6
<u>15-16</u>	<u>14-16</u>



DIVISIONAL COURSE DESCRIPTIONS

BIBLE: Textual Courses

BIB 113. History of the New Testament: Gospels & Acts

3 hours credit, fall

A survey of the Life of Christ as presented by the four Gospels and a study of the Book of Acts as it relates to the establishment of Christianity as the natural outgrowth of the ministry of Jesus. (Honors and basic courses offered on demand.)

BIB 123. History of the Old Testament

3 hours credit, spring

A brief historical study of the Old Testament and its background. Special attention is given to the religious message of the individual books of the Old Testament. (Honors and basic courses offered on demand.)

BIB 212. History of the New Testament: Romans Through Revelation

2 hours credit, fall

A continuation of the study of the New Testament. A survey of the New Testament books Romans through Revelation in their historical setting and their significance for today.

BIB 222. Effective Christian Living

2 hours credit, spring

This course is designed to help the student understand the basic elements of effective Christian living. Topics to be studied include principles of Biblical study, making ethical decisions, and the Church. Emphasis is placed on encouraging students to develop a positive philosophy of living.

BIB 313. The Pentateuch

3 hours credit, alternate years, fall 1995

An introduction to the historical background and religious teachings of the first five books of the Old Testament.

BIB 323. Minor Prophets

3 hours credit, alternate years, spring 1996

An intensive study of the Minor Prophets and their historical backgrounds.

BIB 333. The Synoptic Gospels

3 hours credit, alternate years, fall 1995

A study of Matthew, Mark, and Luke in the light of the similarities and differences in their presentations of the life and teachings of Jesus.

BIB 343. Wisdom and Poetry of the Old Testament

3 hours credit, alternate years, fall 1996

An introductory study of the Psalms, Proverbs, Song of Songs, Lamentations, Ecclesiastes, and Job in the light of their ancient Near Eastern setting and their continuing significance today.

BIB 353. The Corinthian Epistles

3 hours credit, alternate years, fall 1995

A detailed study of the letters of Paul to the church in Corinth. The historical background and Paul's message to the Corinthian congregation will be studied as well as the value of I & II Corinthians for today.

BIB 363. Hebrews

3 hours credit, alternate years, spring 1996

A study of the book of Hebrews along with its historical background and its continuing importance for individuals today.

BIB 383. Romans

3 hours credit, alternate years, spring 1996

An intensive study of the letter of Paul to the Church in Rome. Attention will be focused on the great themes in this letter as well as its historical background and continuing impact upon Christian living today.

BIB 413. Isaiah/Jeremiah

3 hours credit, alternate years, spring 1997

A study and comparison of the teachings of Isaiah and Jeremiah.

BIB 423. Introduction to the Old Testament

3 hours credit, spring 1996

An advanced analysis of significant issues in the study of the Old Testament. Focus will be upon questions of background, chronology, canon and text. A holistic approach will also include the development of major theological concepts throughout the Old Testament. For Bible majors; others by permission.

BIB 433. The Gospel of John

3 hours credit, alternate years, fall 1996

A detailed study of the book in the light of its first century setting. Special attention will be given to its interpretation of Jesus' life and ministry. The focus will be on its value for the first century Christians and its continuing value for today.

BIB 443. The Prison Epistles

3 hours credit, alternate years, spring 1997

A study of Paul's letters to the Ephesians, Philippians, Colossians, and to Philemon.

BIB 463. The Book of Revelation

3 hours credit, alternate years, spring 1997

A study of the book of Revelation and its historical background of the first century as well its similarities to ancient Jewish apocalyptic literature.

BIB 473. Biblical Hermeneutics

3 hours credit, fall 1996

An examination of the history and principles of biblical interpretation. For Bible majors; others by permission.

BIB 483. Introduction to the New Testament

3 hours credit, alternate years, spring 1997

An advanced analysis of significant issues in the study of the New Testament. Focus will be upon questions of background, chronology, canon and text. A holistic approach will also include the development of major theological concepts throughout the New Testament. For Bible majors; others by permission.

BIBLE: Biblical Languages

GRK 214. Elementary Greek I

4 hours credit, fall

An introductory study of the Greek of the New Testament.

GRK 224. Elementary Greek II

4 hours credit, spring

A continuation of Greek 214.

GRK 271, 272. Greek Reading and Research

This course is designed to give the student the opportunity to pursue specialized study under the guidance of the instructor at the intermediate level. These courses may be repeated once for credit.

GRK 313. Greek Readings I

3 hours credit, fall

Reading of Johannine and other selected materials with a review of Greek grammar and an emphasis upon syntax. Prerequisite: GRK 214, 224.

GRK 323. Greek Readings II

3 hours credit, spring

Reading of selected passages from the Pauline letters, Synoptic Gospels, and General Epistles. Emphasis will be placed upon learning intermediate level grammar and syntax. Prerequisite: GRK 313 or consent of professor.

GRK 411, 412. Guided Research

To be arranged with the professor and the department chairman. May be repeated once for credit.

GRK 413. Advanced Greek I

3 hours credit, fall, on demand

An advanced study of Greek grammar and syntax and their contributions to exegesis of the Greek New Testament. The course will focus on different books of the New Testament. May be repeated for credit with the permission of the professor. Prerequisite: GRK 323 or consent of professor.

GRK 423. Advanced Greek II

3 hours credit, spring, on demand

An advanced study of Greek grammar and syntax and their contributions to exegesis of the Greek New Testament. Selected passages from the Septuagint and early Church Fathers will also be studied. An introduction to Textual Criticism will also be included. May be repeated for credit with the permission of the professor. Prerequisite: GRK 413 or consent of professor.

HEB 314. Elementary Hebrew I

4 hours credit, fall, on demand

An introductory study of the Hebrew language.

HEB 324. Elementary Hebrew II

4 hours credit, spring, on demand.

A continuation of Hebrew 314.

HEB 411, 412. Guided Research

To be arranged with the professor and the department chairman. May be repeated once for credit.

HEB 413. Hebrew Readings I

3 hours credit, fall, on demand.

Translating selected passages from the Hebrew Old Testament with a review of Hebrew grammar and an emphasis on syntax.

HEB 423. Hebrew Readings II

3 hours credit, spring, on demand.

Translation of selected passages from the Hebrew Old Testament with an emphasis on learning intermediate level grammar and syntax. Prerequisite: HEB 413.

BIBLE: Doctrinal

DOC 383. The Church

3 hours credit, alternate years, spring 1997

A study of the nature, purposes, organization, work and worship of the Church in the New Testament. Emphasis will be on understanding the New Testament Church and how the Church is still important for developing a meaningful spiritual relationship with God.

DOC 413. Basic Teachings of the Bible

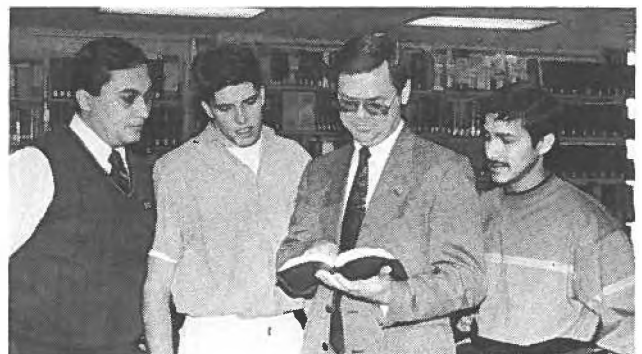
3 hours credit, alternate years, fall 1996

An introduction to the basic teachings of the Bible on topics such as God, Christ, Man, the Church, Redemption, Eschatology, and Christian Evidences.

DOC 433. History of Christian Thought

3 hours credit, alternate years, fall 1995

A historical survey of the development of Christian teaching concerning basic Christian doctrines from the close of the Apostolic period to the modern period.



BIBLE: Ministry

MIN 253. Beginning Preaching

3 hours credit, alternate years, spring 1996

An introduction to the basic techniques of preparing and delivering topical and textual sermons. Attention will also be given to preparing lessons for weddings and funerals.

MIN 311. The International Cycle

1 hour credit, upon demand.

A workshop designed to assist international service personnel, missionaries and international students. Areas covered will be entry, adjustment and reentry.

MIN 313. The Work of the Minister

3 hours credit, alternate years, fall 1995

A study of the theological basis for ministry as well as the day to day responsibility of the minister.

MIN 333. Introduction to World Missions

3 hours credit, spring

A close examination of the biblical, historical and cultural aspects of missions with emphasis on strategy.

MIN 343. Advanced Preaching

3 hours credit, alternate years, spring 1997

An intensive study of the purpose, goals, and methods of Biblical preaching. Emphasis will be on the process of preparing and preaching expository sermons.

MIN 363. Evangelism

3 hours credit, alternate years, spring 1996

A study of the motives, methods, and problems of evangelism. Special attention will be given to the problems and techniques of establishing new congregations and nurturing church growth.

MIN 401, 402, 403. Field Work

1-3 hours credit, on demand.

Field work experience in some area of ministry done under the supervision of a faculty member or one approved by the department chair. A written proposal must be submitted to the department chair for approval.

MIN 411, 421. Seminar in Ministry

1 hour credit, fall, spring

A special class designed to supplement the regular classroom courses. Speakers in various areas of ministry are brought to campus to address and visit with students majoring/minoring in Bible. The student is expected to prepare for the visiting minister by reading a selected list of books. After the lectures, the student submits a written report covering the areas treated in the seminar. For Bible majors.

MIN 423. Counseling

3 hours credit, alternate years, spring 1997

An introductory study of the opportunities and responsibilities of counseling.

MIN 453. Internship

3 hours credit, summer

Required for all Bible majors. Working with a congregation, minister, youth minister, educational director, or counselor under the supervision of elders and/or a professor. For the purpose of giving the student experience other than in the classroom.

MIN 473. The Educational Program of the Local Church

3 hours credit, alternate years, spring 1997

A study of the dynamics involved in developing programs, writing materials and training teachers for the educational activities of local congregations.

MIN 493. Youth Ministry

3 hours credit, alternate years, fall 1996

A study of the need for and responsibilities of ministering to young people.



BIBLE: Philosophy

PHI 323. Introduction to Ethics

3 hours credit, spring

A study of the various ethical systems used in making moral decisions and the problems involved in such decisions. The Biblical basis for making moral decisions in our modern world will be the focus of this course.

PHI 443. Philosophical Traditions of the World

3 hours credit, spring

A multicultural approach to major philosophical questions. Encourages students to analyze different world views and to emerge with personal applications in relation to their major field of study.

BIBLE: Religious History

RHS 313. Survey of Church History I

3 hours credit, alternate years, fall 1995

A study of the significant developments and individuals within the history of Christianity from the close of the Apostolic period to the beginning of the Reformation.

RHS 323. Survey of Church History II

3 hours credit, alternate years, spring 1996

A study of the significant developments and individuals within the history of Christianity from the beginning of the Reformation to the modern era.

RHS 423. History of Religions of the World

3 hours credit, alternate years, spring 1997

A study of the background, development, beliefs, and predominant figures of the major religions of the world.

RHS 433. History of the Reformation

3 hours credit, alternate years, fall 1996

A study of the major individuals, issues, and developments involved with the Reformation of the sixteenth century.

RHS 443. History of the Restoration Movement

3 hours credit, alternate years, spring 1997

A study of the background, ideology, individuals, and developments involved with the Restoration Movement.

BIBLE: Religious Studies

RST 494. Liberal Arts Senior Research Project

4 hours credit, on demand

An extensive major research paper due during the student's final senior semester and to be presented to a gathering of the entire faculty. This project must demonstrate the student's analytical, intellectual, and communicative skills. Prerequisite: Permission of the Director of Liberal Arts.

Human Development: Family Studies

FAM 123. Family Relations

3 hours credit, spring

See Sociology 123 for course description.

FAM 132. Dating & Preparation for Marriage/Human Sexuality

2 hours credit, fall

This course is for persons who want information that can help them prepare for marriage and successfully make the transition to married life. Students learn ways to effectively initiate and maintain relationships, test compatibility, understand self and partner and evaluate readiness for marriage. The second half of the course is an overview of the complex social, psychological and physiological aspects of human sexuality. Emphasis is upon a responsible view of sexuality as a part of life adjustment.

FAM 233. Parenting

3 hours credit, alternate years, spring 1997

The class focuses on principles and practices for effective parenthood. Students learn the way children and parents can help each other in their individual development and the ways parent-child relationships change at different stages of development.

FAM 263. Introduction to Gerontology

3 hours credit, spring, on demand.

An introduction to the field of gerontology. This course includes a study of the aspects of aging and the issues affecting the lives of older adults. Emphasis on understanding the individual and his/her continuous adjustment to the later years of family life cycle.



Human Development: Psychology

PSY 113. General Psychology

3 hours credit, fall, spring

A general overview of the history, philosophical development, and theoretical approaches to the study of human behavior. Consideration is given to such topics as intelligence, personality, motivation, adjustment, and the application of psychology in various fields.

PSY 143. Human Growth and Development

3 hours credit, fall, spring

The physical, mental, emotional, and social development of the human individual from birth to the end of life. Application of the principles of psychology to an understanding of human growth with emphasis on understanding child and adolescent behavior will be the major emphasis.

PSY 223. Introduction to Human Services

3 hours credit, spring

Exploration of social welfare systems as a social institution. A functional, as well as philosophical, look at the development and present status of social welfare and how it helps individuals, families and groups enhance or restore capacities for social functioning.

PSY 313. Child Behavior and Development

3 hours credit, fall

Current issues in theory and research in developmental psychology are examined (e.g., emotional development, the changing American family, the pre-school years, social understanding).

PSY 323. Adolescent Psychology

3 hours credit, spring

Designed to survey the sequence and nature of adolescent development by studying principles related to the areas of emotional, intellectual, social, cognitive, moral and physical development. Resources in the local community that can aid youth and their parents or adult persons working with them will be identified. Age span included is from the middle-school age through the high-school age student. Prerequisite: PSY 143 or permission of instructor.

PSY 333. Theories of Personality

3 hours credit, fall

Theories of personality development and the varying degrees of emphasis placed upon such factors as environment, heredity, learning, etc. Prerequisite: PSY 113 or permission of instructor.

PSY 343. Abnormal Psychology

3 hours credit, spring

Study of abnormal behavior patterns, as well as theories that seek to explain such behavior, with an emphasis on treatment as well as diagnosis. Prerequisite: 12 hours of psychology or permission of instructor.

PSY 413. Adult Development and Aging

3 hours credit, fall

A study of the psychological, religious and sociological aspects of major transition phases in adult development. Topics include selecting a mate, meshing of personalities in marriage, the first child, teen-parent interactions, marriages of children, empty nest, retirement, adjustment to grandchildren, and the special conditions of serious illness, death and divorce. Prerequisite: PSY 143.

PSY 433. Social Science Research

3 hours credit, fall

Introduction to the use of the scientific method in general social science research. Consideration given to formulation of problems, techniques of gathering data, presentation and interpretation of research findings. Prerequisite: 12 hours of psychology or permission of instructor.

PSY 443. Field Experience

3 hours credit, fall, spring, on demand

Appropriate field work experiences in areas of emphasis. Prerequisite: 12 hours of psychology or permission of instructor.

PSY 463. Readings in Psychology

3 hours credit, spring

The student, in cooperation with the instructor, will pursue a topic of interest in the psychological literature, prepare abstracts of journal articles and write a review of literature. Prerequisite: senior psychology majors only.

PSY 481. Senior Seminar

1 hour credit, spring

Career options, preparation of resume, job interview and graduate school options will be investigated. Prerequisite: senior psychology majors only.



Human Development: Sociology

SOC 113. Introduction to Sociology

3 hours credit, fall

A study of the basic methods and concepts used in the description and understanding of group behavior. Special attention is given to the way in which the individual is molded by various social groups, such as communities, nationalities, and crowds.

SOC 123. Family Relations

3 hours credit, spring

This introductory course teaches the basic principles and skills that are needed in creating a successful marriage and family life. Family relationships in all stages of the life cycle are examined.

SOC 213. Contemporary Social Problems

3 hours credit, spring

A study of social problems and social disorganization such as mental disorders, juvenile delinquency, crime, race and ethnic relations, poverty, and war and disarmament. Prerequisite: Sociology 113 or consent of professor.

Human Development: York College Studies

YCS 101. Freshman Seminar

1 hour credit, fall, spring

This course is an orientation designed primarily to aid the student in making a satisfactory adjustment to college life. This course is required for all new freshmen.

YCS 111. Helping Relationship I.

1 hour credit, fall

The study of attitudes and procedures involved in supportive human relationships. Attention is given to practical helping and counseling approaches within residence hall settings including a study of college student development theory. Required for, and open only to, Residence Hall Staff.

YCS 121. Helping Relationship II.

1 hour credit, spring

A continuation of the study of attitudes and procedures involved in supportive human relationships. Time will also be spent discussing residence life issues such as: the history of the residence hall, the role of residence hall staff, and college student development theory. This course is required for Residence Hall Staff and open to any students interested in applying for a Residence Hall staff position.



E. A. LEVITT SCHOOL OF BUSINESS

In 1979, York College's Business Division was named the E. A. Levitt School of Business in honor of a long-time friend of York College. Elijah A. Levitt, LL.D., was a prominent local businessman who generously contributed to the growth of the community and of York College. The School of Business offers the Bachelor of Science with a major in Accounting, the Bachelor of Business Administration with major concentrations in the areas of business administration, finance, and management; and minor courses of study in accounting, business administration, finance, management, and office management. In addition, the Associate in Applied Science is offered for the student desiring to prepare for a career as an executive secretary, administrative assistant, or word processing specialist.

The programs offered by the E. A. Levitt School of Business will help to prepare students for careers which include work in the following fields: accounting, auditing, management, entrepreneurship, marketing, finance, banking, insurance, securities, real estate, sales management, advertising, retail, economics, government, education, health and human services, office management, and advanced studies in professional and graduate schools.

MISSION STATEMENT

The primary mission of the E. A. Levitt School of Business is to effectively prepare our students for successful professional careers as Christian business men and women. Under this main goal are the following sub-goals:

1. To impart to students a good understanding of the current common body of knowledge in business administration.
2. To provide the advanced courses of instruction that our students need in areas where majors are offered.
3. To provide our students with a broad general education which will prepare them for enriched lives.
4. To prepare students for advanced graduate-level study.
5. To prepare our students for active and responsible roles as citizens and as leaders in business and society.
6. To help students clarify and prepare for their responsibilities as Christian business men and women.
7. To help students understand and prepare for the ethical questions that they will face as Christian business people.
8. To provide extracurricular opportunities for students to grow professionally through competitions, clubs, etc.
9. To aggressively help students find and secure their desired employment and/or graduate studies.

DEGREES OFFERED

The E. A. Levitt School of Business offers the following three degrees (5 programs):

1. Bachelor of Business Administration Degree with majors in:
 - a. Business Administration,
 - b. Finance, and
 - c. Management,
2. Bachelor of Science with a major in Accounting,
3. Associate in Applied Science with a major in Office Technology.

BACCALAUREATE DEGREE REQUIREMENTS

Either Bachelor's degree requires a total of at least 128 hours with GPAs of at least 2.00 overall, at least 2.00 in each business course, and at least 2.00 in any major and minor. If course requirements for the intended major(s)/minor(s) overlap, other business courses must be taken as substitutes with the approval of the department chair.

The hours are divided into the following three sections:

One. General Education Requirements: 50 hours (Common to All Degree Plans)

- | | |
|--|----|
| I. Bible. See Bible heading on Page 18. | |
| A. BIB 113, 123, 212, 222 | 10 |
| B. Upper division course from BIB, DOC, MIN, PHI, or RHS | 2 |

PHI 323 is required during the senior year and is required in the business core.

- | | |
|---|---|
| II. Communication. | |
| A. COM 113 | 3 |
| B. ENG 113, 123 | 6 |
| C. Junior English Proficiency Examination | - |

- | | |
|------------------------------|---|
| III. Creative spirit. | |
| A. ART 203 or MUS 203 | 3 |
| B. ENG 213, 223, or higher | 3 |

- | | |
|--|---|
| IV. Creation/Technology | |
| A. Natural Science including a laboratory | 7 |
| B. MTH 173 <i>College Algebra</i> or higher | 3 |
| Those who are going to pursue a graduate degree are encouraged to take a calculus course in addition to the required Math 173. | |

- | | |
|---------------------------------------|---|
| V. Roles in society | |
| A. History | 6 |
| B. YCS 101 <i>Freshman Seminar</i> | 1 |
| C. POL 123 and PSY 113/143 or SOC 113 | 6 |

Two. The Business Core Requirements: 42 hours
(Common to All Degree Plans)

ACC 213/223 <i>Accounting Principles I & II</i>	6
BUS 133 <i>Introduction to Business</i>	3
CIS 113 <i>Introduction to Microcomputers</i>	3
ECO 233 <i>Principles of Macro-Economics</i>	3
ECO 243 <i>Principles of Micro-Economics</i>	3
MTH 223 <i>Elements of Statistics</i>	3
BUS 323 <i>Business Communication</i>	3
BUS 453 <i>Business Law I</i>	3
FIN 313 <i>Financial Management</i>	3
MGM 313 <i>Principles of Management</i>	3
MGM 483 <i>Seminar in Business Policy</i>	3
MKT 323 <i>Principles of Marketing</i>	3
PHI 323 <i>Introduction to Ethics</i>	3

Three. Additional Requirements for Majors in Accounting, Business Administration, Finance or Management: 36 hours.

B.S. IN ACCOUNTING

Accounting / Specialized Courses - 24 Hours

- ACC 313 Intermediate Accounting I
- ACC 323 Intermediate Accounting II
- ACC 343 Cost Accounting I (Management Accounting)
- ACC 333 Accounting Information Systems for Management
- ACC 413 Advanced Accounting I
- ACC 423 Fundamentals of Auditing
- ACC 433 Income Tax I
- Plus three hours from the following:
 - ACC 443 Income Tax II
 - ACC 453 Cost Accounting II
 - ACC 463 Governmental and Non-Profit Accounting
 - BUS 463 Business Law II

Electives - 12 Hours

B.B.A. IN BUSINESS ADMINISTRATION

Minor - 18 Hours

A minor of 18 semester hours in any minor program. If a minor is chosen in the school of business it must be exclusive of the work specified above.

Computer Science - 3 Hours

CIS 333 Accounting/Management Information Systems

Electives - 15 Hours



B.B.A. IN FINANCE

Finance / Specialized Courses - 24 Hours

- ACC 313 Intermediate Accounting I
- ACC 333 Accounting Information Systems for Mgt.
- FIN 323 Money and Banking
- FIN 333 Principles of Investment
- FIN 413 Advanced Financial Management
- FIN 423 Financial Markets and Institutions
- FIN 433 Principles of Insurance
- FIN 443 Principles of Real Estate

Electives - 12 Hours

B.B.A. IN MANAGEMENT

Management Courses - 24 Hours

- ACC 343 Management Accounting (Cost Accounting)
- MGM 343 Human Resource Management
- CIS 333 Accounting/Management Information Systems
- MGM 423 Organizational Behavior
- MGM 433 Production / Operations Management
- MGM 453 Labor Relations
- Plus six hours from the following:

- ACC 433 Income Tax I
- BUS 463 Business Law II
- FIN 323 Money and Banking
- FIN 333 Principles of Investment
- MGM 373 Small Business Management

Electives - 12 Hours

YORK COLLEGE
E. A. LEVITT SCHOOL OF BUSINESS
Graduation Plan (all Baccalaureate programs)

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
BUS 133..... 3	COM 113..... 3
YCS 101..... 1	CIS 113..... 3
Science..... 3	Science..... 3
MTH 173..... <u>3</u>	Science Laboratory... <u>1</u>
16	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
ENG 213..... 3	POL 123..... 3
HST..... 3	HST..... 3
ACC 213..... 3	ACC 223..... 3
ECO 233..... 3	ECO 243..... 3
PSY/SOC per 5C... <u>3</u>	ART/MUS 203..... <u>3</u>
17	17

Junior Year

<i>First Semester</i>	<i>Second Semester</i>
All programs	
BIB (UD)..... 2	BUS 323..... 3
ACC/CIS 333..... 3	MTH 223..... 3
FIN 313..... 3	MKT 323..... 3
MGM 313..... 3	
Accounting Majors	
ACC 313..... 3	ACC 323..... 3
Electives..... 3	ACC 343..... 3
Business Administration Majors	
Minor..... 6	Minor..... 6
Finance Majors	
ACC 313..... 3	FIN 323..... 3
FIN 333..... 3	Electives..... 3
Management Majors	
MGM 373..... 3	ACC 343..... 3
FIN 333..... <u>3</u>	MGM 343..... <u>3</u>
Term Totals: 17	15

Senior Year

<i>First Semester</i>	<i>Second Semester</i>
All programs	
BUS 453..... 3	MGM 483..... 3
Electives..... 6	PHI 323..... 3
Accounting Majors	
ACC 413..... 3	ACC 423..... 3
ACC 433..... 3	ACC 4X3 elective... 3
	Elective..... 3
Business Administration Majors	
Minor..... 3	Minor..... 3
Electives..... 3	Elective..... 6
Finance Majors	
FIN 413..... 3	FIN 423..... 3
FIN 433..... 3	FIN 443..... 3
	Elective..... 3
Management Majors	
Elective..... 3	Elective..... 3
MGM 433..... <u>3</u>	MGM 423..... 3
Term Totals: 15	MGM 443..... <u>3</u>
	15

Graduation Plan for Dual Degrees
B.S. in Accounting/B.B.A. in Finance

Junior Year

<i>First Semester</i>	<i>Second Semester</i>
BIB (UD)..... 2	
ACC/CIS 333..... 3	MTH 223..... 3
FIN 313..... 3	MKT 323..... 3
ACC 313..... 3	ACC 323..... 3
MGM 313..... 3	ACC 343..... 3
Electives..... <u>3</u>	BUS 323..... <u>3</u>
Term Totals: 17	15

Senior Year

<i>First Semester</i>	<i>Second Semester</i>
BUS 453..... 3	PHI 323..... 3
ACC 413..... 3	ACC 423..... 3
FIN 333..... 3	FIN 323..... 3
FIN 413..... 3	FIN 423..... 3
FIN 433..... <u>3</u>	Elective..... <u>3</u>
Term Totals: 15	15

Fifth Year

<i>First Semester</i>	<i>Second Semester</i>
BIB elective..... 3	MGM 483..... 3
ACC 433..... 3	ACC 443..... 3
ACC 453..... 3	ACC 463..... 3
MGM elective..... 3	BUS 463..... 3
Elective..... <u>3</u>	FIN 443..... <u>3</u>
Term Totals: 15	15



MINORS OFFERED

The E. A. Levitt School of Business offers minors in accounting, business administration, finance, management, and office management. They all require a GPA of at least 2.00 on 18 or more hours of course work which must be exclusive of any courses required for another major or minor. If any courses overlap, then other business courses must be taken as substitutes. The substituted classes must be approved by the chair of the E. A. Levitt School of Business.

The required courses for a **minor in accounting** are:

ACC 213 & 223 Accounting Principles I & II
 ACC 313 & 323 Intermediate Accounting I & II
 ACC 343 Cost Accounting I (Management Accounting)
 Plus 3 upper division hours in accounting.

The required courses for a **business administration** minor are:

ACC 213 & 223 Accounting Principles I & II,
 CIS 113 Introduction to Microcomputers,
 ECO 233 Principles of Macro-Economics
 or ECO 243 Principles of Micro-Economics,
 MKT 323 Principles of Marketing,
 MGM 313 Principles of Management.

The required courses for a **minor in finance** are as follows:

ACC 213 & 223 Accounting Principles I & II,
 ECO 243 Principles of Micro-Economics,
 FIN 313 Financial Management,
 FIN 333 Principles of Investment,
 Plus 6 upper division hours in Finance selected with
 the approval of the chair of the E. A. Levitt School
 of Business.

The required courses for a **minor in management** are:

ACC 213 Accounting Principles I,
 MKT 323 Principles of Marketing,
 MGM 313 Principles of Management,
 MGM 343 Human Resource Management,
 MGM 423 Organizational Behavior, plus
 3 upper division business hours selected with the approval of
 the chair of the E. A. Levitt School of Business.

The required courses for a **minor in office management** are
 as follows:

BUS 323 Business Communication,
 CIS 113 Introduction to Microcomputers,
 MGM 313 Principles of Management,
 OTC 113 Keyboarding II,
 OTC 153 Office Procedures,
 OTC 273 Word Processing I.

ASSOCIATE IN APPLIED SCIENCE

The E.A. Levitt School of Business offers this degree with a **major in Office Technology** for the student who desires to prepare for a business career as an administrative assistant or executive secretary or as a word processor. This program requires an overall GPA of at least 2.00, a business GPA of 2.00 or greater, and at least 64 semester-hours. Normally, no substitutions are allowed in this program; any changes must be approved by the department. However, if the student has sufficient high school shorthand or typewriting, substitutions may be made for certain courses based on approval by the Office Technology faculty.

Graduation Plan AAS in Office Technology Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
OTC 133..... 3	CIS 113..... 3
OTC 153..... 3	OTC 223..... 3
OTC 273..... 3	OTC 283..... 3
YCS 101..... 1	
16	15

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
ACC 213..... 3	BUS 323..... 3
BUS 133..... 3	Science..... 3
COM 113..... 3	HST..... 3
MTH 143..... 3	ECO 243..... 3
OTC 251, 252..... 3	PSY/SOC..... 3
17	17

ACCOUNTING

ACC 213. Accounting Principles I

3 hours credit, fall

An introduction to accounting principles and to the process of recording financial data and preparing periodic financial statements. Accounting for the sole proprietorship, for a merchandising firm, and payroll are emphasized.

ACC 223. Accounting Principles II

3 hours credit, spring

A continuation of 213. Places particular emphasis on partnership accounting and corporation accounting. The student is introduced to analyzing and interpreting financial statements, budgeting and cost accounting. Prerequisite: ACC 213.

ACC 313 Intermediate Accounting I

3 hours credit, fall

General objectives and principles of financial accounting with emphasis on accounting for assets and statement presentation. Special consideration is given to the Financial Accounting Standards Board conceptual framework. Prerequisite: ACC 223.

ACC 323. Intermediate Accounting II

3 hours credit, spring

A continuation of 313. Study of generally accepted accounting principles related to liabilities and capital, financial statement analysis, statement of changes in financial position, price level accounting, and leasing transactions. Prerequisite: ACC 313.

ACC 333. Accounting Information Systems for Management

3 hours credit, fall

A comprehensive study of organizational needs for information and an introduction to the integrated management information system. Information is studied as an organizational resource. Concepts underlying the analysis, design, use, control, and audit of accounting information systems will be studied. The class will look at several examples of accounting systems, and each student will get an in depth look at one system. Emphasis is placed on current issues and developments in the field. Prerequisites: CIS 113 and ACC 223.

ACC 343. Cost Accounting I (Management Accounting)

3 hours credit, spring

A study of accounting practices relating to manufacturing operations. Topics include job order, process accounting, standard cost systems, break-even analysis, variances, cost-volume-profit analysis, and budgeting. Prerequisite: ACC 223.

ACC 303. Accounting Internship

3 hours credit, on demand

Provides students with an opportunity for practical application under the direct supervision of a certified public accountant in an accounting firm. Prospective interns are screened by the department and supervising employer. Co-/Pre-requisite: ACC 313 or consent of department's intern coordinator.

ACC 413. Advanced Financial Accounting I

3 hours credit, fall

Accounting for alternative forms of business expansion with emphasis on consolidated statements. Topics include partnerships, business combinations, consolidated financial statements, foreign operations, and segment reporting. Prerequisite: 223.

ACC 423. Fundamentals of Auditing

3 hours credit, spring

Study of auditing theory and procedures. The nature of auditing, internal control systems, auditing techniques and evidence, audit working papers and reports, and professional ethics and independence are emphasized. Prerequisite: ACC 223.

ACC 433. Income Tax I

3 hours credit, fall

Study of federal income tax law and procedures primarily as they pertain to individuals. Topics include gross income, exclusions, personal and business deductions and credits, preparation of tax returns, and tax planning under current law.

ACC 443. Income Tax II

3 hours credit, spring

A continuation of the study of the federal income tax as it relates to corporations, partnerships and fiduciaries. Also included is study of more specialized income tax problems and the federal social security, estate and gift taxes. Prerequisite: ACC 433.

ACC 453. Cost Accounting II

3 hours credit, fall

Additional study in the development of cost and managerial accounting data for use in planning, control and decision-making by managers. Covers incremental costs, flexible budgeting, capital budgeting, inventory models, decision-making behavior under uncertainty and determination of cost. Prerequisite: ACC 343.

ACC 463. Governmental and Non-Profit Accounting

3 hours credit, spring

A study of fund accounting practices and procedures for different types of governmental entities and other not-for-profit organizations. Includes an analysis of financial information presentation for these entities. Prerequisite: ACC 223

BUSINESS ADMINISTRATION**BUS 133. Introduction to Business**

3 hours credit, fall

An introduction to the financial, personnel, organizational, marketing, and production functions of business. An intensive examination of the free enterprise system as practiced in the United States. Use of business models to understand the function of a business in society, responsibilities to customers and employees. How a firm makes a profit and remains in business.

BUS 323. Business Communications

3 hours credit, spring

Principles, techniques, and mechanics of modern business letters, report writing, and tabular and graphic presentations. Basic instruction in principles and theory for formal research, and sources of business information. Fundamentals of oral communication in business. Prerequisites: COM 113 and ENG 123.

BUS 453. Business Law I

3 hours credit, fall

A detailed study of the legal environment in which all businesses must function. Emphasis is placed on contracts, sales, and secured transactions. Prerequisite: upper division standing.

BUS 463. Business Law II

3 hours credit, spring

A continuation of 453. Emphasis is placed on commercial paper, business organizations, debtor and creditor relations, regulation of business, and property. Prerequisite: BUS 453.

COMPUTER INFORMATION SYSTEMS

{also see page 71}

CIS 113. Introduction to Microcomputers

3 hours credit, fall and spring

A course, oriented toward future computer users, that will teach them the terminology and principles required to talk with the computer specialists. The student will acquire a practical working knowledge of the DOS operating system, a word processor, a spreadsheet and a database.

CIS 333 Management / Accounting Information Systems

3 hours credit, fall

A comprehensive study of organizational needs for information and an introduction to the integrated management information system. Information is studied as an organizational resource. Concepts underlying the analysis, design use, control, and audit of accounting information systems will be studied. The class will look at several examples of management information systems, and each student will get an in depth look at one accounting system. Emphasis is placed on current issues and developments in the field. Prerequisite: CIS 113 and upper division standing.

ECONOMICS

ECO 233. Principles of Macro-Economics

3 hours credit, fall

A study of the economic system as a whole, dealing with price levels, employment, the level of total production of goods and services, and growth. Includes a study of the free-enterprise system, government monetary and fiscal policy, and international trade. An emphasis is placed on the historical perspective. Prerequisite: sophomore standing.

ECO 243. Principles of Micro-Economics

3 hours credit, spring

A study of specific economic units within a free enterprise economy such as individual consumers, businesses, or industries. Includes a study of how demand and supply and the price mechanism direct the production and pricing choices of an individual firm and industry. The student is introduced to micro-problems in U. S. society. Prerequisite: sophomore standing.

FINANCE

FIN 313. Financial Management

3 hours credit, fall

Study of the objectives and techniques of the finance function of the firm. Financial ratios, cash budgets, break-even analysis, leverage, quantitative tools, security evaluation, cost of capital, capital budgeting, working capital management, sources of capital for expansion, and evaluation of the capital structure are studied. Prerequisites: ACC 223, MTH 173 and junior standing.

FIN 323. Money and Banking

3 hours credit, spring

Study of the nature and operations of our money and banking system, and the application of modern monetary and banking theory to domestic and international problems. Emphasis is placed on central banking, the Federal Reserve System, free enterprise, governmental control, the money supply, and foreign exchange. Prerequisite: ECO 233 and ECO 243.

FIN 333. Principles of Investment

3 hours credit, fall

A practical study of basic theory, concepts, and principles of investment decisions. Emphasizes portfolio construction and management, investment media, fundamental and technical analysis, tools of investment analysis, and the psychological aspects of the market. Prerequisite: FIN 313.

FIN 413 Advanced Financial Management

3 hours credit, fall

An in-depth study of the theories and practices related to the financial management of the firm. This course involves a case study format for learning. Areas covered include capital structure and dividend policy, risk analysis, valuation models, asset management, long-term financing decisions, and advanced topics related to capital budgeting. Prerequisite: FIN 313.

FIN 423. Financial Markets and Institutions

3 hours credit, spring

A study of various types of financial markets and other financial institutions. Includes a study of the nature and importance of the various financial markets, current problems and issues facing different financial markets, and how the financial system of the United States interacts and influences the world's financial system. Prerequisite: FIN 313

FIN 433. Principles of Insurance

3 hours credit, fall

A study of the general principles and theories of insurance. An analysis of the relationship between risk and insurance. Different types of insurance will be covered including, property, casualty, health and life. There will also be an examination of how insurance companies operate.

FIN 443. Principles of Real Estate

3 hours credit, spring

An introduction to the field of real estate. Some of the topics to be covered would include real estate valuation, real estate financing, forms of real estate ownership, real estate law, and government regulations.

MANAGEMENT

MGM 313. Principles of Management

3 hours credit, fall

An introduction to the management processes of planning, organizing, leading, and controlling. The theory and history of management, decision making, policy planning, organization planning, supervising, coordinating and controlling, and personnel management are studied. Prerequisite: junior standing.

MGM 343. Human Resource Management

3 hours credit, alternate years, spring 1997

The methods and techniques of personnel management will be examined. Emphasis is placed upon proper procedures in recruitment, selection, motivation, promotion, training, performance evaluation, and compensation. Course focuses on contemporary personnel management issues. Prerequisite: junior standing.

MGM 373. Small Business Management

3 hours credit, alternate years, fall 1996

Theory, general principles and practice required to initiate and manage a small business successfully. The development of policies, methods, and managerial strategies to accommodate the rapidly changing business environment is studied. Prerequisite: junior standing.

MGM 423. Organizational Behavior

3 hours credit, alternate years, spring 1996

An integration of social sciences as they affect people at work. The organization is analyzed from the standpoint of three interacting systems: the individual, the group, and the organization itself. Emphasis is placed on managing organizational behavior. Prerequisite: senior standing.

MGM 433. Production/Operations Management

3 hours credit, alternate years, fall 1995

A study of the production operations function in business, including the creation of both goods and services. Study is centered on design, location, and operation of the productive system and its interrelationship with other systems in the organization. Special emphasis is placed on the use of quantitative techniques in decision-making. Prerequisite: junior standing.

MGM 443. Labor Relations

3 hours credit, alternate years, spring 1996

A study of labor in the U.S., with careful attention to the historical development and current status of the labor force, analysis of labor policies, wages, hours, unionism, and labor-management relations. Particular emphasis is placed on the practical considerations of concern to managers and supervisors. Prerequisite: junior standing.

MGM 483. Seminar in Business Policy

3 hours credit, spring

A capstone seminar which draws together the concepts and tools studied in previous business courses. Uses the case method of instruction. Affords practice in analyzing authentic managerial problems in free enterprise from the varying viewpoints of diverse disciplines, and practice in forming workable solutions which consider both technical factors and human ones. Gives particular attention to the standards of conduct appropriate for Christian leaders. Prerequisite: senior standing.

MARKETING

MKT 323. Principles of Marketing

3 hours credit, spring

An introduction to the fundamentals of marketing. Product distribution, promotion, and price are studied with emphasis on the marketing aspects of managerial decision making in a dynamic society. Prerequisite: junior standing.

OFFICE TECHNOLOGY

OTC 101. Basic Keyboarding

1 hour credit, spring

Basic keyboarding skills for students not majoring in Office Technology, including alphabetic keys, figure/symbol keys in the top row, and the ten-key numeric pad.

OTC 103. Keyboarding I

3 hours credit, spring

Introduces students to keyboarding and formatting techniques, teaches them to proofread and make corrections, and develop their basic key stroking speed and accuracy skills.

OTC 113. Keyboarding II

3 hours credit, fall

Students will improve speed and accuracy and practice letter styles, manuscripts, rough drafts, tabulations and business forms. (For students who have previous skill of 40 wpm and a basic knowledge of the items listed.)

OTC 133. Speedwriting I

3 hours credit, fall

Students will learn and practice a phonetic system of shorthand using letters of the alphabet. Students will learn basic theory and skills necessary for correct writing and transcribing of notes. (Previous typing skills necessary.)

OTC 153. Office Procedures

3 hours credit, alternate years, fall 1995

Students will integrate relevant skills and procedures in the performance of electronic office duties. Areas covered include the role of the secretary, communications skills, proofreading techniques, calculation key-pad skills, and reference sources.

OTC 223. Keyboarding III

3 hours credit, spring

Students will improve typing speed and accuracy and concentrate on production typing including statistical typing, report writing, financial statements, legal documents, and duplicating processes. (For students who have a previous skill of about 50 wpm and a thorough knowledge of items listed for Typing II.)

OTC 251. Records Management

1 hour credit, alternate years, fall 1994

Students will be introduced to records management which includes the learning and application of the rules of alphabetic, geographic, numerical, subject, and chronological methods of filing.

OTC 252. Machine Transcription

2 hours credit, alternate years, fall 1994

Students will review document format, capitalization, punctuation, and number rules; clarify commonly confused words; and apply their English, typing, and proofreading skills to the production of typewritten business documents from recorded dictation.

OTC 273. Word Processing I

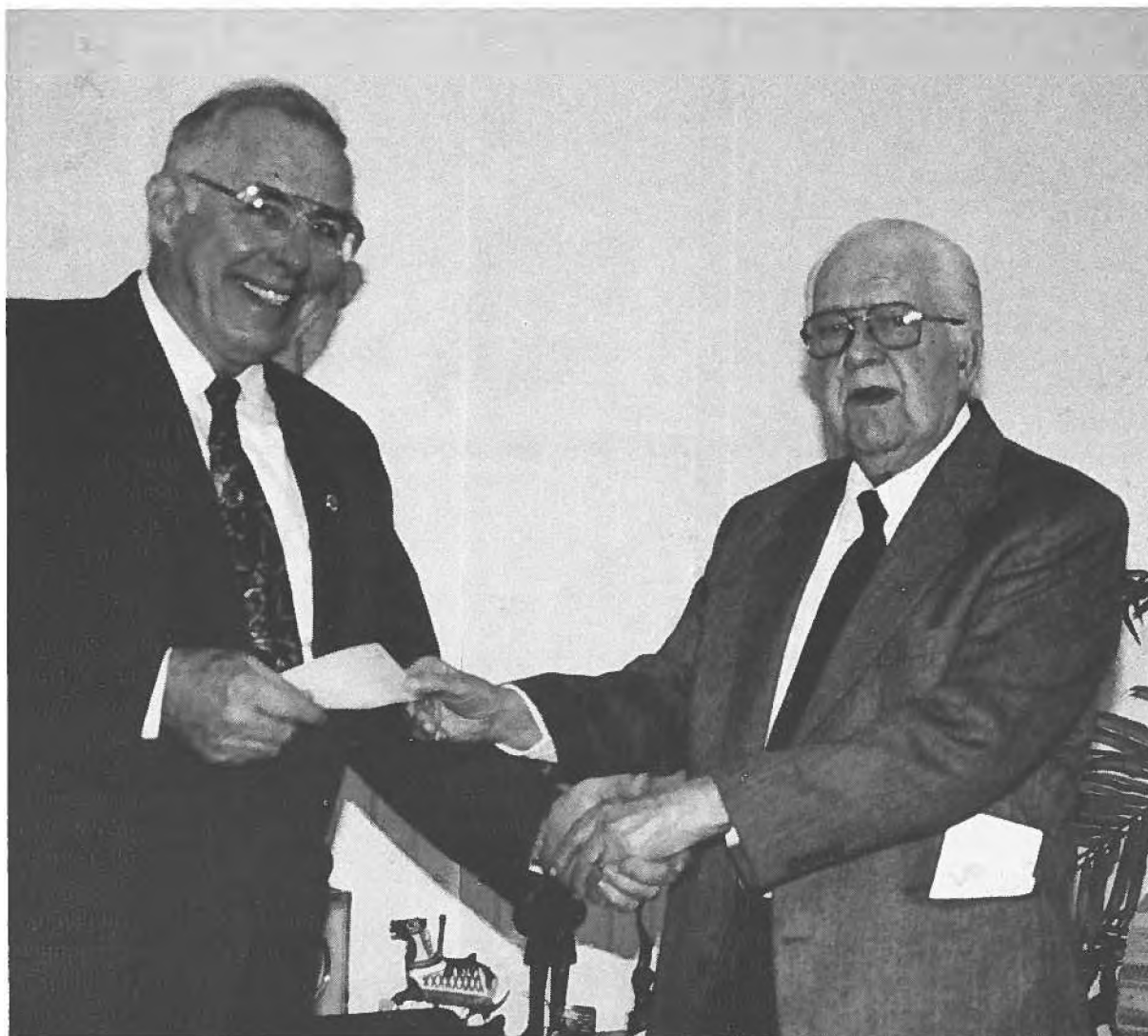
3 hours credit, fall

Office information and decision support systems are examined as emerging and critical elements in information systems. Students are given hands-on experience using WordPerfect 6.0 for Windows and related software. Prerequisite: ability to type.

OTC 283. Word Processing II

3 hours credit, spring

Students will learn the advanced features of WordPerfect 6.0 for the Windows environment. Prerequisite: OTC 273 or permission of instructor.





DIVISION OF EDUCATION

DEPARTMENT OF TEACHER EDUCATION

The mission of York College is to provide students with knowledge and ideals that will lead to effective Christian service. The York College teacher education program specifically seeks to prepare students to be professionally and personally competent to serve effectively as teachers, forming successful relationships in a pluralistic society across the nation and around the world. This is viewed as an extension of the college mission.

Competent teaching requires a knowledge base; it also requires the practical ability to convey that knowledge successfully to students. This practical ability to teach requires a working understanding of learner, teaching process, curriculum and the profession. Categorized in this way, the objectives of the York College teacher education program are as follows:

1. The pre-service teacher will demonstrate the ability to respond appropriately to the uniqueness of all learners, applying informal and formal assessments and sound, trained judgment.
2. The pre-service teacher will internalize and use research-based models of instructional planning, classroom management, and teaching methods.
3. Building on a sound general education foundation, the preservice teacher will demonstrate an understanding of appropriate scope and sequence of curriculum in the school, relating that scope and sequence effectively to student outcomes.
4. The preservice teacher will demonstrate heightened awareness of multicultural and equity issues in the classroom and will demonstrate deepened commitment to the value of cultural pluralism, investigating topics in a special class but also applying knowledge in an integrated way throughout the professional development courses and field experience.

ADMISSION REQUIREMENTS

After admission to York College, students must be formally admitted to the education department. During Education 203, *Introduction to Education*, students must sign a notice verifying that they have read the screening procedures for entering the department. The teacher education council (TEC, composed of faculty in the education department and faculty teaching methods courses) will screen student applications and verify that applicants have the following:

1. A signed notice of admission procedures,
2. A completed teacher education application form,
3. An applicant data and assignment agreement form,
4. Health clearance to assure freedom from any impairments such as would cause revocation of a teaching certificate by the Nebraska Department of Education,

5. A minimum of 60 semester hours of credit with a GPA of 2.50 or above,
6. Twelve hours of English with a GPA of 2.00 or above,
7. Satisfactory scores on the Pre-Professional Skills Test (PPST): 170 on the reading component, 171 on the mathematics component, 172 on the writing component.
(Note: York College is a PPST testing site.)
8. Favorable recommendations from three faculty members.
(Note: The recommendations should assess reading and writing competencies, people skills, the suitability of a student's personality to teaching, and any other factors deemed important by the faculty members.)
9. The same high moral and personal standards required of certified teachers by the laws of the state of Nebraska (Note: Students who have been convicted of a felony will not be allowed to student teach unless an appeal to the Nebraska State Board of Education has been approved.)
10. Successful (C or above) completion of Education 203.

The PPST may be taken in conjunction with Education 203. After applicant screening, students will be notified in writing of admission or denial. Any student may appeal denial of initial admittance in writing, first to the teacher education council and secondly to the Vice President for Academic Affairs of York College. Unless special permission is granted by the council or the Vice President, no student may take more than six semester hours of upper level professional education courses before being formally admitted to the department. This rule does not apply to courses offered in other departments for endorsement areas.

Acceptance of Transfer Credit - (See also **Transfer**, page 23). A student must complete at least 30 semester hours at York College (15 of which must be in the senior year), be a regular student for at least one semester and be in attendance during the semester of graduation. Student teaching must be done through York College.

Students who transfer 60 or more semester hours from other institutions, meeting GPA requirements, and another institution's equivalent of the introduction to education course may enroll in upper division professional education courses their first semester at York College only with permission of the teacher education council. They must apply for admission to the education program, meet all requirements, and be admitted before enrolling in additional professional education courses.

Checkpoints for Retention and Appeals Procedure - The teacher education council will review records periodically and dismiss from the program any student whose health record, academic performance, or personal behavior is deemed unsatisfactory. Under these circumstances, a student may be readmitted by appealing in writing, first to the TEC, and secondly to the Vice President for Academic Affairs of York College. Each

student will be assigned an advisor from the education department. Each student and this advisor must certify regularly to the TEC that academic, emotional, social, and mental development is proceeding forward at a rate that should enable that student to be a successful beginning teacher. Each advisor will have current records, including GPA, at hand every semester and will make sure the student is maintaining GPAs of at least 2.00 in English, 2.50 overall, and a 2.50 GPA in professional development courses and in each chosen teaching field. These are the academic standards that must be met when one applies for student teaching. In addition, advisors will check regularly on the total number of clock hours of laboratory experiences accumulated to that point.

Early in the program, each student will write an essay entitled, "Why I Want to Teach." This essay will be used diagnostically to assist a student in improving competency in written expression and then kept on file. Prior to graduation, each student will address the same topic in a second essay. A comparison of the two essays will help to assess growth in written expression and development of philosophy.

Early in professional development courses, students will become familiar with the teaching competencies that will be required of them in order to be recommended for certification. All evaluation forms used in early laboratory experiences (unit teaching, etc.) will focus on these same competencies. This ongoing assessment of progress and of consistency in exhibiting the expected competencies should well prepare students to show overall competence as student teachers. Competencies assessed are command of subject matter, development of lesson plans and learning activities, defining instructional objectives, lesson presentation, student motivation, providing for individual student differences, questioning skills, use of instructional resources, classroom management, creation of classroom environment, and evaluation of student learning. The summative form used finally to assess these competencies during student teaching is found in the York College Student Teaching Handbook.

ACADEMIC INFORMATION

Endorsements - York College recommends endorsements for teaching certificates in the following field and subject areas:

FIELD ENDORSEMENTS

Elementary Education (K-6)
Middle Grades (4-9)
Mathematics (7-12)
Natural Science (7-12)

ELEMENTARY SUBJECT ENDORSEMENTS

Art (K-6)
Physical Education (K-6)
Vocal Music (K-6)

MIDDLE GRADES SUBJECT ENDORSEMENTS

Art (4-9)
Communication (4-9)
Health and Physical Education (4-9)
History (4-9)
Language Arts (4-9)
Mathematics (4-9)
Science (4-9)
Social Studies (4-9)

SECONDARY SUBJECT ENDORSEMENTS

Biology (7-12)
*Coaching (7-12)
English (7-12)
History (7-12)
Physical Education (7-12)
Reading (7-12)
Speech and Drama (7-12)
Vocal Music (7-12)
* - Supplemental Endorsement

General Education Requirements - A student must have a minimum of 128 semester hours of credit for graduation with a baccalaureate degree. At least 44 of those semester hours must be upper division. The Nebraska Department of Education asks that all institutions require candidates for education degrees to have a minimum of 40 semester hours of credit in social science, natural science, humanities, fine arts, and physical and mental health. General education must constitute from one-fourth to one-half of the credit hours required for a degree. These courses are basically informational rather than pedagogical in nature. This is consistent with the York College commitment to a strong liberal arts background.

Education degree candidates will have twelve hours of English, six in composition and six in literature. They will have at least three hours of fine arts (including art appreciation or music appreciation), seven hours of science with lab (including biology), health education, six hours of history (including at least three hours of United States history), and a course in speech communication. All education degree candidates will have taken a math course designed either to meet the needs of the elementary and middle grades teacher or to provide instruction at the level of college algebra. All education majors must take a psychology course in human growth and development. Elementary education students must take geography, and secondary students must take an additional course in economic history (or economics). Middle grades education students must choose one of those. All education students are encouraged to take Spanish and a computer science course. A course in American government is required for the elementary teacher. At least fifteen hours of courses from the Bible Department during a four-year career at York College complete this body of coursework. This Bible requirement is adjusted for transfer students.

General Education Requirements: 56-59 hours
(Common to All Degree Plans)

- I. **Bible.** See Bible heading on Page 18.
 - A. BIB 113, 123, 212, 222 10
 - B. Two upper division courses from:
BIB, DOC, MIN, PHI, or RHS 5

- II. **Communication.**
 - A. COM 113 3
 - B. ENG 113, 123 6
 - C. Junior English Proficiency {see p. 16} -
 - D. SPN 113-223 (12)/0

- III. **Creative spirit.**
 - A. ART 203 or MUS 203 3
 - B. ENG 213, 223, or higher 3

- IV. **Creation/Technology**
 - A. 1. Biology 3
 - A. 2. Natural Science including a laboratory 4
 - B. MTH 133 or MTH 173 3
 - C. CIS 113 (3)/0
 - D. PED 223 *Health Education* 3

- V. **Roles in society**
 - A. 1. HST 213 or 223 U.S. History 3
 - A. 2. Additional History 3
 - B. PSY 143 *Human Growth and Development*
and YCS 101 Freshman Seminar 4
 - C. 1. GEO 213 or HST 233 3
 - C. 2. POL 123 0/3

NOTES ON PROGRAMMATIC REQUIREMENTS

- 2.D. Strongly recommended for all Education majors.

- 3.B. Normally met from ENG 213, 223. Other literature courses at the sophomore or higher level may be substituted.

- 4.A. Only one semester-hour must be a laboratory.

- 4.C. Strongly recommended for all Education majors.

- 5.A. Must be courses prefixed HST, at least three hours must be in American (U.S.) History.

- 5.B. YCS 101 waived for students who are transferring 14 or more semester-hours of credit. All Education majors must take PSY 143.

- 5.C. Elementary endorsements require GEO 213, secondary (7-12) endorsements require HST 233, and middle grades (4 - 9) education students choose either one. POL 123 is required for the elementary endorsement.

Professional Development Core - Upon this strong foundation, the York College education department builds a knowledge base for pedagogical decision-making in the classroom. The state of Nebraska requires that at least one-sixth of the total degree requirements focus on the foundations of education, methods and materials of teaching, and supervised field experiences. All education majors take the following:

- EDU 203 *Introduction to Education,*
- EDU 313 *Educational Psychology: Learning & Evaluation*
- EDU 343 *Human Relations/Multicultural Awareness,*
- EDU 353 (or 363) *Children's (or Adolescent) Literature,*
- EDU 373 *Use of Audio-Visuals and Communication Technologies,*
- EDU/RDG 243 (or 413) *Foundations (or Content Area) Reading,*
- EDS 403 *Overview of Special Education,*
- EDU 463 *Planning, Management and Methods,*
- EDU 491 *Student Teaching Seminar,*
- EDU 493 *Student Teaching (10-13 hours).*

Additional Requirements for specific Endorsements

ELEMENTARY EDUCATION (K-6):

- EDU/RDG 243 *Foundations of Reading Instruction,*
- ART 313 *Teaching Art in the Elementary and Middle Grades,*
- MUS 322 *Public School Music I,*
- EDU 323 *Teaching Math in the Elementary and Middle Grades,*
- PED 323 *Teaching Physical Education and Health in the Elementary and Middle Grades,*
- EDU 333 *Teaching Language Arts in the Elementary and Middle Grades,*
- EDU 423 *Teaching Social Studies in the Elementary and Middle Grades,*
- EDU 433 *Teaching Science in the Elementary and Middle Grades,*
- EDU/RDG 443 *Teaching Reading in the Elementary and Middle Grades.*

Elementary General Art (K-6)

- ART 133 *Freehand Drawing and Composition I,*
 - ART 143 *Freehand Drawing and Composition II,*
 - ART 153 *Two-Dimensional Design,*
 - ART 203 *Art Appreciation,*
 - ART 233 *Painting,*
 - ART 243 *Three-Dimensional Design,*
 - ART 263 *Advertising Art,*
 - ART 313 *Teaching Art in the Elementary and Middle Grades,*
 - ART 333 *Art History*
- Total: 27 hours**

Elementary Physical Education (K-6):

BIO 314 *Human Anatomy*,
PED 203 *Care and Prevention of Athletic Injuries*,
PED 222 *Non-Rhythmic Activities*,
PED 223 *Health Education*,
PED 233 *Introduction to Physical Education*,
PED 303 *Adapted Physical Education*,
PED 323 *Teaching Physical Education and Health in the Elementary and Middle Grades*,
PED 333 *Kinesiology*,
PED 413 *Organization and Administration of Elementary Physical Education Programs*,
PED 443 *Physiology of Exercise*
Total: 30 hours

Elementary Vocal Music (K-6):

MUS 113 and 123 *Theory and Composition I & II*,
MUS 112 and 122 *Ear Training I & II*,
MUS 153 and 163 *Music Literature I & II*,
MUS 313 *Conducting*, and
MUS 322 *Public School Music I*,
Each student must also take at least 7 hours of performance and private voice/piano.
Total: 28 hours

MIDDLE GRADES FIELD (4-9):

EDU 111, 211, 311, 411 *Tutoring in middle grades*.
(Taken 4 times to total 60 clock hours and 4 credit hours),
EDU 393 *Middle Grades and the Middle Grades Student*,
EDU 323 *Teaching Math in the Elementary and Middle Grades*,
EDU 333 *Teaching Language Arts in the Elementary and Middle Grades*,
EDU 423 *Teaching Social Studies in the Elementary and Middle Grades*,
EDU 433 *Teaching Science in the Elementary and Middle Grades*,
EDU/RDG 443 *Reading Strategies for the Elementary and Middle Grades*,
ART 313 or MUS 222 fine arts methods

Each middle grades major must also complete requirements for two of the middle grades teaching fields and a 12-hour requirement in a third teaching field. No more than two teaching fields may be in the same broad field category.

Category I - Fine Arts

Middle Grades Art:

ART 133 *Freehand Drawing and Composition I*,
ART 153 *Two-Dimensional Design*,
ART 203 *Art Appreciation*,
ART 233 *Painting*,
ART 243 *Three-Dimensional Design*,
ART 313 *Teaching Art in the Elementary and Middle Grades*,
ART 353 *Art History*
Total: 21 hours

Category II - Humanities

Middle Grades Language Arts:

COM 113 *Basic Speech*,
ENG 113 and 123 *English Composition I and II*,
ENG 213 *Major British Writers I*,
ENG 223 *Major British Writers II* or
ENG 313 *American Literature I*, or
ENG 323 *American Literature II*,
EDU/RDG 243 *Foundations of Reading* or
EDU/RDG 413 *Secondary and Content Area Reading*,
EDU 333 *Teaching Language Arts in the Elementary and Middle Grades*,
EDU/RDG 443 *Reading Strategies for the Elementary and Middle Grades*,
EDU 463 *Adolescent Literature*
Total: 27 hours

Middle Grades Communication:

CIS 113 *Introduction to Computers*,
COM 113 *Basic Speech*,
COM 173 *Introduction to Theatre*,
COM 243 *Oral Interpretation*,
COM 263 *Drama Survey*,
COM 313 *Radio and Television*,
COM 482 *Special Secondary Methods in Speech and Drama*
Total: 20 hours

Category III - Sciences

Middle Grades Health and Physical Education:

PED 203 *Care and Prevention of Athletic Injuries*,
PED 212 *Concepts of Coaching*,
PED 222 *Non-Rhythmic Activities*,
PED 223 *Health Education*,
PED 303 *Adapted Physical Education*,
PED 323 *Teaching PE and Health in the Elementary and Middle Grades*,
PED 413 *Organization and Administration of Elementary Physical Education Programs*,
PED 423 *Organization and Administration of Secondary Physical Education Programs*.
Total: 22 hours

Middle Grades Mathematics:

MTH 133 *Math for Educators*,
MTH 173 *College Algebra*,
MTH 183 *Trigonometry*,
MTH 214 *Analytic Geometry and Calculus I*,
MTH 223 *Elements of Statistics*,
CIS 113 *Introduction to Computers*,
EDU 323 *Teaching Mathematics in the Elementary and Middle Grades*.
Total: 22 hours

Middle Grades Natural Science:

BIO 113 *General Biology*,
 BIO 111 *General Biology Lab*,
 BIO 314 *Human Anatomy*,
 CHM 114 *General Chemistry I*,
 ESC 113 *Earth Science*,
 ESC 353 *Environmental Science*,
 EDU 433 *Teaching Science in the Elementary and Middle Grades*,

Students choose one of the following physical science courses:

PSC 123 *Physical Science*,
 CHM 124 *General Chemistry II*.

Total: 23 hours

Category IV - Social Sciences**Middle Grades History:**

HST 153 *Western Civilization to 1660*,
 HST 163 *Western Civilization Since 1660*,
 HST 213 *U.S. History to 1877*,
 HST 223 *U.S. History Since 1877*,
 EDU 423 *Teaching Social Studies in the Elementary and Middle Grades*,

Students choose two of the following world or

U.S. History courses:

HST 313 *Civil War Era*
 HST 323 *The American Frontier*
 HST 333 *Colonial and Revolutionary America*
 HST 343 *Early National Period*
 HST 353 *Modern U.S. History I, 1877-1932*
 HST 373 *British History to 1688*
 HST 393 *Medieval and Renaissance Europe*
 HST 453 *Emergence of Modern Europe, 1815-1914*
 HST 443 *Europe, 1648-1815*
 HST 493 *Writings and Research in History*

Total: 21 hours

Middle Grades Social Science:

GEO 213 *World Regional Geography*,
 POL 123 *American Government*,
 HST 153 *Western Civilization to 1660*,
 HST 163 *Western Civilization Since 1660*,
 HST 213 *U.S. History to 1877*,
 HST 223 *U.S. History Since 1877*,
 EDU 423 *Teaching Social Studies in the Elementary and Middle Grades*,

Students choose 3 semester hours of psychology or sociology.

Total: 24 hours

SECONDARY FIELD ENDORSEMENTS:**The Mathematics Field (7-12):**

MTH 173 *College Algebra*,
 MTH 183 *Trigonometry*,
 MTH 214 *Analytic Geometry and Calculus I*,
 MTH 223 *Elements of Statistics*,
 MTH 224 *Analytic Geometry and Calculus II*,
 MTH 313 *College Geometry*,
 MTH 334 *Analytic Geometry and Calculus III*,
 MTH 423 *Abstract Algebra*,
 MTH 482 *Special Secondary Methods*,
 plus 3 appropriate hours in computer applications.
Total: 32 hours

Natural Science Field (7-12):

BIO 113 *General Biology*,
 BIO 224 *General Zoology*,
 BIO 234 *General Botany*,
 BIO 344 *Microbiology*,
 CHM 214 *College Chemistry I*,
 CHM 224 *College Chemistry II*,
 CHM 314 *Organic Chemistry I*,
 CHM 325 *Organic Chemistry II*,
 EDU 482 *Special Secondary Methods in Science*,
 ESC 113 *Earth Science I*,
 ESC 143 *Earth Science II*,
 ESC 353 *Environmental Science*,
 PHY 214 *Gen. Physics I (or 234 Engineering Physics I)*,
 PHY 224 *Gen. Physics II (or 244 Engineering Physics II)*,
 PHY 263 *Electronics*,
 PHY 314 *Modern Physics*,

and the student will choose from the following courses in order to present at least 20 semester-hours in either Biology or Chemistry:

BIO 111 *General Biology Lab*,
 BIO 313 *Nutrition*,
 BIO 314 *Human Anatomy*,
 BIO 324 *Human Physiology*,
 BIO 413 *Genetics*,
 BIO 423 *Cell Biology*,
 CHM 423 *Biochemistry*.

Total: 62-64 hours

SECONDARY SUBJECT ENDORSEMENTS:**Biology (7-12) subject:**

BIO 111 *General Biology Lab*,
 BIO 113 *General Biology*,
 BIO 224 *General Zoology*,
 BIO 234 *General Botany*,
 BIO 313 *Nutrition*,
 BIO 314 *Human Anatomy*,
 BIO 324 *Human Physiology*,
 BIO 344 *Microbiology*,
 BIO 413 *Genetics*,
 BIO 423 *Cell Biology*, and
 EDU 482 *Special Secondary Methods in Science*.
Total: 33 hours

English (7-12) subject :

COM 113 *Basic Speech*,
ENG 113 and 123 *English Composition I and II*,
ENG 213 and 223 *Major British Writers I and II*,
ENG 313 *American Literature I*,
ENG 343 *Advanced Composition*,
EDU 363 *Adolescent Literature*,
ENG 373 *World Literature*,
ENG 413 *Linguistics*,
ENG 482 *Special Secondary Methods*,

Students select one of the following upper-level literature courses:
ENG 353 *Poetry*,
ENG 423 *Novel*,
ENG 453 *Shakespeare*.

Total: 35 hours

History (7-12) subject:

HST 153 *Western Civilization to 1660*,
HST 163 *Western Civilization Since 1660*,
HST 213 *U.S. History to 1877*,
HST 223 *U.S. History Since 1877*,
HST 233 *Economic History of U.S.*,
HST 482 *Special Secondary Methods*,
POL 123 *American Government*,

Students select four additional upper-level history courses (12 hours minimum) and choose six additional hours from psychology or sociology.

Total: 38 hours

Physical Education (7-12) subject:

PED 203 *Care and Prevention of Athletic Injuries*,
PED 212 *Concepts of Coaching and Officiating*,
PED 222 *Non-Rhythmic Activities*,
PED 223 *Health Education*,
PED 233 *Introduction to Physical Education*,
PED 303 *Adapted Physical Education*,
PED 423 *Organization and Administration of Secondary Physical Education Programs*,
PED 433 *Kinesiology*,
PED 443 *Physiology of Exercise*,
PED 482 *Special Secondary Methods*,
BIO 314 *Human Anatomy*.

Total: 31 hours

Reading (7-12) subject:

EDU/RDG 243 *Foundations of Reading Instruction*,
EDU 353 *Children's Literature*,
EDU 363 *Adolescent Literature*,
EDU 393 *Middle School and the Middle School Student*,
EDU/RDG 413 *Secondary/Content Area Rdg Instruction*,
EDU/RDG 443 *Rdg. Strategies for the Elem./Middle Grades*,
EDU/RDG 473 *Diagnosis and Remediation of Reading Difficulties*,
ENG 413 *Linguistics*.

Total: 24 hours

Vocal Music (7-12) subject:

MUS 113 and 123 *Theory and Composition I and II*,
MUS 112 and 122 *Ear Training I and II*,
MUS 153 and 163 *Music Literature I and II*,
MUS 313 *Conducting*,
MUS 482 *Special Secondary Methods*,

Each student must take at least 7 hours of performance and private voice/piano.

Total: 28 hours

Coaching (7-12, supplemental endorsement):

PED 203 *Care and Prevention of Athletic Injuries*,
PED 212 *Concepts of Coaching and Officiating*,
Students choose at least four of the following (Courses are open to students by permission. Instructors may require experience with the sport or proof of exposure prerequisites.):
PED 312 *Coaching Basketball*,
PED 302 *Coaching Baseball and Softball*,
PED 322 *Coaching Track and Field*,
PED 332 *Coaching Football and Soccer*,
PED 342 *Coaching Golf and Tennis*,
PED 352 *Coaching Volleyball*.

Total: 13 or more hours

Speech and Drama (7-12) subject:

COM 113 *Basic Speech*,
COM 173 *Introduction to Theatre*,
COM 213 *Argumentation*,
COM 243 *Oral Interpretation*,
COM 263 *Drama Survey*,
COM 313 *Radio and Television*,
COM 333 *Interpersonal Communication*,
COM 371, 381 *Theatre Workshop: Directing*,
COM 482 *Special Secondary Methods*,
Students choose eight hours of workshop from the following:

COM 131, 141, 231, 241 *Theatre Workshop: Performance*
COM 151, 161, 251, 261 *Theatre Workshop: Technical*
COM 171, 181, 271, 281 *Forensics Lab*

Total: 32 hours



Suggested Degree Plan - Elementary Education

Freshman Year

Fall		Spring
Bible 113		Bible 123
English 113		English 123
Art/Music Appreciation		Biology and Lab
Science		American Government
Health Education	Human Growth & Development	
Freshman Seminar		
16 hours		16 hours

Sophomore Year

Fall		Spring
Bible 212		Bible 222
PSY/SOC 113/Spanish I (electives)		English 223
English 213	(electives) CIS 113/Spanish II	
U.S. History		History
Math for Educators	Speech Communication	
Geography	Introduction to Education	
17 hours		17 hours

Junior Year

Fall		Spring
Bible		Bible
Education Psychology		Music Methods
Foundations of Reading Instruction		PE Methods
Language Arts Methods		Math Methods
Art Methods	Human Relations/Multicultural	
Elective		Tutoring (1 to 4)
18 hours		15-18 hours

Senior Year

Fall		Spring
Science Methods	Student Teaching (14 weeks)	
Children's Literature	Student Teaching Seminar	
Overview of Special Education*Social Studies Methods		
Audio-Visual/Technologies	*Reading Methods	
Planning, Management, Methods		
15 hours		17 hours

* - These are in a block prior to student teaching

128 hours minimum for BA, 44 upper level hours



Suggested Degree Plan-Middle Grades Education

Freshman Year

Fall		Spring
Bible 113		Bible 123
English 113		English 123
Geography or Economic History		Biology and Lab
Science		Art/Music Appreciation
Health Education	Human Growth & Development	
Freshman Seminar		
16 hours		16 hours

Sophomore Year

Fall		Spring
Bible 212		Bible 222
3 hours in a subject area		English 223
English 213	3 hours in a subject area	
U.S. History		History
Math		
Speech Communication	Introduction to Education	
3 hours in a subject area		17 hours
17 hours		

Junior Year

Fall		Spring
Bible		Bible
Education Psychology		Reading course
The Middle School	Adolescent or Children's Lit.	
Language Arts Methods		Math Methods
Art or Music Methods	Human Relations/Multicultural	
3 hours in a subject area	3 hours in a subject area	
18 hours		18 hours

Senior Year

Fall		Spring
Science Methods	Student Teaching (14 weeks)	
6 hours in subject areas	Student Teaching Seminar	
Overview of Special Education*Social Studies Methods		
Audio-Visual/Technologies	*Reading Methods	
Planning, Management, Methods		
18 hours		17 hours

* - These are in a block prior to student teaching

128 hours minimum for BA, 44 upper level hours

Strongly suggested electives:
Spanish,
Introduction to Computers.

Suggested Degree Plan - Secondary Education

Freshman Year

Fall		Spring
Bible 113		Bible 123
English 113		English 123
Economic History		Biology and Lab
Science		Art/Music Appreciation
Health Education	Human Growth & Development	
Freshman Seminar		
16 hours		16 hours

Sophomore Year

Fall		Spring
Bible 212		Bible 222
3 hours in a subject area		English 223
English 213	3 hours in a subject area	History
U.S. History		Speech Communication
Math	Introduction to Education	
3 hours in a subject area		
17 hours		17 hours

Junior Year

Fall		Spring
Bible		Bible
Education Psychology	Tutoring (4 hours)	
Secondary/Content Area Reading	Adolescent Lit.	
3 hours in a subject area	Human Relations/Multicultural	
3 hours in a subject area	3 hours in a subject area	
3 hours in a subject area	3 hours in a subject area	
17 hours		18 hours

Senior Year

Fall		Spring
3 hours in a subject area	Student Teaching (14 weeks)	
6 hours in subject areas	Student Teaching Seminar	
Overview of Special Education	*Special Methods	
Audio-Visual/Technologies		
Planning, Management, Methods		
18 hours		16 hours

* - These are in a block prior to student teaching

128 hours minimum for BA, 44 upper level hours

Strongly suggested electives:

Spanish, Introduction to Computers

DIVISIONAL COURSE DESCRIPTIONS

EDUCATION

EDU 111, 211, 311, 411. Tutoring

1 hour credit, fall and spring

An opportunity to spend 15 or more clock hours for one credit hour as a tutor in an area school. May be repeated for a total of four credit hours; graded S/F only; prerequisite: Education 203.

EDU 203. Introduction to Education

3 hours credit, fall and spring

An overview of philosophies of education, professional ethics, the history of American schools, contemporary trends and issues in the field, and important aspects of the teaching profession (includes 15 clock hours of observation in area schools).

EDU 313 Educational Psychology: Learning and Evaluation

3 hours credit, fall and spring

A study of child and adolescent development and basic learning theories with applications for guiding the learning of normal and exceptional children; a thorough study of testing and measurement techniques and test construction (includes field experience).

EDU 323. Teaching Math in the Elementary and Middle Grades

3 hours credit, spring

A study of the philosophical base, effective teaching methods, and learning activities appropriate for elementary and middle grades students; emphasis on meeting individual needs, using manipulatives, and teaching for transfer to real life situations (includes field experience).

EDU 333. Teaching Language Arts in the Elementary and Middle Grades

3 hours credit, fall

Methods of teaching composition, grammar, mechanics, oral communication, listening, spelling, and handwriting; emphasizes integrated learning and writing across the curriculum (includes field experience).

EDU 343. Human Relations/Multicultural Awareness

3 hours credit, fall and spring

Study of cultural plurality and lifestyles, using historical perspective to understand how we got our pluralistic society; analysis of biases that may be reflected in our society, especially in instructional materials; designed to build respect for human dignity and personal rights and to enhance relationships, particularly in the classroom.

EDU 353. Children's Literature

3 hours credit, fall

Introduces the students to the various genre of literature for children; surveys winners of the Caldecott, Newberry, and Golden Sower awards; emphasizes creative experiences and responses to books (includes some field experience).

EDU 363. Adolescent Literature

3 hours credit, spring

Introduces students to the various genre of literature for the middle school and high school years; emphasizes motivation, critical analysis, and activities for sharing literature (includes some field experience).

EDU 373. Use of Audio-visuals and Communication Technologies

3 hours credit, fall and spring

Develops the ability to evaluate and make audio-visual aids; examines the appropriate and effective classroom use of instructional television, computers, and videodisc (includes some field experience for examination of public school media tools and observation of use with students).

EDU 393. The Middle School and the Middle School Student

3 hours credit, fall

Overview of the physical and psychological characteristics of the transescent; a study of the middle school philosophy with historical perspective that examines the movement to reorganize junior high schools; examination of the characteristics of the middle-level student and those recognized instructional methods that will best guide learning at this level; looks at the need for a balanced curriculum, variety in instruction, a range of organizational arrangements, an exploratory program, appropriate evaluation procedures, and the comprehensive advising and counseling to deal with the affective domain (includes field experience at York Middle School).

EDU 423. Teaching Social Studies in the Elementary and Middle Grades

3 hours credit, spring and fall

Examines content, materials, and instructional methods used in elementary and middle grades; emphasizes active student involvement, cooperative learning, and integration with the language arts by writing in the social studies classroom; taken concurrently with reading methods by elementary and middle-grades student teachers for three weeks prior to student teaching (includes some field experience in the classroom of the student teaching assignment)

EDU 433. Teaching Science in the Elementary and Middle Grades

3 hours credit, fall

Examines content, materials, and methods used to teach science in the elementary and middle grades; emphasizes process approach, hands-on laboratory experiences, and cooperative learning; guides in the development of an activity file (includes field experience).

EDU 463. Planning, Management, and Methods

3 hours credit, fall

Study of classroom management, motivation theory, alternative ways to organize a classroom, curriculum development, test construction, appropriate lesson planning, and current effective trends such as cooperative learning, integration, and writing across the curriculum; emphasizes adapting of materials and strategies to match various learning styles and meet the special needs of individual students in all subject areas; taken in the fall semester prior to student teaching (includes unit teaching in chosen areas).

EDU 482. Special Secondary Methods in Science

2 hours credit, fall and spring

Studies methods and materials specifically for teaching sciences in grades 7-12; taken early in the semester of student teaching.

EDU 491. Student Teaching Seminar

1 hour credit, fall and spring

Weekly evening sessions focus on the following topics:

1. Current trends and issues impacting education,
2. Teacher and student rights and responsibilities (legal issues),
3. Teacher conduct and potential professional discipline for misconduct,
4. Teacher certification, with state and national trends and information about reciprocal agreements between states to accept certificates,
5. Teacher supply and demand information from Nebraska and other states,
6. Teacher evaluation/appraisal process in Nebraska and other states,
7. Parent and community communication,
8. Career development (possibilities for graduate work, specializations, etc.).

This course is taken concurrently with student teaching. Applications for Nebraska certification are completed in this class.

EDU 493. Student Teaching

10-13 hours credit, fall and spring

All students will formally apply for student teaching during the semester prior to that experience. At this time, a complete review of student records will take place. The review will include academics, performance in laboratory experiences, health, and personal and professional development. All students must complete 100 clock hours of laboratory experiences in a school setting before they will be allowed to student teach. All student teachers will be placed in accredited Nebraska schools for a minimum of fourteen weeks. Detailed information on the student teaching experience may be found in the York College Student Teaching Handbook.

READING EDUCATION

EDU/RDG 243. Foundations of Reading Instruction

3 hours credit, spring

An overview of the reading process (using the graphophonic, semantic, and syntactic aspects of language; a survey of the history and philosophies of reading instruction; provides a knowledge base for decisions about reading methodology.

EDU/RDG 413. Secondary and Content Area Reading

3 hours credit, fall

Developmental reading in secondary schools; analyzes the skills involved in reading secondary content area text; examines techniques for teaching study skills, organizing information to improve comprehension, and teaching vocabulary (includes field experience).

EDU/RDG 443. Reading Strategies for the Elementary and Middle Grades

3 hours credit, spring and fall

Acquaints students with the developmental reading process in elementary and middle grades and a variety of instructional approaches to guide that process, includes basal reading, language experience, and the whole language approach; examines current materials and ways to organize the classroom for reading instruction; emphasizes the reading-writing connection and responses to good literature; taken concurrently with social studies methods for three weeks prior to student teaching (includes some field experience in the classroom of the student teaching assignment).

EDU/RDG 473. Diagnosis and Remediation of Reading Difficulties

3 hours credit, spring

A study of diagnostic and remedial teaching techniques in reading; analysis of reading materials and programs suitable for meeting special needs (for elementary, middle grades and secondary): prerequisite: EDU/RDG 243 or equivalent.

SPECIAL EDUCATION

EDS 403. Overview of Special Education

3 hours credit, fall and spring

Examines the recognizable characteristics and educational needs of those with learning disabilities and handicapping conditions, along with methods that work to meet their needs; builds knowledge of prereferral alternatives, referral systems, multidisciplinary team decisions, the IEP process, and placement alternatives that provide the least restrictive environment; explains mainstreaming and methods of teaching identified students in the regular classroom.

EDS 413. Methods of Assessment

3 hours credit, fall

Study of the informal and formal techniques and instruments for assessing children and youth with exceptionalities.

EDS 423. Methods of Conferencing/Referral

3 hours credit, spring

Study of the techniques for communicating effectively with parents of exceptional students, with students, and with other professionals; methods of arranging and administering referral staffings, IEP staffings, and multidisciplinary team meetings.

EDS 433. Methods for Inclusion/Mainstreaming

3 hours credit, fall

Methods and modifications for effectively integrating students with handicapping conditions into regular education classes.

EDS 443. Special Methods-Mildly/Moderately Handicapped

3 hours credit, spring

Study of appropriate teaching strategies, materials, and methods used in implementing effective individualized education plans (IEPs) for students with mild or moderate handicaps.

EDS 453. Special Methods for Behavior Management

3 hours credit, fall

Study of effective strategies for guiding group and individual behavior of exceptional children and youth; looks at challenges involved in instructing students with behavioral disorders, Attention Deficit Disorder, and Attention Deficit-Hyperactivity Disorder.

EDS 461, 471, 481. Clinical Experience in Special Education

1 hours credit each, on demand

Field experience working with learning disabled and mildly or moderately handicapped children and youth in public or private school settings; observation and/or application of techniques prior to the student teaching experience.

EDS 473. Methods of Planning and Program Administration

3 hours credit, fall

Study of various program models, record keeping, and organization of materials; studies the legal responsibilities at the national, state, and local levels when instructing handicapped students.

EDS 493. Student Teaching in Special Education

10 hours credit, fall and spring

All students will formally apply for student teaching during the semester prior to that experience. At this time, a complete review of student records will take place (See EDU 493 for details). All student teachers will be placed in special education classrooms of accredited Nebraska schools for a minimum of fourteen weeks (Ten weeks if combined with another endorsement). Student teaching will provide both elementary and secondary experience. Detailed information on the student teaching experience may be found in the York College Student Teaching Handbook. Co-/Pre-requisite: EDU 491.

PHYSICAL EDUCATION

PED 111. Conditioning

1 hour credit, fall and spring

Designed to build motivation and cultivate skills necessary to maintain a desirable fitness level for life.

PED 121. Tennis

1 hour credit, fall and spring

Designed to develop these lifetime skills useful in leisure activity.

PED 131. Badminton and Pickleball

1 hour credit, fall and spring

Designed to develop these lifetime skills useful in leisure activity.

PED 203. Care and Prevention of Athletic Injuries

3 hours credit, spring

First aid instruction and skills practicum for parents, teachers, students, coaches and trainers.

PED 212. Concepts of Coaching and Officiating

2 hours credit, fall

To broaden the understanding of various roles that coaches play. Principles and problems will be discussed with opportunity given to apply knowledge to specific sports. Various job opportunities and career paths will be explored.

PED 222. Physical Education Non-Rhythmic Activities

2 hours credit, spring

A general survey of non-rhythmic activities at the elementary level. Creative movement, physical fitness, and various games will be introduced. For the physical education and elementary majors.

PED 223. Health Education

3 hours credit, fall and spring

Consideration of personal, school, and community health problems. Required of physical education majors and all persons preparing to teach.

PED 233. Introduction to Physical Education

3 hours credit, fall

Introduces the scope of the profession; gives the foundation for building an effective philosophy of physical education.

PED 302. Coaching Baseball and Softball

2 hours credit, spring

A study of the individual fundamentals, team procedures, rules, techniques for practice, and conditioning problems unique to baseball; may include field experiences (by permission only).

PED 303. Adapted Physical Education

3 hours credit, fall

A study of mechanical and posture problems that may be somewhat alleviated by exercise; includes an overview of physically handicapping conditions and suggestions for meeting special needs.

PED 312. Coaching Basketball

2 hours credit, fall

A study of the rules, offensive and defensive strategy, fundamental drills, and tournament preparation; may include field experiences (by permission only).

PED 322. Coaching Track and Field

2 hours credit, spring

A study of strategies, rules and training procedures involved in track and field competition; may include field experience (by permission only).

PED 323. Teaching Physical Education and Health in the Elementary and Middle Grades

3 hours credit, spring

Studies methods and materials used in teaching physical education and health in the elementary schools; designed for the PE major or non-major.

PED 332. Coaching Football and Soccer

2 hours credit, fall

A study of rules, how to practice fundamental offensive and defensive drills, safety practices, proper equipment, and game strategies; may include field experience (by permission only).

PED 342. Coaching Golf and Tennis

2 hours credit, spring

A study of techniques, skills and rules necessary to coach golf and tennis (by permission only).

PED 352. Coaching Volleyball

2 hours credit, fall

A study of techniques, skills and rules necessary to coach volleyball (by permission only).

PED 413. Organization and Administration of Elementary Physical Education Programs

3 hours credit, fall

This course is a study of administrative challenges in physical education, grades K-6. Topics considered include curriculum planning, organization of a fitness program, purchasing equipment, understanding legal responsibilities, class organization, budget and finance, and public relations.

PED 423. Organization and Administration of Secondary Physical Education Programs

3 hours credit, spring

This course studies administrative challenges unique to middle schools and high schools. Topics include interscholastic athletics programs, scheduling, program philosophies, budgeting and management of finances, purchase and care of equipment and supplies, intramural programs, legal considerations, and public relations.

PED 433. Kinesiology

3 hours credit, fall

Anatomical foundations and mechanics of human motion; basic principles of motor skills. The purpose of this course is to familiarize the student with the skeletal and muscular systems as they work together to produce body motion.

PED 443. Physiology of Exercise

3 hours credit, spring

This course is a study of the physical processes of the body and how they relate to exercise. It includes an overview of motor development at all ages. Applications will be made to teaching, coaching, and athletic conditioning.

PED 482. Special Secondary Methods

2 hours credit, fall and spring

Studies methods and materials specifically for teaching health and physical education in grades 7-12; taken in semester of student teaching.

HUMAN RESOURCES MANAGEMENT PROGRAM

The Bachelor of Arts in Human Resources Management trains students to accomplish organizational objectives through the training, development and proper utilization of the human resources in any organization. Emphasis is placed on the procurement, training, and development of personnel. Individual behavior within the organization will be studied through the use of behavioral science theory. This applied business management program is an interdisciplinary degree completion opportunity designed for working adults who already have approximately 64 semester-hours of college credit and want to finish a 128 semester-hour baccalaureate degree in 52 weeks of study. Classes meet evenings once a week for four hours. At least twelve additional hours per week should be spent preparing for class.

Topics incorporated into the program include management decision-making styles, organizational structure and design, strategic planning, communication and conflict resolution, dynamics of the multi-cultural workplace, legal considerations and ethical decision-making. These topics are studied in twelve modules taken in sequence. The program has a liberal arts emphasis, since managers who have a well-rounded education are able to deal with change more effectively.

Students will also learn group process and the importance of teamwork and leadership skills. In accordance with the mission of York College, Christian values are an integral part of the Human Resources Management (HRM) program.

ADMISSION REQUIREMENTS:

For admission to the program, a student must have at least 64 semester hours of transferable credit from accredited colleges and/or universities. No more than 68 semester-hours may be transferred from community or junior colleges. A student must have a cumulative grade point average of 2.00 or above, with an English Composition grade point average of 2.00 or above. Applicants must have a majority of the general education requirements completed, some work experience, and two letters of recommendation. Each entering student is required to take the Junior English Proficiency Examination before the completion of the first module. (See footnote 2C on page 16 and also ENG 203 on page 65 of this Catalog).

Temporary admission may be granted when the above requirements can be met by the twelfth week of class. Provisional admission may be offered to a student whose CGPA is less than 2.00 when he or she has met all other requirements. Completion of the first two modules with grades of C or above will give the student full eligibility.

Temporary or provisional admission status allows a student to begin the 52-week course of study. Classes begin when a minimum number of students have applied and been admitted to the program.

GENERAL EDUCATION REQUIREMENTS

To be fully admitted to and graduate from the Human Resources Management program, a student must satisfy certain general education requirements not met in HRM modules. These include:

- 6 hours of history,
- 6 hours of English Composition,
- 3 hours of literature,
- 3 hours of appreciation of the fine arts, and
- 6 hours of natural science,

for a total of 24 hours outside of the HRM modules.

CLEP, AP, and certain other forms of special credit may be used to fulfill these requirements. See the **Credit Through Special Circumstances** section beginning on Page 18. General education requirements met through completion of the twelve HRM modules include:

- 3 hours of speech communication,
- 3 hours of behavioral sciences,
- 3 hours of mathematics,
- 3 hours of additional literature, and
- 6 hours of religious education,

for a total of 18 hours within the modules. Thus, a student completes at least 42 semester-hours of general education before graduating.

COMPLETING DEGREE REQUIREMENTS

In addition to the general education requirements already discussed, a student must have a cumulative grade point average of 2.00 or above, with an English Composition grade point average of 2.00 or above. HRM students must complete at least 44 semester-hours of upper division (Junior/Senior level) coursework towards the BA degree. The HRM Core provides 34 hours of upper division credit, leaving 10 upper division hours to be acquired by a combination of additional YC course-work, transfer credit, professional/technical credit and/or experiential learning credit.

HRM students who have not completed their research projects at the end of formal classwork have two semesters to complete the program. Failure to complete the project in two semesters will result in a grade of F for the project. Students may then petition the Vice President for Academic Affairs for permission to retake the project module. Those who receive more than one incomplete within the semester and do not make up the work will not be allowed to continue in the program without special permission. A student dismissed because of incompletes may be reinstated when a new class is formed. No student may repeat a module more than once without special permission from the program director. All degree requirements must be completed within 24 months after beginning the first module. If mitigating circumstances prevent this, a student may appeal to the HRM committee for reinstatement.

COST

The cost for the 52-week/12-module degree-completion program is to be decided by the Executive Council. This includes the cost of all books and instruction materials. It is in addition to the \$50 application fee which reserves a place in the class. If a student earns experiential learning credit, it is evaluated and recorded at an additional cost of \$30 per semester hour. Financial aid is available for this program, just as it is for any other degree program. Students enrolled in the HRM program may use a borrower-based academic year for Stafford loans.

HRM COURSE DESCRIPTIONS

HRM 313. Module I: Career and Personal Development

The student will prepare a portfolio which will be used as an assessment tool to evaluate the progress of individual careers and personal development.

HRM 323. Module II: Decision-Making and Management Styles

The student will be guided in a self-analysis of personality characteristics, learning styles and leadership tendencies, with application to effective decision-making as a manager of people and resources in any organization.

HRM 333. Module III: Small Business Management

The student will study small business and/or owner management. Special consideration will be given to the characteristics of entrepreneurs and the importance of planning and strategy.

HRM 343. Module IV: Human Resources Administration

The student will examine the employment process and employee development. Emphasis will be placed on recruiting, hiring, training and performance appraisal.

HRM 413. Module V: Research Design and Analysis

An introduction to the use of the scientific method in social science research. Emphasis on training and development of skills in research design, data collection and analysis of data.

HRM 411. Module VI: Special Topics in Applied Management Project Module

The student will investigate a problem of special interest, applying the tools and techniques learned to date.

HRM 423. Module VII: Organizational Management and Strategic Planning

The student will study management history and theory, leadership behavior and strategic planning.

HRM 433. Module VIII: Interpersonal Communication and Conflict Resolution

The student will study the complex nature of human relationships, communication and conflict resolution. Biblical concepts will be applied to personal and professional relationships.

HRM 443. Module IX: Cross-Cultural Management

In addition to the study of minority cultures in the United States, the student will explore how culture affects American management of human resources in foreign nations. Some emphasis will be placed on how to help the expatriate employee reintegrate to stateside employment.

HRM 453. Module X: Ethics and Legal Considerations of Human Resources Management

The student will explore the nature and use of ethical principles, the role of business in society and legislation, and court decisions affecting the management of human resources.

HRM 421. Module XI: Business Communication

The student will demonstrate writing and presentation skills through the presentation of the project in oral and written form.

HRM 455. Module XII: Research Project

The student will design, implement and evaluate an applied research project related to his/her occupation or community. The student will demonstrate learning in problem-solving techniques and report writing. This capstone senior project will be submitted to faculty and to the employer/mentor.

PROFESSIONAL/TECHNICAL CREDIT

HRM X98. Professional/Technical Credit

These course numbers represent professional/technical credit. Professional/technical credit is college-level learning received in a formal setting, but is not sponsored by a college/university. The X would be replaced by a number representing the class-level of the course. For example, 298 would be sophomore-level credit.

EARNING EXPERIENTIAL-LEARNING CREDIT

York College recognizes that college-level learning occurs in environments other than the classroom. Students have learned much in work-related seminars for which they earned no college credit, in volunteer experiences in communities, and in other life experiences. The format of this degree program allows a student to obtain credit for some of these experiences when college-level learning is demonstrated throughout portfolio development and the writing of essays. A maximum of 30 hours of experiential-learning credit may be earned.

HRM X99. Experiential Learning Credit

Represents achievement as demonstrated by the writing of an essay at that level for a particular subject. Thus, English 299 would represent achievement of English credit at the sophomore level. Similar numbers are used in recording such credit in any field where credit is achieved by demonstrated ability.



DIVISION OF HUMANITIES



The division is composed of the departments of art, English and modern languages, geography, history, learning skills, music and applied private music, political science and speech communication. It offers the Bachelor of Arts degree with majors in **speech communication, English, and history**, as well as administering the interdivisional liberal arts major with concentrations in speech communication, English, history, mathematics, natural science, and religious studies. Each degree program has three or four components: general education, the major, a minor (if any) and electives. **Minors** are offered in speech communication, English, history, languages, mathematics, natural sciences, and religious studies.

The Division of Humanities introduces the student to a wide range of cultural achievement. Exposure to the currents and cross-currents of man's social, religious, and intellectual experience enables students to appreciate the breadth of their cultural heritage. The Division also provides cultural experiences for students which will enrich their personal lives, regardless of their professional goals. Students are encouraged not only to appreciate the works of others in language, literature, art and music, but also to be creative in those areas themselves. Courses in the humanities are designed to help students see the

interrelationships in all major areas of human thought and to develop within the student a continuing awareness of the richness and variety of human experience.

DEPARTMENT OF SPEECH COMMUNICATION

B. A. WITH A MAJOR IN SPEECH COMMUNICATION

A degree in communication is designed to provide students with a balance of communication theory and practical application through simulation and actual presentation. Students may design their degree to emphasize communication theory or theater. The study of communication is both scientific and aesthetic. Students are given the knowledge to both create and appreciate more completely the different aspects of communication. A degree can increase student knowledge in interpersonal communication, organizational communication, small group communication, public communication, and performance communication. A degree in communication will also help students who want to branch out into other areas such as law, ministry, medicine, business, politics, mass media, negotiation, and social services. The degree can also prepare a student for admission to graduate school.

- One. General Education Requirements: 59 hours**
- I. Bible.** See Bible heading on Page 18.
 - A. BIB 113, 123, 212, 222 10
 - B. 2 upper division courses from BIB, DOC, MIN, PHI, or RH 5
 - II. Communication.**
 - A. COM 113 3
 - B. ENG 113, 123 6
 - C. Junior English Proficiency Examination -
 - III. Creative spirit.**
 - A. ART 203 and MUS 203 6
 - B. ENG 213, 223, and/or higher 6
 - IV. Creation/Technology**
 - A. Natural Science including a laboratory 7
 - B. MTH 123 or higher (143 recommended) 3
 - V. Roles in society**
 - A. History 6
 - B. YCS 101 1
 - C. 1. POL 123 3
 - C. 2. Either PSY or SOC 3

- Two. COMMUNICATION REQUIREMENTS: 37 hours**
- 1. Any combination of five communication laboratories from Forensics, Performance, and/or Technical: 5
 - 2. Each of the following: 9
 - COM 173 *Introduction to Theatre*
 - COM 213 *Argumentation*
 - COM 273 *Communication Theory*
 - 3. Two of the following for: 6
 - COM 243 *Oral Interpretation*
 - COM 263 *Drama Survey*
 - COM 443 *Advanced Public Speaking*
 - 4. Either COM 412 *Play Production* or COM 492 *Communication Practicum* 2
 - 5. Any combination of the following totaling 15
 - COM 283 *Interviewing*
 - COM 312 *Acting*
 - COM 313 *Radio and Television*
 - COM 322 *Technical Theater*
 - COM 333 *Interpersonal Communication*
 - COM 373 *Small Group Communication*
 - COM 383 *Organizational Communication*
 - COM 413 *Persuasion*
 - COM 453 *Commun. Training and Development*

Three. A minor from this or any other division 18

Four. Electives 14

Total credits must be at least 128 with a cumulative GPA of 2.00 or better. Upper division hours must total at least 44. The major and minor must each have GPAs of 2.00 or better.

COMMUNICATION MINOR REQUIREMENTS

The student desiring a minor in the department must take COM 273 *Communication Theory*, along with 12 hours selected from junior level courses, and 3 hours from courses at the sophomore

level. If COM 223, *Argumentation*, is selected, the student is also required to take COM 171, *Forensics Workshop*.

Suggested Degree Plan- Communication Major

<u>Fall</u>	<u>Spring</u>	
	Freshman Year	
BIB 113.....	3	BIB 123..... 3
ENG 113.....	3	ENG 123..... 3
ART 203.....	3	MUS 203..... 3
YCS 101.....	1	MTH..... 3
COM 113.....	3	Elective..... 3
COM 173.....	<u>3</u>	COM Laboratory..... <u>1</u>
	16	16

Sophomore Year		
Bible 212.....	2	Bible 222..... 2
ENG 213.....	3	ENG 223..... 3
History.....	3	History..... 3
Science with Lab.....	4	Science..... 3
COM 213.....	3	COM 273..... 3
Minor.....	<u>3</u>	Elective..... <u>2</u>
Total Hours	18	16

Junior Year		
Bible.....	3	POL 123..... 3
PSY/SOC.....	3	Minor..... 6
Minor.....	3	Elective..... 3
COM 3X3, 3Y3.....	6	COM 2X3..... 3
COM Lab.....	<u>1</u>	COM Lab..... <u>1</u>
Total Hours	16	Total Hours 16

Senior Year		
Bible.....	2	Minor..... 3
Minor.....	3	Elective..... 3
Elective.....	4	COM 2X3..... 3
COM 3X3.....	3	COM 3X3..... 3-5
COM 3XX.....	2-3	COM 412 or 492..... 2
COM Lab.....	<u>1</u>	COM Lab..... <u>1</u>
Total Hours	15-16	Total Hours 15-17

DEPARTMENT OF ENGLISH

Objectives

Through courses in composition, literature, and the English language, the department seeks to provide students with skills, insights and perspectives that will enable them to lead productive and satisfying lives. The department offers instruction in several rhetorical modes to help students write effectively in a wide variety of occupations. Exposure to and interpretation of existing world views are offered in diverse literary works. Such exposure is designed to foster critical thinking and broaden one's cultural background. A further objective of the department is to increase students' appreciation of the history, background, and human values found in the English literary heritage. Students have the opportunity to use their writing skills for the student newspaper and the college annual.

Programs in English

The York College English program interfaces with the Department of Education {See pp. 45-54} and prepares students for teaching at elementary and secondary levels. Students desiring to certify to teach English must major in education and complete requirements for an endorsement in English. The State of Nebraska requires a major in education to certify to teach. A background in English is also provided by the department for students who wish to pursue graduate studies in English that lead to teaching at advanced levels. A minor in English is also available for students who major in other disciplines.

A major in English is often splendid preparation for professional studies in law, medicine, and business, as well as a variety of other fields. Career-oriented students often choose the English major for its skills and other practical preparation.

The rationale for a degree in English could be almost as broad as life itself. English studies affect life at all of its lines and curves. It is a given that to function satisfyingly in the social strata of the typical college graduate, one must have certain language skills. The English major offers the opportunity to acquire these skills. The major principles and techniques of rhetoric, of grammar, and of usage equip the student to communicate effectively, regardless of his or her vocational niche.

Equally important, if not more so, are the insights into life that come to the English major through reading and discussing literature. The numerous genre and sub-genre of literature are somewhat analogous to the varieties of life's experiences. The adage that literature contains the "best that has been thought" by humans is no mere cliché. It has been said that "philosophy contains the precepts, history contains the example, and literature contains the precept in the example".

Both business and government have long seen the English major as a preparation for effective service in a wide range of occupational choices. People with communication skills, with knowledge in human relations, with adaptability, with analytical and creative abilities, and with insight into the power of the human spirit - all of which the English major helps to develop - these people have preparation breadth that enables them to be productive in virtually every career choice.

BACHELOR OF ARTS WITH A MAJOR IN ENGLISH:

The student wishing to major in English must meet all the general education requirements as listed on Page 16 for the Bachelor of Arts Degree. Six (6) hours of a modern foreign language are strongly recommended. Thirty-three (33) hours are required for the major, in addition to general education, including:

- 313 American Literature I,
 - 323 American Literature II,
 - 353 Poetry,
 - 373 World Literature,
 - 413 Linguistics,
 - 423 Novel,
 - 433 Shakespeare, and either
 - 343 Advanced Composition or 363 Research/Prof. Writing,
- and nine (9) hours of elective work in English numbered 200

or above. 463, History of English, is strongly recommended for those planning to go to graduate school.

Each baccalaureate degree requires an overall grade point average (GPA) of at least 2.00 on at least 128 semester-hours of credit, a minimum of 44 upper-division (junior/senior) semester-hours, and at least a 2.00 GPA in English.

REQUIREMENTS FOR A MINOR IN ENGLISH:

Eighteen (18) hours with a 2.00 GPA are required for a minor in English, including the following specific courses:

- 213 Major British Writers I,
- 223 Major British Writers II,
- 313 or 323 American Literature I or II,
- 343 Advanced Composition or 363 Research/Prof. Writing,
- 373 World Literature,
- 353 Poetry or 433 Shakespeare.

***Suggested Degree Plan-English Major
Freshman Year***

<i>Fall</i>		<i>Spring</i>	
BIB 113.....	3	BIB 123.....	3
ENG 113.....	3	ENG 123.....	3
ART/MUS 203.....	3	MTH/CIS.....	3
YCS 101.....	1	PSY 143.....	3
COM 113.....	3	Elective.....	1
HST.....	<u>3</u>	HST.....	<u>3</u>
	16		16

Sophomore Year

<i>Fall</i>		<i>Spring</i>	
Bible 212.....	2	Bible 222.....	2
ENG 213.....	3	ENG 223.....	3
Elective.....	2	POL 123.....	3
SPN 113.....	3	SPN 123.....	3
Science with Lab.....	4	Science.....	3
Minor.....	<u>3</u>	Minor.....	<u>3</u>
Total Hours	17	Total Hours	17

Junior Year

<i>Fall</i>		<i>Spring</i>	
Bible.....	2	Bible.....	3
Minor/Electives.....	5	Minor/Electives.....	4
ENG 313.....	3	ENG 343.....	3
ENG 353.....	3	ENG 363.....	3
ENG 373.....	<u>3</u>	ENG 443.....	<u>3</u>
Total Hours	16	Total Hours	16

Senior Year

<i>Fall</i>		<i>Spring</i>	
ENG 413.....	3	ENG 423.....	3
ENG 433.....	3	ENG 463.....	3
Minor/Electives.....	<u>9</u>	Minor/Electives.....	<u>9</u>
Total Hours	15	Total Hours	15

BACHELOR OF ARTS WITH A MAJOR IN HISTORY

The following degree program is designed for students wishing to earn a bachelor of arts degree with a major in history. The program hopes to present to the student of history a clearer picture of the political, economic, spiritual and social forces which have plotted the course of human history, marked the path of our western heritage, and comprised the events which formed our American experience.

Students wishing to complete a pre-professional baccalaureate degree program which will prepare them for further academic pursuits in related fields, including, but not limited to, law or government service, should consider this program. The B.A. with a major in history will also prepare the undergraduate for admission to graduate school. Students who plan to teach history below the collegiate level must major in education and endorse in history. See the Division of Education starting on Page 45.

SPECIFIC REQUIREMENTS:

Each baccalaureate degree requires an overall grade point average (GPA) of at least 2.00 on at least 128 semester-hours of credit, a minimum of 44 upper-division (junior/senior) semester-hours, and at least a 2.00 GPA in courses required for the major. The student must meet all the general education requirements as listed on Pages 16-17 for the Bachelor of Arts Degree, with the stipulation that the 5C requirement must include ECO 233, ECO 243, or HST 233.

The major itself consists of GEO 213, POL 123, HST 153, 163, 213, 223 and at least 21 upper division hours in history. A minor from outside the department is also required. Twelve (12) hours of a foreign language are very strongly recommended, especially for the student planning graduate work in history. The Bible department offers a minor in Religious History (see Page 25).

Suggested Program-History Major

Freshman Year

<i>Fall</i>	<i>Spring</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
BIO 113..... 3	ART/MUS 203..... 3
SPN 113..... 3	SPN 123..... 3
YCS 101..... 1	COM 113..... 3
HST 153..... <u>3</u>	HST 163..... <u>3</u>
16	18

Sophomore Year

<i>Fall</i>	<i>Spring</i>
Bible 212..... 2	Bible 222..... 2
ENG 213..... 3	ENG 223..... 3
ECO 233..... 3	ECO 243..... 3
GEO 213..... 3	POL 123..... 3
SPN 213..... 3	SPN 223..... 3
HST 213..... <u>3</u>	HST 223..... <u>3</u>
Total Hours 17	Total Hours 17

REQUIREMENTS FOR A MINOR IN HISTORY:

Eighteen (18) hours are required for a minor in History, including HST 493 and at least 9 additional upper division hours, with a GPA in History courses of 2.00 or better.



BACHELOR OF ARTS IN LIBERAL ARTS

The Liberal Arts major is designed to provide students with a perspective that focuses on human values. Such an education enables the graduate to adapt to a complex and changing world, to sharpen perceptions, and to increase the capacity for critical thinking. The Liberal Arts degree program also promotes intellectual independence by giving students the opportunity to participate in the construction of their upper division requirements. Each student is expected to study a single discipline in depth. This portion of the program is the field of concentration.

Through the development of analytical, intellectual and communicative skills, the Liberal Arts major provides a basis for lifelong educational enjoyment. The major also provides the student with a strong pre-professional foundation for such careers as law, civil service, medicine, etc.

REQUIREMENTS FOR DEGREE:

One. General Education:	56 hours
1. <u>Bible</u> See Bible heading on Page 18.	
A. BIB 113, 123, 212, 222	10
B. UD from BIB, DOC, MIN, PHI, RHS	5
2. <u>Communication.</u>	
A. COM 113	3
B. ENG 113, 123	6
C. Junior English Proficiency Examination	-
3. <u>Creative spirit.</u>	
A. ART 203 or MUS 203	3
B. Literature (ENG 213, 223, or higher)	6
4. <u>Creation and technology.</u>	
A. Natural Science including a laboratory	7
B. MTH 123 or higher	3
C. CIS 113 or higher	3
5. <u>Roles in society</u>	
A. History (153 and 163 recommended)	6
B. YCS 101	1
C. Additional History or Behavioral Science	3

Two. Courses common to all concentrations: 7 hours

1. PHI 443 *Philosophical Traditions of the World*
2. COM/ENG/HST/NSC/RST 494 *Liberal Arts Senior Research*. An extensive major research paper due during the student's final senior semester and to be presented to a gathering of the entire faculty. This project must demonstrate the student's analytical, intellectual, and communicative skills.

Three. Twenty-four (24) hours are required in the area of major concentration. No more than 6 of these may be sophomore level (200s), but the remainder must be upper division (300-499). Courses marked with an asterisk are required within their concentration.

A. Speech Communications

- *COM 173 *Introduction to Theatre*
- *COM 213 *Argumentation*
- *COM 243 *Oral Interpretation*
- *COM 273 *Communication Theory*
- *COM 333 *Interpersonal Communication*
- *COM 373 *Small Group Communication*
- *COM 383 *Organizational Communication*
- *COM 413 *Persuasion*

Any courses at the sophomore or higher level in Communication except COM 482 or COM 494.

B. English

- ENG 213 *Major British Writers I*
- ENG 223 *Major British Writers II*
- *ENG 413 *Introduction to Linguistics*

Any upper division courses in English except ENG 482 or ENG 494.

C. History

- HST 213 *History of the U.S. to 1877*
 - HST 223 *History of the U.S. since 1877*
 - HST 233 *U. S. Economic History*
 - *HST 493 *Writings and Research in History*
- Any upper division courses in History (HST) or Religious History (RHS) except HST 482 or HST 494.

D. Mathematics - from courses numbered 213 or above.

E. Natural Science

- BIO 224 *General Zoology*
- BIO 234 *General Botany*
- BIO 313 *Nutrition*
- BIO 314 *Human Anatomy*
- BIO 324 *Human Physiology*
- BIO 344 *General Microbiology*
- BIO 413 *Genetics*
- BIO 423 *Cell Biology*
- CHM 314 *Organic Chemistry I*
- CHM 325 *Organic Chemistry II*
- CHM 423 *Biochemistry*
- ESC 353 *Environmental Science*
- PHY 314 *Modern Physics*

F. Religious Studies

- BIB 212 *History of NT: Romans-Revelation*
- BIB 222 *Effective Christian Living*
- BIB 313 *Pentateuch*
- BIB 322 *Minor Prophets*
- BIB 333 *The Synoptic Gospels*
- BIB 342 *Romans*
- BIB 343 *Wisdom and Poetry of OT*
- BIB 352 *Corinthians*
- BIB 362 *Hebrews*
- BIB 413 *Isaiah/Jeremiah*
- BIB 422 *Historical Books of the OT*
- BIB 432 *The Gospel of John*
- BIB 442 *The Prison Epistles*
- BIB 462 *The General Epistles*
- BIB 463 *The Book of Revelation*
- *DOC 413 *Basic Teachings of the Bible*
- *DOC 433 *History of Christian Thought*
- *PHI 323 *Introduction to Ethics*
- RHS 423 *History of the Religions of the World*

Four. A minor concentration of eighteen (18) hours. No more than 6 of these may be sophomore level (200s), but the remainder must be upper division (300-499). Courses marked with an asterisk are required within their concentration.

A. Natural Science - from courses in major area.

B. Religious Studies - from courses in major area with DOC 413, DOC 433, and PHI 323 required.

C. History - from courses in major area with 493 required.

D. English - from courses in major area with 413 required.

E. Languages:

- ENG 413 *Introduction to Linguistics*
- GRK 214 *Elementary Greek I*
- GRK 224 *Elementary Greek II*
- GRK 313 *Greek Readings I*
- GRK 323 *Greek Readings II*
- GRK 413 *Advanced Greek I*
- GRK 423 *Advanced Greek II*
- HEB 314 *Elementary Hebrew I*
- HEB 324 *Elementary Hebrew II*
- HEB 413 *Hebrew Readings I*
- HEB 423 *Hebrew Readings II*
- SPN 213 *Intermediate Spanish I*
- SPN 223 *Intermediate Spanish II*

F. Mathematics - from courses numbered 213 or above.

G. Speech Communication - from courses in major area.

Five. Electives of at least twenty-three (23) hours will be planned cooperatively with the student's advisor who then submits the proposal for approval to a committee consisting of the Director of Liberal Arts, one member each from the Divisions of Bible and Human Development, Humanities, and Natural and Mathematical Sciences. A minimum of 18 hours needs to be upper division courses. The student must complete at least 128 total hours, of which 60 must be upper division, with a GPA of 2.00 or better.

DIVISIONAL COURSE DESCRIPTIONS

ART

ART 133. Freehand Drawing and Composition I

3 hours credit, fall

Basic freehand drawing and composition in pencil and charcoal with special attention to line, value, shape, form, and texture. Six studio hours per week.

ART 143. Freehand Drawing and Composition II

3 hours credit, spring

An introduction to drawing human anatomy in a variety of media. Further drawing problems in a variety of media. Six studio hours per week. Prerequisite: Art 133 or consent of instructor.

ART 153. Two-Dimensional Design

3 hours credit, fall

An introduction to the elements of two-dimensional design, including line, shape, color, space, texture, and their interrelationships. Basic problems and applications in the development of design consciousness in natural and man-made forms. Six studio hours per week.

ART 203. Art Appreciation

3 hours credit, fall and spring

A survey of the visual arts with the emphasis on understanding and critical evaluation.

ART 233. Introduction to Oil Painting

3 hours credit, fall

Introduction to the fundamentals of oil painting, developing the use of neutrals and color in composition. Six studio hours per week. Prerequisite: Art 133, Art 143, or consent of instructor.

ART 243. Three-Dimensional Design

3 hours credit, fall, spring

An introduction to the elements of three-dimensional design with an emphasis on paper, wire, clay, wood, and mixed media. Six studio hours per week. Prerequisite: Art 153 or consent of instructor.

ART 263. Introduction to Graphic Design

3 hours credit, spring

An introduction to the best graphic techniques including typography, layout, illustration, and logos. Four studio hours per week.

ART 313. Teaching Art in the Elementary and Middle Grades

3 hours credit, fall/spring

Overview of child and adolescent development in art; theory, techniques, materials, and activities appropriate for elementary and middle school art instruction; designed to prepare the specialist or the non-specialist to teach art to elementary/middle school students.

ART 333. Art History

3 hours credit, fall on demand

A survey of art and architecture from prehistoric times through the Gothic and Neo-Classic periods to the contemporary period.

COMMUNICATION

COM 113. Basic Speech

3 hours credit, fall and spring

A basic communications course designed to assist the student in developing the ability and the ease to effectively communicate with various audiences. Concepts studied include organization, presentation skills, and critical listening. Both the textual study of rhetoric and the individual practice of public speaking are utilized, with emphasis placed on speech writing and performance.

COM 131, 141, 231, 241. Theatre Workshop: Performance **COM 151, 161, 251, 261. Theatre Workshop: Technical**

1 hour credit each term, fall, spring

These workshops are designed for those students who are actively involved in the college's dramatic productions. Additional formal class time is not assigned. Requires the instructor's permission.

COM 371, 381. Theatre Workshop: Directing

Additionally, in this course the student will explore theories and approaches to directing a theatrical production and be responsible for directing various aspects of the play currently being produced by the department.

COM 171. Forensics Workshop

1 hour credit, fall and spring

The workshop is designed for those students who are actively involved in college debate or forensic activities. Requires permission of the instructor.

COM 173. Introduction to Theatre

3 hours credit, alternate years, fall 1995

An introductory study of the various aspects of theatre, including historical development, performance, management, and technical production. Emphasis is given to the interaction of theatre and society and how this interaction has played a part in development of both theatre and societies.

COM 213. Argumentation

3 hours credit, fall

An audience-centered approach to argumentation. Examination and application of argumentation principles to both policy and value debate. This course requires research.

COM 243. Oral Interpretation

3 hours credit, alternate years, spring

The study and practice of the art of interpreting non-dramatic literature as public performance. Both analysis of various literary genres and oral presentation are utilized. Prerequisite: COM 113 with a grade of "B" or above.

COM 263. Drama Survey

3 hours credit, alternate years, spring

A survey of the development of dramatic literature throughout its history. Play scripts are read and studied as literary genre, as well as the beginning of a possible performance. Careful attention is given to a thorough analysis of scripts and the necessity of understanding the analysis in order to understand the drama.

COM 273. Communication Theory

3 hours credit, alternate years, fall 1996

Designed to acquaint students with a theoretical overview of the field of communication from the laws, systems, and rules perspectives. Topics include interpersonal communication, organizational communication, persuasion, and small group communication.

COM 283. Interviewing

3 hours credit, alternate years, spring 1996

Provides students with an understanding of the interviewing process. Students learn the fundamentals of interviewing and then apply them through in-class simulations.

COM 312. Acting

2 hours credit, fall

A study of the various acting methods. Course time is spent in acquiring knowledge of acting methods and then applying that knowledge to increase the students' acting abilities.

COM 313. Radio and Television

3 hours credit, alternate years, fall 1995

The student will study and discuss the history and practices of the broadcast media as well as some of the philosophical responsibilities of these modes of communication. The class will also produce a radio program in cooperation with the local station, KAWL.

COM 322. Technical Theatre

2 hours credit, spring

An in-depth study which provides students with guided, practical experience in working with the technical aspects of theater. The course will cover set construction, costuming, lighting, and design. Students will be required to complete a project which demonstrates their acquired skills.

COM 333. Interpersonal Communication.

3 hours credit, alternate years, fall 1995

An examination of the principles of interpersonal communication. The course provides a theoretical foundation for dyadic interaction, which is tested through practical application. Topics include perception, self-concept, relationships and conflict.

COM 373. Small Group Communication

3 hours credit, alternate years, fall 1996

Presents a theoretical approach to small group communication which is then applied practically. Emphasis is on problem-solving contexts, but consideration is given to other forms of small group communication.

COM 383. Organizational Communication

3 hours credit, alternate years, spring 1997

Studies communication in the context of management and organizational structure. It looks at communication in the organization through different theoretical perspectives.

COM 412. Play Production

2 hours credit, fall and spring

A course which provides students with a study of the practical concerns of directing. Students will be required to direct a production for the public. Requires permission of the instructor.

COM 413. Persuasion

3 hours credit, alternate years, fall 1996

A detailed study of the theoretical foundations for various methods of persuasion. This course also focuses on the ethical implications of persuasion.

COM 443. Advanced Public Speaking

3 hours credit, spring

An advanced course for those students with a high level of speech experience and interest, involving a more in-depth examination of communication. Rhetorical theory and reasoning, interpersonal skills and persuasion are explored, with additional practice in public speaking. Prerequisite: COM 113 or permission of instructor.

COM 453. Communication Training and Development

3 hours credit, alternate years, fall 1996

A practical course created to introduce students to the field of communication training and development. It provides the basic structure and strategies of the field and requires students to actively engage in the field of communication training and development through in-class simulations.

COM 482. Special Secondary Methods

2 hours credit, fall and spring, on demand

The class will explore methods for teaching speech and drama in secondary schools. Special emphases will be given to the production of school plays and forensic speech competition. All students will actively participate in cutting, directing and performing oral interpretation and acting pieces, and in producing a useful portfolio of cuttings and performance pieces to be used in high school classrooms or competitions.

COM 492. Communication Practicum

2 hours credit, fall and spring

A capstone course designed to synthesize the knowledge gained from previous communication courses through a directed internship in the student's choice of specialization. Requires permission of the instructor.

COM 494. Liberal Arts Senior Research Project

4 hours credit, on demand

An extensive major research paper due during the student's final senior semester and to be presented to a gathering of the entire faculty. This project must demonstrate the student's analytical, intellectual, and communicative skills. Permission of the Director of Liberal Arts required.

ENGLISH

ENG 103. Basic English

3 hours credit, fall

This course emphasizes grammar and basic composition skills. The course does not count toward a major or minor in English, nor the general education requirements. Required of all entering freshmen who score below 15 on the ACT English examination or below 350 on the SAT Verbal examination.

ENG 113. English Composition I

3 hours credit, fall

Required of freshmen. A study of the essentials of composition. Assignments are designed to help the student read discerningly, write accurately, and think logically. Honors course is available.

ENG 123. English Composition II

3 hours credit, spring

Required of freshmen. A continuation of English 113, this course focuses upon research writing, rhetorical modes, and certain literary genres. The development of critical reading, writing, and thinking are objectives. Honors course is available.

ENG 203. English Proficiency

3 hours credit, on demand

Intensive practice in writing skills. Passing the course will satisfy the college English proficiency requirement. Students who have major deficiencies in English grammar and composition are encouraged to take this course. Open only to juniors or seniors. Does not count toward the major or minor in English.

ENG 213. Major British Writers I

3 hours credit, fall

A study of major British writers from the medieval times to the close of the 18th Century. Studies in chronological sequence and with some attention to the characteristics of the various periods of literary history.

ENG 223. Major British Writers II

3 hours credit, spring

A study of major British writers from the late 18th to the early 20th Century. Studies in chronological sequence and with some attention to the characteristics of the various literary periods.

ENG 231. Special Studies in English: Willa Cather

1 hour credit, spring

A study of two major works. A class trip to the author's home near Red Cloud, Nebraska, is a required part of the course. May be repeated for credit with different works.

ENG 263. Travel in the British Isles

3 hours credit, summer

A study trip to the British Isles is offered on alternate years. With the approval of the Vice President for Academic Affairs, the course may be used towards satisfaction of the general education literature requirement.

ENG 303. Internship in Professional Writing.

3 hours credit, on demand

Provides students with an opportunity to do professional writing for an organization or firm. Prospective interns are screened by the Department and supervising employer. Prerequisite: ENG 363.

ENG 313. American Literature I

3 hours credit, fall

A survey of major works from the colonial era to the Civil War. The course will offer a variety of genres and will focus upon relevant ideas that come from the readings.

ENG 323. American Literature II

3 hours credit, spring

A continuation of the survey begun in 313 of major works from the Civil War to the present. The course will offer a variety of genres and will focus upon ideas that spring from the readings.

ENG 343. Advanced Composition

3 hours credit, spring

Allows students to develop and polish skills in composition. Students will compose poetry, fiction, and non-fiction pieces. Main emphasis will be on expository and argumentative prose.

ENG 353. Poetry

3 hours credit, fall

A study of poetic theory with applications to all periods of British and American poetry. Assists in development of special skills for the appreciation and criticism of poetry.

ENG 363. Research and Professional Writing

3 hours credit, spring

Seeks to prepare the liberal arts student for doing advanced research and writing on the job or in graduate schools. Discusses (1) indices/data bases and research, and (2) professional writing such as letters, memoranda, and reports. Emphasis on rhetoric and writing for varied audiences.

ENG 373. World Literature

3 hours credit, fall

Examines some of the major works of world literature. Tries to include works representative of different time periods and geographic areas of the world.

ENG 413. Introduction to Linguistics

3 hours credit, fall

An introduction to the scientific study of English, its origins, phonology, morphology, semantics, and syntax. Also briefly surveys various aspects of applied linguistic theory.

ENG 423. Novel

3 hours credit, spring

Studies the novel as genre. Introduces the student to literary analysis of the novel with further discussion of ideas generated by selected readings.

ENG 433. Shakespeare

3 hours credit, fall

Studies the Bard's major tragedies, comedies, and romances, placing them in their historical, intellectual, critical, and dramatic contexts.

ENG 443. English as a Second Language

3 hours credit, alternate years, spring 1997

Discusses the linguistic, social, psychological, and methodological foundations of ESL. A practicum may be required. Prerequisite: ENG 413 or consent of the instructor.

ENG 463. History of the English Language

3 hours credit, alternate years, spring 1996

Discusses the origin and the development of the English language. Covers Old, Middle, and Modern English. Also looks at language change in general and the position of English as a world language. Prerequisite: ENG 413 or permission of the instructor.

ENG 482. Special Secondary Methods

2 hours credit, fall and spring

Methods and materials used to teach English in grades 7-12; taken early in the semester of student teaching.

ENG 494. Liberal Arts Senior Research Project

4 hours credit, on demand

An extensive major research paper due during the student's final senior semester and to be presented to a gathering of the entire faculty. This project must demonstrate the student's analytical, intellectual, and communicative skills. Permission of the Director of Liberal Arts required.

GEOGRAPHY and POLITICAL SCIENCE**GEO 213. World Regional Geography**

3 hours credit, fall

Surveys world regions with special emphasis upon major nations. A look at both the physical features, and the political divisions.

POL 101. Travels in American Government

1 hour credit, Spring

Spring-break 1-week trip to governmental and historical sites on the East Coast. (Offered on demand)

POL 123. American Government

3 hours credit, spring

A survey of the organization and functions of government in the U.S. with special emphasis on the political process and historical perspective.

HISTORY**HST 153. Western Civilization to 1648**

3 hours credit, fall

The civilizations of the ancient Near East, Greek civilizations, the Roman world, the Middle Ages, the Renaissance, the Reformation, and the transition to modern times.

HST 163. Western Civilization since 1648

3 hours credit, spring

A continuation of HST 153. The Ages of Absolutism, the Enlightenment, the French Revolution, liberalism, nationalism, and the rise of modern culture.

HST 213. History of the United States to 1877

3 hours credit, fall

The discovery of America, the colonial period, the Revolution, the growth of American nationalism, sectionalism, the Civil War, and Reconstruction.

HST 223. History of the United States since 1877

3 hours credit, spring

A continuation of HST 213. The emergence of modern industrial America: the Progressive Era, World War I, the Twenties, the Depression, World War II, and post-war America.

HST 233. U. S. Economic History

3 hours credit, fall

America's economic growth and development with an emphasis on trade, tariffs, use of natural resources, business expansion, monetary and banking systems, and governmental land policies. Co-/Prerequisite: HST 213 and 223, or permission of the instructor.

HST 313. Civil War Era

3 hours credit, alternate years, Fall 1996

An in-depth study of the period leading up to the Civil War; looks at slavery, sectionalism, the abolitionist movement, political compromise, the war itself and the aftermath of the war.

HST 323. The American Frontier

3 hours credit, alternate years, spring 1997

An in-depth study of the Westward movement, including native cultures and European and American settlements in the West.

HST 333. Colonial and Revolutionary America

3 hours credit, alternate years, Fall 1995

A study of early settlements, colonial relations, the Revolutionary War, the Articles of Confederation, the Constitution, and the Washington presidency.

HST 343. The Early National Period

3 hours credit, alternate years, Spring 1996

The developing nation: Washinton, Adams, and Jefferson Administrations; the War of 1812, the Era of Good Feelings, the emergence of the second party system, and the Age of Jackson.

HST 353. Modern U.S. History I: 1877-1932

3 hours credit, alternate years, Fall 1996

A study of the developing West, railroads, Populism, Progressivism, WWI, Isolationism, and the seeds of the Great Depression.

HST 363. Modern U.S. History II, 1932 to the Present

3 hours credit, alternate years, Spring 1997

A close examination of the New Deal, FDR's presidency, World War II, causes of the Cold War, American involvement in Korea and Vietnam, Detente, the 1980s, and the fall of Communism.

HST 373. British History to 1688

3 hours credit, alternate years, Fall 1996

An examination of Roman Britain, the Anglo-Saxons, the Norman Conquest, the Angevins, the Hundred Years' War, the War of the Roses, the Tudors, the Stuarts, the English Civil War, the Protectorate and the Glorious Revolution.

HST 383. British History Since 1688

3 hours credit, alternate years, Spring 1997

A study of Britain following the Glorious Revolution: the Hanoverian succession, the early Empire, the Industrial Revolution, the Age of Revolution, 19th Century politics, Victorianism, the Age of the Empire, the World War and Socialist Britain.

HST 393. Medieval and Renaissance Europe

3 hours credit, alternate years, Fall 1995

An examination of European history from the fall of Rome through the Quattrocento. Includes the social, political, economic, military changes in Europe during the period.

HST 443. Europe, 1648 to 1815

3 hours credit, alternate years, Spring 1996

A study of European history from the end of the Thirty Years' War through the Napoleonic Wars. Includes Absolutism, Constitutionalism, Enlightenment, French Revolution, the Age of Napoleon Bonaparte and the Congress of Vienna.

HST 453. Emergence of Modern Europe, 1815 to 1914.

3 hours credit, alternate years, Fall 1996

An examination of Europe from the Congress of Vienna, the social and political revolutions of 1820, 1830 and 1848, the Industrial Revolution, Imperialism, Colonialism, and Socialism.

HST 463. 20th Century European History

3 hours credit, alternate years, Spring 1997

An examination of the end of the Victorian Age, World War I, Communism, global depression, Fascism, the rise of Hitler, World War II, the shrinking empires, NATO, the Cold War, the European Economic Community and modern Europe.

HST 482. Special Secondary Methods

2 hours credit, fall and spring

Specific strategies and activities for organizing and teaching history in grades 7-12.

HST 493. Writing and Research in History

3 hours credit, fall

Participants focus on specific historical periods or problems, do extensive reading, research and writing, and share impressions in seminar format; topics determined jointly by student and instructor. Prerequisite: instructor's permission.

HST 494. Liberal Arts Senior Research Project

4 hours credit, on demand

An extensive major research paper due during the student's final senior semester and to be presented to a gathering of the entire faculty. This project must demonstrate the student's analytical, intellectual, and communicative skills. Permission of the Director of Liberal Arts required.

LEARNINGSKILLS**LSK 141, 142. Reading Improvement I, II**

1-2 hours credit, fall, spring.

Designed to improve comprehension, reading speed, and vocabulary.

LSK 151, 152. Study Skills I, II

1-2 hours credit, fall, spring

Designed to develop analytical and reasoning skills by focusing on vocabulary development and methods for improving critical thinking, comprehension, and problem solving abilities.

MODERN LANGUAGES-SPANISH**SPN 113. Elementary Spanish I**

3 hours credit, fall

Introduction to Spanish life, language, and literature. Emphasis is placed upon thinking in Spanish. Fundamentals of Spanish grammar.

SPN 123. Elementary Spanish II

3 hours credit, spring

A continuation of 113. It involves diction, speaking, reading, composition, and continuation of grammar. Prerequisite: 113 or two years of high school Spanish.

SPN 213. Intermediate Spanish I

3 hours credit, fall on demand

Grammar review, extensive Spanish-American readings and conversation. Prerequisite: 123 or 3 years of high school Spanish.

SPN 223. Intermediate Spanish II

3 hours credit, spring on demand

A continuation of 213 with more extensive readings in Spanish literature and conversation. Prerequisite: 213 or 3 years of high school Spanish.

MODERN LANGUAGES - SWEDISH

SWE 113. Elementary Swedish I

3 hours credit, summer

Introduction to Swedish life, language, and literature. Emphasis on reading, writing, and speaking basic Swedish. No prerequisite.

SWE 123. Elementary Swedish II

3 hours credit, summer

A continuation of 113. Renewed emphasis on reading, writing, and speaking basic Swedish. Prerequisite: 113 or equivalent.

HONORS IN MODERN LANGUAGE

A course may be arranged under the Honors Program for students who want more experience in this area.

APPLIED PRIVATE MUSIC

APM 111, 121, 211, 221. Private Piano Instruction

APM 141, 151, 241, 251. Private Voice Instruction

1 hour credit, fall, spring

MUSIC

MUS 102. Music in the Church

2 hours credit, on demand

A study of the role of music in the church from a historical and Biblical perspective with a concentration on techniques to better prepare and equip people to effectively guide this area of worship.

MUS 112, 122. Ear Training I, II

2 hours credit, fall, spring (alternate years)

Co- or Pre-requisite: Music 113. Dictation from the keyboard, ear testing and sight singing involving intervals, scales, triads, melodies, and rhythms.

MUS 113, 123. Theory I, II

3 hours credit, fall, spring (alternate years)

Prerequisite or Parallel: Private piano and Music 112. Study and keyboard application of written four-part harmony through seventh chords, for music majors and minors only.

MUS 153, 163. Music Literature I, II

3 hours credit, fall, spring (alternate years)

A general survey of music literature from 1500 to the present. The evolution of musical styles will be traced and scores will be examined. For music majors and minors only.

MUS 172. Class Voice

2 hours credit, on demand

Group instruction for non-major beginning students.

MUS 191. Choral Masterpieces

1 hour credit, on demand

A survey/review of some of the great masterpieces of choral music over the past 500 years. Masses, requiems, oratorios, and other major works will be examined and studied both aurally and academically.

MUS 203. Music Appreciation

3 hours credit, fall, spring

This course surveys the art music of Western Civilization from 1500 to the present. The development of appropriate listening skills is focused upon as the student becomes increasingly aware of the role of art music throughout the ages and the role it plays today and in the future.

MUS 313. Conducting

3 hours credit, fall

Conducting techniques for choral ensembles; applied in a practical way to music of various styles.

MUS 322. Public School Music

2 hours credit, spring

Basic skills for the elementary classroom teacher; i.e., basic music theory, voice development, concepts, and instrument skills necessary for the nonspecialized elementary teacher to teach elementary music.

MUS 482. Special Secondary Methods

2 hours credit, fall and spring

The class will explore methods for teaching music in secondary schools. Emphases will be given to basic music theory and concepts, voice development, and instrumental skills necessary for the secondary music teacher, and in producing a useful portfolio of performance pieces to be used in high school classrooms or competitions.

MUS 151, 161. Music Ensemble

MUS 171, 181. Concert Choir

1 hour credit, fall, spring

Participation in musical ensembles is open to music majors and non-majors and membership is by audition. Each course may be repeated for credit up to four times. Credit toward graduation requirements will be given for a maximum total of four hours in any combination. All other participation will be non-credit.



DIVISION OF NATURAL AND MATHEMATICAL SCIENCES

The programs in the Division of Natural and Mathematical Sciences are designed to give the students an awareness of the world in which we live and the responsibilities that we have as inhabitants of this world. The various departments strive to develop in their students an appreciation for our scientific heritage and for the value of science as a process that is useful to our understanding of our world and ourselves. A basic foundation is provided for those students pursuing pre-professional programs or planning careers in a science or science-related field. A Bachelor of Arts degree is offered in the field of mathematics. There are also middle grades endorsements in science and mathematics, secondary field endorsements in mathematics and in natural sciences, and a secondary subject endorsement in biology for those majoring in education. Also available is a major emphasis or minor emphasis in the natural sciences within the liberal arts degree program. The Associate in Science degree is offered within a number of pre-professional curricula.

BACHELOR OF ARTS in MATHEMATICS

This degree program requires a total of at least 128 hours with an overall GPA of at least 2.00. The student must achieve a GPA of 2.00 or better in the major (with required supporting courses), and in each minor. At least 44 upper level hours are required.

The hours are divided into the following four sections:

One. General Education Requirements: 53 hours

- | | |
|---|----|
| I. Bible. See Bible heading on Page 18. | |
| A. BIB 113, 123, 212, 222 | 10 |
| B. Two upper division courses from BIB, MIN, DOC, PHI, or RHS | 5 |
| II. Communication. | |
| A. COM 113 | 3 |
| B. ENG 113, 123 | 6 |
| C. Junior English Proficiency Examination | - |
| III. Creative spirit. | |
| A. ART 203 or MUS 203 | 3 |
| B. ENG 213, 223, or higher | 6 |
| IV. Creation/Technology | |
| A. Natural Science including a laboratory | 7 |
| B. MTH met within the major. | |
| V. Roles in society | |
| A. History | 6 |
| B. YCS 101 | 1 |
| C. POL 123 and either PSY or SOC | 6 |

Two. Mathematics Courses 33 hours chosen from:

MTH 214 Analytic Geometry and Calculus I	4
MTH 224 Analytic Geometry and Calculus II	4
MTH 334 Analytic Geometry and Calculus III	4
MTH 243 Introduction to Mathematical Thought	3
MTH 323 Probability and Statistics	3
MTH 343 Differential Equations	3
MTH 353 Linear Algebra	3
MTH 413 Abstract Algebra I	3
MTH 423 Abstract Algebra II	3
MTH 453 Analysis I	3
MTH 463 Analysis II	3

Three. Required Supporting Courses 10 hours

CIS 133 Introduction to Computer Science	3
CIS 223 FORTRAN Programming	3
PHY 234 Engineering Physics I	4

Four. Minor and Electives 32 hours

Minor of at least	18
Electives to bring total to at least 128, with at least 44 upper division hours	14

MINOR IN MATHEMATICS - Requires the following courses:

MTH 214 Analytic Geometry and Calculus I	4
MTH 224 Analytic Geometry and Calculus II	4
MTH 334 Analytic Geometry and Calculus III	4
MTH 243 Introduction to Mathematical Thought	3
and one or more courses from:	
MTH 343 Differential Equations	
MTH 353 Linear Algebra	
MTH 413 Abstract Algebra I	
MTH 453 Analysis I.	



DIVISIONAL COURSE DESCRIPTIONS

BIOLOGY

BIO 111. General Biology Lab.

1 hour credit, fall, spring

The laboratory will train the student in the use of the microscope and will teach the student other scientific skills along with investigations in the topics covered in BIO 113. Prerequisite: concurrent (recommended) or previous enrollment in BIO 113.

BIO 113. General Biology

3 hours credit, fall, spring

An introduction to the major concepts and processes common to all living organisms. Topics of study include history of science and the nature of scientific investigation, cellular structure and function, genetics, reproduction and development, ecology and theory of evolution.

BIO 224. General Zoology.

4 hours credit (3 for lecture, 1 for lab), alternate years, spring 1997

An intensive study of the animal kingdom with emphasis on taxonomy, morphology, and life histories of typical representatives of the animal phyla. Three lectures and one laboratory or field trip per week.

BIO 234. General Botany.

4 hours credit (3 for lecture, 1 for lab), alternate years, fall 1996

An introductory survey of the plant kingdom. Topics discussed include the identification, classification, life histories, and the importance of plants. Three hours of lecture, and one laboratory or field trip per week.

BIO 313. Nutrition

3 hours credit, fall

A study of the principles of nutrition. Topics covered include the sources of nutrients, the digestion and absorption of nutrients, metabolism of nutrients, diseases associated with nutritional abnormalities, and the use of good nutritional habits to maintain health and control weight at various stages of the life cycle. Prerequisite: BIO 113 or its equivalent. CHM 124 is strongly recommended.

BIO 314. Human Anatomy.

4 hours credit (3 for lecture, 1 for lab), fall

A study of the structure of the human body. Course includes the chemical, cellular, tissue, organ, and system levels of organization. Prerequisite: BIO 113 or consent of instructor.

BIO 324. Human Physiology

4 hours credit (3 for lecture, 1 for lab), spring

An in-depth study of the functions of the human body with emphasis placed on how each system contributes to the homeostasis of the entire body. Prerequisites: BIO 314 and CHM 114 or 214, or consent of instructor.

BIO 344. General Microbiology

4 hours credit (3 for lecture, 1 for lab), spring

An introduction to the biology of bacteria and other prokaryotic and eukaryotic microorganisms and viruses, including the history of microbiology; the classification, morphology, metabolism, and genetics of various microorganisms; host resistance, immunology and disease; industrial microbial applications, and epidemiology and oncology. Laboratory work includes cultivating, studying, isolating, identifying, and controlling microbes with heavy emphasis placed on technique. For those students majoring in biology, health care, or related field. Prerequisite: BIO 113 and CHM 224 or 124.

BIO 413. Genetics

3 hours credit, alternate years, fall 1995

A course designed to study the principles of heredity. Areas to be studied include DNA structure, genetic codes, mutations, Mendelian principles, inheritance patterns, genetic screening, and biotechnology. Current developments in genetics will be emphasized. Prerequisite: BIO 113. Offered on demand.

BIO 423. Cell Biology

3 hours credit, alternate years, spring 1996

A rigorous study of the structure and functions of the cell and its parts. Study includes the morphology of the cell as well as the detailed structures of the organelles, and the functions of each organelle. The course also involves the study of intermediary metabolism and how each subcellular structure functions in the overall energy use and production of the cell. Prerequisite: BIO 113 and CHM 224 or 124.

CHEMISTRY

CHM 114. General Chemistry I

4 hours credit (3 for lecture, 1 for lab), fall

A chemistry class designed to fulfill the chemistry requirements for most nursing and some other allied health-related programs. An introduction to some of the fundamental concepts of chemistry, such as modern atomic theory, periodicity of the elements, principles of chemical reactions, chemical equilibrium, acid-base reactions, oxidation-reduction reactions, solubility, chemical calculations, and an introduction to organic chemistry: the alkanes, alkenes, and alkynes. Does not count toward a major or minor in chemistry.

CHM 124. General Chemistry II

4 hours credit (3 for lecture, 1 for lab), spring

A continuation of CHM 114 with a continuation of the study of organic chemistry and biochemistry. Topics covered include: the aromatic compounds, alcohols, thiols, phenols, aldehydes, ketones, carboxylic acids and their derivatives, and amines and their derivatives. In the biochemistry portion of the course, the topics include: the simple and complex carbohydrates, amino acids and proteins, lipids, vitamins, enzymes and coenzymes, nucleic acids and intermediary metabolism. Prerequisite: CHM 114 or its equivalent.

DIVISIONAL COURSE DESCRIPTIONS

BIOLOGY

BIO 111. General Biology Lab.

1 hour credit, fall, spring

The laboratory will train the student in the use of the microscope and will teach the student other scientific skills along with investigations in the topics covered in BIO 113. Prerequisite: concurrent (recommended) or previous enrollment in BIO 113.

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3 hours credit, fall, spring

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4 hours credit (3 for lecture, 1 for lab), alternate years, spring 1997

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3 hours credit, fall

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4 hours credit (3 for lecture, 1 for lab), fall

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4 hours credit (3 for lecture, 1 for lab), spring

An introduction to the biology of bacteria and other prokaryotic and eukaryotic microorganisms and viruses, including the history of microbiology; the classification, morphology, metabolism, and genetics of various microorganisms; host resistance, immunology and disease; industrial microbial applications, and epidemiology and oncology. Laboratory work includes cultivating, studying, isolating, identifying, and controlling microbes with heavy emphasis placed on technique. For those students majoring in biology, health care, or related field. Prerequisite: BIO 113 and CHM 224 or 124.

BIO 413. Genetics

3 hours credit, alternate years, fall 1995

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3 hours credit, alternate years, spring 1996

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CHEMISTRY

CHM 114. General Chemistry I

4 hours credit (3 for lecture, 1 for lab), fall

A chemistry class designed to fulfill the chemistry requirements for most nursing and some other allied health-related programs. An introduction to some of the fundamental concepts of chemistry, such as modern atomic theory, periodicity of the elements, principles of chemical reactions, chemical equilibrium, acid-base reactions, oxidation-reduction reactions, solubility, chemical calculations, and an introduction to organic chemistry: the alkanes, alkenes, and alkynes. Does not count toward a major or minor in chemistry.

CHM 124. General Chemistry II

4 hours credit (3 for lecture, 1 for lab), spring

A continuation of CHM 114 with a continuation of the study of organic chemistry and biochemistry. Topics covered include: the aromatic compounds, alcohols, thiols, phenols, aldehydes, ketones, carboxylic acids and their derivatives, and amines and their derivatives. In the biochemistry portion of the course, the topics include: the simple and complex carbohydrates, amino acids and proteins, lipids, vitamins, enzymes and coenzymes, nucleic acids and intermediary metabolism. Prerequisite: CHM 114 or its equivalent.

CHM 214. College Chemistry I

4 hours credit (3 for lecture, 1 for lab), fall

General theory of chemistry, periodic classification of elements, atomic structure and properties of the elements. Includes stoichiometry, molecular orbital theory, valence shell electron pair repulsion theory, valence bond theory, solutions and solution stoichiometry, calorimetry, and the kinetic molecular theory. Laboratory will include an emphasis on quantitative analysis. Prerequisite: High school chemistry or CHM 114, and high school or college algebra.

CHM 224. College Chemistry II

4 hours credit (3 for lecture, 1 for lab), spring

A continuation of CHM 214 with emphasis on chemical kinetics, thermodynamics, electrochemistry and ionic equilibria. Attention will be given to qualitative analysis of cations in the laboratory. Prerequisite: Completion of CHM 214, or its equivalent, with a grade of "C" or higher.

CHM 314. Organic Chemistry I

4 hours credit (3 for lecture, 1 for lab), fall

Fundamental principles of organic chemistry, including nomenclature, classification of organic compounds, stereochemistry, and the preparations, reactions, and uses of aliphatic and aromatic compounds, including alkanes, alkenes, alkynes, alcohols, ethers and benzene. Laboratory work will include techniques of preparation and purification of compounds, synthesis of compounds, and reactions characteristic of classes of organic compounds. Prerequisite: CHM 224 or its equivalent.

CHM 325. Organic Chemistry II

5 hours credit (3 for lecture, 2 for lab), spring

A continuation of CHM 314 with emphasis on spectroscopy, organic synthesis and other classes of organic compounds such as aldehydes, ketones, carboxylic acids and their derivatives, and amines and their derivatives. The laboratory meets twice each week. One laboratory session will be a continuation of the laboratory in CHM 314, the other laboratory session will be devoted to organic qualitative analysis. Prerequisite: a grade of "C" or higher in CHM 314 or its equivalent.

CHM 423. Biochemistry

3 hours credit, fall, on demand

A rigorous and detailed study of the major classes of bio-organic compounds and their functions in biological systems. Special emphasis is given to the role each compound plays in the various phases of metabolism, growth, and reproduction of the cell. Prerequisites: CHM 314 or its equivalent, and BIO 113 or its equivalent.

COMPUTER INFORMATION SYSTEMS**CIS 113. Introduction to Microcomputers**

3 hours credit, fall, spring

A course, oriented toward future computer users, that will teach them the terminology and principles required to talk with the computer specialists. The student will acquire a practical working knowledge of the DOS operating system, a word processor, a spreadsheet, and a database.

CIS 133. Introduction to Computer Science

3 hours credit, fall

A course to teach algorithm development, problem solving, and solution development using the Pascal programming language to demonstrate the concepts. Prerequisite: Consent of instructor.

CIS 223. FORTRAN Programming

3 hours credit, alternate years, spring 1997

A course to teach FORTRAN programming, numerical methods and applications. For mathematicians, engineers, and science areas. Prerequisites: CIS 133 or consent of instructor.

CIS 333. Management/Accounting Information Systems

3 hours credit, fall

A comprehensive study of organizational needs for information and an introduction to the integrated management information system. Information is studied as an organizational resource. Concepts underlying the analysis, design, use, control, and audit of accounting information systems will be studied. The class will look at several examples of accounting systems, and each student will get an in-depth look at one system. Emphasis is placed on current issues and developments in the field. Prerequisites: CIS 113 and ACC 223.

EARTH SCIENCE**ESC 113. Earth Science I**

3 hours credit, summer, on demand

An introduction to the philosophy and methodology of science. Basic concepts of geology and oceanography are studied, along with the study of the conservation of natural resources.

ESC 143. Earth Science II

3 hours credit, summer, on demand

An introduction to the philosophy and methodology of science. Basic concepts of meteorology and astronomy are studied, along with a study of the conservation of natural resources.

ESC 353. Environmental Science

3 hours credit, summer, on demand

The study of how we and other species interact with each other and with the nonliving environment of matter and energy. Emphasis will be placed on how the earth works and how it can be sustained.

MATHEMATICS

MTH 003. Basic Math Skills

3 hours non-collegiate credit, fall

A review of basic concepts in order to help prepare students who are deficient in basic mathematics skills, including addition, subtraction, multiplication, and division. This course does **not** count toward any degree, **nor** does it fulfill the general education mathematics requirement.

MTH 023. Basic Algebra

3 hours credit, spring

Review of basic arithmetic and an introduction to elementary algebra. Includes selected topics from first year algebra such as signed numbers, linear equations, exponents, polynomials, and word problems to form an introduction to intermediate algebra. Does **not** satisfy the mathematics requirements for degrees.

MTH 123. Intermediate Algebra

3 hours credit, fall, spring

A study of fundamental algebraic operations, polynomials, graphing, pairs of linear equations, roots and radicals, ratios and proportions, and their applications. Designed to prepare the student for college algebra and to satisfy the math requirements for medical technology, other allied health-related disciplines, home economics and similar programs.

MTH 133. Mathematics for Educators

3 hours credit, fall, spring

The study of set theory, logic, numeration systems, whole numbers, integers, rational numbers, number theory, and geometry from an elementary school perspective. Required of ALL elementary education majors. Pre-requisite: MTH 123, or a Math ACT subscore of at least 20, or acceptable scores on mathematics placement tests.

MTH 143. Elements of Mathematics

3 hours credit, fall, spring

A study of general mathematics concepts including logic, set theory, elementary geometry, introduction to probability and statistics, and mathematics of finance. A course for liberal arts and social science majors.

MTH 173. College Algebra

3 hours credit, fall, spring

A study of sets, relations and functions, exponential and logarithmic functions, systems of equations and inequalities, matrices and determinants, theory of equations, sequences, permutations, and combinations, the binomial theorem and introduction to the theory of probability. Prerequisite: at least two units of high school algebra, or MTH 123.

MTH 183. Trigonometry

3 hours credit, spring

The trigonometric functions and their variations, identities, and equations, solutions of triangles and their applications. Prerequisite: MTH 173 or two units of high school algebra and one unit of high school geometry.

MTH 213. College Geometry

3 hours credit, on demand

An extension of high school geometry. Includes construction, foundations, and methods of proof in Euclidean geometry and solid geometry. Formerly MTH 313.

MTH 214. Analytic Geometry and Calculus I

4 hours credit, fall

Plane analytic geometry, differentiation of algebraic functions, applications of derivatives, integration and its applications. Prerequisite: MTH 173 and 183 or equivalent high school background.

MTH 223. Elements of Statistics

3 hours credit, spring

Elementary probability theory, measures of central tendency and variability, discrete probability distributions, normal distribution, sampling theory, estimation theory, hypothesis testing, regression, correlation and chi square distribution. This course is designed for business and education majors, rather than science or mathematics majors. Prerequisite MTH 173.

MTH 224. Analytic Geometry and Calculus II

4 hours credit, spring

A continuation of MTH 214. More analytic geometry, differentiation and integration of trigonometric, logarithmic, and exponential functions, methods of integration, vectors in the plane, indeterminate forms, improper integrals and polar coordinates. Prerequisite: MTH 214.

MTH 243. Introduction to Mathematical Thought

3 hours credit, spring

A course to prepare the serious mathematics student for the more advanced courses in abstract algebra, and analysis. This course is designed to bridge the gap between applied mathematics courses and proof oriented abstract mathematics courses. The course will emphasize the logical skills required for mathematical proof. Prerequisite: MTH 224

MTH 323. Probability and Statistics

3 hours credit, fall

Probability as a mathematical system, random variables and their distributions, limit theorems, and topics in statistical inference. This course is designed primarily for mathematics majors. Prerequisite: MTH 224

MTH 334. Analytic Geometry and Calculus III

4 hours credit, fall

A continuation of MTH 224. The theory of infinite series, vectors, and solid analytic geometry, moments, and moments of inertia, partial differentiation, and multiple integrals. Offered on demand. Prerequisite: MTH 224.

MTH 343. Differential Equations*3 hours credit, spring on demand*

The solution of differential equations of first order and first degree, with applications, linear differential equations of higher order, with applications, Laplace transform methods, and solutions by series. Prerequisite: MTH 334.

MTH 353. Linear Algebra*3 hours credit, fall*

A study of linear equations, matrices, and vector spaces, linear transformations, determinants, rational and Jordan forms, inner product spaces, and bilinear forms. Prerequisite: MTH 224.

MTH 413. Abstract Algebra I*3 hours credit, fall*

Introduction to the abstract fundamentals of algebra including number theory, fields, integral domains, rings and groups. Prerequisite: MTH 243

MTH 423. Abstract Algebra II*3 hours credit, spring*

A continuation of MTH 413. Prerequisite: MTH 413.

MTH 453. Analysis I*3 hours credit, fall*

Real number systems, functions, sequences, limits, continuity, differentiation, integration, infinite and power series, and uniform convergence. Prerequisite: MTH 243.

MTH 463. Analysis II*3 hours credit, spring*

A continuation of MTH 453, which is prerequisite.

MTH 482. Special Secondary Methods*2 hours credit, on demand*

Specific activities, strategies, and materials for organizing and teaching mathematics in grades 7-12.

NATURAL SCIENCE**NSC 494. Liberal Arts Senior Research***4 hours credit, spring on demand*

An extensive major research paper due during the student's final senior semester and to be presented to a gathering of the entire faculty. This project must demonstrate the student's analytical, intellectual, and communicative skills. Requires permission of the Director of Liberal Arts and the Division Chair.

PHYSICAL SCIENCE**PSC 121. Physical Science Lab***1 hour credit, spring*

An optional laboratory to be taken concurrently with PSC 123. Labs will emphasize the use of the scientific method with the investigation of various physical phenomena. Prerequisite: Concurrent or previous enrollment in PSC 123.

PSC 123. Physical Science*3 hours credit, spring*

An introduction to the physical sciences of chemistry and physics. Topics of study include force and motion, energy, electricity, nuclear and atomic physics, and some basic chemical principles. Some experience in algebra is helpful.

PHYSICS**PHY 214. General Physics I***4 hours credit (3 for lecture, 1 for lab), fall*

A beginning course for some pre-professional programs. Material covered will be mechanics, heat and thermodynamics, and properties of matter. Not for majors or minors. Pre-/Co-requisite: MTH 173 and 183, or permission of instructor.

PHY 224. General Physics II*4 hours credit (3 for lecture, 1 for lab), spring*

Continuation of PHY 214. Study includes electricity, magnetism, optics, waves, and modern physics. Prerequisite: PHY 214.

PHY 234. Engineering Physics I*4 hours credit (3 for lecture, 1 for lab), fall on demand.*

Physics for students who are majoring in physics, engineering, mathematics, chemistry, or other sciences which require calculus and physics. The course uses calculus as a basic tool. Study involves mechanics, thermodynamics, and waves. Prerequisite: Previous or concurrent enrollment in MTH 214.

PHY 244. Engineering Physics II*4 hours credit (3 for lecture, 1 for lab), spring on demand*

A continuation of PHY 234. Study involves electricity and magnetism, optics, and elementary modern physics. Prerequisite: PHY 234.

PHY 263. Electronics*3 hours credit, spring, on demand*

An introduction to the basic principles of digital and analog circuits. Students will study the functions of basic digital gates or operational amplifiers and learn how to interconnect these units to make electronic devices. Some knowledge of Ohm's Law and basic electricity is helpful, but not required. Prerequisite: Consent of instructor.

PHY 314. Modern Physics*4 hours credit (3 for lecture, one for lab), on demand*

A study of some of the more important twentieth-century advances in the field of physics selected from the areas of electromagnetic radiation, theory of relativity, atomic structure, x-rays, spectroscopy, quantum theory, and nuclear physics. Three class periods and one lab period per week. Prerequisite: PHY 244 and MTH 224.

SUGGESTED PROGRAMS

Students who have not definitely decided upon a profession or a purpose toward which to direct their education should enroll in the general liberal arts program. The general liberal arts are suited to the student who is deciding a vocation and wishes to lay a broad foundation for a senior college program. Students deciding to complete only two years of college will find the liberal arts program a good choice.

Students who have decided upon a cultural or occupational goal should consult with their advisor so that a curricular plan which best meets their goal can be selected. Some of the many possible special-interest and preprofessional course patterns are suggested following the general liberal arts program. Other patterns not suggested here are available.

General Liberal Arts

The general liberal arts program is listed first in this section because it is a basic program and many students will enroll in it. Students may pursue this program for two years, and then change their major field of interest with very little additional lower division preparation for the baccalaureate degree.

Students interested in the areas of art, biology, business administration, chemistry, communication, English, geography, history, mathematics, modern foreign languages, music, physical education, physics, political science, psychology, or sociology should begin in the general liberal arts program. Registration and enrollment should be preceded by careful consultation with a faculty advisor who teaches in the area of the student's special interest(s). Advisors will help to outline programs to fit individual needs, but the following is a suggested schedule of courses for the first two years.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
COM 113..... 3	ART/MUS 203..... 3
YSC 101..... 1	PSY 113/143..... 3
Science..... 3	Science..... 3
Elective(s)..... <u>3</u>	Science Laboratory.. <u>1</u>
16	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
ENG 213..... 3	ENG 223..... 3
HST..... 3	HST..... 3
Electives..... 5	Electives..... 5
Mathematics..... <u>3</u>	Elective..... <u>3</u>
16	16

*ECO 233, 243, GEO 213, POL 123, SOC 113, 123, 213, or additional history may be taken in addition to or as a substitute for psychology.

The other suggested programs in this section are, in order:

- Art,
- Biology,
- Chemistry,
- Criminal Justice,
- Home Economics,
- Music,
- Sociology,
- and the pre-professional programs in:
- Pre-Agriculture,
- Pre-Chiropractic,
- Pre-Dentistry,
- Pre-Engineering,
- Pre-Law,
- Pre-Medical Technology,
- Pre-Medicine,
- Pre-Mortuary Science, and
- Pre-Nursing.

Art

Students planning to major in art should complete the liberal arts program and the art courses noted below.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
ART 133..... 3	ART 243..... 3
YCS 101..... 1	ART 143/COM 113... 3
Science..... 3	Science..... 3
ART 153..... <u>3</u>	Science Laboratory.. <u>1</u>
16	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
ART/MUS 203..... 3	ART 263/COM 113... 3
ART 233..... 3	*PSY or SOC..... 3
ENG 213..... 3	ENG 223..... 3
HST..... 3	HST..... 3
Mathematics..... <u>3</u>	Elective..... <u>1</u>
17	15



Biology

A student majoring in Biology may pursue either the Associate in Arts or Associate in Science degree during the first two years of college. York College's BA in Liberal Arts has a Natural Sciences major concentration available. The student should be familiar with the requirements of whichever institution that will award the baccalaureate degree.

Freshman Year

<i>First Semester</i>		<i>Second Semester</i>	
BIB 113.....	3	BIB 123.....	3
ENG 113.....	3	ENG 123.....	3
BIO 111 and 113.....	4	BIO 224.....	4
CHM 214.....	4	CHM 224.....	4
YCS 101.....	<u>1</u>	ART/MUS 203.....	<u>3</u>
	15		17

Sophomore Year

<i>First Semester</i>		<i>Second Semester</i>	
BIB 212.....	2	BIB 222.....	2
BIO 234.....	4	COM 113.....	3
*PSY or SOC.....	3	BIO 344.....	4
ENG 213.....	3	ENG 223.....	3
HST 213.....	3	HST 223.....	3
MTH 173.....	<u>3</u>		
	17		15

Chemistry

A student majoring in Chemistry may pursue the Associate in Science degree during the first two years of college. The student should be familiar with the requirements of whichever institution which will award the baccalaureate degree and should consult closely with the chemistry faculty in planning their programs. The program below assumes a strong mathematics preparation. For students without the strong mathematics background, physics and calculus will have to be postponed until the sophomore and junior years in order to take algebra and trigonometry.

Freshman Year

<i>First Semester</i>		<i>Second Semester</i>	
BIB 113.....	3	BIB 123.....	3
ENG 113.....	3	ENG 123.....	3
MTH 214.....	4	MTH 224.....	4
CHM 214.....	4	CHM 224.....	4
YCS 101.....	<u>1</u>	HST.....	<u>3</u>
	15		17

Sophomore Year

<i>First Semester</i>		<i>Second Semester</i>	
BIB 212.....	2	BIB 222.....	2
CHM 314.....	4	CHM 325.....	5
ENG 213.....	3	ENG 223.....	3
PHY 234.....	4	HST 223.....	3
MTH 334.....	<u>4</u>	PHY 244.....	<u>4</u>
	17		17





Criminal Justice

A student majoring in criminal justice/public safety administration should be familiar with the requirements of whichever institution which will award the baccalaureate degree, as well as requirements for the state in which they will seek certification.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113.....3	ENG 123.....3
BIO 111 and 113.....4	COM 113.....3
CIS 113.....3	PED activity..... 1
MTH 173..... 3	MTH 223..... 3
YCS 101..... <u>1</u>	MUS/ART 203..... <u>3</u>
17	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212.....2	BIB 222..... 2
ACC 213..... 3	ACC 223..... 3
CHM 214.....4	POL 123..... 3
ECO 233.....3	ECO 243.....3
ENG 213..... 3	HST 223..... 3
MGM 313..... <u>3</u>	MKT/BUS 323..... <u>3</u>
18	18

Depending on the final degree-granting institution, ENG 223 may be substituted for 213, HST 213 may be substituted for 223, BUS 453, CIS 333, FIN 313, MGM 343, and/or 423 may be used in addition to or to replace MGM 313, BUS 323, and/or MKT 323.

Home Economics

A student majoring in home economics will have to meet certain core requirements, including clothing, foods/dietetics, and family living courses, then meet certain other requirements which are a function of the specific track taken. The student should be familiar with the requirements of whichever institution which will award the baccalaureate degree. Students on the textile track should take the A.A. degree program but incorporate CHM 114-124 and BIO 111-113 into their program. Those students wishing to pursue the family life track should seek the A.A., incorporating Family Studies courses as electives. The following program is suggested for the dietetics track.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123.....3
ENG 113..... 3	ENG 123..... 3
BIO 111 and 113..... 4	HST 163..... 3
CHM 214..... 4	CHM 224..... 4
PSY 113..... 3	
YCS 101..... <u>1</u>	MTH 123..... <u>3</u>
18	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212.....2	BIB 222..... 2
BIO 314..... 4	COM 113..... 3
CHM 314..... 4	BIO 344..... 4
ENG 213..... 3	ENG 223..... 3
BIO 313..... <u>3</u>	HST 223..... 3
16	MUS/ART 203..... <u>3</u>
	18

Music

The following outline is for students planning a degree at the baccalaureate level in applied music.

Freshman Year

First Semester

BIB 113.....	3
ENG 113.....	3
Science.....	3
YCS 101.....	1
MUS 112 and 113....	5
APM 111 and 141..	<u>2</u>
	17

Second Semester

BIB 123.....	3
ENG 123.....	3
COM 113 or	
PSY 143.....	3
MUS 122 and 123....	5
APM 121 and 151..	<u>2</u>
	16

Sophomore Year

First Semester

BIB 212.....	2
MUS 153.....	3
APM 211 and 241....	2
ENG 213.....	3
HST.....	3
Science.....	<u>4</u>
	17

Second Semester

BIB 222.....	2
MUS 163.....	3
APM 221 and 251....	2
ENG 223.....	3
HST.....	3
Mathematics.....	3
PSY 143/COM 113..	<u>3</u>
	19

Sociology

Sociology is a discipline devoted to the study of the development and change of social relationships, structures, and problems. Career opportunities through sociology are broad and varied as well as personally challenging and rewarding. The following are illustrative: probation/parole officer, city or county administrator, secondary or collegiate teacher, social researcher, medical sociology, nursing career, social services, or a preparation for law school or a Master of Social Work. The following suggested program is designed to meet the needs of the student who plans to earn a baccalaureate degree in sociology, gerontology, or social work.

Freshman Year

First Semester

BIB 113.....	3
ENG 113.....	3
COM 113.....	3
PSY 113.....	3
YCS 101.....	1
SOC 113.....	<u>3</u>
	16

Second Semester

BIB 123.....	3
ENG 123.....	3
ART/MUS 203.....	3
PSY 143.....	3
BIO 113.....	3
BIO 111.....	<u>1</u>
	16

Sophomore Year

First Semester

BIB 212.....	2
ENG 213.....	3
HST.....	3
CIS/MTH.....	3
Elective.....	3
GEO 213.....	<u>3</u>
	17

Second Semester

BIB 222.....	2
ENG 223.....	3
HST.....	3
Science.....	3
Electives.....	3
SOC 123.....	<u>3</u>
	18



Pre-Dentistry

The student should be familiar with the requirements of the desired school of dentistry. Usually admission to a school of dentistry requires at least three years of pre-professional courses and most often the successful applicant will hold the bachelor's degree. York College's BA in Liberal Arts has a Natural Sciences major concentration available. Students are encouraged to consult closely with their faculty advisor in planning their programs to make sure that all pre-admission requirements are met. The program below will fulfill the requirements for the Associate in Arts degree and will provide the typical courses for the first two years of the pre-dentistry curriculum.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
MTH 214..... 4	COM 113..... 3
CHM 214..... 4	CHM 224..... 4
YCS 101..... 1	MTH 224..... 4
ART/MUS 203..... 3	
18	17

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
BIO 314..... 4	BIO 324..... 4
CHM 314..... 4	CHM 325..... 5
ENG 213..... 3	ENG 223..... 3
HST 213..... 3	HST 223..... 3
PSY 113..... 3	
19	17

Pre-Engineering

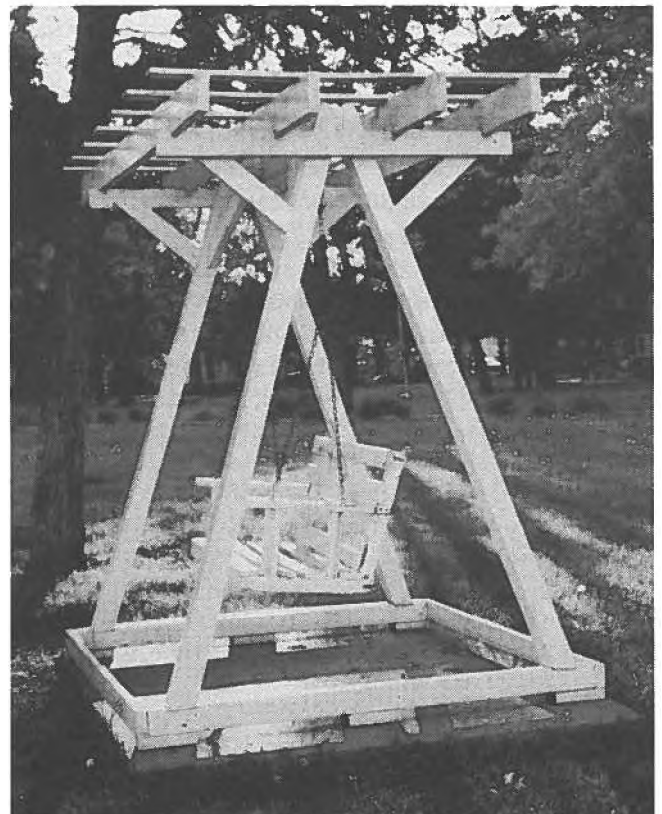
Students desiring an Engineering degree should consult regularly with their advisors to ensure that pre-requisite courses are taken in the proper sequence to facilitate transfer to the chosen engineering program. It is important that the student pursue the Associate in Science degree, starting in mathematics with calculus. Students considering chemical engineering should take Organic Chemistry I & II. Computer engineering majors should take CIS 133 & 223.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
CHM 214..... 4	CHM 224..... 4
ENG 113..... 3	ENG 123..... 3
History..... 3	History..... 3
MTH 214..... 4	MTH 224..... 4
YCS 101..... 1	
18	17

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
Electives..... 3	Electives..... 3
ENG 213..... 3	Electives..... 4
PHY 234..... 4	MTH 343..... 3
MTH 334..... 4	PHY 244..... 4
16	16



Pre - Law

Usually the successful law school applicant will hold a bachelor's degree. Since the school of law must teach all of the student's law courses, there is no particular pre-law major recommended by the American Bar Association (ABA). The ABA does suggest depth and breadth within the undergraduate program, including principles of accounting. Most successful applicants to law schools hold bachelor's degrees in business, history, or English. The pre-law student is encouraged to pursue a liberal arts degree and major in one of those disciplines. The following program will provide the requirements for the Associate in Arts degree and is flexible to accommodate the beginnings of any of the above-mentioned majors.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
COM 113..... 3	ART/MUS 203..... 3
YCS 101..... 1	HST 163..... 3
Science..... 3	Science..... 3
HST 153..... 3	Science Laboratory.. 1
16	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
ENG 213..... 3	ENG 223..... 3
HST 213..... 3	HST 223..... 3
ACC 213..... 3	ACC 223..... 3
PSY 113..... 3	ECO 243..... 3
Mathematics..... 3	POL 123..... 3
17	17

*ECO 233, GEO 213, SOC 113, 123, 213, or more history may be taken in addition to or as a substitute for psychology.

Pre-Medical Technology

A student planning to enter medical technology must complete three years of college, a minimum of 90 semester-hours, before admission to the professional program. Such students should enroll in the general liberal arts program. In addition they should complete BIO 111, 113, 314, 324 and CHM 214, 224, 314, and 325, plus three hours of appropriate mathematics. Some of the science courses can be planned for the junior year. The student should be familiar with the requirements of the desired school of medical technology/allied health. York College's BA in Liberal Arts has a Natural Sciences major concentration available. Students are encouraged to consult closely with their faculty advisor in planning their programs to make sure that all pre-admission requirements are met.

Pre-Medicine

The student who is planning a career in medicine should be familiar with the requirements of the specific medical school of their choice. Typical admissions requirements of medical schools can only be met with at least three years of college work, with a strong preference for a baccalaureate degree. The following program will allow the student to obtain the requirements normally met during the first two years of a pre-medicine curriculum, and will fulfill the requirements of the Associate in Arts degree. Each course should be chosen in consultation with a faculty advisor.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113 & YCS 101. 4	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
MTH 214..... 4	COM 113..... 3
CHM 214..... 4	CHM 224..... 4
ART/MUS 203..... 3	MTH 224..... 4
18	17

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
BIO 314..... 4	BIO 324..... 4
CHM 314..... 4	CHM 325..... 5
ENG 213..... 3	ENG 223..... 3
HST 213..... 3	HST 223..... 3
PSY 113..... 3	
19	17



Pre-Mortuary Science

The program below was designed with the cooperation of the Examining Board in Mortuary Science of the Nebraska State Department of Health. A student planning to enter a professional school of mortuary science must first earn at least 60 semester-hours of college credit and meet specific requirements included in the following program. Many students of mortuary science, by careful planning, combine their professional requirements with advanced studies in various business disciplines in order to concurrently earn a baccalaureate degree in business and prepare for professional licensure. After the first two years of this program, the student will have earned the Associate in Science degree and met the basic requirements for admission to a professional school of mortuary science. After the optional junior year, which provides the basis for a bachelor degree in business and additional preparation for a career as a funeral director, the student would be granted the Associate in Arts degree.

Freshman Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
PSY 113..... 3	CIS 113..... 3
YCS 101..... 1	
CHM 114..... 4	CHM 124..... 4
MTH 173..... <u>3</u>	MTH 223..... <u>3</u>
17	16

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
BIO 314..... 4	BIO 324..... 4
ENG 213..... 3	ENG 223..... 3
HST..... 3	HST..... 3
ACC 213..... 3	ACC 223..... <u>3</u>
PSY 143..... <u>3</u>	
18	15

Junior Year

<i>First Semester</i>	<i>Second Semester</i>
Bible..... 2	MIN 423..... 2
ART 243..... 3	FAM 263..... 3
BUS 453..... 3	BIO 344..... 4
COM 113..... 3	POL 123..... 3
ECO 233..... 3	ECO 243..... <u>3</u>
MUS/ART 203..... <u>3</u>	
17	15

Pre-Nursing

The Associate in Science degree program below was designed in cooperation with the Harding University School of Nursing. The student who completes this program with grades of "C" or better, and who has a cumulative GPA of 2.50 or higher will be eligible for admission to the Harding University School of Nursing with junior standing. The program at Harding may then be completed in two years, including some summer work which is required of all nursing students, and will provide the Bachelor of Science in Nursing degree as well as the professional designation Registered Nurse (RN). The summer work involves taking Nursing 201, 202, 203, and 205 in the summer just prior to entering the School of Nursing.

Freshman Year

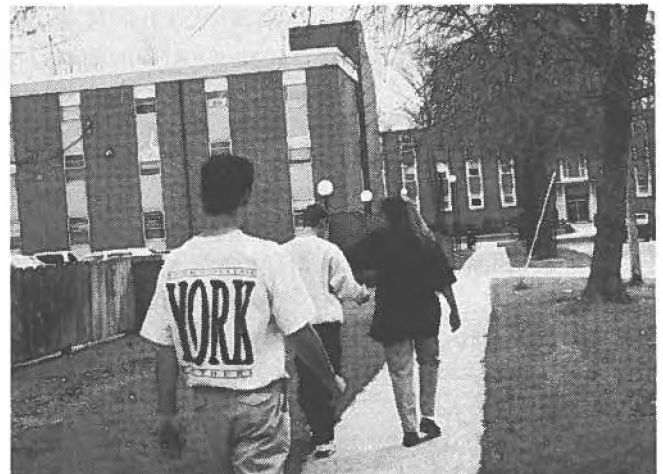
<i>First Semester</i>	<i>Second Semester</i>
BIB 113..... 3	BIB 123..... 3
ENG 113..... 3	ENG 123..... 3
COM 113..... 3	PSY 143..... 3
CHM 114..... 4	CHM 124..... 4
HST 213..... 3	HST 163..... 3
YCS 101..... <u>1</u>	HPE Activity..... <u>1</u>
17	17

Sophomore Year

<i>First Semester</i>	<i>Second Semester</i>
BIB 212..... 2	BIB 222..... 2
BIO 313..... 3	BIO 344..... 4
BIO 314..... 4	BIO 324..... 4
ENG 213..... 3	HPE Activity..... 1
PSY 113..... 3	MTH 223..... 3
SOC 113..... <u>3</u>	ART/MUS 203..... <u>3</u>
18	17

Summer at HU

Nursing 100 Introduction to Nursing..... 1
Nursing 200 Professional Nursing Issues I..... 1
Nursing 202 Nursing Process..... 1
Nursing 203 Health Assessment..... 2
Nursing 205 Nursing Practice: Interventions I <u>2</u>
7



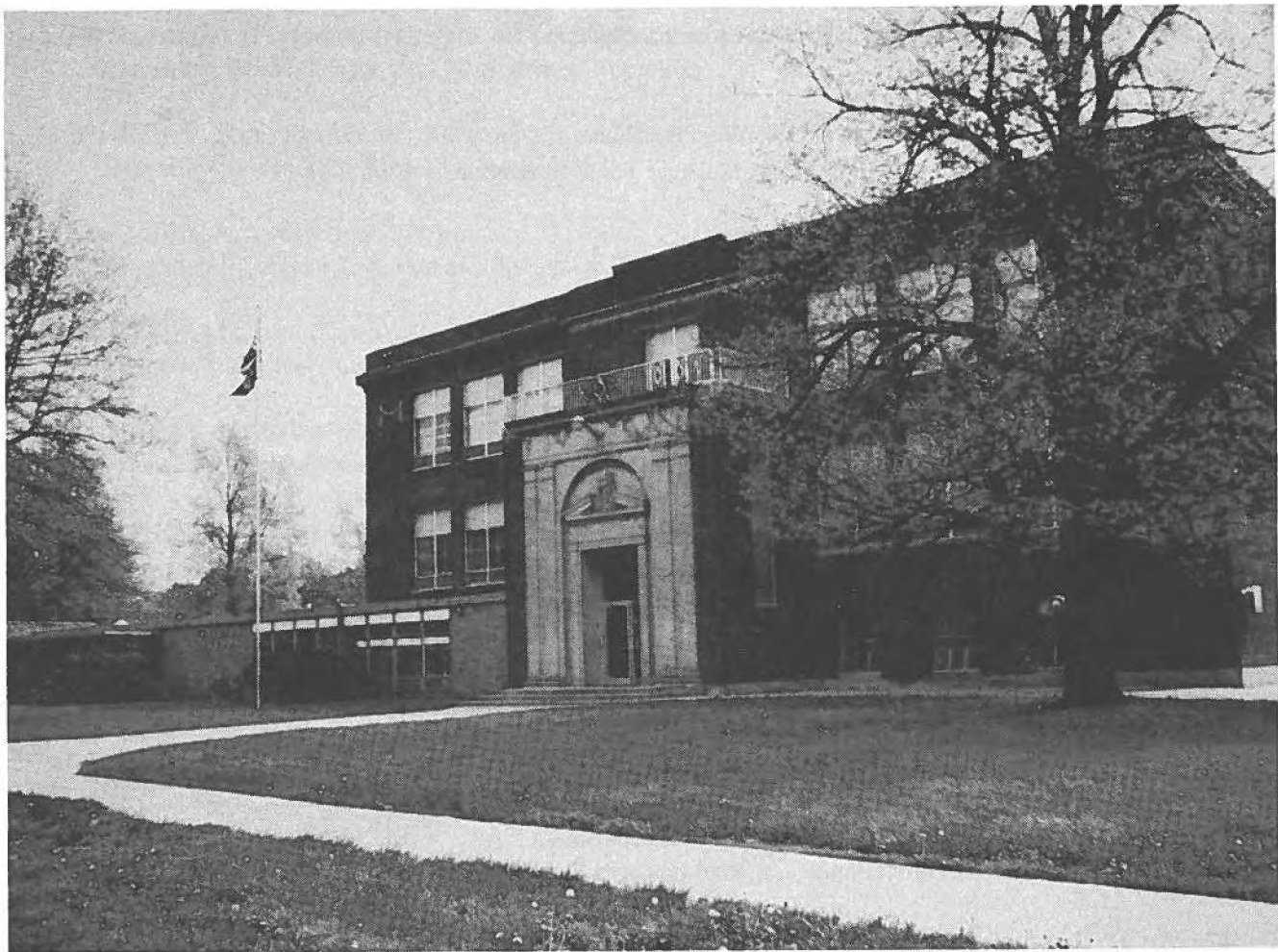
MATTERS OF RECORD

A. BOARD OF TRUSTEES

1. **Mr. Edward E. McLoud**, *Chairman* (Patricia) of Leavenworth, Kansas
Occupation: President, Systronics, Inc.
2. **Dr. James L. Wilkison**, *Vice Chairman* (Ruth Lake) of Anacortes, Washington
Occupation: Staff Research Engineer for Shell Oil Company {Retired}
3. **Dr. R. Randall Onstead, Jr.**, *Treasurer* (Brenda) of Houston, Texas
Occupation: President and Chief Operating Officer, Randall's Food Markets;
CEO of Tom Thumb, Dallas-Ft. Worth-Austin
4. **Mr. Steven W. Belden**, *Secretary* (Michele) of Carrollton, Texas
Occupation: Telecommunication Sales for TRCA
5. **Mr. Keith L. Arterburn** (Hazel) of McCook, Nebraska
Occupation: Farm Manager, Real Estate Broker, Appraiser
6. **Dr. John P. Bryant** (Martha) of Jonesville, Louisiana
Occupation: Agronomist, Morrison, Incorporated
7. **Ms. Judith Ann Curty** of Holt, Missouri
Occupation: Financial Counselor and Investment Representative, Edward D. Jones
8. **Dr. Wilbur Dabbs** (Dawn) of Neosho, Missouri
Occupation: Medical Doctor {Retired}
9. **Mr. Harry A. Denewiler** (Helen) of Lakewood, Colorado
Occupation: Chief of Plant, Operations Division, Denver Water Department {Retired}
10. **Dr. Robert L. Dopps** (Linda) of Wichita, Kansas
Occupation: Doctor of Chiropractic
11. **Dr. Richard P. Edwards, Jr.** (Cindy) of Edmond, Oklahoma
Occupation: Doctor of Chiropractic
12. & 13. **Mr. Robert E. & Mrs. Elsie R. Forcum** of Miami Lakes, Florida
Occupation: Owners, Burger King franchises; Travel Agency
14. **Mr. J. Dwight Gray** (Gail) of Le Mars, Iowa
Occupation: Executive Vice President, Grandview Health Resources, Inc.
15. **Mrs. Maxine Harvey** (Ralph) of Edmond, Oklahoma
Occupation: Travel Consultant
16. **Mr. Monroe E. Hawley** (Julia) of Milwaukee, Wisconsin
Occupation: Preacher, Southside Church of Christ; Self-employed in Publication Business

- 17. Mr. Patrick W. Hendricks** (Janice) of Tulsa, Oklahoma
Occupation: Marketing Representative, CompMed
- 18. Mr. Don Hornbaker** (Gladys) of Stafford, Kansas
Occupation: Farmer
- 19. Mr. Gary Jackson** (Marti) of Bartlesville, Oklahoma
Occupation: Interior Design
- 20. Mr. Robert L. Jacobson** of York, Nebraska
Occupation: Owner, The Jacobson Company
- 21. Mr. Smith Kite** (Mary) of Gothenburg, Nebraska
Occupation: Preacher, Gothenburg Church of Christ
- 22. Mr. William J. Lambert** (Pam) of Harlan, Iowa
Occupation: Farmer
- 23. Mr. Clayton G. Landes** (Patricia) of Bradenton, Florida
Occupation: Entrepreneur
- 24. Mr. Roger E. Lessly** (Betty) of Cedar Rapids, Iowa
Occupation: Iowa Electric Light & Power, Manager, Fossil Generation Division
- 25. Mr. Larry J. Light** (Kareen) of York, Nebraska
Occupation: Shop Foreman, Power Service, Inc.
- 26. Mr. Scott J. Merrill** (Gwen) of Ogallala, Nebraska
Occupation: Merrill Land Company
- 27. Dr. Rex Moorer** (Alinda) of Nashville, Tennessee
Occupation: Real Estate
- 28. Mr. Norman E. Morrow** (Mary) of St. Francis, Kansas
Occupation: Service Manager, Van Allen, Inc.; Preacher, St. Francis Church of Christ
- 29. Dr. Rex Olson** (Sandie) of Waynoka, Oklahoma
Occupation: President, Santo Resources; Veterinarian {Retired}; Farmer; Oil Investments
- 30. Mr. James N. Reischl** (Sandy) of Dunlap, Iowa
Occupation: President, R. L. Craft Co. Contractors
- 31. Mr. Howard W. Sheldon** (Margaret) of La Vista, Nebraska
Occupation: Computer Programmer, J. C. Robinson Seed Company
- 32. Mr. R. C. Steele** (Freda) of Lakewood, Colorado
Occupation: Civil Engineer of HUD {Retired}; Owner and Manager of Real Estate
- 33. Mr. G. Wayne Studebaker** (Harriet) of Norfolk, Nebraska
Occupation: General Manager, Research and Development, Nucor Corp.

- 34. Dr. Ernest N. Taylor** (Mary) of Madison, Tennessee
Occupation: Manufacturer's Representative {Retired}
- 35. Mr. Ronald W. Tremaine** (Melva) of York, Nebraska
Occupation: Division Accountant, Northwestern Public Service {Retired}
- 36. Mrs. Willi Van Wagoner** (Roger) of Billings, Montana
Occupation: Owner, Tanning and Travel
- 37. Ms. Mary L. Waller** of Alamogordo, New Mexico
Occupation: Division Head of Social Sciences and Business, New Mexico State University at Alamogordo; C.P.A.
- 38. Mr. Gerald R. Willis** (Gladys) of Rochester, Minnesota
Occupation: IBM (Retired)



B. HONOR BOARD

1. **Mr. Glen Bettenhausen** (Lorain) of San Manuel, Arizona
2. **Dr. Harvey A. Childress** (Sue) of Richardson, Texas
3. **Mr. Hershel L. Dyer** of Tulsa, Oklahoma
4. **Mr. Ralph Harvey** (Maxine) of Edmond, Oklahoma
5. **Mr. Ralph C. Immel** (Faye) of Kingsland, Texas
6. **Mr. John L. Kooiker** (Minnie) of Minneapolis, Minnesota
7. **Dr. Dale R. Larsen** (Raylene) of Brandon, Florida
8. **Mr. LeRoy H. Murphy** (Mildred) of Hibbing, Minnesota
9. **Mr. Charles L. Owen** (Linda) of Smithfield, Texas
10. **Mrs. Paul J. Sloan** of Powell, Texas
11. **Mr. R. W. Steele** (Addabelle) of Tulsa, Oklahoma

C. EMERTI

Dale R. Larsen

B.A., 1945, Harding University; M.A., 1947, New York University; Ed.D., 1966, University of Nebraska at Lincoln; at York from 1956 to 1978. Served as Chancellor from 1978 until 1995.

Chancellor Emeritus

Robert W. Lawrence

B.A., 1958, and M.A., 1969, Abilene Christian University; M.A., 1972, and Ph.D., 1990, University of Nebraska at Lincoln; at York 1968-1995.

Professor Emeritus of English



D. ADMINISTRATION

Garrett E. Baker

President

B.A., 1974, National University; M.A., 1975, United States International University; LL.D., 1995, York College; Commander, U.S. Navy (ret.); Admiral, Nebraska Navy; at York since 1995.

Elmer E. Baker

Vice President for Academic Affairs

B.S., 1949, Abilene Christian University; M.S. in L.S., 1956, and M.S., 1968, East Texas State University; LL.D., 1991, Lubbock Christian University; at York 1957-59, and since 1966.

Roy C. "Sonny" Banning, Jr.

Vice President for Development

Certificate, 1978, New Mexico Law Enforcement Academy; additional studies at Oklahoma Christian University of Science and Arts and at Evangel College; at York since 1995.

Roger L. Collins

Business Manager

A.A., 1973, York College; B.S., 1975, Harding University; M.B.A., 1985, University of Nebraska at Omaha; at York 1981-1985 and since 1986.

Birgie A. Niemann

Director of Development and Public Relations

A.A., 1971, York College; B.A., 1975, Pepperdine University; M.S., 1982, California State University-Hayward; at York since 1991.

Patricia E. Simpson

Assistant to the Vice President for Academic Affairs

A.A., 1972, York College; B.S.Ed., 1975, University of Nebraska at Lincoln; M.Ed., 1981, and Ed.D., 1989, Texas Tech University; at York 1970-75 and since 1991.

Mark A. Tremaine

Dean of Students

A.A., 1986, York College; B.S., 1988, Oklahoma Christian University of Science and Arts; M.Ed., 1995, University of Nebraska at Lincoln; at York since 1988.

E. FACULTY

(*Member of the Teacher Education Council,

**Past winner of the Dale R. Larsen "Teacher of Achievement Award")

M. Wylene Baker**

Assistant Director of Levitt Library with the rank of Instructor

B.S., 1961, East Texas State University; at York since 1966.

Charles V. Baucom**

Director of Levitt Library with the rank of Associate Professor

B.A., 1952, Abilene Christian University; M.A., 1956, and M.S. in L.S., 1965, East Texas State University; at York since 1964.

Madge B. Miller

Assistant Professor of Career Advising

A.A., 1943, David Lipscomb University; B.A., 1955, Harding University; M.Ed., 1959, University of Nebraska at Lincoln; at York 1957-58, 1973-78, 1980-81, and since 1983.

E. Todd Mountjoy

Technical Services Librarian

A.A., 1988, and B.A., 1993, York College; at York since 1989.

INSTRUCTIONAL FACULTY

Christopher L. Arnold

Assistant Professor of Biology

B.S., 1987, Harding University; M.S., 1993, Northeastern (OK) State University; at York since 1987.

Elmer E. Baker**

Professor of English and Vice President for Academic Affairs

B.S., 1949, Abilene Christian University; M.S. in L.S., 1956, and M.S., 1968, East Texas State University; LL.D., 1991, Lubbock Christian University; at York 1957-59, and since 1966.

Michael S. Becker **Assistant Professor of Psychology**
A.A., 1977, York College; B.S., 1979, Oklahoma Christian University of Science and Arts; M.S., 1984, Northwest Missouri State University; M.S.W., 1995, University of Illinois at Urbana-Champaign; at York since 1995.

David Rex Briggs **Assistant Professor of Business and Registrar with the rank of Assistant Professor**
A.A., 1979, Michigan Christian College; B.B.A., 1981, Saginaw Valley State University; M.B.A., 1987, Eastern Michigan University; Certified Management Accountant, 1993; at York since 1994.

Michael L. Case **Associate Professor of Bible**
B.A., 1979, Harding University; M.Th., 1983, Harding University Graduate School of Religion; D.Min., 1992, Wesley Theological Seminary; at York since 1992.

Cloyce D. "Curly" Cox* **Assistant Professor and Department Chair of Physical Education**
B.S., 1987, Abilene Christian University; M.S.Ed., 1993, Baylor University; at York since 1993.

Daniel G. Cox **Adjunct Instructor of Political Science**
B.S., 1992, and M.S., 1994, Illinois State University; at York since 1995.

Terry L. Fields **Assistant Professor of Physical Education and Athletic Director**
A.A., 1969, Magic Valley Christian College; B.S., 1971, Pepperdine University; M.S.S., 1994, United States Sports Academy; at York since 1994.

Gayleen A. Fowler **Adjunct Instructor of Piano**
B.A., 1969, University of Nebraska at Kearney; at York since 1987.

Joseph M. "Skip" Frazier* **Associate Professor of Education and History**
B.A.E., 1968, and M.Ed., 1972, Southwestern Oklahoma State University; Ed.D., 1984, Oklahoma State University; at York since 1994.

James M. Gerhardt **Assistant Professor and Chair of the E. A. Levitt School of Business**
B.S., 1965, Abilene Christian University; M.B.A., 1990, Southwest Texas State University; at York since 1991.

Richard E. Gillenwaters **Assistant Professor of Business**
B.A., 1970, Harding University; B.B.A., 1978, Lamar University; M.B.A., 1992, Abilene Christian University; at York since 1995.

Randal J. Givens **Assistant Professor and Department Chair of Communication and Director of Forensics**
B.A., 1973, Lubbock Christian University; M.A., 1974, Texas Tech University; M.A.R., 1977, M.A.R., 1978, and M.Th., 1978, Harding University Graduate School of Religion; at York since 1994.

Craig D. Johnson **Assistant Professor of Mathematics**
B.S., 1990, Harding University; M.S., 1992, University of Mississippi; at York since 1993.

Jerry T. Juarez* **Associate Professor of Education**
B.S., 1973, Northern Arizona University; M.A., 1983, New Mexico Highlands University; at York since 1995.

Woodrow W. Kirk **Associate Professor of Sociology**
B.S., 1948, and M.S., 1976, East Texas State University; A.M., 1951, Vanderbilt University; at York since 1968.

Louis R. Koeppe **Adjunct Instructor of Geography**
A.B., 1957, University of Northern Colorado; M.Ed., 1967, Sam Houston State University; ABD, Oklahoma University; at York 1973-77 and since 1994.

William E. "Chip" Kooi **Associate Professor of Bible**
B.A., 1981, Oklahoma Christian University of Science and Arts; M.A., 1990, Abilene Christian University; ABD, 1994, Baylor University; at York since 1994.

Ben E. Larson **Associate Professor and Department Chair of English
and Chair of the Humanities Division**
A.A., 1978, York College; B.A., 1979, Harding University; M.A., 1983, Murray State University; Ph.D., 1987, Northern Illinois University; at York since 1991.

Thomas H. Martin **Assistant Professor of English and Spanish**
A.A., 1962, Michigan Christian College; B.A., 1965, and M.Ed., 1987, Harding University; M.A., 1972, Harding University Graduate School of Religion; at York since 1992.

Tim D. McNeese* **Associate Professor and Department Chair of History**
A.A., 1973, York College; B.A., 1976, Harding University; B.A., 1988, and M.A., 1981, Southwest Missouri State University; at York since 1992.

Dale S. McNeill **Assistant Professor of Music**
B.M.Ed., 1967, Nebraska Wesleyan University; M.M.Ed., 1976, University of Northern Colorado; at York since 1991.

Gail L. Miller **Assistant Professor of Biology**
B.A., 1974, Harding University; M.A., 1994, Ball State University; at York 1983-87 and since 1989.

L. Ray Miller, II **Professor of Chemistry and Chair of the
Natural and Mathematical Sciences Division**
B.S., 1973, Harding University; Ph.D., 1982, University of Mississippi; at York 1982-87 and since 1989.

Mabrey L. Miller **Professor of Bible**
B.A., 1943, Harding University; A.M., 1953, Vanderbilt University; Ed.D., 1960, University of Nebraska at Lincoln; at York since 1956.

Michael S. Mountjoy **Assistant Professor of History**
A.A., 1988, York College; B.A., 1990, Lubbock Christian University; M.A., 1993, University of Nebraska at Lincoln; at York since 1990.

Susan Newton **Adjunct Instructor of Art Education**
B.A.Ed., 1979, and M.A.Ed., 1982, University of Nebraska at Kearney; at York since 1994.

Gerald E. Nixon **Associate Professor of Business**
A.A., 1972, York College; B.S., 1975, Oklahoma Christian University of Science and Arts; Certified Public Accountant, 1977; M.B.A., 1985, University of Central Oklahoma; at York 1972-73, 1975, 1979-80, and since 1992.

Ruth M. Robb **Adjunct Instructor of Special Education**
B.S., 1961, Sterling College; M.A.Ed., 1989, University of Nebraska at Kearney; at York since 1993.

Gayland W. Roberts* **Assistant Professor and Department Chair of Mathematics**
B.A., 1959, and M.A., 1961, Eastern New Mexico University; M.A., 1967, University of Arkansas; at York since 1992.

Clark A. Roush* **Associate Professor of Music**
B.A., 1981, Harding University; M.A., 1982, University of Iowa; Ph.D., 1995, University of Nebraska at Lincoln; at York since 1986.

Dorris M. Schulz **Associate Professor of Psychology and
Chair of the Human Resources Management Division**
A.A., 1972, York College; B.S., 1980, M.S., 1981, and Ph.D., 1986, University of Nebraska at Lincoln; at York 1978-85 and since 1991.

Thomas N. Schulz** **Professor of Bible**
B.A., 1959, York College; M.A., 1961, Abilene Christian University; Ph.D., 1986, University of Nebraska at Lincoln; at York 1971-72, 1977-87 and since 1988.

Paul M. Shields **Assistant Professor of Art**
A.A., 1986, York College; B.F.A., 1989, and M.S.E., 1991, Harding University; at York since 1991.

Ronald E. Shields **Assistant Professor of Bible and Bookstore Manager**
A.A., 1960, Bakersfield Junior College; B.A., 1968, and M.A., 1975, Pepperdine University; at York since 1981.

Patricia A. Sikes* **Assistant Professor of Special Education**
A.A., 1972, York College; B.A., 1974, Harding University; M.S.Ed., 1979, Indiana University; at York since 1995.

Stephen C. Sikes **Associate Professor of Physical Education**
A.A., 1972, York College; B.A., 1974, and M.A.T., 1975, Harding University; M.M.F.T., 1992, Abilene Christian University; Ph.D., 1985, Indiana University; at York 1975-76 and since 1995.

D. Scott Simpson* **Assistant Professor of Communication and English**
A.A., 1985, York College; B.S.Ed., 1987, Lubbock Christian University; M.A., 1993, University of Nebraska at Lincoln; at York since 1993.

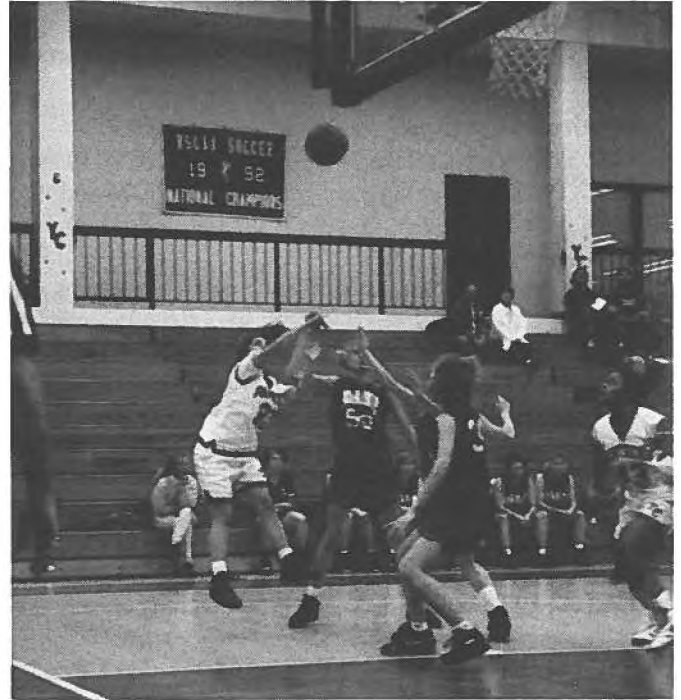
Patricia E. Simpson* **Associate Professor and Chair of the Education Division,
and Assistant to the Vice President for Academic Affairs**
A.A., 1972, York College; B.S.Ed., 1975, University of Nebraska at Lincoln; M.Ed., 1981, and Ed.D., 1989, Texas Tech University; at York 1970-75 and since 1991.

Martha L. Soderholm** **Associate Professor of Business**
B.A.Ed., 1978, and M.S.Ed., 1979, University of Nebraska at Kearney; at York since 1983.

G. Harold Tandy **Associate Professor of Science and Computer Information Systems**
B.S., 1961, Harding University; M.S., 1964, Emporia State University; M.S., 1983, University of Evansville; at York 1963-1987 and since 1991.

Frank E. Wheeler **Associate Professor of Bible and
Chair of the Bible and Human Development Division**
A.S., 1972, York College; B.A., 1974, Harding University; M.Th., 1977, and M.A., 1978, Harding University Graduate School of Religion; Ph.D., 1985, Baylor University; at York since 1988.

M. Kathleen Wheeler* **Assistant Professor of Education**
A.A., 1972, York College; B.A., 1974, Harding University; M.S.Ed., 1985, Baylor University; at York since 1991.



F. ATHLETIC COACHES

Athletic Director Terry L. Fields, Freeman Center, 363-5742
Athletic Department Facsimile (402) 363-5738

Faculty Athletic Representative Dr. Mabrey L. Miller, Oliver 200, 363-5649

Intramurals (Men and Women) Director Bruce Tandy, Levitt 004, 363-5710

Cross-Country (Men and Women)
Coach Adam J. Reiser, Freeman Center 363-5735 (8013)

Soccer (Men)
Head Coach Daniel Greene, Freeman Center 363-5735 (8011)
JV Coach Matt Coppinger

Soccer (Women)
Head Coach Sherlock Valley, Freeman Center 363-5735 (8012)
JV Coach Darren Thompson

Volleyball (Women)
Head Coach Diane Mendenhall, Freeman Center 363-5735 (8010)
Associate Coach Richard Mendenhall, Freeman Center 363-5735 (8010)

Basketball (Men)
Head Coach Steven L. Simpson, Larsen Building, 363-5632
JV Coach Rob Waller

Basketball (Women)
Head Coach Terry L. Fields, Freeman Center 363-5742
Associate Coach Stephen C. Sikes, Freeman Center, 363-5737

Baseball (Men)
Head Coach Cloyce D. "Curly" Cox, Freeman Center, 363-5736
Associate Coach William E. "Chip" Kooi, Oliver 203, 363-5648

Softball (Women)
Head Coach Joseph M. "Skip" Frazier, 306 Hulitt, 363-5697

Tennis (Men and Women)
Coach Stephen C. Sikes, Freeman Center, 363-5737

Track (Men and Women)
Field Coach Christopher L. Arnold, 300 McGehee 363-5655
Sprint Coach Richard E. Gillenwaters, 203 Hulitt 363-5685
Distance Coach Adam J. Reiser, Freeman Center 363-5735 (8013)

G. Endowments for Scholarships and Other Financial Assistance to Students

York College has been blessed by numerous benefactors who desired to honor loved ones and to provide for the Christian higher education of future generations via the "York Experience." This partial listing gives the name of the endowment, the principal donor(s), and any specific restrictions which may exist. Inquiries about establishing endowments, memorials, or bequests should be directed to the Office of the President, York College.

1. **Transouth Educational** by Transouth to support general scholarships.
2. **Kirk Miller Memorial Scholarship** by family and friends of Mabrey Kirk Miller, A.A. Class of 1984, who was tragically killed on August 19, 1992. Scholarships for students interested in increasing their knowledge of the Bible and each maintaining GPAs of 2.00 or better.
3. **Ted W. Studebaker Scholarship** by G. Wayne and Harriet J. Studebaker to honor the late Ted. W. Studebaker, A.A. Class of 1983. Scholarships for Bible majors. Entering students must have scored in the top 33% on the ACT or SAT; other students must a GPAs of at least 2.50.
4. **Paul and Christine Sloan Scholarship** by the family of Paul and Christine Sloan to support general scholarships.
5. **Orman Jeffrey Scholarship** to support scholarships for needy or worthy students.
6. **Lizzie Willborg and Bertie Elizabeth Eakens Humanitarian Award** by Bertie E. Eakens to support general scholarships.
7. **Sparkle Cleaners Scholarship** for students in extreme need.
8. **Warren E. Brown Scholarship** by the estates of Warren E. and Sadie Brown to support general scholarships.
9. **Mable Kirkpatrick Bible Scholarship** by the estate of Mable Kirkpatrick to provide scholarships for needy and sincere young men studying for Christian ministry in the Church of Christ (non-instrumental).
10. **Hendricks Basketball Scholarship** by Rick and Janice Hendricks to fund basketball scholar/athletes.
11. **Alumni Scholarship** by former students from the various classes to fund scholarships of \$10-100 to first-year students who are descendents of alumni.
12. **Swenson Scholarship** by Orville and Velma Swenson. Awarded based on GPA, extra-curricular activities, character and financial need.
13. **Merle O'Dell Scholarship** by the family of Merle O'Dell. Given to a student from the Quad Cities area.
14. **Henrietta Karol Scholarship.** Given annually to 1 or 2 worthy students by the family of Henrietta Karol.
15. **Culver-Medlin Scholarship** by Mr. and Mrs. John "Jack" Culver. Recipients alternate year by year between a male gospel ministry student and a female life of service student.
16. **Durrington Education Scholarship** by Mr. and Mrs. Victor Durrington for scholarships to education majors.
17. **Harold Baker Educational Fund** by the estate of Harold Baker to support general scholarships.
18. **Thayer Scholarship** by members of the Alice Thayer family to support scholarships based on need.
19. **Roy Lacey Fund** to support general scholarships.
20. **Alley Educational Scholarship** by Major and Mrs. Anthony Alley for members of the churches of Christ who are majoring in education with GPAs of 3.00 or better.

21. **Kearney Church Scholarship** by members of the Kearney Church of Christ. Awarded annually to a student from the Kearney Church of Christ.
22. **Jack and Gene Evans Scholarship** by Jack and Gene Evans to support top ACT scholarships.
23. **Ellsworth and Winifred Stevenson Scholarship Fund** by Robert and Nancy Stevenson. Awarded to students with genuine financial need, normal standards of behavioral conduct and a GPA of 2.00 or better.
24. **Harvey and Sue Childress Scholarship** by family and friends of Harvey and Sue Childress to support general scholarships.
25. **Harry A. and Helen Denewiler Music Scholarship Fund** by Harry A. and Helen Denewiler to support general music scholarships.
26. **Mrs. T. B. (Myrtle) Thompson Memorial Scholarship Fund** by family and friends of Mrs. Thompson, York College's Doyenne Emerita of Women (1956-61) to support general scholarships.
27. **Wayne and Eunice Moody Endowment Scholarship** by family and friends of Wayne and Eunice Moody to support general scholarships.
28. **B. B. "Pete" and Kathryn Poundstone Memorial Endowment Scholarship Fund** by family and friends of B. B. "Pete" and Kathryn Poundstone to support general scholarships.
29. **Imogene Pellatz General Endowed Scholarship** funded by the estate of Imogene Pellatz.

H. Non-Discrimination Policies and Procedures

York College does not discriminate on the basis of race, color, national or ethnic origin, gender, religion, or handicap in the administration of its educational policies, admissions policies, scholarship, loan, and other financial aid programs, athletic and other College-administered programs. Also, as required by Title IX of the Educational Amendments of 1972, York College does not discriminate on the basis of gender in its educational programs or activities or employment except where necessitated by specific religious tenets held by the institution and its controlling body. Inquiry regarding compliance with Title IX may be directed to any or all of the following:

1. Title IX Coordinator, Mrs. Debra L. Snider,
2. Vice President for Academic Affairs, Dr. Elmer E. Baker,
3. Director of the Office of Civil Rights, U.S. Department of Education, Washington, DC 20053.

Student Grievance Procedure

Any student who feels there is a problem with discrimination should present his/her complaint in writing to the Dean of Students, who is charged with dealing with the complaint. This may involve an interview to get more information. If, within a reasonable time period, the complainant feels that correctional measures have not been made, then the complaint may be brought in writing to the Title IX Coordinator (Mrs. Debra L. Snider, Director of Financial Aid). The Coordinator will use her judgment about whether to push immediately for correction of the problem or to select a committee to begin due process and the hearing of the grievance.

I. Graduation Rates and other Consumer Information

The persistence rates for various entering classes are given below. More specific information on persistence rates can be obtained from the Registrar (107 Hulitt Hall, (402) 363-5678) or can be found in the most recent editions of the following York College publications: "*Student Handbook*" from Student Services (104 Hulitt Hall, 363-5673), "*Consumer Information*" from Financial Aid (Dean Sack Science Hall, 363-5624).

<u>Term the Class Entered</u>	<u>Persistence Rate as of May 1995</u>
Fall of 1991	%
Fall of 1992	%
Fall of 1993	%

J. "How and Who to Contact about What"

Assistance, Correspondance, and Inquiry Directory:

Note: As this Catalog was going to print, several faculty and administrative units were changing locations and telephone numbers. Once the new numbers are determined, a revised directory will be published. The Main Switchboard, 363-5600, or the Registrar, 363-5678, can assist you in locating specific offices, functions or personnel.

For Questions About:

Contact Name, Campus Extension and Office Location

To call main York College Switchboard	off campus: (402) 362-4441, on campus: 0 or -5600.
To call a specific on-campus extension from off-campus	(402) 363- then the extension number.
General College Operations	President Garrett E. Baker, -5621, Dean Sack Science Hall
Major Gifts, Estate Planning.	Mr. Ray C. Banning, VP-Development, -5635
Annual Giving Campaigns, Phonathons, Public Relations, Media, Sower, etc.	Mrs. Birgie Niemann, Director of Development and Public Relations, -5618
Admissions or Bookstore Hotline	outside of the York exchanges: 1-(800)950-YORK {-9675}, In York: 363-5628 for Admissions, 363-5662 for Bookstore
Contacting Prospective Students, mailing YC materials, International Student requirements	Mr. Steddon Sikes, Admissions Director, -5628, Dean Sack Science Hall Mrs. Beulah Garhart, Secretary, -5627
Counselor for the Northern region:	Mr. Miles Baum, -5631
Counselor for the Southern region:	Mr. Stephen Eck, -5629
Counselor for the Western region:	Mr. Michael J. "Mike" Rush, -5630
Counselor for Early Contact/Juniors:	Mr. Steve Simpson, -5632
Announcements: Chapel and All-College	363-5700 to hear the daily announcements read.
Athletics	Prof. Terry Fields, Athletic Director, Freeman Center, -5742
Books, supplies, YC clothing, software	YC Bookstore, -5662, in Hulitt Hall
Transcripts, Grades, Student Records	Prof. David Rex Briggs, Registrar, -5678
Registrations, Audits, Class Schedule (Add/Drop)	or Mrs. Kathryn Kirk, Assistant Registrar, -5677
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Faculty Employment, Support, Supervision	Dr. Elmer E. Baker, Vice President for Academic Affairs, 108 Hulitt Hall
Academic Appeals, Academic Ceremonies	Ms. Mary Tieken, Administrative Assistant, -5676, 105 Hulitt Hall
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Reserving Classrooms for meetings	
College Regulations, Title IX or Americans-with-Disabilities-Act issues	
Individual study habits, problems in your personal program of study, academic program and course selection	your personal Academic Advisor
Student Accounts and Other Accounts Receivable	Mrs. Ramona Ratliff, -5605, Business Office
Student Loan matters	Mrs. Kelley Edwards, -5608, Business Office
Lost and Found Items	Mrs. Dixie Reicheneker, -5600, Business Office

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Dr. Dorris Schulz, HRM Director and Counselor,
{vacant}, Secretary, -5694, 302 Hulitt Hall

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On-campus work, Other Financial Aids

Mrs. Debra Snider, -5624, Financial Aid Director, Dean Sack Science Hall
Mrs. Madonna Mogul, Financial Aid Secretary

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{vacant}, Placement Director, -5620, Larsen Building
Prof. Madge Miller, Career Advisor, -5698, 307 Hulitt Hall

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Mrs. Avon Shields, -5766, McCloud Hall
Mrs. Kathleen Hameister, -5815, Middlebrook Hall
Mr. Dan Cole, -5999, Thomas Hall

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Student Services Office, -5673, 104 Hulitt Hall
Mr. Mark A. Tremaine, Dean of Students
Mrs. Trissa Cox, Administrative Assistant

Yearbook: *Crusader*
Student Newspaper: *Spokesman*

Prof. Tim D. McNeese, -5683, 206 Hulitt Hall
Prof. Paul Shields, -5722, Childress Hall

K. Catalog Indicia and Rules

Volume 84, Number 1

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This annual catalog had been designed to provide you with clear, useful and most current information about York College on the subjects covered as of the date of publication. In it, you will learn about the college's history, traditions, mission, and its programs and services. You will learn from the catalog what you may expect of the college and what the college expects of you as a student. It is an authoritative reference for students, faculty and administration, and no one may waive its requirements or regulations without a written request approved in writing by the appropriate administrative officer(s). Errors may, of course, be corrected. Oral advice which differs from the catalog should not be relied upon. Generally, students who remain continuous full-time enrollment at York College may satisfy the degree requirements in their first-year catalog or any subsequent catalog, provided that they graduate within five years of starting at York College. However, this publication is not an offer to enter into a contract. York College reserves the right to modify, eliminate or add college requirements and procedures, including without limitation: admission requirements and criteria; course offerings, or location or frequency thereof; course content; grading requirements and procedures; degree requirements; tuition, fee, board, room and any other rates; financial assistance programs; substantive or procedural student disciplinary rules; and support services, and to apply such modifications to any student without regard to date of admission application or enrollment.

L. Calendar for Academic Year 1995 - 1996

<u>Event</u>	<u>Fall 1995</u>	<u>Spring 1996</u>	<u>Summer 1996</u>
Faculty Workshop	August 17-18	None	May 7-10
Freshmen Orientation	August 20-22	January 8	None
Cafeteria Opens	August 20, at Noon	January 8 at 7 a.m.	Closed
Residence Halls Open for New Students	August 19 at 10 a.m.	January 7 at Noon	Closed
Welcome: Parent/Student Orientation	August 19 at 3 p.m.	None	None
Parents' Question/Answer Session	August 19 at 7 p.m.	None	None
Residence Halls Open for Returning Students	August 22	January 7 at Noon	Closed
Registration	August 23	January 9	May 6 at 7 a.m.
Opening Chapel & Classwork Begins	August 24	January 10	N.A./May 6
105th Anniversary of York College's Incorporation	August 26	Not applicable	Not Applicable
Labor Day: Offices Open/Classes Meet	September 4	Not applicable	Not applicable
Last Day to Add a Course or Register Late	September 7	January 24	May 13
All College Banquet (Mr./Miss YC announced)	Not applicable	February 17	Not applicable
Mid-Semester (6 weeks) Grades Due to Registrar	October 5	February 22	None
High School Days (includes Homecoming in Fall)	October 13-14	April 5-7	None
Fall Break (no classes)/Spring Recess (faculty off)	October 20	March 9-17	None
Next Semester Schedules due from Division Chairs	November 1	March 8	Not applicable
Last Day to Drop a Class with "W"	November 6	March 21	5/8ths of course
Pre-Registration for Next Semester(s) Begins	November 15	March 25	May 13
Pre-Registration for Next Semester(s) Ends	December 8	April 19	June 28
Thanksgiving Break (Cafeteria Closed)	November 22-26	Not applicable	Not applicable
Final Examinations	December 11-15	April 29-May 3	May 24/June 7
Grades of Graduation Candidates Due by 4:00 p.m.	December 15	May 3	Not applicable
Honors Convocation at 7:00 p.m.	December 15	May 3	None
Graduation at 10:00 a.m.	December 16	May 4	None
Cafeteria Closes	December 16 at 1 p.m.	May 4 at 9 a.m.	Not applicable
Residence Halls Close by 5 p.m.	December 16	May 4	Not applicable
Grades Due to Registrar By 9 a.m.	December 18	May 6	June 10
Grades Mailed by	December 23	May 17	June 30
Summer Hostel Roundup	Not applicable	Not applicable	May 19-25
Lectureship	Not applicable	Not applicable	about June 9-12
Soul Quest	Not applicable	Not applicable	June 16-22
Publication of subsequent catalog	Not applicable	Not applicable	about July 1st

Tentative Calendar for Academic Year 1996 - 1997

<u>Event</u>	<u>Fall 1996</u>	<u>Spring 1997</u>	<u>Summer 1997</u>
Faculty Workshop (if scheduled)	August 15-16	January 6	May 6-9
Freshmen Orientation	August 18-20	January 6	None
Cafeteria Opens	August 19, at Noon	January 6 at 7 a.m.	Closed
Residence Halls Open for New Students	August 17 at 10 a.m.	January 5 at Noon	Closed
Welcome: Parent/Student Orientation	August 17 at 3 p.m.	None	None
Parents' Question/Answer Session	August 17 at 7 p.m.	None	None
Residence Halls Open for Returning Students	August 20	January 5 at Noon	Closed
Registration	August 21	January 7	May 5 at 7 a.m.
Opening Chapel & Classwork Begins	August 22	January 8	N.A./May 5
106th Anniversary of York College's Incorporation	August 26	Not applicable	Not Applicable
Labor Day: Classes Meet/Offices Open	September 2	Not applicable	Not applicable
Last Day to Add a Course or Late Register	September 5	January 23	May 12
All College Banquet (Mr./Miss YC announced)	Not applicable	February 15	Not applicable
Mid-Semester (6 weeks) Grades Due to Registrar	October 3	February 20	None
High School Days (includes Homecoming in Fall)	October 11-12	April 4-6	None
Fall Break (no classes)/Spring Recess (faculty off)	October 18	March 8-16	None
Next Semester Schedules due from Division Chairs	November 1	March 7	Not applicable
Last Day to Drop a Class with "W"	November 4	March 20	5/8ths of course
Pre-Registration for Next Semester(s) Begins	November 13	March 24	May 12
Pre-Registration for Next Semester(s) Ends	December 6	April 18	June 27
Thanksgiving Break (Cafeteria Closed)	November 20-24	Not applicable	Not applicable
Final Examinations	December 9-13	April 28-May 2	May 23/June 6
Grades of Graduation Candidates Due by 4:00 p.m.	December 13	May 2	Not applicable
Honors Convocation at 7:00 p.m.	December 13	May 2	None
Graduation at 10:00 a.m.	December 14	May 3	None
Cafeteria Closes	December 14 at 1 p.m.	May 3 at 9 a.m.	Not applicable
Residence Halls Close by 5 p.m.	December 14	May 3	Not applicable
Grades Due to Registrar By 9 a.m.	December 16	May 5	June 10
Grades Mailed From York by	December 23	May 16	June 30
Summer Hostel Roundup	Not applicable	Not applicable	May 18-24
Lectureship	Not applicable	Not applicable	about June 8-11
Soul Quest	Not applicable	Not applicable	June 15-21
Publication of Next Catalog	Not applicable	Not applicable	about July 1st

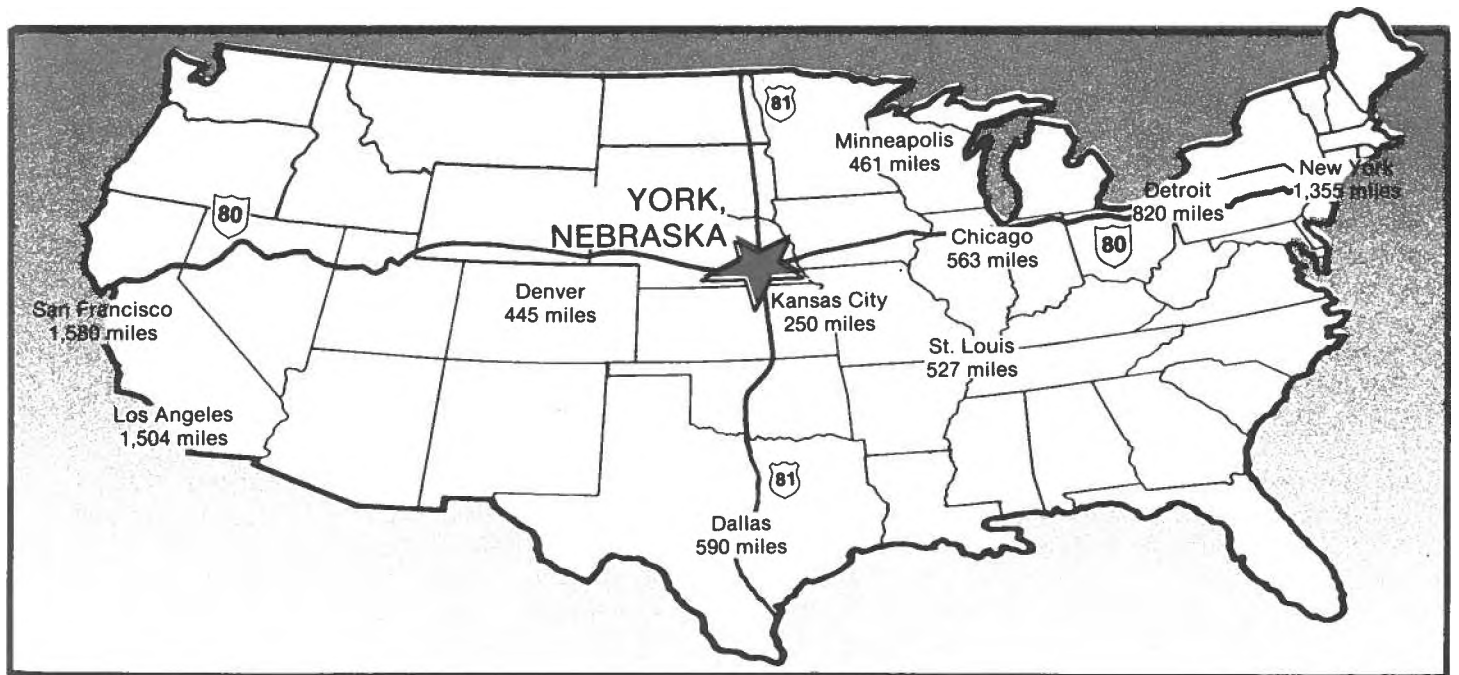
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York College Accessibility, Location, and Campus Maps

The main campus of York College, approximately 15 acres, is North of East Hill Park and Levitt Stadium, between 8th and 10th Streets and between Delaware and Blackburn Avenues. It also includes a strip along Delaware north to 12th Street. A second parcel of 16 acres includes practice soccer fields North of 15th Street and East of Delaware Avenue. Recent additions include the 4-acre maintenance facility on 9th Street, just East of the main campus, and South Campus on Blackburn, South across 6th Street from East Hill Park.

The **Beacon Hill Apartments**, erected in 1962, have eight apartments, each of which has a living room, dining room/kitchen, utility room, bath, two bedrooms and external entrances. Occupancy is limited to married students and employees. Several of the apartments are accessible to the disabled.

Childress Hall provides handicap-accessible space for classrooms, studio and offices of the Art Department. It is named for the 12th President of York College, Harvey A. Childress, who was the first President under the auspices of the churches of Christ. Brother Childress, a minister of the Gospel, worked extensively in the upper Midwest, and later served as Chairman of the Board of Trustees.

The original portion of the **Dean Sack Science Hall** was built in 1917 as the Willard Elementary for the East Ward of the York Public Schools. The North wing was added in 1957. The entire site was acquired by the College in 1995, in part through the gracious financial assistance of Dean Sack, LL.D., Founder and Chairman of the Board of York State Bank. The **Dean Sack Science Wing** is handicap-accessible and has classrooms and science laboratories, the President's Office, Evening Services area, and the Financial Aid Office. The original structure contains the Admission, Business, and Development Offices, Academic Computing Laboratory, some faculty offices, additional classrooms and the multi-purpose room.

The **Freeman Physical Education Center**, built in 1974 and renovated in 1994, provides 27,000 square feet for courts, classrooms, locker and weight rooms, and offices for the Athletic and Physical Education departments. The upper and lower levels are handicap-accessible via their own external entrances. The Center is named for Mr. and Mrs. R. A. Freeman, long-time local supporters of York College.

Gurganus Hall, named for Howard Gurganus, former Assistant to the President and long-time supporter of York College, provides classroom, practice and production facilities for music and drama.

Hulitt Hall, built in 1903 and remodeled during the 1990's, houses most faculty offices, a classroom, offices for the Careers Advisor, Registrar, Vice President for Academic Affairs, bookstore and campus post office. It is named after John Hulitt (member of the United Brethren Church from Hillsboro, Ohio), who gave, in 1902, the initial \$5,000 towards its construction.

The **Larsen House** was formerly the campus residence of the Presidents of York College. It now provides offices for the Dean of Students, Associate Dean of Students, Campus Minister, and the Careers/Placement Office. It is decorated with portraits and scenes of historical significance to York.

Levitt Library, built in 1969, houses the Library proper, audio-visual resources, classrooms, faculty offices, the Computer Laboratory with 24 state-of-the-art IBM computers, and the Tutoring Center. It is named for Mr. Elijah A. Levitt, prominent local businessman and philanthropist, to honor his more than 40 years of support of York College.

McCloud Hall, erected in 1964, has accommodations for 132 women on three floors, including a parlor, laundry facilities, piano practice rooms and a recreation room. It is named for Flora S. McCloud, wife of C. A. McCloud, a prominent businessman of York, Nebraska, who served as Chairman of the Board of Trustees for 15 years.

McGehee Hall contains the Mabrey L. & Madge Miller Student Center, the science laboratories, science faculty offices, six general-purpose classrooms and a Seminar Room. Centrally located on the main campus, the McGehee courtyard/front porch area with the Kirk Miller Window is an extremely popular campus meeting place. Originally built in 1911 as a gymnasium "with the finest indoor track in Nebraska", it was converted to the Alumni Library in the late 1920's. More space and the neo-classical facade were added in 1958, and the building was renamed McGehee Hall in honor of Kathleen McGehee, Librarian of York College. Her family, the McGehees of Florida, have been strong supporters of Christian education and have contributed generously to York College.

Middlebrook Hall, erected in 1949 "to the glory of God and for the promotion of the cause of Christian higher education", is named for Frank C. Middlebrook, Chairman of the Building Committee and early influential supporter of York College. Middlebrook has accommodations for 90 women, a parlor, laundry facilities, the cafeteria, the Panther Lair, and the Helping Hands Shoppe.

Oliver House provides offices for the Division of Bible and Human Development. It was formerly the residence of the Oliver family, who were early settlers of the East Hill section of the City of York.

Thomas Hall provides housing to 264 men. It was named for Kenneth C. Thomas of York, Nebraska, "a generous Christian and a dedicated College trustee." All four floors are handicap-accessible via ramps and an elevator. The central section was built in 1972 and the wings were added in 1984.

In addition to the facilities mentioned above on campus, several nearby sites not owned by the College are available for specific functions. The handicap-accessible auditorium of the East Hill Church of Christ, across Delaware Avenue from the Beacon Hill Apartment complex, is used for daily Chapel and many other convocations. The City of York's Levitt Stadium, located between Hulitt and Dean Sack Science Halls, is used for baseball and soccer. Various venues, belonging to either the City of York or the York Public Schools, are often used for College events.

York College Location and Campus Maps

