

UNIVERSITY of ILLINOIS at SPRINGFIELD 2003-2004

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The commitment of the University of Illinois to the most fundamental principles of academic freedom, equality of opportunity, and human dignity requires that decisions involving students and employees be based on individual merit and be free from invidious discrimination in all its forms.

It is the policy of the University of Illinois not to engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, marital status, disability, sexual orientation, unfavorable discharge from the military, or status as a disabled veteran or a veteran of the Vietnam era and to comply with all federal and state nondiscrimination, equal opportunity, and affirmative action laws, orders, and regulations. This non-discrimination policy applies to admissions, employment, access to and treatment in programs and activities. Complaints of invidious discrimination prohibited by university policy are to be resolved within existing university procedures.

A Message from the Chancellor



Welcome to the University of Illinois at Springfield! We are delighted that you are exploring our campus as a place to begin your academic career or to finish what you started. Whatever your personal reasons, we invite you to consider us your academic partner.

UIS is proud to be a small, premier liberal arts institution

whose hallmark is teaching and where lessons of civic and global understanding, ethical behavior, and the great traditions of democracy are an integral part of the curriculum. Learning flourishes here as students of all ages are recognized as individuals. They interact with professors in small classes and have enviable access to practical internship experience.

Innovative teaching methods and the latest technology are celebrated at UIS but take no higher priority than imparting the basic and transferable skills of inquiry, analysis, and communication. As a result, UIS students are prepared for the challenges of a global economy, regardless of their field of study.

Let this catalog be one of your guides to enrolling at UIS. We are happy to answer more detailed questions about a particular program or discuss any issues unique to your enrollment. You'll find our phone and web site information in this publication. Better yet, we would love to have you visit.

We look forward to welcoming you into the UIS community.

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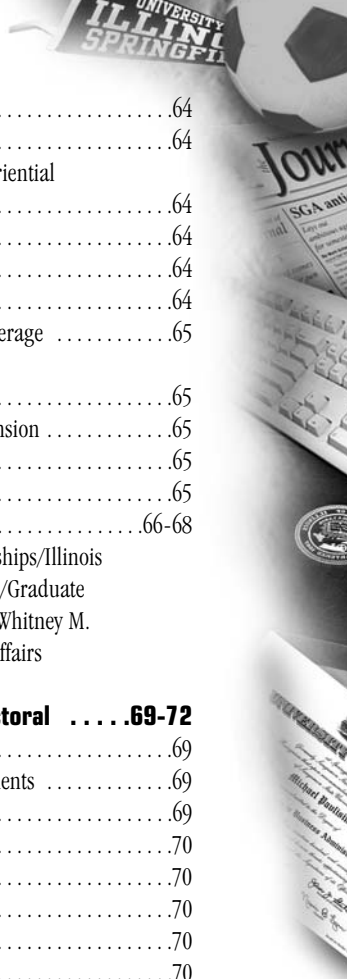
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general information

GENERAL INFORMATION

BACKGROUND

MISSION STATEMENT

The University of Illinois at Springfield has as its primary mission providing excellence in teaching. UIS strives to produce an educational environment where you can acquire 1) a solid foundation for lifelong learning, 2) a keen appreciation of intellectual and aesthetic achievements, 3) an enhanced capacity for critical thinking and oral as well as written communication, 4) a practical preparation for pursuing fulfilling careers, 5) a sound basis for informed and concerned citizenship, and 6) a productive commitment to improving your world.

UIS emphasizes public affairs instruction, research, and service carried out through community partnerships that contribute to social progress, governmental effectiveness, educational excellence, and economic development. UIS is committed to addressing the needs of both traditional and nontraditional learners and reflecting cultural diversity in both the curriculum and the campus community. UIS encourages innovative approaches appropriate to fulfilling these institutional aims.

VISION STATEMENT

A brief overview The UIS of the future will be a

place where teaching remains the central function and excellence in teaching continues as the overriding goal. It will be a place where faculty are teacher-scholars, with greater recognition of and support for scholarship than at present. Public affairs will continue as a unifying theme of teaching, scholarship, and service, but in the future UIS' commitment to public affairs will be understood as the campus' distinctive contribution to the land-grant mission of the University of Illinois.

The UIS of the future will continue to offer undergraduate curricula in both traditional liberal arts disciplines and in professional fields and will serve students from the first years of college through completion of the baccalaureate degree. Professional education at the master's level will continue to be a major feature of the campus' curricular commitments, with quality and distinction being the principal determinants of graduate program offerings. Doctoral work will be in the area of public affairs.

UIS will continue to pursue modest, controlled enrollment growth and to serve many types of students, but the mix of students will be different. The campus will draw more students from outside central Illinois

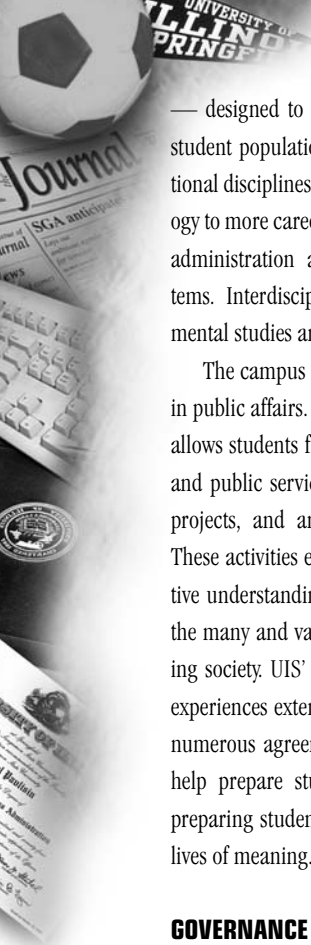
and will, concomitantly, serve a larger proportion of full-time undergraduate and graduate students. To best nurture students, the UIS of the future will be a place where the centrality of a lively extracurricular intellectual, social, and cultural life is recognized and supported as being critical to students' learning experiences.

HISTORY AND PHILOSOPHY

The University of Illinois at Springfield is one of three campuses of the world-class University of Illinois. UIS is located on 746 picturesque acres on the southeast side of Springfield. The campus marked its 30th anniversary in 2000.

UIS is a comprehensive university, enrolling first year students through those seeking a doctoral degree. Student enrollment exceeds 4,500 and is comprised of traditional residential students and full- and part-time non-traditional students — those returning to school to finish a degree and working adults seeking advanced or second degrees or professional programs.

UIS offers a range of academic and professional programs — 20 bachelor's degree, 18 master's degree programs, and the doctorate in public administration



— designed to meet the needs of its widely diverse student population. The programs range from traditional disciplines such as history, psychology, and biology to more career-oriented offerings such as business administration and management information systems. Interdisciplinary programs such as environmental studies and communication are also offered.

The campus is ideally situated to fulfill its mission in public affairs. Located in the capital of Illinois, UIS allows students first-hand access to state government and public service through special courses, research projects, and an enviable selection of internships. These activities encourage students to develop an active understanding of how public policy meshes with the many and varied problems facing today's changing society. UIS' commitment to providing hands-on experiences extends to the private sector as well, with numerous agreements with business and industry to help prepare students for a global economy. UIS: preparing students for lives of meaningful work, and lives of meaning.

GOVERNANCE AND ACCREDITATION

The University of Illinois at Springfield is one of three campuses governed by the U of I Board of Trustees.

The other campuses are the University of Illinois at Urbana/Champaign and the University of Illinois at Chicago. The U of I campuses are among 12 public university campuses in the state, all coordinated by the Illinois Board of Higher Education. Internally, UIS is governed by the chancellor with advice from administrators and from the Campus Senate.

UIS is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. Contact the Higher Learning Commission at 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, phone (312) 263-0456 or (800) 621-7440. Fax (312) 263-7462. E-mail info@hlcommission.org, or visit the website at www.ncahigherlearningcommission.org.

CAMPUS POLICIES

Note: An overview of various campus policies, including the Campus Safety Policy, is available at www.uis.edu/humanresources/policy/policy.htm.

Affirmative Action UIS is committed to affirmative action through 1) the intensified recruitment and retention of students, faculty, and staff, 2) the elimination of any discriminatory policy/practice within the

institution, and 3) the promotion of diversity in the various departments, programs, and activities of UIS. You can direct questions or complaints about equal opportunity and affirmative action at UIS to the Office of Access and Equal Opportunity, PAC 583, (217) 206-6222.

Policy on Religious Observances The University of Illinois at Springfield will provide reasonable accommodation for your religious observances. Alternative dates for examinations or major assignments will be provided when you are unavailable as a result of religious observances. If you believe that you have been unreasonably denied an educational benefit due to your religious belief or practices, you may seek redress under the grievance process provided for in the UIS Student Code.

Sexual Harassment Policy The purpose of the University of Illinois at Springfield's sexual harassment policy is three-fold: to foster an environment free from sexual harassment, to encourage victims to come forward, and to provide for corrective action to be taken when necessary. You may obtain copies of the UIS sexual harassment policy from the Office of Access

and Equal Opportunity, PAC 583, (217) 206-6222 or go to www.uis.edu/aeo/.

Drug and Alcohol Policy The University of Illinois at Springfield has established standards of conduct that prohibit the use and distribution of illicit drugs and alcohol on premises owned or controlled by UIS and during any activity conducted or sponsored by UIS. Sanctions for violating this policy range from a written reprimand to expulsion from UIS or termination of employment. The complete policy is available from the Office of the Vice Chancellor for Student Affairs (SAB 23, 206-6581) or from the Office of the Assistant Vice President for Human Resources (HRB 30, [217] 206-7020).

Possession of Weapons UIS policy prohibits the unauthorized possession or storage of any weapon in or on buildings or land belonging to the University. Anyone wishing to keep a weapon on campus properly must first submit a written request to the chief of the campus police department and must receive written permission in return. For the complete text of the possession of weapons policy or for more information, contact the UIS police department at (217) 206-6690.

THE LEARNING ENVIRONMENT

THE CAMPUS

The University of Illinois at Springfield's spacious 746-acre campus is located on the southeast side of the capital city, near Lake Springfield. The campus is composed of several major buildings, a number of smaller structures, and housing accommodating approximately 700 students.

The Norris L Brookens Library was completed in December 1975. A major learning/resource center of exceptionally high quality designed to support the campus' academic programs, the library also houses classrooms and faculty office space.

The Public Affairs Center opened in October 1980. The building includes Sangamon Auditorium, which hosts more than 120 music, theater, and dance performances annually. The PAC also houses a studio theater, a cafeteria and restaurant, offices, television studio, classrooms, and conference rooms.

The Health and Sciences Building opened in 1992 and is the home of UIS' biological and physical sciences and its mathematics and computer science programs. The building includes instructional labs, classrooms, and offices, as well as the campus' art gallery.

A new classroom and office building is scheduled to open in fall 2004.


The remainder of the campus, made up of smaller attractive modern buildings in well-landscaped settings, reflects the open operating style and spirit of UIS.

The campus is easily reached from Interstate 55. If you are coming from the north, take Exit 94 (Stevenson Drive) and follow the directional signs on Stevenson Drive to West Lake Drive and south to the campus. If you are arriving on I-55 from the south, take Exit 90 East (Toronto Road).

Springfield derives much of its character from its location in Illinois' rural heartland. Located less than 100 miles from St. Louis and less than 200 miles from Chicago, however, the city also offers area residents convenient access to the cultural and commercial life of these large urban centers.

SPRINGFIELD AS CAMPUS

At UIS, the campus includes the community. Academic programs are structured to make maximum use of the capital city's resources, particularly state and federal agencies that provide internship, experiential, and research opportunities for study in areas such as human



services, criminal justice, and environmental studies.

As a UIS student, you have access to the deliberations of the General Assembly and to committee hearings where the state's legislative policies are debated. Legislators and other elected officials, lobbyists, agency heads, and commissioners are a vital part of the Springfield scene and comprise an incomparable human resource. You can study politics in all forms in Springfield, from the day-to-day functioning of regulatory commissions, legislative committees, or local government bodies to special interest groups demonstrating on the Statehouse lawn.

Programs in the health field capitalize on downtown Illinois' largest medical center, including Southern Illinois University School of Medicine, three hospitals, and many physicians and nursing homes.

Community resources, such as Sangamon and Menard counties' rich collection of historic sites and museums, offer students in the humanities opportunities for study and research. Specialized libraries supplement these community-based learning opportunities. Available to students, these resources include the Illinois State Library, the Illinois State Archives, the Illinois State Historical Library, the Supreme Court Library, the SIU Medical School Library, and the Abraham Lincoln

Presidential Library and Museum. Springfield also hosts three additional institutions of higher education: Lincoln Land Community College, Springfield College in Illinois, and Robert Morris College.

DISTANCE LEARNING

Several alternatives are available for those transfer students who cannot attend classes at UIS' Springfield campus. These options include online degree programs and courses, off-campus classroom instruction, telecourses, and instruction via interactive compressed video.

University of Illinois Online Broad access to the Internet has created a new medium for distance education and new opportunities for placebound learners. University of Illinois Online, a University-wide umbrella organization, was established to provide coordination and support to the three U of I campuses as they expand and transform their off-campus educational and public service offerings to take advantage of this highly interactive medium. All courses, certificate programs, degree programs, and public service resources offered under the University of Illinois Online umbrella are grounded firmly in the academic pro-

grams of the three campuses, taught and managed by the same faculty, and subject to the same quality controls. For more information about U of I Online, visit www.online.uillinois.edu.

UIS Online UIS currently offers two online undergraduate degree completion programs: the bachelor of arts in liberal studies, and the bachelor of arts in English. The campus also offers two graduate degrees completely online: the master of science in management information systems and the master of arts in educational leadership with a concentration in master teaching and leadership. Along with these degree programs, UIS offers a minor in philosophy, a certificate in career specialist studies, and many individual online courses. Contact the Office of Technology-Enhanced Learning at (217) 206-7317 for details, or visit the website at <http://otel.uis.edu>. Information about UIS' online programs and courses and a course directory are available at <http://online.uis.edu>. Information about online degrees is also available in the individual program descriptions.

Illinois Virtual Campus To support its online instruction, UIS is also participating in the Illinois Vir-

tual Campus, an electronic catalog of online and distance learning courses available from 40 colleges and universities in Illinois. IVC Student Support Centers, located on the campuses of participating community colleges, provide general student advising, access to computers, library access, technical assistance, and test proctoring. You can access Illinois Virtual Campus at www.ivc.illinois.edu.

Peoria Center UIS has been serving the educational needs of transfer students in the Peoria area for more than 25 years from the campus of Illinois Central College. Students can take a variety of program and elective courses, including those leading to the bachelor's degree in accountancy, criminal justice, or management. Academic minors are also available in accountancy, criminal justice, and management information systems. For more information, contact the UIS Peoria Center at (309) 694-5546, or the individual departments.

In addition to the offerings at the Peoria Center, the master of business administration is offered by cohort in an accelerated weekend format on the campus of the U of I College of Medicine at Peoria. For more information, contact the director of MBA Programs at (217) 206-7916.

In Decatur and Jacksonville, UIS offers courses leading to the master's degree in educational leadership at Millikin University and Jacksonville High School. However, you cannot complete this degree without taking course work at UIS' main campus in Springfield. More information about UIS' Decatur or Jacksonville option is available from the Office of Admissions and Records at (217) 206-4847 or from the off-campus instruction and outreach office at (217) 206-7818.

Telecourses and interactive compressed video technology Telecourses are another important component of UIS' off-campus educational endeavors. UIS is a member institution of the CONVO-COM network of public television stations: WMEC-TV 22 Macomb, WQEC-TV 27 Quincy, and WSEC-TV 14/65 Jacksonville/Springfield. Each semester telecourses are aired during regular broadcast hours, affording you the opportunity to earn college credit at home. Copies of each telecourse series are available on videocassette in Brookens Library and at specified off-campus learning resource centers. For more information, contact the UIS off-campus instruction and outreach office at (217) 206-7818.

UIS also offers off-campus instruction using inter-

active compressed video technology to several sites in Illinois. Contact Educational Technology at (217) 206-6550 for more information.


PUBLIC AFFAIRS AT UIS

As outlined in the campus' mission statement, UIS emphasizes public affairs instruction, research, and service carried out through community partnerships. Many of the campus' public affairs activities are coordinated and administered through the College of Public Affairs and Administration.

Public Affairs Colloquia Students are encouraged to adopt a public affairs perspective through a unique series of courses called public affairs colloquia (PACs). For more information on PACs see p. 42 and p. 63.

ABRAHAM LINCOLN PRESIDENTIAL CENTER FOR GOVERNMENTAL STUDIES

The Abraham Lincoln Presidential Center for Governmental Studies conducts research, training, and other public service activities designed to enhance governmental effectiveness and citizens' knowledge of public



policy issues. A number of the center's programs, such as graduate fellowships and internships and researcher grants, provide opportunities to work with materials of the Abraham Lincoln Presidential Library and Museum, through the center's partnership with the Illinois Historic Preservation Agency. Graduate assistantships and applied study terms in the center provide unique opportunities to work with faculty and academic staff on applied research, public service, and media projects.

Office of the Executive Director The office of the executive director coordinates and oversees the center's units. It serves as the point of contact for requests for center services and provides leadership in the development and funding of new initiatives.

Institute for Legal, Administrative, and Policy Studies The Institute for Legal, Administrative, and Policy Studies is the lead policy research and evaluation unit within the center. A major focus of its efforts is on the justice system at the state, regional, and national levels. Research and training areas include criminal and juvenile justice, the court system, legal processes, judiciary regulation and policy, and

crime and its causes. Another major focus is on the executive branch of state government. Institute faculty and staff assist with policy development, program design and evaluation, performance measurement, and outcomes assessment. The institute's objective is to contribute to better understanding and improvement of both the operations of state government and the legal system in ways accessible to students, scholars, policymakers, practitioners, and the general public. Graduate and undergraduate students are offered opportunities to work with faculty and staff, helping develop and implement projects through paid internships, assistantships, directed studies, and thesis projects.

Institute for Legislative Studies The Institute for Legislative Studies coordinates activities that give students and faculty an opportunity to work and conduct research in the legislative process in Illinois and elsewhere and to publish their findings. The institute's most prominent educational activity is the Illinois General Assembly's Legislative Staff Internship Program, which gives outstanding graduate students an opportunity to serve on leadership or nonpartisan research agency staffs. A legislative applied study term

is available for undergraduates. The institute also produces a variety of research, education, and service publications, including the biennial *Almanac of Illinois Politics* and the academic journal *State Politics and Policy Quarterly*.

Institute for Leadership, Policy Education, and Training The Institute for Leadership, Policy Education, and Training prepares individuals for leadership roles on public affairs issues. Programs are designed to increase participants' awareness and appreciation of Abraham Lincoln's leadership as a mechanism to address contemporary public policy issues. The institute encompasses the Lincoln Legacy Lecture Series, Lincoln Leadership Academy, Public Policy Summits, Public Policy High School Program, Summer Institute for Secondary Teachers on Lincoln and the Civil War, and the Abraham Lincoln and Leadership Summer Institute for High School Students.

Institute for Literacy in America The Institute for Literacy in America advances Lincoln's ideals by providing leadership in establishing Illinois as a model for literacy in America. In partnership with the

Abraham Lincoln Presidential Library and Museum, the institute identifies outstanding work in the field of literacy and promotes its dissemination and expansion through workshops and symposia. Through a broad strategy of conducting research, building coalitions, and performing advocacy, the institute carries out its mission to make Illinois a model for universal literacy.

Papers of Abraham Lincoln The Papers of Abraham Lincoln is a long-term documentary editing project of the Illinois Historic Preservation Agency and cosponsored by the center. The project is dedicated to identifying, imaging and publishing all documents written by or to Abraham Lincoln. The editors will produce three series: legal papers, Illinois papers, and Presidential papers. The goal of the project is for anyone with Internet access to be able to view, search, and analyze all of the papers of Abraham Lincoln.

Public Radio Station WUIS, (91.9 FM) in Springfield, is affiliated with National Public Radio and Public Radio International. The primary facilities are located on campus and operated by a professional staff supplemented by faculty, student workers, and com-

munity volunteers. From studios in the state capitol building, WUIS provides the other 12 public radio stations in the state with daily news reports via its satellite uplink. The station operates 24 hours a day, serving a 70-mile radius of Springfield with news; information; and classical, jazz, and other music. Programming is repeated on WIPA, (89.3 FM) in Pittsfield, serving residents of western Illinois from Jacksonville to Quincy.

Office of Electronic Media The Office of Electronic Media produces public affairs, documentary, educational, and public relations programs on video, audio, CD-ROM, DVD, and various websites in support of the university's academic and public affairs missions. Programs are also produced under contract for various state agencies and nonprofit organizations. The office maintains complete television and multimedia studios in the Public Affairs Center. Since 1985, the office has operated ACCESS 4, Springfield's public access cable channel, which produces hundreds of local programs each year. ACCESS 4 provides valuable production experience to UIS students who work under the guidance of the office's professional staff.

Center Publications Center Publications publishes *Illinois Issues*, the state's leading public affairs magazine, and assists the center's other units in publishing various works.

With a special focus on Illinois government and politics, the magazine pays close attention to current trends and legislative issues and examines the state's quality of life. Some classes use the magazine as required reading or as a resource; students can receive it at a reduced rate.

The unit also works with scholars in the center to help disseminate the findings of their research and projects. For example, the unit copyedits the journal *State Politics and Policy Quarterly* and publishes the popular biennial directory *Almanac of Illinois Politics*.

The unit also directs periodic statewide projects. For example, in 2000-2001 it worked with the other center units to conduct the Illinois Civil Engagement Project.

Graduate Public Service Internship Program

See page 66.



student life

STUDENT LIFE

Student life at the University of Illinois at Springfield is both stimulating and comfortable. Recreational sports, intercollegiate athletics, many active student organizations, and regularly scheduled cultural attractions broaden campus life. Support services, ranging from housing to health care to computer labs, make student life at UIS as convenient as possible. All services and activities are available to full- and part-time students.

ATHLETICS

The Prairie Stars belong to the National Association of Intercollegiate Athletics (NAIA) and compete in six varsity sports. Men's soccer, women's tennis, and women's volleyball compete in the fall. Men's and women's basketball compete in the winter, and men's tennis in the spring. The women's volleyball team has advanced to the regional tournament six times while the men's and women's tennis, women's basketball, and men's soccer teams have won regional championships in recent years and advanced to NAIA national tournaments. Men's basketball began its inaugural season in 2002-2003.

The Office of Athletics is located in SLB 16.

BOOKSTORE

Follett's UIS Bookstore is located just off the cafeteria on the lower level of the Public Affairs Center. All texts required for your classes are available in the store, including a large supply of used books. In addition, the bookstore carries school supplies, reference books and bestsellers, greeting cards, gift items, and UIS clothing. A selection of academically priced computer software and computer accessories is also available. There is a special order service for books and software not in stock. Gift certificates are available. In addition, you can sell your textbooks back to the bookstore year-round.

The bookstore is accessible online at www.uis bkstr.com, through the campus' main website, or through efollett.com.


The bookstore is open 9 a.m. to 6:30 p.m. Monday through Thursday, 9 a.m. to 3 p.m. Friday. Extended service hours and dates are published in the course schedule each semester.

BROOKENS LIBRARY

The Norris L. Brookens Library supports teach-

ing and learning at UIS with a collection of 521,000 books and journals, nearly 2,000 periodical subscriptions, 3,500 films and videotapes, and 1,800,000 microforms. UIS students can search the statewide ILLINET Online system to find information about the holdings and availability of library materials both at UIS and at 42 other academic libraries throughout the state, including the University of Illinois at Urbana-Champaign. Books and journal articles not available in the local collection may be obtained through inter-library loan at no charge. Over 90 databases, many of them full-text, are also available through the library network and can be accessed remotely as well as on campus.

Library faculty provide individualized instruction, offer workshops for specific courses, and teach a course in library research methods. A member of the library faculty works with each degree program at UIS to support the program's particular information needs. In addition, individual assistance is provided at the Information Desk on level two. Another specialized service is course reserves, available either electronically or at the Circulation Desk. Also available on level



two is the Non-Profit Resource Center, a service that helps non-profit organizations to find information on funding sources and opportunities. The UIS Archives and Special Collections unit, on level one of the library, houses both UIS records and manuscript materials, including the campus' oral history collection, and the Illinois Regional Archives Depository, one of 14 in the state.

Educational Technology is responsible for instructional technology facilities and services at UIS. Facilities include computer labs, technology-enhanced "smart" classrooms, multimedia classrooms, and distance learning/video conferencing rooms. Educational Technology administers Blackboard, Web Board, and WebCT servers supporting online courses and provides technical support for standard instructional software and multimedia production software. A variety of equipment, including digital still cameras, digital or analog video camcorders, and laptop computers, is available for loan to students and faculty.

General access labs are located in BRK 180 and HSB 108/109. Additional computer labs (6), smart classrooms (46), technology enhanced conference rooms (5), and distance learning rooms (2) are locat-

ed throughout campus. Each semester, Educational Technology offers a series of free workshops on multimedia topics (such as iMovie, Photoshop, Dreamweaver, Flash, and others) in the multimedia classroom. The videoconferencing facilities provide "live" two-way audio and video connections to either single or multiple remote sites, permitting courses to be delivered or received from other locations on a potentially worldwide basis.

Library and Educational Technology hours are Monday-Thursday 8 a.m.-midnight; Friday 8 a.m.-6 p.m.; Saturday 9 a.m.-6 p.m.; and Sunday 1 p.m.-midnight. Hours are extended during exam periods.

Access the library's collections or find out about services at www.uis.edu/library/bridge.htm. Find out more about Educational Technology at <http://edtech.uis.edu>.

BURSAR'S OFFICE

The Bursar's Office, located on the lower level of the Public Affairs Center, will cash your personal checks up to \$25, or \$25 over the amount of payment when you present a valid UIS *i-card*. The office also operates a U.S. postal substation; collects your registration,

housing, and other fees; and sells campus parking decals and bus passes for the Springfield Mass Transit District. MasterCard, VISA, and Discover cards are accepted for payment on student accounts via the UIS Student Accounts website at www.uis.edu/studentaccounts/.

The Bursar's Office is normally open from 9 a.m. to 5 p.m., Monday through Friday. However, for fall and spring, the office is open 9 a.m. to 6 p.m. Monday through Thursday and 9 a.m. to 5 p.m. on Friday during the week before the semester begins and for the first two weeks of the semester. For the summer term, extended hours are in effect the week before the session begins and continue through the first week.

CAMPUS HEALTH SERVICE

The Campus Health Service is located in BSB 20. Physicians are available six hours a week. The clinic is staffed by a nurse practitioner and a registered nurse during regular clinic hours, Monday through Friday, 9 a.m. to 5 p.m. A walk-in clinic is available from 9:30 to 11:30 a.m. each Monday and Wednesday.

Health care is provided to you whether you are a full-time or part-time student and whether or not you have student health insurance. Services include treat-

ment for minor acute illnesses and injuries, yearly pap smears, birth control, allergy injections, foreign travel consultations, and immunizations for foreign travel as well as required immunizations. Physical examinations are provided for all UIS athletes and for students who are required to have them for work, school, etc.

A wellness resource and self-help area is available in the CHS clinic and a supply of over-the-counter remedies is also available, along with guidelines and directions for their use.

You do not pay a health service fee, nor do fees paid for health insurance come to the health service. The CHS is supported by university funds and some user fees. There is no charge for visits to the CHS, although there are some charges for special services. You are notified at the time of the visit if any charges will be incurred. Because more complex health issues sometimes arise, you are expected to have your own insurance to cover these types of expenses. You are also responsible for informing CHS staff if your insurance requires the use of specific providers.

All care is confidential. A copy of medical records or information contained in such records is provided by written consent and as required by law.

CAMPUS POLICE DEPARTMENT

Around-the-clock assistance is provided for students, faculty, staff, and visitors by the Campus Police Department, located on the north side of campus and east of parking lot C. Emergencies such as a crime in progress, a fire, or a medical emergency, as well as suspicious persons or activities, should be reported to the department immediately. The non-emergency number is (217) 206-6690. In an emergency call 206-7777.

CAREER SERVICES

Career Services helps you develop an understanding of yourself and the world of work so that you can make effective career decisions. This process is carried out through individual career counseling, workshops, computer-based career information, and special interest programming.

Throughout the academic year, Career Services supports your efforts by providing career fairs and access to web-based job placement systems, sponsoring on-campus recruitment schedules, offering resume writing and job search workshops, and maintaining a video and career information library. Recruitment literature from various busi-

nesses, social service agencies, school districts, government organizations, and graduate schools is available.

Graduate school information, including announcement and registration materials for standard tests such as the GRE, GMAT, MCAT, and LSAT is available in the office.


The office is located in SAB 50D, phone 206-6508.

CENTER FOR TEACHING AND LEARNING

The Center for Teaching and Learning was established to provide student academic support, faculty development programs, and assessment activities. Each of these activities is discussed below. For general information and appointments, call (217) 206-6503, visit the CTL on campus at Brookens 460, or connect to the CTL web site at www.uis.edu/ctl.

ACADEMIC SUPPORT (Monday through Thursday, 8:30 a.m.-8 p.m.; Friday, 8:30 a.m.-5 p.m.; Sunday 4-8 p.m./phone (217) 206-6503/Brookens 460)

Student Academic Support provides you with assistance in writing, mathematics, biology, chemistry, and computing, and coordinates tutoring in other dis-



ciplines. CTL faculty and graduate assistants work with you individually or in groups, concentrating on helping you to become an independent learner. Academic Support is also the site for testing and assistance in English as a Second Language (ESL).

Faculty/instructional support programs include assistance with general instructional technology including training and assistance for faculty, staff, and graduate assistants in the use of software provided through UIS computer services. For training schedules or assistance, call (217) 206-7450 or go to www.uis.edu/ctl/training/schedule.html.

ASSESSMENT (Monday through Friday, 9 a.m.-5 p.m./phone (217) 206-7125/Brookens 460)

The assessment office coordinates all entry/exit, baccalaureate, and special assessment activities for the campus. The office collects, analyzes, and reports data to assist other campus units or groups in making program, policy, or institutional decisions.

CHILD CARE CENTER

The Children's Center on campus provides toddler care for children 15 months to 2 years of age, offers pre-K classes with extended care for ages 3 to 5, and

provides after-school care for ages 5 to 12. Considered one of the best pre-schools and childcare facilities in the Springfield area, the center is accredited by the National Association for the Education of Young Children. The educational programs are designed to meet the needs of each child and to prepare him or her for experiences in kindergarten and beyond. Sliding fees are available for families who meet eligibility criteria. The center is open from 7:30 a.m.-5:30 p.m., Monday through Friday. Evening care is provided 5:30 to 10:30 p.m. Monday-Thursday during the fall and spring semesters. Applications and current fee schedules are available at the center. Space is limited. For further information phone (217) 206-6610.

COUNSELING CENTER

The Counseling Center provides confidential counseling services that assist students, staff, and faculty in dealing with personal issues such as depression, anxiety, relationship concerns, sexual abuse, sexual assault, assertiveness, and procrastination.

The Counseling Center staff includes trained professionals qualified to provide psychological services to individuals, couples, families, and groups. In addition, the center offers workshops on topics such as

stress management, conflict resolution, test anxiety, time management, acquaintance rape, substance abuse, grief and loss, holiday depression, and fear of public speaking.

To schedule an appointment with a counselor, call (217) 206-7122 or stop by the Counseling Center, SAB 30.

OFFICE OF THE DEAN OF STUDENTS

The Office of the Dean of Students, located in SLB 22, strives to enhance student learning and student achievement by fostering a positive, inclusive campus environment through programs and services that support the needs of a diverse student population; by providing opportunities for students to engage in experiences that enrich the value of their education; by helping students develop leadership and life skills so that they are empowered to advocate for their own needs and interests; and by creating awareness and promoting understanding to educate students about student, community, and social issues.

The Office of the Dean of Students houses Advocacy and Assistance, Judicial Affairs, Student Legal Assistance, and the Clearinghouse for Student Concerns and Issues.

OFFICE OF DISABILITY SERVICES

The Office of Disability Services provides academic assistance to qualified individuals with a documented disability. Documentation must adequately verify the nature and extent of the disability according to current professional standards and techniques and must clearly substantiate the need for the student's specific accommodation requests. Services may include readers, peer note takers, alternate test formats, texts on tape, adaptive technology, general advocacy, and referral services. The office is located in SLB 11 and is open from 8:30 a.m. to 5 p.m. Monday through Friday. An adaptive technology lab, featuring some of the latest technology available for individuals with special needs, is located in SLB 15. For more information, call the office at (217) 206-6666 (voice) or (217) 206-6668 (voice/TTY).

FOOD SERVICE

The Food Emporium, located in the Public Affairs Center, features a variety of choices: the Cook's Nook has "home-style" meals; the Showtime area has cooked-to-order specialties; the grill and deli areas offer hot and cold sandwiches, side dishes, and snacks; the pizza area offers pizza by-the-slice or made-to-

order pizzas with your favorite toppings. In addition, there is a soup/salad bar, bakery items, desserts, beverage isle, and a Grab-n-Go Express area that allows you to get pre-packaged items when you're on the run.

During the fall and spring semesters, the Food Emporium is open Monday-Friday from 7:30 a.m.-8 p.m. and on Saturday and Sunday from 11:30 a.m.-2:30 p.m. and 3:45-6:30 p.m. During the summer term the Food Emporium is open only Monday-Friday. Purchases can be made with cash or by using your i-card with a meal plan. Customers who pay with their i-cards receive discounts.

Another place to get food on campus is the Café, located in the Lincoln Residence Hall. Offering convenience-style items as well as pizza, salads, and sandwiches to those with late-night cravings, the Café is open till midnight every day. The Café opens at 8 p.m. Monday-Friday and at 6:30 p.m. Saturday-Sunday. The Café is a cashless operation. You can make purchases only if you have an i-card and meal plan. The Café is closed during the summer term.

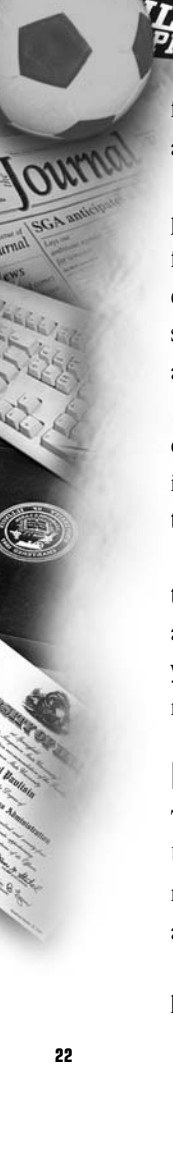
HOUSING

Student housing at UIS includes Lincoln Residence Hall, as well as 146 on-campus apartments and

townhouses; additional townhouse units are scheduled to open in 2003. Both single students and student families are housed on campus. Several residence hall rooms and apartments are specially designed and equipped for students whose mobility is impaired.

Lincoln Residence Hall is home to first- and second-year students enrolled in the Capital Scholars program. Students are accommodated in a four-person cluster arrangement that includes two double-occupancy rooms sharing a bath. Lincoln Residence Hall also includes a fitness room, several floor lounges, and a large multipurpose room as well as a café and serving area. Residence hall students are required to participate in a campus meal plan. Meals are served in the PAC Food Emporium.

Upper-division and graduate students reside in the on-campus apartments and townhouses. Single students are housed in furnished two- or four-bedroom units, where both private and shared bedroom assignments are available. Married students and students with children are assigned to one- or two-bedroom apartments that may be furnished or unfurnished. The number of family units is limited, and the maximum family size that can be accommodated is



four people. Rental costs vary according to the type of accommodation.

For students with families, the Child Care Center provides day care, after-school care, and evening care for children age 15 months and over. School-age children attend the highly regarded Ball-Chatham schools, and regular school bus transportation is available for children living in campus housing.

Housing assignments are based on the date a completed application is received. You can obtain full information and application materials by contacting the UIS Housing Office at (217) 206-6190.

The UIS Housing Office also maintains information regarding off-campus accommodations. Staff will assist you in searching for off-campus housing, but you are responsible for arranging your own accommodations in the surrounding community.

ID CARDS

The *i-card* is your student identification card for the University of Illinois at Springfield. It is a permanent, multifunction photo ID card that combines traditional ID functions with other services.

You will need your *i-card* to use the library, on-line library resources, and the gym and fitness center.

You may also use the *i-card* to receive ticket discounts and/or admission to athletic home games and other UIS-sponsored events.

The *i-card* provides access to campus meal plans for dining on campus and to the “Campus Cash” declining balance account. Campus Cash is used for campus copiers, printing, laundry, vending, and other on-campus purchases.

There is no charge for your first *i-card*; however, there is a replacement fee for lost, stolen, or damaged cards. If you are transferring from UIC or UIUC, you must bring your old *i-card* to receive a replacement at no charge.

To obtain an *i-card*, visit the ID Center in the Public Affairs Center, room 108. Students must be registered for at least one course taught on campus (not solely distance learning courses) to be eligible for a photo *i-card*. UIS will mail a non-photo card to students enrolled solely in distance learning at the beginning of their first semester. All *i-cards* are activated upon registration for the semester. Students should bring a photo ID (driver’s license, passport, etc.) and copy of their schedules with them to the ID Center.

For more information on any *i-card* programs,

please contact the ID Center at 206-7718 or e-mail UISIDCenter@uis.edu.

INTER-CLUB COUNCIL BOARD

The Inter-Club Council Board is a standing committee of the Student Government Association that coordinates and supports the many registered student clubs and organizations on campus. The board is composed of representatives from all clubs and organizations and coordinates club activities and administers the special activity grant program that provides funding support for club activities of benefit to the entire student population. For more information contact the Office of Student Life in SLB 22 or call (217) 206-6665.

INTERNATIONAL AFFAIRS

The Office of International Affairs is responsible for advising all international students, staff, and faculty as well as for study abroad through the Global Experience Program.

The office is committed to meeting the special needs and interests of all students, staff, and faculty from foreign countries. Activities and assistance are designed to promote a successful educational experience for international members of the UIS communi-

ty and to foster intercultural awareness and cooperation on campus and in the larger community.

Services include:

- Orientation to American culture, the campus, and the community
- Assistance in academic, financial, governmental, institutional, and personal problem solving
- Social, cultural, and educational programming
- Host family program

International Affairs serves as an advocate for international students on campus, in the community, and with domestic and foreign government agencies. The office regularly publishes a newsletter to update students on U.S. Immigration regulations and to keep them informed of upcoming activities.

The office also serves as a resource for all UIS students who are interested in studying abroad through the Global Experience Program as part of their academic program. Information on options and UIS policies and procedures affecting study abroad is available in the office and on the office's web page.

International affairs is located in CPV 169 and is open from 8:30 a.m. to 5 p.m., Monday through Friday; phone (217) 206-6678. E-mail: jgold1@uis.edu;

or visit www.uis.edu/internationalstudentaffairs/index.htm.

OFFICE OF MINORITY STUDENT AFFAIRS

The Office of Minority Student Affairs helps students of color meet their educational, personal, social, and cultural needs by organizing support activities (workshops, seminars, etc.) that motivate students toward self-affirmation and community involvement. Information on minority organizations, both on and off campus, as well as minority businesses, churches, and community services, may be obtained through the office. The office also publishes a bi-monthly online newsletter, *The Common Bond*. Activities sponsored through the center include an annual welcome reception, Kwanzaa celebration, cultural fest, and MLK Unity March.

The Minority Leadership in Public Service Program is designed to attract academically strong minority students with an interest in public service. The program is a two-year educational experience in an academic program, coupled with an internship experience in a work setting, that culminates in a bache-


lor's degree. To be selected for this program you must have achieved an overall grade-point average of B or better (3.00+) and must submit two letters of recommendation and an essay. A committee of UIS faculty and admissions staff make the final selection. Minority Leadership in Public Service students receive full financial aid packages combining federal and state grants with institutional funds.

Other programs administered through the office include information and applications for the U of I Summer Research Opportunities Program (SROP). The office also serves as a liaison/advocate for students who need assistance with academic, social, cultural, and personal concerns.

The office is located in CPV 161, and is open from 9 a.m. to 5:30 p.m., Monday through Friday (later by appointment). For additional information, phone (217) 206-6333, fax (217) 206-7252, e-mail omsa@uis.edu, or visit www.uis.edu/minoritystudentaffairs/.

PARKING

Full-time and part-time students, faculty, and staff who use the campus parking lots are required to purchase parking decals and display them on their vehi-



cles. Decals are sold at the Bursar's Office. You may purchase two decals without presenting vehicle ownership information. If you need decals for more than two vehicles, you must present a current vehicle registration card for each additional vehicle to the Bursar's Office .

PETITION PROCESS

This catalog contains several references to the student petition form. Some of the more common uses of this form are requests for course overload, petitions for credit, and various requests for waivers. In general, the student petition form may be used to request an exception to any campus policy.

RECREATION

The Campus Recreational Sports program includes informal, open recreation, intramural sports, fitness and instructional programs, outings and trips, sports clubs, and special events. Both structured and non-structured activities are offered. Recreational equipment is available for check-out. The Fitness Center offers free weights, dumbbells, individual selectorized weight machines, recumbent and upright bicycles, stair steppers, ellipticals, and treadmills. Lockers and

showers are available and are accessible to those whose mobility is impaired. The gym is available for basketball, volleyball, badminton, aerobics, running, or walking. Outdoor facilities include four tennis courts, recreational sports fields, a lighted sand volleyball court, two lighted basketball courts, and a softball field.

Nearby Lake Springfield offers two public beaches, fishing facilities, public boat launching docks, parks and picnic areas, and a children's zoo. One public golf course is located near the lake, with seven others scattered around the city. The Abraham Lincoln Memorial Garden, located on the lake shore, features nature trails that wind through 60 acres of trees, shrubs, and flowers native to the Midwest of Lincoln's time.

The Fitness Center and gym are located in the Student Life Building. The Campus Recreational Sports office is in the Fitness Center in SLB 118.

STUDENT ACTIVITIES COMMITTEE (SAC)

The Student Activities Committee is a standing committee of the Student Government Association that provides social, recreational, and cultural activities to enhance student life on campus. Events that have be-

come part of the UIS tradition include Welcome Week, Homecoming, Springfest, and the annual graduation celebration. SAC also hosts a variety of other activities including comedy nights, casino nights, live music, movies, and more. You are encouraged to take part in these and other events. For more information contact the Office of Student Life in SLB 22 or call (217) 206-6665.

STUDENT GOVERNMENT ASSOCIATION

The Student Government Association is an integral part of the campus governance structure and is a primary conduit for student input and advice regarding campus policy and procedure. The SGA appoints students to a variety of campuswide committees and maintains several standing committees of its own. Among the standing committees are the Inter-Club Council Board, which coordinates the registered student clubs and provides supplementary funding through the special activity grant program, and the Student Activities Committee, which is the primary student activity programming body.

The SGA consists of six officers (including the president and the student representative to the Board

of Trustees) and 15 student senators. Elections are held each fall and spring. For more information about the SGA or any of its programs, stop by the Student Life Office in SLB 22, or call (217) 206-6665.

STUDENT GRIEVANCES

If you have a grievance about the application of campus policy, academic or non-academic, you should attempt to seek informal resolution of the matter with the faculty or staff member involved or, if necessary, with the help of the immediate supervisor of the faculty/staff member. If such informal procedures fail to resolve the matter in an equitable manner, you may initiate a formal grievance procedure. Contact the Office of the Dean of Students for information about the process.

STUDENT HEALTH INSURANCE

If you are a full-time (12 hours or more) student, you will be assessed a fee for group health and accident insurance unless you show proof of equivalent coverage (see below). Peoria students are not assessed a fee for insurance unless all or a portion of their course load includes classes on the Springfield campus.

Part-time (6 to 11 hours) students are also eligible

to participate in the insurance program by completing an enrollment form and paying the required insurance fee. Applications are available at the Office of Human Resources or the Bursar's Office. Established deadlines to enroll in the student insurance program are published each semester in the course schedule.

UIS-insured students may purchase identical coverage for dependents. If you are insured during the spring semester, you may continue coverage for yourself and your dependents through the following summer even if you are not enrolled during the summer term. (To ensure summer coverage, you must make application and pay the required premium before the last day of spring semester. Applications are available at the Office of Human Resources or the Bursar's Office.)

You will be required to provide the Office of Human Resources with proof of equivalent insurance coverage to waive university-provided student insurance. Proof must be submitted only to Human Resources either in person, by fax, or postmarked U.S. mail no later than the established deadline. Proof may include a current insurance card, letter of verification from your insurance carrier on company letterhead, or a certificate of coverage. Human Resources will

keep a copy of this proof and will provide you with a receipt showing satisfactory completion of the student insurance process.

You may request a one-time student insurance exemption when you have full-time status. An exemption will continue in effect until you request reinstatement to the plan or do not respond to a periodic request to confirm that you continue to be covered by another health plan. You may become eligible for reinstatement to the university's policy within 30 days of the loss of other insurance coverage. Proof of cancellation is required at the time of application. Semester fees will not be pro-rated. Only the Office of Human Resources will accept and issue student insurance exemptions and reinstatements.

If you withdraw from school or drop to part-time (11 hours or less) status during the semester for which coverage was purchased (usually the first 10 days), you will not be covered under the policy and a full refund of the premium will be made. If you drop or withdraw later than 10 days after the beginning of the semester, you will remain covered under the policy for the full period for which the premium has been paid and no refund will be available. For more information contact the Office of Human Resources at (217) 206-7095.



OFFICE OF STUDENT LIFE

The Office of Student Life, located in SLB 22, coordinates and supports a wide variety of extra-curricular programs and services for you. These include advising the Student Government Association and its associated groups, providing registration and support services for student clubs and organizations, and managing the Student Center. The office also provides a variety of student leadership, development, and volunteer programs and other activities. You are encouraged to visit the Office of Student Life if you are interested in being active and involved in on-campus activities.

STUDENT RECORDS POLICY

The Family Educational Rights and Privacy Act gives you the right to inspect and review your official UIS records, to request amendments of items that are inaccurate or misleading, and to limit access to such records. You also have the right to withhold the disclosure of directory information. You have the right to file a complaint with the U.S. Department of Education concerning alleged failures by this campus to comply with the requirements of FERPA. For additional information and the entire policy or to complete a nondisclosure form, contact the Office of Admissions and Records by calling (217) 206-6709.

OFFICE OF TECHNOLOGY-ENHANCED LEARNING

OTEL provides technical assistance to faculty members developing online classes; promotes campus use of the Internet to enhance learning, scholarship, and service; and coordinates the development of Internet-based classes and programs at UIS. As part of the University of Illinois Online initiative, OTEL facilitates technology collaboration with the other campuses and central administration of the University of Illinois. Contact the Office of Technology-Enhanced Learning at (217) 206-7317 for details on specific online efforts, or visit <http://otel.uis.edu>.

OTEL is located in HRB 78. Hours are Monday through Friday, 8:30 a.m.-5 p.m., telephone (217) 206-7173. Information concerning UIS' online programs and courses and a course directory is available at <http://online.uis.edu>.

TRANSPORTATION

The Springfield Mass Transit District provides bus transportation between the Springfield downtown area and the campus between 8 a.m. and 6 p.m., Monday through Friday; limited service is available on Saturday. You may ride the bus between UIS and Lincoln

Land Community College at no cost. Multi-ride discount passes are available at the Bursar's Office. Schedules and additional information are available from the Bursar's Office as well as the Student Life Office in the Student Center.

WOMEN'S CENTER

The Women's Center educates the campus community about gender-related issues, addresses matters of particular concern for women, and promotes a campus climate that is safe, healthy, and respectful of all people.

The center enhances all students' academic experiences by offering information, support, referrals, advocacy, and programming on a variety of gender-related issues. Students may visit the center to take advantage of its resource files, videos, and magazines for academic or personal use. Students may also relax or socialize in the center's attractive lounge.

The Women's Center sponsors activities that support women's academic, cultural, and personal interests with a special focus on women's safety needs. The center promotes awareness, prevention, and intervention for sexual assault and domestic violence through such initiatives as the WhistlesSTOP program, Rape Aggression Defense (RAD) training, and The Clothes-

line Project. The center houses a comprehensive collection of brochures and resource information on such topics as acquaintance rape, date rape drugs, domestic violence, and sexual assault.

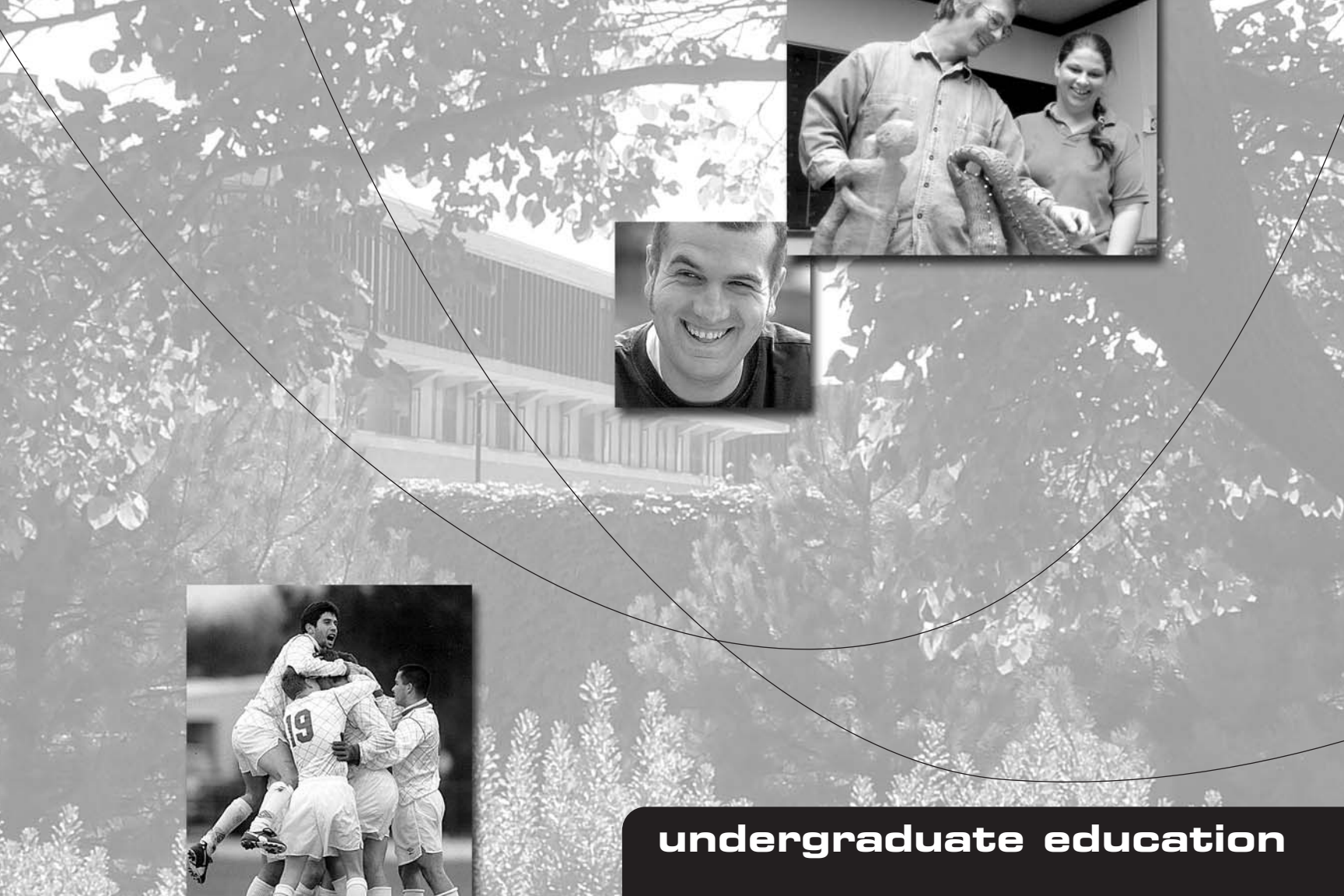
Initiatives sponsored by the Women's Center have included the Every Body is Beautiful art exhibit, A

World Free of Violence Against Women, and support of student-generated activities.

The center also administers the free Central Illinois Women's Action (CIWA) e-mail network, which shares news, postings, and events. Contact ciwa@uis.edu for more information or to sign up.

The Women's Center is located in SAB 35. For more information, contact 206-7173 or e-mail womenscenter@uis.edu.





undergraduate education

UNDERGRADUATE EDUCATION

STATEMENT OF PURPOSE

A student with a bachelor's degree should be able to comprehend written and spoken communications — from simple narrative to scholarly exposition, novels, and poetry — and should be able to use and apply abstractions, principles, ideas, or theories to concrete situations. Content as well as form is important to a baccalaureate education. The student should have broad familiarity with the social sciences, humanities, sciences, mathematics, and English. In addition, the University of Illinois at Springfield mandates a special understanding of public affairs in the broadest and most humanistic sense.

The student receiving a bachelor's degree will —

1. Be able to recognize significant terminology, facts, theories, issues, findings, abstractions, universals, principles, and generalizations within a discipline; as well as have a familiarity with ways of organizing, studying, judging, and criticizing relevant knowledge in a chosen field, including methods of inquiry, patterns of organization, and standards of judgment.

2. Be able to use the relevant knowledge within a discipline through reading, interpreting, and evaluating the appropriate literature; analyzing data; under-

standing implications; and formulating and defending conclusions.

3. Demonstrate a mastery of appropriate skills within a chosen discipline and an ability to apply such knowledge and skills, and demonstrate an ability to apply abstractions in concrete situations.


UNDERGRADUATE ADMISSION

Undergraduate admission to the University of Illinois at Springfield includes a limited number of highly qualified first-year students (the Capital Scholars Program) and to transfer students who have earned 45 or more transferable semester hours at community colleges or other regionally accredited institutions of higher learning. In addition, the campus offers alternative admissions, a senior learners program, and special admission for students not seeking a degree. You will find each of these admission options discussed in detail below, along with other important admission requirements. Write to the Office of Admissions and Records, University of Illinois at Springfield, One University Plaza, MS SAB 20, Springfield, IL 62703-5407, to request an application form, or submit one online from the website at www.uis.edu. The toll free number is (888) 977-4847.

Please note: Admission to UIS does not constitute entry into a particular degree program. Some programs have special entrance requirements; others have limited enrollments. You should check program descriptions in this catalog to learn of special requirements, prerequisite course work, and/or enrollment limits.

CAPITAL SCHOLARS PROGRAM

The Capital Scholars Program provides academically well-prepared high school graduates a unique opportunity to develop creative thinking, problem solving, and leadership skills through a high-quality education based in the liberal arts. The integrated core curriculum features interdisciplinary and collaborative learning and is designed to develop your talents through small classes that provide lively exchange between students and teachers. You will learn actively, applying your skills to real community concerns. The Capital Scholars Program works in combination with any of UIS' majors to create an exceptional four-year baccalaureate experience. The academic experience is enhanced through the living-learning experience in Lincoln Residence Hall, where all first- and second-year Capital Scholars live. In living together, students



have the chance to build a close-knit community that promotes the development of each student's talents and skills.

You may apply for admission to the Capital Scholars Program if you are a current high school senior or high school graduate with 12 or fewer hours of college credit and have demonstrated high academic achievement and a potential for creativity and leadership. (Credit earned in advanced placement courses does not count toward the 12-hour limit.) You will be expected to have excellent written and oral communication skills. The Capital Scholars Program is a challenging intellectual experience; in applying to the program, you are expressing your desire to be a part of this challenge. Illinois or U.S. residency is not a requirement for admission.

To be considered for admission, you must have completed 15 units (one unit = one year's study in the subject) of high school work from among the following categories:

- four units of English emphasizing written and oral communications and literature
- three units of social studies emphasizing history and government
- three units of mathematics including introductory through advanced algebra, geometry, and trigonome-

try, or fundamentals of computer programming (four units recommended)

- three units of laboratory science (four units recommended)
- two units of a foreign language (four units recommended)

Admission to the Capital Scholars Program is competitive and selective and is based on an overall evaluation of your high school coursework/grades, class rank, grade-point average, SAT or ACT scores, writing sample, and letters of recommendation from two teachers or others acquainted with your academic work, and creative and leadership potential. A personal or telephone interview with a member of the admissions committee (made up of faculty and administrators) may also be a component of the admission process.

Specific information on the Capital Scholars Program is available in the program section of this catalog and through the program's website at www.uis.edu/capitalscholars. You may also contact the program directly at cap@uis.edu or (217) 206-7246. The Office of Admissions and Records can provide applications and information on application deadlines for the program.

UNDERGRADUATE TRANSFER ADMISSION

Undergraduate students other than Capital Scholars may apply for **transfer admission**. You may be admitted to UIS as a transfer student if you have earned 45 or more transferable (remedial or developmental courses are not accepted) semester hours and a cumulative grade-point average of 2.00 or higher on a 4.00 scale from a regionally accredited institution, and completed three semester hours of college-level English composition with a minimum grade of C. Those who have earned an associate of arts or associate of science degree from a regionally accredited Illinois community college or other regionally accredited institution may be admitted to UIS as a **junior** if they have a cumulative grade-point average of 2.00 or higher on a 4.00 scale and have completed three semester hours of college-level English composition with a minimum grade of C. You may be granted advanced standing as a senior if you transfer with 30 semester hours of upper-division credit beyond the 60 hours required for junior status. Only transfer credit hours with a grade of C or better are acceptable for advanced standing. Students entering as seniors must complete a minimum of 30 semester hours at UIS and must complete all program and campus degree requirements to graduate.

General Education Requirements for Transfer Students

Accredited U.S. colleges and universities consider it very important that their graduates complete not only a major, but also receive a broad, well-rounded general education. To ensure this educational breadth, institutions generally require completion of courses in several disciplines or areas – usually English, mathematics, natural science, social science, and humanities. This course work constitutes the institution's general education requirement.

You are encouraged to complete your required general education course work before admission to the University of Illinois at Springfield. As a transfer student, you may satisfy this requirement in advance of enrolling at UIS in two ways:

- Complete the requirements of the Illinois Articulation Initiative Core Curriculum. (See page 36.)
- Have completed the requirements for an associate of arts or associate of science degree from a regionally accredited institution of higher learning at some time before the introduction of the Illinois Articulation Initiative Core Curriculum in the summer of 1998. Graduates of Illinois community colleges holding these degrees are considered to have met all general education requirements at the transferring institu-

tions. Requests for exceptions should be directed to the Office of Admissions and Records.

If you decide to transfer to UIS *before* completing your general education requirements in one of the two ways above, you will be subject to UIS' general education requirements. In any event, for all students except Capital Scholars, the minimum general education requirement for admission to UIS is the completion of three semester hours of English composition with a grade of C or better. Remedial or developmental courses are not applicable to admission requirements.

The general education requirement at UIS consists of 39 semester hours, distributed as shown below.


English (two courses, one of which is in composition, with a grade of C or better)	At least 6 semester hours
Humanities (two courses)	At least 6 semester hours
Social Science (two courses)	At least 6 semester hours
Math (one course)	At least 3 semester hours
Science (two courses, one with lab)	At least 6 semester hours
General education electives (additional courses from any of the above areas)	At least 12 semester hours

Online Course Admission Students who choose to pursue their studies online, in whole or in part, are held to the same admission standards and must meet the same requirements as those students who attend class on campus. If you have questions, call the Office of Admissions and Records at (217) 206-4847, or visit the UIS website at www.uis.edu. A list of online course offerings is available at the web site and also in any current course schedule.

International Student Admission (See page 34.)

ALTERNATIVE ADMISSION

Alternative admission at the junior level is available for mature students who have extensive life/work learning (a minimum of 12-15 years beyond high school) that may be considered in lieu of the traditional classroom learning during the first and second years of college. The admissions committee will provide an individual assessment of your eligibility for this option based on 1) a written narrative providing a review of learning through life experience; 2) three letters of recommendation that reinforce the demonstrated skills, work experiences, and other learning



experiences; and 3) demonstration of competency in the areas of general education plus 12 elective hours of general education. You can earn these 12 hours by either completing the required courses in general education or by achieving an appropriate score on the College Level Examination Program (CLEP) tests. You must also submit official transcripts from all colleges or universities where you attempted/earned credit. You will be expected to participate in undergraduate assessment activities. Contact a UIS admissions counselor for additional information.

SENIOR LEARNERS ADMISSION

The senior learners program is open to you if you have reached your 62nd birthday by the relevant registration day. There are two options.

For non-degree credit, you can audit courses of special interest as a senior learner and enjoy campus library privileges for \$10 per term, plus parking fees. In addition, senior learners are responsible for all course-related fees, including online course fees. This program does not offer academic credit and does not require graded tests or papers. To register, contact the Office of Admissions and Records.

For degree credit, there is a tuition waiver pro-

gram available for persons 65 or older with incomes of less than \$12,000 per year. This program allows you to earn undergraduate or graduate credit by paying only UIS fees; tuition is waived. You must meet regular class expectations to earn academic credit. This program must be arranged through the financial assistance office.

UNDERGRADUATE NON-DEGREE ADMISSION

The University of Illinois at Springfield encourages interested persons to enroll for individual courses. The non-degree category permits registration in individual courses without the regular admissions procedures and without a commitment to a particular degree program. A non-degree student may be someone who has not received a college degree but has noticed a course of particular interest, someone who wants to take a particular course for a career update, someone curious about an area which he/she did not have the opportunity to study in his/her earlier college work, or someone thinking about returning to school for a degree but who is not ready to make that commitment or is unsure as to what area of study to pursue.

Non-degree seeking students are not required to file all documents necessary for admission to a degree

program. A non-degree student will be asked for clarification of his/her educational intent before exceeding 16 semester hours as an undergraduate or 12 semester hours as a graduate. Non-degree students are subject to the same probation and suspension policies as degree-seeking students.

Students who later choose to become a candidate in a degree program will be required to meet all admission requirements. With the degree program's approval, up to 16 semester hours for undergraduates or 12 semester hours for graduates taken as a non-degree student may count toward the degree. **Please note:** Some programs do not allow hours taken as a non-degree student to be counted toward their degrees. In addition, non-degree students typically are not eligible for financial assistance.

INTERNATIONAL STUDENT ADMISSION

The campus seeks to maintain a cosmopolitan atmosphere consistent with its focus on literacy, public affairs, problem solving, and lifelong learning. To that end, the University of Illinois at Springfield admits international transfer students whose academic preparation is equivalent to at least 45 semester hours of U.S. college-level credit and whose educational and

personal goals indicate they will be successful in completing the UIS curriculum.

For undergraduate admission as an international student, you must have completed the equivalent of 45 semester hours of college or university course work with an average of C or above. If your previous course work did not include general education requirements (See page 33), you may have to take them as part of the graduation requirements for your degree from UIS. If so, these courses may extend the credit hours required for your bachelor's degree. Your intended degree program may also have other requirements for admission of international students. Refer to the program section of this catalog for information.

If you are not a U.S. citizen, you must have a tuberculin skin test done at the Campus Health Service before registering and, if the test is positive, you must also have a chest x-ray. If you have been treated for tuberculosis disease or infection, you must provide medical records, which must be accompanied by a certified English translation. *There are no exemptions from this requirement.*

For maximum consideration, you should plan to have your application to UIS by the following dates: June 1 for the fall semester, November 1 for the spring sem-

ter, and April 1 for the summer session. For further information, contact the Office of Admissions and Records, University of Illinois at Springfield, One University Plaza, MS SAB 20, Springfield, IL 62703-5407, phone toll-free (888) 977-4847, or e-mail admissions@uis.edu.

ENGLISH LANGUAGE PROFICIENCY

Applicants whose native language is not English must submit official international TOEFL scores. A score of not less than 500 (paper based) or 173 (computer based) will fulfill the English proficiency requirement for undergraduate admission. If you have earned an associate's degree in the United States with a GPA of 2.00 or better on a 4.00 scale, you are not required to submit international TOEFL scores. If you fail to meet this English language requirement, you may enroll at an ESL Language Center. Proficiency certification by ESL meets the English language requirement for admission.

If your native language is not English and you have not earned an associate of arts or associate of science degree in the U.S., you will be required to take an English proficiency test on campus the week before registration. This requirement applies to all students — U.S. citizens, resident aliens, and nonresident aliens


alike. Test results do not affect your admission to UIS but will be used to determine your need for an English as a Second Language class.

If you need to satisfy UIS' English composition requirement, you must take UNI 490 Writing/Speaking for International Students during your first term of attendance. This course will not count toward your UIS degree.

IMMUNIZATION REQUIREMENT

Illinois law, Public Act 85-1315, requires that everyone entering a four-year public or private institution of higher education provide proof of immunity to measles, mumps, rubella, diphtheria, and tetanus. You are exempt from this requirement if you were born before 1957, are taking online classes *only*, or are registered *only* for classes outside Sangamon County. You may request an exemption based on religious grounds by providing documentation to that effect. Medical exemptions require documentation by a physician describing the contraindication and the date the exemption is expected to end.

If you are not a U.S. citizen, you must have a tuberculin skin test done at the Campus Health Service before registering and, if the test is positive, you must



also have a chest x-ray. If you have been treated for tuberculosis disease or infection, you must provide medical records, which must be accompanied by a certified English translation. *There are no exemptions from the tuberculin skin test for international students.*

Immunization forms may be obtained from the Campus Health Service or downloaded from the UIS website at uis.edu/~hlthserv/chs1/default.htm. The form must be complete and on file before 5 p.m. on the 10th official day of the semester during the fall and spring semesters or the 5th official day of the summer term. If your record is not complete by that date, you will be assessed a non-refundable \$25 fee for late processing. If you are not in compliance by your second semester at UIS, you will not be allowed to register until the required immunization information has been completed and submitted. Questions about this policy should be directed to the Campus Health Service, (217) 206-6676.

COMMUNITY COLLEGE ARTICULATION AND TRANSFER

The University of Illinois at Springfield is vitally concerned about the time it takes you to complete your bac-

calaureate degree. Loss of credit when you transfer from your lower-division school to UIS could extend that time. Since the majority of UIS' undergraduate students are transfer students, UIS has invested considerable effort to ensure that you have the best chance of transferring all your credit hours. This assurance comes through 1) the campus' participation in the Illinois Articulation Initiative and 2) its development of two-plus-two agreements and other articulation agreements with community colleges and lower-division schools.

ILLINOIS ARTICULATION INITIATIVE

The University of Illinois at Springfield is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement designed to allow you to transfer your general education credit, as well as credit earned in select majors, between participating institutions. The campus has participated in IAI since the summer of 1998.

The IAI General Education Core Curriculum is a package of lower-division general education courses that you can transfer from one participating school to another to fulfill the lower-division general education requirement at your new (transfer) school. To complete the core curriculum package,

you must take at least 12 to 13 courses (37 to 41 semester credits) in five fields or categories. Completion of the entire IAI General Education Core Curriculum satisfies your lower-division general education requirement for a bachelor's degree at UIS. (See page 33.)

It is in your best interest to complete the IAI general education as a package *before* transferring to UIS. If you do not complete the entire package before transferring to UIS and you do not have an A.A. or A.S. degree earned before the introduction of the IAI, you will be subject to UIS' general education requirements. UIS will work with you to transfer the courses you have taken, but the campus cannot guarantee that all your credit will transfer when applied to the UIS requirement.

UIS also participates in certain of IAI's Baccalaureate Majors Recommendations. This means that you may be able to transfer courses in your major (such as art, biology, or business) between participating institutions without loss of credit. Contact an academic adviser for additional information about IAI and read about IAI at www.iTransfer.org. The website contains a powerful search tool to help you find and match IAI courses at participating schools and a helpful transfer student planning worksheet.

TWO-PLUS-TWO CONCEPT

UIS' upper-division courses build on the associate in arts and associate in science degrees of lower-division schools. In most programs at UIS, you can earn a baccalaureate degree with only two additional years of college work beyond the A.A. or A.S. degree – with no loss of credit earned in an associate degree program. This is the two-plus-two concept. (Note: If you have an associate in applied science degree but have not already completed minimal general education requirements, you will be required to do so before graduation from UIS.)

About one-third of the 20 bachelor's degree programs at UIS have no specific prerequisite course requirements for entry. The remaining degree programs, however, require certain prerequisite courses before you can be admitted. For these degree programs, you should check the prerequisites early to allow you to plan your first two years of college to fit perfectly with the academic requirements of the last two. Two-plus-two transfer guides for all Illinois community colleges are available in UIS' Office of Admissions and Records.

In addition to two-plus-two agreements, many UIS undergraduate degree programs have entered

into articulation agreements with academic programs at community colleges. Like two-plus-two agreements, articulation agreements make it easier for you to plan an entire four-year course of study while still enrolled as a lower-division student.

JOINT ADMISSION PROGRAM

The Joint Admission program is limited to those students who are pursuing the associate of arts and science degree, in compliance with the Illinois Articulation Agreement. The program is not intended to replace the normal articulation agreements already existing between UIS and community colleges. Instead, it focuses on advisement and socialization of the student for a smoother transition between the two-year and four-year college. Students who choose to enter into a Joint Admission program with the University of Illinois at Springfield are entitled to receive academic advising each semester from UIS, invitations to social and cultural activities, financial assistance newsletters, and an advanced registration date. UIS currently has developed joint admission agreements with Illinois Central College, John Wood Community College, Joliet Junior College, Lincoln Land Community College, and Parkland College.

BACHELOR'S DEGREE GENERAL INFORMATION

UNDERGRADUATE DEGREE PROGRAMS AND AREAS OF STUDY

The University of Illinois at Springfield offers 20 undergraduate degree programs. These range from traditional disciplines such as history, economics, and biology to more career-oriented offerings such as business administration and criminal justice, or interdisciplinary programs such as communication. In addition, UIS offers an alternative called the liberal studies program. (See below.)

Career Services and the Office of Admissions and Records can help you choose an academic program. This assistance includes life/career planning, vocational testing and interpretation, and referral to appropriate academic programs for further information.

Liberal Studies Program LIS is aimed at students who want to combine areas of study rather than pursue a traditional discipline (major) at UIS. Generally, liberal studies degrees are based on broad themes universal to human experience. Students work with an advising committee of faculty and peers in preparing

Degree Programs

UIS awards the following baccalaureate degrees:

Accountancy (B.A.)	Criminal Justice (B.A.)	Mathematical Sciences (B.A.)
Biology (B.S.)	Economics (B.A.)	Political Studies (B.A.)
Business Administration (B.B.A.)	English (B.A.)	Psychology (B.A.)
Chemistry (B.S.)	History (B.A.)	Social Work (B.S.W.)
Clinical Laboratory Science (B.S.)	Legal Studies (B.A.)	Sociology/Anthropology (B.A.)
Communication (B.A.)	Liberal Studies (B.A.)	Visual Arts (B.A.)
Computer Science (B.S.)	Management (B.A.)	

Note: You may pursue certification as an elementary or secondary teacher by enrolling in one of UIS' teacher education minors, which is taken in combination with an appropriate academic major. (See page 140.)

a personal degree program. A degree with a focus on African-American studies, women's studies, or international studies is well suited for the liberal studies program.

LIS Online The bachelor's degree in liberal studies is also available completely online for transfer students. As a transfer student, you can complete the same liberal studies degree curriculum with LIS Online as you can in the classroom, with the same high quality instruction, advising, and support. LIS Online

will help you develop and complete a self-designed liberal studies program that centers on a well-rounded baccalaureate degree and that takes into account previous college-level learning, including your lower-division courses and your relevant life experience. Additional information on LIS Online is available at www.uis.edu/lis and in the liberal studies program section of this catalog.

Minors In addition to regular degree programs,

UIS offers 25 minors that allow you to pursue fields of study outside your chosen major degree program. Approved minors are:

Accountancy, African-American Studies, Anthropology, Biology, Business (general), Chemistry, Communication, Computer Science, Criminal Justice, Economics, English, Environmental Studies, History, International Studies, Labor Relations, Management Information Systems, Mathematical Sciences, Philosophy, Political Studies, Psychology, Sociology, Teacher Education-Elementary, Teacher Education-Secondary, Visual Arts, Women's Studies

OTHER ACADEMIC OPPORTUNITIES

Teacher Education The teacher education minors provide course work that leads to initial Illinois certification at the elementary or secondary level when combined with an appropriate academic major and fulfillment of general education and campus requirements. Since you will be completing the requirements for an academic major as well as the requirements for teacher certification, you should expect your total program of study to exceed the minimum number of hours (120) required for graduation. You will need to

work closely with your advisers in both teacher education and your degree program to integrate the course of study in both areas. See the program section on teacher education for additional information.

Thematic Activities Thematic activities are multidisciplinary explorations of current issues and problems through courses, research, conferences, experiential learning opportunities, and community outreach. At present, UIS offers just one thematic option: astronomy/physics. See the program section of this catalog for additional information.

Modern Languages The modern languages area of the University of Illinois at Springfield offers elementary and intermediate courses in French, German, Japanese, Mandarin Chinese, Russian, and Spanish. While UIS' modern languages students are expected to learn to understand, speak, read, and write their target language, we emphasize the development of understanding and speaking skills. Our courses are taught by native speakers and, as a rule, are limited to six students per section to ensure individual attention. All students interested in studying one of the above-mentioned languages at UIS must have permission to register for a course section.

If you have never studied a second language before, or if you wish to study a language that is new to you, contact the modern languages office at (217) 206-6512 for permission to register for a beginning section of the desired language.

If you have *already* studied one of the languages we offer, and wish to continue or *begin again* in that language, you are required to take an online assessment test. The results of the test will not become part of your university record; the sole use of the testing information is to help us place you in a language course at the most appropriate level for you.


University Courses In addition to regular disciplinary courses, UIS offers a variety of university (UNI) courses. UNI courses provide specialized knowledge and skills in academic areas that are not established components of the UIS curriculum. An example is library research (UNI 401). More information is available in the program section of this catalog under "University Courses." (See page 233.) Additional UNI courses, with descriptions, are published in the course schedule each semester. You should be aware that credit earned in some UNI courses does not count toward degree requirements.

Tutorials As one expression of UIS' commitment to the individual student, faculty members occasionally supervise independent study in the form of tutorials. Taken at either the undergraduate or graduate level, tutorials are intended to supplement, not supplant, regular course offerings. If you want to structure one-to-one learning experiences not regularly available but nevertheless relevant to your program of study, you must secure the consent of the faculty member before registration and submit a tutorial proposal form to him or her. If the faculty member accepts the proposal, he or she enters an electronic With Permission of Instructor (WPI) before registration.

COURSE NUMBERING SYSTEM

Each course has a three-letter prefix indicating that it is a course in a particular program (e.g., SWK - social work; HIS - history) or a Capital Scholars (CAP), an applied study term (AST), public affairs colloquium (PAC), liberal studies colloquium (LSC), or university (UNI) course. Each course also has a three-digit identifying number that signifies who may enroll in the course for credit, as follows:

100-199 Open to all undergraduate students. These are introductory courses generally appro-



appropriate for the first-year college student. (CAP courses are open only to Capital Scholars.)

- 200-299 Open to any student who has completed the 100-level prerequisites, if any. (CAP courses are open only to Capital Scholars.)
- 300-399 Generally intended for juniors and seniors, but others may register if they have completed 200-level prerequisites, if any.
- 400-499 Advanced undergraduate, as well as master's students.
- 500-599 Master's and doctoral students.
- 600-699 Doctoral students

Courses ending in 99 are tutorials. When a course number ends in 91 to 98, the course is experimental and not yet included in the regular curriculum. Courses with numbers ending in 0 (for example, ENG 480) are generally topics courses in which the subject matter changes in successive semesters. You may repeat these courses but may not receive credit for the same topic more than once.

UNDERGRADUATE ASSESSMENT REQUIREMENT

All incoming undergraduate students are required to

participate in an entry- and exit-level assessment process during their first and last semesters of attendance. Capital Scholars participate in assessment designed by the Capital Scholars Program.

Baccalaureate Skills Assessment The assessment process for you as a transfer student at UIS is designed to ease your transition to baccalaureate education and to evaluate your learning while at UIS. As an incoming undergraduate and again as an exiting senior, you will be assessed on your mastery of skills in reading, writing, quantitative reasoning, critical thinking, and UIS requirements. The intent of entry assessment is to provide you with information about your learning skills to help you and your adviser plan a program that will achieve your academic goals. You are encouraged to begin the assessment process before your first semester at UIS; however, you must sign up for a testing session by the midpoint of your first semester. If you fail to do so, you will not be allowed to enroll for the next semester, and you will be charged a \$25 late fee.

Exit assessment provides you and the institution with a measurement of your academic growth as a result of your course work at UIS. You must take the

exit assessment test before the midpoint of your last semester.

Assessment in the Major In addition to the general assessment described above, your academic program will assess your ability to meet program objectives. These objectives are determined by each program and will differ, as will the means of assessment. You are required to participate in program assessment. Contact your academic adviser for more information.

ACADEMIC ADVISING

Transfer Students For most programs you can receive initial academic advising from an admissions counselor or from faculty in your chosen academic program. During your first semester, you will be formally assigned a faculty adviser from your program. Faculty advisers work with you to see that you are making satisfactory progress toward your degree as well as toward your personal and career goals. You can change advisers at any time by completing a Selection of Faculty Adviser form with your newly selected adviser.

In recognition of the maturity of upper-division and graduate students, UIS entrusts you with substantial initiative in the academic advising process. You

should arrange appointments with your adviser before each registration, particularly your first, and should maintain contact with him or her throughout your academic studies. It is especially important for you to meet with your faculty adviser before your final term of study to ensure that you have met all graduation requirements.

Capital Scholars If you are interested in the Capital Scholars Program, you should contact the program office as soon as possible to discuss details. The program has both limited enrollment and requirements for admission that exceed general UIS requirements. Capital Scholars are assigned an initial adviser in their first semester.

GENERAL REQUIREMENTS: BACHELOR'S DEGREE

To earn a bachelor's degree from the University of Illinois at Springfield, you must fulfill the following requirements:

- Earn a minimum of 120 credit hours, with 48 of those hours earned at the upper-division level.
- Earn a minimum of 30 semester hours credit in residence at UIS.
- Satisfy general education requirements through

completion of the Capital Scholars curriculum, completion of the Illinois Articulation Initiative General Education requirements, or completion of UIS minimum general education requirements. (See page 33.)

- Satisfy UIS requirements of at least 12 semester hours from among public affairs colloquia, liberal studies colloquia, and applied study term.
- Complete an entrance assessment before the midpoint of your first semester and an exit assessment before the midpoint of your last semester.
- Receive certification of adequacy in communication skills from the program conferring your bachelor's degree.
- Complete course work with a cumulative UIS grade-point average of at least 2.00.
- Fulfill all requirements in a major.
- Complete the graduation contract.
- Pay a graduation fee of \$20 (subject to change).

CAMPUS RESIDENCY REQUIREMENT (minimum UIS hours)

To receive a bachelor's degree from the University of Illinois at Springfield when you are transferring with upper-division credit, you must earn a minimum of 30 semester hours at UIS. Twelve of these hours must satisfy campus requirements in the areas of public affairs


colloquia, liberal studies colloquia, and applied study. You must also fulfill all specific requirements of your chosen degree program.

CATALOG REQUIREMENTS

You may choose to meet the academic program requirements of the catalog in force at the time of your admission to the campus as a degree candidate or of any catalog in force during a period after your admission, not to exceed seven years for bachelor's candidates. If you are unable to complete graduation requirements within seven years, you may, at the discretion of your academic program, be held responsible for requirements of the catalog in force during your graduation year.

UIS REQUIREMENT

UIS requires you to complete an upper-division general education requirement that supports the campus' long-standing commitment to liberal arts learning and public affairs. To meet this requirement, you must complete a minimum of 12 hours in the areas of 1) liberal studies colloquia, 2) public affairs colloquia, and/or 3) applied study – whether you enter UIS as a Capital Scholar or as a transfer student. Since one in-



tent of this requirement is to ensure that you receive a broad, well-rounded education, a distribution requirement states that you must take at least four hours of course work in at least two of these three areas.

Academic programs may determine which of the three areas are appropriate for their students. If your academic program does not specify, you should work with your adviser to decide how to distribute your required 12 hours. This should be done before completing 30 hours of upper-division work. Program requirements, equivalent course work, and equivalent learning from prior experience will be used in reaching this agreement. Liberal studies colloquia, public affairs colloquia, and applied study terms are discussed below.

Liberal Studies Colloquia (LSC) The liberal studies colloquia are multidisciplinary courses that engage important issues using points of view and value systems that extend beyond the usual cultural and disciplinary boundaries and contexts. Whenever possible, you will study and discuss primary works that have significance beyond a single discipline. As part of the course content, each LSC emphasizes the enhancement of writing skills. Each semester several colloquia are offered. None have

prerequisites. While the choice of an LSC is yours, you are encouraged to select LSCs with focuses outside your major program. Descriptions are published each semester in the course schedule.

Public Affairs Colloquia (PAC) Public affairs colloquia are designed to increase your awareness of contemporary public issues and to provide you with a wider understanding through a multidisciplinary approach to these issues. Each semester several different colloquia are offered. There are no prerequisites for any PAC. Like the LSC, the choice of a PAC is your prerogative; however, you are encouraged to select PACs with focuses outside your major program. Descriptions are published each semester in the course schedule.

Applied Study and Experiential Learning Term (AST) The applied study and experiential learning term (AST) stresses practical experience, professional development, and self-directed learning. The AST fulfills this role by providing an academically sponsored learning experience (internship) that gives you an opportunity to learn from the community. Many internships are paid; others are voluntary. You must be a degree-seeking UIS student to participate.

The campus and AST faculty recognize the diversity of backgrounds and academic and career needs of students. To support these needs, internships are available at local businesses, nonprofit organizations, health service organizations, state agencies and legislative offices, and educational institutions. Some programs (e.g., social work and clinical laboratory science) have their own experiential component integrated into the program's curriculum. Under special circumstances, you can design an AST at your place of employment. The variety of AST curricular options are described more fully in the AST section of this catalog.

If you plan to participate in the applied study term, you should consult with your academic adviser and the AST faculty after completing at least three core courses in your current declared major at UIS. Some programs have their own, additional prerequisites for AST. Check with your academic adviser. The AST faculty will assist you in securing an AST placement. Consultations should be scheduled the semester before the AST.

CREDIT FOR PRIOR LEARNING (CPL)

Credit for prior learning enables you (if you are qualified) to receive academic credit for college-level learn-

ing acquired outside the classroom. The CPL process is particularly valuable if you have an extensive background in a profession, in workshops or seminars, in community service and volunteer work, in relevant travel or hobbies, and/or in independent research. If you are interested in earning applied study term credit, you are encouraged to enroll in AST 401 Assessment of Experiential Learning, a course that includes an overview of current issues in lifelong learning. AST 401 also helps you prepare a detailed portfolio that describes the learning to be assessed for credit. A campuswide faculty committee monitors the entire CPL process.

Portfolios may be submitted for assessment any time after you are admitted to UIS. If you are interested in requesting credit for prior learning, contact the CPL office in BRK 425, (217) 206-6962 as early as possible. CPL also maintains a website at www.uis.edu/cpl/.

USE OF LOWER-DIVISION COURSES FOR DEGREE CREDIT

Community college transfer students may include an additional 12 semester hours of lower-division credit toward a bachelor's degree with the approval of their ad-

viser, a program representative, and the appropriate dean. A grade of C or better must have been earned.

GRADUATION CONTRACT

The commencement ceremony to award degrees is held at the end of the spring semester. However, you may file a graduation contract during any semester or summer term in which degree requirements will be completed. Submit the contract to the Office of Admissions and Records no later than the end of the fourth week of classes during a semester or the end of the third week of classes during a summer term.

The contract must be approved by your adviser and the program administrator. You may submit a graduation contract for early evaluation during your next-to-last term. Contract forms are available in the Office of Admissions and Records.

REQUIREMENTS FOR A DOUBLE MAJOR

You may earn a bachelor's degree in two major areas of study. All program requirements for each major area must be completed. Courses from one program may be used as electives in the other if previous program approval is obtained. All UIS requirements for the bachelor's degree must be met.


SECOND BACHELOR'S DEGREE

Persons who have already earned the baccalaureate degree and seek a second one from UIS must complete all hours toward the major that are required by the academic program. A minimum of 30 semester hours toward the second degree must be completed at the University of Illinois at Springfield. If the first bachelor's degree was earned at UIS, a second applied study term may be required by the academic program. If you earned the previous degree at another institution, you must meet UIS requirements in public affairs colloquia, liberal studies colloquia, and applied studies.

ACADEMIC STANDARDS ACADEMIC LOAD

If you are enrolled for 12 or more semester hours of course work during the fall or spring semesters or six semester hours of course work in the summer term, you are considered a full-time student. Those enrolled for fewer hours are considered part-time students.

Most courses at the University of Illinois at Springfield earn three or four semester hours of credit. The normal course load for a full-time undergraduate stu-



dent is four or five courses, or 12 to 16 semester hours. The normal course load for part-time students is one or two courses, or three to eight semester hours.

If you wish to enroll for more than 18 semester hours during the fall or spring semesters or more than eight semester hours during the summer term, you must first submit a completed student petition form to the Office of Admissions and Records.

One of the academic load requirements that you must meet to qualify for financial assistance is to be enrolled for at least six credit hours each semester. Additional information on the financial aid process can be obtained in the Financial Assistance section of this catalog, or by contacting the Office of Financial Assistance at 206-6724.

GRADES/GRADING

Grades are released only if you are in good financial standing with UIS. They are assigned according to the following letter grade scale.

A: Excellent

B: Good

C: Fair

D: Marginal, but passing

U: Unsatisfactory or unofficial withdrawal

Courses in which U grades are earned count in determining grade-point average but do not apply toward graduation.

CR: Credit (used only in credit/no credit grading option) CR represents a grade of C or better for undergraduates or B or better for graduate students.

NC: No Credit (used only in credit/no credit grading option) Undergraduate students who earn grades below C or graduate students who earn grades below B under the credit/no credit option will have NC recorded on their transcripts.

W: Authorized Withdrawal W will appear on the transcript for the course(s) from which you officially withdraw. (If you fail to withdraw officially from a course you will receive a U.)

I: Incomplete After a period not to exceed one year, the provisional grade becomes permanent unless a grade change was submitted.

R: Deferred (used only for courses of a continuing nature, such as graduate research) R will continue to appear on your grade report until the course work has been completed and a grade has been assigned. During the interim, re-registration is not necessary, except for master's closure courses. Courses for which an R grade may be awarded will be designated in advance.

AU: Audit (no grade or credit earned) Changes of enrollment from credit to audit may be done through the last day for authorized withdrawal. If you are enrolled for full-time academic work, you must include any course you wish to audit as part of the maximum permitted load. If, as an auditing student, you do not attend classes regularly, the instructor may determine that the course should not be placed on your transcript. Credit for an audited course cannot be established under any circumstances.

Grading Option: Credit/No Credit If you select the credit/no credit (CR/NC) grading option you must officially register your intent with the Office of Admissions and Records before the course is three-fourths completed, which is the last day to withdraw. (See sections on withdrawal from courses on page 49-50.) No changes are accepted after the designated date. Limits on the number of credit hours earned under the credit/no credit grading option may be established by individual academic programs.

Credit is awarded under the credit/no credit grading option when your undergraduate work represents a grade of C or better or when your graduate work represents a grade of B or better. When your work is not

equivalent to the relevant grade, a grade of NC is recorded on the transcript.

Courses taken under the credit/no credit grading option are not included in the calculation of the grade-point average.

Incomplete Work You may request and may be granted a grade of “incomplete” under extraordinary circumstances. Incompletes are granted at the instructor’s discretion. When an I is granted, the instructor must also submit a provisional grade for the course, reflecting the grade you would have earned in the course if you do not complete the course requirements. The time limit for finishing an incomplete (I) grade is 12 months. At the end of this period, your I grade will be converted to the provisional grade, unless a grade change has been submitted during the year. If you accumulate 12 or more hours of incomplete work, you will be placed on academic probation. (See academic probation policy.)

Grade-point Average Grade points are determined by multiplying the grade point equivalents by the number of semester hours earned in a course. Your grade-point average is computed by dividing the total

number of grade points in courses you completed at UIS by the total number of hours represented by those courses (excluding courses with grades of CR, NC, W, I, R, or AU). Undergraduate students must have a UIS cumulative grade-point average of at least 2.00 to receive a bachelor’s degree.

Grade-point equivalents are:

A (4.00)	A- (3.70)	B+ (3.30)
B (3.00)	B- (2.70)	C+ (2.30)
C (2.00)	C- (1.70)	D+ (1.30)
D (1.00)	D- (0.70)	U (0.00)

The Office of Admissions and Records uses the grade-point average to report your academic progress. (See academic probation policy.) Grade-point averages appear on your end-of-term grade reports and on official transcripts. You can ask to have your cumulative grade-point average omitted from your official transcripts by notifying the Office of Admissions and Records.

UNDERGRADUATE HONORS

Academic honors are bestowed as a means of recognizing and encouraging superior academic achieve-


ment among baccalaureate candidates.

Honors criteria are as follows:

- Only grades obtained at the University of Illinois at Springfield will be considered.
- The grade-point average will be calculated on all graded, undergraduate credit received at the University of Illinois at Springfield.
- At least 30 hours of graded credit must be accumulated at the University of Illinois at Springfield to be considered for honors.
- Final grade-point average of 3.75-3.86 will receive a *cum laude* designation.
- Final grade-point average of 3.87-3.94 will receive a *magna cum laude* designation.
- Final grade-point average of 3.95-4.00 will receive a *summa cum laude* designation.

Honor recipients will be recognized at commencement based on work completed at the end of the semester immediately preceding graduation. Honor statements will appear on your diploma and transcript based on your final GPA.

Dean’s List In addition, UIS recognizes superior academic achievement of undergraduate students at the end of fall and spring semesters. Criteria for place-



ment on the dean's list include a semester grade-point average of 3.75 or higher and enrollment in at least eight graded semester hours with no incomplete grades for the semester.

ACADEMIC PROBATION AND SUSPENSION

Any time you, as an undergraduate student, have a UIS cumulative grade-point average of less than 2.00, you will be placed on academic probation. Courses taken for credit/no credit do not count in calculating this average. In addition, students who accumulate 12 hours or more of incompletes are subject to probation.

If you are on academic probation, you may enroll for up to 12 hours credit in the subsequent term (six hours in the summer term), with approval of your academic adviser. Non-degree-seeking students on probation must meet with the designated adviser in the Office of Admissions and Records, and may also be required to meet with a representative from the academic program in which they are taking classes. If you are placed on academic probation at the end of two successive terms, you will be suspended from UIS and must then wait two terms before petitioning for re-admission. Students with exceptional circumstances may appeal immediately.

Complete details on the University of Illinois at Springfield's academic probation policy are available from your faculty adviser or the registrar.

REPEATING COURSES

You may repeat courses at UIS, although some academic programs may have restrictions on the number of times a particular course may be repeated. If you repeat a course in which a grade was earned, the second grade earned will appear on your end-of-term grade report and transcript; the first grade entry will be deleted from the transcript and will not count in determining a grade-point average. Subsequent repeats will appear on the transcript and will be used in calculating the grade-point average.

UNDERGRADUATE ENROLLMENT IN GRADUATE COURSES

Undergraduate students who wish to enroll in 500-level courses for credit toward the bachelor's degree must have the approval of their faculty advisers and the course instructors. An instructor's approval is indicated by electronic submission of a With Permission of Instructor (WPI). You will be evaluated at the graduate level.

UNDERGRADUATE/GRADUATE CONCURRENT ENROLLMENT

If you are an undergraduate student within 16 hours of completing all bachelor's degree requirements, you may enroll in undergraduate and graduate courses concurrently. Undergraduate students taking courses for graduate credit will be evaluated at the graduate level of expertise and quality. You must complete a student petition form and have it signed by the instructor of the graduate course, the graduate adviser, program administrator, and dean.

Graduate courses will be designated as graduate credit when the bachelor's degree is granted, but this does not imply admission to the graduate program in which the course work was taken.

PLAGIARISM

To plagiarize is to present as one's own a thought, writing, or invention belonging to another. It usually takes one of the following three forms and is done without proper acknowledgment: including another person's writing in one's own essay, paraphrasing another person's work, or presenting another person's original theories, views, etc.

When an allegation of plagiarism arises, disciplinary

proceedings may be initiated and carried out within the academic program of the teaching faculty in which the alleged offense occurred. If you are alleged to have committed plagiarism, your instructor may refuse to grade the assignment and record it as no credit. Penalties may include no credit (i.e., failure) in the course as well as recommendation for disciplinary probation, suspension, or dismissal from the class, program, or UIS.

REGISTRATION PROCEDURES

The dates and times of registration are published each semester and summer term in the course schedule. The course schedule also lists the current courses and gives up-to-date information on registration procedures, tuition and fees, and relevant deadlines. Information in course schedules supersedes similar information in this catalog.

TUITION AND FEES PER SEMESTER*

These figures reflect tuition and fees for the 2002-2003 academic year. Figures for AY 2003-2004 will be available after January 2003.

	Under-graduate	Graduate
Tuition (Illinois Residents)		
1-16 hours/per hour	\$ 109.50	\$123.25

Tuition (Non-Illinois Resident)		
1-16 hours/per hour	\$328.50	\$369.75

Mandatory Fees

Springfield Campus		
Full time (12 or more hours)		\$ 221
Part time (1-11 hours)		\$ 74.50
	plus \$6 per semester hour	

Peoria Campus		
Full time (12 or more hours)		\$87
Part time (1-11 hours)		\$15
	plus \$6 per semester hour	

Online Courses (per hour)		\$ 15
	plus \$6 per semester hour	

Other Fees

Student-to-Student Grant (may apply for waiver-see current course schedule for deadline)		\$ 4
Late Registration Fee (per course)		\$ 5
Late Assessment Fee		\$ 25
Health Immunization Processing Fee (per semester)		\$ 25
Service Charge (deferred payment plan)		\$ 10
Late Payment Fee (for failure to meet each deferred tuition payment date)		**
Parking Fee (semester)		\$ 24

***Student Insurance Fee (up to age 35)		\$141
(age 35 and older)		\$218
Transcript Fee		\$ 4
Bachelor's Degree Graduation Fee		\$ 20
Master's Degree Graduation Fee		\$ 25
Doctoral Graduation Fee		\$ 25

Summer term fees will be listed in the summer schedule.


**Tuition and fees are subject to change. You should check with the Office of Admissions and Records to verify amounts.*

***1 percent per month assessed on billed and unpaid balance.*

****See section on student health insurance, page 25.*

Tuition and fees are assessed at the time of registration and are subject to change without notice. Current procedures and due dates are published in the course schedule.

UIS reserves the right at the time of registration to require full payment from students who have failed in the past to pay tuition and fees on time. Students with outstanding accounts are not permitted to register for subsequent semesters or to receive transcripts and are not eligible to receive a degree. Bills are mailed to stu-



dents who advance register. A late charge of 1 percent per month is assessed on the billed and unpaid balance.

You will be responsible for paying all attorneys' fees and other reasonable collection costs and charges necessary for the collection of any tuition, fees, and/or other charges assessed by UIS that are not paid when due.

You are also responsible for charges for all courses that are not officially dropped with the Office of Admissions and Records by the dates specified in the course schedule for tuition and fee adjustment. Courses must be officially dropped by web, phone, or in person at the Office of Admissions and Records. Questions regarding billing or payment should be directed to the Accounting Office.

FEES

Mandatory Fees A student activity fee of \$105 per semester for on-campus, full-time students (\$52.50 per semester for a part-time student) is part of your bill. Peoria students are charged \$15 per semester for the activity fee. The fee supports such activities as films, art exhibits, dances, visiting lecturers, and access to recreational facilities. A noninstructional facility fee of \$26 is assessed to on-campus, full-time students (\$13 for part-time students). A gymnasium fee of \$18 per

semester for on-campus, full-time students (\$9 for part-time students) supports the payment of the capital debt and maintenance costs of the facility. All on-campus students are charged the intercollegiate athletics fee of \$72 per semester for on-campus, full-time students (\$6 per credit hour for part-time students). Fees are subject to change without notice.

Other Fees If you are not in compliance with the immunization or assessment requirements, you will be assessed a \$25 per semester processing charge.

Course Charges Charges for laboratory, art, and other classes requiring use of disposable supplies and materials are indicated in each course schedule and are in addition to regular tuition and fees.

Online Fee There is an online course fee of \$15 per credit hour. The only other on-campus mandatory fees assessed to students enrolled in online courses only is the intercollegiate athletics fee.

Late Registration Fee A late registration fee of \$5 per course is charged any student who adds courses after

the add/drop period for any active semester or term. See the appropriate course schedule for specific dates.

U OF I RESIDENCY STATUS FOR ADMISSION AND ASSESSMENT OF TUITION

General The University of Illinois is a land-grant institution assisted by funding from Illinois tax revenue. As a state tax-assisted institution, the University of Illinois (with some exceptions) extends preference in admission and tuition to residents of the state of Illinois—that is, to students whose circumstances conform to the university definition of resident status outlined below.

The University of Illinois' definition of the term "resident" may be different from the definitions developed by other, non-university agencies. Thus, a person who is an Illinois resident for tax or voting purposes, for example, is not necessarily a resident for University of Illinois tuition and admission purposes. The university's definition of resident status applies both to payment of tuition and admission to the University of Illinois.

Principal elements that determine residency are domicile in Illinois and actions that evidence the intent to make Illinois the person's permanent residence for a period of 12 months prior to the first day of class. A person has but one domicile at any time. Mere phys-

ical presence in Illinois, regardless of how prolonged, is insufficient to establish residency without the existence of action and intent to make the place a permanent residence and principal home. In order to establish bona fide residency under this policy, a person must be independent and demonstrate presence and intent to reside permanently in Illinois for reasons other than educational objectives.

The burden of establishing that a student is domiciled in Illinois for other than educational purposes is on the student. The regulations, factors, and procedures enumerated in this policy will be considered by the university in determining the residency status of students.

Procedures The director of admissions and records, or a designee, shall determine the initial residence classification of each student at the time the student enters or reenters the university.

A student who is not satisfied with the determination concerning his/her residence classification may request that the responsible official reconsider the determination. For the purposes of admission, the written request must be received by the Office of Admissions and Records within 20 calendar days from the date of notification of residency status. For the pur-

poses of assessment of tuition, the written request must be received by the admissions office within 20 days of the date of assessment of tuition or the first scheduled day of classes for the term for which the tuition is payable, whichever is later.

The request should include the Petition for Determination of Residency Status and all other materials applicable to the claim. The request and accompanying documentation will not be returned, and the student is advised to maintain a copy for his/her records.

If the student is still not satisfied with the determination after it has been reconsidered, he or she may appeal the decision to the director, University Office for Academic Policy Analysis. The appeal shall be in writing and shall include reasons for the appeal. The appeal must be received by the director of admissions and records within 20 days of the notice of the ruling. It will then be referred to the director, University Office for Academic Policy Analysis. A student who fails to file an appeal within 20 days of the notice of the ruling waives all claims to reconsideration for that academic session. Filing deadlines cannot be extended or waived and applications and appeals not filed in a timely manner will not be reviewed. The decision of the director, University Office for Academic Policy Analysis, shall be final in all cases.

For detailed information on regulations and statutes used to determine residency, contact the Office of Admissions and Records.

REFUNDS/CHANGE IN AMOUNT OF TUITION AND FEES

All withdrawals from courses must be made officially according to procedures outlined in the current course schedule. Non-attendance or non-payment does NOT constitute an official withdrawal. You are financially responsible for all courses not officially dropped according to the policy and deadlines indicated. Specific deadlines will be published each term in the course schedule. Contact the Office of Admissions and Records for dates that apply to irregular term courses.

WITHDRAWALS

You may terminate registration in a course by officially withdrawing and meeting the deadlines outlined in the current course schedule.

The same deadlines apply to changes in grading options: from letter grade to credit/no credit and vice versa, as well as changes to audit.

No withdrawals will be processed after the published deadlines. When the withdrawal occurs after

the second week of a full semester course, a W appears on your transcript for the course(s) from which you withdrew. No notation appears on the transcript when the withdrawal occurs during the first two weeks of a full-semester course, first week of an eight-week course, or first 1/8 of an irregular term course. If you fail to withdraw officially from a course, you will be assigned a U grade.

Partial Withdrawals You must make partial withdrawals (dropping some but not all courses for the term) within 10 working days from the first day of the semester (five days for summer) to be released from financial obligation for the dropped course(s).

Complete Withdrawals Adjustments for tuition and fees for complete withdrawals (dropping all courses for the term) are made according to the following schedule.

<u>Time period</u>	Percentage of tuition and fees CHARGED for dropping
	<u>ALL courses</u>
Week 1	10%
Week 2	10%

Week 3	20%
Week 4	30%
Week 5	30%
Week 6	40%
Week 7	40%
Week 8	50%
Week 9	60%
Week 10	60%
Week 11	No reduction in tuition and fees.

A service charge of 5 percent or \$100, whichever is less, will be added to the charges for dropping all courses.

AUDITING COURSES

If you audit courses, you are required to pay full tuition and fees. Courses audited successfully appear on your transcript with the grade of AU. Credit for audited courses may not be established under any circumstances.

A change from credit to audit may be made through the last day for authorized withdrawal. Full-time students must include audit courses as part of the maximum load requirement.

Your instructor may determine that the audited

course should not be placed on your transcript if you do not attend class regularly. When enrollment in a course is limited, students enrolling for credit are admitted before audits are allowed.

TRANSCRIPTS

The Office of Admissions and Records will issue official transcripts of your academic record at the University of Illinois at Springfield on written request. A \$4 fee (subject to change) for each transcript is charged at the time the request is made. Transcripts cannot be requested by phone and will be released only if you are in good financial standing with UIS.

FINANCIAL ASSISTANCE

The UIS Office of Financial Assistance coordinates federal, state, institutional, and private financial aid programs. Undergraduate students, except Capital Scholars, must transfer at least 45 credit hours into UIS to be eligible for financial assistance. Students pursuing a graduate degree or certificate must have earned a bachelor's degree, and proof of that degree must be on record with the Office of Admissions and Records.

Assistance is available in the form of grants, tuition waivers, assistantships, scholarships, loans, part-time employment, and veterans' benefits. Applications for all forms of financial assistance may be obtained from the Office of Financial Assistance, unless otherwise specified. You are encouraged to apply as early as possible for all forms of financial assistance, and it is recommended that you complete the federal application (FAFSA) for the award year that begins each August as soon as possible after January 1 each year. For additional information, contact the Office of Financial Assistance by visiting SAB 60 or calling (217) 206-6724.

VETERANS

The Office of Financial Assistance must certify military veterans for benefits. A Request for Benefits form must be filed with the UIS certifying official each term that you want benefits (GI Bill, Illinois National Guard, Illinois Veterans Grant, MIA/POW, Vocational Rehabilitation) to be processed. Additional paperwork may be required, depending on the type of benefit. Contact the Office of Financial Assistance to inquire about the documentation required for your benefit. Student veterans must also notify the office of any changes that affect the amount or disposition of benefits, including

changes in address, academic status (withdrawals, added classes, etc.), and number of dependents (through marriage, divorce, births, deaths, etc.).

Illinois Veterans Grant

Students seeking this benefit must have been in active military service for at least one year unless discharged for medical reasons. All discharges must be honorable. Students must have resided in Illinois within six months before entering the service and must return to Illinois within six months of leaving the service.

To apply, complete an application through the Illinois Student Assistance Commission (ISAC). Application forms can be obtained from the Office of Financial Assistance or can be downloaded from the website at www.isac-online.org. Once ISAC has processed the application, they will mail you an award letter certifying the amount of eligibility. This award letter must be submitted to the Office of Financial Assistance.

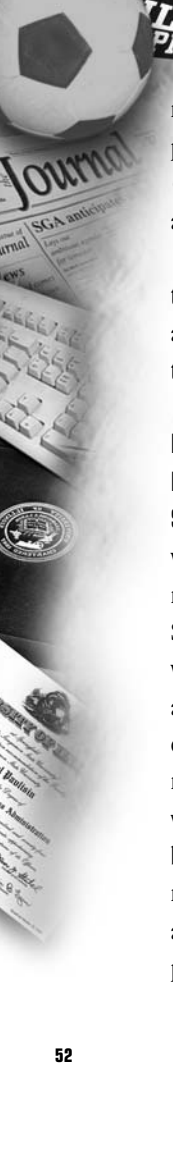
Illinois National Guard Grant

To apply for a National Guard Grant, you must be on active-duty status and must have served for at least one year in the Illinois National Guard. Applications for this grant may be obtained from the Office of Fi-

ancial Assistance, from your unit of service, or download one from the website at www.isac-online.org. All applications are renewable each year and must be processed by the Illinois Student Assistance Commission (ISAC). ISAC must receive all applications by the following deadlines: fall semester - October 1; spring semester - March 1; summer term - June 15.

FEDERAL AND STATE FINANCIAL ASSISTANCE PROGRAMS (PELL, SEOG, Work-Study, Federal Student Loans, Perkins Loans, PLUS Loans, Monetary Award Program Grant)

To receive assistance from most federal and state programs, you must meet all eligibility requirements set forth in the Higher Education Act as amended. These requirements include approved citizenship status, enrollment level, status as a regularly admitted student pursuing a degree (graduate students should also refer to the section concerning Conditional/Provisional Admission for Graduate Programs), enrollment in coursework required for that degree, and satisfactory academic progress (refer to the Satisfactory Academic Progress Policy section). Most financial aid programs have maximum time frames or limits based on cumulative or lifetime assistance from the program or on



number of hours you have attempted. You must complete the Free Application for Federal Student Aid (FAFSA) every year that you wish to receive financial assistance.

Complete information on federal and state assistance programs, including veterans' benefits, is available from the UIS Office of Financial Assistance.

INSTITUTIONAL PROGRAMS

Institutional Tuition Waivers, Grants, and Student Employment Each year the campus provides a limited number of tuition waivers. Awards are made on the basis of demonstrated financial need. The Student-to-Student Grant program is funded with voluntary student contributions and matching state aid. Awards are given to undergraduates with financial need. A job center is located in the Office of Financial Assistance. The Office of Financial Assistance website (www.uis.edu/financialaid) and bulletin boards located in the office list student work opportunities both on and off campus. You must be enrolled in at least six semester hours to be eligible for on-campus employment. Documentation establishing identity

and citizenship is required to comply with regulations of the Immigration and Naturalization Service.

Minority Leadership in Public Service Program See page 23.

UIS Student Emergency Loan Fund This fund provides short-term loans to students enrolled at least half time. Except in cases of extreme emergency, loans are limited to students working on campus and/or students with expected financial aid. There are limitations on the amount of loans and the number that you can receive. Loans are interest-free, although a service fee of 50 cents is charged at the time the loan is repaid.

PRIVATE SCHOLARSHIPS

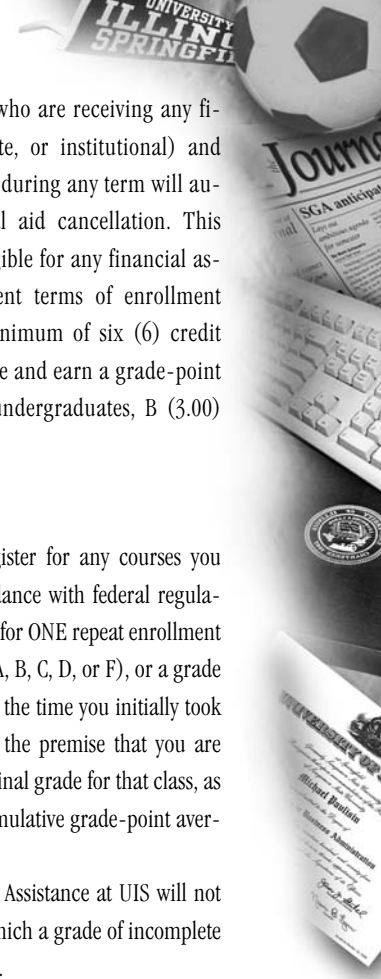
There are more than 50 privately supported scholarships and awards available to qualified UIS students. You must submit applications for private scholarships to the Office of Financial Assistance unless otherwise directed to specific programs. Contact the Office of Financial Assistance for an up-to-date list and details on how to apply.

APPLICATION PROCEDURES FOR FINANCIAL ASSISTANCE

To be awarded most types of state, federal, and institutional need-based financial assistance, you must complete the Free Application for Federal Student Aid (FAFSA) or the Federal Renewal Application, indicating UIS (school code 009333) as a school choice.

You can obtain the FAFSA from the Office of Financial Assistance or access and submit it via the Internet at www.fafsa.ed.gov. The Federal Renewal Application is sent by the U.S. Department of Education to students who applied for federal assistance the previous academic year. Both forms include instructions for mailing to the federal processor. The processor will send the results directly to UIS and, for Illinois residents, to the Illinois Student Assistance Commission, initiating a state application. If you are eligible to use the Federal Renewal Application but do not receive one, you must use a FAFSA to apply. Additionally, students must meet the following requirements:

1. Be fully admitted to UIS as a degree-seeking student.
2. Enroll in at least six hours that lead to that degree.



3. Make satisfactory academic progress measured by completion rate, GPA, and maximum time frame (applies to returning students only). Refer to the section concerning the Satisfactory Academic Progress Policy for additional information. The standards of this policy are established by the U.S. Department of Education and may differ from the academic policies of the University.

4. Respond to any request for information from the Office of Financial Assistance. As a result of applying for federal assistance, you may be cited by the federal processor or state agency for additional documentation.

CRITICAL DATES AFFECTING FINANCIAL ASSISTANCE

Applicants for need-based assistance should be aware of the following dates:

February 15 - Deadline for scholarship applications for upcoming year.

March 1 - Application for fall semester assistance should be initiated to ensure consideration for all forms of aid.

March 15 - Last day to submit paperwork to be considered for spring semester financial assistance.

April 15 - Applications due for upcoming summer term.

May 1 - Applications should be complete (including results of needs analysis) to ensure consideration for all forms of assistance for the upcoming fall semester.

June 30 - Last day to submit paperwork to be considered for summer term financial assistance.

October 1 - Application deadline for upcoming spring semester to ensure consideration for all forms of financial assistance.

November 15 - Last day to submit paperwork to be considered for fall semester financial assistance.

CONSEQUENCES OF WITHDRAWAL FOR FINANCIAL AID RECIPIENTS

Recipients of Title IV (federal) financial assistance are considered to earn their financial aid award by attending and/or completing coursework. Students who withdraw (i.e., drop all courses) from UIS during any term before that term is 60 percent complete:

- will have a calculation applied to determine the percentage and amount of federal aid earned,
- will have a determination made regarding the amount of federal aid to be disbursed or returned,
- will be billed for unpaid institutional charges, and
- may owe a repayment if the federal aid disbursed to them exceeded the percentage earned.

In addition, students who are receiving any financial aid (federal, state, or institutional) and who completely withdraw during any term will automatically face financial aid cancellation. This means that they are ineligible for any financial assistance during subsequent terms of enrollment until they complete a minimum of six (6) credit hours at their own expense and earn a grade-point average of C (2.00) for undergraduates, B (3.00) for graduates.

REPEATING CLASSES

As a student, you can register for any courses you choose; however, in accordance with federal regulations, financial aid will pay for ONE repeat enrollment of a class if a letter grade (A, B, C, D, or F), or a grade of U or NC was assigned at the time you initially took the class. This is done on the premise that you are seeking to improve the original grade for that class, as well as to improve your cumulative grade-point average.

The Office of Financial Assistance at UIS will not pay for repeat classes for which a grade of incomplete (I) was previously assigned.

All enrollments in a class will count toward the

total number of attempted credit hours when calculating completion ratios and maximum time frames as they relate to satisfactory academic progress (refer to the Satisfactory Academic Progress Policy section for additional information).

CONDITIONAL/PROVISIONAL ADMISSION FOR GRADUATE PROGRAMS

An individual must be fully admitted into an eligible degree program and be enrolled as a regular student in order to receive financial aid funds. A “regular student” is defined as someone who is enrolled or accepted for enrollment for the purpose of obtaining a degree or certificate offered by the University of Illinois at Springfield. Exceptions to this standard at UIS are made for students whose status is “conditional admission” and “provisional admission.”

Graduate students are occasionally conditionally or provisionally admitted to UIS in order to allow them to complete specified prerequisite courses before they are fully admitted to their program. These students may receive financial aid as long as they meet all other financial aid requirements (e.g., satisfactory academic progress), but they must successfully complete their prerequisite coursework within one calendar year (12

months). After that calendar year, they must be fully admitted into the program in order to begin or continue receiving financial assistance.

SATISFACTORY ACADEMIC PROGRESS FOR UNDERGRADUATE AND GRADUATE STUDENTS

In accordance with the Higher Education Act of 1965, as amended by Congress, the University of Illinois at Springfield has established a minimum Standards of Academic Progress (SAP) policy.

ALL federal, state, and institutional financial aid programs administered by the UIS Office of Financial Assistance are covered by this policy. Examples of these programs are: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Perkins Loan, Federal Work Study, Federal Family Education Loan Program (i.e., Subsidized and Unsubsidized Stafford Loans), Monetary Award Program (MAP) grant, Parent Loan for Students (PLUS), federal and state veteran programs, and all institutional scholarships.

Students will be considered to be making satisfactory progress if they meet **ALL** of the following requirements. Failure to comply with any one may result

in a loss of financial aid eligibility.

Rate of completion requirement

A student must earn a minimum number of credit hours each year in order to graduate within a specified time frame. There is a maximum number of semesters allowed during which you must complete your work toward a degree. Withdrawing from the University or repeatedly dropping courses may affect your ability to maintain minimal academic progress and could jeopardize your financial aid eligibility. The chart below illustrates the minimum acceptable percentage of hours completed that undergraduate and graduate students can have to maintain satisfactory progress for financial aid purposes. (Note: Completion Rate refers to the percentage of hours completed in relation to hours attempted.)

UNDERGRADUATES

Hours attempted (includes transfer and repeated hours):

0-30	31-60	61-90	91+
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Percentage of completed (Completion Rate):

50%	60%	70%	75%
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GRADUATES

Hours attempted (includes transfer and repeated hours):

0-12 13-24 24+

Percentage of completed (Completion Rate):

50% 60% 75%

Grade-Point Average Requirement

Undergraduate students: A student must remain in good academic standing by earning a minimum cumulative grade-point average (GPA) of 2.00 (C) or better on a 4.00 scale as determined by the University.

Graduate students: A student must remain in good academic standing by earning a minimum cumulative grade-point average (GPA) of 3.00 (B) or better on a 4.00 scale as determined by the University.

Maximum Time Frame Requirement

Undergraduate students: Students are expected to complete degree requirements within 12 semesters of full-time enrollment. Every semester of enrollment is counted, regardless of whether or not you completed the semester. Transfer hours from other in-

stitutions will count toward the maximum 12 semesters (12 transfer hours = 1 semester). In addition, hours earned from repeated courses will be counted in the calculation of hours attempted.

Graduate students: Students are expected to complete degree requirements within 150% of the specified program of study. (For example: A master's degree in management information systems is comprised of 44 credit hours. Students may receive financial assistance for no more than 66 attempted credit hours if they are pursuing this degree.) Transfer hours from any institution will count toward the maximum time frame. In addition, hours earned from repeated courses will be counted in the calculation of hours attempted.

FINANCIAL AID PROBATION

Satisfactory Academic Progress (SAP) is reviewed at the end of each spring semester. If you fail to meet the policy, you will be placed on financial aid probation during the next semester you attend. You may still receive financial assistance while you are on financial aid probation; however, you must meet all Satisfactory Academic Progress requirements to continue receiving financial assistance during subsequent semesters of

enrollment. Failure to meet even one SAP requirement will result in cancellation of your financial aid.

FINANCIAL AID CANCELLATION

A student's financial aid may be cancelled for any of the following reasons:

- Failure to make progress toward a 2.00 cumulative GPA during the semester(s) of probation.
- Failure to meet the completion rate required during the semester(s) of probation.
- Complete withdrawal from the University during a semester for which aid was received.
- Failure to complete all credit hours attempted during the semester with a passing grade.

APPEAL PROCEDURES

If you fail to meet the requirements of financial aid probation and subsequently lose your financial aid eligibility, you may file an appeal. All appeals MUST be made in writing and addressed to the Office of Financial Assistance. The appeal should include documentation that will verify the circumstance(s) which impeded your satisfactory academic progress. Examples of acceptable documentation include medical records, a letter from a faculty adviser, or a letter from an employer on company letterhead.



graduate education

GRADUATE EDUCATION – MASTER'S

STATEMENT OF PURPOSE

A graduate student should develop intellectual autonomy within a chosen field and demonstrate the ability to analyze, synthesize, and evaluate relevant knowledge in that field. The graduate student, furthermore, assumes some responsibility for increasing knowledge within the chosen field.

Graduate education assumes the acquisition of specific content knowledge, including recognition of the significant terminology, facts, theories, issues, findings, and generalizations within the field of study. Graduate study also encompasses comprehension of the intellectual history, methods of inquiry, and standards of judgment used in a given field. Students should also grasp the ethical meanings of research in a discipline or a profession. A student receiving a master's degree will be able to –

1. Analyze in a logical manner ideas in a field of study by breaking down material into constituent parts, organizing ideas and relationships between ideas, expressing these relationships, recognizing un-

stated assumptions, distinguishing facts from hypotheses, and distinguishing statements of cause from statements of effect;

2. Synthesize diverse ideas to form an integrated whole relevant to a field of study by arranging and combining elements and parts into patterns or structures. The parts to be integrated may, to the extent necessary, come from a variety of disciplines;

3. Make judgments about the value of relevant material, including the appropriateness and adequacy of any qualitative and quantitative methods used in its compilation, by employing a standard of internal or external appraisal. In evaluating the accuracy of a communication, a student will use an integration of theories, works of recognized excellence, facts and generalizations germane to a field; and


4. Convey ideas, feelings, and experiences through scholarly writing and discussion with others. The student will be able to develop a proposal or plan of work that includes ways of testing hypotheses, analyzing the factors involved, modifying the hypotheses

based on new factors or considerations, and then making generalizations based on findings. The student will then have the ability to communicate both this process and subsequent findings to others.

GRADUATE ADMISSION – MASTER'S

You are eligible to apply for admission to master's-level study at the University of Illinois at Springfield once you have earned a bachelor's degree from a regionally accredited college or university. You may be granted full admission to master's studies if you earned a baccalaureate degree with a minimum undergraduate grade-point average of 2.50 on a 4.00 scale. You must also have met all entrance requirements specific to the UIS program of your choice. For example, some programs require higher grade-point averages and/or prerequisites. Refer to the individual program sections of this catalog for information on specific program requirements.

You could be granted conditional admission by a



program when your GPA is less than required. When this happens, you must complete a certain number of semester hours at UIS (exclusive of prerequisites) with a grade-point average of no less than 3.00. If you are granted conditional admission, the program will specify the courses you must complete.

As part of the admission process, you must submit all college/university transcripts, including verification of your bachelor's degree as well as transcripts of all graduate work you took beyond your bachelor's degree. For further information, see registration procedures, pages 47-50.

To receive maximum consideration for graduate admission, your application should arrive at least three months before the beginning of the term in which you plan to begin course work. Some academic programs have earlier deadlines for applications. Refer to individual sections in this catalog for specific program requirements.

Write to the Office of Admissions and Records, University of Illinois at Springfield, One University Plaza, MS SAB 20, Springfield, Illinois 62703-5407 to request an application form, or download one from the website at www.uis.edu. Call (217) 206-4847 or toll free (888) 977-4847.

ADMISSION TO A SPECIFIC MASTER'S PROGRAM

Admission to graduate study is granted by the academic program. Each program has established admission requirements that comply with campus policy. These requirements are outlined in the program statements in this catalog and may exceed the general minimum requirements for admission. To apply for admission to a specific degree program, indicate your intended major on the UIS application form and include any specific materials required for admission to that program. The application will be processed by both the degree program and UIS. Notice of acceptance or non-acceptance by the program will be forwarded to you. Scores from the Graduate Record Exam (GRE) or the Graduate Management Admission Test (GMAT) are required by some graduate programs.

ADMISSION FOR INTERNATIONAL GRADUATE STUDENTS

The campus seeks to maintain a cosmopolitan atmosphere consistent with its focus on literacy, public affairs, problem solving, and lifelong learning. To that end, the University of Illinois at Springfield admits international students whose academic preparation and

educational and personal goals indicate they will be successful in completing a graduate curriculum.

To apply for graduate admission as an international student, you must have completed the equivalent of a bachelor's degree earned in the United States. A bachelor's degree earned abroad may not be equivalent to a bachelor's degree earned in the United States.

Full admission to graduate study requires a minimum undergraduate grade-point average equivalent to a U.S. GPA of 2.50 on a 4.00 scale. You must also have met all entrance requirements specific to the UIS graduate degree program of your choice. Refer to the individual program sections of this catalog to determine if your intended program has special requirements for admission. An I-20 AB or DS 2019 (formerly called IAP 66) certificate of eligibility cannot be issued until you have been accepted by a degree program and all required documents have been received.

For maximum consideration, you should plan to have your application to UIS by the following dates: June 1 for fall semester, November 1 for spring semester, and April 1 for summer session.

For further information, contact the Office of Admissions and Records.

ENGLISH LANGUAGE PROFICIENCY

Applicants whose native language is not English must submit official international TOEFL scores. A score of not less than 550 (paper based) or 213 (computer based) will fulfill the English proficiency requirement for admission to master's-level study at UIS. If you hold a U.S. bachelor's degree with a GPA of 2.50 on a 4.00 scale or higher, you are not required to submit TOEFL scores. *Note:* Some programs require a GPA of 3.00 to waive TOEFL. See individual program statements for any additional proficiency requirements.

If your native language is not English, you will also be required to take an English proficiency test on campus the week before registration. This requirement applies to all students – U.S. citizens, resident aliens, and nonresident aliens alike. Test results do not affect your admission to UIS, but will be used to determine your need for an English as a Second Language (ESL) class. If you fail to meet UIS' English language requirement, you may enroll at an ESL Language Center. Proficiency certification by ESL meets this requirement.

GRADUATE NON-DEGREE ADMISSION

If you have a bachelor's degree, you may enroll for courses at UIS as a non-degree seeking graduate stu-

dent. You will be asked to define your educational goals before exceeding 12 semester hours. If you then choose to become a degree candidate, you must complete regular admissions procedures, including acceptance into your chosen degree program.

When formal admission is granted, the course work you completed as a non-degree seeking student is evaluated by your intended academic program and may or may not apply toward that program's graduation requirements. UIS accepts a maximum of 12 semester hours of such credit toward a graduate degree. A non-degree declaration form must be on file for you to continue enrollment as a non-degree student beyond 12 hours.

Non-degree students typically are not eligible for financial assistance.

For more information, see page 34.

ACADEMIC ADVISING

Following admission to UIS, each fully admitted student is assigned a faculty adviser from the appropriate academic program. Faculty advisers work with you to ensure satisfactory progress toward graduation and toward your personal and career goals. You may change advisers at any time by completing a Request for Change of Graduate Degree Program and/or Aca-

ademic Adviser.

Recognizing the maturity of graduate students, UIS entrusts you with substantial initiative in the academic advising process. You should arrange an appointment with your adviser before each registration, particularly your first, and you should maintain contact with him or her throughout your academic studies. It is especially important for you to meet with your faculty adviser before your final term of study to ensure that all graduation requirements will be met.

MASTER'S DEGREE GENERAL INFORMATION

MASTER'S DEGREE PROGRAMS AND AREAS OF STUDY

The University of Illinois at Springfield offers 18 master's degree programs. These range from traditional disciplines such as history and biology to more career-oriented concentrations such as human development counseling and business administration, or interdisciplinary programs such as environmental studies or communication. In addition, UIS offers an alternative called the individual option program.



Degree Programs

The University of Illinois at Springfield awards the following master's degrees:

Accountancy (M.A.)	Environmental Studies (M.A.)	Management Information Systems (M.S.)
Biology (M.S.)	History (M.A.)	Political Studies (M.A.)
Business Administration (M.B.A.)	Human Development	Public Administration (M.P.A.)
Communication (M.A.)	Counseling (M.A.)	Public Affairs Reporting (M.A.)
Computer Science (M.S.)	Human Services (M.A.)	Public Health (M.P.H.)
Educational Leadership (M.A.)	Individual Option (M.A.)	
English (M.A.)	Legal Studies (M.A.)	

Individual Option Program is aimed at students who want to combine areas of study rather than pursue a traditional discipline or those who want to focus on an area of study not covered in established programs at UIS, but for which faculty competencies and other resources are available.

Generally, individual option master's degrees are based on broad topics or problems that reflect particular student needs and interests. Students work with an advising committee of faculty and peers in preparing personal degree programs.

If you wish to pursue a master's degree in areas such as African-American studies, women's studies, energy studies, or international studies, you will find the individual option program well suited to your needs.

Graduate Certificate and Professional Development Sequences A graduate certificate is a sequence of courses that constitutes less than a full graduate degree and provides specialized knowledge and skills for the professional. UIS currently offers certificates in public sector labor relations, environmental risk assessment, management of nonprofit organizations, educational leadership advanced certificate, career specialist studies, and alcohol and substance abuse. A related curricular option if you are seeking to enhance your professional skills at the graduate level is the professional development sequence in gerontology.

To be admitted to certificate and professional sequence study, you must have a bachelor's degree (in

any major) and complete an application. It is also possible to pursue a certificate as a post-master's option. Admission, advising, and certification of completion are provided by the faculty members who supervise the certificates.

Course prerequisites may be waived if you can present evidence of advanced career experience. The waiver review process requires the approval of both the supervisor of the certificate program and the dean of the college offering the certificate or graduate development sequence. Proficiency examination, transfer, and credit for prior learning experience may not be permitted because of the limited number of courses required and the need for the content of the courses to logically integrate. See the appropriate program sections for detailed information.

COURSE NUMBERING SYSTEM

Refer to page 39.

GENERAL REQUIREMENTS: MASTER'S DEGREE

To earn a master's degree from the University of Illinois at Springfield, you must fulfill the following requirements:

- Meet program matriculation requirements.
- Earn the amount of graduate credit required by the chosen academic program, all but 12 semester hours of which must be earned at the University of Illinois at Springfield.
- When applicable, earn a minimum of four semester hours credit in public affairs colloquia (see individual program information).
- Complete course work with a cumulative UIS grade-point average of at least 3.00.
- Complete the program closure requirements.
- Complete the graduation contract.
- Pay a graduation fee of \$25 (subject to change).

TRANSFER CREDIT AT THE MASTER'S LEVEL

Residency Requirement The University of Illinois at Springfield may accept up to 12 semester hours of graduate-level work you completed at other accredited institutions. However, only credit hours with a grade of B or better that are accepted for transfer by your program will be accepted by UIS. Request to transfer credit for courses bearing a grade such as P (pass) or CR (credit) must be supported by certification from the institution or instructor that your work was of at least B quality.

Time Limit on Transfer Credit All transfer credit to be applied to your master's degree must have been earned within five years of the first graduate course you took at UIS in pursuit of that degree. Exceptions to the provisions of this policy may be granted by programs on a case-by-case basis.

TIME LIMITATION

All graduate credit earned at UIS to be applied toward the completion of your master's degree must be taken within six consecutive years of the first graduate course you took at UIS in pursuit of that degree. This does not include transfer credit you earned before your first term of graduate enrollment, credit granted for prior learning, and prerequisites. However, this time limit does include closure requirements. Exceptions to the provisions of this policy may be granted by degree programs on a case-by-case basis. Your program may also grant you a leave of absence.

PUBLIC AFFAIRS COLLOQUIA (PAC)

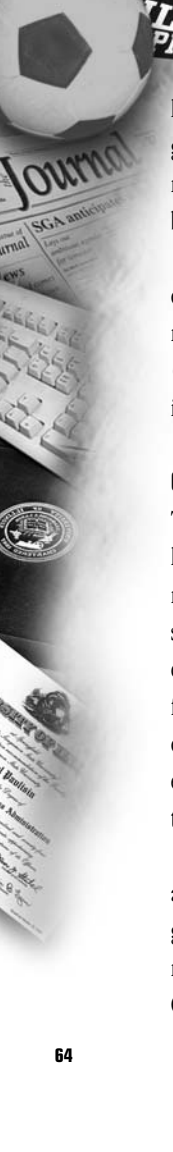
The University of Illinois at Springfield features a unique series of courses designated as public affairs colloquia. Each semester several different colloquia are offered. There are no prerequisites for any PAC.

Some master's programs require degree candidates to complete a public affairs colloquium. The choice of a PAC is your prerogative; however, you are encouraged to select PACs with a focus outside your major program. Descriptions of PACs are published each semester in the course schedule. You should check with your program to determine PAC requirements.

MASTER'S CLOSURE REQUIREMENT

As a master's degree candidate, you are required to complete a closure exercise demonstrating mastery of some area within your major field of study. The exact nature and format of these exercises are determined by individual programs. All closure exercises must have an identifiable academic focus and must include a written component. Closure exercises can take many forms – theses, projects, and capstone courses are the most common.

UIS has a *continuing enrollment policy* for closure exercises. This policy states that once you begin your closure exercise, you must continue to enroll for at least one semester hour of closure exercise credit *each* fall and spring semester until you complete your exercise, including semesters in which you have “stopped out” of other courses. You may request a



leave of absence from your degree program and, if granted, you will be exempt from the continuing enrollment requirement on a semester-by-semester basis.

You should obtain information from your program on closure exercises and the program's particular method of handling the continuing enrollment policy. (See individual graduate program listings for further information.)

GRADUATION CONTRACT

The commencement ceremony to award degrees is held at the end of the spring semester. However, you may file a graduation contract during any semester or summer term in which you complete your degree requirements. You should submit the contract to the Office of Admissions and Records no later than the end of the fourth week of classes during a semester or the end of the third week of classes during a summer term.

The contract must be approved by your adviser and the program administrator. You may submit graduation contracts for early evaluation during your next-to-last term. Contract forms are available in the Office of Admissions and Records.

SECOND MASTER'S DEGREE

All program and campus requirements for the master's degree are in effect even if you have previously earned an advanced degree. Credit from a previous degree may not be used for the degree in process. However, any public affairs colloquium requirement is waived for those who have previously completed that requirement at the graduate level.

GRADUATE INTERNSHIPS AND EXPERIENTIAL LEARNING

Experiential learning is an integral part of your graduate education at the University of Illinois at Springfield. In addition to internships offered through the Institute for Public Affairs, internship/practicum opportunities are offered by many academic programs. Additional information may be obtained from program faculty and from individual program statements in this catalog.

UIS also provides a variety of paid internship opportunities in Illinois government agencies and on campus. (See page 66.)

RESEARCH AT THE UNIVERSITY OF ILLINOIS AT SPRINGFIELD

Conventional research opportunities are available to stu-

dents in most academic programs. In addition, UIS offers you unique opportunities for applied research through its public affairs centers where emphasis is on coordinated, interdisciplinary approaches to problem solving, training, and communication. Many of the UIS internship/fellowship programs are also coordinated by the centers.

UIS cooperates with neighboring universities in meeting their doctoral students' needs for research and residency in the Springfield area.

ACADEMIC STANDARDS

For general information on grading, credit/no credit, incomplete work, grade-point average, and plagiarism see pages 44-46.

ACADEMIC LOAD

For purposes of tuition and fees, you are considered a full-time student if you are enrolled for 12 or more semester hours of course work during the fall or spring semesters or six semester hours of course work in the summer term. Fewer hours of enrollment is considered part-time.

If you wish to enroll for more than 18 semester hours during the fall or spring semesters or more than eight semester hours during the summer term, you

must submit a student petition form to the Office of Admissions and Records.

One of the academic load requirements that you must meet to qualify for financial assistance is to be enrolled for at least six credit hours each semester. Additional information on the financial aid process can be obtained in the Financial Assistance section of this catalog, or by contacting the Office of Financial Assistance at 206-6724.

A *graduate assistant's* normal load is 16 to 24 hours for an academic year, usually eight to 12 hours per semester. As a graduate assistant, you may register for four to six hours during the summer term, tuition free. Graduate assistants who wish to enroll for more than 24 hours in any academic year must have the approval of the adviser, a program representative, and the appropriate dean.

GRADUATION GRADE-POINT AVERAGE

Graduate students must achieve a UIS cumulative grade-point average of at least 3.00 to receive the master's degree.

GRADES ACCEPTABLE TOWARD GRADUATE DEGREES

As a master's degree student, you may apply a maximum

of eight hours of C grades toward a degree, provided that each hour of C is balanced by an hour of A. Individual academic programs, however, may determine whether C grades are acceptable toward their degrees. See program statements in this catalog for details.

Under the credit/no credit option, CR represents work equivalent to a letter grade of B or better for master's students.

ACADEMIC PROBATION AND SUSPENSION

If you are a master's student with a UIS cumulative grade-point average of less than 3.00, you will be placed on academic probation. Courses taken for credit/no credit do not count in calculating this average. Non-degree seeking students are not exempt from this policy. In addition, if you accumulate 12 hours or more of incompletes you are subject to probation.

If you are on academic probation, you may enroll for up to 12 hours credit in the subsequent semester (six hours in the summer term) with approval of your adviser. Non-degree-seeking students on probation must meet with the designated adviser in the Office of Admissions and Records. They may also be required to meet with a representative from the academic programs in which they are taking classes or the associ-

ate vice chancellor for graduate education and research. If you are placed on academic probation at the end of two successive semesters, you will be suspended from UIS and must then wait two semesters before petitioning for re-admission. You may appeal immediately if you have exceptional circumstances.

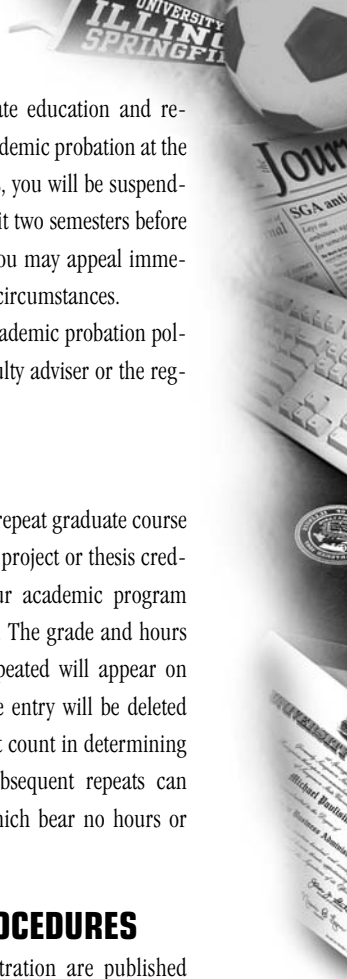
Complete details on UIS' academic probation policy are available from your faculty adviser or the registrar.


REPEATING COURSES

As a master's student you may repeat graduate course work once (excluding master's project or thesis credit) without penalty unless your academic program does not permit course repeats. The grade and hours earned when the course is repeated will appear on your transcript. The first grade entry will be deleted from the transcript and will not count in determining your grade-point average. Subsequent repeats can only be recorded as audits, which bear no hours or grade points.

REGISTRATION PROCEDURES

The dates and times of registration are published each term in the course schedule. The course sched-





ule lists the current term's courses and gives up-to-date information on registration procedures, tuition and fees, and relevant deadlines. Information in course schedules supersedes similar information in this catalog.

Refer to pages 50-52 for general information on tuition and fees, residency determination for tuition, mandatory and other fees, course charges, late registration fee, change of courses, auditing courses, veteran students, transcripts, and withdrawal from courses.

FINANCIAL ASSISTANCE

The University of Illinois at Springfield provides or coordinates many paid internship opportunities and scholarships for graduate students. Some of these are described below. For additional information on merit and need-based financial assistance for graduate and undergraduate students, see pages 50-52.

GENERAL GRADUATE ASSISTANTSHIPS

Graduate assistantships provide relevant educational experiences in UIS' academic or public affairs programs. These on-campus internships offer you opportunities to develop and apply skills in research, curriculum development, data analysis, editing, program evaluation, and coordination of special events. Prefer-

ence will be given to students who have not received a master's degree within four years of beginning a graduate assistantship. Application deadline is March 15.

Graduate assistants receive a monthly stipend (taxable income) and work 20 hours per week during the academic year. During each regular semester GAs receive a tuition waiver of 8 to 12 semester hours, for an academic-year total of 16 to 24. GAs who served at least one full semester during the regular academic year are eligible for a tuition waiver for six semester hours in the subsequent summer term. The maximum tuition waiver for the academic year is 30 hours.

For complete information, contact the Graduate Assistantship Office in the Office of Graduate Studies, University of Illinois at Springfield, One University Plaza, PAC 524, Springfield, IL 62703-5407, phone (217) 206-6544; e-mail gaprog@uis.edu; or fax (217) 206-7623.

ILLINOIS LEGISLATIVE STAFF INTERNSHIP PROGRAM

Within the Abraham Lincoln Presidential Center for Governmental Studies, the Institute for Legislative Studies operates the Illinois Legislative Staff Internship program. This program provides outstanding master's students with firsthand experience in the op-

erations of the Illinois General Assembly and opportunities for academic studies and research in legislative politics and policy analysis.

Twenty legislative staff interns are assigned either to the Illinois Legislative Research Unit or to one of four leadership staffs of the General Assembly. The program lasts 10 1/2 months and requires full-time work in the assigned office. Interns are required to participate in an academic seminar specifically designed for legislative interns. Interns receive graduate credit for the seminar, tuition and fees for eight hours of graduate courses, and \$2,026 a month in compensation.

To be eligible for the ILSIP, you must have a baccalaureate degree in any academic discipline, with a high-quality undergraduate academic record. Applications are due February 1 each year. For materials and further information, contact the Director, Illinois Legislative Staff Intern Program, University of Illinois at Springfield, PAC 476, One University Plaza, MS PAC 476, Springfield, IL 62703-5407.

GRADUATE PUBLIC SERVICE INTERNSHIP PROGRAM

The Graduate Public Service Internship program is designed to provide a professional development experience during a 21-month period for graduate stu-

dents interested in pursuing careers in Illinois government. (Any student who has already completed an advanced degree is not eligible for a GPSI internship.) Interns enroll in an appropriate UIS graduate program and work 20 hours per week in a sponsoring state agency during the regular academic year (full time during summer months). Interns receive a stipend of \$850 per month during the academic year (\$1,700 per month during the summer) and an allowance for professional development travel. Interns also receive a waiver for nine credit hours of tuition per semester during the regular academic year. During the intervening summer, interns receive a waiver for four credit hours.

Applications must be received by March 15 and are first screened by a faculty/staff committee and then forwarded to sponsoring agencies, which make the final selections. Placements are completed in the spring and summer for agency assignments that typically begin August 16.

There are other scholarship awards specifically designated for GPSI interns: the Nelson Howarth Scholarship (former mayor of Springfield) and the W. Williams Stevens Jr. Scholarship (former director of the GPSI program). For complete information, contact the director, Graduate Public Service Internship program,

University of Illinois at Springfield, PAC 476, One University Plaza, MS PAC 476, Springfield, IL 62703-5407.

WHITNEY M. YOUNG FELLOWSHIP PROGRAM

This program is a memorial to the late Whitney M. Young, Jr., former executive director of the National Urban League, educator, and social activist. The program is aimed at increasing opportunities in graduate education for highly motivated underrepresented minority students. The program is designed to complement full-time graduate work with research and scholarship in the area of public policy and public affairs.

African-American, Hispanic-American, and American Indian students who have completed undergraduate degrees with a minimum GPA of 3.00 (on a scale of 4.00) and who are accepted into a graduate program at the University of Illinois at Springfield are eligible for Whitney M. Young, Jr., fellowships. The application deadline is March 1.

Fellows are paid a monthly financial stipend of \$775 for the nine-month contract period, payable monthly (total annual amount \$6,975), and a waiver of tuition (minimum of 12 graduate credit hours) during the fall and spring terms. Although students are not required to register for summer terms, a tuition waiver for up to six credit hours will be granted

for summer school attendance, with the director's approval. Fellows must maintain a GPA of 3.00 (on a 4.00 scale) in all 400-500 level courses taken and must meet all requirements of the Whitney M. Young Jr. Fellowship Program. All academic work for the master's degree must be completed within two years from the date of entry into the program.


For complete information, contact the Whitney M. Young Fellowship Program/Graduate Program Office, in the Office of Graduate Studies, University of Illinois at Springfield, PAC 524, One University Plaza, MS PAC 524, Springfield, Illinois 62703-5407, phone (217) 206-6544, or visit the website at www.uis.edu/~wmyfp.

PUBLIC AFFAIRS REPORTING SCHOLARSHIPS

Several scholarship programs are earmarked for graduate students in the public affairs reporting program. The annual awards are based on academic achievement, financial need, and potential for a career in journalism. They are:

James E. Armstrong Scholarships, established in memory of the late publisher of the *Illinois State Register* and the *Illinois State Journal*, predecessors of *The State Journal-Register* in Springfield.

Milton D. Friedland Scholarship, established in memory of the late founder and general manager of



WICS-TV, NewsChannel 20 in Springfield, and former community relations associate for the campus.

Steven B. Hahn Reporting Scholarship, established by his parents in his memory. Hahn was a legislative correspondent for *The State Journal-Register* and United Press International.

Robert P. Howard Scholarships, established by friends in memory of the late capital correspondent for the *Chicago Tribune*.

Illinois Legislative Correspondents Association Scholarships honor Burnell Heinecke, former *Chicago Sun-Times* Statehouse correspondent and former

president of the ILCA; Bill Miller, former director of the public affairs reporting program and a founding member of the Illinois News Broadcasters Association; and deceased ILCA members.

If you are interested, contact the director of the public affairs reporting program, (217) 206-7494.

GRADUATE EDUCATION — DOCTORAL

STATEMENT OF PURPOSE

The mission of the doctor of public administration program is to educate students for careers in high levels of public service in state government and management or for careers in academia. The program emphasizes the theory, analysis, evaluation, and practice of public administration and public policy. As a graduate of the DPA program, you will be equipped to contribute and use significant new knowledge about state government and agencies. While the DPA at UIS is primarily a practitioner-oriented degree program, it is also appropriate if you are interested in research and teaching.

MINIMUM ADMISSION REQUIREMENTS

- A master's degree with a minimum grade-point average of 3.25 in graduate course work.
- Satisfactory performance on the Graduate Record Examination (GRE), taken within the past five years.
- Appropriate fit between the goals and objectives of the student and the mission and capacity of the DPA program.

- An interview, if requested, by the committee. Applications for admission must include all of the following:
 - Completed UIS application.
 - Official transcripts from all colleges and universities you attended, showing undergraduate and graduate completion.
 - Official GRE scores.
 - Three letters of recommendation; at least one must be from an academic reference who can attest to your likelihood of success in a doctoral program.
 - A current resume.
 - Three- to five-page statement of your academic and career goals.
 - A current writing sample, such as a research paper or report.
 - *International students:* Submit an official TOEFL score of at least 575 (paper based) or 232 (computer based).
- Prospective students are encouraged to apply by March 15 for fall admission or October 30 for spring admission; however applications received later may be considered.

GENERAL REQUIREMENTS

To earn a doctor of public administration degree from the University of Illinois at Springfield, you must fulfill the following requirements:

- Meet program matriculation requirements.
- Earn at least 54 doctoral-level hours of course credit with a grade-point average of at least 3.00, and a grade no lower than B in any core, research, or concentration course.
- Complete at least 12 semester hours of dissertation credit. During work on the dissertation, you are required to be enrolled in at least one dissertation credit hour each fall and spring semester.
- Successfully pass a comprehensive examination in the core courses, research courses, and area of concentration.
- Develop, present, and have approved a dissertation proposal.
- Research, write, and present a completed dissertation to your Dissertation Committee and satisfactorily complete an oral defense of the dissertation.
- Complete a graduation contract and pay graduation fees.



TRANSFER CREDIT

No more than 12 hours of approved course credit may be transferred to UIS for doctoral credit. You must earn a B or better in any course considered for transfer. All transfer credit to be applied must have been earned within five years of the first graduate course you took at UIS in pursuit of your doctoral degree. Exceptions to the provisions of this policy may be granted on a case-by-case basis.

TIME LIMITATION

All pre-dissertation credit earned at UIS that is to be applied toward the completion of your doctorate must be taken within eight consecutive years from your first doctoral course at UIS. This does not include prerequisites or closure requirements. Exceptions to the provisions of this policy may be granted on a case-by-case basis.

ACADEMIC ADVISING

Following admission to UIS as a fully admitted student, you will be assigned a temporary faculty adviser who will work with you until you have selected your permanent adviser and Plan of Study Committee. You may change advisers at any time by completing a Request for Change of Graduate Degree Program and/or Academic Adviser form.

Recognizing the maturity of doctoral students, UIS entrusts you with substantial initiative in the academic advising process. You should arrange an appointment with your adviser before each registration, particularly your first, and you should maintain contact with him or her throughout your academic studies. Written permission of your adviser is required before you can enroll in any DPA core, research, or concentration course.

DOCTORAL CLOSURE REQUIREMENT

Progress toward the Doctoral Degree

Once you have completed the core public administration and research courses with a B or better, you complete a concentration plan of study for a minimum of 20 credit hours in a specialized area, which must be approved by your Plan of Study Committee and the DPA director. Once these courses are successfully completed, you will be required to take and pass a comprehensive examination.

Doctoral Closure Requirements

On passing the comprehensive examination, you will be allowed to enroll in DPA 687 Dissertation Proposal Preparation Seminar. Preparation and defense of the dissertation proposal constitutes the beginning of the

closure requirement, which includes preparation and successful defense of the dissertation.

GRADUATION CONTRACT

The commencement ceremony to award degrees is held at the end of the spring semester. However, you may file a graduation contract during any semester or summer term in which you successfully defend your dissertation. You should submit the contract to the Office of Admissions and Records no later than the end of the fourth week of classes during a semester or the end of the third week of classes during a summer term.

The contract must be approved by your adviser and the program director. You may submit graduation contracts for early evaluation during your next-to-last term. Contract forms are available in the Office of Admissions and Records.

SECOND GRADUATE DEGREE

All program and campus requirements for the doctoral degree are in effect even if you have previously earned an advanced degree. Credit from a previous degree may not be used for the degree in process.

COURSE NUMBERING SYSTEM

Courses numbered 500 through 599 are open to doc-

toral students with the permission of their advisers. Courses numbered 600-699 are open to doctoral students if they have satisfied any applicable prerequisites. Courses numbered 599 and 699 are tutorials. Additional work and permission of instructor may be required for doctoral students enrolled in 500-level courses to count the course toward their concentrations.

ACADEMIC STANDARDS

For general information on grading, incomplete work, grade-point average, and plagiarism see pages 44-46.

ACADEMIC LOAD

For purposes of tuition and fees, a student enrolled for eight or more semester hours of doctoral course work during the fall or spring semesters or six semester hours of course work in the summer term is considered a full-time student. Students enrolled for fewer hours are considered part-time.

If you wish to enroll for more than 12 semester hours during the fall or spring semesters or more than eight semester hours during the summer term, you must submit a student petition form to the DPA office.

One of the academic load requirements that you must meet to qualify for financial assistance is to be

enrolled for at least six credit hours each semester. Additional information on the financial aid process can be obtained in the Financial Assistance section of this catalog, or by contacting the Office of Financial Assistance at 206-6724.

A *doctoral research assistant's* normal load is 16 to 24 hours for an academic year, usually eight to 12 hours per semester. Doctoral research assistants who wish to enroll for more than 24 hours in any academic year must have the approval of the adviser, the DPA director, and the appropriate dean.

GRADUATION GRADE-POINT AVERAGE

Doctoral students must earn a B or better in each core doctoral, required research, and concentration class.

GRADES ACCEPTABLE TOWARD THE DOCTORAL DEGREE

Doctoral students are expected to do scholarly work of high caliber. The DPA requires at least 54 doctoral level hours of course credit with a grade-point average of at least 3.00 and a grade no lower than B in any core, research, or concentration doctoral course. Students must earn a grade of B or better in any course considered for transfer.

Prerequisite courses do not count toward the 54 required doctoral hours. Credit/no credit will be allowed for prerequisite courses only. All DPA core, research, or specialization courses must be taken for letter grades.

ACADEMIC PROBATION AND SUSPENSION

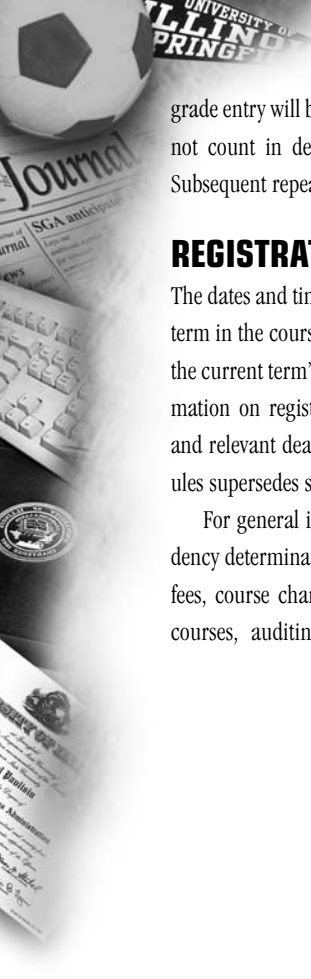
If your UIS cumulative grade-point average is less than 3.00, you will be placed on academic probation.

If you are on academic probation, you may enroll for up to eight hours credit in the subsequent semester (four hours in the summer term) with the approval of your adviser. If you are placed on academic probation at the end of two successive semesters, you will be suspended from UIS and must then wait two semesters before petitioning for re-admission. Students with exceptional circumstances may appeal immediately.

You can get complete details on UIS' academic probation policy from your faculty adviser or the registrar.

REPEATING COURSES

As a doctoral student you may repeat doctoral course work once (excluding dissertation credit) without penalty. The grade and hours earned when the course is repeated will appear on your transcript. The first



grade entry will be deleted from the transcript and will not count in determining the grade-point average. Subsequent repeats are not permitted.

REGISTRATION PROCEDURES

The dates and times of registration are published each term in the course schedule. The course schedule lists the current term's courses and gives up-to-date information on registration procedures, tuition and fees, and relevant deadlines. Information in course schedules supersedes similar information in this catalog.

For general information on tuition and fees, residency determination for tuition, mandatory and other fees, course charges, late registration fee, change of courses, auditing courses, veteran students, tran-

scripts, and withdrawal from courses, see pages 47-51.

FINANCIAL ASSISTANCE

The University of Illinois at Springfield provides or coordinates a number of federal and state financial assistance programs; DPA students are eligible for some of them. For more information, see pages 50-55.

DOCTORAL RESEARCH ASSISTANTS

A limited number of doctoral research assistant positions may be available each year to students who are pursuing the D.P.A. degree full time. Doctoral research assistants participate in research projects with faculty members individually and through the Abraham Lincoln Presidential Center for Governmental Studies.

The application deadline to ensure full consideration is March 1 for an appointment beginning with the following fall semester. Applicants must simultaneously apply for admission to the DPA program or must already have been admitted. Doctoral research assistants receive a stipend of \$18,000 for the nine-month academic year (\$2,000 per month), plus a tuition waiver for up to 12 hours during each regular semester and up to eight hours in the summer session. For information on doctoral research fellowships, please contact the DPA Program, University of Illinois at Springfield, One University Plaza, PAC 422, Springfield, Illinois 62703-5407; phone (217) 206-6076; fax (217) 206-7807; or visit the webpage at www.uis.edu/dpa/.



academic programs

College of Business and Management • (217) 206-6534

Accountancy
Business Administration
Economics
Management
Management Information Systems

College of Education and Human Services • (217) 786-6784

Educational Leadership
Graduate Certificates
Human Development Counseling
Human Services
Social Work
Teacher Education Minors*

College of Liberal Arts and Sciences • (217) 206-6512

African-American Studies Minor*
Applied Study and Experiential Learning Term
Astronomy-Physics Thematic Activity*
Biology
Capital Scholars

Chemistry
Clinical Laboratory Science
Communication
Computer Science
English
History
Individual Option
Liberal Studies
Mathematical Sciences
Modern Languages*
Music*
Philosophy Minor*
Psychology
Sociology/Anthropology
University Courses
Visual Arts
Women's Studies Minor*

College of Public Affairs and Administration • (217) 206-6523

Criminal Justice
Environmental Studies
Graduate Certificates
International Studies Minor*

Labor Relations Minor*
Legal Studies
Political Studies
Public Administration (Master's)
Public Administration (Doctorate)
Public Affairs Reporting
Public Health

*Although UIS does not offer a degree in this area, it does provide a group of courses that are designed to meet the student's unique professional and personal needs. With proper approval of the student's major program, such courses may be incorporated into the required course of study in the student's major, or they may be taken in addition to it. These courses may also be used in the design of a bachelor's degree in the liberal studies program or a master's degree in the individual option program.

THE CAPITAL SCHOLARS PROGRAM

A UNIQUE BACCALAUREATE EXPERIENCE OF THE UNIVERSITY OF ILLINOIS AT SPRINGFIELD

The Capital Scholars Program, open to a small number of highly qualified first-year college students, is a four-year baccalaureate experience combining an integrated core of general education courses with study of a foreign language and any of UIS' 20 undergraduate majors. The program provides academically well prepared and motivated students a unique opportunity to develop creative thinking, problem solving, and leadership skills through a high-quality, residential, educational experience based in the liberal arts. Focusing on the student's total growth in the personal, academic, social, and civic arenas, Capital Scholars features interdisciplinary and collaborative learning and is designed to develop student talents through small classes that encourage lively exchange between students and professors. Students learn actively, applying their skills to real community concerns. Problem-solving and research skills are emphasized throughout the four-year program.

At the heart of Capital Scholars is the understanding that leadership is important and that it is only

partly intuitive. Effective leaders *learn* their leadership skills, usually through trial and error. While not denying the experiential basis of good leadership, the Capital Scholars' philosophy stresses that preparation for leadership should not be hit or miss, but should be a component of higher education for highly qualified students. Capital Scholars courses incorporate the study of leadership, and the curriculum-wide focus on collaborative learning emphasizes leadership as an integral aspect of collaboration. An optional senior leadership seminar will also provide an opportunity to combine the study of leadership with an internship in a community agency or organization where leadership skills can be observed and practiced.

The Lincoln Residence Hall, exclusively for Capital Scholars, is the focal point for a learning community in which students, faculty, and community members come together for enrichment activities. Illinois leaders from the public and private sectors – representing scientific, artistic, and cultural interests – will join with students for social and cultural events, work-

shops, and evening seminars. Day and weekend trips to cultural and educational events in Chicago, St. Louis, and throughout central Illinois will be a regular option for students. A wide range of campus social events and entertainment will enliven the hours students spend away from their studies.

Contact: Information about Capital Scholars is available at (217) 206-7246. Information can also be requested at capitalscholars@uis.edu, or visit the website at www.uis.edu/%7Ecap/.

ADMISSION

Admission is open to students from Illinois and elsewhere who have demonstrated high academic achievement and a potential for creativity and leadership. Students admitted to the program are expected to have excellent written and oral communication skills and to want a challenging intellectual experience in their college education.

To be considered for admission, students must

have completed 15 units (one unit = one year's study in the subject) of high school work in the following categories:

Four units of English emphasizing written and oral communication and literature

Three units of social studies emphasizing history and government

Three units of mathematics including introductory through advanced algebra, geometry, and trigonometry, or fundamentals of computer programming (four units recommended)

Three units of laboratory science (four units recommended)

Two units of a foreign language (four units recommended)

Students with these qualifications are selected based on an overall evaluation of the following: class rank, grade-point average, College Board or ACT score, writing sample, creative and leadership potential, and letters of recommendation from at least two teachers or others acquainted with the applicant's academic work. A personal or telephone interview with a member of the admissions committee may also be a component of the selection process.

REQUIREMENTS

To graduate from UIS as a Capital Scholar, students must complete 120 hours including the 40-hour integrated core curriculum, 4 to 16 hours of spoken foreign language, a major of 30 to 36 hours, 12 hours of UIS requirements, and 16 to 34 hours of electives or a minor.

Integrated Core Curriculum 40 Hrs.

CAP 101 Capital Scholars Seminar (Year 1, Fall)	2 Hrs.
CAP 111 Writing for Cultural Literacy (Year 1, Fall)	3 Hrs.
CAP 121, 122, 225, 226 Interdisciplinary Humanities and Social Science (Year 1 and 2, Fall and Spring)	12 Hrs.
CAP 141, 142 Biology and Chemistry of the Environment (Year 1 or 2, Fall and Spring)	8 Hrs.
CAP 112 Oral Communication (Year 1, Spring or Year 2, Fall)	3 Hrs.
CAP 131 College Mathematics * (Year 1, Spring or Year 2, Fall)	3 Hrs.
CAP 211 Writing in the Discipline (Year 2, Spring)	3 Hrs.
CAP 251 Art and Music (Any year, Fall)	3 Hrs.

CAP 252 Technology, Information, and Society (Any year, Spring) 3 Hrs.

Other General Education 16-28 Hrs.

Foreign language (up to four semesters – any semester) 4-16 Hrs.

LSC, PAC, and AST (including 2 of the 3 areas – Years 3 and 4, any semester) 12 Hrs.

Major, Minor, and General Electives 52-64 Hrs.

Major (any of 20 majors) 30-36 Hrs.

General Electives or Minor 16-34 Hrs.

Total Bachelor's Degree 120 Hrs.

** CAP 131 is waived for students taking other approved college mathematics courses.*

COURSE DESCRIPTIONS

First-year Seminar

CAP 101 Capital Scholars Seminar (2 Hrs.)

Introduces students to UIS, to the interdisciplinary core curriculum and its goals, and to the personal and social transition they are making in entering higher education.

Ensures that students have the skills necessary for academic success: study skills, library resources, familiarity with basic computer software, Internet access, etc. Each section will have approximately 20 students, with the professor serving as the initial academic adviser for students in his or her section. Prerequisite: Admission to the Capital Scholars Program.

Communication Sequence (CAP 111, 112, and 211)

CAP 111 Writing for Cultural Literacy (3 Hrs.)

Enhances students' critical thinking and essay writing skills and ensures that they have the skills to write at college level. Major writing assignments will evolve from and complement the course CAP 121 How Do You Know? Exploring Human Knowledge, which will be taken concurrently. Operating as a "writing lab," the course includes a considerable amount of in-class writing. Prerequisite: Admission to the Capital Scholars Program.

CAP 112 Oral Communication (3 Hrs.)

Emphasizes development of effective speaking skills through students' in-class presentations and panel discussions, as well as through critical analysis of the effectiveness of oral communication. This course is not limited to "public speaking" in the narrow sense, but examines effective communication in a variety of contexts ranging from committee work through television news to formal speeches. Prerequisite: CAP 111.

CAP 211 Writing in the Discipline (3 Hrs.)

Introduces students to the styles and formats of written communication in specific disciplines. Sections for social science and humanities majors, science and mathematics majors, and professional and business majors are offered. Taught by teams of disciplinary faculty and writing specialists. Prerequisite: CAP 112.

Interdisciplinary Humanities and Social Science Sequence (CAP 121, 122, 225, 226)

These four courses examine the intellectual and cultural heritage from Western and non-Western traditions. Each course is team-taught by faculty representing a variety of disciplines, and each focuses on a different topic, examining it from literary, historical, philosophical, and social science perspectives. In addition to providing broad understanding of each topic, this format introduces students to faculty perspectives from each of the major humanities and social sciences disciplines, as well as the business and professional fields.

CAP 121 How Do You Know? Exploring Human Knowledge (3 Hrs.)

Uses current issues, case studies, and direct experience to explore the methods that various disciplines in the humanities and social sciences employ to justify claims to knowledge. Topics include the reliability of sense perception, the influences of culture on science, research methods, fallacious arguments, and poetic truth. Prerequisite: Admission to the Capital Scholars Program.

CAP 122 Who Am I? Exploring Identity and Community (3 Hrs.)

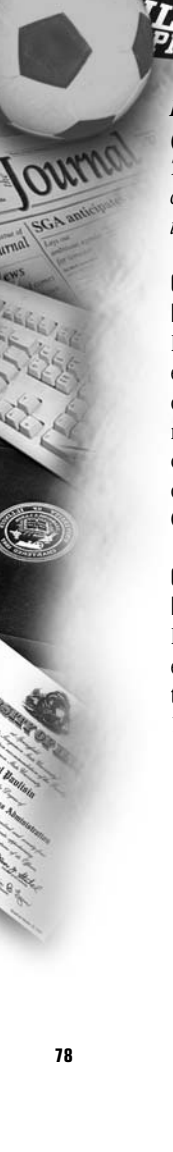
Explores the concept of self. Major topics include the definition of self in various times and cultures, the relation of self to others and to society, the definition and presentation of self at various stages of life, and other factors affecting understanding of self, self-development, and community. Prerequisite: CAP 121.

CAP 225 What Is Good? Exploring Values and Tradeoffs (3 Hrs.)

Seeks to illuminate assumptions of "the good" by attempting to uncover those aspects of life considered to be valuable. Exposure to historical and cross-cultural interpretations of value as they are manifested in politics, economics, culture, science, art, and spirituality. Students will be challenged to examine their own values and will be encouraged to consider ways to change dominant culture consistent with their interpretation of the quality of life. Prerequisite: CAP 122.

CAP 226 What Is Power? Exploring Control, Cooperation, and Self-Determination (3 Hrs.)

Explores various contexts of power, analyzing definitions, concepts, and theories of power and identifying who has power and who lacks it. Major topics will include comparisons of power in specific periods of history, cross-cultural views of power, political economy, new social movements, and personal power. Prerequisite: CAP 225.



**Interdisciplinary Science Sequence
(CAP 141 and 142)**

This is a two-semester interdisciplinary biology and chemistry sequence focusing on the ways humans interact with and affect the environment.

CAP 141 Biology and Chemistry of the Environment I (4 Hrs.)

Focuses on the ways humans interact with and affect the environment. Topics include the principal characteristics of the living and non-living components of the environment — atoms, matter, molecular structure, biomolecules, water, and energy, as well as cellular structure and organization. Includes lab. Prerequisite: Admission to the Capital Scholars Program.

CAP 142 Biology and Chemistry of the Environment II (4 Hrs.)

Includes the diversity of living things, the cell cycle, the energetics of living systems, ecosystems, and human transformations of the environment. Prerequisite: CAP 141.

Additional Integrated Core Curriculum Courses

CAP 131 College Mathematics (3 Hrs.)

Emphasizes the understanding of mathematical aspects of real-world problems using calculators and personal computers as tools. Designed for students majoring in humanities and social science fields who need a solid background in mathematics but who do not need calculus and who are not planning to take additional college-level mathematics. Includes concepts from statistics, logic and problem solving, modeling, and business in the interpretation and solution of problems. Also explores the use of mathematics in art and music. Prerequisites: C or better in intermediate algebra and geometry, or permission of instructor, and admission to the Capital Scholars Program. *Waived for students taking other approved college mathematics courses.*

CAP 251 Art and Music (3 Hrs.)

Examines a variety of musical and artistic genres, European and non-European, traditional and popular. Fo-

cuses on issues of artistic creation, form, style, and appreciation. Prerequisite: Admission to the Capital Scholars Program.

CAP 252 Technology, Information, and Society (3 Hrs.)

Examines the social and cultural implications of information technology. Explores computing and telecommunications, their development and proliferation, as well as legal and ethical issues. Includes individualized hands-on exposure to advanced and special-purpose computer hardware and software. Prerequisite: Admission to the Capital Scholars Program.

Optional Course

CAP 401 Senior Leadership Seminar (4 Hrs.)

Recommended for all Capital Scholars who wish to explore the theoretical and practical aspects of leadership, whether in public service, business, science, or the arts. May be combined with an applied study term (AST) or other experiential learning in some cases. Prerequisite: Admission to the Capital Scholars Program.



college of business and management



COLLEGE OF BUSINESS AND MANAGEMENT

RONALD McNEIL, DEAN

The College of Business and Management offers a select number of programs that prepare students for challenging careers and positions in private and public sector organizations. Reflecting the historic diversity of the campus community, the college is committed to addressing through its curriculum content and delivery the needs of both traditional and nontraditional learners in the Springfield community and beyond.

THE COLLEGE MISSION

The College of Business and Management seeks to have a personal and interactive environment in which traditional and nontraditional students are given learning opportunities to prepare them for careers and positions in corporate, government, and nonprofit organizations. This mission places the highest priority on teaching, which is predominately delivered by full-time faculty members with the appropriate degree, scholarship, and service; seeks to promote learning through the continuous enhancement of the curricu-

lum and its delivery; encourages the development of professional competencies, attitudes, and ethics among students and faculty; acknowledges the effects of increasing globalization, technological advancements, and diversity in workplaces; supports the professional development and renewal of the faculty; and encourages meaningful contributions to academic, professional, and local communities through outreach and service.

DEGREES, MINORS, AND CONCENTRATIONS

Students in the College of Business and Management may earn undergraduate degrees in accountancy, business administration, economics, and management. All of these programs share certain core skill-based and knowledge-based goals essential to managerial effectiveness. Skills include communication, ethical understanding and reasoning, analysis, and problem solving. The common knowledge base addresses the following areas: ethical responsibilities in organizations and society; financial theories, analysis,

reporting, and markets; creation of values through integrated production and distribution of goods and services; group and individual dynamics in organizations; domestic and global economic environments; and understanding the multicultural setting.

Undergraduates may also earn a minor in accountancy, general business, economics, and management information systems.

The college offers master's degrees in accountancy, business administration, and management information systems. These are advanced professional programs that examine the theory and practice of organizational management in general or in particular areas of organizations.

ONLINE DEGREES

Master of Science: Management Information Systems

ACCREDITATION

The College of Business and Management is in candidacy status with AACSB International.

ACCOUNTANCY, B.A./M.A.

Faculty Leonard L. Branson, Carol M. Jessup, Bonnie M. Moe, John S. Nosari, David R. Olson, Donald F. Stanhope (emeritus), John C. Stroope

Associated Faculty Adil Mouhammed

Adjunct Faculty R. Stephen Scott

Degrees offered: Bachelor of Arts, Master of Arts, Undergraduate Minor

DEPARTMENTAL GOALS AND OBJECTIVES

The goal of the department is to prepare students for challenging careers and positions of leadership in both the private and public sectors. Specific objectives of the department are 1) to create a professionally oriented learning environment in which disciplinary competencies and professional ethics develop and grow, 2) to emphasize conceptual knowledge and the development of analytical and problem-solving skills, 3) to nurture a sense of personal, professional, and social responsibility, and 4) to serve as an information resource and a networking hub for students, alumni, employers, and professional organizations.

ADVISING

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements.

Contact: Information about the accountancy program is available at (217) 206-6541. Information can also be requested at acc@uis.edu.

THE BACHELOR'S DEGREE

The bachelor's program prepares students for careers in business, government, and nonprofit organizations. The objectives of the program are to develop technical competencies in each of the major areas of accounting – financial, managerial, auditing, and taxation – and to provide students with educational qualifications needed for the professional certifications of certified management accountant (CMA), certified internal auditor (CIA), and certified information systems auditor (CISA).

ENTRANCE REQUIREMENTS

All departments in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, statistics, and the behavioral sciences. In addition, the accountancy pro-

gram also requires foundation knowledge in computer applications. UIS courses that satisfy the foundation knowledge requirement include:

- ACC 211 Introduction to Financial Accounting **and**
- ACC 212 Introduction to Managerial Accounting
- ECO 313 Statistics for Business and Economics
- MAT 113 Business Calculus (or other calculus or finite math equivalent)
- Either ECO 201 Introduction to Microeconomics **and**
- ECO 202 Introduction to Macroeconomics **or**
- ECO 315 Economics for Administration
- CSC 317 Software Packages
- Behavioral science course (psychology, sociology, etc.)

Coursework equivalent to the above will be accepted on approval by the adviser.

Foundation coursework does not apply toward the 60 hours of upper-division coursework required for the degree.

DEGREE REQUIREMENTS

A student must complete 60 semester hours of upper-division coursework to earn a B.A. in accountancy.

College Core **18 Hrs.**

(Required of all undergraduate College of Business and Management students)

BUS 302 Principles of Financial Management	3 Hrs.
BUS 312 Principles of Marketing	3 Hrs.
BUS 322 Principles of Operations Management	3 Hrs.
MGT 310 Managing Organizational Behavior	3 Hrs.
MIS 352 Principles of MIS	3 Hrs.
MGT 488 Strategic Management and Leadership	3 Hrs.

Accounting Core **24 Hrs.**

ACC 321 Intermediate Financial Accounting I	4 Hrs.
ACC 322 Intermediate Financial Accounting II	4 Hrs.
ACC 323 Advanced Financial Accounting	4 Hrs.

ACC 433 Intermediate Managerial Accounting	4 Hrs.
ACC 443 Federal Income Taxation	4 Hrs.
ACC 464 Auditing Concepts and Responsibilities	4 Hrs.
University requirements (AST, PACs, or LSCs) Electives	12 Hrs. <u>6 Hrs.</u>
Total	60 Hrs.

With adviser approval, community college transfer students may waive ACC 321 and 322 if they recently completed equivalent courses with a grade of B or better. A minimum of 22 hours of business or accounting courses must be taken at UIS. Also, a minimum of 12 hours of accountancy courses must be taken at UIS. Acceptance of accountancy core transfer credit is subject to departmental approval.

Accounting majors must have a 2.00 GPA in accounting core courses to graduate. University requirements must be taken in at least two of the three areas.

ACCOUNTANCY MINOR

To earn a minor in accountancy, students must complete a minimum of 16 semester hours, at least eight

hours of which must be upper-division coursework taken at the University of Illinois at Springfield.

Required courses (or their equivalents) include:

ACC 211 Introduction to Financial Accounting	3 Hrs.
ACC 212 Introduction to Managerial Accounting	3 Hrs.
ECO 201 Introduction to Microeconomics	3 Hrs.
ECO 202 Introduction to Macroeconomics	3 Hrs.
ACC 321 Intermediate Financial Accounting I	4 Hrs.

A minimum GPA of 2.00 (on a 4.00 scale) in accounting coursework is required for the accountancy minor. Students should consult a department faculty member to ensure that the requirements for a minor are met.

THE MASTER'S DEGREE

The goals of the master's degree in accountancy are to enhance the student's ability to perform as a professional accountant by providing advanced coursework in all areas of accounting and to serve those wishing to meet the 150-hour requirement to sit for the CPA examination.

ENTRANCE REQUIREMENTS

Applicants must have taken the following: introductory courses in financial and managerial accounting, college math through business calculus, introductory courses in micro and macro economics, statistics, and computer applications. The following courses are also required.

- ACC 321 and 322 Intermediate Financial Accounting I and II
ACC 433 Intermediate Managerial Accounting
ACC 443 Federal Income Taxation
ACC 464 Auditing Concepts and Responsibilities

Students must have a G.P.A. of 2.70 (on a 4.00 scale) in accounting prerequisite courses. Students may be admitted conditionally until all admissions requirements are met.

PROGRAM REQUIREMENTS

- ACC 507 Professional Research in Accountancy 4 Hrs.
Accounting topics 20-24 Hrs.
Business and administrative topics 4-8 Hrs.
ACC 581 Master's Project 1 Hr.
Total 33 Hrs.

GRADUATION REQUIREMENTS/ MASTER'S CLOSURE

Students must satisfy all UIS requirements and complete a master's closure exercise. The master's closure topic may be in any area of accounting in which the student has completed advanced coursework and where the topic and research proposal have been approved by the faculty. Campus policy requires that students be enrolled in at least one semester hour of master's closure credit for *each* semester after they have begun their graduate closure exercise until that exercise is completed.

CONTINUING PROFESSIONAL EDUCATION

UIS' College of Business and Management is officially recognized by the state of Illinois as a sponsor of continuing professional education (CPE) courses for accountants. Information about specific courses and CPE credit can be obtained by calling the accountancy department at (217) 206-6541.

COURSE DESCRIPTIONS

ACC 211 Introduction to Financial Accounting (3 Hrs.)
Study of the basic principles, concepts, and procedures

for collecting and recording accounting information, and preparation and analysis of financial statements. Examines the accounting cycle and accounting for assets, liabilities, and owners equity.

ACC 212 Introduction to Managerial Accounting (3 Hrs.)

Continuation of ACC 211. Study of the managerial accounting concepts and procedures that aid managers in planning operations, controlling activities, and making decisions for economic entities. Prerequisite: ACC 211.

ACC 321 Intermediate Financial Accounting I (4 Hrs.)


Development and application of accounting theory to issues related to financial statements, assets, liabilities, and measurements of income. Prerequisites: Principles of accounting, or equivalent, and familiarity with spreadsheet application software.

ACC 322 Intermediate Financial Accounting II (4 Hrs.)

Development and application of accounting measurement and reporting issues related to financial statements. Special topics include accounting for income taxes, pensions, revenue recognition, liabilities, leases, earnings per share, and price-level and current-value accounting. Prerequisite: ACC 321.

ACC 323 Advanced Financial Accounting (4 Hrs.)

Application of accounting concepts and principles to a



variety of business problems and forms of business organizations including partnerships, business combinations, consolidations, and foreign operations and developing international accounting standards. Prerequisite: ACC 322.

ACC 433 Intermediate Managerial Accounting (4 Hrs.)

Development of accounting information to assist internal management decisionmaking and use of accounting systems for control to maximize profits consistent with other management responsibilities. Prerequisite: Principles of accounting, or equivalent.

ACC 435 Accounting Information Systems (4 Hrs.)

Information system concepts, computer technology, system analysis, design, and application to computer-based accounting systems that provide adequate internal control. Prerequisite: ACC 311, or equivalent.

ACC 443 Federal Income Taxation (4 Hrs.)

Basic concepts of federal income taxation as they apply to individuals, corporations, and partnerships; study of current tax legislation and its consequences for social and economic aspects of society. Prerequisite: Principles of accounting, or equivalent.

ACC 464 Auditing Concepts and Responsibilities (4 Hrs.)

Role of the attest function in society and knowledge of concepts and techniques underlying the audit process. Includes historical evolution of the attest function, its ap-

plication to financial statement auditing, internal auditing, compliance auditing, and operational auditing. Prerequisite: ACC 321, or consent of instructor. See PAD 421.

ACC 465 Information Systems Auditing (4 Hrs.)

Study of auditing today's highly integrated information systems. Includes electronic data interchange, electronic commerce, data security, data warehousing, evaluation of all aspects of internal control, and risk assessment. Prerequisite: ACC 435, its equivalent, or consent of instructor.

ACC 507 Professional Research in Accountancy (4 Hrs.)

Analysis of research strategies used in conducting empirical research in the fields of financial accounting, taxation, auditing, managerial, and governmental accounting. Prerequisite: all master's degree entrance requirements.

ACC 508 Advanced Managerial Accounting (4 Hrs.)

In-depth study of planning, control, and decision making as they relate to government, not-for-profit entities, and industry. Examines the behavioral accounting literature related to long-term planning (strategic planning), short-term planning (budgeting), organizational control, and decision making. Prerequisite: ACC 433.

ACC 513 Seminar in Internal and Operational Auditing (4 Hrs.)

Study of the development of the internal audit profession and governmental auditing. Includes the study of inter-

nal audit standards, governmental audit standards, and the application of audit techniques in performing preliminary surveys, compliance, and operational auditing. Prerequisite ACC 464.

ACC 520 Governmental and Nonprofit Accounting (4 Hrs.)

Major concepts, principles, and objectives of accounting for governmental and other nonprofit entities with major emphasis on external reporting issues, including analysis of comprehensive financial reports and current developments in relevant professional literature. Prerequisite: ACC 321.

ACC 521 Seminar in Governmental and Nonprofit Accounting (4 Hrs.)

Critical analysis of the major conceptual literature in accounting and financial reporting for governmental and nonprofit entities, including such topics as disclosure quality, service efforts and accomplishments reporting, agency theory, and governmental capital markets literature. Prerequisite: ACC 520.

ACC 522 Seminar in Financial Accounting (4 Hrs.)

Objectives of financial accounting and reporting for business and non-business entities, including ethical responsibilities of reporting and disclosure. Various theories of income measurement and asset valuation studied and compared. Prerequisite: ACC 322.

ACC 524 Advanced Auditing (4 Hrs.)

In-depth study of generally accepted auditing and attestation standards as promulgated by the American Insti-

tute of Certified Public Accountants. Includes an in-depth study of the application of GAAS in public accounting practice. Prerequisite: ACC 464.

ACC 544 Advanced Corporation and Partnership Taxation (4 Hrs.)

Tax factors affecting business decisions of corporations and partnerships; special problems in reorganizations and liquidations. Advanced development of basic concepts introduced in ACC 443; includes a major project in corporate or partnership taxation. Prerequisite: ACC 443, or equivalent.

ACC 546 Tax Research (4 Hrs.)

Advanced topics in taxation with major emphasis on the development of tax research skills. Other topics include estates, gifts, and trusts; tax planning, training, and ethical responsibilities of a tax professional practitioner. Prerequisite: ACC 443, or equivalent.

ACC 550 Professional Education and In-Agency Seminars (1 to 4 Hrs.)

A maximum of four hours credit may be earned by attending professional education seminars and courses on accounting topics. To receive credit, the student must submit a proposal containing a topical outline and bibliography for approval by the program faculty before attending and prepare a project paper after attending.

ACC 562 Commercial Law (4 Hrs.)

Treatment of legal problems inherent in business trans-

actions and in-depth coverage of their accounting and auditing implications. Emphasizes topics important to professional accountants (e.g., contracts, commercial paper, Uniform Commercial Code, estates and trusts, securities regulations, property, and bankruptcy). Extensive use of case studies and analyses. Prerequisite: ACC 464. See LES 562.

ACC 581 Master's Project (1 Hr.)

The master's project is the capstone of the M.A. program and fulfills the campus' closure requirement for the master's degree. After the student studies the academic and professional literature on accounting, the master's project will lead to an increased appreciation of the benefits, problems, and limitations of accounting research as well as enhance the student's interest in and ability to carry out his or her own continuing professional education. The project should use an empirical method that requires planning and conducting original field or laboratory research. Prerequisite: ACC 507, and consent of the faculty member chosen by the student to supervise the project. **Note:** If the master's project is not completed during the initial enrollment in ACC 581, students must register to audit the course for one credit hour in *all* subsequent semesters until the project is completed.

Independent Study: Tutorial

ACC 499 Tutorial (1 to 4 Hrs.)

Independent directed study. Prerequisite: consent of the faculty member.

ACC 599 Tutorial (1 to 4 Hrs.)

Independent directed study. Prerequisite: consent of the faculty member.

Service Courses

(Not accepted toward satisfaction of accountancy department requirements)

ACC 311 Administrative Uses of Accounting (4 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

For students whose objectives are to develop an understanding of uses of accounting information for planning, control, and decision making. Emphasizes accounting processes and measurements, significance and limitations of financial statements, and managerial accounting concepts and applications.

ACC 505 Financial Management for Nonprofit Organizations (4 Hrs.)

Financial statements, financial planning and budgeting, cash management and control, fund accounting, accounting systems and reports, cash vs. accrual accounting, presentation of financial data, and financial organization and staffing.



BUSINESS ADMINISTRATION, B.B.A.

Faculty Feng Shun (Leo) Bin, Dyanne Ferik, Daniel J. Gallagher, John Grznar, Richard Judd, Moshe Levin (emeritus), Ardeshir Lohrasbi, Paul McDevitt, Ronald McNeil, Laurel Newman, David O’Gorman, John Palmer, Xia Pan, Mark Puclik, Nancy Scannell, Ronald Spahr, Robert Wright, Tatyana Zabolina

Associated Faculty Shahram Heshmat

Adjunct Faculty Robert Maple

Degrees offered: Bachelor of Business Administration, Undergraduate Minor in General Business

DEPARTMENTAL GOALS AND OBJECTIVES

The goal of the business administration program is to provide students with a broad rather than specialized course of study that will prepare them for employment in private or public organizations of any size. Building on the core business knowledge provided to all CBM students, the department offers students the opportunity to broaden their knowledge of the business enterprise through advanced study in the areas of finance, management, marketing, and operations management. Specific objectives of the program are 1) to offer students a boundary-spanning degree program that includes selected coursework from multiple business disciplines rather than coursework from only one discipline, 2) to enable students to gain a broader understanding of the functional areas of business,

3) to build competencies in critical thinking, analysis, and decision making in the areas of marketing, finance, management and operations management, and 4) to develop an understanding of the legal, social, and ethical environment in which business operates, its impact on business, and recognition of appropriate responses to the environment.

ADVISING

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements.

Contact: Information about the business administration program is available at (217) 206-6780. Information can also be requested at bus@uis.edu.

THE BACHELOR’S DEGREE

The bachelor of business administration is designed

to prepare students for responsible positions in various types of business enterprises. Students may complete their coursework during the day or through evening classes at the Springfield campus. In addition, some classes are offered in other locations in Central Illinois.

ENTRANCE REQUIREMENTS

All departments in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, statistics, and the behavioral sciences. UIS courses that satisfy the foundation knowledge requirement include:

ACC 211 Introduction to Financial Accounting **and**

ACC 212 Introduction to Managerial Accounting

or ACC 311 Administrative Uses of Accounting

ECO 313 Statistics for Business and Economics

MAT 113 Business Calculus (or other calculus or finite math equivalent)

ECO 201 Introduction to Microeconomics **and**
 ECO 202 Introduction to Macroeconomics **or**
 ECO 315 Economics for Administration
 Behavioral science course (psychology, sociology, etc.)

Coursework equivalent to the above will be accepted on approval by the adviser.

Foundation coursework does not apply toward the 60 hours of upper-division coursework required for the degree.

DEGREE REQUIREMENTS

A student must complete 60 semester hours of upper division coursework to earn a B.B.A.

College Core	18 Hours
(Required of all undergraduate College of Business and Management students)	
BUS 302 Principles of Financial Management	3 Hrs.
BUS 312 Principles of Marketing	3 Hrs.
BUS 322 Principles of Operations Management	3 Hrs.
MGT 310 Managing Organizational Behavior	3 Hrs.

MIS 352 Principles of Management Information Systems	3 Hrs.
*MGT 488 Strategic Management and Leadership	3 Hrs.

(*MGT 488 may not be waived and may not be taken prior to, or concurrently with, other CBM core courses).

Business Administration Core

BUS 332 Legal Environment of Business	4 Hrs.
Business electives	12 Hrs.

Electives

UIS requirements (AST, PACs, or LSCs)	12 Hrs.
General electives	<u>14 Hrs</u>
Total	60 Hrs.

At least four hours of the business electives must be BUS prefix coursework and the remaining eight hours must be within the College of Business and Management. All electives require approval of the adviser.

Other degree requirements

A GPA of 2.00 or better is required for graduation.

B.B.A. degree candidates may not take any course on a credit/no credit or a pass/fail basis. A grade of D will not be accepted for MGT 488; this includes the grades D+ and D-.

GENERAL BUSINESS MINOR

To earn a general business minor, students must complete 13 semester hours of coursework. Prerequisite coursework includes two accounting courses (ACC 211 and ACC 212 or ACC 311) and two economics courses (ECO 201 and ECO 202 or ECO 315).

Required courses (or their equivalents)

include:

BUS 302 Principles of Financial Management	3 Hrs.
BUS 312 Principles of Marketing	3 Hrs.
MGT 311 Management Skills and Organizational Behavior	3 Hrs.


Electives

Business elective (must have adviser approval)	<u>4 Hrs.</u>
Total	13 Hrs.



COURSE DESCRIPTIONS

(not accepted toward satisfaction of M.B.A. program requirements)

 *Course available online; may also be available on campus. Refer to the current course schedule for further information.*

BUS 300 Marketing Communications (4 Hrs.)

Online service course for students not in the College of Business and Management and for students with no prior coursework in business or marketing. An introduction to business and marketing is followed by several major topics within the field of marketing including targeting, advertising, two-way communications, marketing on the Internet, sales management, and the personal selling process. May not be used toward any degree awarded by the College of Business and Management.

BUS 302 Principles of Financial Management (3 Hrs.)

(CBM Core Course)

Introduction to the analysis of financial operations, decision processes, and analytic tools used in the financial management of the business enterprise. Provides special attention to areas of capital budgeting, cost of capital, ethical issues, investment decisions, and working capital management. Prerequisites: ACC 311, CSC 317, ECO 313, ECO 315, and advanced mathematics, or equivalents.

BUS 312 Principles of Marketing (3 Hrs.)

(CBM Core Course)

Covers the basic theories that guide marketing practice, and acquaints students with the fundamental concepts of marketing. The course focuses on marketers' use of price, product, promotion, and distribution strategies to create a sustainable differential for a target market segment. Prerequisites: ACC 311 and ECO 315, or equivalents.

BUS 322 Principles of Operations Management (3 Hrs.)

(CBM Core Course)

Introduction to OM techniques including their application to functional areas of the business enterprise and operations control. Topics include product and production planning, facilities layout and location planning, project evaluation and control, linear programming, waiting line and inventory modeling, production control, and quality planning and control. Prerequisites: CSC 317, ECO 313, and advanced mathematics, or equivalents

BUS 331 Business and Society (4 Hrs.)

Role of business in our society and the interactions it has with various segments of the society. Specific areas examined include the legal environment; social responsibility of business, political, and social forces; and ethical dilemmas that can occur. Prerequisite: ECO 315, or equivalent.

BUS 332 Legal Environment of Business (4 Hrs.)

Introduction to the nature and function of law and legal

systems and their impact on business. Specific areas of study include private, regulatory, securities, labor, employment, and antitrust law and business organization. Prerequisite: ECO 315, or equivalent.

BUS 341 Principles of Management (4 Hrs.)

Fundamental principles and processes appropriate to understanding of management. Topics include planning, organizing, directing, controlling, and decisionmaking. Prerequisite: ECO 315, or equivalent.

BUS 351 Human Resource Management (4 Hrs.)

Introduction to the field of personnel management. Topics include employment, placement, personnel planning, training and development, performance appraisal, compensation and benefits, labor relations, and legal and ethical issues associated with health, safety, and security. These topics are examined in relation to the operational activities of the profit-seeking business enterprise. Prerequisite: ECO 313, or equivalent.

BUS 354 Entrepreneurship (4 Hrs.)

Elements of entrepreneurship, highlighting successful characteristics. Functions of the entrepreneur explained and illustrated. Students examine personal and commercial strategies that can be used in establishing new business ventures. Prerequisite: BUS 312.

BUS 355 Small Business Management (4 Hrs.)

Role of small business in the economy, characteristics of

small businesses and owner-managers, marketing and producing product or service, maintaining financial health, and the future of small business. Prerequisite: BUS 312.

BUS 356 Franchising (4 Hrs.)

History of franchising, with pros and cons and how to plan a franchise. Primary functional components explained and illustrated, including marketing, finance, legality, and operations. The franchise package, franchiser/franchisee relationships, and international franchising also addressed. Prerequisite: BUS 312.

BUS 401 Case Studies in Finance (4 Hrs.)

An in-depth study of the major concepts in financial management. Particular emphasis is placed on financial analysis and planning, working capital management, capital investment decisions, the cost of capital, and long-term financing decisions. Prerequisite: BUS 302.

BUS 433 Introduction to Marketing Management (4 Hrs.)

Introduction to marketing management including the establishment of marketing objectives, the identification of target markets, and the development, execution, and implementation of marketing mixes. Prerequisite: BUS 312.

BUS 435 Sales and Sales Management (4 Hrs.)

Principles of successful professional selling. The management aspect concerns recruitment, organization, mo-

tivation, direction, and control of the sales force. Requires access to the Internet for some assignments. Prerequisite: BUS 312.

BUS 436 Marketing Promotions (4 Hrs.)

In-depth study of the major concepts in the promotional aspect of marketing management. Particular emphasis is placed on the elements of the promotion mix (i.e., personal selling, sales promotion, direct marketing, advertising, public relations/publicity) as well as the promotion planning process and the development of promotion strategy, a vitally important element of an organization's marketing promotions. Prerequisite: BUS 312

BUS 443 Financial Investment Analysis (4 Hrs.)

Elements of an "ideal" investment and examination and testing of specific investment securities. Considers alternative approaches to management of stock and fixed-income security portfolios. Problems and cases are assigned for analysis. Prerequisite: BUS 302.

BUS 445 Financial Institution Management (4 Hrs.)

Introduction to the financial management of financial institutions. Provides broad knowledge and skills in the practices of commercial bank, pension fund, thrift, insurance, and finance company management. An analysis of the nature, purposes, and objectives of the American financial system is stressed. Topics also include "non-banks" and financial regulation/deregulation. Prerequisite: BUS 302.

BUS 446 Capital Budgeting (4 Hrs.)

Examination of the theory and application of a firm's investment in fixed assets and current asset accounts as necessary to support fixed asset acquisitions. Prerequisite: BUS 302.

BUS 449 Production Planning and Quality Control (4 Hrs.)

Selected topics from production theory, application of quantitative methods to current production problems, and integration of production planning within overall objectives of the firm. Prerequisite: BUS 322.

BUS 458 Quality Management (4 Hrs.)


Examines the theory, history, and management of quality management programs in business organizations in the U.S. and abroad. The primary focus will be on the management of quality in the areas of operations and human resources in manufacturing and service industries. Prerequisite: BUS 341 or MGT 310. See MGT 458.

BUS 459 Production and Inventory Management (4 Hrs.)

Models used for materials management and control of purchased goods and services. Includes EOQ models, simulations, cases, exercises, and problems. Prerequisite: BUS 322.

BUS 461 The Digital Economy: Organizing for a Competitive Advantage (4 Hrs.)

An exploration of the current and anticipated impact of technology on the effectiveness of today's organizations.



Specifically, the course focuses on building and reshaping organizations to enhance effectiveness in the digital economy. Part of the course will be devoted to identifying and using sources of information relevant to knowledge driven organizations. Students will also gain experience completing a project as a member of a virtual team. Prerequisite: BUS 341.

BUS 471 Human Resources Planning and Staffing (4 Hrs.)

Addresses organizational analysis, job analysis and its impact on other HR functions (i.e. recruitment, and selection, performance appraisal, compensation), determining employee staffing levels, recruitment processes and sources to maximize the number of qualified applicants for positions, and effective selection techniques. Prerequisite: None.

BUS 472 Compensation and Benefit Strategies (4 Hrs.)

An exploration of total compensation in support of organizational strategy. Components of total compensation are evaluated with respect to whether they appropriately influence behavior in light of four questions. Do people join an organization because of pay? Do people stay or leave because of pay? Do people perform better because of pay? Do people more readily agree to develop relevant job skills because of pay? Prerequisite: BUS 351 or MGT 341.

BUS 473 Employee Appraisal and Development (4 Hrs.)

Examines processes by which organizations and managers provide feedback and develop employee talents to their maximum potential. Topics include needs assess-

ment, employee performance appraisal, career planning, and training. Prerequisite: BUS 351 or MGT 341

BUS 483 Business Policy (4 Hrs.)

Problem solving in business from an upper-management perspective. Interrelationships between the marketing, finance, operations, and human behavior perspectives are addressed, particularly with respect to developing enterprise strategies to attain objectives in the context of the containing environment. Also considers corporate social responsibility to the individual and society. Prerequisites: All core courses.

BUS 499 Tutorial in Business Administration (1 to 10 Hrs.)

MASTER OF BUSINESS ADMINISTRATION, M.B.A.

Associated Faculty Feng Shun (Leo) Bin, Dyanne Ferk, Carol Jessup, Richard Judd, Ardeshir Lohrasbi, Paul McDevitt, Ronald McNeil, Bonnie Moe, Adil Mouhammed, Laurel Newman, John Nosari, David O’Gorman, Donald O’Neal, John Palmer, Mark Puclik, Nancy Scannell, Ronald Spahr, Robert Wright

Degree offered: Master of Business Administration (M.B.A.)

PROGRAM GOALS AND OBJECTIVES

The goal of the MBA program is to provide a professional graduate degree program for individuals who hold or will hold positions of managerial responsibility in organizations. Specific program objectives are to enable students to 1) possess a contemporary knowledge base in areas of managerial decisionmaking, including marketing, finance, operations management, and general administration; 2) understand the impacts of key external environmental contingencies on businesses and the industries in which they operate; 3) develop professional competencies in the areas of teamwork, communication, critical thinking, decision-making, and cross-functional business applications; and 4) be aware of societal expectations of organizations and the importance of making managerial decisions within an ethical framework.

Most program classes are held in the evening on the main campus. The MBA is also offered by cohort in an accelerated weekend format in Peoria.

ADVISING

New students must contact the program office for initial advising to plan a program of study that reflects their interests and satisfies degree requirements.

Contact: Information about the MBA program is available at (217) 206-6780. Information can also be requested at mba@uis.edu.

THE MASTER’S DEGREE

The MBA program is designed to provide students with a comprehensive understanding of contemporary organizational theories and practices and to provide students with enhanced capabilities in analytical problem solving, decisionmaking, and leadership skills.

ENTRANCE REQUIREMENTS

Admission is granted by the program faculty on the basis of an evaluation of an applicant’s complete file. To apply for admission, an applicant must have the following items sent directly to the Office of Admissions and Records and a copy of all items sent directly to the MBA office: 1) official GMAT scores, 2) a complete set of official undergraduate transcripts indicating that the applicant has earned an undergraduate degree from an accredited university, 3) reference forms from three people who are in a position to judge the applicant’s potential for success in graduate work, and 4) a single-spaced essay of no more than two pages. The essay should outline the applicant’s reasons for considering the degree, how the M.B.A. degree fits in with his/her personal objectives and short- and long-term goals, as well as any other information that demonstrates the applicant’s potential for successful completion of the degree. Admission to the M.B.A. program will be granted to applicants who have

demonstrated potential for success in graduate business studies at UIS.

PREREQUISITES

Before taking specific courses toward the M.B.A. degree, students must complete all prerequisites for that course. Program prerequisites include ECO 315 Economics for Administration and ACC 311 Administrative Uses of Accounting or their equivalents. Computer literacy is also expected. Prerequisites or their equivalents must have been completed no more than five calendar years from the date of application to the program. Generally, students complete prerequisites before entry into Phase I coursework. However, students may concurrently enroll in Phase I coursework during a term as long as all prerequisite coursework is completed by the end of that term.

Equivalent coursework for ECO 315 is two semesters of introductory economics (macro and microeconomics). Equivalent coursework for ACC 311 is two semesters of introductory accounting (principles I and II).

DEGREE REQUIREMENTS

The M.B.A. degree requires successful completion of a minimum of 48 semester hours of graduate credit.

Program Requirements

Phase I Courses

BUS 500 Business Perspectives	4 Hrs.
BUS 525 Quantitative Techniques for Managers	4 Hrs.
BUS 531 Legal Issues in Business	<u>4 Hrs.</u>
Total Phase I	12 Hrs.

Phase II Courses

BUS 502 Managerial Finance	4 Hrs.
BUS 512 Marketing Management	4 Hrs.
BUS 521 Research Methods and Statistical Analysis	4 Hrs.
BUS 522 Production and Operations Management	4 Hrs.
BUS 541 Organizational Behavior	<u>4 Hrs.</u>
Total Phase II	20 Hrs.

Phase III Courses

Advanced elective coursework	12 Hrs.
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Phase IV Courses

*BUS 583 Business Strategy	<u>4 Hrs.</u>
Total	48 Hrs.

At least eight hours of 500-level elective coursework

from the College of Business and Management must be taken to satisfy Phase III requirements.

* BUS 583 Business Strategy must be taken during the student's final semester of coursework.

CLOSURE REQUIREMENT

The M.B.A. degree requires completion of BUS 583 with a grade of B (3.00) or better. (B- is not acceptable in this course.) BUS 583 is the graduate closure course consistent with campus policy on completion of a master's degree. That policy requires that students not completing BUS 583 during the first enrollment of four hours must enroll to audit the course for one credit hour *each* semester (excluding summer terms) until the course requirements are met.

COURSE DESCRIPTIONS

Required Courses

BUS 500 Business Perspectives (4 Hrs.)

Designed to be the gateway course for students entering the M.B.A. program. Major emphasis will be on student exposure to the predominate business themes of globalization, diversity, ethics, environmental issues, quality, productivity, innovation, and cross-functional perspectives as they relate to the administration of organizations.

Competency development will be stressed in the areas of leadership, teamwork, communication, problem solving, decision making, creativity, change management, strategic thinking, and technological applications. Prerequisites: Completion of or concurrent enrollment in ACC 311 and ECO 315, or equivalents. This course must be taken prior to or concurrently with other Phase I course requirements.

BUS 502 Managerial Finance (4 Hrs.)

Concepts and variables used in financial analysis, planning, and control. Topics include financial forecasting, capital budgeting, leverage, valuation, cost of capital, asset/liability management, and capital market instruments. Prerequisite: Completion of or concurrent enrollment in any remaining Phase I coursework.

BUS 512 Marketing Management (4 Hrs.)

Study of the conceptual foundations and practices of contemporary marketing as well as the planning, implementation, and control of the marketing function. Topics include situation analysis; marketing objectives; target market selection; and product, promotion, pricing, and physical distribution decisions. Prerequisite: Completion of or concurrent enrollment in any remaining Phase I coursework.

BUS 521 Research Methods and Statistical Analysis (4 Hrs.)

Methods used for collection, analysis, and interpretation of various types of business research data from the perspective of design, execution, and evaluation of research projects as well as requests for research. Emphasis is

given to using research analysis methods for decision making within business organizations. Prerequisites: Completion of or concurrent enrollment in any remaining Phase I coursework or completion of ECO 313, or equivalent, for students seeking other degrees.

BUS 522 Production and Operations Management (4 Hrs.)

Managerial techniques for planning, scheduling, and controlling resources, cost, quality, productivity, and efficiency in product and service organizations. Topics such as project scheduling and management, forecasting, and constraint optimization are covered. Prerequisite: Completion of or concurrent enrollment in any remaining Phase I coursework.

BUS 525 Quantitative Techniques for Managers (4 Hrs.)

Techniques of management decision making including statistical analysis, decision theory, systems theory, operations research, mathematical programming techniques (linear, nonlinear, dynamic), modeling, forecasting techniques, and simulation techniques. Prerequisite: Completion of or concurrent enrollment in BUS 500.

BUS 531 Legal Issues in Business (4 Hrs.)

Review and analysis of current laws and regulations that frame the external environment for private business operations in the U.S. Emphasis on state and federal regulations; agency governance and surveillance; and business requirements, costs, and response. Special applica-

tions to the production, distribution, and financial functions of the firm are considered along with trends and major developments in case law. Prerequisite: Completion of or concurrent enrollment in BUS 500 or completion of ECO 315, or equivalent, for students seeking other degrees.

BUS 541 Organizational Behavior (4 Hrs.)

Structure and function of an organization as a sociotechnical system and of individual group and leadership processes and behavior within the organization. Historical development, leadership, decision making, group dynamics, motivation, job satisfaction, authority, influence and power, organizational change, communications, conflict, and organization structure and design. Prerequisite: Completion of or concurrent enrollment in any remaining Phase I coursework or completion of ECO 315, or equivalent, for students seeking other degrees.

BUS 583 Business Strategy (4 Hrs./1 Hr.)

For business administration students. Emphasizes the level of analysis necessary for top management decisions and policy formulation for a firm operating in an uncertain environment. Satisfactory completion meets the UIS graduation requirement of a problem-solving exercise. Prerequisite: Completion of Phase II coursework. Must be taken during student's final semester of coursework. **Note:** Campus policy requires that students not completing BUS 583 during the first enrollment of four hours must enroll to audit the course for one credit hour *each* semester (excluding summer terms) until the course requirements are met.



Finance Electives

BUS 505 Investments (4 Hrs.)

A perspective on the timing, instruments, and choices available to the personal investor who seeks to build a wealth base over time. Shows the investment network that assists and facilitates the efforts of the individual, including the role of security analysts, portfolio managers, the organized markets, and the so-called over-the-counter arena. Current regulations and investor safeguards in law and regulations are reviewed. Prerequisite: BUS 502.

BUS 507 Advanced Financial Management (4 Hrs.)

In-depth study of theories and cases dealing with investment and financial decisions of the firm: capital budgeting under uncertainties, cost of capital, dividend policies, capital structure management, international financial management, and acquisitions and mergers. Prerequisite: BUS 502.

BUS 508 Portfolio and Security Analysis (4 Hrs.)

Study and application of analytical techniques in the analysis of financial statements of firms with traded securities, including development of efficient security portfolios. Prerequisite: BUS 505.

BUS 509 Small Business Finance (4 Hrs.)

Application of various financial theories to problems facing small businesses. Topics include profit forecasting

and planning, cash management, budgeting, working capital management, leasing, sources of financing, investment decision making, financial leverage, and valuation. Prerequisite: BUS 502.

BUS 510 Topics in Finance (2 or 4 Hrs.)

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 502.

Marketing Electives

BUS 515 Marketing Strategy (4 Hrs.)

Advanced study of the role of marketing in the strategic business planning process, including strategic environmental analysis, organizational mission and objectives, organizational strategy, identification of strategic business units, and analysis and evaluation of organizational business portfolios. Prerequisite: BUS 512.

BUS 520 Topics in Marketing (2 or 4 Hrs.)

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 512.

BUS 536 Promotional Strategy (4 Hrs.)

In-depth study of the communications function of marketing. In addition to the traditional promotion mix elements (direct marketing, advertising, sales promotion, personal selling, and publicity/public relations), the

course examines the underlying consumer behavior, communication, and psychological theories that serve as a foundation for the promotion planning process and the development of promotional strategy, a vitally important part of an organization's marketing program. Prerequisite: BUS 512.

Operations Management and Quantitative Analysis Electives

BUS 524 Project/Program Management and Control (4 Hrs.)

Techniques and methods for planning, managing, and controlling one-time major projects and programs. Topics include systems theory and analysis, stochastic planning and control methods, and simulation. Emphasis on PERT/CPM techniques, decision trees, and Monte Carlo processes. Prerequisite: BUS 522.

BUS 528 Computer Applications in Business Decision Making (4 Hrs.)

Techniques of management science with computer software applications including problem-solving and decision-making processes in business. Emphasis on skills and techniques of individual and group problem solving including creative and critical thinking in the business world using computer applications. Prerequisite: BUS 522.

BUS 529 International Operations (4 Hrs.)

Introduces the student to globalization. International policy issues of global operations, strategic considera-

tions, global sourcing and purchasing operations, global logistics, and global diversity of manufacturing operations will be explored through the use of modules. Prerequisite: BUS 522.

**BUS 530 Topics in Production/
Operations Management (2 or 4 Hrs.)**

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 522.

External Environment Electives

BUS 534 Labor Law (4 Hrs.)

Major pieces of legislation in labor law and their impact on both management and labor. Special emphasis is given to the court's interpretation of legislation. Topics include injunction, strike activity, certification of bargaining representation, and collective bargaining. Prerequisite: BUS 531.

**BUS 540 Topics in External
Environment (2 or 4 Hrs.)**

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 531, or approved equivalent.

Organizational Behavior Elective

**BUS 550 Topics in Organizational
Behavior (2 or 4 Hrs.)**

Advanced study of specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 541.

Human Resource Management Electives

**BUS 551 Human Resource
Management (4 Hrs.)**

Operational approach to managing people at work,

drawing from behavioral sciences. Builds on the concept of reconciliation and integration of worker-organizational interests through supportive situation-oriented leadership by both line and staff managers. Focuses on emerging issues and concepts relating to management of human resources of an organization. Prerequisite: BUS 541, or equivalent.

**BUS 560 Topics in Human Resource
Management (2 or 4 Hrs.)**

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 551.

**BUS 599 Tutorial In Business
Administration (1 to 10 Hrs.)**

ECONOMICS, B.A.

Faculty Michael Ayers (emeritus), Adil Mouhammed, Baker Siddiquee, Leroy Wehrle (emeritus)

Associated Faculty Shahram Heshmat, Nancy Scannell, Robert Sipe

Adjunct Faculty Mohammed Shahidullah

Degrees offered: Bachelor of Arts, Undergraduate Minor

DEPARTMENTAL GOALS AND OBJECTIVES

The goal of the economics program is to help students build strong conceptual thinking and problem-solving skills by understanding and applying economic theory to real world problems. Specific program objectives include the development of 1) basic knowledge of micro- and macroeconomic theory and quantitative methods of analysis, 2) skills in research using the theories and methods of economic analysis, and 3) skills for communicating the theories and applications of economic theory.

ADVISING

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements.

Contact: Information about the economics program

is available at (217) 206-7174. Information can also be requested at eco@uis.edu.

THE BACHELOR'S DEGREE

The B.A. in economics is designed to meet the standards set by the profession. Through its curriculum and faculty resources, the department seeks to prepare its graduates with the requisite skills and knowledge to perform successfully in careers in many settings – private enterprise as well as government or not-for-profit enterprises.

ENTRANCE REQUIREMENTS

All departments in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, statistics, and the behavioral sciences. UIS courses that satisfy the foundation knowledge requirement include:

ACC 211 Introduction to Financial Accounting **and**

ACC 212 Introduction to Managerial Accounting

or ACC 311 Administrative Uses of Accounting

ECO 313 Statistics for Business and Economics

MAT 113 Business Calculus (or other calculus or finite math equivalent)

ECO 201 Introduction to Microeconomics **and**

ECO 202 Introduction to Macroeconomics **or**

ECO 315 Economics for Administration

Behavioral science course (psychology, sociology, etc.)

Foundation coursework does not apply toward the 60 hours of upper-division coursework required for the degree. A minimum GPA of 2.00 (C) is required in the foundation coursework for entry to the program core courses.

DEGREE REQUIREMENTS

A student must complete 60 semester hours of upper-division coursework to earn a B.A. in economics.

College Core

18 Hrs.

(Required of all undergraduate College of Business and Management students)

BUS 302 Principles of Financial

Management

3 Hrs.

BUS 312 Principles of Marketing	3 Hrs.
BUS 322 Principles of Operations Management	3 Hrs.
MGT 310 Managing Organizational Behavior	3 Hrs.
MIS 352 Principles of Management Information Systems	3 Hrs.
MGT 488 Strategic Management and Leadership	3 Hrs.

Economics Core	20 Hrs.
ECO 301 Intermediate Microeconomics	4 Hrs.
ECO 302 Intermediate Macroeconomics	4 Hrs.
ECO 314 Quantitative Methods for Business and Economics	4 Hrs.
ECO 408 History of Economic Thought	4 Hrs.
ECO 413 Econometrics	4 Hrs.
Electives	10 Hrs.
University requirements (AST, PACs, or LSCs)	<u>12 Hrs.</u>
Total	60 Hrs.

An average GPA of 2.00 (C) or better is required for all UIS coursework to graduate. In addition, students must maintain an average GPA of 3.00 (B) or

better in the two theory courses, ECO 301 and ECO 302.

ECONOMICS MINOR

To earn a minor in economics, students must complete 16 semester hours of coursework. Prerequisite coursework includes ECO 315 Economics for Administration or two courses in principles of economics (micro and macro). Required courses (or their equivalents) include:

ECO 301 Intermediate Microeconomics	4 Hrs.
ECO 302 Intermediate Macroeconomics	4 Hrs.
Two upper-division economics courses	<u>8 Hrs.</u>
Total	16 Hrs.

COURSE DESCRIPTIONS

Service Courses

Not accepted toward satisfaction of upper-division economics degree requirements at UIS.

ECO 313 Statistics for Business and Economics (4 Hrs.)

Methods for collecting, analyzing, and interpreting numerical data for the purpose of making better decisions in business and management. Includes basic probability theory, analysis of variance, index numbers, seasonal

analysis, parametric and nonparametric tests, and regression and correlation analysis.

ECO 315 Economics for Administration (4 Hrs.)

Essential micro- and macroeconomic concepts as they apply to administrative decisions. Principal theories and analysis of efficient resource allocation are related to economic decisions of individuals, public and private organizations, and society. Primarily for students who have had no prior college-level work in economics.

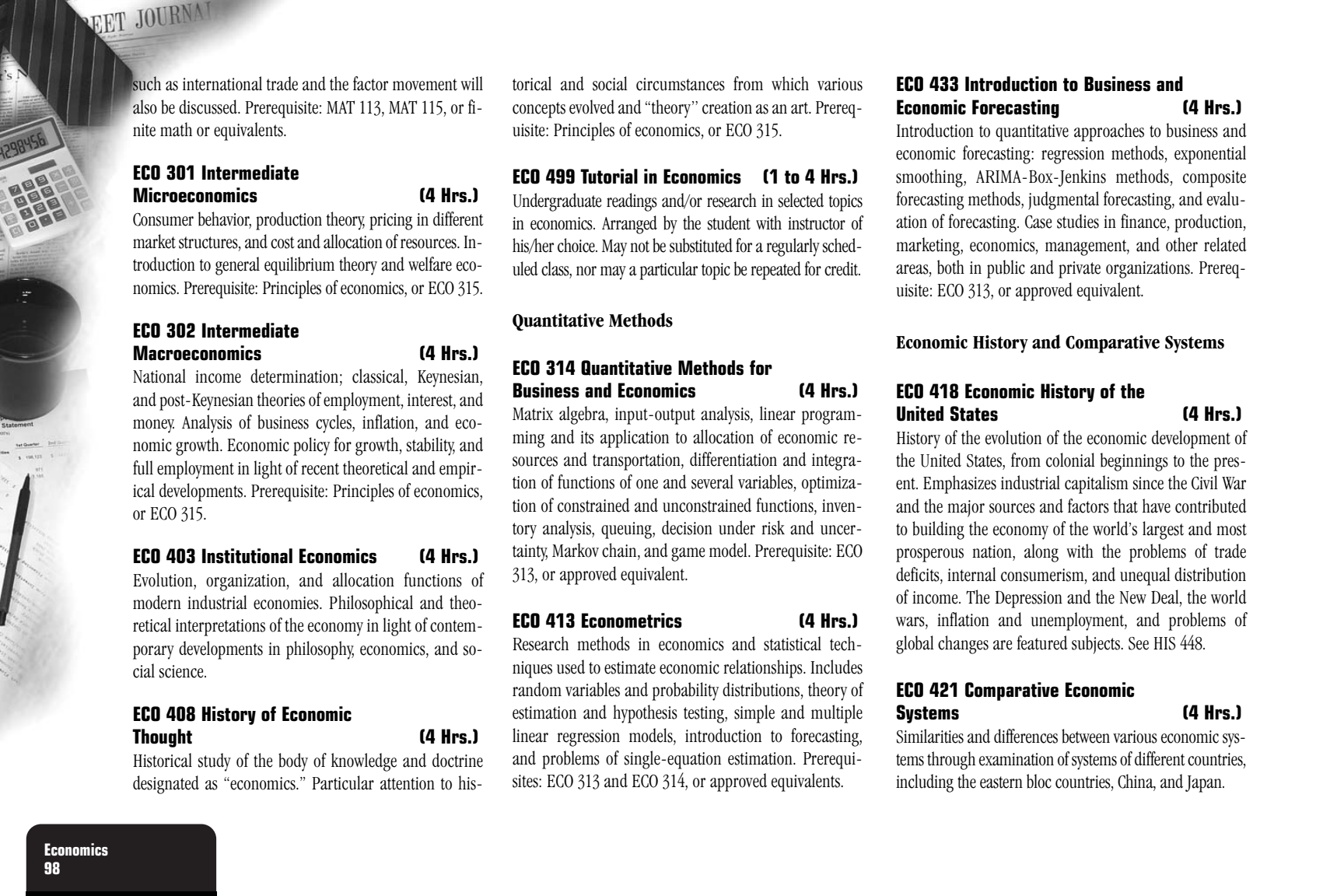
Theory

ECO 201 Introduction to Microeconomics (3 Hrs.)

Provides students with fundamental issues related to the market price system, allocation of economic resources, cost and production of private firms, various market structures, prices of economic resources, and some issues related to welfare economics. Prerequisite: MAT 113, MAT 115, or finite math or equivalents.

ECO 202 Introduction to Macroeconomics (3 Hrs.)

Provides the student with materials related to business cycles, productivity, consumer expenditure, investment expenditure, the classical macro economic system, Keynesian theory, monetarism, and supply side economics. Also covers materials related to fiscal policy and monetary policy, as well as the budget. Globalization issues



such as international trade and the factor movement will also be discussed. Prerequisite: MAT 113, MAT 115, or finite math or equivalents.

ECO 301 Intermediate Microeconomics (4 Hrs.)

Consumer behavior, production theory, pricing in different market structures, and cost and allocation of resources. Introduction to general equilibrium theory and welfare economics. Prerequisite: Principles of economics, or ECO 315.

ECO 302 Intermediate Macroeconomics (4 Hrs.)

National income determination; classical, Keynesian, and post-Keynesian theories of employment, interest, and money. Analysis of business cycles, inflation, and economic growth. Economic policy for growth, stability, and full employment in light of recent theoretical and empirical developments. Prerequisite: Principles of economics, or ECO 315.

ECO 403 Institutional Economics (4 Hrs.)

Evolution, organization, and allocation functions of modern industrial economies. Philosophical and theoretical interpretations of the economy in light of contemporary developments in philosophy, economics, and social science.

ECO 408 History of Economic Thought (4 Hrs.)

Historical study of the body of knowledge and doctrine designated as "economics." Particular attention to his-

torical and social circumstances from which various concepts evolved and "theory" creation as an art. Prerequisite: Principles of economics, or ECO 315.

ECO 499 Tutorial in Economics (1 to 4 Hrs.)

Undergraduate readings and/or research in selected topics in economics. Arranged by the student with instructor of his/her choice. May not be substituted for a regularly scheduled class, nor may a particular topic be repeated for credit.

Quantitative Methods

ECO 314 Quantitative Methods for Business and Economics (4 Hrs.)

Matrix algebra, input-output analysis, linear programming and its application to allocation of economic resources and transportation, differentiation and integration of functions of one and several variables, optimization of constrained and unconstrained functions, inventory analysis, queuing, decision under risk and uncertainty, Markov chain, and game model. Prerequisite: ECO 313, or approved equivalent.

ECO 413 Econometrics (4 Hrs.)

Research methods in economics and statistical techniques used to estimate economic relationships. Includes random variables and probability distributions, theory of estimation and hypothesis testing, simple and multiple linear regression models, introduction to forecasting, and problems of single-equation estimation. Prerequisites: ECO 313 and ECO 314, or approved equivalents.

ECO 433 Introduction to Business and Economic Forecasting (4 Hrs.)

Introduction to quantitative approaches to business and economic forecasting: regression methods, exponential smoothing, ARIMA-Box-Jenkins methods, composite forecasting methods, judgmental forecasting, and evaluation of forecasting. Case studies in finance, production, marketing, economics, management, and other related areas, both in public and private organizations. Prerequisite: ECO 313, or approved equivalent.

Economic History and Comparative Systems

ECO 418 Economic History of the United States (4 Hrs.)

History of the evolution of the economic development of the United States, from colonial beginnings to the present. Emphasizes industrial capitalism since the Civil War and the major sources and factors that have contributed to building the economy of the world's largest and most prosperous nation, along with the problems of trade deficits, internal consumerism, and unequal distribution of income. The Depression and the New Deal, the world wars, inflation and unemployment, and problems of global changes are featured subjects. See HIS 448.

ECO 421 Comparative Economic Systems (4 Hrs.)

Similarities and differences between various economic systems through examination of systems of different countries, including the eastern bloc countries, China, and Japan.

ECO 426 Political Economy (4 Hrs.)

Analysis of competing theories and models of explanation in political science and economics as they comprise the basis for contemporary policy disputes and alternatives. Emphasis on the crisis tendencies/contradictions of the political economy of the United States and impact on the rest of the international economic order. See LAR 426 and POS 426.

Labor Economics**ECO 425 Labor Economics (4 Hrs.)**

Application of economic principles to problems in American labor, including employment, unemployment, and manpower policies; wage determination and wage policy; development and organization of trade unions in private and public sectors; social legislation; and policy for the labor market as these relate to contemporary social and economic problems. Prerequisite: Principles of economics, or ECO 315. See LAR 425.

Money and Finance**ECO 335 Money, Banking, and Financial Markets (4 Hrs.)**

Concentrates on principles of banking and financial markets with emphasis on commercial banks, Federal Reserve System, and other depository institutions and regulatory agencies. Monetarist and Keynesian monetary theories and empirical evidence on the effectiveness of monetary policy is presented. Money and capital markets,

risk and term structure of interest, and other topics in the area of financial markets are discussed. Prerequisite: Principles of economics, or ECO 315.

ECO 431 Financial Economics (4 Hrs.)

Economic analysis of the basic workings of financial markets, particularly measurement and pricing of risk and the intertemporal allocation of funds; theory of firm; time value of money; asset pricing; working capital policy and management of cash, receivables, and inventory positions; capital budgeting; risk return analysis; and introduction to options and futures. Prerequisite: ECO 335, or approved equivalent.

ECO 435 Theory of Finance and Applications (4 Hrs.)

Elements of finance theory and its application to real world problems. Covers investment decision under certainty and uncertainty, the theory of choice, utility theory given uncertainty, state preference theory, mean-variance theory, market equilibrium, CAPM and APT, option pricing theory, theory of efficient capital market, theory of capital structure and cost, theory of dividend policy, economics of leasing, and economic theory of mergers and tender offers. Prerequisite: ECO 313, ECO 314, and ECO 335, or approved equivalent, or permission of instructor.

ECO 437 Securities Markets (2 Hrs.)

Examination of the functional contributions of securities markets to economic activity. Particular reference to the

institutions and instruments that facilitate capital formation and economic activity at the national and international level. Prerequisite: ECO 335, BUS 302, or approved equivalent.

ECO 438 Futures and Options (2 Hrs.)


Primary examination of the futures and options markets and their contributions to economic activity. Discusses mechanics and use of the markets with particular emphasis on the financial instrument components. Prerequisite: ECO 437, or approved equivalent.

ECO 448 International Finance (4 Hrs.)

Provides basic understanding of the literature in international finance and reviews basic literature in multinational finance. Topics include foreign exchange markets, parity conditions in international finance, international investment, balance of payments, international monetary arrangements, Eurocurrencies and international money markets, multinational finance, foreign exchange risk management, multinational working capital, and foreign investment and financing. Prerequisite: Principles of economics or ECO 315 and ECO 313, or approved equivalent.

ECO 585 Business Cycles (4 Hrs.)

Characteristics of business cycles; measuring business cycles; classical and modern theories of business cycles; non-orthodox theories of business cycles (such as those of Veblen, Mitchell, and Kalecki); real business cycle; political business cycle; impacts of business cycles; and the role



of monetary and fiscal policy in business cycles analysis. Prerequisites: Principles of economics or ECO 315.

International and Development Economics

ECO 445 Economic Development (4 Hrs.)

Overview of principal economic problems of the Third World. Some major theories of causes of low income, various applications of economic analysis to specific policy issues and social and political considerations. Prerequisite: Principles of economics, or ECO 315.

ECO 447 International Trade and Finance (4 Hrs.)

Survey of pure theory of trade: classical trade theory, Heckscher-Ohlin-Samuelson theorem, and related topics; international trade and growth; theory of tariffs, protection, and customs union; and movement of factors of production. Survey of theory and policy of international finance: exchange rate theories, balance of payments, international financial markets, macroeconomic policy mix for external and internal equilibrium, LDC debt problem, and international cooperation. Prerequisite: Principles of economics, or ECO 315.

ECO 449 International Business (4 Hrs.)

Designed for graduate and undergraduate students of

economics interested in the field of international economics as well as the MBA who wants a specialty in the field of global business. Covers different approaches to international business; theory of direct foreign investment; multinational enterprises; and their strategies in marketing, production, management, and finance. Also covers the cultural aspect of global business and business-government interactions. Prerequisite: Principles of economics, or ECO 315.

Public Economics

ECO 456 Public Finance (4 Hrs.)

Microeconomic analysis of public finance and the role of government in a mixed economy, with attention to public goods theory, cost-benefit analysis, and taxation. Examines the economic basis of government and its functions; analyzes alternative government expenditures, regulations, and finances, including the Social Security and food stamp programs. Prerequisite: ECO 301 for majors, ECO 315 for non-majors.

Industrial Organization/Public Policy

ECO 461 Industrial Organization (4 Hrs.)

Structure, conduct, and performance of American industry: historical evolution, alternative industrial systems,

anti-trust policies and their alternatives. Technological change and its impact on both industrial performance and conventional economic theory.

ECO 462 Public Policy Toward Business (4 Hrs.)

Through the tools of economics, examination of how and why the government involves itself in the U.S. capitalist system and an assessment of the possible impacts or implications of that involvement to business enterprise within a global marketplace. Prerequisite: ECO 315, or equivalent.

ECO 474 Environmental Economics (4 Hrs.)

Basic theoretical tools necessary to examine current environmental problems from an economic standpoint. Covers externalities, cost assignment, and environmental problems associated with economic growth. Prerequisite: ECO 301, or approved equivalent. See ENS 421.

ECO 487 Health Policy (4 Hrs.)

Analytic and descriptive study of national health policy in America in terms of philosophy, history, politics, economics, sociology, and administration of health care. Emphasis on social setting in which health policy is made and complex workings of system by which health care is provided. Prerequisite: Principles of economics, or ECO 315.

MANAGEMENT, B.A.

Faculty Alfred Arkley (emeritus), Rodney Dinges (emeritus), Judith Ettinger, George Gruendel (emeritus), Marya Leatherwood, Donald O'Neal, Sangeeta Parameshwar, Donald Vanover (emeritus), Joe Wilkins (emeritus)

Degree offered: Bachelor of Arts in Management

DEPARTMENTAL GOALS AND OBJECTIVES

The goal of the management program is to develop the critical conceptual and interpersonal skills that are essential to employment in management positions in all types of organizations. In addition to requiring a theoretical foundation, the curriculum provides students with numerous opportunities to integrate and apply these concepts in a variety of situations. Specific program objectives are to enable students to 1) assess power situations and implement appropriate responses; 2) develop competence and understanding in strategic human resource development, including human resource planning, recruitment, selection, orientation, training, career development, performance appraisal, compensation, incentives, union-management relations, ethics, diversity, and succession planning; 3) acquire knowledge of theories and applications of organizational change, and recognize appropriate developmental strategies for leading change; and 4) acquire

knowledge of the process that leads to the organization of people and other resources most effectively.

ADVISING

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements.

Contact: Information about the management program is available at (217) 206-6712. Information can also be requested at mgt@uis.edu.

THE BACHELOR'S DEGREE

The bachelor of arts in management prepares students to become organizational leaders, in the sense that today's organizations need leaders at all levels. The program philosophy is based on the premise that organizational leaders do more than just manage. They understand that success, for individuals as well as organizations, is largely based on how effective they are in developing people and that organizational success

requires leaders who know how to coach, mentor, and facilitate, rather than simply monitor and control.

Leaders in business, not-for-profit, and governmental organizations face similar problems and challenges and thus need the same core of leadership knowledge and skills to be effective. Therefore, this degree is designed to develop critical conceptual and interpersonal skills for successful performance in all types of organizations.

ENTRANCE REQUIREMENTS

All departments in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, statistics, and the behavioral sciences. UIS courses that satisfy the foundation knowledge requirements include:

ACC 211 Introduction to Financial Accounting **and**
ACC 212 Introduction to Managerial Accounting
or ACC 311 Administrative Uses of Accounting
ECO 313 Statistics for Business and Economics

MAT 113 Business Calculus (or other calculus or finite math equivalent)

ECO 201 Introduction to Microeconomics **and**
 ECO 202 Introduction to Macroeconomics **or**
 ECO 315 Economics for Administration

Behavioral science course (psychology, sociology, etc.)

Coursework equivalent to the above will be accepted on approval by the adviser.

DEGREE REQUIREMENTS: ORGANIZATIONAL LEADERSHIP CONCENTRATION

A student must complete 60 semester hours of upper - division coursework to earn a B.A. in management.

College Core 18 Hrs.
 (Required of all undergraduate College of Business and Management students)

BUS 302 Principles of Financial Management 3 Hrs.

BUS 312 Principles of Marketing 3 Hrs.

BUS 322 Principles of Operations Management 3 Hrs.

MGT 310 Managing Organizational Behavior 3 Hrs.

MIS 352 Principles of Management Information Systems 3 Hrs.

MGT 488 Strategic Management and Leadership 3 Hrs.

Management Core 16 Hrs.

MGT 422 Power and Negotiation 4 Hrs.

MGT 431 Human Resource Management 4 Hrs.

MGT 441 Organization Development 4 Hrs.

MGT 461 Organization Theory 4 Hrs.

General electives 14 Hrs.

University requirements (AST, PACs, or LSCs) 12 Hrs.


Total 60 Hrs.

Lower-division and transfer credit is not given for management core courses.

MGT 310 Managing Organizational Behavior is a prerequisite for the program core courses. MGT 488 Strategic Management and Leadership is the program's closure course, which may only be taken after a student has completed all other core courses. Management majors must earn a grade of C or better in every concentration core course to enroll in the capstone course and to graduate. If a student

earns a lower grade, he or she may repeat the course only once.

COURSE DESCRIPTIONS

 Course available online; may also be available on campus. Refer to the current course schedule for further information.

Management Core

MGT 310 Managing Organizational Behavior (3 Hrs.)
(CBM Core Course)

Examines and analyzes the organization and the organizational environment as a social system. The impact of its various components on individuals and groups within the organization will also be considered. Topics include individual differences, perceptions, attitudes, emotions, motivation, performance, job design, culture, innovation, change, strategy and structure, and leadership.

MGT 422 Power and Negotiation (4 Hrs.)

Theories and applications of power and negotiation as related to the leadership of organizations. Examines how people behave in systems, both at the micro and macro levels, including the role of organizational politics. Power, negotiation, and conflict management theories and skills are used in power simulations. Ethics, trust, and self-motivation are central to the process. Simulation activity and personal inventory fees are required.

Prerequisite: MGT 310 and all foundation courses are prerequisites for management majors.

 **MGT 431 Human Resource Management (4 Hrs.)**

Theories and applications of the leadership and development of people in organizations. Topics include human resource planning, recruitment, selection, orientation, training, career development, performance appraisal, compensation, incentives, union-management relations, ethics, diversity, and succession planning. Prerequisite: MGT 310 and all foundation courses are prerequisites for management majors.

MGT 441 Organization Development (4 Hrs.)

Theories and applications of organizational change and development as related to the leadership of change in organizations. Topics include resistance to change, diagnosis, change strategies, interventions, group development, team building, organizational culture, ethics, diversity, the external environment, and socio-technical issues. Prerequisite: MGT 310 and all foundation courses are prerequisites for management majors.

MGT 461 Organization Theory (4 Hrs.)

Theories and applications of organization theory relative to the design of organizational structure. Topics include organizational analysis, structure, culture, technology, organization size and life cycle, mechanistic and organic organizations, organizational effectiveness, measuring organizational performance, conflict, power, politics, ex-

ternal environment, ethics, and diversity. Prerequisite: MGT 310 and all foundation courses are prerequisites for management majors.

MGT 488 Strategic Management and Leadership (3 Hrs.)

(CBM Core Course)

Theories and applications of strategic management as related to the leadership of organizations. Focuses on developing a better understanding and demonstrated application skills in the areas of organizational vision and mission, goals and objectives, environmental scanning and analysis, issue identification and problem solving, and integration of functional competencies into cohesive organizational strategies. Prerequisite: All organizational leadership and college core courses are prerequisites for management majors.

Electives

MGT 311 Management Skills and Organizational Behavior (4 Hrs.)

Theories and applications of managerial functions, roles, and skills as related to organizational behavior and theories. Topics include communication, motivation, leadership, group dynamics, and decisionmaking.

MGT 371 Social Responsibility and Ethics: Corporate and Public (4 Hrs.)

Theories and applications of social responsibility and ethical issues related to the corporate, governmental, and nonprofit sectors. Areas covered include consumerism,

ecology, labor relations, diversity, government regulations, philanthropy, and stockholder/stakeholder relations. Prerequisite: MGT 311 is a prerequisite for management majors.

MGT 406 The American Presidency (4 Hrs.)

Nature and scope of the American presidency — both historically and analytically. Topical attention given to the views of the framers of the Constitution and to problems of presidential management, leadership, and prerogative. See POS 406.

MGT 423 Labor Management Relations (4 Hrs.)


Behavioral, economic, social, political, and institutional forces affecting the character and quality of employer union-management relationships and objectives in both public and private employment. See LAR 423.

MGT 430 Managerial Communication Skills (4 Hrs.)

Examination of the arena of managerial communication. Application of managerial communication skills necessary for success in current and future organizations will be studied and practiced. Topics include listening, non-verbal communication, various employee development issues, and making presentations.

MGT 458 Quality Management (4 Hrs.)

Examines the theory, history, and management of quality management programs in business organizations in the U.S. and abroad. The primary focus will be on the man-



agement of quality in the areas of operations and human resources in manufacturing and service industries. Prerequisite: MGT 310, or BUS 341. See BUS 458.

MGT 463 Report Writing for Managers (4 Hrs.)

Develops expertise in report writing according to individual needs. Emphasis on techniques of planning, organizing, writing, and editing.

MGT 474 Leadership and Motivation (4 Hrs.)

Major leadership theories, characteristics of leaders, leadership styles, delegation, decision-making, communication, and subordinate development examined. Motivational methods and techniques studied as potential tools for those assuming leadership roles.

MGT 481 Management Applications (1 to 8 Hrs.)

Provides students with an opportunity to complete an internship and develop a project applying their management

skills and knowledge in an organizational setting. Includes both seminar and actual field experience. Recommended for management majors who elect to take an applied study term. Prerequisite: Three management core courses.

MGT 485 International Management (4 Hrs.)

Gives a perspective of the global marketplace, compares the management of similar companies in different nations, analyzes public/private sector relationships, and examines the social and economic impact of various internal and external cross-border issues.

MGT 486 Group Management Techniques (4 Hrs.)

Issues and applications related to the management of group formation and development. Primary focus on the knowledge and skills needed to transform groups into effective teams. Additional topics will relate to the management of the interdependencies needed to design and implement team-based organizations. An outdoors experiential learning fee may be required.

MGT 487 Leadership and Strategy: The Capstone (4 Hrs.)

Leadership theories and applications as related to the development of strategic policy for the management of organizations. This course is usually taken in the student's last semester. Prerequisites: All core courses.

MGT 490 Topics in Managerial Concepts and Skills (1 to 4 Hrs.)

Each topic covers a different managerial concept and includes an intensive workshop. May be repeated for up to eight hours.

MGT 499 Tutorial in Management (1 to 4 Hrs.)

MANAGEMENT INFORMATION SYSTEMS, M.S.

Faculty Apiwan Dejnaronk Born, Rassule Hadidi, James Hall, David Larson, Xiaoqing Li, Amir Parssian, George Rompot

Associated Faculty Burks Oakley II, David O'Gorman

Adjunct Faculty Lawrence Dale, Neil Matkin

Degrees offered: Master of Science, Undergraduate Minor

DEPARTMENTAL GOALS AND OBJECTIVES

The goal of the MIS program is to prepare students for challenging positions in the application of information technology to solving business problems. Specific objectives of the program are 1) to provide students with the analytical and practical frameworks and methodologies necessary to analyze, design, implement, and manage complex information systems in contemporary organizational structures, 2) to provide knowledge of the principles necessary for understanding basic computer hardware and software systems to ensure the data quality, transmission, processing, and storage necessary to facilitate organizational decision making and general operations, 3) to enable students to develop competencies in applying systems analysis and design strategies and techniques in realistic marketplace environ-

ments, and 4) to provide a balance between technical and organizational knowledge for a variety of professional organizations.

The master of science degree in management information systems may be earned online, on campus, or through a combination of online and on-campus courses.

ADVISING

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements.

Contact: Information about the MIS program is available at (217) 206-6067. Information can also be requested at mis@uis.edu.

THE MASTER'S DEGREE

The management information systems program is designed to provide the professional administrator/man-

ager a balance between technical expertise and organizational knowledge in the application of information technology to solving business problems.

ENTRANCE REQUIREMENTS

Applicants must complete the following (or equivalent) coursework: introductory courses in managerial and financial accounting (or ACC 315), one semester of production/operations management (such as BUS 322 Operations Management), one semester of statistics (such as ECO 313 Statistics for Business and Economics), one semester of college algebra or mathematics, and competency in a structured high-level programming language such as Java, C++, Visual Basic, COBOL, C, Fortran, etc., either through coursework, such as MIS 322 Structured Programming, or practical experience. All students applying for admission to the MIS department are expected to submit a Graduate Management Admissions Test (GMAT) score or a Graduate Record Exam (GRE) score. Students

may take their required prerequisite courses while they are waiting to submit either of these test scores.

COMMUNICATION SKILLS

Entering students are required to pass a diagnostic writing examination administered by the Center for Teaching and Learning. Students with deficiencies in writing may be required to take ENG 375 Expository Writing or ENG 474 Professional and Technical Writing.

DEGREE REQUIREMENTS

MIS 502 Technical Foundations of Information Systems	4 Hrs.
MIS 513 Management Information Systems	4 Hrs.
MIS 523 Managerial Decision Support Systems <i>or</i>	
MIS 531 Strategic Decision Support Systems	4 Hrs.
*MIS 542 Management of Database Systems <i>or</i>	
CSC 572 Advanced Database Concepts	4 Hrs.
*MIS 552 Systems Analysis and Design	4 Hrs.
MIS 564 Telecommunications	4 Hrs.
MIS 573 Project Management	4 Hrs.
One approved non-MIS elective (see important notes below)	4 Hrs.
One approved course in organizational behavior (see important notes below)	4 Hrs.

MIS 583 Graduate Project and Seminar <i>or</i>	
MIS 584 MIS Capstone	4 Hrs.
**One approved MIS elective	4 Hrs.
<i>or</i>	
MIS 585 MIS Thesis and Seminar	8 Hrs.
Total	44 Hrs.

*Students must take MIS 552 before MIS 542.

**Those who write a thesis are not required to complete the MIS elective.

Important Notes:

Electives: MIS 571 Electronic Commerce: Business Uses of the Internet and MIS 574 Marketing on the Internet may be taken either as MIS electives or non-MIS electives.

Organizational Behavior: Students may take BUS 541 Organizational Behavior, PAD 502 Organization Dynamics, MIS 575 Technology Management and Organizational Transformation, or an approved alternative. Students who have equivalent experience in all but MIS 583, MIS 584, or MIS 585 may substitute an approved elective but must complete 44 hours for the degree.

GRADUATION REQUIREMENTS

1. Selection or assignment of a management information systems faculty adviser.

2. Fulfillment of all the prerequisites for the master's degree in MIS.
3. A minimum B average (3.00) in MIS 502, MIS 513, and MIS 523 or MIS 531.

At least 24 hours of the courses required for the degree must be completed following matriculation into the department.

CLOSURE REQUIREMENT

All MIS graduates must complete MIS 583 Graduate Project and Seminar (4 hours) or MIS 584 MIS Capstone (4 hours) or MIS 585 MIS Thesis and Seminar (8 hours). The nature of the project is contingent on the individual's career goals and may or may not include a practicum experience. Projects may involve, for example, design/analysis of an information system for an existing organizational need; development of one or more databases for a potential organizational need; analysis of managerial needs or uses for information that is accessible in an existing database; or analysis, design, security, and management of networks. If the project/thesis/capstone is not completed during these initial four or eight hours, students must register for one credit hour of MIS 583/585 on an audit basis for *each* semester the project/thesis remains incomplete. UIS policy

precludes students who are not registered from using campus resources. If a leave of absence is requested and approved, continuous registration is not required. Failure to obtain a leave of absence will require retroactive registration of one credit hour per semester.

GRADING POLICY

MIS department majors must maintain a minimum 3.00 grade-point average in all MIS degree requirements. Two successive semesters of probation may lead to a one-year suspension. One C (2.00) in an MIS course is acceptable. An MIS master's degree candidate may not take any of the 44 semester hours required for the degree on a credit/no credit or pass/fail basis. A grade of C (2.00) is not acceptable for a project (MIS 583), MIS capstone (MIS 584), or a thesis (MIS 585).


UNDERGRADUATE MIS MINOR

To earn an undergraduate minor in management information systems, students must complete a minimum of 14 semester hours, at least 11 hours of which must be upper-division coursework taken at the University of Illinois at Springfield. Prerequisites include proficiency in a spreadsheet and/or a database pack-

age or completion of CSC 317 Software Packages. Required courses include:

ACC 311	Administrative Uses of Accounting (or two semesters of elementary accounting) <i>or</i>	
ECO 315	Economics for Administration <i>or</i>	
MGT 310	Managing Organizational Behavior	3-4 Hrs.
MIS 352	Principles of Management Information Systems	3 Hrs.
MIS 423	Decision Support Systems	4 Hrs.
MIS 424	End User Systems Development and Implementation	4 Hrs.
	Total	14-15 Hrs.

COURSE DESCRIPTIONS

 *Course available online; may also be available on campus. Refer to the current course schedule for further information.*

MIS 352 Principles of Management Information Systems (3 Hrs.)

(CBM Core Course)

Introduces students to fundamental concepts in management information systems (MIS), the role of computers in MIS, and some details of how the computer functions. Topics include various types of information systems, use of information by management, and information systems

applications. The students will also be exposed to the application of MIS technologies in the development of business solutions through end user computing and topics such as computer hardware and software, operating systems, and security. Access to the Internet is required.

MIS 423 Decision Support Systems (4 Hrs.)


Provides non-majors an opportunity to develop personal computer skills that will help support organizational decisionmaking. Students analyze real world examples of decision support systems and design small systems to support their own decision-making activities associated with using a computerized business simulation. Computer lab time required. Access to the Internet is required. Prerequisite: MIS 352.

MIS 424 End User Systems Development and Implementation (4 Hrs.)

Establishes a foundation for developing information systems in organizations. Fundamental concepts considered include system analysis and design, application and development of databases, troubleshooting problems, and the behavioral considerations for implementing information systems. Access to the Internet is required. Prerequisite: MIS 423.

MIS 502 Technical Foundations of Information Systems (4 Hrs.)

Introduces details of computer hardware and software technologies necessary for information systems professionals. Particular hardware architectures (CISC, RISC), operating systems fundamentals, and concepts of object



orientation will be described. Programming skills in an object-oriented language will be developed. Access to the Internet is required. Prerequisite: Proficiency or coursework in a high level programming language such as Java, C++ , Visual Basic, COBOL , C, Fortran, etc., or MIS 322.

 **MIS 513 Management Information Systems (4 Hrs.)**

Provides a foundation for understanding and analyzing information in organizations. Fundamental concepts of systems and information are covered. Topics include computer-based information systems, user requirements, and analysis and specification of systems requirements, life cycle, and security. Access to the Internet is required. Open to non-majors.

MIS 523 Managerial Decision Support Systems (4 Hrs.)

Covers a variety of related decision support systems topics. Gives participants a flexible definition of DSS technology and introduces some principles of DSS design and use. Equips students with fundamental concepts and techniques of expert systems. Special emphasis is placed on microcomputer-based decision support systems. Access to the Internet is required. Prerequisites: MIS 513 or equivalent, and one semester of production operations management.

 **MIS 531 Strategic Decision Support Systems (4 Hrs.)**

Theoretical and practical aspects of collecting and interpreting strategic information and using the results in or-

ganizational decision making. Includes computerized and noncomputerized sources of external data, selection and reprocessing of internal data, alternative means of storage and retrieval, and effective use of information in dynamic strategic decision processes. Access to the Internet is required. Open to non-majors.

 **MIS 542 Management of Database Systems (4 Hrs.)**

The management of database systems within organizational settings. Includes features of database management systems, various data models, database schema design, normalization, relational algebra, relational calculus, SQL, query optimization, and various indexing techniques. Access to the Internet is required. Prerequisites: MIS 502, MIS 552.

 **MIS 552 Systems Analysis and Design (4 Hrs.)**

System life cycles, including planning requirements, analysis, components acquisition, installation, maintenance, and enhancement; emphasis on distributed systems, prototyping, and CASE tools. Individual and/or team project involving reports and walk-throughs. Access to the Internet is required. Prerequisite: MIS 502, or equivalent.

 **MIS 561 Competitive Information Systems (4 Hrs.)**

Explores the use of modern technology, including the Internet, to gain a competitive edge in the marketplace. Within the context of the need for having an adaptive or-

ganization, includes the examination of modern theories of competitive strategy, gathering and use of competitive intelligence, the role of the sales force in competitive strategy formulation and execution, and the ethics of competitive intelligence. Access to the Internet required. Open to non-majors. Prerequisite: Graduate standing.

 **MIS 564 Telecommunications (4 Hrs.)**

The principles and applications of telecommunications are emphasized. Technical and managerial aspects of telecommunications within a business are covered. International standardization efforts are introduced, and the development of local and public networks are compared. LAN and PBX standards, implementations, and performance are compared. Other topics include comparison between voice and data traffic and between analog and digital transmission methods and integration of voice, data, facsimile, and video. Access to the Internet is required. Prerequisite: MIS 502.

MIS 570 Topics in Management Information Systems (1 to 4 Hrs.)

An advanced topic from the current literature of MIS. May be repeated for an indefinite number of hours, but particular topics must differ. Access to the Internet is required.

 **MIS 571 Electronic Commerce: Business Uses of the Internet (4 Hrs.)**

Tools and technologies needed for electronic commerce are reviewed. Business opportunities, challenges, and strategies for use of the information superhighway will be explored, as will strategies and vision on how to leverage

the emerging national and global information infrastructure. Other topics include the impact of the emerging electronic market and commerce reengineering in today's corporations. Access to the Internet is required. Prerequisite: Graduate standing and familiarity with a computer and the Internet.

MIS 572 Neural Networks and Business Applications (4 Hrs.)

Study of neural networks technology and exploration of its potential applications in business and management through hands-on class projects. Neural network tools such as Brainmaker (for Windows) and Neural Ware (for DOS). Topics include biological neurons and connections, expert systems vs. neural networks, fuzzy logic, machine learning, perceptron, back propagation, training and testing techniques, and others. Access to the Internet is required. Prerequisite: Graduate standing and a college-level statistics course.

MIS 573 Project Management (4 Hrs.)

Managing projects within an organizational context, including the processes related to initiating, planning, executing, controlling, reporting, and closing a project. Covers topics such as project integration, scope, time, cost, quality control, risk management, and earned value management. Students will be exposed to knowledge base needed for Project Management certification. Access to the Internet is required. Open to non-MIS majors. Prerequisite: BUS 322, or equivalent, or permission of instructor.

MIS 574 Marketing on the Internet (4 Hrs.)

Offered only online as an MIS elective. Focuses on how the Internet is affecting traditional marketing activities and functions such as market segmentation, the marketing mix, and global marketing. Includes consideration of new Internet marketing models in business-to-consumer marketing (B2C) and business-to-business (B2B) marketing, with particular emphasis on advertising on the Internet. Open to graduate non-majors, if space is available, with permission of the instructor and their advisers. MBA students may not use this course as a substitute for BUS 512. Access to the Internet is required. Prerequisite: Graduate standing.

MIS 575 Technology Management and Organizational Transformation (4 Hrs.)

Provides participants with knowledge and skills in the concepts of managing technological change within for profit and not-for-profit types of organizations. Examines how information technology makes possible new business models, new organizational structures, and new management processes. Presents different approaches and current practices in dealing with the organizational and human aspects of effective technology transition initiatives. Topics covered include change management, new information technology-based business models, planning for technology transition, managing change agents, and managerial decisions about information technology. Major emphasis on discussion of current situations faced by today's organizations and extended case studies. Access to the Internet is re-


quired. Prerequisite: MIS 513, or equivalent, or permission of instructor.

MIS 583 Graduate Project and Seminar (4 Hrs./1 Hr.)


Closure experience involving an advanced problem or need in MIS; may or may not involve a practicum. For project examples, see "Closure Requirement" above. Project topic must be approved in advance by the MIS Department Committee; written report and oral presentation required. Students are required to participate in a regularly scheduled seminar that covers the process of project design and methods in MIS. Course may be repeated, but only four hours may be used to satisfy degree requirements. Access to the Internet is required. Prerequisite: 24 hours of 500 level coursework in MIS. **Note:** If the project is not completed during the initial four-hour enrollment, students must register for one credit hour on an audit basis in *all* subsequent semesters until the project is completed.

MIS 584 MIS Capstone (4 Hrs./1Hr.)

Covers current topics in MIS including issues related to areas of business environment, technology, globalization, politics, ethics, legal, regulatory, and demographic diversity. The role of MIS in those areas will be addressed. In each semester, these selected topics may not be the same depending on what topics are current and emerging. Assignments include paper critiques, group discussions, and a final paper or project. This course is primarily for MIS majors and should be taken in the last semester of the MIS



degree program. Access to the Internet is required. Prerequisite: 32 hours of 500-level coursework in MIS. **Note:** If the project is not completed during the initial four-hour enrollment, students must register for one credit hour on an audit basis in *all* subsequent semesters until the project is completed.

 **MIS 585 MIS Thesis and Seminar (8 Hrs./1 Hr.)**

Academic study of a student-selected topic in MIS that involves a survey of relevant literature and empirical analysis. Thesis topic must be approved in advance by the MIS Department Committee; written report and oral presentation required. Students are required to participate in a regularly scheduled seminar that covers the

process of conducting research in the field of MIS and phases of the research process. Course may be repeated, but only eight hours may be used to satisfy degree requirements. Access to the Internet is required. Prerequisite: 24 hours of 500-level coursework in MIS. **Note:** If the thesis is not completed during the initial eight-hour enrollment, students must register for one credit hour on an audit basis in *all* subsequent semesters until the thesis is completed.

Service Course

MIS 322 Structured Programming (4 Hrs.)

The concept of structured programming is used in practical exercises involving a contemporary programming

language. The course provides an understanding of algorithm development, programming, computer concepts and the design and application of data and file structures. The course also covers the logical and physical structures of both programs and data. This is an intensive course and requires a large amount of outside classroom programming. Access to the Internet is required. Prerequisite: One semester of college algebra or college mathematics, or equivalent.



college of education and human services

COLLEGE OF EDUCATION AND HUMAN SERVICES

LARRY D. STONECIPHER, DEAN

Faculty of the college take full advantage of UIS' location in the state capital by maintaining close ties with the Illinois State Board of Education and the Illinois Department of Human Services. Faculty serve on a variety of professional advisory boards and on the boards of local social service delivery agencies. Due to the large number of state government employees, educators, and human service professionals in Springfield, the college's academic programs are vital to the city's economic and employment base.

Students enrolled in the college's programs prepare for professional careers as social workers, teachers, counselors, school administrators, gerontologists, public professionals, and researchers. Programs in the college are closely involved with the Applied Study and Experiential Learning Term and the Career Services Office to ensure that students receive field experience in their chosen professional areas and have realistic career objectives.

The social work program is nationally accredited and works closely with a variety of human social service agencies. The human development counseling program is also nationally accredited and provides teaching emphasis in community counseling, marriage and family therapy, and school counseling.

The human services program prepares graduate

students for employment in the fastest growing segment of society, including providing direct services to senior centers and nursing homes, administering and evaluating service-delivery systems for the elderly, and assisting in legislative bodies that serve older persons. The human services program's four areas of concentration are designed to provide advanced professional training for graduate students in human services such as child development and welfare, alcoholism and substance abuse, family studies, and gerontology.

The teacher education minors provide students majoring in other disciplines the opportunity to complete their required study to become certified and enter the teaching profession. A major goal of the minors is to prepare certified elementary and secondary teachers who are competent in subject matter and who understand the psychological and sociocultural characteristics of learners. Within the educational leadership graduate degree, students may choose between the administrative leadership concentration or the master teaching and leadership online concentration. Students completing the educational leadership graduate degree are prepared to become educational instructional leaders, supervisors, curriculum directors, or administrators in school systems.

Faculty use a variety of innovative teaching strate-

gies and technologies in the classroom and apply their research and scholarship to the course work that they teach. Many of the faculty have national and international reputations in their areas of expertise.

DEGREES AND CERTIFICATES

Bachelor's Degree: Social Work (B.S.W.)

Master of Arts: Human Services, Educational Leadership, Human Development Counseling.

Certification Preparation: Educational Leadership

- a) Administrative Leadership
- b) Master Teaching and Leadership

Teacher Education Minors

- a) Elementary Education
- b) Secondary Education – English, Mathematics, Science, Social Science.

Human Development Counseling

- a) School Counselor
- b) Marriage and Family Counseling
- c) Career Specialist Studies

Human Services

- a) Alcohol and Substance Abuse

ONLINE DEGREES

Master of Arts: Educational Leadership with a concentration in Master Teaching and Leadership

EDUCATIONAL LEADERSHIP, M.A.

Faculty B. Douglas Anderson, James Cherry, Scott Day, Daniel Matthews, Margaret Noe, William Phillips

Adjunct Faculty Carmen Chapman, Calvin Jackson, Tom Kerins, George Kohut, Mary Loken, Charles Matthews, David Turner

Degree offered: Master of Arts

The purpose of the educational leadership program is to prepare collaborative, proactive educational leaders committed to improving the quality of leadership in a variety of organizational contexts. This is achieved by assuming leadership positions or roles within educational organizations and classrooms, engaging in scholarly inquiry about school and classroom leadership, meeting state and national standards and school reform initiatives, as well as improving practices within educational arenas.

The educational leadership program is characterized by an integration of a wide variety of scholarly and clinical activities oriented toward practical application of intellectual, democratic, and ethical aspects of school and classroom leadership. These include formal courses, clinical experiences, research, and the master's closure activities. The educational leadership program serves graduate students with concentrations in 1) administrative leadership and 2) master teaching and leadership (online).

Contact: Information about the educational leadership program is available at (217) 206-6306. Information can also be requested at edl@uis.edu or mtl@uis.edu.

ENTRANCE REQUIREMENTS

Students must apply to UIS before it is possible to enroll in courses. To be eligible for full admission to the educational leadership program, a student must have completed a bachelor's degree with a grade-point average of 3.00 or better on a 4.00 scale. A student can be conditionally admitted if the GPA is between 2.50 and 3.00. Conditional admission means that the student must achieve a GPA of 3.00 or better in the first eight hours of course work in the EDL program. If a student achieves the required GPA within those first eight hours, he or she will be fully admitted to the program. Transfer credit is evaluated on a course-by-course basis with the faculty adviser and approval of the EDL convener.

GRADING POLICY

A passing grade in an EDL course is considered to be B

or above. A failing grade is given for work below that level. Grades of C awarded during the effective period of this catalog will be counted, provided that an equal or greater number of A credits are earned in EDL courses. However, no more than eight hours of C grades will be accepted.

COMMUNICATION AND LIBRARY SKILLS

Oral and written communication skills are practiced and evaluated in most EDL courses. Satisfactory completion of the master's closure activities fulfills the UIS communication skills requirement. Completion of EDL 505 Introduction to Research and EDL 541 Educational Research Methods satisfies the library skills requirement.

MASTER'S CLOSURE

All educational leadership degree candidates are required to complete master's closure activities. See the program handbook for further details.

PROGRAM REQUIREMENTS

The EDL master's degree requires completion of

40 semester hours. There are four core area requirements each for the administrative leadership (ADL) and master teaching and leadership (MTL) concentrations. These are:

Research

- EDL 505 Introduction to Research (ADL) 4 Hrs.
EDL 541 Educational Research Methods (MTL) 4 Hrs.

Educational Leadership

- EDL 509 Organizational Dynamics (ADL) 4 Hrs.
EDL 542 Teacher Leadership (MTL) 4 Hrs.

Curriculum

- EDL 511 Curriculum (ADL) 4 Hrs.
EDL 543 Instructional Design (MTL) 4 Hrs.

Master's Closure

- EDL 528 Master's Project Proposal (ADL) 2 Hrs.
EDL 529 Master's Project (ADL) 2 Hrs.
EDL 561 Master's Project/Portfolio Proposal (MTL) 2 Hrs.
EDL 562 Master's Project/Portfolio (MTL) 2 Hrs.

ADMINISTRATIVE LEADERSHIP CONCENTRATION

The administrative leadership concentration (ADL) is designed to meet the professional growth and in-service needs of Illinois educators. The ADL concentration provides for a carefully planned set of experiences designed to develop the knowledge, skills, and competencies needed for elementary and secondary administrative leadership positions. Courses in the program are appropriate for classroom teachers, State Board of Education personnel, central administrative staff, and school board members. A wide selection of courses is available to meet students' needs and interests while fulfilling degree and/or certification requirements.

The curriculum provides an opportunity to obtain the M.A. in educational leadership, as well as fulfill state requirements for the general supervisory and the type 75 general administrative certificates. The master's degree requires the completion of 40 semester hours of course work, including 32 semester hours of ADL courses.

Entrance Requirements for the Administrative Leadership Concentration

Applicants must hold a valid state-issued teaching

certificate. A photocopy of the certificate should be submitted at the time of application to the ADL concentration. All admission materials must be received before June 15 for admission to the ADL concentration for the fall semester, before November 15 for the spring semester, and before April 1 for the summer session. Late applications will be considered for the following semester.

Certification Requirements

Individuals interested in obtaining administrative positions in Illinois public schools must be properly certified. General requirements established by the State Teachers Certification Board include a master's degree, two years of documented successful full-time teaching or school service personnel experience, 32 semester hours of required graduate courses, and clinical experiences. Courses required for the general supervisory and general administrative certificates can be completed in the ADL concentration. Detailed information about course requirements is included in the *EDL Student Handbook*, available from the program office. All students desiring certification must apply for admission to the certificate program. Requirements are a valid, completed master's degree or

admission to the ADL concentration. Clinical experiences are required for type 75 administrative certification.

Advising

A student enrolled in the ADL concentration is expected to see a faculty adviser during the first semester of enrollment. Assistance in selecting an adviser is available from any member of the faculty. The adviser assists the student in planning his/her program of studies and is also available to provide career counseling.

SPRINGFIELD EDUCATIONAL CONSORTIUM

The UIS educational leadership program is a member of the Springfield Educational Consortium. Composed of the University of Illinois at Springfield, Southern Illinois University, Western Illinois University, and Illinois State University, the consortium allows the coordination of course offerings in educational leadership/administration in the Springfield area, thus broadening the range of courses available to students. Students enrolled in the UIS educational leadership program are encouraged to complete some of their course work with the consortium universities as ap-

propriate and approved by the UIS educational leadership convener. Advanced certificate and doctoral-level courses are available as offered by participating universities.

MASTER TEACHING AND LEADERSHIP CONCENTRATION – ONLINE

The master teaching and leadership (MTL) concentration is designed specifically for teachers who wish to assume leadership roles but who are not interested in obtaining an administrative certificate. It is conducted entirely online and is characterized by lectures, discussions, and projects, with emphasis on reflection and writing about the relationship of leadership and teaching within and beyond the classroom. Courses include studies in teaching, leadership/research, specific disciplines, and a master's closure project or portfolio. Courses in MTL also meet the requirement for teacher certificate renewal and facilitate National Board for Professional Teaching Standards for the master teaching certification.

Entrance Requirements for the Master Teaching and Leadership Concentration

While applicants for MTL should have a state-issued

teaching certificate, that is not a requirement for admission. The admission application must be made online at the MTL website, followed by an interview with the MTL coordinator or other assigned faculty adviser. Late applications will be considered only during the first week of the semester.

Advising

Advising for MTL is conducted by the MTL coordinator or other assigned faculty adviser and must be completed by the end of the student's first semester. The faculty adviser assists the student in planning his/her program of studies and is also available to provide career counseling. See <http://mtl.uis.edu> for further details.

COURSE DESCRIPTIONS

ADMINISTRATIVE LEADERSHIP (ADL)

EDL 500 Thesis

(2 to 8 Hrs.)

Credit awarded upon acceptance of thesis. May be substituted for EDL 529. **Note:** If the thesis is not completed during the initial two-hour continuous enrollment, students must register for one hour on an audit basis in *all* subsequent semesters until the thesis is completed. Prerequisite: EDL 528.



EDL 501 Organization and Administration (4 Hrs.)

Introductory course for people considering or starting the master's program in educational administration or seeking supervisory endorsement on a type 10 certificate. Provides an overview of the organization and administration of American public education. Basic concepts will be introduced; policy issues will be considered; and administrative skills, behaviors, and processes will be explored.

EDL 502 School Finance (4 Hrs.)

Sources of school revenue, analysis of expenditure policies, intergovernmental relationships, introduction to economics of education, trends and issues, and other aspects of school finance. Clinical experiences included.

EDL 503 School Law (4 Hrs.)

Examination of the legal aspects of public education; statutory and case law; rights and responsibilities of boards, administrators, teachers, and students; legal principles; and specific applications.

EDL 504 Politics of Education (4 Hrs.)

Political effects on education at federal, state, county, and local levels. Political roles of superintendent, board, and special interest groups. Political activities of principals, teachers, and community groups. Effects of court decisions and legislation. Clinical experiences included.

EDL 505 Introduction to Research (4 Hrs.)

Basic research methods in educational administration.

Topics include qualitative and quantitative research design, sampling, ethics, instrumentation, and validity.

EDL 508 School/Community Relations (4 Hrs.)

Relationships of schools to communities and citizen involvement in educational issues, development of effective ways for educators to deal with the new role of the public, and changes in school/community relations practices. Emphasis on effective communication processes. Clinical experiences included.

EDL 509 Organizational Dynamics (4 Hrs.)

Structure and function of an organization as a social system and of individual, group, and leadership processes and behavior within it. Clinical experiences included.

EDL 511 Curriculum (4 Hrs.)

Modern curricular theories, practices, and development. Sources of knowledge used in formulation of elementary and secondary curricular patterns that have emerged in American education. Approaches to curricular study, revision, and evaluation. Clinical experiences included.

EDL 512 School Business Management (4 Hrs.)

Local school business management. Includes principles and practices of accounting, budgeting, debt service, insurance, investments, lunch programs, maintenance and operations, purchasing, transportation, and other responsibilities of managing school business affairs. Clinical experiences included.

EDL 513 Educational Evaluation (4 Hrs.)

Theory, techniques, and application of evaluation as related to policy formulation and decision making in an educational environment. Recommended completion of EDL 505 prior to enrollment.

EDL 514 Collective Bargaining (4 Hrs.)

Examination of the history and impact of collective bargaining in public education associated with the changing attitudes and problems, and of the process itself.

EDL 519 The Principalship (4 Hrs.)

Competencies, role, and responsibilities of the building principal. Elementary, junior high, and senior high school principalships studied. Current research, issues, and problems considered. Clinical experiences included.

EDL 521 Personnel Management (4 Hrs.)

Personnel function in educational administration, including hypotheses, concepts, and practices for resolving human problems in educational systems. Problems of manpower planning, compensation, collective negotiations, personnel information, and continuity of personnel services. Clinical experiences included.

EDL 525 Supervision of Instruction (4 Hrs.)

Application of principles of supervision in the instructional setting. Includes current curricular and instructional practices, K-12. Specific goal is improvement of curricular and instructional practice through the supervisory role.

EDL 526, 527 Supervised Clinical Experience (2 Hrs. each)

Sequence of on-site practical experiences provides students with opportunities to work with administrative practitioners in the educational enterprise. These planned and supervised experiences must be worked out among the faculty coordinator, on-site supervisor, and student. Designed to be taken in consecutive semesters; required of students seeking general supervisory or general administrative certificates. Prerequisites: 20 hours of course work to include EDL 502 or EDL 512, EDL 503, EDL 511 or EDL 525, and EDL 519 or EDL 521.

EDL 528 Master's Project Proposal (2 Hrs.)

Integrative course using case analysis of various aspects of educational administration and school practices. Student's particular area of interest is the focus of a required written proposal for a major project to be completed during EDL 529. Prerequisites: 28 hours of EDL course work including EDL 505, or approved equivalent. Clinical experiences included.

EDL 529 Master's Project (2 Hrs./1 Hr.)

Student carries out inquiry and/or problem-solving project designed and approved in EDL 528 and submits a report on the project that must be accepted by a committee of three faculty members. Prerequisite: Completion of EDL 528. **Note:** If the project is not completed during the initial two-hour enrollment, students must register for one hour on an audit basis in *all* subsequent semesters until the project is completed.

EDL 531 The Organization and Administration of Special Education (2 Hrs.)

Philosophy, development, legislation, and current status of Illinois special education. Emphasis on cooperatives and their management including budget, personnel, and governing boards.

EDL 532 Current Issues and Problems in the Administration of Special Education (2 Hrs.)

Current issues confronted by directors, such as new state and federal legislation, new state policies and regulations, and PL 94-142 implementation. Staff recruitment, in-service, and personnel evaluation considered. Effective governing board policies and relations examined.

EDL 533 Organization and Administration of Vocational/Technical Education (2 Hrs.)

Philosophy, development, legislation, and current status of Illinois vocational/technical education. Emphasis on cooperatives and their management, including budget, personnel, and governing boards.

EDL 534 Current Issues and Problems in the Administration of Vocational/Technical Education (2 Hrs.)

Current issues confronted by directors, such as new state and federal legislation, new state policies and regulations, and program evaluation. Staff recruitment, in-service, and personnel evaluation considered. Effective governing board policies and relations examined.


EDL 535 Philosophy of Education (4 Hrs.)

Major philosophical views of aims and processes of education. Consideration given to educational ideas of such thinkers as Plato, Augustine, Rousseau, and Dewey, as well as to assumptions underlying current reform proposals. See PHI 535.

EDL 599 Independent Research and Study (1 to 4 Hrs.)

Supervised investigation into specific topic or research project selected by the student with faculty approval. May include library or field work.

MASTER TEACHING AND LEADERSHIP (MTL) – ONLINE

 Course available only online. Refer to the current course schedule for further information.

 EDL 541 Educational Research Methods (4 Hrs.)

Basic research methods in education. Includes qualitative and quantitative research design, sampling, ethics, instrumentation, and validity. The goal is to increase critical and analytical capabilities and to enhance strategies and systems for achieving excellence in education.

 EDL 542 Teacher Leadership (4 Hrs.)

Examination and application of processes, systems, and strategies in all educational arenas. The goal is to acquire working knowledge of characteristics of successful orga-

nizational systems, core values, and educational concepts that ensure continual improvement of teaching and leadership methods.

 **EDL 543 Instructional Design (4 Hrs.)**

Examination of the role of standards and curriculum at district and school levels in shaping educational changes and reforms. The goal is to examine and understand curriculum and instructional issues within the context of reform efforts.

 **EDL 544 Expectations, Standards, and School Improvement (4 Hrs.)**

Theories, research, and application of standards. Includes integration of standards and school improvement processes. The goal is further understanding of improvement through the use of measurable criteria.

 **EDL 545 Supervision of Instruction for Teacher Leadership (4 Hrs.)**

Theories, research, and processes of collegial supervision of classroom instruction. Includes analysis of teaching, effective practices, and communication. The goal is to enhance collaboration between colleagues and independent work to ensure improvement of curricular development and instructional practice.

 **EDL 546 Teachers in the Learning Community (4 Hrs.)**

Examining and setting expectations of teachers in learning communities. Includes methods of working in teams and applying core values and concepts of leadership to support continuous improvement and to promote learning-centered education.

 **EDL 547 Technology in the Curriculum (4 Hrs.)**

Examination of Illinois State Board of Education and International Society for Technology in Education technology standards for teachers and teacher educators. Topics include software applications and the use of the Internet in the classroom. The goal is to integrate technology into educational situations.

 **EDL 548 Reading and Literacy (4 Hrs.)**

Explores best practices in literacy education. Topics include improving literacy and ways that literacy can be taught across the curriculum. The goal is to gain an understanding of the uses and value of reading and literacy.

 **EDL 549 Strategies for Improving Teaching of Language Arts and Social Studies (4 Hrs.)**

Examination of teaching methods and measures to improve them in relation to standards and continuous improvement processes. The goal is systematic improvement based on results.

 **EDL 551 Strategies for Improving Teaching of Mathematics and Science (4 Hrs.)**

Examination of teaching methods and measures to improve them in relation to standards and continuous improvement processes. The goal is systematic improvement based on results.

 **EDL 552 Law for Teachers (4 Hrs.)**

Examination of the legal aspects affecting classroom teachers; constitutional, statutory, and case law; rights

and responsibilities of teachers, students, parents, and boards; legal principles; and specific applications.

 **EDL 553 Assessment of Students' Learning Difficulties/Disabilities (4 Hrs.)**

Examination of methods of assessment for students with learning difficulties/disabilities. This course will focus on the interpretation and use of assessment results.

 **EDL 554 Characteristics of Exceptional Children (4 Hrs.)**

Examination of characteristics for various classifications of special education students. Focuses on the identification of criteria required for classification of students with special needs.

 **EDL 555 Foundation for Technology in the Curriculum (4 Hrs.)**

Basic technology skills and knowledge necessary for today's education professionals. Computer operation, electronic communication, and computer applications with emphasis on the tools most applicable to the classroom setting.

 **EDL 556 Strategies for Teaching Gifted Students (4 Hrs.)**

Practical strategies for teachers of gifted students in the inclusive classroom. The goal is having teachers able to meet the specific needs of these students through adaptation of regular, current classroom strategies.

 **EDL 557 Matching Teaching and Learning Styles (4 Hrs.)**

Relationship between teaching styles and student learn-

ing styles. Teachers will determine their teaching styles, learn how to recognize their students' learning styles, and explore teaching strategies that enhance student learning.

 **EDL 558 Strategies for Teaching Children with Special Needs I (2 Hrs.)**

Examination of strategies that can be used to teach children with special educational needs.

 **EDL 559 Strategies for Teaching Children with Special Needs II (2 Hrs.)**

Further examination of strategies that can be used to teach children with special educational needs.

 **EDL 561 Master's Project/Portfolio Proposal (2 Hrs.)**

Compilation of all courses taken in the MTL concentration. Topics include reviewing past project and portfolio data, analysis of learning that occurred, and presentation of findings, with possible project design. The goal is to gain insights into personal and professional growth. Prerequisites: 28 hours of EDL/MTL coursework, including EDL 541, or approved equivalent.

 **EDL 562 Master's Project/Portfolio (2 Hrs./1 Hr.)**

Inquiry and/or problem-solving project designed and approved in EDL 561 or completion of portfolio development throughout the degree process. Final assessment from an online presentation accepted by a committee of three faculty members. **Note:** If the project is not completed during the initial two-hour enrollment, students must register for one hour on an audit basis in *all* subse-

quent semesters until the project is completed. Prerequisite: Completion of EDL 561.

 **EDL 563 Mentoring for Excellence in Teaching (4 Hrs.)**

Research and practical application of issues involved in mentoring teachers at various levels of development, including student teaching, first-year teaching, teachers new to district.

 **EDL 564 Technology Strategies for Teachers (4 Hrs.)**

Advanced knowledge of instructional applications of modern technologies. Philosophy and purpose behind instructional technology and strategies for classroom implementation.

 **EDL 565 Addressing Quality Improvement in Educational Settings (4 Hrs.)**

Knowledge base and practical skills to identify and solve problems. The goal is to enable teachers, through systematic use of statistical and problem-solving tools, to achieve documentable improved academic results.

 **EDL 566 Strategies for Teaching in Early Childhood Situations (4 Hrs.)**

Knowledge and skills for early childhood teachers to promote excellence in teaching through observation, interaction, and intervention with their students.

 **EDL 567 Learning Improvement Through Student Accountability (4 Hrs.)**

Knowledge base and skills to teach students how to plan, track, and achieve improved learning.

 **EDL 568 Seminar on Strategies for Teaching Special Populations I (2 Hrs.)**

Discussions that examine and suggest strategies for teaching populations with specific needs (e.g., incarcerated youths, migrant workers).

 **EDL 569 Seminar on Strategies for Teaching Special Populations II (2 Hrs.)**

More in-depth discussions that examine and suggest strategies for teaching populations with specific needs (e.g., incarcerated youths, migrant workers).

 **EDL 571 NBPTS Certification Assistance I (2 Hrs.)**

Examination and development of a mock portfolio as preparation for National Board certification. The goal is to provide experience in creating professional portfolios. Prerequisite: Three years teaching experience.

 **EDL 572 NBPTS Certification Assistance II (2 Hrs.)**

Development of the portfolio required for National Board certification. The goal is completion and submission of a portfolio. Prerequisite: EDL 571.

 **EDL 573 Survey of Exceptional Children (4 Hrs.)**

Examination of students with special needs of all types with the goal of understanding their educational needs and ways to meet those needs.

College of Education and Human Services

GRADUATE CERTIFICATES

Offerings: Graduate Certificate in Alcohol and Substance Abuse; Graduate Certificate in Career Specialist Studies

GRADUATE CERTIFICATE IN ALCOHOL AND SUBSTANCE ABUSE

The purpose of the certificate in Alcohol and Substance Abuse is to provide education to individuals who wish to become certified in the substance abuse counseling profession, but who do not wish to complete a formal degree program. The knowledge areas of the certificate provide students with the skills and abilities needed to serve drug and alcohol abusing or dependent individuals, their families, and other affected individuals or groups. Upon completion of the required courses, students may take the Certified Alcohol and Other Drug Abuse Counselor (CADC) exam through the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA).

The certificate requires the following 28 credit hours:

HMS 502	Interviewing and Assessment Skills in Human Services	4 Hrs.
HMS 521	Advanced Interviewing and Intervention	4 Hrs.

HMS 525	Alcoholism and Substance Abuse	4 Hrs.
HMS 527	Assessment and Treatment of Substance Abuse	4 Hrs.
HMS 528	Dual Diagnosis and Relapse Prevention	4 Hrs.
HMS 531	Drug Abuse in America: A Critical Perspective	4 Hrs.
HMS 550	Internship (500 Hrs.)	4 Hrs.

Contact: Application forms and more information are available from the human services program at (217) 206-6687.

GRADUATE CERTIFICATE IN CAREER SPECIALIST STUDIES

ONLINE GRADUATE CERTIFICATE IN CAREER SPECIALIST: WORKFORCE DEVELOPMENT

The 12 credit hour certificate in workforce development is intended for professionals who provide labor market and/or career search information, workforce prepara-

tion training, and placement assistance in a workforce characterized by changing technological, demographic, and economic environments. The curriculum, delivered via the Internet, provides practical and theoretical knowledge and skills designed to meet the individual professional development needs of the workforce practitioner. The National Association of Workforce Development Professionals endorses this program.

The following courses are required for the certificate:

HDC 462	Using Labor Market and Career Information	2 Hrs.
HDC 463	Occupational Test Application, Interpretation, and Analysis	4 Hrs.
HDC 564	Interpersonal Communication Skills	2 Hrs.
HDC 565	Career Case Management	4 Hrs.

COURSE DESCRIPTIONS

HDC 462 Using Labor Market and Career Information (2 Hrs.)
Explanation of quantitative aspects of LMI and explo-

ration of career information from newspapers, magazines, television, radio, movies, and direct observation. The Internet provides instant access to government documents plus millions of career-related websites. Students will be able to use career and labor market information to help the people they counsel make more informed choices. Students will also learn about career development theory, demographic changes, and techniques for working with various populations.

HDC 463 Occupational Test Application, Interpretation, and Analysis (4 Hrs.)

Broad theoretical concepts of career development as well as the theoretical concepts associated with occupational measurement that are required to understand, analyze, and interpret various assessment instruments. Assess-

ments representing exploration of abilities, aptitudes, interests, and values will be reviewed, along with the use and interpretation of assessment results in assisting individuals in identifying realistic training/career/employment goals.

HDC 564 Interpersonal Communication Skills (2 Hrs.)

Includes learning and practicing specific communication techniques in areas such as non-verbal communication, persuasion, interviewing, written communication, and conflict management, as well as addressing the communication skills necessary to work with special needs populations. Designed to help students understand the impact of the Internet as a communication tool.

HDC 565 Career Case Management (4 Hrs.)

Designed for individuals who will facilitate career development across the life span among persons from all walks of life. Theory and practice of counseling and case management as it applies to working with clients who need assistance entering the workforce. Major emphasis placed on assisting those clients moving from school or non-employment or who are at a transition point in their work careers.

Contact: Application forms and more information are available from the human development counseling program at (217) 206-7394.

HUMAN DEVELOPMENT COUNSELING, M.A.

Faculty William Abler, Robert Crowley (emeritus), Nancy Forth, James Pancrazio (emeritus), Dolores Trello, Kyle Weir

Associated Faculty Judy Shipp

Adjunct Faculty Jan Gambach, Peggy Mayfield, Martin Michelson

Degree offered: Master of Arts

The human development counseling program offers three areas of study: community counseling, marriage and family therapy, and school counseling. These areas of study allow graduates to provide counseling and consulting services at a professional level in a wide variety of environments. Career options for graduates in the community counseling/marriage and family areas include counseling in mental health, correctional, social welfare, rehabilitative, and human relations agencies, institutions, and environments. Study in school counseling leads to elementary and secondary school counselor certification that has Illinois State Board of Education approval. Since opportunities for employment within each of these areas of study vary widely, prospective students should consult an adviser before choosing a career option.

The Council for Accreditation of Counseling and Related Educational Programs (CACREP) has

accredited the following emphases in this program: a) community counseling and b) school counseling. Successful completion of the curriculum for either of these leads to eligibility for national certification.

Students who are pursuing or have completed the M.A. degree may develop an individualized course of study that may qualify them for membership in the American Association for Marriage and Family Therapy (AAMFT) and/or licensure as a marriage and family therapist. This opportunity involves additional preparation beyond the M.A. degree.

The program also offers an online graduate certificate in career specialist studies. Additional information is available on p. 120.

Contact: Information about the human development counseling program is available at (217) 206-6504. Information can also be requested at hdc@uis.edu.

ENTRANCE REQUIREMENTS

Admission prerequisites include courses in abnormal, developmental, and social psychology/sociology and a grade-point average of at least 2.75 in the last 60 hours of undergraduate course work. Courses taken at the University of Illinois at Springfield or elsewhere to fulfill these prerequisites may not be applied toward the graduate degree. All prerequisites must be completed before submitting an application to the program.

Personal references, an interview, and a supervised written essay are required for admission to the program. Graduate Record Exam scores are recommended. HDC faculty may require students to take additional personality or vocational measures.

In addition to completing the UIS application process, interested applicants should contact the HDC program office for program applications. Necessary transcripts should be sent to Admissions, along with a request that they be forwarded to HDC. To ensure consideration for admission to degree status, all complet-

ed application materials should be postmarked by October 15 or March 15.

Full acceptance to the HDC program is based on evaluation of admission requirements. Students who are not fully admitted may register as special students for a maximum of 12 semester hours. Participation in these courses, however, in no way guarantees eventual acceptance into the program or acceptance of these hours toward the graduate degree.

ADMISSION AND EVALUATION PROCESS

Admission is based on academic competence, interest, and/or prior experience in the helping professions, as well as evidence of personal characteristics associated with success in counseling relationships.

The HDC faculty has a professional and ethical responsibility to engage in continual student evaluation and appraisal and to be aware of a student's personal limitations that might impede future performance. (See program policy on student evaluation process.) Any student who does not meet the professional standards or requirements of the HDC program may be removed from candidate/degree status in the program according to specified procedures with rights of appeal. (See program policy on removal from candidate/degree status.)

ADVISING

The advising relationship within the program is important, and students should contact their advisers regularly. If students do not choose a faculty adviser, an initial adviser will be assigned by the program. Students who later decide to change advisers may complete a Selection of Adviser form and return it to the Office of Admissions and Records. Students must complete a campus graduation contract by the end of their first semester.

GRADING POLICY

HDC program majors must obtain grades of B or better in HDC 501, HDC 502, HDC 504, HDC 507, HDC 508, and HDC 513 and must maintain a GPA of at least 3.00. In other courses, a maximum of eight hours of C grades is allowed when balanced by an equal number of hours of A.

In 400-level courses, graduate students are expected to meet a higher standard of performance than undergraduates and will be required to complete additional assignments at the discretion of the instructor.

EXPECTED PROFESSIONAL COMPETENCIES

Before graduating, degree candidates must demon-

strate competencies related to personal development, such as the ability to communicate effectively with others; professional development, such as the ability to conceptualize client concerns and to provide appropriate intervention through an individual or group relationship; and social development, such as the ability to participate as a team member.

In addition to these generic competencies, students are expected to develop specific knowledge and skills needed for the client populations with which, or for the settings in which, they intend to work. Such specialized knowledge may be obtained through elective course work and through projects designed to meet course requirements.

Each program course may contain an applied or experiential component in addition to the didactic component, and some courses specifically emphasize experiential learning. These courses require application of professional skills in simulated and/or real settings. Students should, therefore, expect to demonstrate understanding of ethical behavior in the helping professions as well as evidence of interaction skills with clients. All master's candidates must be familiar with the HDC program's policy on clinical experience and should consult their advisers about satisfying its provisions. All degree

candidates must demonstrate graduate-level performance in reading, writing, and speaking English.

PROGRAM REQUIREMENTS

A total of 50 semester hours is required for a master's degree in human development counseling:

HDC 501 Fundamental Issues and Ethics in Counseling (must be taken first semester)	4 Hrs.
HDC 502 Listening Skills*	2 Hrs.
HDC 504 Theories of Counseling I*	2 Hrs.
HDC 507 Theories of Counseling II*	2 Hrs.
HDC 508 Influencing Skills*	2 Hrs.
HDC 513 Techniques of Group Counseling and Psychotherapy	4 Hrs.
HDC 515 Multicultural Counseling	4 Hrs.
HDC 521 Developmental Counseling	2 Hrs.
HDC 524 Career/Lifestyle Counseling	4 Hrs.
HDC 575 Appraisal Techniques in Counseling	4 Hrs.
HDC 577 Research Methods	4 Hrs.
HDC 580 Comprehensive Exam Preparation or	
HDC 582 Research Colloquium: Master's Project	2 Hrs.
HDC 587 Professional Experience: Practicum	4 Hrs.

HDC 590 Professional Experience: Internship	<u>8 Hrs.</u> 48 Hrs.
Elective	<u>2 Hrs.</u>
Total	50 Hrs.

**HDC 502 and 504 are taken during the same semester; as are HDC 507 and 508.*

All course work, including electives, should emphasize specialized knowledge and skills needed for a particular setting or client population.

MASTER'S CLOSURE

In addition to course requirements, students are required to either complete a master's project demonstrating research mastery of an area within human development counseling or to pass a comprehensive examination that tests knowledge from the program's required course work. Students must select which option they will use to meet the closure requirement when they register for either HDC 580 Comprehensive Examination Preparation or HDC 582 Research Colloquium: Master's Project.

Once students register for either HDC 580 or HDC 582, they must be continually enrolled for one hour of

audit credit *each* fall and spring semester through HDC 581 Comprehensive Exam Registration or HDC 583 Research Closure Exercise – with their adviser or project supervisor's approval – until completion of the closure requirement.

For students selecting the comprehensive examination process option, completion of the closure requirement is secured once a student passes HDC 580 Comprehensive Examination Preparation, registers for the comprehensive exam (HDC 581), and passes both the multiple choice and essay components of the comprehensive examination. For students selecting the master's project option, completion occurs when they pass HDC 582, and the project has been completed, approved by the student's committee, and approved by the dean of the College of Education and Human Services. Students must consult their advisers for further information on the master's closure requirement options and to obtain the adviser's signature on the closure option form.

COMMUNITY COUNSELING/MARRIAGE AND FAMILY THERAPY

Students pursuing careers in community counseling or marriage and family therapy should begin to ex-

plore relevant populations and settings when enrolled in HDC 501. Course assignments thereafter should be designed to develop knowledge and skills specific to the emphasis chosen. Community counseling students need to choose their elective so as to enhance that specialty. Those in marriage and family therapy must elect HDC 534 Introduction to Family Therapy. Clinical experience placements for either emphasis will take place in community agencies.

Students seeking certification by the American Association for Marriage and Family Therapy (AAMFT) and licensure as marriage and family therapists must take approximately 16 credit hours beyond the 50 required within the HDC master's program. Consultation with the MFT area coordinator is required to ensure curricular and clinical experience requirements are met.

SCHOOL COUNSELOR/GUIDANCE CERTIFICATION

The HDC program is the only method by which a student may become a certified school counselor through UIS. Certification in Illinois for UIS students is based on endorsement by the HDC program.

An applicant seeking school counselor/guidance certification must have a valid, permanent teaching


certificate and two year's teaching experience. A course in exceptional children is also required. In addition to the HDC core courses, graduates are required to have a course in mental hygiene and/or personality dynamics (this can be met by the abnormal psychology prerequisite), a practicum, a 600-hour internship (300 of which must be in a school setting with both elementary and secondary students), and HDC 531 Developmental School Counseling. Students must also pass tests of basic skills and guidance administered through the Illinois Certification System. Certified teachers who wish to pursue this course of study should contact an adviser immediately upon application to the program.

ONLINE GRADUATE CERTIFICATE IN CAREER SPECIALIST STUDIES

The 12-hour certificate in workforce development is intended for professionals who provide labor market and/or career search information, preparation training, and placement assistance in a workforce characterized by changing technological, demographic, and economic environments. The curriculum, delivered via the Internet, provides practical and theoretical knowledge and skills designed to meet the individual profes-

sional development needs of the workforce practitioner. The National Associate of Workforce Development Professionals endorses this program. Refer to p. 120 for additional information and course listings.

COURSE DESCRIPTIONS

 *Course available online; may also be available on campus. Refer to the current course schedule for further information.*

HDC 423 Counseling Women (4 Hrs.)

Specialized biological, psychological, and social issues that affect women. Exploration of theoretical assumptions, counseling practices, and process variables that may apply differently to or affect women in counseling and therapy. Identification of skills facilitative to women in general and to particular subgroups of women. Prerequisite: SWK 411 or HDC 501. See SWK 423 and WMS 423.

HDC 446 Family Law (4 Hrs.)

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform, and the impact of the women's rights movement. See LES 446, SOA 454, SWK 446, WMS 446.

HDC 447 Developing Self-Concept (4 Hrs.)

Self-concept and self-esteem. Research and various theories and approaches to enhancement emphasized.



HDC 449 Preventing and Coping with Burnout (4 Hrs.)

Burnout (definition, causes, research), along with strategies for prevention and coping (individual, interpersonal, and organizational).

HDC 451 Rehabilitation Counseling (4 Hrs.)

Surveys major aspects of rehabilitation counseling, including advocacy and independent living, employment, environmental/attitudinal barriers, legal rights, and disability information. Focus on current practice by literature review, site tours, and guest presenters.

HDC 462 Using Labor Market and Career Information (2 Hrs.)

Explanation of quantitative aspects of LMI and exploration of career information from newspapers, magazines, television, radio, movies, and direct observation. The Internet provides instant access to government documents plus millions of career-related websites. Students will be able to use career and labor market information to help the people they counsel make more informed choices. Students will also learn about career development theory, demographic changes, and techniques for working with various populations.

HDC 463 Occupational Test Application, Interpretation, and Analysis (4 Hrs.)

Broad theoretical concepts of career development as well as the theoretical concepts associated with occupational measurement that are required to understand, analyze,

and interpret various assessment instruments. Assessments representing exploration of abilities, aptitudes, interests, and values will be reviewed, along with the use and interpretation of assessment results in assisting individuals in identifying realistic training/career/employment goals.

HDC 501 Fundamental Issues and Ethics in Counseling (4 Hrs.)

Examination of personal and professional values, goals, objectives, and professional roles and functions of the counseling profession. Required as first core course.

HDC 502 Listening Skills (2 Hrs.)

Focuses on intensive laboratory practice of a basic sequence of listening and other skills.

HDC 504 Theories of Counseling I (2 Hrs.)

A study of major theories in existential, humanist, and psychodynamic traditions. Prerequisite: HDC 502.

HDC 507 Theories of Counseling II (2 Hrs.)

Examines the tenets of cognitive, behavioral, systemic, and other related approaches to counseling. Prerequisite: HDC 502, HDC 504.

HDC 508 Influencing Skills (2 Hrs.)

Focuses on laboratory experience with attention to advanced relationship skills, case interpretation, and evaluation skills. Prerequisite: HDC 502, HDC 504, HDC 507.

HDC 513 Techniques of Group Counseling and Psychotherapy (4 Hrs.)

Examination of group development, dynamics, counseling theories, group approaches, leadership styles, and group counseling methods. Laboratory experience included. Prerequisites: HDC 501, HDC 502, HDC 504, HDC 507, HDC 508.

HDC 515 Multicultural Counseling (4 Hrs.)

Literature and research on counseling services for persons of culturally diverse backgrounds, focusing on treatments that are indigenous to minority clients; cross-cultural dimensions of the counseling relationship; approaches, techniques, and interventions applicable to the mental health needs of minority clients. Prerequisite: HDC 501.

HDC 516 Grief Counseling (2 Hrs.)

Review of literature related to experience of loss in this and other cultures. Topics include loss through death, job loss, physical disability, moving, divorce, etc. Counseling approaches and techniques are discussed with experiential homework and class experiences related to topics. Due to course content, not recommended for students experiencing recent loss.

HDC 517 Conflict Management (2 Hrs.)

Examination of conflict — its basic nature, causes, and management. Exploration of research findings about conflict, common responses as well as models of interpersonal, intergroup, and intergroup management. Stu-

dents will examine their responses to conflict management and will apply a model of conflict management to a situation of interest to them.

HDC 519 Wellness Counseling (2 Hrs.)

Focuses on helping people achieve their maximum state of health. Applied areas include medical health counseling, stress reduction approaches, and wellness counseling.

HDC 521 Developmental Counseling (2 Hrs.)

Studies the implication of client development for counselor behavior in the helping relationship. Delineates counseling knowledge and skill appropriate to the needs and wants or goals of clients at various levels of affective, behavioral, cognitive, and interpersonal development. Prerequisites: A course in life-span development or passing score on knowledge competency test.

HDC 524 Career/Lifestyle Counseling (4 Hrs.)

Relates data from personality-based and developmental models of career choice to achieving a satisfying career/lifestyle. Includes information about occupational, technological, and educational resources, needs of special populations, goals of guidance and counseling, and techniques of career/lifestyle decision making. Prerequisite: HDC 501.

HDC 531 Developmental School Counseling (4 Hrs.)

Examines the school setting and developmental approach to service delivery. Emphasizes the role and functions of the developmental school counselor-consultant.

Explores major problems faced by children and adolescents. Required for school counselor certification. Prerequisite: HDC 501.

HDC 534 Introduction to Family Therapy (4 Hrs.)

Major techniques of family therapy with emphasis on integration of theoretical constructs and therapeutic skills. Lecture, demonstration, and laboratory learning approaches used. Students analyze a family system and present projects demonstrating comprehension. Required for students emphasizing marriage and family therapy. See HMS 534.

HDC 535 Child Therapy (2 Hrs.)

Designed to teach counseling students about theories of child therapy as well as appropriate therapeutic interventions for children. Focuses on age/developmentally-appropriate interventions such as play therapy and on common childhood disorders in an effort to help counseling students differentiate between normal and abnormal childhood behaviors. The course presumes a systemic context where child therapy is a component of family therapy. Prerequisite: HDC 501 and HDC 534.

HDC 536 Divorce Counseling (2 Hrs.)

For advanced students specializing in family counseling. Students develop and implement treatment plans to ameliorate problems of persons separated from spouses.

HDC 537 Couple Counseling (2 Hrs.)

For advanced students specializing in family counseling.

Students develop treatment plans for dysfunctions occurring in marital relations.

HDC 541 Designing Effective Learning Experiences (4 Hrs.)

Provides students with the opportunity to examine and experience a variety of teaching methods; concentrates on classroom application. Emphasizes self-esteem in nonformal and formal educational settings.

HDC 545 Sexual Dysfunction, Substance Abuse, and Family Violence (4 Hrs.)

Training in family counseling methods relating to sexual dysfunction, substance abuse, and family violence. The course is designed to assist therapists in developing skills in the professional treatment of these issues from a systems perspective. Prerequisite: HDC 501 and HDC 534.

HDC 558 Theories of Family Therapy (4 Hrs.)

Theories and models of family therapy, emphasizing integration of issues relating to family treatment with systems theory. Family therapy issues will be compared across treatment models. Includes extensive readings in one or more approaches and class presentations. See HMS 558.

HDC 559 Advanced Family Therapy (4 Hrs.)

For advanced students interested in specializing in family counseling techniques. Students develop and implement family treatment plans in actual and/or simulated family systems and must be able to articulate at least two major family counseling approaches. Prerequisite: HDC 534 or HMS 534, and HDC 558 or HMS 558.



HDC 564 Interpersonal Communication Skills (2 Hrs.)

Includes learning and practicing specific communication techniques in areas such as nonverbal communication, persuasion, interviewing, written communication, and conflict management, as well as addressing the communication skills necessary to work with special needs populations. Designed to help students understand the impact of the Internet as a communication tool.

HDC 565 Career Case Management (4 Hrs.)

Designed for individuals who will facilitate career development across the life span among persons from all walks of life. Theory and practice of counseling and case management as it applies to working with clients who need assistance entering the workforce. Major emphasis placed on assisting those clients moving from school or non-employment or who are at a transition point in their work careers.

HDC 567 Models and Methods in Marriage and Family Treatment (4 Hrs.)

A comprehensive study of the dynamics of marriage and family life. The course teaches practitioners cultural sensitivity and variety in treatment methods. A study of models used in marriage, family, and divorce intervention is explored. See HMS 567.

HDC 575 Appraisal Techniques in Counseling (4 Hrs.)

Basic theories and approaches to the psychological/educational appraisal of individuals and groups, including validity, reliability, and psychometrics statistics. Includes

contemporary issues, ethics, representative methods and tests, and use and interpretation of results in the helping process.

HDC 577 Research Methods (4 Hrs.)

Review of research theories, designs, and statistics; implementation of research proposal and report; principles of program evaluation and needs assessment; computer applications; and ethical and legal considerations. This course begins the closure requirement.

HDC 580 Comprehensive Examination Preparation (2 Hrs.)

Preparation for the comprehensive exam, which is taken in the semester following successful completion of this course. Course and exam content are designed to reinforce the skills and knowledge addressed in program courses as well as the LCPC or LMFT licensure exams. May be repeated if a student fails the course or any portion of the comprehensive exam, but a passing grade must be recorded before the student will be allowed to take the comprehensive exam. Pass-fail only. Prerequisite: Advising session with adviser and his or her signature on the closure option form. **Note:** Once students successfully complete HDC 580, they must register for one hour of audit credit (HDC 581) *each* subsequent fall and spring semester until they receive a passing grade on the comprehensive examination.

HDC 581 Comprehensive Examination Registration (1 Hr.)

Audit credit hour of continuing enrollment, which is

taken during the semester in which the comprehensive exam is administered. Students must pass both the multiple-choice and essay portions of the comprehensive exam for completion of this course and the program's comprehensive exam closure requirement. **Note:** Once students successfully complete HDC 580, they must register for one hour of audit credit (HDC 581) *each* subsequent fall and spring semester until they receive a passing grade on the comprehensive examination. Prerequisite: HDC 580, and completion of all required HDC courses except internship and elective, and permission of instructor.

HDC 582 Research Colloquium: Master's Project (2 Hrs.)

Completion of intensive project as culmination of student's progress in the program. Project may be experimental or applied. Course is required for students selecting the master's project option. Prerequisite: HDC 577, or equivalent. **Note:** If the project is not completed during the initial two-hour enrollment, students must either re-register for HDC 582 (for two hours' credit) or register for one audit hour in HDC 583 *each* subsequent fall and spring semester until the project is completed.

HDC 583 Research Closure Exercise (1 Hr.)

After passing HDC 582 Research Colloquium, students selecting the master's project option for completion of the program's closure requirement must register to audit one hour of research closure exercise enrollment during *each* fall and spring semester until the completion of their project. Students must register with their project supervisor. Prerequisite: HDC 582.

HDC 587 Professional Experience:**Practicum (4 Hrs.)**

Professional experience in helping relationships within institutions/agencies that promote human welfare. Requires 100 clock hours on site. Admission by application to HDC professional experience coordinator, who coordinates placement in an appropriate setting. Requires demonstration of competence in process, relationship, attending, and influencing skills, as well as knowledge of major theoretical approaches to counseling. Registration limited and waiting list maintained. Required core course. Prerequisites: HDC 501, HDC 502, HDC 504, HDC 507, HDC 508, and HDC 513.

HDC 588 Professional Experience:**Practicum in Family Therapy (4 Hrs.)**

Focuses on the use of therapeutic knowledge and skills

with families. Successful completion of the course depends on demonstration of competencies considered essential for the professional building a career in the field of family therapy. Prerequisites: HDC 558 and HDC 559. HDC majors must also have completed the following counseling courses before enrolling in this course: HDC 501, HDC 502, HDC 504, HDC 507, HDC 508, and HDC 513. May substitute for HDC 587 as a required core course. Applications should be submitted to the HDC professional experience coordinator before the deadline published each semester. Applicants should be familiar with the program policy on professional experience and accreditation and should consult with their advisers before selecting this course. Registration is limited and a waiting list is maintained. This course may be counted toward subsequent certification in AAMFT.

HDC 590 Professional Experience:**Internship (2 to 8 Hrs.)**

Requires 600 clock hours in an appropriate work setting implementing a variety of professional counseling services, including individual, group, and consultation. On-campus and off-campus supervision required. Each 150 clock hours on site earns two credit hours. Students are required to complete all 600 hours within one calendar year. Prerequisites: HDC 501, 502, 504, 507, 508, 513, 515, 521, 524, 575, and HDC 587 or HDC 588.

HUMAN SERVICES, M.A.

Faculty Rachell N. Anderson, Harry J. Berman, Jeffrey A. Chesky, Carolyn Peck, Carol Rankin, Rosamond Robbert (emerita), Michael Townsend

Associated Faculty Martin Martsch, Sandra Mills, Don Yohe (emeritus)

Adjunct Faculty Jill Henson, Nancy Nelson, Mary Stone, Ron Zec

Degree offered: Master of Arts

The master's degree in human services (HMS) is designed to provide advanced professional education for students who have an undergraduate education in human services or who have completed specific prerequisite courses to prepare them for study in the field. It is a multidisciplinary degree that prepares students to become competent as human services professionals for multiple roles and settings.

The degree contains core courses that teach skills and concepts needed by all human services professionals and integrates content from several academic concentrations to allow students to develop specific expertise. The concentrations are 1) alcoholism and substance abuse, 2) child and family studies, 3) gerontology, and 4) social services administration. Within some concentrations, students are able to obtain certification; within others, students may prepare for licensure. Students are prepared to practice with competency and confidence within all concentrations.

The degree program teaches students to appreciate contemporary and historic human characteristics, issues, and problems and to plan for the delivery of human services in the future. Courses teach students to design, assess, treat, plan for, advocate for, counsel with, manage, and collaborate with individuals, groups, or agencies needing and using human services.

ACCREDITATION

Illinois Alcohol and Other Drug Abuse Professional Certification Association, Inc., has accredited the alcohol and substance abuse concentration in the M.A. in human services.

PROFESSIONAL DEVELOPMENT SEQUENCE IN GERONTOLOGY

The human services program offers a 12-hour professional development sequence in gerontology. The sequence is designed for individuals who already have one graduate degree and are working in some capacity with the elderly or who otherwise desire or need

basic graduate-level course work in gerontology. Contact the human services program for more information.

CERTIFICATE IN ALCOHOL AND SUBSTANCE ABUSE

The program offers a graduate certificate in Alcohol and Substance Abuse to provide education to individuals who wish to become certified in the substance abuse counseling profession, but who do not wish to complete a formal degree program. On completion of the required 28 semester hours of courses, students may take the Certified Alcohol and Other Drug Abuse Counselor (CADC) exam through the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAO-DAPCA). Refer to page 120 for further details.

CERTIFICATE IN MANAGEMENT OF NONPROFIT ORGANIZATIONS

In cooperation with the Department of Public Administration, the program has available a graduate certifi-

cate in the management of nonprofit organizations. Refer to p. 263 for more information.

The Graduate Certificate in Management of Non-profit Organizations requires 20 hours of coursework. All courses are offered at night or on weekends. An individual may take these courses as a part-time student and earn the certificate without being formally enrolled in any degree program or may complete the certificate as part of a degree program.

Contact: Information about the human services program is available at (217) 206-6687. Information can also be requested at hms@uis.edu.

ENTRANCE REQUIREMENTS

Students must have a bachelor's degree, preferably with a foundation in the liberal arts with a GPA of 3.00. Prerequisites are a life-span development course and a research methods course with content consistent with the ones listed in the Program Requirements section.

For admission, students must submit a completed application, transcripts, two completed recommendation forms from professional or academic sources, and a personal statement detailing their reasons for seeking admission into the program. Application materials

are available at the human services program office and from the UIS Office of Admissions and Records. The program admits students twice each year. Preference will be given to students who have application materials completed by September 15 for the spring semester and by February 15 for the fall semester.

GRADING POLICY

Graduate students must earn a grade average of B or better in all courses.

MASTER'S CLOSURE

A master's project or thesis is required of all graduate majors. This project or thesis may focus on a practice issue, an empirical study, or a human service policy review. Two courses contained within the core (HMS 579 and HMS 580) are designed to foster students through this requirement. Once they complete HMS 579 in continuous enrollment and begin their closure exercises, students must enroll in HMS 580 (for audit hours only) *each* semester until the master's project or thesis is completed.

INTERNSHIP

The four-hour internship is designed to provide an opportunity for students to integrate knowledge and

skills gained in courses into direct practice. The internship consists of intensive work experiences with supervision (100 work hours for each academic hour) in a human services environment (500 hours are required for students in the Alcoholism and Substance Abuse concentration).

Students with three years of supervised full-time experience in human services may, in consultation with the academic adviser, petition to substitute four hours of regular course work for the internship.

PROGRAM REQUIREMENTS

The master's degree requires 44 hours of graduate-level courses.

Prerequisites (two courses) or the equivalent

A course in either human behavior in the social environment or a course in life-span developmental psychology, and
A course in either research methods or a course in statistics.

Core Requirements

(24 Hrs.)

HMS 501 Critical Perspectives in Human Services

4 Hrs.

HMS 502 Interviewing and Assessment Skills in Human Services	4 Hrs.
HMS 511 Social Policy and Human Services	4 Hrs.
HMS 516 Ethics and Professional Development	4 Hrs.
HMS 550 Internship	4 Hrs.
HMS 579 Advanced Research: Master's Project/ Thesis Proposal	4 Hrs.
HMS 580 Master's Project/Thesis (one hour of audit each semester until completion)	

CONCENTRATIONS

Note: * indicates required course.

Alcoholism and Substance

Abuse

(20 Hrs.)

Illinois Alcohol and Other Drug Abuse Professional Certification Association, Inc., has accredited the alcohol and substance abuse concentration in the M.A. in human services. Students who successfully complete this concentration may be eligible to take the certifying examination for IAODAPCA. Students seeking admission to this concentration must have a two-year history of sobriety.

*HMS 521 Advanced Interviewing and Intervention	4 Hrs.
*HMS 525 Alcoholism and Substance Abuse	4 Hrs.
*HMS 527 Assessment and Treatment of Substance Abuse	4 Hrs.
*HMS 528 Dual Diagnosis and Relapse Prevention	4 Hrs.
*HMS 531 Drug Abuse in America: A Critical Perspective	4 Hrs.

Child and Family Studies ***(20 Hrs.)***

*HMS 521 Advanced Interviewing and Intervention	4 Hrs.
*HMS 525 Alcoholism and Substance Abuse	4 Hrs.
*HMS 533 Child Abuse and Neglect	4 Hrs.
*HMS 537 Treating Children from Diverse Populations	4 Hrs.
*HMS 567 Models and Methods in Marriage and Family Treatment	4 Hrs.

With adviser's approval, students may substitute one of the following or another appropriate course.

HMS 534 Introduction to Family Therapy	4 Hrs.
SWK 454 The History of the Family	4 Hrs.

Gerontology

(20 Hrs.)

*HMS 504 Biology of Aging	4 Hrs.
*HMS 508 Psychology of Aging	4 Hrs.
*HMS 529 Perspectives on Aging	4 Hrs.
*HMS 582 Aging and the Human Services	4 Hrs.

With adviser's approval, students must select one course from the following list and/or from appropriate liberal studies (LSC) and public affairs colloquia (PAC).

HMS 538 Social Services Administration	4 Hrs.
HMS 551 Policies and Programs for the Elderly	4 Hrs.
HMS 563 Sociology of Death, Dying, and Bereavement	4 Hrs.
HMS 568 Crime and the Elderly	4 Hrs.
HMS 588 Grant Writing in Human Services	4 Hrs.

The human services program also offers a professional development sequence in gerontology consisting of the following courses:

*HMS 504 Biology of Aging	4 Hrs.
*HMS 508 Psychology of Aging	4 Hrs.
HMS 529 Perspectives on Aging	4 Hrs.
*HMS 582 Aging and the Human Services	4 Hrs.

Social Services Administration (20 Hrs.)

- *HMS 514 Staff Development and Supervision 4 Hrs.
- *HMS 538 Social Services Administration 4 Hrs.
- *HMS 584 Introduction to Nonprofit Management 4 Hrs.
- *HMS 588 Grant Writing in Human Services 4 Hrs.

Select four credit hours from the remaining courses:

- BUS 541 Organizational Behavior 4 Hrs.
- PAD 502 Organization Dynamics 4 Hrs.
- PAD 505 Human Resource Management 4 Hrs.
- PAD 544 Fund Raising for Public and Nonprofit Organizations 4 Hrs.
- ACC 505 Financial Management for Nonprofit Organizations 4 Hrs.
- PAD 543 Marketing for Public and Nonprofit Organizations 4 Hrs.
- LES 486 Legal Aspects of Nonprofit Organization Management 2 Hrs.

COURSE DESCRIPTIONS

HMS 411 Social Research Methods (4 Hrs.)

First-hand experience carrying out small-scale research

projects in areas of personal interest. Ethics in social research, formulating research questions, survey and experimental design, interviewing, sampling, direct observation, content evaluation, and critiques of social science methods.

HMS 501 Critical Perspectives in Human Services (4 Hrs.)

Introductory course that should be taken during the student's first semester. Examination of the conflicting roles and functions of human services in an advanced, increasingly technological society. Special attention is given to the issues of poverty, health care and ageism, child welfare, family problems, substance abuse, and the privatization of human services.

HMS 502 Interviewing and Assessment Skills in Human Services (4 Hrs.)

Graduate-level communication and assessment skills needed to develop, sustain, and manage a helping relationship with clients. Instruction in recognizing and using both formal and informal methods of assessment including a variety of tools used in human services.

HMS 504 Biology of Aging (4 Hrs.)

Aging as a universal biological process; theories of aging; genetic and environmental factors in longevity and aging; age-related changes in human organ systems (e.g., cardiovascular, nervous, respiratory); and pathobiology of aging.

HMS 508 Psychology of Aging (4 Hrs.)

Foundation in psychology of adult development and aging, with emphasis on theories, methodologies, and re-

search findings. Focus on cognitive, social, psychological, and mental health aspects of aging.

HMS 511 Social Policy and Human Services (4 Hrs.)

An in-depth understanding of human services systems, including the historical and current view of systems, concepts of human causes and needs, idealized components of delivery systems, roles and conflicts of the human services professional, and overview of required practice skills.

HMS 513 Seminar on Social Change (4 Hrs.)

History and legacy of past social activists and exploration of the relationship between major social problems and individual dysfunctions. Presents ways helping professionals in diverse settings engage in effective social action activities.

HMS 514 Staff Development and Supervision (4 Hrs.)

Background in personnel issues, staff development models, and principles of direct supervision.

HMS 516 Ethics and Professional Development (4 Hrs.)

Graduate-level comprehensive ethics course covering ethical issues in areas such as counseling and therapy, business management, and child welfare. Fulfills LCPC (Licensed Clinical Professional Counselor), IAODAPCA (Illinois Alcohol and Other Drug Abuse Professional Counseling Association), and AAMFT (American Association of Marriage and Family Therapists) requirements.



HMS 521 Advanced Interviewing and Intervention (4 Hrs.)

Instruction in developing, maintaining, and terminating the therapeutic relationship designed to heal emotional pain. Emphasis on skill development and interpretation. Recommended for students in human services who use therapeutic interviewing. Videotaping used. Prerequisite: HMS 502, or equivalent experience.

HMS 523 Sociology of Aging (4 Hrs.)

Examination of the process of aging in American society. Major consideration will be given to theories of aging and the social implications of age grading, the meaning of work and retirement, and the status and roles of the elderly.

HMS 525 Alcoholism and Substance Abuse (4 Hrs.)

In-depth overview of the field of alcoholism and substance abuse. Topics include the physiological/biological effects of drugs, the psychological correlates of drug use, societal issues and concerns, theories of addiction, treatment and relapse issues, regulation and legislation, ethical issues, and accreditation/certification standards.

HMS 527 Assessment and Treatment of Substance Abuse (4 Hrs.)

Evaluation of substance abuse patterns and assessment of various treatment alternatives. Process of intervention and various approaches to treatment. Prerequisite: HMS 525, or equivalent.

HMS 528 Dual Diagnosis and Relapse Prevention (4 Hrs.)

Recognition and treatment of clients who present with an initial diagnosis such as alcoholism and substance abuse but may also have additional diagnosis such as mental illness or sexual abuse which, when left untreated, may cause relapse. Explores barriers to recovery, high risk factors to relapse, and the developmental process in recovery. Prerequisite: HMS 525, or concurrent enrollment.

HMS 529 Perspectives on Aging (4 Hrs.)

Theory and competencies related to the changing landscape of the increasing elderly population in America. In this overview of gerontology, students acquire a knowledge base for management skills and service provisions that includes the biological, psychological, sociological, and economics processes of aging.

HMS 531 Drug Abuse in America: A Critical Perspective (4 Hrs.)

Examines the phenomena of drug abuse from a sociological perspective. Explores the cultural, political, and economic dynamics intertwined with drug abuse including the massive war on drugs and its consequences. See CRJ 531.

HMS 533 Child Abuse and Neglect (4 Hrs.)

Deals with issues of child abuse and neglect including problems of reporting, missions and child protection agencies, interdisciplinary and community resources, and methods of improving the general well-being of families who show indications of high risk.

HMS 534 Introduction to Family Therapy (4 Hrs.)

Major techniques of family therapy with emphasis on integration of theoretical constructs and therapeutic skills. Lecture, demonstration, and laboratory learning approaches used. Students analyze a family system and present projects demonstrating comprehension. Required for students emphasizing marriage and family therapy. See HDC 534.

HMS 537 Treating Children From Diverse Populations (4 Hrs.)

Exploration of ethnicity issues that confront parents of children from diverse populations. Focus is on health and mental health agencies, education and training facilities. Economic, law enforcement, and religious institutions are also considered. Problems of abuse and neglect, delinquency, and abandonment are also studied, focusing on typical solutions to these problems for these children. Therapeutic techniques are explored. See AAS 537.

HMS 538 Social Services Administration (4 Hrs.)

Comprehensive introductory course surveying principles, methods, and problems encountered by social and human services administrators. Suitable for graduate students and undergraduate seniors majoring in a human service program. Topics include social service formation and law, policy and boards, system components, administrator tasks, and typical problems.

HMS 550 Internship (4 Hrs.)

Intensive direct service experience in a social service agency. Regular supervision is required. Placement is developed with adviser; 100 hours of service earns one credit hour. Service time may be concurrent with classes or may be full time.

HMS 551 Policies and Programs for the Elderly (4 Hrs.)

Review of local, state, and national policies on allocation of monies and development of programs for older persons. Policies and programs analyzed in relation to current needs and projected future service requirements. Prerequisite: HMS 582 or permission of instructor.

HMS 558 Theories of Family Therapy (4 Hrs.)

Theories and models of family therapy, emphasizing integration of issues relating to family treatment with systems theory. Family therapy issues will be compared across treatment models. Includes extensive reading in one or more approaches and class presentations. See HDC 558.

HMS 563 Sociology of Death, Dying, and Bereavement (4 Hrs.)

Social structures, attitudes, beliefs, and values about death and bereavement in contemporary American society as well as in other societies and other time periods. Medical, legal, religious, and psychological issues in re-

lation to death, dying, and bereavement are considered. Not recommended for people who are recently bereaved. See SOA 563.

HMS 567 Models and Methods in Marriage and Family Treatment (4 Hrs.)

Comprehensive study of the dynamics of marriage and family life. The course teaches practitioners cultural sensitivity and variety in treatment methods. A study of models used in marriage, family, and divorce intervention is explored. See HDC 567.

HMS 568 Crime and the Elderly (4 Hrs.)

Focuses on the criminality and extent of victimization of the growing population of older adults. Topics include neglect, abuse, and financial exploitation of the elderly as well as the criminal justice response to both elderly victims and the older offender.

HMS 579 Advanced Research: Master's Project/Thesis Proposal (2 or 4 Hrs.)

Development of a research or practice project or thesis under faculty supervision that demonstrates skill at conceptualizing social phenomena, formulating a problem, and designing a problem-solving process. The research design and project/thesis proposal are completed in this course. Once four hours are completed in continuous enrollment, students must be enrolled in HMS 580 (for audit hours only) *each* semester until the master's project or thesis is completed.

HMS 580 Master's Project/Thesis (1 Audit Hr.)

Continuation course for project completion and closure course required for graduation. Students who have not completed their projects or theses by the time four hours of continuous enrollment in HMS 579 have been earned, must remain enrolled in this course for one hour of audit credit *each* semester until the projects/theses are completed.

HMS 582 Aging and the Human Services (4 Hrs.)

The process and condition of being aged, together with social services that operate to lessen problems of aging. Evaluation of services, attitudes, and policies that inhibit or promote service delivery.

HMS 584 Introduction to Nonprofit Management (4 Hrs.)

Introduction to managing nonprofit organizations, including the history of nonprofit organizations, their role in society, and the role of volunteers and philanthropy.

HMS 588 Grant Writing in Human Services (4 Hrs.)

Development of grant writing skills and application of these skills to human services settings. Covers research design, evaluation, and basic statistics needed for gathering financial resources in human services agencies.

SOCIAL WORK, B.S.W.

Faculty Larry Livingston, Martin Martsch, Sandra Mills, Michael Townsend, Don Yohe (emeritus)

Associated Faculty Rachell Anderson, Carol Rankin

Adjunct Faculty Jan Whitt

Degree offered: Bachelor of Social Work

The bachelor's degree in social work is a nationally accredited degree (Council on Social Work Education) that gives students the education and skills necessary to provide direct services to clients in a wide variety of human service agencies. Generalist practice, as it is called in social work, encompasses all client groups and all levels of service, from individuals to national social policy. This is a professional program involving a great deal of time and commitment. In addition, professional preparation requires each student to look at his/her own development of values, attitudes, knowledge, and skills.

The program at UIS is dedicated to the achievement of social justice and human rights for all citizens.

Contact: Information about the social work program is available at (217) 206-6687. Information can also be requested at swk@uis.edu.

ENTRANCE REQUIREMENTS

An application process is required for admission to the

program. Students must first be admitted to UIS and then make separate application to the social work program. Acceptance is based on a combination of previous academic record, personal development, and motivation for service in the field. The admission process can be initiated any time during the year, but UIS acceptance and all program application requirements must be completed and on file in the program office by March 1 for priority fall admission. The admission process may include a personal interview with the applicant and a writing sample.

The curricular sequence begins in the summer or fall of each year. A student who wishes to begin studies in the spring should consult with the program director. He/she may be granted permission to enroll before program acceptance, but this does not constitute admission to the program or to UIS. Students so enrolled are not eligible for financial assistance.

Because the professional preparation requirements of the social work curriculum are extensive, the program urges prospective students to begin this preparation before starting at UIS. A broad knowledge

background in the social sciences is essential. Therefore, the program requires preparatory work in general psychology, sociology/anthropology, biology, political science, and statistics. Students should contact the social work program office for details.

ADVISING

Majors will be assigned faculty advisers at the time of admission. A student may elect to change that adviser, but the new adviser must be a faculty member in the social work program. Students should consult their advisers each semester before registration.

SKILL DEVELOPMENT

The provision of social work services requires a number of personal and professional skills. In SWK 311 students begin the process of assessing their skills and building and developing their maximum academic potentials. This includes the ability to express their ideas both orally and in writing. Students who are having difficulty with these basic requirements may be placed on program probation until the issue is resolved.

UIS REQUIREMENTS

Every social work student will complete eight hours of field work. At least four additional hours must be completed in either liberal studies colloquia or public affairs colloquia to meet UIS requirements. Forty-eight upper-division hours are required for graduation.

FIELD WORK

One essential aspect of professional preparation is the integration of knowledge and skills. This is accomplished primarily through the field work course. This is an intensive 400-hour experience in a social agency, where a student, under supervision, learns to assess and improve his or her own direct service skills. The field work supervisor should be a person holding a degree in social work. Field work may be taken in one semester, called a block placement. This requires at least 25 hours per week for one semester. Field work may also be taken concurrently. This requires a minimum of 12 hours per week for two semesters. All BSW core courses must be completed and graded before starting field work. Students on academic probation are ineligible for field work.

CLOSURE PROCEDURES

A student must earn a grade of C or better in every so-

cial work core course to continue in the curriculum and to graduate. If a lower grade is earned, a student may repeat a course or courses, but only once. Credit/no credit is not available in core courses except field work. Students must also complete requirements for assessment in the major. Students will be encouraged to complete their degrees within five years. A student should apply in writing for a leave of absence if he or she will be out more than one semester.

Students must file graduation contracts with their advisers at the beginning of their final semester and must participate in campus exit assessments. All students are urged to consult with their advisers before registering for their last semester to ensure that both UIS and program requirements have been met.

Suggested Course Sequence

First Semester

SWK 311 Introduction to Social Work	4 Hrs.
SWK 410 Human Behavior in the Social Environment	4 Hrs.
SWK 411 Social Work Practice I	4 Hrs.

Second Semester

SWK 420 Social Welfare Policy and Services	4 Hrs.
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SWK 421 Culture, Diversity, and Social Work	4 Hrs.
SWK 422 Social Work Practice II	4 Hrs.
<i>Third Semester</i>	
SWK 430 Social Work Research Methods	4 Hrs.
SWK 433 Social Work Practice III	4 Hrs.
SWK 434 Senior Seminar	4 Hrs.
<i>Fourth Semester</i>	
SWK 450 Field Work	8 Hrs.

PROGRAM REQUIREMENTS

Core Curriculum

SWK 311 Introduction to Social Work	4 Hrs.
SWK 410 Human Behavior in the Social Environment	4 Hrs.
SWK 411 Social Work Practice I	4 Hrs.
SWK 420 Social Welfare Policy and Services	4 Hrs.
SWK 421 Culture, Diversity, and Social Work	4 Hrs.
SWK 422 Social Work Practice II	4 Hrs.
SWK 430 Social Work Research Methods	4 Hrs.
SWK 433 Social Work Practice III	4 Hrs.
SWK 434 Senior Seminar	4 Hrs.
SWK 450 Field Work	<u>8 Hrs.</u>
Total Core	44 Hrs.

Other Requirements

PAC or LSC (UIS requirement)	4 Hrs.
Electives	<u>12 Hrs.</u>
Total	60 Hrs.

Core courses must be taken in the proper sequential order after the prerequisites are completed.

COURSE DESCRIPTIONS

Core Courses

SWK 311 Introduction to Social Work (4 Hrs.)

Survey of the history and development of social work in terms of its major components: values; philosophy and ethics; clientele; individual, group, and community; helping concepts; levels of professional competence; the use of self; professional communication skills; major issues and problems; and professional roles. Students will evaluate themselves relative to their choice of the social work profession.

SWK 410 Human Behavior in the Social Environment (4 Hrs.)

Survey of human development of human beings from birth to death in terms of biological, psychological, and social influences. The major schools of thought regarding the person in his/her environment will be covered. Prerequisites: SWK 311, or concurrent enrollment.

SWK 411 Social Work Practice I (4 Hrs.)

Examination of social work generalist skills for the pur-

pose of developing beginning practice competency in the differential use of self, self awareness, assessment, and the use of relationship. Coverage of case management issues, preparation of documents, and techniques for overcoming barriers to helping will be covered. Initiating and terminating helping relationships and intervention within diverse problem contexts will be examined. Includes lab experience. Open to social work majors only. Prerequisites: SWK 311, or concurrent enrollment.

SWK 420 Social Welfare Policy and Services (4 Hrs.)

Survey of the history and development of the American social welfare system, major programs, and structures for delivering public and voluntary social services. Issues, professional social work roles, and the role of supervision and administration will be examined. Principles of economics will be reviewed. Prerequisites: SWK 311, or concurrent enrollment.

SWK 421 Culture, Diversity, and Social Work (4 Hrs.)

Examination of the concepts of race, ethnic background, gender, sexual orientation, and disability in terms of causes and effects in the generation of social problems and the roles of social workers. Particular emphasis on personal and cultural attitudes towards diversity. Prerequisites: SWK 311, or permission of instructor. See WMS 421.

SWK 422 Social Work Practice II (4 Hrs.)

Examination of generalist practice related to group and family intervention. The course does not assume the same skills for groups and families, but there are some similarities. Students examine these similarities and differences and assessment skills to determine which approach is

preferable. Group dynamics that occur in other settings will be briefly examined. Self-awareness of one's own family history will be expected. Includes lab experience. Open to social work majors only. Prerequisites: SWK 311, SWK 411.

SWK 430 Social Work Research Methods (4 Hrs.)

Survey of basic statistical formulae, data analysis, research designs, interviewing, and research project implementation. The relevance of social research to the provision of human services will be covered. Open to social work majors only. Prerequisites: SWK 311.

SWK 433 Social Work Practice III (4 Hrs.)

Survey of the basic concepts and skills involved in macro-level social work practice. The focus will be on developing the basic skills required to engage in political advocacy and community organization practice. Social and economic justice issues will be emphasized. Understanding appropriate interventions will be based in part on a systems perspective of events. Includes community experience. Open to social work majors only. Prerequisites: SWK 311, 410, 411, 420, and 422.

SWK 434 Senior Seminar (4 Hrs.)

Analysis of the professional social work code of ethics in relation to the practice areas covered by the B.S.W. core and the general concept of ethics. Differential practice and operational issues and unified professional perspectives regarding problems, solutions, and values will be covered. Prerequisites: SWK 311, 410, 411, 420, and 422.

SWK 450 Field Work (8 Hrs./400 contact Hrs.) (2 to 8 Hrs.)

Direct services in an approved social service organiza-

tion, under the supervision of an approved field work supervisor, in conjunction with a field work seminar. The focus will be on social work methods and generalist practice. There will be continuous emphasis on the application of knowledge to practice. Prerequisites: All SWK core course work and admission to field experience.

General Courses

SWK 360 Social Work Practicum (1 to 4 Hrs.)

Introductory practice course for students new to the field of social work. The course is based on practice of basic skills in a community agency. Approximately 40 hours earns one credit hour. This course must be taken in conjunction with a particular class and general direction is provided by the instructor of that class. Open only to SWK majors. Will not count as field work. Four hours maximum may be earned.

SWK 414 Child Welfare: Issues and Practice (4 Hrs.)

History and philosophy of the development of child welfare services in the United States and the state of Illinois. Provides a foundation of information and values concerning children and families that can lead to effective service planning and policy development.

SWK 423 Counseling Women (4 Hrs.)

Specialized biological, psychological, and social issues that affect women. Exploration of theoretical assumptions, counseling practices, and process variables that may apply differently to or affect women in counseling

therapy. Identification of skills facilitative to women in general and to particular subgroups of women. Prerequisite: SWK 411 or HDC 501. See HDC 423 and WMS 423.

SWK 425 Social Work and Substance Abuse (4 Hrs.)

Introduction to the field of alcoholism and substance abuse. Topics include definitions; the physiological, psychological, and sociological aspects of addiction; treatment issues; and prevention and education programs.

SWK 431 The Unwanted Child (4 Hrs.)

Basic problems of abuse, desertion, and neglect; study of typical solutions to these problems. Emphasis on policy issues relating to vulnerable children.

SWK 432 Sociology of Families (4 Hrs.)

Contemporary U.S. families in historical and cross-cultural contexts. Emphasizes varied family forms, work/family roles, political and policy questions, and selected public issues such as heterosexuality, inequality, and abuse. See SOA 432 and WMS 432.

SWK 438 Children and the Law (4 Hrs.)

Designed for the human services professional who deals with children and their families. Examines laws affecting the lives of children from birth to adulthood.

SWK 446 Family Law (4 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Law that affects the family. Topics include divorce, do-

mestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform, and the impact of the women's rights movement. See SOA 454, HDC 446, LES 446, WMS 446.

SWK 454 The History of the Family (4 Hrs.)

The modern family in comparative and historical perspective. Selected themes — changing patterns of household, intimacy gender — explored historically to understand their present importance. See HIS 454 and WMS 454.

SWK 461 Violence Against Women and Children (4 Hrs.)

Explores the two most common crimes against women and children: sexual assault and abuse and domestic violence. Examines nature and frequency of these assaults, legal definitions and treatment, victim and survivor experiences, criminal justice and social service responses, offender characteristics, victim services and treatment, and local community resources. See CRJ 422 and WMS 422.

SWK 462 Minority Women: Issues and Perspectives (4 Hrs.)

The experience of American women of color is at the center of this course. Interdisciplinary consideration of the intersection of race, class, and gender in the lives of women past and present. See AAS 403, HIS 453, WMS 403.

TEACHER EDUCATION, MINORS

Faculty Gary Butler, Allan F. Cook, Taiebeh Hossenali, Loretta F. Meeks, Larry D. Stonecipher, Gary A. Storm, Theresa Sullivan-Stewart, Cindy Wilson

Degree offered: Minor in Elementary Education and Minor in Secondary Education

The teacher education minors provide course work that leads to initial Illinois certification at the elementary or secondary level when combined with an appropriate academic major and fulfillment of general education and campus requirements. Candidates seeking a bachelor's degree and either initial elementary or secondary certification should expect that their total program of study will exceed the minimum number of hours required for graduation.

Elementary education candidates must major in an academic discipline. Examples of appropriate academic majors at UIS are psychology, biology, chemistry, visual arts, economics, history, English, mathematical sciences, political studies, and sociology/anthropology. Candidates should work closely with advisers in both the teacher education program and the degree program to integrate the course of study in both areas.

Secondary education candidates may major in one of several programs leading to certification in the

areas of English, biological science, mathematics, or social studies.

The teacher education program has prepared a student handbook and a handbook for student teachers. Candidates are expected to consult these sources in addition to this catalog statement.

Contact: Information about teacher education is available at (217) 206-6682. Information can also be requested at tep@uis.edu.

ADMISSION

Candidates seeking initial certification in either elementary or secondary education may make formal application to the teacher education program at any time. Applications to the program will be considered three times a year — October 15, March 15, and July 15. To have his/her application considered, a student must meet with a TEP representative, be admitted to UIS, and have an overall GPA of 2.50 (on a 4.00 scale) for all college work. The student must have passed the basic skills part of the Illinois Certification Exam, completed the

formal application form (which can be found online at www.uis.edu/teachereducation), and submit official transcripts from all schools attended prior to applying to the teacher education program. To be fully admitted to the program, candidates must have completed or be enrolled in, 1) PSY 401 or other course work in educational psychology, 2) PSY 422 or other course work in child development (elementary) or PSY 423 or other coursework in adolescent psychology (secondary), and 3) TEP 301, an introduction to education class, or the equivalent. As a fourth prerequisite, applicants are required to have a course in service learning or documentation of at least 30 hours of work with school-age children in an educational setting.

Once admitted to the program, a student must maintain a grade-point average of 3.00 in teacher education course work, a grade-point average of 2.75 in his/her disciplinary concentration (elementary) or area of specialization (secondary), and a grade-point average of 2.50 overall. He or she must also successfully complete the practicum experiences required in the minors. Student progress is evaluated throughout

the teacher education program, and candidates who do not meet these standards will not be admitted to student teaching.

All candidates applying to the teacher education program and candidates applying to student teach will be required to have a criminal background investigation. The TEP program will do these checks; a fee will be assessed for each investigation. Information and materials for this requirement will be provided at the time of application.

STUDENT TEACHING

The final semester of the professional minor is a 16-week professional experience combining TEP 448 Student Teaching Seminar Grades K-9 or TEP 449 Student Teaching Seminar Grades 6-12 with TEP 450 Student Teaching Grades K-9 or TEP 451 Student Teaching Grades 6-12. This experience is available to candidates only after they have been admitted into the program; have successfully completed all the professional education courses; have earned a 3.00 grade-point average in course work taken in the teacher education program; and, finally, have earned a 2.75 grade-point average in their disciplinary concentration or area of specialization.* Candidates may regis-

ter for student teaching only on recommendation of the Teacher Education Committee.

Student teaching placements are made in school districts in central Illinois.

*Approval from a student's major program may require completion of some additional course work as designated by that program.

General Education Requirements for All Candidates

Pursuant to the State of Illinois Professional Teaching Standards, candidates in teacher education are expected to possess general education knowledge. General education is defined as "theoretical and practical understanding generally expected of a liberally educated person. General education includes developing knowledge related to the arts, communications, history, literature, mathematics, philosophy, sciences, and the social studies, from multicultural and global perspectives." As part of the application process to the teacher education program, candidates are required to complete the General Education Self-Assessment form. Information on this form is reviewed at the candidate's entrance interview and upon application to student teaching. The candidate, the Entrance Interview Committee, and the candidate's adviser collaboratively create a plan for address-

ing any areas in which the candidate is deficient. The candidate must meet all general education standards prior to application for student teaching.

<i>Communications</i>	9 Hrs.
English	6 Hrs.
Communication	3 Hrs.
<i>Science</i>	7 Hrs.
Life science	3 Hrs.
Biological science	3 Hrs.
Lab	1 Hr.
<i>Mathematics</i>	6 Hrs.
<i>Humanities</i>	9 Hrs.
Humanities	3 Hrs.
Fine arts	3 Hrs.
Plus 3 additional hours from either fine arts or humanities.	3 Hrs.
<i>Social or Behavioral Science</i>	9 Hrs.
American history or government	3 Hrs. recommended
Plus 6 hours from another field(s)	6 Hrs.
<i>Health</i>	
A personal health/wellness course or health for educators course is required.	

PREREQUISITE FOR ADMISSION

To be admitted to the minor, candidates must first take and pass the basic skills test of the Illinois State Teacher Certification exam. Materials for this test may be obtained through the TEP office. Candidates must also pass a criminal background check. Information regarding this requirement is also available through the teacher education office. In addition, the following course/experience prerequisites must be met.

1. PSY 401 or other coursework in educational psychology.
2. PSY 422 or other coursework in human development (for elementary candidates) or PSY 423 or other coursework in adolescent psychology (for secondary candidates).
3. TEP 301, an introduction to education class, or equivalent life experience.
4. A course in service learning or documentation of *at least* 30 hours of work with school-age children in an approved educational setting.

MINOR IN ELEMENTARY EDUCATION

Candidates interested in obtaining a minor in elementary education must be enrolled in a baccalaureate

degree program at UIS. To receive the initial elementary certificate in the state of Illinois, candidates must complete the minor requirements, degree requirements, and be recommended for certification by the program.

Course Requirements

TEP 305 Technology for Teaching	3 Hrs.
TEP 307 History and Philosophy of Education	3 Hrs.
TEP 322 Teaching, Learning, and Assessment	3 Hrs.
PSY 424 Exceptional Child	4 Hrs.
TEP 423 Basic Reading and Language Arts Methods	3 Hrs.
TEP 424 Methods of Teaching Elementary Math	3 Hrs.
TEP 425 Methods of Teaching Elementary Social Studies and Humanities	3 Hrs.
TEP 426 Methods of Teaching Elementary Science	3 Hrs.
TEP 448 Student Teaching Seminar Grades K-9	3 Hrs.
TEP 450 Student Teaching Grades K-9	<u>9 Hrs.</u>
Total for minor	37 Hrs.

The ISBE middle school endorsement requirement went into effect on July 1, 1997. Any teacher hired after that date to teach in a departmentalized school containing grades 5, 6, 7, and/or 8 must have completed coursework covering middle school curriculum, philosophy and organization of middle schools, and the psychology of adolescence. Candidates must also take TEP 401 Middle School Concepts and Practices and have a major in an endorsable middle school subject, such as math, English, science, or history. Additional endorsements are possible, but candidates must have a minimum of nine upper-division credits (300- and 400-level courses) from UIS.

MINOR IN SECONDARY EDUCATION

The University of Illinois at Springfield is entitled to certify secondary teachers in four areas: social studies, English, biological science, and mathematics. The secondary education minor thus provides opportunities to combine undergraduate disciplinary study with education courses in a program leading to secondary certification.

Candidates interested in a secondary certificate must be enrolled in a baccalaureate degree program at UIS. To receive the initial secondary certificate in

the state of Illinois, candidates must complete the minor requirements, degree requirements, and be recommended for certification by the program.

Course Requirements

TEP 305 Technology for Teaching	3 Hrs.
TEP 307 History and Philosophy of Education	3 Hrs.
PSY 424 Exceptional Child	4 Hrs.
TEP 414 Curriculum and Instruction	3 Hrs.
TEP 401 Middle School Concepts and Practices	3 Hrs.
TEP 419 Content Area Literacy	3 Hrs.
Content Methods (choose one)	
TEP 435 English Methods Grades 6-12	
TEP 436 Mathematics Methods Grades 6-12	
TEP 437 Science Methods Grades 6-12	
TEP 438 Social Studies Methods Grades 6-12	3 Hrs.
Approved elective	2-3 Hrs.
TEP 449 Student Teaching Seminar Grades 6-12	3 Hrs.
TEP 451 Student Teaching Grades 6-12	<u>9 Hrs.</u>
Total for minor	36-37 Hrs.

POST-BACCALAUREATE CANDIDATES SEEKING CERTIFICATION ONLY

Candidates who possess a bachelor's degree in a certifiable area are welcome in the teacher education program. To obtain elementary or secondary certification, candidates must meet all of the program requirements for entrance and fulfill the same sequence of courses that candidates seeking the minor in elementary or secondary education are required to complete. In addition, candidates seeking endorsement in secondary education will have their transcripts reviewed by faculty in the College of Liberal Arts and Sciences to determine if and what additional coursework must be completed before a recommendation for certification can be made. Assuming that all prerequisites are met, candidates can expect to spend a minimum of four semesters completing certification requirements. Interested parties should contact the program chair, the program adviser, or the program website for additional information regarding certification-only requirements.

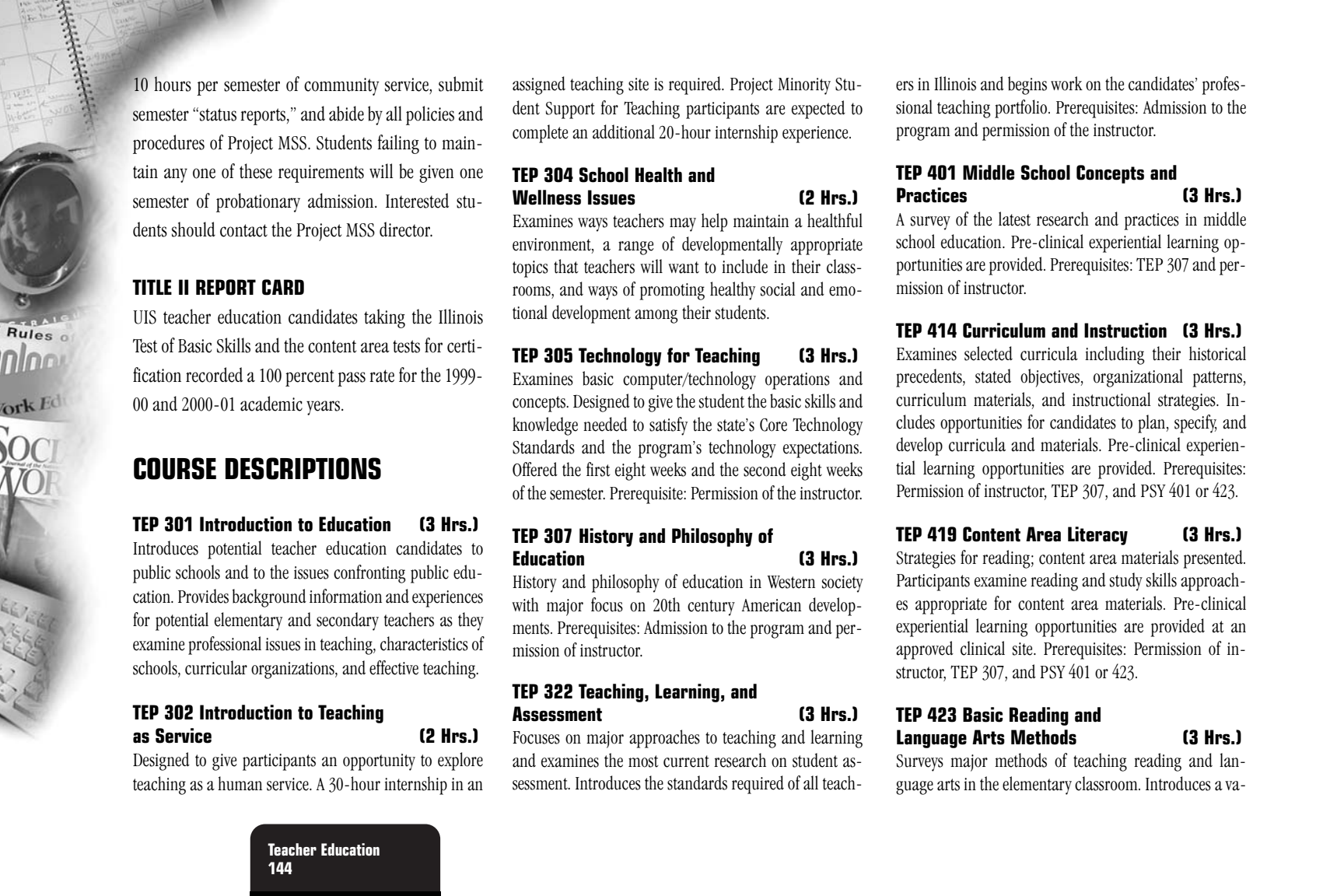
CERTIFICATION

The teacher education program recommends candidates to the State Teacher Certification Board for K-9

certification or 6-12 certification on the completion of several criteria. Candidates must meet a set of general education requirements set by the program, complete and pass tests of basic skills and subject matter knowledge administered by the state certification system, and satisfy any additional requirements outlined by the State Teacher Certification Board, which has sole authority for awarding or denying teacher certification.

PROJECT MINORITY STUDENT SUPPORT FOR TEACHING (MSS)

Project MSS is a program designed to recruit African-American teachers for the Springfield and Decatur school systems. Students make application by May 1 of each year and are approved by the Project MSS director and the TEP convener. Students enrolled at this phase of the program must make a serious commitment to teaching and pledge to teach in either Springfield or Decatur. All program requirements are consistent with the expectations of TEP. To maintain good standing in Project MSS and to be eligible for a tuition waiver and semester stipends, students must enroll in a minimum of 12 hours per semester, maintain a 2.75 overall grade-point average, maintain a 3.00 grade-point average in TEP coursework, have a minimum of



10 hours per semester of community service, submit semester “status reports,” and abide by all policies and procedures of Project MSS. Students failing to maintain any one of these requirements will be given one semester of probationary admission. Interested students should contact the Project MSS director.

TITLE II REPORT CARD

UIS teacher education candidates taking the Illinois Test of Basic Skills and the content area tests for certification recorded a 100 percent pass rate for the 1999-00 and 2000-01 academic years.

COURSE DESCRIPTIONS

TEP 301 Introduction to Education (3 Hrs.)

Introduces potential teacher education candidates to public schools and to the issues confronting public education. Provides background information and experiences for potential elementary and secondary teachers as they examine professional issues in teaching, characteristics of schools, curricular organizations, and effective teaching.

TEP 302 Introduction to Teaching as Service (2 Hrs.)

Designed to give participants an opportunity to explore teaching as a human service. A 30-hour internship in an

assigned teaching site is required. Project Minority Student Support for Teaching participants are expected to complete an additional 20-hour internship experience.

TEP 304 School Health and Wellness Issues (2 Hrs.)

Examines ways teachers may help maintain a healthful environment, a range of developmentally appropriate topics that teachers will want to include in their classrooms, and ways of promoting healthy social and emotional development among their students.

TEP 305 Technology for Teaching (3 Hrs.)

Examines basic computer/technology operations and concepts. Designed to give the student the basic skills and knowledge needed to satisfy the state’s Core Technology Standards and the program’s technology expectations. Offered the first eight weeks and the second eight weeks of the semester. Prerequisite: Permission of the instructor.

TEP 307 History and Philosophy of Education (3 Hrs.)

History and philosophy of education in Western society with major focus on 20th century American developments. Prerequisites: Admission to the program and permission of instructor.

TEP 322 Teaching, Learning, and Assessment (3 Hrs.)

Focuses on major approaches to teaching and learning and examines the most current research on student assessment. Introduces the standards required of all teach-

ers in Illinois and begins work on the candidates’ professional teaching portfolio. Prerequisites: Admission to the program and permission of the instructor.

TEP 401 Middle School Concepts and Practices (3 Hrs.)

A survey of the latest research and practices in middle school education. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 307 and permission of instructor.

TEP 414 Curriculum and Instruction (3 Hrs.)

Examines selected curricula including their historical precedents, stated objectives, organizational patterns, curriculum materials, and instructional strategies. Includes opportunities for candidates to plan, specify, and develop curricula and materials. Pre-clinical experiential learning opportunities are provided. Prerequisites: Permission of instructor, TEP 307, and PSY 401 or 423.

TEP 419 Content Area Literacy (3 Hrs.)

Strategies for reading; content area materials presented. Participants examine reading and study skills approaches appropriate for content area materials. Pre-clinical experiential learning opportunities are provided at an approved clinical site. Prerequisites: Permission of instructor, TEP 307, and PSY 401 or 423.

TEP 423 Basic Reading and Language Arts Methods (3 Hrs.)

Surveys major methods of teaching reading and language arts in the elementary classroom. Introduces a va-

riety of methods, techniques, and tools for instruction. Pre-clinical learning opportunities provided at an approved clinical site. Prerequisite: Permission of the instructor and TEP 305 or TEP 322.

TEP 424 Methods of Teaching Elementary Math (3 Hrs.)

Designed to provide preservice teachers with practical skills for teaching elementary mathematics. Introduces a variety of methods, techniques, and tools for instruction. Pre-clinical experiential learning opportunities provided at an approved clinical site. Prerequisite: Permission of the instructor and TEP 305 or TEP 322.

TEP 425 Methods of Teaching Elementary Social Studies and Humanities (3 Hrs.)

Surveys major methods of teaching social studies and the humanities in the elementary classroom. Introduces a variety of methods, techniques, and tools for instruction. Pre-clinical learning opportunities provided at an approved clinical site. Prerequisite: Permission of the instructor and TEP 423.

TEP 426 Methods of Teaching Elementary Science (3 Hrs.)

Designed to provide preservice teachers with practical skills for teaching elementary science. Introduces a variety of methods, techniques, and tools for instruction. Pre-clinical experiential learning opportunities provided at an approved clinical site. Prerequisite: Permission of the instructor and TEP 424.

TEP 435 English Methods Grades 6-12 (3 Hrs.)

Basic steps and strategies for teaching American and English literature, composition, and grammar. Candidates are exposed to a variety of teaching styles and activities that are used in the teaching of language arts in the middle and high schools. Pre-clinical experiential learning opportunities are provided at an approved clinical site. Prerequisites: Permission of instructor and completion of or concurrent enrollment in either TEP 414 or 419.

TEP 436 Mathematics Methods Grades 6-12 (3 Hrs.)

Examines the methods employed by teachers in teaching mathematics in grades 6-12. Pre-clinical experiential learning opportunities are provided at an approved clinical site. Prerequisites: Permission of instructor and completion of or concurrent enrollment in either TEP 414 or 419.

TEP 437 Science Methods Grades 6-12 (3 Hrs.)

Examines the methods of teaching science to students in grades 6-12. Candidates explore both classroom instruction as well as laboratory setup, instruction, and evaluation. Pre-clinical experiential learning opportunities are provided at an approved clinical site. Prerequisites: Permission of instructor and completion of or concurrent enrollment in either TEP 414 or 419.

TEP 438 Social Studies Methods Grades 6-12 (3 Hrs.)

Analyzes the structures of economics, geography, world

history, U.S. history, anthropology, sociology, and political science as they relate to the secondary social studies curriculum. Materials and methods of instruction in the various social sciences and history are examined. Pre-clinical experiential learning opportunities are provided at an approved clinical site. Prerequisites: Permission of instructor and completion of or concurrent enrollment in either TEP 414 or 419.

TEP 448 Student Teaching Seminar Grades K-9 (3 Hrs.)

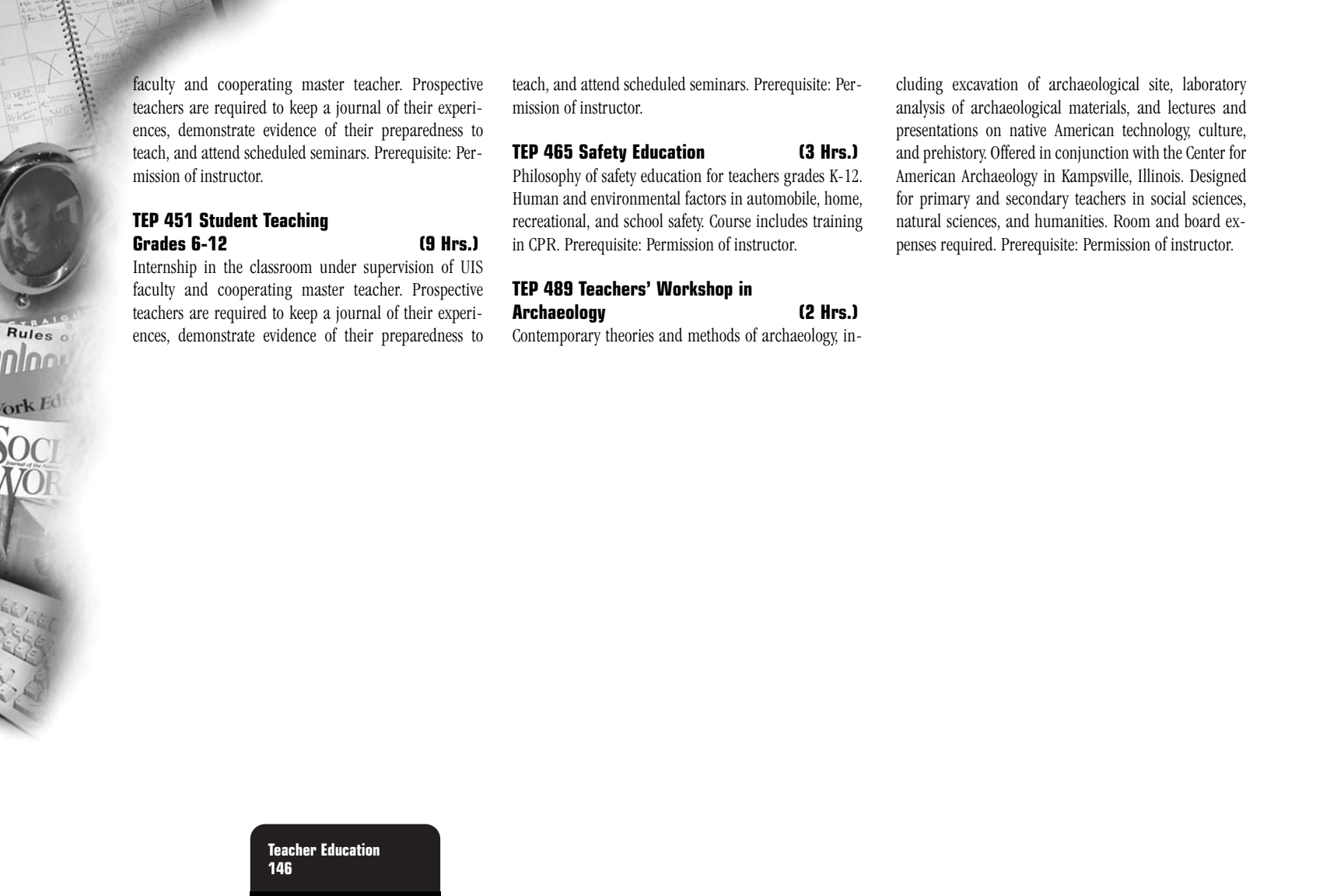
Provides participants opportunities to plan and provide instruction for varied groups of elementary students through microteaching formats. Course content is delivered through modules incorporating major teaching and learning strategies, and candidates develop a professional portfolio. Prerequisite: Permission of instructor and concurrent enrollment in TEP 450.

TEP 449 Student Teaching Seminar Grades 6-12 (3 Hrs.)

Provides participants opportunities to plan and provide instruction for varied groups of secondary students through simulated microteaching formats. Course content is delivered through modules incorporating major teaching and learning strategies, and candidates develop a professional portfolio. Prerequisite: Permission of instructor and concurrent enrollment in TEP 451.

TEP 450 Student Teaching Grades K-9 (9 Hrs.)

Internship in the classroom under supervision of UIS



faculty and cooperating master teacher. Prospective teachers are required to keep a journal of their experiences, demonstrate evidence of their preparedness to teach, and attend scheduled seminars. Prerequisite: Permission of instructor.

**TEP 451 Student Teaching
Grades 6-12**

(9 Hrs.)

Internship in the classroom under supervision of UIS faculty and cooperating master teacher. Prospective teachers are required to keep a journal of their experiences, demonstrate evidence of their preparedness to

teach, and attend scheduled seminars. Prerequisite: Permission of instructor.

TEP 465 Safety Education

(3 Hrs.)

Philosophy of safety education for teachers grades K-12. Human and environmental factors in automobile, home, recreational, and school safety. Course includes training in CPR. Prerequisite: Permission of instructor.

**TEP 489 Teachers' Workshop in
Archaeology**

(2 Hrs.)

Contemporary theories and methods of archaeology, in-

cluding excavation of archaeological site, laboratory analysis of archaeological materials, and lectures and presentations on native American technology, culture, and prehistory. Offered in conjunction with the Center for American Archaeology in Kampsville, Illinois. Designed for primary and secondary teachers in social sciences, natural sciences, and humanities. Room and board expenses required. Prerequisite: Permission of instructor.



college of liberal arts and sciences



COLLEGE OF LIBERAL ARTS AND SCIENCES

WILLIAM BLOEMER, DEAN

Faculty in the College of Liberal Arts and Sciences are dedicated to providing a high-quality educational experience for the students enrolled in the college's twelve bachelor's degree and six master's degree programs. College faculty have often been recognized for excellence in the classroom and have also produced many books and other publications. The college offers exceptional laboratory and studio facilities, featuring the modern Health and Sciences Building with well-equipped science and computer laboratories. Faculty in the arts and sciences work closely with students in those studios and laboratories, providing the "hands on" educational experiences essential to the development of working skills.

In addition to traditional majors, the college offers several special programs. The liberal studies program gives mature students the opportunity to design their own degrees toward the goal of a broad liberal arts education. The complete liberal studies degree is available online for students who cannot attend classes on campus. The credit for prior learning unit provides an

attractive option for adult students seeking to capitalize on their life experiences as they return to higher education. The Center for Teaching and Learning offers students assistance in many subjects and helps faculty develop courses taught in the classroom or through the use of advanced computer technology. The center also provides staff training for the use of UIS computer software and coordinates academic assessment activities for the campus.

The Applied Study Office directs the placement of undergraduates in internships (some paid by cooperative education grants) with businesses, agencies, and community service organizations.

The college also supports co-curricular activities such as the Visual Arts Gallery, various program-based student organizations, field trips, and the annual Verbal Arts Festival.

DEGREES AND MINORS

Bachelor of Arts: Communication, English, History, Liberal Studies, Mathematical Sciences, Psycholo-

gy, Sociology/Anthropology, Visual Arts

Bachelor of Science: Biology, Chemistry, Clinical Laboratory Science, Computer Science

Master of Arts: Communication, English, History, Individual Option

Master of Science: Biology, Computer Science.

Minors: African-American Studies, Anthropology, Biology, Chemistry, Communication, Computer Science, English, History, Mathematical Sciences, Philosophy, Psychology, Sociology, Visual Arts, Women's Studies

ONLINE DEGREES

Bachelor of Arts: English, Liberal Studies

AFRICAN-AMERICAN STUDIES, MINOR

Faculty Rachell Anderson, Janis Droegkamp, Hugh Harris, William Jordan, Marcellus Leonard, Deborah Kuhn McGregor, James Stuart, Vibert White

Adjunct Faculty Durward Long

Degree offered: Undergraduate Minor only

African-American studies explores the creation and development of Black life, history, and culture in the United States. The program examines the directions and trends of African-American culture from the arrival of the first Africans to the shores of North America. In addition, the program explores the culture and history of African civilization and society and examines the African diaspora in Europe, Latin America, the Caribbean, and the Middle East. Students enrolled in African-American studies will receive a broad education in the appreciation of ethnicity, culture, history, and political and social philosophy.

Contact: Information about African-American studies is available at (217) 206-7426. Information can also be requested at aas@uis.edu.

AFRICAN-AMERICAN STUDIES MINOR

To earn a minor in African-American studies, students must complete a minimum of 16 hours of upper-division course work at UIS.

Requirements

AAS 425 Overview of African-American Studies	4 Hrs.
AAS 427 African-American History	4 Hrs.
AAS 429 African-American Literature	4 Hrs.
One AAS elective	<u>4 Hrs.</u>
Total	16 Hrs.

COURSE DESCRIPTIONS

AAS 403 Minority Women: Issues and Perspectives (4 Hrs.)

The experience of women of color is at the center of this course. Interdisciplinary consideration of the intersection of race, class, and gender in the lives of women past and present. See WMS 403 and HIS 453.

AAS 425 Overview of African-American Studies (4 Hrs.)

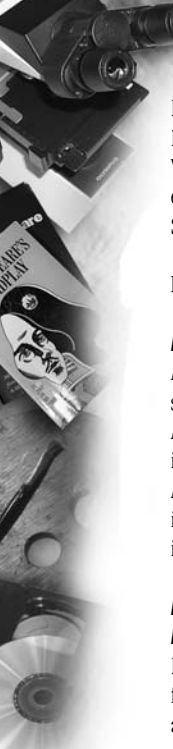
Overview of the field of African-American studies; historical and contemporary social, religious, educational, cultural, political, and economic experiences of African-American people.

AAS 427 African-American History (4 Hrs.)

Focuses on the history and sojourn of the African-American from the creation and demise of the last three West African empires, through the enslavement and shipment of Africans to North America and their struggle for human and civil rights in present-day America. Topics are the Middle Passage, religion of the slaves, slave resistance, Abolitionism, the Civil War, Reconstruction, the Great Migration, Harlem Renaissance, the Civil Rights Movement, Black Power Movement, urban unrest, affirmative action, and the New Reparation Movement. See HIS 427.

AAS 429 African-American Literature (4 Hrs.)

An examination of African-American literature and heritage from slave and freedman narratives of colonial America through 19th and 20th century writers like



Perry, Williams, Washington, DuBois, Dunbar, Wright, Baldwin, Hughes, Brooks, Mathabuti, Morrison, Sanchez, Walker, and Angelo. Selected African and Caribbean writers such as Anta Diop and C.L.R. James will be studied. See ENG 438.

Electives

AAS 431 African History and Culture (4 Hrs.)

An overview of African history and culture. Explores issues of ancient and modern civilization, ancient African sciences and medicine, religion and spiritualism, European and Arab encroachment, modern African nationalism, ethnic and global conflicts, political and governmental functions, health care, and family development.

AAS 432 African Americans and American Politics (4 Hrs.)

Examines political, economic, and social factors that affect African-American participation in national, state, and local politics. See POS 404.

AAS 433 Civil Rights Movement of the 20th Century (4 Hrs.)

Examines the development of the Civil Rights Litigation Movement and the modern Civil Rights Movement. Issues of Black nationalism, reparations, pan-Africanism, socialism, communism, and Black Power are also reviewed. Major personalities such as B.T. Washington, Marcus Garvey, Asa Randolph, Queen Mother Moore, Angela Davis, and Helen Edmonds are explored and analyzed.

AAS 439 African and Diaspora Music (4 Hrs.)

Examines the influence of African music in the United States, Latin America, and the Caribbean. Important African and diaspora rhythms of hi-life, congo, blues, jazz, soca, salsa, samba, and many others are discussed.

AAS 537 Treating Children from Diverse Populations (4 Hrs.)

Exploration of ethnicity issues confronting parents from diverse populations. Focus is on health and mental health agencies and in education and training facilities; economic, law enforcement, and religious institutions will

also be considered. Problems of abuse, neglect, delinquency, and abandonment will be studied, focusing on understanding the typical solutions to these problems. See HMS 537.

The following courses may be taken to fulfill AAS electives. Students should consult their advisers.

- HDC 515 Multicultural Counseling
- SOA 302 Understanding Other Cultures
- SOA 304 Human Evolution: Biological and Cultural

Several liberal studies colloquia (LSC) can be used to fulfill AAS elective requirements, including African Religions in America, Brazilian Women in Literature, Seminar: Ethnicity, Race, and Class in Brazil, and History of Jewish Culture in 20th Century America.

Several public affairs colloquia (PACs) also can be used to fulfill AAS elective requirements, including Eyes on the Prize and The Africans. Again, students should consult their advisers.

APPLIED STUDY & EXPERIENTIAL LEARNING TERM

Faculty Barbara Jensen, William Jordan, Elaine Rundle-Schwark

Associated Faculty Leonard Branson, Sharon Chanley, Tim Miller

Adjunct Faculty Deborah Cimarossa, Holly McCracken

Contact: Information about applied study is available at (217) 206-6640. Information can also be requested at ast@uis.edu.

The applied study and experiential learning term (AST) is central to UIS' public affairs emphasis within the framework of a liberal arts curriculum and stresses practical experience, professional development, and experiential learning. The AST fulfills this role by providing an academically sponsored learning experience that gives all UIS degree seeking undergraduate students an opportunity to learn from the community – about its everyday tasks, its professional life, its problems, and its unmet needs.

The AST process emphasizes self-directed learning that provides opportunities for career exploration, integration of academic studies with practical experience, determination of additional learning needs, cultivation of independent learning skills, and development of increased awareness of community, diversity, and public affairs.

The campus and AST faculty recognize the diversity of backgrounds and academic and career needs of students. A variety of curricular options are described more fully in the AST course descriptions. Some programs (i.e., social work and clinical laboratory science) have an experiential component integrated into the academic curriculum of the program.

REQUIREMENTS

UIS provides an opportunity for degree seeking undergraduates at UIS to take 2 to 12 semester hours of applied study. Only 8 semester hours of applied study may be used to satisfy campus requirements. An additional 4 semester hours may be taken for elective credit with the adviser's permission. The AST may be taken after admission to an academic major at UIS, selection of a major adviser in the academic discipline, and completion of three core courses in the academic major at UIS. Some programs have additional prerequisites for applied study terms. Scheduling is flexible

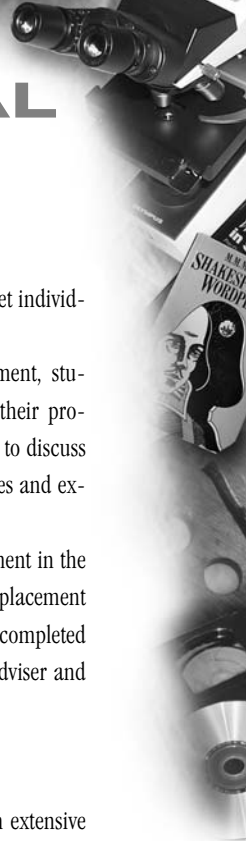
and a variety of options are available to meet individual student needs.

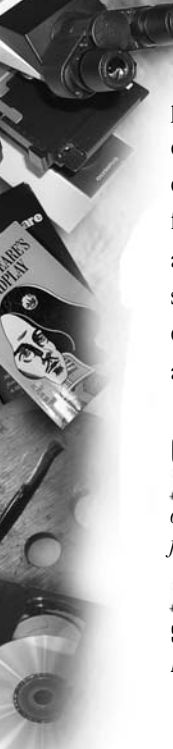
During their first semesters of enrollment, students should make an appointment with their program advisers and an AST faculty member to discuss plans for the integration of academic studies and experiential learning.

Early in the semester preceding enrollment in the AST, students should arrange all details of placement with the AST faculty. Registration can be completed only with the permission of the program adviser and an AST faculty member.

CREDIT FOR PRIOR LEARNING


Undergraduate and graduate students with extensive paid work, volunteer service, and other non-classroom learning experiences may earn credit in appropriate academic areas. Enrollment in AST 401 or AST 501 Assessment of Experiential Learning is strongly recommended for students preparing prior learning





portfolios. Undergraduates may elect to use successful completion of AST 401 to satisfy four semester hours of UIS requirements. Applicability of awarded credit for prior learning credit hours toward a UIS degree is at the discretion of individual academic programs. All students should contact the credit for prior learning office for more information. Information is also available online at www.uis.edu/cpl.

COURSE DESCRIPTIONS

 *Course available online; may also be available on campus. Refer to the current course schedule for further information.*

AST 300 General Applied Study Term (2 to 12 Hrs.)

An individualized field experience providing students

with the opportunity to apply theory, expand knowledge, determine additional learning needs, explore careers, and develop a public awareness and an appreciation of diversity. A required seminar is the academic component that provides a theoretical basis for learning and integrating the field experience. May be repeated for a maximum of 12 semester hours.

AST 300 Project AST (2 to 12 Hrs.)

An option available to students interested in developing individual projects (i.e., travel, creative works, foreign study, and research). A student doing a project must be supervised by his/her academic adviser.

AST 303 L.A.S.T. (Legislative Applied Study Term) (1 to 8 Hrs.)

Combines a careful study of the structure and functions of legislatures with a placement on the staff of a member of the Illinois General Assembly and other similar placements. Interns may do such things as research bills, par-

ticipate in committee work, and assist constituents and committee witnesses. (Available only during spring term.)

AST 401 Assessment of Experiential Learning (4 Hrs.)

Designed to assist learners in identifying, articulating, and documenting learning acquired outside the traditional classroom. Includes the development of a portfolio containing narrative requests for credit describing specific areas of learning and the documentation verifying those claims.

AST 501 Assessment of Experiential Learning (2 Hrs.)

Designed to assist learners in identifying, articulating, and documenting learning acquired outside the traditional classroom. Includes the development of a portfolio containing narrative requests for credit describing specific areas of learning and the documentation verifying those claims.

ASTRONOMY-PHYSICS

Faculty Alexander J. Casella (emeritus), Charles Schweighauser (emeritus)

Associated Faculty Hei-Chi Chan

Degree offered: Astronomy-physics is a thematic activity. Students may pursue an individualized degree that includes astronomy-physics through UIS' liberal studies or individual option programs (see below).

The astronomy-physics option provides courses and laboratory work in astronomy and physics, featuring an astronomical observatory with one eight-inch and one 14-inch Schmidt-Cassegrain telescope, an eight-inch Newtonian telescope, an eight-inch fixed focal point telescope for persons with disabilities, a diffraction grating spectrograph, a hydrogenalpha filter, an objective prism, and a charge-coupled device (CCD). A 20-inch telescope, installed under dark skies at a site remote from the campus, is used for training advanced students and for research work. Opportunities are provided for students to do research with astronomy-physics faculty.

Contact: Information about the astronomy-physics

thematic option and individualized degree options is available at (217) 206-6721. Information can also be requested at asp@uis.edu.

ADMISSION

Courses are open to undergraduate and master's degree students. In 400-level courses, however, graduate students are expected to do additional work, including reading selected primary sources and, when appropriate, completing additional observatory/laboratory work.

INDIVIDUALIZED DEGREE OPTION

Students may pursue an individualized degree that includes astronomy-physics through UIS' liberal studies program (bachelor's degree) or individual option program (master's degree). A typical core group of courses for a degree might include:

ASP 203 Modern Astronomy

ASP 404 Astrophysics

ASP 406 Modern Cosmology

ASP 407 Practical Astronomy

ASP 408 Observational Astronomy

ASP 409 Galaxies: Structure and Evolution

Students should ask astronomy-physics faculty for advice about courses related to degree work in the individual option or liberal studies programs. Contact the program office for further information.

COURSE DESCRIPTIONS

ASP 101 Astronomy for Everyone (4 Hrs.)

Descriptive introduction to modern concepts of the physical nature of the astronomical universe. Topics include astronomical instrumentation, stars, the sun, nebulae, galaxies, and planets. For nonscience majors.

ASP 201 University Physics I (4 Hrs.)

Lectures and laboratories in kinematics; Newton's three laws; work and energy; conservation of linear momentum; angular momentum; rotational dynamics; gravitation and Kepler's laws; harmonic motion, waves, and sound. Prerequisite: calculus.





ASP 202 University Physics II (4 Hrs.)

Lectures and laboratories in laws of thermodynamics; ideal gases and thermal properties; kinetic theory of gases; fluid mechanics; electricity and magnetism; RCC circuits; laws of Gauss, Ampere, and Faraday; magnetic properties, Maxwell's equations, and optics. Prerequisite: ASP 201.

ASP 203 Modern Astronomy (4 Hrs.)

Quantitative approach to the solar system, astrophysics, and stellar systems.

ASP 404 Astrophysics (4 Hrs.)

Origin, evolution, interiors, and energy production mechanisms of stars.

ASP 406 Modern Cosmology (4 Hrs.)

Analytical approach to the grand unified theories

(GUTS) of particle physics that have recently been developed in conjunction with the standard big bang model to explain the origin, evolution, and present structure of the universe.

ASP 407 Practical Astronomy (2 Hrs.)

Training in observatory procedures and techniques. Imaging of objects in the solar system (planets, moon, sun) and deep-sky objects (galaxies, nebulae, star clusters) using the campus' 14- and 20-inch telescopes and associated equipment. Prerequisite: ASP 101, or equivalent.

ASP 408 Observational Astronomy (2 Hrs.)

Techniques of spectroscopy in determining stellar temperatures, luminosities, and chemical compositions, using the campus' 14- and 20-inch telescopes and spectrograph. Prerequisite: ASP 407.

ASP 409 Galaxies: Structure and Evolution (4 Hrs.)

Comprehensive study of galaxies, including development of galactic structure, star formation and distribution, interstellar medium, galactic dynamics, dark matter, and interacting galaxies.

ASP 410 Research (1 to 4 Hrs.)

Investigation of a specific problem in astronomy-physics of interest to the student and instructor. May be repeated for credit without limit, but research topics must vary.

ASP 420 Topics in Astronomy/Physics (4 Hrs.)

In-depth study of topics such as the solar system and theories of the universe. May be repeated for credit without limit, but topics must vary.

BIOLOGY, B.S./M.S.

Faculty Gary Butler, Nada Chang, Jeffrey Chesky, David Jenkins, Ann M. Larson (emerita), Michael Lemke, Malcolm Levin, Lucia Vazquez

Associated Faculty Keenan Dungey, Eric Fisher, Gary Trammell, James Veselenak

Adjunct Faculty Everett D. Cashatt, Donald M. Caspary, Maria Lemke, Stewart Jacobson

Degrees offered: Bachelor of Science, Master of Science, Undergraduate Minor

The bachelor of science degree is designed to build a strong foundation in the skills and content of modern biology, improve students' learning skills, and aid students in applying problem-solving skills to scientific and public issues. It is the first professional degree in the discipline and prepares students for careers in biological sciences and/or further training, including Ph.D. programs and professional schools. The degree offers a balanced biology curriculum and a research experience centered around faculty research interests in molecular, cellular, and organismal biology.

A central emphasis of the biology program is mastery of scientific skills and knowledge. Scientific facilities available to students include a new, well-equipped building with research laboratories. Both undergraduate and graduate students use these facilities under the supervision of faculty.

The foundational B.S. and the more-specialized M.S. curricula prepare biology students for many career options, including technicians, scientific sales representatives, project managers in life science and allied health professions, and teachers at the secondary, community college, and university levels. Recent biology graduates have successfully continued their careers in research, medicine, dentistry, and veterinary medicine.

Contact: Information about the biology program is available at (217) 206-6630. Information can also be requested at bio@uis.edu, or visit the website at www.uis.edu/~biology.

THE BACHELOR'S DEGREE ENTRANCE REQUIREMENTS

Students entering the program must have completed eight to ten semester hours in general chemistry with laboratory, five to eight semester hours of biology

courses (including general biology with laboratory), and college algebra. Before graduation, a student must complete one semester of organic chemistry with laboratory, which may be taken before or after the student has entered the biology program. During the two years at UIS, up to 12 semester hours of approved lower-division courses may be transferred from an accredited institution of higher education to make up deficiencies.

ADVISING

Students should consult a program faculty member before initial registration. If this is not possible, students must contact a program representative at registration. During the first semester at UIS, the program will assist the student in selecting an adviser from among the biology faculty.

The student should prepare a plan to ensure that all requirements are being met. The program recommends that students take the general seminar, organ-



ismal botany, and organic chemistry in the fall of their junior year. Students are expected to complete organic chemistry before taking cell biology. Cell biology and comparative vertebrate biology are usually taken in the spring of the junior year. In the fall of the senior year, students typically take ecology and microbiology. Genetics is used as the capstone course. It is assumed that students will have completed most of the required biology sequence before enrolling in this course.

UIS REQUIREMENTS

Students are required to complete a minimum of 12 semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. At least four hours in each of at least two of these areas must be completed.

PROGRAM REQUIREMENTS

Core Requirements

BIO 301	General Seminar (suggested fall, junior year)	2 Hrs.
CHE 322	Laboratory Techniques (suggested fall/spring, junior year)	1 Hr.
BIO 311	Cell Biology (suggested spring, junior year)	4 Hrs.

BIO 345 & 346	General Microbiology/Lab (suggested fall, senior year)	4 Hrs.
BIO 351	Organismal Botany (suggested fall, junior year)	4 Hrs.
BIO 361	Comparative Vertebrate Biology (suggested spring, junior year)	4 Hrs.
BIO 371	Principles of Ecology (suggested fall, senior year)	4 Hrs.
BIO 381	Genetics (suggested spring, senior year)	4 Hrs.
	Biology elective (suggested senior year)	<u>4 Hrs.</u>
	Total Biology	31 Hrs.

Other Possible Requirements

CHE 367	Fundamental Organic Reactions (suggested fall, junior year)	3 Hrs.
CHE 368	Experimental Organic Chemistry (suggested fall, junior year)	1 Hr.

One semester of organic chemistry is a prerequisite for some biology core courses. Transfer students with credit equivalent to CHE 367 and 368 can substitute general electives.

*General Electives	<u>13-17 Hrs.</u>
Total	17 Hrs.

UIS Requirements	<u>12 Hrs.</u>
Total	60 Hrs.

*Pre-professional students and students planning to go to graduate school should take a year of physics with laboratory.

ASSESSMENT

The biology program assesses all students for communication skills and for knowledge of biology. This assessment begins when students enter UIS and continues until graduation. Assessment tools include a written evaluation and the development of a portfolio of laboratory reports and papers. The written evaluation is given both at the beginning of a student's study at UIS and just before graduation. This assessment is intended to help students in their academic planning and to help the program in curriculum development.

Assessment in the major and in general education skills is included in BIO 301 General Seminar, a required course for all biology majors that uses the learning skills assessment scores to assist the student in developing specific learning skills in biology. Students in general seminar must earn at least a C to receive credit. Those performing below this level are required

to complete a learning skills development program.

APPLIED STUDY

Students can gain practical professional experience by participating in an applied study term. Placements have included state agencies such as the Illinois State Museum, Illinois Environmental Protection Agency, Illinois Department of Transportation, SIU School of Medicine, and Lincoln Memorial Gardens. Students may also conduct research with biology faculty members for their AST.

UNDERGRADUATE HONORS IN BIOLOGY

Biology majors with a GPA greater than 3.25 and one semester residency at UIS may elect to participate in the biology honors option. In addition to biology program and UIS requirements, honors students must maintain a minimum GPA of 3.25, successfully complete BIO 302 Honors Seminar, BIO 402 Biometrics, BIO 400 Undergraduate Research (4 hours), and present their findings in a formal paper and public seminar. Students must apply for participation in the honors program to the program convener and obtain the approval of their faculty research adviser before beginning the program.

BIOLOGY MINOR

A minor in biology is designed for students who wish to increase their knowledge of biology, increase their biological literacy, and acquire a foundation in biological sciences and critical thinking. Students may plan a broad-based minor, containing courses from each of the major organizational divisions of living things: cells, organisms, and communities. The minor may also focus on a particular aspect of biology such as botany, ecology, or physiology.

To earn a minor in biology, students must complete a minimum of 24 hours in biology, of which at least eight hours must be upper-division courses taken at the University of Illinois at Springfield. Electives should be selected in consultation with a biology faculty member. Some upper-division courses have particular prerequisites other than general biology. The faculty adviser will ensure that each student is properly prepared.

Core Courses

Two semesters of general biology with laboratory or its equivalent
Elective Courses
(A minimum of eight hours in biology

8 Hrs.

must be taken at the University of Illinois at Springfield)

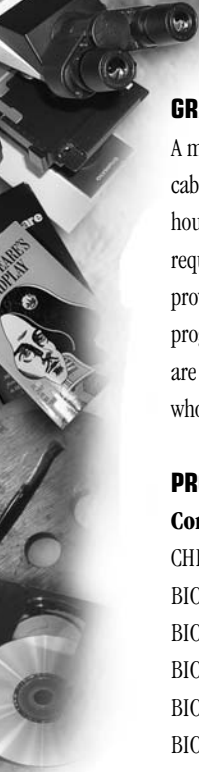
16 Hrs.

Total 24 Hrs.

THE MASTER'S DEGREE ENTRANCE REQUIREMENTS

Applicants are expected to have completed a program of study similar to that required for a bachelor of science in biology at UIS. They are also expected to have a GPA of 3.00 on a 4.00 scale and to submit a letter of application that discusses academic and vocational goals, as well as GRE scores in both the general and biological sciences. Conditional admission may be granted to students who have not completed their GRE examinations or who have deficiencies in their academic backgrounds.

Accepted students will be assigned to an initial academic adviser who may change as a research focus is decided. Before the completion of 10 hours of program-approved course work, each student must develop a thesis proposal and convene an advisory committee with the assistance of a faculty adviser. See the *Biology Graduate Student Handbook* for additional information and procedures for the M.S. experience.



GRADING POLICY

A maximum of eight credit hours of C grades are applicable to the degree, provided they are balanced by eight hours of A. However, C grades will not be accepted for required courses, and C grades taken in program-approved elective courses must be balanced by A grades in program-approved courses only. Master's candidates are expected to maintain a B average, and those students who fall below that level may lose their candidacy.

PROGRAM REQUIREMENTS

Core Requirements

CHE 415 Biochemistry I (or equivalent)	4 Hrs.
BIO 402 Biometrics (or equivalent)	4 Hrs.
BIO 502 Biological Research and Policy I	2 Hrs.
BIO 503 Biological Research and Policy II	2 Hrs.
BIO 551 Advanced Cell Biology <i>or</i>	
BIO 561 Advanced Microbiology <i>or</i>	
BIO 571 Advanced Ecology	<u>4 Hrs.</u>
Total	16 Hrs.

Thesis Option

BIO 585 Master's Thesis	8 Hrs.
Biology approved electives	<u>12 Hrs.</u>
Total	36 Hrs.

Project Option

BIO 575 Master's Project	4 Hrs.
Biology approved electives	<u>16 Hrs.</u>
Total	36 Hrs.

BIO 502 and 503 must be taken within the first 10 hours of graduate work, and BIO 402 must be completed before the project or thesis proposal is approved.

MASTER'S CLOSURE

The closure activity is an oral presentation – open to faculty, students, and guests – of the written master's project or thesis. Each thesis/project begins with a proposal approved by the student's master's committee, who will determine if the project/thesis meets the standards of the profession. Students must enroll for either four hours of credit for the master's project (BIO 575) or eight hours of credit for the master's thesis (BIO 585); however, the total may be accrued in increments of one hour for the project and two hours for the thesis. Campus policy requires that students be enrolled in at least one semester hour of closure exercise credit for *each* semester after they have begun their graduate closure exercises until the exercise is com-

pleted. For biology students, this means that if the project is not completed by the end of four credit hours of continuing enrollment in BIO 575, students must register to audit the course for one hour in all subsequent semesters until the project is complete. Likewise, if the thesis is not completed by the time eight hours in BIO 585 is accrued in continuing enrollment, the student must enroll for one hour of audit credit in BIO 585 in each semester until the thesis is complete. Additional information and procedures for completing the master's closure exercise are available in the *Biology Graduate Student Handbook* in the program office.

COURSE DESCRIPTIONS

BIO 301 General Seminar (2 Hrs.)

Development of learning skills following self-assessment. Mastery of library skills and ability to organize material are demonstrated by a paper on a topic of interest and a seminar based on the paper. Recommended for fall of junior year. See CHE 301. Prerequisite: Chemistry or biology major.

BIO 302 Honors Seminar (1 Hr.)

Integrative seminar to share research methods and experiences and analyze procedures and protocols in research.

**BIO 305 Plants and Society (2 or 4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Lecture and laboratory experiences about plants as used by people and the importance of plants in human affairs. Includes an overview of the fundamentals of life and flowering plant form, function, and reproduction. Plant products such as fruits, grains, legumes, medicines, herbs and spices, drinks, textile fibers, lumber, poisonous and psychoactive plants, and forages are studied. The two-hour option is a non-laboratory science course for non-science majors. The four-hour option is a laboratory science course for non-science majors.

BIO 306 Environmental Biology (2 or 4 Hrs.)

Introduction to basic ecological concepts and relationships that tie our biotic and abiotic worlds together as they relate to today's threats to our biosphere. Provides non-science majors with a review of the major principles of ecology to broaden their expertise. The two-hour option is a non-laboratory science course for non-science majors. The four-hour option is a laboratory science course for non-science majors.

BIO 311 Cell Biology (4 Hrs.)

Molecular basis of structure and function of cells, with an emphasis on the mechanisms of biological processes. Laboratory integrates study of cellular processes with introduction to current research techniques and instrumentation. Prerequisite: Organic chemistry. Recommended spring of junior year.

BIO 345 General Microbiology (3 Hrs.)

Discussion of basic topics in microbial physiology, genetics, and ecology, along with an introduction to virology, immunology, and applied microbiology. Prerequisite: Concurrent enrollment in organic chemistry. Recommended fall of senior year.

BIO 346 General Microbiology Laboratory (1 Hr.)

Application of basic microbiological techniques to the identification and classification of microorganisms. Introduction and application of molecular genetic and immunological techniques to the study of various aspects of microbial physiology and ecology.

BIO 347 Medical Bacteriology (4 Hrs.)

Concise overview of pathogenic bacteriology. Includes discussion of techniques for culturing and identifying bacteria and an introduction to epidemiology. Prerequisite: BIO 345, or equivalent. Required of clinical laboratory science students. Offered fall semester.

BIO 351 Organismal Botany (4 Hrs.)

Development of "higher" plants from seed to seed considering both the structure and function of plants. Consideration of principles of plant systematics using representatives from both the plant and fungus kingdoms as examples. Recommended fall of junior year.

BIO 361 Comparative Vertebrate Biology (4 Hrs.)

Comparative study of the evolutionary origins, embry-

ological development, and functional anatomy of the various classes of vertebrates. Interrelatedness of form and function is stressed in both lecture and laboratory. Recommended spring of junior year.

BIO 371 Principles of Ecology (4 Hrs.)

Structure and function of ecological systems including basic ecological principles and concepts. Applicable to individuals, populations, communities, and ecosystems. Laboratory involves outdoor and lab experiments. Recommended fall of senior year.

BIO 381 Genetics (4 Hrs.)

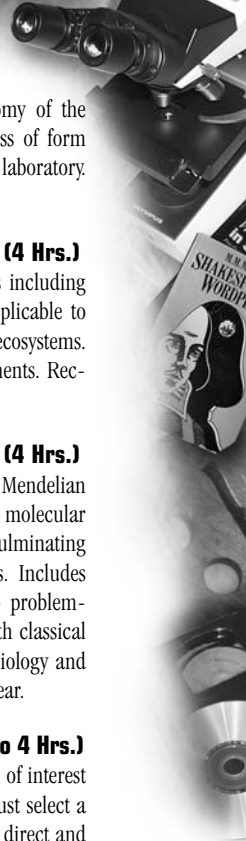
Studies a range of topics including classical Mendelian analysis, chromosome structure and mapping, molecular genetics and recombinant DNA technology, culminating with an introduction to population genetics. Includes laboratory sessions to introduce students to problem-solving situations using the techniques of both classical and molecular genetics. Prerequisite: Microbiology and cell biology. Recommended spring of senior year.

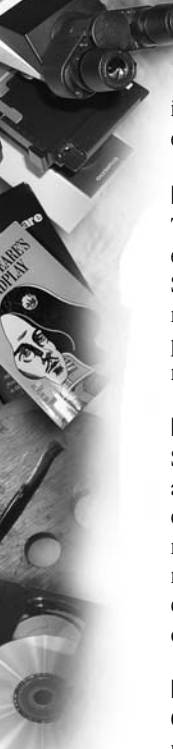
BIO 400 Undergraduate Research (1 to 4 Hrs.)

Independent investigation of specific problem of interest to the student. Before enrolling, a student must select a faculty member from the biology program to direct and review the project. Research paper, formal seminar, or both may be required for credit. Maximum of four semester hours may be earned. Offered each semester.

BIO 402 Biometrics (4 Hrs.)

Statistical analytical tools in biology and their application





in developing strategies for experimental procedures and evaluation of results. Introduction to statistics software.

BIO 422 Electron Microscopy (4 Hrs.)

Theory and procedures of electron microscopy integrated with an understanding of ultrastructural morphology. Students develop competencies within three broad areas: material preparation, instrumentation, and information processing in both transmission and scanning electron microscopy. Emphasis on laboratory experience.

BIO 429 Human Physiology (4 Hrs.)

Systems approach to understanding fundamental mechanisms of human physiology with emphasis on homeostasis: in-depth discussion of membranes and cellular mechanisms; nervous system; muscle; cardiovascular, renal, respiratory, and digestive physiology; and endocrine regulatory mechanisms. Prerequisite: Prior chemistry required; anatomy recommended.

BIO 435 Invertebrate Biology (4 Hrs.)

Comprehensive study of major and minor invertebrate phyla. Emphasis on morphology and adaptations, evolutionary relationships among groups. Laboratory includes field collections and study of specimens.

BIO 439 Comparative Physiology (4 Hrs.)

Study of fundamental physiological mechanisms characteristic of the animal kingdom. Examples of functional diversity in adaptation to varied lifestyles and environments from insects to mammals. Weekly labs illustrate the principal physiological functions on animal models.

BIO 444 Aquatic Ecology (4 Hrs.)

Fundamentals of freshwater ecology, including abiotic-biotic interactions, aquatic ecosystems structure and function, and relationships among organisms. Lecture and laboratory. Prerequisite: Ecology. See ENS 444.

BIO 445 Biology of Water Pollution (4 Hrs.)

Effects of organic wastes, industrial chemicals, and non-point pollutants on aquatic fauna and flora and humans; detection and measurement of water pollution. Laboratory involves detection and measurement of water pollution by toxicity tests and field sampling. See ENS 445.

BIO 468 Animal Behavior/Ethology (4 Hrs.)

Historical foundations of ethology, current methods, concepts, and research problems; analysis of the organization and development of behavior in individual animals and applications to understanding human behavior. Laboratory and/or field research projects are emphasized.

BIO 479 Evolution (4 Hrs.)

Origin of life and history of development of living systems. Analysis of classical Darwinism, the neo-Darwinian synthesis, and mechanisms of evolution, with emphasis on microevolutionary studies as an analytical tool.

BIO 502 Biological Research and Policy I (2 Hrs.)

First part of a two-course sequence. Must be taken during the first fall semester of graduate enrollment. An introduction to graduate studies that emphasizes graduate

student responsibilities, introduction to faculty advisers and research topics, development of library research skills, conceptualization of a topic and course of study for the M.S. thesis or project, completion of a professional presentation, and exploration of societal policy interactions in science. Offered every fall. Prerequisite: Biology graduate standing.

BIO 503 Biological Research and Policy II (2 Hrs.)

Second part of a two-course sequence. Must be taken in the spring semester immediately after enrollment in BIO 502. Students complete introduction to graduate studies and extend their skills in library research, professional presentation, and research study design. Students select a research adviser and thesis/project advisory committee, as well as develop and present a draft proposal of their theses/projects. Societal policy applications and implications are addressed throughout. Offered every spring. Prerequisite: Biology graduate standing and BIO 502.

BIO 510 Topics in Biology (1 to 4 Hrs.)

Intensive study of a topic under investigation by contemporary biologists. Description of topic for a given semester will be stated in course schedule. Prerequisite: Dependent on topic. Course may be repeated for an indefinite number of credit hours, but topic must differ. Offered every semester.

BIO 551 Advanced Cell Biology (4 Hrs.)

Critical analysis of selected concepts in eukaryote cell biology, a subject of intense current scientific inquiry. Fo-

cuses on modern technology in the study of molecular mechanisms of eukaryote cell functions. Flexible format accommodates individual student interests and needs. Prerequisite: BIO 311, or equivalent.

BIO 561 Advanced Microbiology (4 Hrs.)

Selected advanced topics that may vary in response to student need but include aspects of microbial physiology such as growth, metabolism, photosynthesis, and genetics. Independent laboratory project required. Prerequisite: BIO 345, or equivalent.

BIO 571 Advanced Ecology (4 Hrs.)

Critical review of contemporary ecological concepts, mainly through analysis and discussion of primary references. Designed especially for M.A. students focusing on environmental biology. Independent laboratory project required. Prerequisites: BIO 371, or equivalent.

BIO 575 Master's Project (1 to 4 Hrs.)

An in-depth investigation of a biological topic that may analyze existing data and/or be related to science policy. Conducted under the supervision of a faculty adviser and advisory committee. Product must be approved by the graduate committee. **Note:** If the project is not completed by the end of four hours of continuing enrollment in BIO 575, students must register to audit the course for one hour in all subsequent semesters until the project is complete. Prerequisite: Permission of instructor.

BIO 580 Independent Research (1 to 6 Hrs.)

Student may enroll for 1-6 hours of graduate research, with the permission of a biology faculty member.

BIO 585 Master's Thesis (2 or 4 Hrs./1 Hr.)

A research effort involving collection and analysis of

original data (e.g., field or laboratory experiments). Conducted under supervision of a faculty adviser and advisory committee. Thesis must be approved by the graduate committee. **Note:** If the thesis is not complete by the time eight hours in BIO 585 is accrued in continuing enrollment, students must register to audit BIO 585 for one hour in all subsequent semesters until the thesis is complete. Prerequisite: Permission of instructor.

The following courses are accepted for the program major –

CHE 421 Instrumental Analysis
CHE 425 Interpretive Spectroscopy
CHE 431 Environmental Chemistry
CHE 465 Environmental Toxicology
ENS 419 Environmental Law





CHEMISTRY, B.S.

Faculty Harshavardhan Bapat, William L. Bloemer, Keenan E. Dungey, Eric Fisher, Gary Trammell

Associated Faculty Wayne Gade

Degrees offered: Bachelor of Science, Undergraduate Minor

The chemistry program is designed to prepare students for direct entry into the chemical profession or for further studies in graduate or professional programs. The program is accredited by the American Chemical Society's Committee on Professional Training.

Contact: Information about the chemistry program is available at (217) 206-6589. Information can also be requested at che@uis.edu.

THE BACHELOR'S DEGREE

A B.S. degree in chemistry requires 120 semester hours of course work. After completing required general education and program requirements, chemistry majors will have approximately 20 semester hours of general electives that may be taken in any academic program. Some students elect to use these general elective hours to complete a minor in another field of interest. Students wishing to major in chemistry should consult with

an academic adviser upon admission to the university to make sure they are taking their required courses in the proper sequence.

Two options are available for the B.S. degree in chemistry – chemistry and chemistry with a biochemistry concentration. The biochemistry concentration may be attractive to students seeking to attend medical school or to find careers in forensic science or biotechnology. Certification by the American Chemical Society is optional in both degrees. Students who choose to be certified must take CHE 422 Inorganic Chemistry as a program elective.

INTRODUCTORY COURSES

Capital Scholars Students

CAP 141 Chemistry and Biology of the Environment I	4 Hrs.
CAP 142 Chemistry and Biology of the Environment II	4 Hrs.
CHE 241 Foundations of Inorganic Chemistry	4 Hrs.
CHE 367 Fundamental Organic Reactions	3 Hrs.
CHE 368 Experimental Organic Chemistry	1 Hr.

CHE 369 Bio-organic Chemistry	4 Hrs.
Calculus (one year) (MAT 115, 116)	8 Hrs.
Physics (one year) (ASP 201, 202)	8 Hrs.

Transfer Students

General Chemistry I and II	
Organic Chemistry (one year)	
Calculus (one year)	
Physics (one year)	

Students with deficiencies in the introductory courses may enter the program conditionally but will be required to make up the deficiencies during their first year of study. This extra work may mean that some students will require more than four years to complete the B.S. degree.

INTERMEDIATE AND ADVANCED COURSES

CHE 301 General Seminar <i>or</i>	2 Hrs.
CAP 211 Writing in the Discipline (for Capital Scholars only)	3 Hrs.
CHE 321 Chemical Analysis	3 Hrs.

CHE 322 Laboratory Techniques	1 Hr.
CHE 400 Undergraduate Research	4 Hrs.
CHE 401,402 Physical Chemistry	6 Hrs.
CHE 415 Biochemistry I	3 Hrs.
CHE 421 Instrumental Analysis	4 Hrs.
CHE 441 Integrated Chemistry Laboratory	1 Hr.
Chemistry Electives*	<u>3-10 Hrs.</u>
Total Core	27-35 Hrs.

General Electives	13-21 Hrs.
UIS Requirements	<u>12 Hrs.</u>
Total	60 Hrs.

*Biochemistry Concentration

Certification by the American Chemical Society is optional. Students who choose to be certified must take CHE 422 Inorganic Chemistry as one of their program electives. Students who choose the biochemistry concentration must take 9 credit hours of courses for their electives: 1) CHE 416 Biochemistry II or CHE 436 Medicinal Chemistry; 2) CHE 418 Biochemical Laboratory Methods – 1 Hr. and 3) one advanced biology course from BIO 311 Cell Biology, BIO 345 and 346 General Microbiology with laboratory (both count as one advanced course), or BIO 381 Genetics.

THE MINOR IN CHEMISTRY

To earn a minor in chemistry, students must complete a minimum of 16 semester hours from the following courses. A minimum of eight hours of upper-division course work must be taken at UIS.

CORE COURSES

General chemistry (lower division)	
Organic chemistry (transfer course or CHE 367 and CHE 368)	
Laboratory techniques course (CHE 322, 1 Hr.)	
Total	7-10 Hrs.

ELECTIVES

Choose a minimum of six hours from among

Analytical chemistry

CHE 321 Chemical Analysis	3 Hrs.
CHE 421 Instrumental Analysis	4 Hrs.
CHE 425 Interpretive Spectroscopy	3 Hrs.

Biochemistry

CHE 415 Biochemistry I	4 Hrs.
CHE 416 Biochemistry II	4 Hrs.
CHE 433 Physiological Chemistry	4 Hrs.
CHE 436 Medicinal Chemistry	4 Hrs.

Physical Chemistry

CHE 401 Physical Chemistry I	3 Hrs.
CHE 402 Physical Chemistry II	3 Hrs.
CHE 441 Integrated Chemistry Laboratory	<u>1 Hr.</u>
Total	6-8 Hrs.

COURSE DESCRIPTIONS

CHE 241 Foundations of Inorganic Chemistry (4 Hrs.)

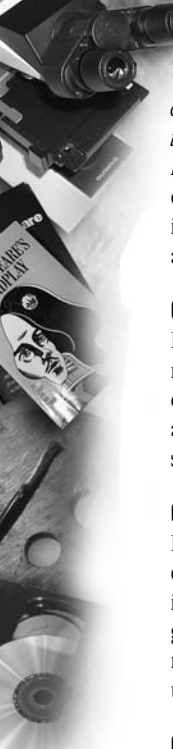
Study of descriptive inorganic chemistry including atomic structure, periodic trends, acid-base, solubility, redox reactions, and nuclear chemistry. Continues the study of matter begun in Biology and Chemistry of the Environment (CAP 141 and 142) and with those courses provides students with the equivalent of one year of general chemistry. Laboratory experience is included. Prerequisite: CAP 142, or concurrent enrollment.

CHE 301 General Seminar (2 Hrs.)

Development of learning skills following self-assessment. Mastery of library skills and ability to organize material demonstrated by a paper on a topic of interest and a seminar based on that paper. Recommended for the fall of the junior year. See BIO 301. Prerequisite: Chemistry or biology major.

CHE 311 Chemistry of Everyday Life (3 to 4 Hrs.)

Course available online; may also be available on



campus. Refer to the current course schedule for further information.

Applications of chemistry in living organisms and in society examined in laboratory and lecture settings. Chemical principles studied in relation to health and consumer awareness. Four-hour option includes laboratory.

CHE 321 Chemical Analysis (3 Hrs.)

Introduction to the statistical analysis of laboratory data, method evaluation, and quality control. Discussion of colorimetric, kinetic, and electrochemical methods of analysis, as well as physical and chemical methods of separation.

CHE 322 Laboratory Techniques (1 Hr.)

Introduction to basic laboratory techniques and procedures necessary for competent performance. Topics will include laboratory safety, glassware, volumetric and gravimetric measurements, equipment calibration, laboratory mathematics, and basic spectrophotometric measurements.

CHE 367 Fundamental Organic Reactions (3 Hrs.)

Study of organic reactions and structures with application of these principles to biochemistry. Prerequisite: One year of general chemistry.

CHE 368 Experimental Organic Chemistry (1 Hr.)

Laboratory course cultivating techniques for separation, purification, and identification of organic compounds.

Application of techniques to illustrative organic preparations. Prerequisite: CHE 367, or concurrent enrollment.

CHE 369 Bio-organic Chemistry (4 Hrs.)

Second-semester course in organic chemistry that builds on a basic knowledge of organic structure and reactions. Knowledge of organic synthesis and reaction mechanisms will be applied to biological systems and to the environment. Topics covered will include the relationship of structure to function of organic molecules, catalysis, and new reactions that minimize environmental impact (Green Chemistry). Prerequisites: CHE 367, CHE 368.

CHE 400 Undergraduate Research (1 to 4 Hrs.)

Investigation of a specific problem of interest to the student. Directed and reviewed by a faculty member. May be repeated for credit without limit.

CHE 401 Physical Chemistry I - Thermodynamics (3 Hrs.)

Development of principles of classical thermodynamics; equations of state; first and second laws and their applications. Prerequisite: one year of calculus.

CHE 402 Physical Chemistry II (3 Hrs.)

Examination of thermodynamic considerations that control the position of chemical equilibrium and kinetic factors that govern reaction rates. Discussion of current theories of chemical bonding in ionic and covalent com-

pounds. Emphasis on correlation of experimental data and prediction of structures of chemical compounds. Prerequisite: CHE 401.

CHE 415 Biochemistry I (3 to 4 Hrs.)

Survey of energy metabolism, structure, biological function, and biosynthesis of proteins, enzymes, nucleic acids, and other important cellular components. Introduction to biochemical literature. Laboratory includes preparative and analytical techniques. Prerequisite: Organic chemistry.

CHE 416 Biochemistry II (3 to 4 Hrs.)

Review of nucleic acid structure, metabolism, and their roles in living organisms. Mutagenesis, repair, recombination, replication, and regulation. Biotechnology, medicinal, and industrial applications. Lecture only, three hours credit; lecture and laboratory, four. Prerequisite: CHE 415 or CHE 433 or equivalent.

CHE 418 Biochemical Laboratory Methods (1 Hr.)

Techniques in the manipulation of biologically relevant molecules. Protein, nucleic acid, and metabolite isolation and characterization, enzymatic, blotting and microscale analysis. Forensic, clinical, and research laboratory methods, and theory of quantitative calculations for their interpretation. Prerequisite: CHE 415 or equivalent.

CHE 421 Instrumental Analysis (4 Hrs.)

Major topics include UV-visible and infrared absorption, fluorescence, atomic absorption, emission methods, mass

spectroscopy, radiochemical methods, polarography, and coulometric methods. Prerequisite: CHE 321, or equivalent.

CHE 422 Inorganic Chemistry (3 Hrs.)

Survey of the bonding, structure, and reactivity of solid-state materials, main group compounds, and transition metal complexes. Examples from the interdisciplinary areas of organometallic chemistry, bioinorganic chemistry, and materials science will be presented. Prerequisite: CHE 402, or concurrent enrollment.

CHE 425 Interpretive Spectroscopy (3 Hrs.)

Use of ultraviolet, infrared, nuclear magnetic resonance, and mass spectroscopy to elucidate the structures of organic and inorganic molecules. Students are trained in techniques of sample preparation and in operation of UV, IR, NMR, and mass spectrometers. Prerequisite: Organic chemistry, or concurrent enrollment.

CHE 431 Environmental Chemistry (4 Hrs.)

Use of chemical principles in understanding processes that occur in the environment. Ecological problems of a chemical nature are analyzed. See ENS 447.

CHE 433 Physiological Chemistry (4 Hrs.)

Physiological biochemistry, with emphasis on metabolic interpretation of normal and altered physiologic states of the human organism. Prerequisite: Organic chemistry; Anatomy and physiology recommended.

CHE 436 Medicinal Chemistry (4 Hrs.)

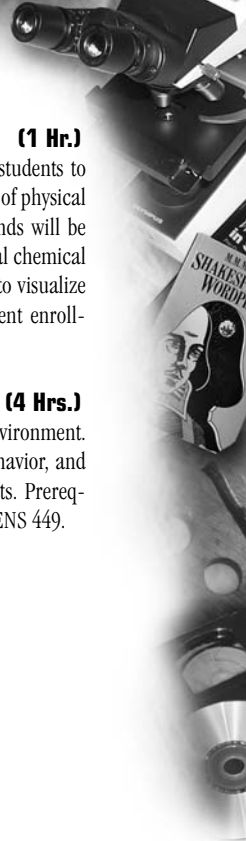
Chemistry of pharmaceutical/target interactions. Basic mechanisms of drug action, including enzyme inhibitors and systems employing ion channels and second messengers. Physiological systems affected, strategies for drug design and analysis; computational, combinatorial, and biopharmaceutical approaches. Prerequisite: CHE 415 or equivalent.

CHE 441 Integrated Chemistry Laboratory (1 Hr.)

A stand-alone course designed to introduce students to the various laboratory techniques in the fields of physical and inorganic chemistry. Inorganic compounds will be synthesized and then characterized by physical chemical methods. Computer simulations will be used to visualize concepts. Prerequisites: CHE 402, or concurrent enrollment.

CHE 465 Environmental Toxicology (4 Hrs.)

Study of effects of toxic chemicals on the environment. Included are sources, transport, chemical behavior, and toxic mechanisms of environmental pollutants. Prerequisite: Organic chemistry or cell biology. See ENS 449.





CLINICAL LABORATORY SCIENCE, B.S.

Faculty William Bloemer, Wayne Gade, Paula Garrott, James Veselenak

Adjunct Faculty Joan Barenfanger, John Dietrich, Robbin Killam, Gilma Roncancio, Kim Stahl, Judy Sutherland, Tina Walke

Degree offered: Bachelor of Science

The clinical laboratory science program offers the B.S. degree to students interested in careers in clinical laboratory science. Such careers require competence in the performance, analysis, and interpretation of clinical laboratory procedures and the ability to function in problem-solving situations. The curriculum features both broad-based and selective learning experiences encompassing theory and practice in all areas of clinical laboratory science. Completion of the program leads to eligibility for certification by the Board of Registry of the American Society of Clinical Pathology and/or the National Credentialing Agency for Laboratory Personnel. The UIS clinical laboratory science program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).

Contact: Information about the clinical laboratory science program is available at (217) 206-6589. Infor-

mation can also be requested at cls@uis.edu.

ENTRANCE REQUIREMENTS/ADVISING

The clinical laboratory science program provides for the continuing education of students who have completed the first two years of lower-division work (preferably with the A.A. or A.S. degree). Prerequisite courses required for admission include 1) 90 quarter hours or 60 semester hours of lower-division courses, including the UIS general education requirements detailed in the admissions section of this catalog; 2) two semesters of general chemistry; 3) one semester of organic chemistry; 4) two semesters of biological sciences, preferably at least one semester of anatomy and physiology; 5) one semester of statistics or higher mathematics; and 6) one semester of microbiology with lab. Recommended courses include genetics, a second semester of organic chemistry, and computer software use (word processing, spreadsheets). Normal time of entry into the program is the fall semester of

the junior year; however, midyear part-time status is possible.

Since program enrollment is limited, admission to UIS does not guarantee admission to the clinical laboratory science program. In addition to completing the UIS application process, interested applicants should contact the program for a program application. Applicants must also forward a written statement of their academic and professional goals and the names and addresses of two college science instructors (preferably one biology and one chemistry) for use as references to the clinical laboratory science program director. A personal interview may be required.

UIS REQUIREMENTS

Students are required to complete a minimum of 12 semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. These hours must include at least four hours in each of at least two of these areas.

PROGRAM FEATURES/REQUIREMENTS

The clinical laboratory science program requires 60-66 credit hours of upper-division work. Interdisciplinary and problem-oriented, with emphasis on the basic sciences and standards of contemporary clinical laboratory science, the program includes academic and clinical experiences.

Academic work during the junior year is designed to provide a strong background in analytical chemistry, biochemistry, microbiology, and immunology. The summer and fall terms of the senior year provide theory and laboratory experience in clinical chemistry, hematology, immunohematology, and hemostasis. During the balance of the senior year, the student's clinical education encompasses rotations through the various clinical specialty areas of affiliated hospital laboratories. The program is affiliated with Memorial Medical Center and St. John's Hospital in Springfield, Methodist Medical Center in Illinois in Peoria, Decatur Memorial Hospital, and St. Mary's Hospital in Decatur.

The applied study term is incorporated in the clinical experience, which is under the joint supervision of faculty at the University of Illinois at Springfield and practicing professionals in affiliated hospital laborato-

ries. Clinical education is coupled with didactic courses offered at UIS.

Recognizing the importance of communication in allied health professions, faculty in all CLS courses emphasize development of effective oral and written communication skills. Consequently, completion of CLS required courses constitutes successful demonstration of effective communication skills.

Since the program includes laboratory work done under professional supervision, the degree candidate not only must satisfy the customary expectations of academic work but also must meet the high-quality standards demanded of a professional medical technologist/clinical laboratory scientist. Students must maintain a minimum GPA of 2.00. Clinical laboratory science students are required to maintain a grade of C or better in all required courses.

Individual professional liability insurance is required of each student. Evidence of current coverage must be submitted before engaging in clinical course work.

As a closure requirement for graduation, students must pass a comprehensive examination covering all aspects of clinical laboratory science.

MEDICAL LABORATORY TECHNICIAN (MLT) — CLINICAL LABORATORY SCIENCE (CLS) ARTICULATION

Special opportunities are available for individuals who have completed an associate degree medical laboratory technician program. Through advising and planned academic and clinical course work, medical laboratory technicians are provided a unique opportunity to complete the baccalaureate degree without repeating areas in which they are already proficient. Medical laboratory technicians interested in this articulation opportunity should contact the program director to discuss curriculum planning based on their previous academic and clinical experiences.

SAMPLE CURRICULUM/PROGRAM GUIDE

First semester, junior year

CHE 321	Chemical Analysis	3 Hrs.
CHE 322	Laboratory Techniques	1 Hr.
CLS 321	Seminar in Clinical Laboratory Science	1-2 Hrs.
CLS 447	Medical Mycology/Parasitology/Virology	1-4 Hrs.
Elective		1-4 Hrs.
Public Affairs/Liberal Studies Colloquium		<u>4 Hrs.</u>
		11-18 Hrs.

Second semester, junior year

BIO 347 Medical Bacteriology	4 Hrs.
CHE 418 Biomedical Laboratory Methods	2 Hrs.
CHE 433 Physiological Chemistry	4 Hrs.
CLS 405 Introduction to Urinalysis	1-2 Hrs.
CLS 448 Introduction to Immunology	<u>1-4 Hrs.</u> 10-16 Hrs.

Summer, senior year

CLS 401 Introduction to Clinical Chemistry	1-2 Hrs.
CLS 403 Introduction to Immunochemistry	1-2 Hrs.
CLS 404 Introduction to Hemostasis	1 Hr.
CLS 454 Advanced Concepts in Clinical Chemistry	<u>2 Hrs.</u> 6-8 Hrs.

First semester, senior year

CLS 402 Introduction to Hematology	1-2 Hrs.
CLS 451 Advanced Concepts in Immunochemistry	2 Hrs.
CLS 452 Advanced Concepts in Hematology	2 Hrs.
Clinical Courses (see below)	<u>1-10 Hrs.</u> 6-16 Hrs.

Second semester, senior year

CLS 411 Clinical Education/Management	3 Hrs.
CLS 456 Clinical Correlations	2 Hrs.
Clinical Courses (see below)	<u>1-10 Hrs.</u> 6-15 Hrs.

CLINICAL COURSES

Students are assigned a number of the following courses in the fall and spring semesters of the senior year. All of the clinical courses should be completed by the end of the senior year.

CLS 421 Clinical Chemistry Laboratory	1-4 Hrs.
CLS 422 Clinical Hematology Laboratory	1-3 Hrs.
CLS 423 Clinical Microbiology Laboratory	1-3 Hrs.
CLS 424 Clinical Immunochemistry Laboratory	1-2 Hrs.
CLS 431 Special Topics in Clinical Laboratory Science	1-2 Hrs.
Total Clinical	<u>6-14 Hrs.</u>
	Total 60-66 Hrs.

COURSE DESCRIPTIONS

CLS 321 Seminar in Clinical Laboratory Science (1-2 Hrs.)

An introduction to the profession of clinical laboratory

science. Laboratory organization, roles, and credentialing of laboratory practitioners are discussed. Standards, ethics, and current professional issues are examined. Communication skill development and review of scientific literature are included. Instruction and experience in blood collection techniques are included.

CLS 400 Applied Research (1 to 4 Hrs.)

Directed research in procedure development or in-depth investigation of a specific area in clinical laboratory science. Topic approved and hours assigned by instructor. Written report required. May be repeated for a maximum of 4 credit hours.

CLS 401 Introduction to Clinical Chemistry (1 or 2 Hrs.)

Lecture/laboratory course focusing on clinical significance and methodology of carbohydrates, proteins, lipids, enzymes, electrolytes, blood gases, acid-base balance, liver function, kidney function, and endocrinology. Emphasis on quality control as it applies to selected clinical chemistry procedures.

CLS 402 Introduction to Hematology (1 or 2 Hrs.)

Lecture/laboratory course that emphasizes basic hematologic principles. Manual and automated procedures are performed. Emphasis on morphology and clinical applications.

CLS 403 Introduction to Immunochemistry (1 or 2 Hrs.)

Lecture/laboratory course emphasizing immunochemo-

logic concepts and properties underlying scientific principles of blood banking. Includes theory and practical applications of blood-group systems, antibody identification and compatibility testing, hemolytic disease of the newborn, autoimmune hemolytic anemia, and donor procurement and processing.

CLS 404 Introduction to Hemostasis (1 Hr.)

Lecture/laboratory course that emphasizes components in the blood related to hemostatic mechanisms. Includes principles of procedures involved and their relationship to diagnosis and treatment of disease.

CLS 405 Introduction to Urinalysis (1 to 2 Hrs.)

Lecture/laboratory course emphasizing qualitative, quantitative, and microscopic examination of urine. Includes special analytical procedures and their relationship to diagnosing and monitoring disease.

CLS 411 Clinical Education/Management (3 Hrs.)

Processes and practices of laboratory consulting and management. Includes basic principles of competency-based education, development of course objectives, evaluation procedures, and teaching techniques.

CLS 421 Clinical Chemistry Laboratory (1 to 4 Hrs.)

Provides an opportunity to apply chemical and immuno-

logic theory and practice to routine and special clinical chemistry procedures, and toxicology, therapeutic drug monitoring, and urinalysis. Also includes immunologic procedures. Includes instruction and experience in the use, standardization, and maintenance of sophisticated laboratory analyzers. Prerequisites: CLS 401, CLS 405, CLS 448, and CLS 454.

CLS 422 Clinical Hematology Laboratory (1 to 3 Hrs.)

Automated and manual methods of cell counting and differentiation are performed on blood and other body fluids. Instruction and experience in advanced instrumentation using automated cell counters and differential systems, coagulation and platelet analyzers, and special hematologic testing of white and red cells using cytochemistry techniques are provided to identify disease states and disorders. Prerequisite: Senior in clinical laboratory science program.

CLS 423 Clinical Microbiology Laboratory (1 to 3 Hrs.)

Isolation and identification of clinically important bacteria, mycobacteria, and fungi including antibiotic susceptibility testing. Techniques for identifying parasites are included. Prerequisite: Senior in clinical laboratory science program.

CLS 424 Clinical Immunohematology Laboratory (1 to 2 Hrs.)

Blood typing, antibody screening and identification, compatibility testing, and other immunohematologic proce-

dures are included. Emphasis is on operation and problem-solving in a modern transfusion service. Prerequisite: Senior in clinical laboratory science program.

CLS 431 Special Topics in Clinical Laboratory Science (1 to 2 Hrs.)

Directed research and observational experience opportunities in alternative clinical laboratory science practice arenas. Topics and sites must be approved by the instructor. Written report required. May be repeated for a maximum of 2 credit hours.

CLS 447 Medical Mycology, Parasitology, and Virology (1 to 4 Hrs.)

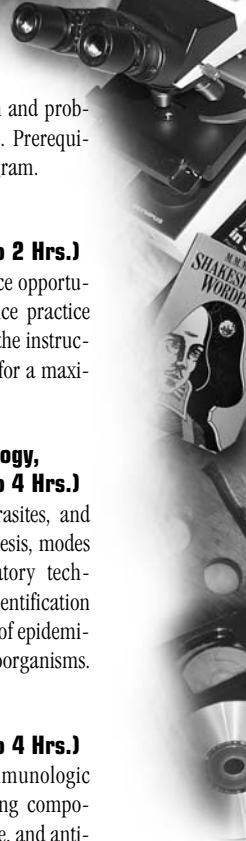
Overview of medically significant fungi, parasites, and viruses. Emphasis will be placed on pathogenesis, modes of transmission, and identification. Laboratory techniques used in isolation, cultivation, and identification will be used. Also included will be discussions of epidemiology and host response regarding these microorganisms.

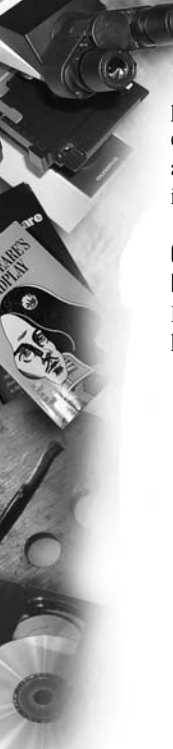
CLS 448 Introduction to Immunology (1 to 4 Hrs.)

Lecture/laboratory course introducing immunologic principles, concepts, and techniques including components of the immune system, immune response, and antigen-antibody reactions.

CLS 451 Advanced Concepts in Immunohematology (2 Hrs.)

Lecture/laboratory focusing on problem-solving and special techniques used in antibody identification and com-





patibility testing. Also includes a discussion of donor requirements, blood component preparation and therapy, and quality assurance in the blood bank/transfusion service.

CLS 452 Advanced Concepts in Hematology (2 Hrs.)

Lecture/laboratory focusing on advanced principles of hematologic testing leading to improved interpretative

skills in hematology. Emphasis on correlation of data with disease states and disorders. Case studies and discussion used to illustrate the pathophysiology of hematological dysfunction.

CLS 454 Advanced Concepts in Clinical Chemistry (2 Hrs.)

Lecture/laboratory focusing on clinical significance and methodology of trace elements, vitamins, therapeutic

drug monitoring, and toxicology. Newer testing methods used to identify diseases/disorders will be discussed. Emphasizes instrument selection and method validation process.

CLS 456 Clinical Correlations (2 Hrs.)

Use of problem-based case studies to analyze clinical situations and correlate laboratory data.

COMMUNICATION, B.A./M.A.

Faculty Mary Bohlen, J. Michael Duvall, Jim Grubbs, Ted Matula, Henry Nicholson, Janet Novak, Hazel Rozema, Ray Schroeder (emeritus), Larry Smith (emeritus), Eric Thibodeaux-Thompson, Sue Weber

Associated Faculty Larry Shiner, Miles D. Woken **Adjunct Faculty** Sharon Hutson, Debra Landis

Degrees offered: Bachelor of Arts, Master of Arts, Undergraduate Minor

The communication program is concerned with the exchange of symbolic messages, how that exchange may be hindered or facilitated, and how it affects groups and individuals. Courses offer students opportunities to improve their skills in writing, speaking, and understanding the messages of others in interpersonal, organizational, and public contexts. The courses also provide a detailed understanding of the role of communication in human affairs. To accomplish these goals, the curriculum addresses the theoretical, critical, and technical aspects of communication. Both the bachelor's and master's degree programs cover three topical areas: meaning systems, interpersonal/organizational systems, and mass media systems.

Contact: Information about the communication program is available at (217) 206-6790. Information can also be requested at com@uis.edu.

THE BACHELOR'S DEGREE

The undergraduate program in communication has three main objectives: 1) to instruct the student in general communication theory and technology, 2) to provide the student an opportunity for more intensive study in a specific area of communication, and 3) to ensure that the communication graduate is capable of applying knowledge of general communication theory and technology to specific social problems. The baccalaureate curriculum covers three topical areas: meaning systems, interpersonal/organizational systems, and mass media systems.

ENTRANCE REQUIREMENTS

Requirements for admission to the program as a candidate for the bachelor of arts degree are identical to general UIS requirements. Students who are required to take the Test of English as a Foreign Language (TOEFL) examination must achieve a score of 580 or above to be admitted to the program.

ADVISING

Faculty members work with new students to plan courses of study. Based on instructors' assessments of writing ability in required courses, advisers may require advisees to take remedial courses. Generally, advisers assist students in developing personal programs of study and in identifying all necessary requirements.

CREDIT FOR PRIOR LEARNING

Students with extensive life or work experience in some area of communication may apply for academic credit through credit for prior learning (CPL). The communication program awards such credit in each of its three topical areas (meaning systems, interpersonal/organizational systems, and mass media systems) through COM 401, COM 431, and COM 451. Prior learning credit is not awarded for specific program courses. The program will award a maximum of four hours of credit for prior experiential learning in any one topic area and a

maximum of 12 hours of CPL credit to any undergraduate student and a maximum of 8 hours of CPL credit to any graduate student.

CREDIT/NO CREDIT

Communication majors may not take any COM course as part of the requirements for the major on a credit/no credit basis.

COURSE REPETITION

Communication courses numbered 491-498 (experimental courses listed in the course schedule only) may be taken for credit more than once provided the course topic is different each time. No more than eight semester hours of credit for COM 499 (tutorials) will be accepted for the degree. All other communication courses may be repeated for grade improvement only once. No communication course may be repeated for additional credit.

UIS REQUIREMENTS

Students are required to complete a minimum of 12 semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. These hours must include at least four hours in each of at least two of these areas.

PROGRAM REQUIREMENTS

At the bachelor's level, candidates must satisfy general UIS and elective requirements and also complete 32 hours in communication courses for their major. COM 301, 302, and 303 should be taken prior to or concurrent with any other course work in their respective curricular areas.

All undergraduate students are required to take both a program and a university assessment examination during their first semesters and during their last semesters before graduation. The program examination is normally administered during a regular class and is used by the program to assess its curriculum. It does not affect students' grades in any way.

MAJOR REQUIREMENTS

COM 301 Introduction to Meaning Systems	4 Hrs.
COM 302 Introduction to Interpersonal/ Organizational Systems	4 Hrs.
COM 303 Introduction to Mass Media Systems	4 Hrs.
Communication emphasis requirements (primary topical area)	12 Hrs.
Communication distribution requirements (from other than primary area)	8 Hrs.
UIS Requirements	12 Hrs.

Electives (at least eight hours must be other than communication courses)	<u>16 Hrs.</u>
Total	60 Hrs.

COURSE OFFERINGS

Crosslisted courses from other programs may be used as part of the 32-hour major. No more than eight credit hours of crosslisted courses may be used as part of a student's concentration. Any crosslisted course used for the major must bear the COM course prefix.

MINOR IN COMMUNICATION

Core

COM 301 Introduction to Meaning Systems <i>or</i>	
COM 302 Introduction to Interpersonal/ Organizational Systems <i>or</i>	
COM 303 Introduction to Mass Media Systems	4 Hrs.
Plus a choice of two courses in the same curricular area as the course selected above	8 Hrs.

Elective

Any 300-level or 400-level COM course	<u>4 Hrs.</u>
Total	16 Hrs.

There are no prerequisites for entry into the minor. Students are advised to take the basic core

courses (COM 301, 302, or 303) before or concurrent with other courses in the same curricular area. The elective course may be from within or outside this curricular area; if outside, it may be taken without the corresponding introductory course.

Transfer credits from other institutions may not be used to substitute for introductory core courses. However, students may petition to use them to satisfy other parts of the minor, provided the credit is for an upper-division course equivalent to one offered by the communication program and that the grade earned was a C or better. Communication minors may not take any COM course as part of the requirements for the minor on a credit/no credit basis.

THE MASTER'S DEGREE

The graduate program in communication has two main objectives: 1) to guide students in an intensive exploration of the structure and function of human communication and 2) to educate students in the methods and theory of communication inquiry. The graduate curriculum covers three areas of study: meaning systems, interpersonal/organizational systems, and mass media systems.

Although 400-level courses are open to both B.A.

and M.A. candidates, graduate students enrolled in 400-level courses should expect more stringent grading standards and/or more assignments (and perhaps differently structured assignments) than undergraduates enrolled in the same courses.

ENTRANCE REQUIREMENTS

For admission to the master of arts program, the student must have a bachelor's degree or equivalent and pass the program's graduate admission writing examination. The program reserves the right to require additional course work where deficiencies are indicated. A student must have an undergraduate GPA of 3.00 or greater (on a 4.00 scale) for regular admission to the program. Students with undergraduate GPAs in the 2.80-2.99 range may be accepted into the program on a probationary basis. Students with GPAs below 2.80 may petition the program for admission and should contact the program for details. Students who are required to take the Test of English as a Foreign Language (TOEFL) examination must achieve a score of 580 or above to be admitted to the program.

ADVISING

Each new graduate student should consult with a fac-

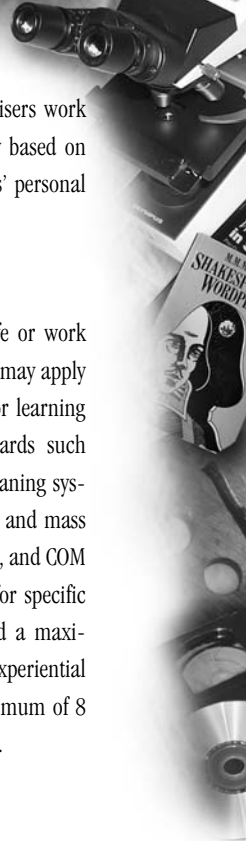
ulty adviser before initial registration. Advisers work with students to develop a course of study based on program requirements and on the students' personal interests.

CREDIT FOR PRIOR LEARNING

Communication students with extensive life or work experience in some area of communication may apply for academic credit through credit for prior learning (CPL). The communication program awards such credit in each of its three topical areas (meaning systems, interpersonal/organizational systems, and mass media systems) through COM 401, COM 431, and COM 451. Prior learning credit is not awarded for specific program courses. The program will award a maximum of four hours of credit for prior experiential learning in any one topic area and a maximum of 8 hours of CPL credit to any graduate student.

GRADING POLICY

No grade below B- in a communication course may be applied toward the degree. Communication courses to be counted toward the degree requirements may not be taken on a credit/no credit basis except for COM 401, 431, 451, and 501.





COURSE REPETITION

Communication courses numbered 491-498 and 591-598 (experimental courses listed in the course schedule only) may be taken for credit more than once provided the course topic is different each time. No more than six semester hours of credit for COM 599 (tutorials) will be accepted for the degree. All other communication courses may be repeated for grade improvement only once.

REQUIRED COURSES

Students must complete program-required courses (COM 501, COM 504, COM 506) at UIS to graduate. No waivers or substitutions are accepted. Courses with a 300 number that advisers require of graduate students as prerequisites must be passed with a minimum grade of B. Hours so earned may not be counted toward the graduate degree.

PROGRAM REQUIREMENTS

All master's degree candidates are required to complete four semester hours of public affairs colloquia. In addition, all communication M.A. candidates are required to complete at least 36 hours of graduate study in communication, including at least three 500-level

graduate seminars. Graduate seminars are numbered 511 through 598.

No more than eight semester hours of COM courses may be taken before taking COM 504. A student may not register for COM 501 Closure Experience until he/she has registered for COM 506. At least 12 semester hours of course work, including at least eight semester hours of seminars, must be in the student's area of concentration unless otherwise arranged.

REQUIREMENTS

COM 504 Introduction to Graduate Study in Communication	4 Hrs.
COM 506 Research Methods in Communication	4 Hrs.
500-level graduate seminars	12 Hrs.
Graduate-level COM courses	12 Hrs.
Public Affairs Colloquium	4 Hrs.
COM 501 Closure Experience (minimum)	<u>4 Hrs.</u>
Total (minimum)	40 Hrs.

Additional courses may be required by the adviser, with program approval, in order to meet deficiencies. COM 599 Tutorial credit may not be used to satisfy the 500-level seminar requirement.

MASTER'S CLOSURE

In accordance with campus requirements, all graduate students must complete a closure experience (COM 501) consisting of either a thesis, a project, or a comprehensive exam. The proposed thesis or project must be approved by a faculty committee before it is begun. Students must have completed a minimum of 32 (preferably 36) credit hours to be eligible for comprehensive exams. Students write comprehensive exams over five areas during a two-day period. Comprehensive exams will be offered once every semester at a regularly scheduled time. More specific guidelines on any of the three options listed above are available from the communication program or from program faculty.


Students must enroll for a total of four hours credit in the closure experience; however, they may accrue the total in increments. Campus policy requires that students be enrolled in at least one semester hour of closure experience for *each* semester after they have begun their graduate closure exercise until that exercise is completed. For communication students, this means that if the thesis/project/comprehensive exam has not been completed by the end of four continuous credit hours' enrollment in COM 501, students must

register for one hour of audit each semester until the thesis/project/exam is completed.

COURSE OFFERINGS

Cross-listed courses may be accepted for the program major. Students should be careful to register for the course with the appropriate program prefix (COM) to ensure that credit is received. Other courses may be accepted toward the major through petition to the program committee.

COURSE DESCRIPTIONS

 *Course available online; may also be available on campus. Refer to the current course schedule for further information.*

Required Courses (Undergraduate)

COM 301 Introduction to Meaning Systems (4 Hrs.)

Introduction to the basic literature of rhetorical theory, including survey of theoretical approaches from classical and contemporary periods. Emphasis on philosophy of language, methods of rhetorical analysis, and principles of argumentation.

COM 302 Introduction to Interpersonal/Organizational Systems (4 Hrs.)

Fundamental theories and concepts in interpersonal and

organizational communication. Specific theories of how humans establish meaning systems and form communication relationships.

COM 303 Introduction to Mass Media Systems (4 Hrs.)

Introduction to mass media, including theory, history and tradition, structure and function, controls on the media, technology, ethical and legal issues, and the future.

Required Courses (Graduate)

COM 501 Closure Experience (1 to 4 Hrs.)

All graduate students must complete a closure experience. Communication students have three options. 1) Thesis: Research-based exploration of a topic approved by thesis committee. 2) Project: Production of a major project selected with approval of project committee. 3) Comprehensive examination: Comprehensive examinations in five topical areas over a two-day period. Students must have completed a minimum of 32 credit hours to be eligible for the comprehensive exam. Students should consult their advisers for program guidelines during their first semester. Successful completion of any of the three options fulfills the master's closure requirement. All options will be graded CR/NC. **Note:** If the thesis/project/exam is not completed by the time the initial continuous four hours of credit are accumulated, students must register for one credit hour on an audit basis in all subsequent semesters until the thesis/project/exam is completed.

COM 504 Introduction to Graduate Study in Communication (4 Hrs.)

Examination of the literature with which graduate communication students should be familiar, especially that exploring the nature of theory, the functions of research, and the philosophy of communication. Introduction to theory and research framing the program's three areas of emphasis.

COM 506 Research Methods in Communication (4 Hrs.)

A detailed examination of research methods used in the communication discipline, including introduction to descriptive and inferential statistics commonly used in communication research. Methods examined include content, network, and interaction analysis as well as survey and experimental designs.

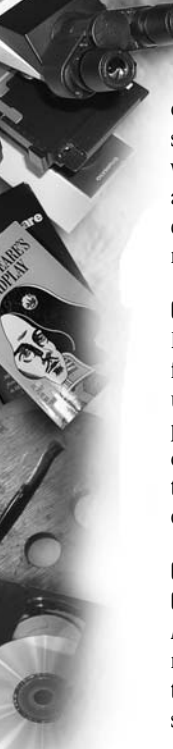
Meaning Systems

COM 335 Commercials: The Hidden Messages (4 Hrs.)

Examination of television commercials for persuasive strategies and techniques used in reaching targeted audiences. Special attention is given to hidden messages and subconscious appeals.

COM 401 General Communication and Language Theory: Practicum (1 to 4 Hrs.)

Credit is available under this title only through the credit for prior learning program. Students with substantial work or life experience in areas covered by a course or



combination of courses listed in this Meaning Systems section may apply for credit by documenting their relevant theoretical and practical learning under the guidance of credit for prior learning faculty. Interested students should consult with a faculty member in communication.

COM 404 Media Law and Ethics (4 Hrs.)

Examination of media law and ethical decisionmaking from the standpoint of media producers, critics, and users. Case studies include obscenity and indecency, libel, privacy, advertising, conflict of interest, and rights of access. Lectures and discussions examine social and cultural contexts in which laws and ethical principles develop. See PAR 404.

COM 425 Intercultural Communication (4 Hrs.)

Analysis of cultural context and its role in framing communication processes. Emphasis on how communication, power, and privilege constitute cultural identity and shape the rhetoric of cultural difference.

COM 426 Deceptive Communication (4 Hrs.)

Examination of misrepresentation in symbolic human interaction – its motivation and morality, its functions and forms, its recognition and responses, and its integration into human society – in order to better understand this arguably large class of communication.

COM 428 Nonverbal Communication (4 Hrs.)

Examination of how personal symbols (clothes, gesture,

etc.) and use of public contexts (space, time) convey meaning; problems arising from differing interpretations of these symbols in a culturally diverse society.

COM 433 The Rhetoric of Rights (4 Hrs.)

Exploration of the key themes relating to citizenship rights as articulated by the most prominent rights-based social movements in American history, including the Abolitionist, Woman Suffrage, and Civil Rights movements. Important issues and arguments propounded by key movement figures will be examined in the context of their institutional responses and considered in light of current debates about individual rights.

COM 468 Persuasion (4 Hrs.)

Theories and techniques involving attitudinal and behavioral change. Students analyze historical and current examples of propaganda and persuasion.

COM 514 History of Communication (4 Hrs.)

Examination of the impact each stage of major communication development has had and how it has restructured human communication. Begins with genesis of language and progresses through alphabet, printing press, electronic communication, and computer technology. Taught from primary sources.

COM 516 Communication Theory (4 Hrs.)

A study of the nature and functions of theory lays the foundation for more detailed examination of theories from different contexts of communication and with differing philosophical bases.

COM 528 Meaning and Social Structure (4 Hrs.)

Examination of coding and meaning theories to understand similarities and differences in individual interpretation of words, symbols, events, and interaction. Exploration of how individuals' language use affects the social structures they build and use.

COM 533 The Rhetoric of Abraham Lincoln (4 Hrs.)

Exploration of the primary texts of Lincoln's public life, from his early days in Springfield through the tragic end of his presidency. Representative texts include the 1858 Lincoln-Douglas debates, Lincoln's Cooper Union Address, his First and Second Inaugurals, the Gettysburg Address, and other of Lincoln's less well-known rhetorical efforts. Special attention will be paid to Lincoln's views on the issues of the time, including economics, rights, race, and slavery, with the goal of understanding Lincoln's rhetorical, historical, and intellectual legacy.

Interpersonal/Organizational Systems

(Note: COM 335, COM 425, COM 426, COM 428, COM 433, COM 436, COM 437, COM 438, COM 468, COM 516, COM 528, and COM 533 are also included in this topical area.)

COM 362 Introduction to Public Relations (4 Hrs.)

Introduction to the theories, functions, and applications of public relations. Analysis of the most effective methods

of internal/external public relations in profit and non-profit organizations.

COM 367 Public Speaking (4 Hrs.)

Examination of principles of effective speech preparation through researching topics, evaluating speeches, analyzing audiences, and presenting speeches.

COM 421 Interpersonal Communication (4 Hrs.)

Analysis of communication at the individual level including extended examination of informational, perceptual, and prediction processes that lead to successful communication. Includes role and personality as factors that affect the communication process and techniques for improving communication ability. Interpersonal communication theories compared and evaluated.

COM 424 Gender Communication (4 Hrs.)

Examination of female and male communication in a variety of contexts including family, romance, education, and workplace. Representations in the media critiqued and theories of gender differences compared and evaluated. See WMS 424.

COM 431 Interpersonal/Organizational Systems: Practicum (1 to 4 Hrs.)

Credit is available under this title only through the credit for prior learning program. Students with substantial work or life experience in areas covered by a course or

combination of courses listed in this Interpersonal/Organizational Systems section may apply for credit by documenting their relevant theoretical and practical learning under the guidance of credit for prior learning faculty. Interested students should consult with a faculty member in communication.

COM 462 Writing for Public Relations (4 Hrs.)

Intensive study of the most effective methods for written public relations communication. Students write news releases, broadcast announcements, letters, speeches, and newsletter copy, as well as work on grammar and journalistic style. Prerequisite: COM 362, or permission of instructor.

COM 463 Organizational Communication (4 Hrs.)

Analysis of organizational communication approaches, managerial style, motivation, leadership, corporate cultures, conflict, public relations, and diversity.

COM 464 Conflict Management (4 Hrs.)

Role and effect of conflict on interpersonal, group, and organizational relationships and social movements. Theoretical and practical applications seek to foster success in conflict resolution.

COM 465 Interviewing (4 Hrs.)

Interviewing and its various purposes in communication settings. Practical and theoretical approaches.

COM 467 Advanced Public Speaking (4 Hrs.)

Examination of preparation, organization, and presentation of various types of speaking such as persuasion, group discussion, and debate. Performance includes making speeches, participating in discussions, and critiquing other students' presentations. Prerequisite: COM 367 or permission of instructor.

COM 521 Family Communication (4 Hrs.)

Examination of types of families, roles, rules, stages, systems, decision making, intimacy, and power from a communication perspective.

COM 524 Interracial Communication (4 Hrs.)

Exploration of historical origins of racism in the U.S., types of racism, impact of affirmative action, barriers and approaches to improving interracial communication in friendships, education, the media, and the workplace.

COM 562 Public Relations in Organizations (4 Hrs.)

Advanced study of public relations in profit and non-profit organizations. Examination of the threats and opportunities faced by organizations dealing with internal and external publics. Hands-on research/participation in a public relations campaign for a local organization.

COM 563 Organizational Communication Theory (4 Hrs.)

An in-depth look at organizational theory integrated with





current communication theory. Discussion includes approaches to consulting and analyzing communication in organizations.

Mass Media Systems

(Note: COM 335, COM 404, COM 465, and COM 516 – all described above – also are included in this topical area.)

COM 312 News Gathering and Writing (4 Hrs.)

Techniques involved in interviewing, reporting, and writing. Weekly in-class news story assignments.

COM 315 Photography I (4 Hrs.)

Basic competencies in terminology and operation of 35mm cameras, processing black-and-white film, and printmaking. Students assist in formulating photographic philosophy through examination of their own work and through the works and thoughts of professional photographers. Camera (35mm) with adjustable focus, variable aperture settings, manually operable multiple shutter speeds, and “normal” or medium-short focus lens required. Students must purchase own supplies. See ART 315.

COM 333 Communicating through Internet (2 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Designed to introduce undergraduate students to the

technology and methods of communicating through this developing medium. The course will emphasize the communication, content, and impact aspects of the developing Information Superhighway. Special focus will be given to conducting study and research through the Internet.

COM 352 Basic Video Production (4 Hrs.)

Theory, techniques, and equipment used in video production with emphasis on methods of camera operation and directing techniques through regular production assignments. See ART 372.

COM 403 Feature Article (4 Hrs.)

Examination of and practice in feature writing techniques. Weekly feature article assignments. Publication encouraged but not required.

COM 405 Editing (4 Hrs.)

Examination of the editing process as it relates to newspapers, magazines, public relations work, and other publications. Study of journalistic style, grammar review, concise writing, legal and ethical issues of editing, and design fundamentals.

COM 406 Photography II (4 Hrs.)

Extension, development, and continuation of studies in black-and-white photography. Students should be increasingly able to generate their own ideas about the medium and work toward the production of a personal body of work. Expanded film and print manipulations,

including solarization, sandwiched images, collage, and hand coloring. Prerequisite: COM 315. Students must purchase own supplies. See ART 406.

COM 436 Graphic Design (4 Hrs.)

Introduction to the production of printed materials using desktop publishing, illustration, and image-manipulation software on the Macintosh. Includes aesthetic understanding and use of typography and applications of basic design principles in publications such as posters and brochures. See ART 436.

COM 437 Intermediate Graphic Design (4 Hrs.)

Emphasis on creative problem solving to translate concept into form using design and typographic principles. Design and production of printed materials such as multiple-page documents, newsletters, packaging, and corporate identities. Development of intermediate software skills for digital preparation of artwork for commercial printing applications. Prerequisite: ART 436 or COM 436. See ART 437.

COM 438 Advanced Graphic Design (4 Hrs.)

Conceptual development, planning, production, and software applications for complex design problems. Emphasis on project management, organization, and collaboration, including development of client/vendor skills. Application of graphic design principles specific to web and multimedia design. Prerequisite: ART 437 or COM 437. See ART 438.

COM 442 Broadcast Programming (4 Hrs.)

Theories and techniques of programming strategies used for radio, television, and cable. Topics include program formats, network lineups, independent station positioning, methods of audience research, and evaluating ratings and shares.

COM 444 Media Writers' Roundtable (4 Hrs.)

Theory and practice of advanced non-fiction writing for the media, including news, features, commentary, and analysis. Explores media markets, legal and business concerns, and ethical issues for staff and freelance writers. Prerequisite: COM 312 or COM 403, or equivalent, or permission of instructor.

COM 445 Adolescents and the Media (4 Hrs.)

Examination of positive and negative impact of the media – including television, movies, the recording industry, video games, and magazines – on adolescents. Explores media link to violence and aggressive behavior, sexuality, drug use, and body image, and research on gender and racial differences in responding to the media.

COM 446 Broadcast Management and Regulation (4 Hrs.)

Basics of broadcast management pertaining to operations, personnel, advertising, sales, and promotions. Study of the Federal Communications Commission's rules, regulations, and policies.

COM 447 Media Criticism (4 Hrs.)

Focus on qualitative analysis of mass media artifacts.

Various practical and theoretical frameworks for such analysis will be examined and discussed, including myth and genre analysis, Marxist and feminist criticism as well as semiotic analysis of mass media products. Part of the class time is devoted to viewing and analysis of various films and television programs to help reinforce methodological and theoretical readings and discussions.

COM 448 Advertising (4 Hrs.)

Theoretical and creative processes in media advertising. Students receive basic orientation not only to economic aspects of advertising but also to creative processes. Students develop advertising campaigns within the context of the advertising environment.

COM 451 Mass Media Systems: Practicum (1 to 4 Hrs.)

Credit is available under this title only through the credit for prior learning program. Students with substantial work or life experience in areas covered by a course or combination of courses listed in this Mass Media Systems section may apply for credit by documenting their relevant theoretical and practical learning under the guidance of credit for prior learning faculty. Interested students should consult with a faculty member in communication.

COM 453 Video Field Production (4 Hrs.)

The development of technical skills as artistic tools through an examination of visualization and sequencing theory. Remote production and editing techniques are

explored in actual production situations, along with analysis of the creative processes of videography and lighting. Prerequisite: COM 352. See ART 473.

COM 454 Documentary Production (4 Hrs.)

Aesthetic and creative elements of video production are studied through the history and impact of film and video documentaries. Students will produce their own documentary programs. Prerequisite: COM 352 or ART 372. See ART 474.

COM 455 Multimedia Production and Electronic Imaging (4 Hrs.)

In-depth exploration of production methodologies and techniques for multimedia. Topics include development processes, authoring and interactivity, digital video, animation, imaging tools, sound tools, hardware, cross platform development, and electronic imaging. The main purpose of this course is to familiarize the student with the tools and techniques of this emerging industry and to assist with the development of critical thinking and creative skills. See ART 475.

COM 456 Advanced Production Technologies (4 Hrs.)

An opportunity for the student to show the culmination of his/her skills and thought processes through the development of a major production project. The student will combine the theoretical, technical, and creative aspects of production and provide an analysis of the methods and techniques used. Prerequisite: COM 453/ART 473 or COM 454/ART 474 or COM 455/ART 475. See ART 476.





COM 457 Scripting, Producing, Directing (4 Hrs.)

Study of the theoretical and practical aspects of the research, design, and structure of film and video programs. Topics include fiction and nonfiction, research, structure, formats, writing narration and dialogue, visualization, staging, and interviewing.

COM 458 Media from a Liberal Arts Perspective (4 Hrs.)

Examination of popular media, with a focus on television, from a liberal arts perspective and particularly from the perspective of how television presents, distorts, and comments on each of the Ernest Boyer learning categories. Collectively, television and other mass media supply practically an unlimited range of resources across all Boyer categories.

COM 509 Internet for Educators (4 Hrs.)

Introduction to the Internet as a communication and research/reference tool for educators. The course will cover an introduction to the network, essential terms and technologies, issues and policies, key reference sites, and development of individual home pages on the World Wide Web. Although a text will be used for HTML reference, most of the material for the course will be found on the Internet itself. Note: This class is not a graduate seminar.

COM 532 Social and Cultural Effects of Mass Media (4 Hrs.)

Overview of social, scientific, and critical theories regarding the effects of mass media on society. Examines the ways in which these theories develop from particular social and historical contexts and how they reflect ideas and debates about media, politics, and culture.

COM 535 Narrative in Fiction and Film (4 Hrs.)

Seminar on features common to stories (structure, theme, point of view, character) studied from the perspective of semiotics. Examples drawn from contemporary fiction, history, film, and television, as well as traditional oral culture (myth, religion, folk tale).

COM 541 New Technologies in Electronic Media (4 Hrs.)

Seminar on new and emerging technologies and systems in electronic media: hardware, software, and societal impact.

COM 543 Media Aesthetics (4 Hrs.)

Seminar in the basic aesthetic elements and principles of sight, sound, and motion in film/video and their uses for effective communication.

COM 545 Interactive/Multimedia Technologies (4 Hrs.)

An in-depth study of current and emerging technologies used to provide training and enhance education. Topics include the theories, design concepts, and applications of such technologies as non-linear video, computer graphics and presentations, and interactive video. Prerequisite: COM 455.

COM 555 Women and Media (4 Hrs.)

Seminar exploring the role of women in the media today. Examines women as participants in the media business and as subjects of the media and the impact of both on society. See WMS 555.

Individualized Study

COM 499 Tutorial (1 to 4 Hrs.)

Specialized instruction; students may arrange for special courses on otherwise unavailable topics, subject to availability.

COM 599 Tutorial (1 to 4 Hrs.)

Specialized instruction; graduate students may arrange for special courses on otherwise unavailable topics, subject to availability.

COMPUTER SCIENCE, B.S./M.S.

Faculty Kamyar Dezhgosa, Mark Lovik, Keith Miller, Ted Mims, Mary Sheila Tracy, Jingyu Zhang

Associated Faculty Burks Oakley II

Degrees offered: Bachelor of Science, Master of Science, Undergraduate Minor

The bachelor of science degree is designed to provide the graduate with a strong foundation in computer science and related disciplines. The degree provides students with experience in mastering problem-solving skills relevant to business, scientific, and public issues.

Graduates of the B.S. program have been successful in earning advanced degrees and in pursuing careers in research and application-oriented positions in business, industry, government, and education. The diversity of course offerings and rigorous degree requirements ensure that B.S. graduates acquire knowledge necessary to shape their career goals.

The master's degree in computer science is oriented toward software and is most appropriate for candidates interested in the design, analysis, and implementation of software programs.

Students have access to an outstanding variety of computing systems including a Sun SPARC 20 file-server, additional UNIX-based computers, transputers

for parallel processing, microcomputers, and a hands-on network configuration laboratory. Computer laboratories are open evenings and weekends and some systems are available 24 hours a day through dial-up access.

Contact: Information about the computer science program is available at (217) 206-6770 and csc.uis.edu/. Information can also be requested at csc@uis.edu.

THE BACHELOR'S DEGREE ADVISING

Before registering for the first time, the student should discuss an appropriate course of study with a member of the faculty. After classes begin, students are urged to choose a permanent adviser as soon as possible.

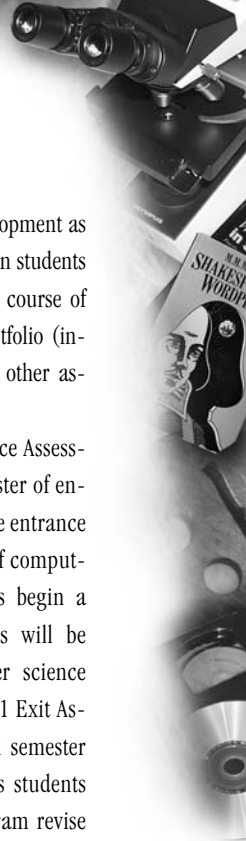
ASSESSMENT

The computer science program assesses all students for communication skills and for knowledge of computer science. Assessment is intended to help students

in their academic planning and their development as computer scientists. Assessment begins when students enter UIS and continues throughout their course of study. It includes an entrance exam, a portfolio (including computer programs, reports, and other assignments), and an exit exam.

The process begins in CSC 300 Entrance Assessment, which must be taken the first semester of enrollment as a computer science major. The entrance assessment is an exam of the core areas of computer science. During this course, students begin a portfolio to which selected assignments will be added from each of the core computer science courses. The process concludes in CSC 301 Exit Assessment, which must be taken the final semester before graduation. Exit assessment helps students assess their progress and helps the program revise the curriculum.

Note: The computer science assessments should not be confused with the university assessment tests. For information about university assessments, see p. 40.



APPLIED STUDY

The computer science program's applied study term is an excellent opportunity for students to gain practical experience. Placements have included state agencies, insurance companies, the SIU School of Medicine, computer companies, and many other locations throughout central Illinois.

ENTRANCE REQUIREMENTS

Formal application to the program is required for admission. Enrollment in CSC 300 Entrance Assessment is required during the first semester. Program entrance requirements include two semesters of programming experience in a high-level language (i.e., Pascal, C, C++, Java). CSC 325 and CSC 375 may be taken at UIS to satisfy this requirement. Entrance requirements also include one semester of calculus as well as discrete math and statistics. MAT 115, MAT 302, and MAT 323 may be taken at UIS to satisfy these requirements; 12 of these hours may be counted toward the degree as general electives. Students considering an advanced degree or a career in a scientific field are strongly encouraged to take a second semester of calculus.

UIS REQUIREMENTS

Students must complete a minimum of 12 semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. At least four hours must be earned in each of two areas.

DEGREE REQUIREMENTS

The core curriculum provides a strong foundation in computer science. CSC electives are chosen in consultation with the student's adviser to ensure depth of knowledge in topics of particular interest to the student. There are no restrictions for general electives. CSC courses must be taken for a letter grade.

Core Requirements

CSC 300 Entrance Assessment	0 Hrs.
CSC 301 Exit Assessment	0 Hrs.
CSC 376 Computer Organization	4 Hrs.
CSC 385 Data Structures and Algorithms	4 Hrs.
CSC 387 Foundations of Computer Science	4 Hrs.
CSC 388 Programming Languages	4 Hrs.
CSC 389 Introduction to Operating Systems	4 Hrs.
CSC 478 Software Engineering Capstone	<u>4 Hrs.</u>
Total core	24 Hrs.

Other Requirements

CSC Electives	12 Hrs.
General Electives	<u>12 Hrs.</u>
Total Other	24 Hrs.
UIS Requirements	<u>12 Hrs.</u>
Total	60 Hrs.

COMPUTER SCIENCE MINOR

A minor in computer science is designed for students who wish to develop a working knowledge of the computer that will allow them to apply effective computer techniques and computational problem-solving skills in a variety of contexts. It is useful for students with virtually any academic major, including accountancy, business administration, clinical laboratory science, economics, management, and others. A working knowledge of computers allows people to apply computer techniques in their careers and to introduce effective, computer-based methods.

The minor provides a foundation in computer science for non-majors. Appropriate CSC electives are chosen in consultation with a CSC adviser. CSC courses must be taken for a letter grade.

Requirements

MAT 302 Discrete Mathematics	4 Hrs.
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CSC 325 Computer Science I	4 Hrs.
CSC 375 Computer Science II	4 Hrs.
CSC Electives	<u>12 Hrs.</u>
Total	24 Hrs.

THE MASTER'S DEGREE

ENTRANCE REQUIREMENTS

Applicants must submit a Graduate Record Exam (GRE) score and a complete set of official undergraduate transcripts signifying graduation from an accredited university. For full admission, a minimum undergraduate grade-point average of 2.70 on a 4.00 scale is required. Students who take the TOEFL exam must achieve a score of 550 or higher. Applicants who do not meet all entrance requirements may be granted conditional admission. This allows a student to complete 12 hours toward the degree. Grades of B- or better must be earned in all courses taken while on conditional admission. Full admission is required before the student can continue beyond 12 hours in the CSC curriculum. Some entrance requirements may be waived for students who can provide evidence of advanced career experience.

PREREQUISITES

Applicants are expected to have completed a program of study similar to that required for a bachelor's degree in computer science. Candidates lacking proper undergraduate background must demonstrate competency by obtaining a minimum grade-point average of 2.70 in specified prerequisite courses. Prerequisite courses may be taken at UIS or equivalent courses may be taken elsewhere. These courses will not count toward the graduate degree and must be completed before full admission is granted.

PREREQUISITE CURRICULUM

(for students without a computer science degree)

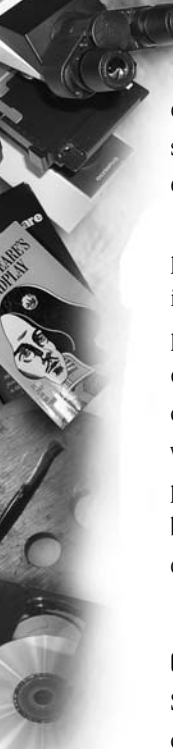
- MAT 302 Discrete Mathematics
- MAT 113 Business Calculus *or*
- MAT 115 Calculus I
- MAT 323 Probability and Statistics for
Computer Science
- CSC 325 Computer Science I
- CSC 375 Computer Science II
- CSC 376 Computer Organization
- CSC 385 Data Structures and Algorithms
- CSC 388 Programming Languages
- CSC 389 Introduction to Operating Systems

DEGREE REQUIREMENTS

Students must complete 32 hours of approved courses; no more than 12 hours may be taken before the student is fully admitted to the program. Course work must include: 1) 24 hours of CSC electives approved by the student's adviser; 12 hours must be at the 500-level; 2) 4 hours of CSC 550 Master's Project/Thesis; and 3) 4 hours from approved public affairs courses (PAD 460 Graduate Public Service Internship Seminar is appropriate).

CLOSURE REQUIREMENTS

Computer science graduate students must complete a comprehensive closure exercise to demonstrate the ability to formulate, investigate, and analyze a problem and to report results in writing and orally. The exercise is classified as either a graduate project or a master's thesis. Both options require significant work. A thesis is an extensive research essay on an approved computer science topic, original in either its content or mode of integration. A project is an applied study that combines an approved computer science topic with actual problems or issues in a professional setting. Completing the closure exercise demonstrates a student's qualifications as a computer professional. Guidelines for completing the re-




quirement are available from the CSC program and should be consulted before any work on the closure exercise is begun.

Students must enroll in four hours of the master's project/thesis course (CSC 550) for credit. If the work is not completed during the initial four hours, campus policy requires that students register to audit one hour of CSC 550 during *each* semester the work remains incomplete. Failure to maintain continuous enrollment will require retroactive registration for one credit hour per semester. If a formal leave of absence is approved by the program, continuous registration is not required.

GRADING POLICY

Students must earn a grade of B- or better in all courses that apply toward the degree. In addition, students who do not maintain a 3.00 grade-point average will be placed on academic probation according to campus policy. Graduate students enrolled in 400-level courses should expect more stringent grading standards and/or additional assignments. Courses taken on a credit/no credit basis will not count toward the degree.

COURSE DESCRIPTIONS

 *Course available online; may also be available on campus. Refer to the current course schedule for further information.*

CSC 300 Entrance Assessment (0 Hrs.)

Evaluation of computer science knowledge on entering the program. CSC 300 must be taken during the student's first semester of enrollment.

CSC 301 Exit Assessment (0 Hrs.)

Evaluation of computer science knowledge on graduation. Exit assessment helps students assess their progress and helps the program revise its curriculum. CSC 301 must be taken during the student's final semester before graduation.

CSC 317 Software Packages (2 Hrs.)

A large part of computing that is being done today is through general programs designed to handle a wide range of general problems rather than through programs designed to solve a specific problem. This course covers these general programs (software packages) from the viewpoint of the task to be performed and how a specific package can be used to accomplish the job. Examples are taken from spreadsheet, database, and the Windows operating system. Considerable time in the computer lab is required.

CSC 318 Computer Literacy (4 Hrs.)

Introduction to computers for personal and professional use. A course of general interest, giving experience with

personal computer software including word processing, spreadsheet, database, and electronic communication applications; information retrieval from the Internet; and fundamental computer literacy. Considerable time in computer lab is required.

CSC 319 Computer Programming (4 Hrs.)

An introduction to structured programming. Emphasis on control structures, simple data types including arrays, and creating simple Windows applications. Assigned problems require considerable time in the computer lab. For students who do not intend to major in computer science. Prerequisite: CSC 318, or equivalent computer experience with Windows applications.

CSC 325 Computer Science I (4 Hrs.)

Structured programming techniques. Emphasis on control structures, procedures, simple data types, and structured data types, including arrays, records, and files. Assigned problems require considerable time in the computer lab. Prior programming experience is recommended.

CSC 375 Computer Science II (4 Hrs.)

Extensive top-down design principles to solve non-trivial problems. Emphasis on advanced array applications, dynamic storage, and classes. Programming assignments include implementation of lists, stacks, queues, and recursions. Prerequisite: CSC 325.

CSC 376 Computer Organization (4 Hrs.)

Introduction to elementary computer architecture and

assembly/machine language. Emphasis on the fetch-execute cycle and CPU organization, binary information representations, combinational logic, and sequential circuits. An overview of the memory hierarchy and I/O interfaces included as time permits. Prerequisites: CSC 375 and MAT 302. MAT 302 may be taken concurrently.

CSC 385 Data Structures and Algorithms (4 Hrs.)

Object-oriented software design including sorting and searching algorithms. Implementation of trees, graphs, and other advanced data structures. Algorithm analysis of running times and storage requirements. Prerequisites: MAT 302 and CSC 375.

CSC 387 Foundations of Computer Science (4 Hrs.)

An overview of selected computer science topics: computers and society, software engineering, file structures, database structures, artificial intelligence, theory of computation, and human-computer interaction. Topics are selected to complement material in the core computer science curriculum. Prerequisite: CSC 375.

CSC 388 Programming Languages (4 Hrs.)

Design principles and implementation of computer programming languages. Topics include syntax, data types, control structures, storage management, and binding. Four programming language paradigms studied: imperative, object-oriented, functional, and logical. Languages studied might include Pascal, C, C++, Smalltalk, Java, LISP, and Prolog. Prerequisite: CSC 375.

CSC 389 Introduction to Operating Systems (4 Hrs.)

Assemblers, macro processing, loaders, time sharing operating system, process control, I/O, primary memory allocation, and virtual memory. Prerequisites: CSC 375 and CSC 376.

CSC 410 Current Topics for Professional Development (1 to 4 Hrs.)

Includes materials on current topics that are identified as being on the cutting-edge of computer science. Descriptions change according to topic. May be repeated, but particular topics must differ. See current course schedule for prerequisites. CSC majors need prior approval to apply this course to their degree requirements.

CSC 470 Topics in Computer Science (1 to 4 Hrs.)

Various topics; description changes according to topic offered. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

CSC 472 Introduction to Database Systems (4 Hrs.)

Examination of file organizations and file access methods. Studies various data models including relational, hierarchical, network, and object-oriented. Emphasis given to the relational data model. SQL, the data definition and manipulation language for relational databases, is described. Prerequisite: CSC 375.

CSC 476 Introduction to Microprocessors and Computer Architecture (4 Hrs.)

Analysis and synthesis of combinational and sequential circuits, counters, and decoders. Details of computer organization as applied to microcomputers. Time permitting: control unit design, microprogramming, I/O channels, and memory systems. Prerequisite: CSC 376.

CSC 478 Software Engineering Capstone (4 Hrs.)

Study of the software life cycle with emphasis on design, documentation, and implementation. Team projects and technical communication skills are emphasized. Students should take this course within their last 12 hours of CSC course work. Prerequisite: CSC 385.

CSC 479 Introduction to Artificial Intelligence (4 Hrs.)

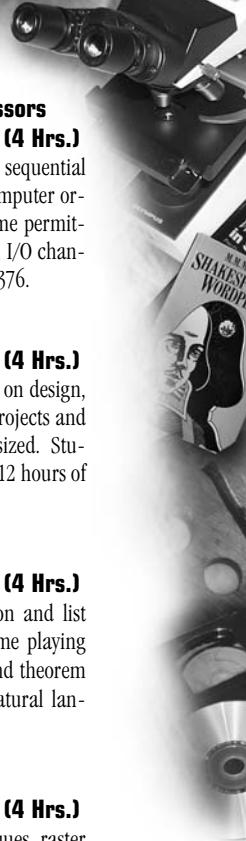
Problem solving methods, data representation and list processing, state-space search strategies, game playing programs, knowledge representation, logic and theorem proving, question answering systems, and natural language processing. Prerequisite: CSC 375.

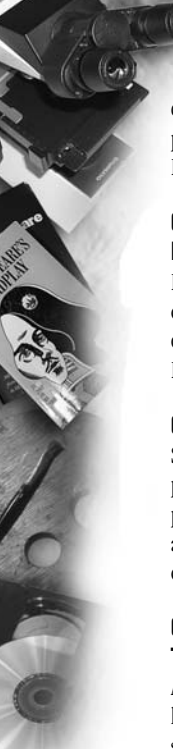
CSC 481 Introduction to Computer Graphics (4 Hrs.)

Basic concepts, display hardware and techniques, raster graphics, 3-D graphics, and processing of pictorial information. Prerequisites: CSC 375.

CSC 483 Introduction to Computer Networks (4 Hrs.)

Network architectures, the ISO reference model, network





design, terminal handling, virtual circuits, datagrams, protocols, routing algorithms, and local area networks. Prerequisite: CSC 376.

CSC 484 Introduction to Parallel Processing (4 Hrs.)

Familiarizes students with the broad field of parallel computing and parallel algorithms, while giving hands-on experience with computing on a parallel architecture. Prerequisite: CSC 376.

CSC 485 Object-Oriented Design (4 Hrs.)

Study of object-oriented design and programming to solve problems. Topics include classes, inheritance, polymorphism, design notations, development environments, and a survey of languages. Programming languages may include C++, Java, and Smalltalk. Prerequisite: CSC 385.

CSC 550 Master's Project/Thesis (4 Hrs./1 Hr.)

An individual study to demonstrate the ability to formulate, investigate, and analyze a problem and to report results. Written report and oral presentation are required. Guidelines for completing this requirement are available from the CSC program and must be consulted before any work is begun. May be repeated but only four hours will count toward the degree. Prerequisite: Approval of the project/thesis supervisor. **Note:** If the project/thesis is not completed during the initial four-hour enrollment, students must register for one hour on an audit basis in all subsequent semesters until the project/thesis is completed.

CSC 570 Advanced Topics in Computer Science (4 Hrs.)

Topics vary. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

CSC 572 Advanced Database Concepts (4 Hrs.)

Study of the implementation of relational database management systems. Topics include database design algorithms, query implementation, execution and optimization, transaction processing, concurrency control, recovery, distributed query processing, and database security. One of the following advanced database topics will also be discussed: deductive databases, parallel databases, knowledge discovery/data mining, data warehousing. Prerequisite: CSC 472.

CSC 574 Operating Systems (4 Hrs.)

Concurrency, mutual exclusion, process cooperation, semaphores, conditional critical regions, deadlock, scheduling, operating system structures, protection system models, virtual machine concept, and system design issues. Prerequisite: CSC 389.

CSC 577 Software Testing and Reliability (4 Hrs.)

Advanced and classic models of testing software are reviewed and critiqued. Current practice and novel theories of reliability are studied, using primary computer science research literature. Some automated testing tools will be used. Prerequisite: CSC 478.

CSC 578 Software Engineering (4 Hrs.)

Problem analysis, system requirements specification, system design, testing methodologies, quality assurance, software maintenance, and automated documentation systems. Team project involving the analysis and creation of a design specification for and formal presentation of a significant software project. Prerequisite: CSC 478.

CSC 581 Computer Graphics (4 Hrs.)

Lighting models, ray tracing, radiosity, texture mapping, and other advanced rendering techniques for creating highly realistic images of three-dimensional scenes. Contemporary and classic articles from the computer graphics literature are studied. Prerequisite: CSC 481.

CSC 582 Design and Evaluation of User Interfaces (4 Hrs.)

Structured approach for designing graphical user interfaces that are easy to use. Empirical evaluation techniques are used to verify that the software is easy to use. Prerequisite: CSC 385.

CSC 583 Network Programming (4 Hrs.)

A historical and technical study of network programming. Emphasis is placed on various network protocols and on the TCP/IP protocol in particular. Assignments involve writing client/server code for Unix in the C programming language. Prerequisite: A working knowledge of Unix and the ability to program in C.

ENGLISH, B.A./M.A.

Faculty Barbara Burkhardt, Razak Dahmane, Dennis Camp (emeritus), Judith Everson (emerita), Jennifer Haytock, Norman Hinton (emeritus), Jackie Jackson (emerita), John Knoepfle (emeritus), Marcellus Leonard, Ethan Lewis, Karen Moranski, Nancy Perkins, Charles Schweighauser (emeritus), Richard Shereikis (emeritus)

Associated Faculty Rosina Neginsky, Larry Shiner, Annette Van Dyke

Degrees offered: Bachelor of Arts (on-campus and online programs), Master of Arts, and Undergraduate Minor

Degree candidates in English may develop one of several specializations for a conventional degree in English or American literature or may design a personalized and less traditional course of study. Some students may wish to select courses especially helpful to classroom teachers. Others prepare for careers in writing and editing by taking courses offered by English and other UIS programs. Courses include expository writing, journalism, feature writing, and creative writing (novel, poetry, short story, playwriting) and others in layout and publication design. Students interested in writing and editing may also take basic courses in other programs to study current issues in fields that generate publications (e.g., environmental studies, political studies, and economics). Students interested

in teaching English at the secondary level may seek Illinois state teacher certification; information can be obtained from the teacher education program.

ONLINE ENGLISH PROGRAM

The Online English Program, which is identical to the on-campus program except for entrance requirements, allows students to actively participate in dynamic, diverse, and interactive online learning communities and to complete their degrees in their own time and at their own pace via the Internet. The online format enables them to complete coursework using the latest networked information technologies for increased access to educational resources, advisers, and materials.

Contact: Information about the English program is available at (217) 206-6779. Information can also be requested at eng@uis.edu.

THE BACHELOR'S DEGREE ENTRANCE REQUIREMENTS FOR ON-CAMPUS PROGRAM

The on-campus B.A. program is open to any student who qualifies for admission to UIS.

ENTRANCE REQUIREMENTS FOR ONLINE PROGRAM

To apply to enter the Online English Program, you must have:

- earned a minimum of 45 credit hours at the lower-division (freshman/sophomore) level
- a grade-point average of 3.00 or higher (on a 4.00 scale) from an accredited college or university
- completed three semester hours of English composition (as the minimum requirement for general University admission)
- completed two writing courses and two literature

courses (for a total of 12 to 16 semester hours)

- access to the Internet and
- the computer skills necessary to study online

ADVISING

Because a wide range of courses are offered with relative freedom from prerequisites, the English program assigns undergraduate majors to program advisers. Advisers assist students to develop appropriate, individualized courses of study. Students should consult with advisers regularly, especially before enrolling for their last semester. Students may choose a different academic advisor at any time.

TECHNOLOGY NEEDS FOR ONLINE STUDENTS PC

- 333 MHz Intel® Pentium processor or equivalent
- 128 MB RAM
- 56 Kbps modem
- 16-bit sound card and speakers
- 65,000-color video display card (video)
- Windows 98 operating system or newer
- Internet connection and Internet Explorer 5.5 or Netscape 4.7 or later.
- Some classes may require CD-ROM.

MAC

- Mac* OS 8.1 or later
- 128 MB RAM
- 65 MB virtual memory
- 604 PowerPC* (200 MHz or better)
- Internet connection
- Web browser Microsoft* Internet Explorer* 5.5 or later or Netscape* 4.7 or later.
- Some classes may require CD-ROM.

UIS REQUIREMENTS

Students must complete a minimum of 12 semester hours of UIS requirements in liberal studies colloquia, public affairs colloquia, and applied study. These hours must include at least four hours in each of at least two of these categories.

GRADUATION REQUIREMENTS FOR ON- AND OFF-CAMPUS PROGRAMS

- ENG 311 Literary Study and Research 4 Hrs.
- ENG 489 Capstone to Literary Study 4 Hrs.
- At least one course in English literature 4 Hrs.
- At least one course in American literature 4 Hrs.
- At least one ENG course ending in 50-89 (writing and other courses) 4 Hrs.

ENG electives	<u>16 Hrs.</u>
Total ENG hours	36 Hrs.
UIS Requirements	12 Hrs.
General Electives (eight hours of which must be in areas distinctly outside English)	<u>12 Hrs.</u>
Total	60 Hrs.

ENG 311 Literary Study and Research and ENG 489 Capstone to Literary Study are required of all undergraduate majors, and both are offered regularly. Students take ENG 311 soon after admission to the program. They take ENG 489 during their senior year after completing most course work.

Juniors are expected to enroll in 300- or 400-level courses; however, seniors may petition instructors for admission to select 500-level English courses.

English students are expected to develop research, analytical, interpretive, and writing skills, and all English courses are opportunities to acquire and to refine these skills. Students who are deficient in writing skills may be required to take courses such as ENG 375 Expository Writing. Completing ENG 311 satisfies the campus requirement for communication skills. Transfer credit is evaluated case by case through the student petition process.

APPLIED STUDY

In consultation with their advisers, English majors may select from a variety of challenging applied study term (AST) experiences. Students who wish to become certified English teachers at the elementary, middle-school, or secondary level must enroll in the Teacher Education Program and take student teaching as an AST. Students interested in writing and editing careers may work with local agencies and publishers. Students who prefer a creative writing AST must offer evidence of an extended project to satisfy AST requirements. Students may also prepare for positions in literary site preservation at such locations as the Vachel Lindsay home in Springfield and the Edgar Lee Masters home in Petersburg.

ENGLISH/TEACHER EDUCATION

English majors can be certified to teach at the elementary or secondary level. Students must apply separately to the Teacher Education Program (TEP). Students seeking certification will be assigned both an English adviser and a TEP adviser, whom they should consult regularly to make sure they satisfy requirements for both the major and certification. Students interested in certification should consult the Teacher Education section of this catalog.

ENGLISH MINOR

ENG 311 Literary Study and Research	4 Hrs.
One English literature course	4 Hrs.
One American literature course	4 Hrs.
One writing and/or other course ending in 50-89	<u>4 Hrs.</u>
Total	16 Hrs.

THE MASTER'S DEGREE

ENTRANCE REQUIREMENTS

Students with baccalaureate degrees in English from accredited colleges or universities may be accepted into the M.A. program after an examination of their applications by the English Graduate Admissions Committee. If the committee requires further evidence of competency, the student may be admitted on a probationary basis after an interview with the committee and successful completion of additional graduate-level course work or other stipulated requirements.

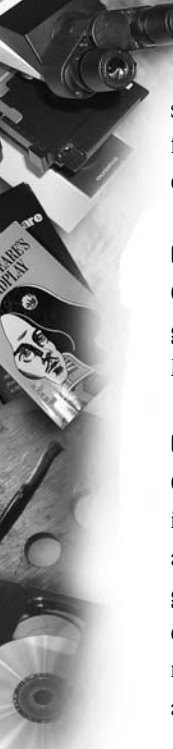
Applicants with undergraduate degrees in fields other than English must take additional course work – generally the equivalent of the English minor – before matriculation at the graduate level to gain the en-

dorsement of at least two full-time faculty who teach the completed courses. Those faculty members report their estimates of the student's potential for success in the graduate program. The graduate committee then makes a decision regarding matriculation into the English program.

All applications for admission into the English master's degree program must include a formal letter of application, complete transcripts, GRE scores in the general examinations, and a sample of analytical writing. The applicant must fill out a program application and return two program recommendation forms, each completed by someone of the applicant's choice who is familiar with his or her academic competencies. The Graduate Admissions Committee will mail all program forms to interested candidates, make decisions at the completion of application files, and promptly notify applicants of their status. For further information about admission requirements, please write or call the English program at (217) 206-7441 or 206-6779.

ADVISING

Because the English program offers a wide range of courses, an academic adviser is assigned to assist students in developing appropriate courses of study. All



students should consult their advisers before enrolling for their last semester of study. Students may choose a different adviser at any time.

GRADING POLICY

Courses in which English students have earned a grade of C+ or below are not accepted toward the M.A. degree in English.

COURSE NUMBERING

Graduate students should complete at least 20 hours in colloquia, seminars, or thesis (including ENG 572) at the 500-level in the English program. In addition, graduate students taking 400-level courses are required to do extra work, such as a critical paper, oral report, or additional reading in primary and secondary sources.

COMMUNICATION SKILLS

Completion of ENG 572 Graduate Colloquium satisfies UIS' communication skills requirements. In exceptional cases where the program committee waives ENG 572, students must make alternate arrangements with the program committee to fulfill the communication skills requirement.

PROGRAM REQUIREMENTS

ENG 572 Graduate Colloquium	4 Hrs.
ENG electives (see below; at least 16 hours must be at the 500-level in colloquia, seminars, or thesis)	32-48 Hrs.
Public Affairs Colloquium	4 Hrs.
Total	40-56 Hrs.

Students should work closely with their advisers to ensure that graduate course work does not duplicate undergraduate work. All M.A. candidates are required to take ENG 572 Graduate Colloquium and should do so as early as possible in their academic careers. The colloquium, offered each fall (and spring, as needed), introduces the master's candidate to graduate study in English, basic literary concepts and terminology, and critical theories and practices. ENG 572 may be waived only by a majority vote of the program committee.

All M.A. candidates in English must complete at least five 500-level courses (colloquia, seminars, or thesis), including ENG 572. In addition, students must take 1) at least one course that covers a major literary period in English or American literature; 2) at least one course that focuses on a major literary figure; and 3) at least one course that deals with a major literary

type (such as the novel, short story, poetry, or drama). These distribution requirements can be met at the 400 or 500 level.

Depending on their academic history at the time of admission to the program, graduate students are assigned the number of English electives (32-48 hours) they must take. The range reflects the heterogeneous undergraduate preparation of incoming students and allows the graduate committee to assist students to overcome deficiencies.

MASTER'S CLOSURE

The master's degree program in English offers graduate students two closure exercise options.

Track-A Closure requires graduate students to write a traditional master's thesis that must be approved by their graduate committees – also the students' closure committees – consisting of the thesis director, a program reader, and an outside member representing the dean's office.

Students who choose to write a graduate thesis or creative writing project may earn a maximum of four hours toward their degrees. **Note:** If the thesis is not completed by the time the initial four hours of continu-

ous enrollment in ENG 589 are accumulated, the student must register for one hour of audit credit in ENG 590 for *each* subsequent semester until the thesis is complete.

Track-B Closure calls for


1. Expanding and refining a seminar essay written to fulfill a requirement for a 500-level course completed in the English graduate program. The final product must gain the closure committee's approval.

2. Successfully completing the closure examination, a four-hour examination written by the student's adviser.

Creative writing students may substitute new original work, of which no more than 25 percent has been used for course requirements. Students will present their work in a public forum, again with the approval of their closure committees. These committees determine what constitutes satisfactory portfolio length.

Note: Students who have completed the course work for the M.A. but not their Track B closure requirements must enroll to audit ENG 590 Individual Project for one hour during *each* semester that such work continues. Enrollment in ENG 590 ensures students of library privileges and access to advisers as they complete their work.

COURSE DESCRIPTIONS

 *Course available online; may also be available on campus. Online courses are taught in a two-year rotation. Refer to the current course schedule to determine which courses are being offered in any given semester.*

ENG 235 Introduction to American Literature (3 Hrs.)

Open to all undergraduates, this is a first course for English majors and fulfills a humanities requirement for students in other fields. Introduces American fiction, poetry, non-fiction, and drama by authors representing diverse cultures, races, and regions, and offers an overview of American literary history.

ENG 311 Literary Study and Research (4 Hrs.)

For undergraduate majors early in their study. Introduction to basic bibliographic tools and critical perspectives on the study of literature and the major issues and controversies in the profession. Student portfolios and other means of assessment will be explained and initiated. ENG 311 constitutes the English program's assessment in the major at the entry level.

ENG 375 Expository Writing (4 Hrs.)

Individualized instruction in writing nonfiction. Satisfies UIS communication skills requirement for several academic programs.

ENG 400 The Shakespeare Project (4 Hrs.)

Examination of six plays and related sonnets, with close attention to Shakespeare's language, facets of performance, and his insights into human nature. Play selection varies from semester to semester. Students may earn credit in several sections of ENG 400, but course content must vary.

ENG 401 Chaucer (4 Hrs.)

Texts may include *The Canterbury Tales* and *Troilus and Criseyde*, as well as other works. Course involves instruction in learning to read Middle English.

ENG 402 Milton (4 Hrs.)

Close reading of Milton's works, using *Paradise Lost* as the centerpiece around which his prose and other poems can be understood. Also addresses literary style and Milton's political career.

ENG 403 Arthurian Literature (4 Hrs.)

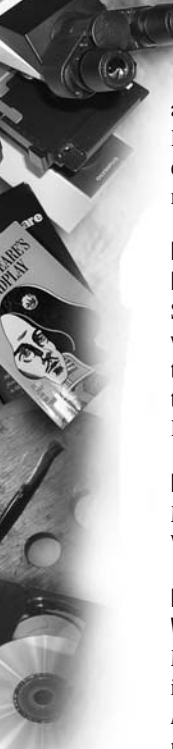
Explores the legends and literature surrounding King Arthur. Texts may include both medieval and modern adaptations.

ENG 409 17th-Century English Literature (4 Hrs.)

Prose and poetry of England in the 1600s, including Donne, Bacon, Milton, Bunyan, and Dryden.

ENG 410 Major Figures in English Literature: 1700 to 1900 (4 Hrs.)

Intensive study of the work of one or two of the following



authors: Swift, Johnson, Blake, Wordsworth, Coleridge, Byron, Shelley, C. Bronte, Dickens, Eliot, Trollope. Students may earn credit in several sections of 410, but they must study different figures in each section.

ENG 411 The English Novel from Defoe to Austen (4 Hrs.)

Study of the origins and development of the British novel, with an emphasis on the rise of the woman novelist, through a scrutiny of selected works by such novelists between 1724 and 1813 as Defoe, Richardson, Fielding, Burney, Sterne, Lennox, Radcliffe, and Austen.

ENG 413 The English Romantics (4 Hrs.)

Major figures (1789 to 1832), including Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats.

ENG 414 Poetry and Prose of the Victorian Age (4 Hrs.)

Major poets and prose writers of 19th-century England, including Carlyle, Tennyson, the Brownings, Newman, Arnold, Mill, the Rossettis, Swinburne, and Hopkins. Emphasis on the “Wemmick Syndrome,” the divided self.

ENG 415 The English Novel from Dickens to Hardy (4 Hrs.)

Study of the relationship between the novel and society in 19th century Britain through scrutiny of selected works by such major Victorian novelists as Dickens, Eliot, Mrs. Gaskell, the Brontë sisters, and Hardy. Emphasis on the realist novel; further emphasis on class through study of

the industrial novel and on gender through study of the connections between 19th century British women writers and the novel form.

 **ENG 420 Major Figures in English Literature since 1900 (4 Hrs.)**

Major authors such as Conrad, Lawrence, Joyce, Woolf, Bowen, and Green. Students may earn credit in several sections of 420, but they must study different figures in each section.

ENG 421 Modern British Literature (4 Hrs.)

English literature from the end of the 19th century to 1970, including Bennet, Shaw, Lawrence, Joyce, Woolf, Waugh, Golding, Beckett, Bowen, and Greene. Emphasis on the history and development of the early modern British novel.

 **ENG 422 Contemporary British Literature (4 Hrs.)**

English literature from 1979 to the present, including Amis *pere et fils*, Iris Murdoch, John Fowles, David Lodge, Angela Carter, Margaret Drabble, Ian McEwan, John Banville, and Pat Barker. Emphasis on the history and development of the late modern-to-contemporary British novel.

ENG 430 Six Contemporary Poets (4 Hrs.)

Close readings of the works of six British and American poets, the selection varying each semester. Group-

ings correspond to Modernists, forerunners of the Moderns, and complementary sets of contemporary artists. Students may earn credit in several sections of 430, but they must study different figures in each section.

 **ENG 435 American Renaissance (4 Hrs.)**

American literature from 1835 to about 1870, including works by such authors as Emerson, Thoreau, Hawthorne, Melville, Poe, Whitman, and Dickinson.

ENG 436 The American Novel, 1865-1915 (4 Hrs.)


Novels by such writers as Chopin, Dreiser, James, Twain, and Wharton.

ENG 438 African-American Literature (4 Hrs.)

An examination of African-American literature and heritage from slave and freedmen narratives of colonial America through 19th and 20th century writers like Perry, Williams, Washington, DuBois, Dunbar, Wright, Baldwin, Hughes, Brooks, Madhubuti, Morrison, Sanchez, Walker, Angelo, and selected African and Caribbean writers such as Anta Diop and C.L.R. James will be studied. See AAS 429.

ENG 439 The Symbolist Movement in Europe (1850-1915) (4 Hrs.)

Predominant themes informing such diverse movements

 *Course available online; may also be available on campus. Online courses are taught in a two-year rotation. Refer to the current course schedule to determine which courses are being offered in any given semester.*

as the English Pre-Raphaelites and Aesthetes, the French and Russian Symbolists and Decadents.

 **ENG 440 Major Figures in American Literature since 1900 (4 Hrs.)**

Major authors such as Frost, Hemingway, and Faulkner. Students may earn credit in several sections of 440, but they must study different figures in each section.

 **ENG 441 Literature Between the Wars (4 Hrs.)**

Fiction of major American writers from 1919 to 1939, such as Anderson, Cather, Fitzgerald, Hemingway, Steinbeck, Faulkner, and Hurston.

ENG 442 Contemporary American Novel (4 Hrs.)

Major post-war novelists, including Bellow, Ellison, Erdrich, Morrison, and Vonnegut.

ENG 445 Midwestern Literature (4 Hrs.)

Selected works that illuminate rural, town, and urban experience in the Midwest, including works by Cather, Anderson, Bellow, and Brooks.

ENG 450 Literatures of the Third World (4 Hrs.)

Third World writers exploring the challenges of colonialism or post-colonialism. Western writers assessing the colonial legacy in terms of divided consciousness of Western or non-Western protagonists in post-colonial

countries. Kipling, Conrad, E.M. Forster, Greene, Scott, Gordimer, Naipaul, Achebe, Ngugi Wa Thiong'o, and Rushdie. Students may earn credit in several sections of 450, but the focus of each section must be distinct.

ENG 455 Literature and the Bible (4 Hrs.)

Biblical literature and its influence on English and American writers.

ENG 459 Greek Mythology (4 Hrs.)

Classical authors such as Homer, Hesiod, Pindar, Aeschylus, Sophocles, and Euripides. Particular emphasis on their influence on later writers.

 **ENG 460 Themes in Literature (4 Hrs.)**

How literary works express such themes as the American dream, futurism, industrialism, minority experiences, women's roles, and nature writing. Students may earn credit in several sections of 460, but they must study different themes in each section.

ENG 461 Major Women Writers (4 Hrs.)

Novels by such major female authors as Austen, the Brontes, Eliot, Woolf, Wharton, Lessing, and Cather. See WMS 461.

 **ENG 462 Images of Women in Literature (4 Hrs.)**

Literary works created by women through the ages. See WMS 462.

ENG 463 Native American Women's Literature and Culture (4 Hrs.)

Novels, short stories, poetry, and literary and cultural criticism by Native American women writers, such as Paula Gunn Allen, Leslie Marmon Silko, Joy Harjo, and Louise Erdrich. See WMS 463.

ENG 464 Women's Spirituality (4 Hrs.)

Exploration of women's spirituality through novels, poetry, autobiographies, and essays by such authors as Gloria Naylor, Starhawk, Mary Daly, Audre Lorde, Judith Plaskow, and Carol Christ. Emphasis on students developing their own spiritual autobiographies. See WMS 464.

ENG 465 History of the English Language (4 Hrs.)


Development of the sounds, vocabulary, and structure of English from earliest time to the present. Special attention given to American English.

 **ENG 466 Multicultural American Women's Literature (4 Hrs.)**

Explores the writings of women from such American cultures as Asian, American Indian, Latina, and African. See WMS 466.

 **ENG 470 Creative Writing (4 Hrs.)**

Instruction in writing original poetry, novels, plays, and short stories. Students may earn credit in several sections of 470, but the focus of each section must be distinct.

 *Course available online; may also be available on campus. Online courses are taught in a two-year rotation. Refer to the current course schedule to determine which courses are being offered in any given semester.*



ENG 471 Creative Writing: Nonfiction (4 Hrs.)

Creative writing grounded in the empirical world: interviews, memoirs, and other primary sources. Focus on locating a structural pattern in previously uncontextualized material and writing that information with a clear and consistent voice.

 **ENG 474 Professional and Technical Writing** (4 Hrs.)

Principles of composition and rhetoric applied to the basic genres of scientific, technical, and business writing including the report, proposal, manual, and correspondence.

 **ENG 475 Writing Essays and Reviews** (4 Hrs.)

The writing of essays and review of articles, books, film, and art using periodicals and magazines as models.

 **ENG 480 Literary Genres** (4 Hrs.)

Scrutiny of such genres as science fiction, mystery, the Gothic novel, literary biography, film, drama, lyric poetry, and the long poem. Students may earn credit in several sections of 480, but they must study a different genre in each section.

ENG 481 Fantasy (4 Hrs.)

Reality and fantasy in such authors as Carroll, MacDonald, Lewis, Tolkien, Williams, and LeGuin.

ENG 485 Classics of Children's Literature (4 Hrs.)

Books children read from when there was no "children's literature" up to modern books written with children in mind. Encompasses both literature and a social history of children and the family.

ENG 489 Capstone to Literary Study (4 Hrs.)

Required of undergraduate majors late in their course of study. Student skills will be evaluated through assignments that reflect on professional issues, their own experiences, and their plans for their professions. ENG 489 constitutes the program's assessment in the major at the exit level. Prerequisite: ENG 311.

ENG 500 Seminar: Major Figures in English Literature to 1700 (4 Hrs.)

One or two major authors, including significant scholarly research. Students may earn credit in more than one section of 500 but they must study different figures in each section.

ENG 510 Seminar: Major Figures in English Literature: 1700-1900 (4 Hrs.)

One or two major authors, including significant scholarly research. Students may earn credit in more than one section of 510, but they must study different figures in each section.

ENG 520 Seminar: Major Figures in English Literature since 1900 (4 Hrs.)

One or two major authors, including significant scholarly

research. Students may earn credit in more than one section of 520, but they must study different figures in each section.

ENG 540 Seminar: Major Figures in American Literature (4 Hrs.)


One or two major authors, including significant scholarly research. Students may earn credit in more than one section of 540, but they must study different figures in each section. See WMS 540.

ENG 555 Literary Theory and Criticism (4 Hrs.)

An introduction to major approaches and concepts of literary theory and criticism from Plato to the present. Traces the history of critical theory from the Greeks to the 20th century. Covers various contemporary movements such as New Criticism, Psychoanalysis, Structuralism, Reader Response, Deconstruction, Feminism, New Historicism, and Postcolonialism.

 **ENG 560 Graduate Seminar: Literary Periods** (4 Hrs.)

Coverage of such periods in British literature as Medieval, Renaissance, Restoration and 18th Century, Romantic, Victorian, Edwardian, Modern, Postmodern, or Contemporary, and such periods in American literature as the American Renaissance and other literary periods in modern and contemporary American literature. Students may earn credit in several sections of 560, but they must study different literary periods in each section.

 *Course available online; may also be available on campus. Online courses are taught in a two-year rotation. Refer to the current course schedule to determine which courses are being offered in any given semester.*

ENG 570 Advanced Creative Writing (4 Hrs.)

Advanced instruction in writing original poetry, novels, and short stories. Students may earn credit in several sections of 570, but the focus of each section must be distinct.

ENG 572 Graduate Colloquium (4 Hrs.)

Introduction to graduate study in literature, basic literary concepts and terminology, and critical theories and practices.

ENG 575 Writing the Long Essay and the Nonfiction Chapter (4 Hrs.)

Workshop in writing expository and critical prose for graduate students seeking nuts-and-bolts instruction in writing long essays or chapters in projected nonfiction books or theses. Main writing assignments: two rhetorical analyses of chapters in best-selling books plus a long essay/chapter of no fewer than 7,000 words.

ENG 580 Seminar: Literary Genres (4 Hrs.)

Genres such as creative nonfiction, mystery, comedy, science fiction, the Gothic novel, literary biography, film, drama, lyric poetry, and the long poem, with special emphasis on significant scholarly research. Students may earn credit in more than one section of 580, but they must study a different genre in each section.

ENG 589 Thesis (1 to 4 Hrs.)

Students who choose to write a graduate thesis or creative writing project may earn a maximum of four hours toward their degrees. **Note:** If the thesis is not completed by the time the initial four hours of continuous enrollment in ENG 589 are accumulated, the student must register for one hour of audit credit in ENG 590 for *each* subsequent semester until the thesis is complete.

ENG 590 Individual Project (1 Hr.)

Required *each* semester of M.A. students who have com-

pleted their course work but not their closure requirements. Enrollment in ENG 590 ensures access to advisers and library privileges so students can complete theses, extended papers, and exams.

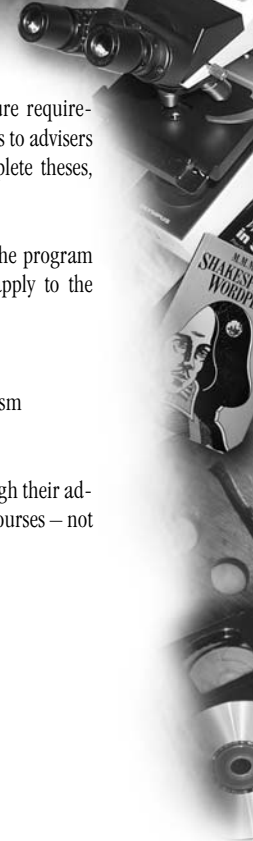
The following courses are accepted for the program major. Normally, no more than two may apply to the English requirement.

COM 535 Narrative in Fiction and Film

ENS 477 Expressions of American Naturalism

LES 456 or WMS 448 Law and Literature

Students may petition the program through their advisers to accept other potentially applicable courses – not listed here – toward their majors in English.



HISTORY, B.A./M.A.

Faculty Heather Bailey, Terry Bodenhorn, Cecilia Stiles Cornell, Deborah Kuhn McGregor, Robert K. McGregor, Phillip Shaw Paludan, William Siles

Associated Faculty Larry Shiner

Adjunct Faculty John Daly, Edward J. Russo, Keith A. Sculle, Richard Taylor, Thomas Wood

Degrees offered: Bachelor of Arts, Master of Arts, Undergraduate Minor

By emphasizing the link between the past and the contemporary world, the history program seeks to help students understand themselves and the times in which they live. The program encourages students to compare elements of their own culture with those of other cultures from other time periods. Students of history gain a sense of what is unique in, as well as generally characteristic of, individuals, groups, and national cultures in the present as well as the past.

Contact: Information about the history program is available at (217) 206-6779. Information can also be requested at his@uis.edu.

THE BACHELOR'S DEGREE

The baccalaureate program is organized for citizen-students who hope to place their world in historical perspective as a means of living rich and intelligent lives.

Through understanding change as well as continuity in human institutions, students can grasp the forces shaping their present and future. Education in history at the University of Illinois at Springfield is broad-based humanities training, providing students with research capabilities, analytical methods, and communication skills that are useful in many fields. The curriculum prepares students for careers in history, politics, government, law, journalism, writing, and administration. Through the applied study experience students are able to test career possibilities where the research and analytical skills of the historian are appropriate.

ADVISING

Each student is assigned a faculty adviser to assist in planning an individual program of study responsive to the student's interests and goals and designed to meet the requirements of the history program.

UIS REQUIREMENTS

Students are required to complete a minimum of 12

semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. These hours must include at least four hours in each of at least two of these areas.

PROGRAM REQUIREMENTS

Lower-division Core Requirements

To pursue a major in history, Capital Scholars and transfer students must complete the following courses or transfer equivalent courses from an accredited institution:

HIS 201 World History or	
HIS 202 European History	3 Hrs.
and	
HIS 203 U.S. History	<u>3 Hrs.</u>
Total Prerequisites	6 Hrs.

Upper-division Core Requirements

HIS 301 Roots of Contemporary History	4 Hrs.
HIS 303 Understanding U.S. History	4 Hrs.
Two non-U.S. history courses	8 Hrs.

Elective history courses	16 Hrs.
Electives	16 Hrs.
UIS Requirements	<u>12 Hrs.</u>
Total	60 Hrs.

Courses from other programs may count for history credit when they support the student's degree plan and are approved in advance.

Students must demonstrate the ability to analyze and interpret historical sources through submission and acceptance of a research paper. Students and their advisers will confer about the paper, which will be submitted to the assessment committee.

LEARNING EXPERIENCES

Learning experiences available to history majors include regular classroom courses; independent study and tutorials; and applied study internships at libraries, archives, historic sites, and other institutions, particularly in state government. The history curriculum includes period courses covering America from the colonial era to the present, thematic courses in such areas as imperialism and women's history, courses in European and Asian history, and courses analyzing historic forces shaping the contemporary world.

HISTORY/TEACHER EDUCATION

History majors can be certified to teach at the elementary or secondary level. Students must apply separately to the teacher education program (TEP). Students seeking certification will be assigned both a history adviser and a TEP adviser, whom they should consult regularly to make sure they satisfy requirements for both the major and certification. Students interested in certification should consult the teacher education section of this catalog.

HISTORY MINOR

Students must complete a minimum of 16 semester hours of upper-division course work at UIS. Transfer credit is evaluated on a case-by-case basis through the student petition process. Students should consult with a history program faculty member in designing and meeting the requirements for a minor.

Core Courses

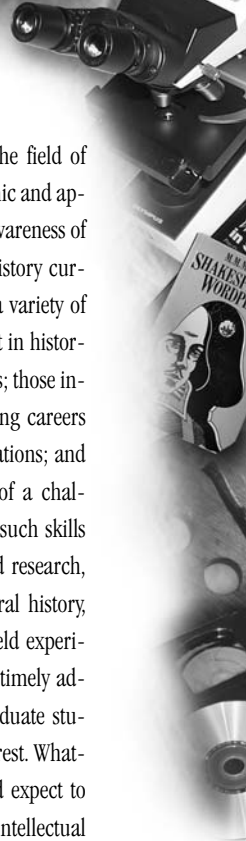
HIS 301 Roots of Contemporary History	4 Hrs.
HIS 303 Understanding U.S. History	4 Hrs.
At least one course in non-U.S. history	4 Hrs.
One history elective	<u>4 Hrs.</u>
Total	16 Hrs.

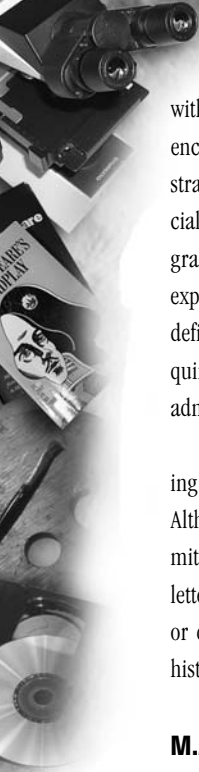
THE MASTER'S DEGREE

The master of arts in history emphasizes the field of public history, that is, the blending of academic and applied history with intent to broaden public awareness of the value of studying the past. The public history curriculum is designed to serve students with a variety of goals, including those who seek employment in historical agencies, museums, societies, or archives; those interested in becoming teachers; those pursuing careers with business, labor, or community organizations; and those desiring the intellectual stimulation of a challenging discipline. Public history embraces such skills and subjects as historical editing, sponsored research, community history, historic preservation, oral history, and museum interpretation. Courses and field experiences in these areas are available. Through timely advising and careful course selection, the graduate student may pursue any of these avenues of interest. Whatever the objective, degree candidates should expect to acquire critical and analytical abilities and intellectual breadth appropriate to graduate-level study.

ENTRANCE REQUIREMENTS

Applicants for admission into the master's program in history must either 1) have a baccalaureate degree





with an undergraduate major in history, political science, economics, English, or sociology; *OR 2*) demonstrate sufficient undergraduate course work in the social sciences and/or the humanities to prepare for graduate-level study in history, or the equivalent in experience and achievement. Applicants who show deficient backgrounds in history courses may be required to take additional course work before they are admitted to the graduate program.

All applicants must submit a sample of their writing as described in the program application materials. Although it is not required, applicants may also submit one or more of the following: GRE scores, three letters of recommendation, a history research paper, or documentation of work experience in the field of history.

M.A. REQUIREMENTS

Master's degree candidates in history must complete 44 semester hours distributed as follows:

The Public History Core

HIS 501 Graduate History Colloquium 4 Hrs.
(satisfies 4 hours of the campus' communication skills requirement)

HIS 502 Public History Colloquium 4 Hrs.
HIS 503 Researching and Writing History 4 Hrs.
HIS 510 Graduate Readings Seminar 4 Hrs.
HIS 570 Public History Internship and Project *or*
HIS 580 Thesis 8 Hrs.
Total Core 24 Hrs.

Other Requirements

Public history courses emphasizing methods and applications (consult faculty adviser for details) 8-12 Hrs.
Other history courses emphasizing periods, regions, or themes in history 8-12 Hrs.
Total Other 20 Hrs.
Total 44 Hrs.

ADVISING

During the first semester of study, each student is assigned an initial faculty adviser who assists in defining career goals, selecting courses, and developing an education plan.

CLOSURE REQUIREMENTS

To attain a master's degree, the student must complete either a master's thesis or an internship and project.

Candidates must successfully complete at least three of the core requirements (HIS 501, 502, 503, and 510) before enrolling in credit hours toward the closure requirement (HIS 570 or 580).

The thesis is a formal written presentation of historical research based on primary sources. The project derives from an internship served with a historical agency or other entity. Students must enroll for a total of eight hours' credit in the master's internship and project course (HIS 570) or the master's thesis course (HIS 580); however, these hours may be accrued in increments. Campus policy requires that students enroll for at least one hour of closure exercise credit *each* semester after they have begun their graduate closure exercise until that exercise is completed. This means that those history students whose project or thesis is not completed by the end of eight semester hours of continuous enrollment in HIS 570 or HIS 580 must register to audit these courses for one credit hour in all subsequent semesters until the project or thesis is completed.

The master's project or thesis requirement is designed to encourage students to use the rich resources available in the Springfield area, including the campus'

own archives and the Illinois Regional Archival Depository collections. There are also primary and secondary sources available in the Illinois State Library, the State Archives, the State Museum, the State Historical Library, the Sangamon Valley Collection of Springfield's Lincoln Library, and several historic sites in the area.

GRADING POLICY

Students must earn a grade of B or better in all courses counting toward the master's degree. Students may petition the program for exceptions to this policy. History majors may repeat program courses for grade improvement only once without seeking program approval.

GRADUATE CREDIT IN 400-LEVEL COURSES

Graduate students enrolled in 400-level courses are expected to perform at a higher level than undergraduates and to complete extra work as defined by the instructor. Examples of such work include reading and reporting on material in addition to that required of undergraduate students, completing an annotated bibliography in the professional literature of the field, or meeting separately with the instructor to research a specified topic.

COURSE DESCRIPTIONS

The Lower-division Core

HIS 201 World History (3 Hrs.)

A broad survey of historical forces at work over the past 12,000 years, examining the manners in which human societies have organized themselves along categories of race, ethnicity, class, and gender to meet the challenges of the increasing human population and its demands on natural resources.

HIS 202 European History (3 Hrs.)

Picking up with the year 1348, this survey examines the development of modern Europe. Topics include the after-effects of the Crusades, the rise of market capitalism, the Black Death, the division of Christianity, the formation of nation-states, industrialization, and the spread of European influence across the world.

HIS 203 U.S. History (3 Hrs.)

A fast-paced chronological review of U.S. history, emphasizing the peopling of America, the development of republicanism and democracy, territorial expansion, the impact of industrialization, the rise to world power, and the gradual expansion of the concept that "all men are created equal."

The Upper-division Core

HIS 301 Roots of Contemporary History (4 Hrs.)

Introduction to historical methods that focuses on central

themes in 20th century world history. Successful completion (C or higher) satisfies the program's communication skills requirement.

HIS 303 Understanding U.S. History (4 Hrs.)

Conceptual approach to the U.S. past, developing themes of race (ethnicity), class, and gender. Emphasizes use of primary sources.

The Graduate Core

HIS 501 Graduate History Colloquium (4 Hrs.)

Introduction to the graduate program that assists students in diagnosing skills, designing the education plan, learning research methods, using various bibliographical resources, and examining professional conflicts among historians. Research project. Successful completion satisfies communication skills requirements.

HIS 502 Public History Colloquium (4 Hrs.)

Concepts of public history, including subject areas, techniques, and ethical issues. The application of historical knowledge and methods to the administration, preservation, and interpretation of historical resources as well as historical analysis of public policy issues.

HIS 503 Researching and Writing History (4 Hrs.)

Seminar emphasizing research in primary sources. Includes critical examination of historical writing, exploration of research and writing techniques, and completion of an advanced research paper.



HIS 510 Graduate Readings Seminar (4 Hrs.)

Intensive readings in a defined topic area. Seminar format emphasizes group discussion of historical methods and ideas. (Offered each semester; students may take additional sections to earn content elective credit.)

HIS 570 Public History Internship and Project (1 to 8 Hrs.)

Supervised applied study in public history; used to develop a project to meet history M.A. requirements. Maximum of eight hours of history credit. **Note:** If the project is not completed by the time the initial eight hours of continuous enrollment in HIS 570 are accumulated, students must register for one credit hour on an audit basis *each* semester until the project is completed. Prerequisite: HIS 501, 502, and 510.

HIS 580 Thesis (1 to 8 Hrs.)

Historical research for the required master's research essay. May be repeated for a maximum of eight credit hours. **Note:** If the thesis is not completed by the time the initial eight hours of continuous enrollment in HIS 580 are accumulated, students must register for one credit hour on an audit basis *each* semester until the thesis is completed. Prerequisite: HIS 501, 502, and 510.

American History Electives

HIS 427 African-American History (4 Hrs.)

Focuses on the history and sojourn of the African-American from the creation and demise of the last three West African empires, through the enslavement and shipment

of Africans to North America and their struggle for human and civil rights in present-day America. Topics are the middle passage, religion of the slaves, slave resistance, Abolitionism, the Civil War, Reconstruction, the great migration, Harlem Renaissance, the civil rights movement, Black Power movement, urban unrest, affirmative action, and the new reparations movement. See AAS 427.

HIS 431 Colonial America (4 Hrs.)

Survey of the establishment and development of England's North American colonies between 1585 and 1763. Emphasis primarily on land use, economic development, religions, and social history.

HIS 432 Revolutionary America (4 Hrs.)

Examines the social trends, economic rivalries, and political disputes that together created the American Revolution. Course begins with the Stamp Act Crisis of 1765 and follows the developments and conflicts through the presidential election of 1800.

HIS 433 United States, 1790-1840 (4 Hrs.)

Examines the first decades of the new republic, including early industrialization, settlement of the frontier, Manifest Destiny, the War of 1812, the cotton economy, and Jacksonianism.

HIS 434 United States, 1840-1890 (4 Hrs.)

Examines antebellum U.S. plus the Civil War and Reconstruction. Also explores cultural and social history, including Victorianism and the women's movement.

HIS 435 United States, 1890-1945 (4 Hrs.)

Examines the emergence of the U.S. as an industrial and world power, progressivism, World War I, the late 1920s, the Great Depression, and World War II. Focus is on political, cultural, social, and foreign relations history.

HIS 436 United States, 1945 - Present (4 Hrs.)

Examines domestic and foreign policy issues in the post-World War II period with an emphasis on how the Cold War shaped contemporary America. Focus is on political, cultural, social, and foreign relations history.

HIS 437 The Sixties (4 Hrs.)

Examines the social movements of the decade, including the Civil Rights Movement, the antiwar movement, the student movement, the women's movement, and the counterculture. Explores how these movements emerged in the post-World War II period and their legacies for the 1970s and beyond.

HIS 438 American Environmental History (4 Hrs.)

Study of the American land that examines human attitudes toward both the wilderness and the quest for resources and the actual use and abuse of the natural world. Beginning with the 16th century, the course focuses on the conflicting advocacies of exploitation, preservation, and conservation. See ENS 418.

HIS 439 American Agricultural History (4 Hrs.)

Survey of the history of American agriculture from colonial times to the present. Topics include farm building and farming techniques, farm life, and the production of cash commodities. Attention to the impact of transportation, technology, education, science, and shifting population patterns on the farmer, the farm community, and American agriculture.

HIS 441 The Civil War Era (4 Hrs.)

A study of the origins of the American Civil War, the war itself, and post-war Reconstruction. Major topics include the Market Revolution; Slavery and Racism; and social, cultural, political, economic, and legal impacts of the conflict.

HIS 442 American Urban History (4 Hrs.)

Examines the development of American urban centers from 1800 to the present. Demographic, sociological, economic, and political aspects of the urbanizing process will be discussed, as well as the impact urban populations have had on American culture over time. Case studies of significant urban centers in the East, Midwest, South, and West will document the transformation of American society from small, detached communities to large metropolitan and cosmopolitan centers of culture.

HIS 443 American Foreign Relations in the 20th Century (4 Hrs.)

Examines the emergence of the U.S. as a world power and the ways in which it used that power. Focus on the

relationships between foreign policies and domestic politics. Topics include the Open Door policy, U.S./Latin American relations, the World Wars, the Cold War, the Vietnam War, and peace movements.

HIS 444 The American Presidency (4 Hrs.)

Examines the definition and evolution of the powers and responsibilities of the office of the president from Washington to the present. Considers constitutional and political dimensions of the expansion of the power and prestige of the presidency.

HIS 445 Women in American History (4 Hrs.)

Explores the history of U.S. women beginning with Native Americans. Examines themes of women in colonial society, domesticity, suffrage, reproduction, and work. See WMS 455.

HIS 446 History of American Law (4 Hrs.)

Historical examination of the professional and constitutional development of law in the United States. Topics include the common-law legacy, substantive and procedural aspects of legal history, jurisprudence, the American lawyer, and the interaction of law with American society, thought, and politics. See LES 452.

HIS 447 U.S. and Latin America in the 20th Century (4 Hrs.)

Examines the course of the relationship between the U.S. and the Latin American nations since the 1890s, with an emphasis on security, economic, and cultural issues. Focus on Mexico, Central America, and the Caribbean.

HIS 448 U.S. Economic History (4 Hrs.)

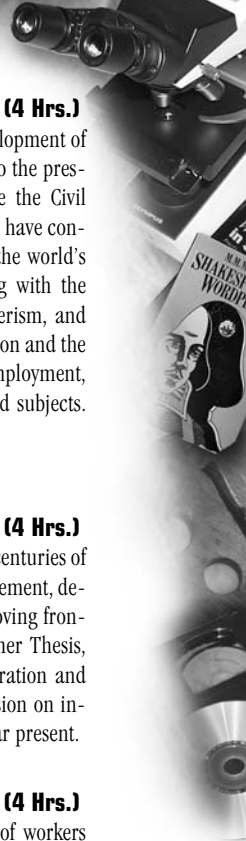
History of the evolution of the economic development of the United States from colonial beginnings to the present. Emphasizes industrial capitalism since the Civil War and the major sources and factors which have contributed to building the economy of one of the world's largest and most prosperous nations, along with the problems of trade deficits, internal consumerism, and unequal distribution of income. The Depression and the New Deal, the world wars, inflation and unemployment, and problems of global changes are featured subjects. See ECO 418.

HIS 449 American Westward Expansion (4 Hrs.)

Examines the peopling of America over four centuries of expansion. Considers patterns of frontier settlement, development, and community building on a moving frontier. Special topics include study of the Turner Thesis, role of ethnicity and social mobility in migration and regional development. The impact of expansion on indigenous peoples will be evaluated to the near present.

HIS 451 American Labor History (4 Hrs.)

History of work, workers, and organization of workers from the colonial period to the present, with an emphasis on the effects of industrial capitalism and a global economy. Emphasizes the period from the post-Civil War to the present, the development of labor unions and government, labor, and business in an evolving political economy based on capitalism. See LAR 427.





HIS 452 American Revivalism and Christian Religion (4 Hrs.)

The development of American revivalism from colonial times to the near present, and the part American Christian denominations, sects, and communitarian religious organizations played in the shaping of revivalism, evangelicalism, and religious reform movements.

HIS 453 Minority Women: Issues and Perspectives (4 Hrs.)

The experience of American women of color is at the center of this course. Interdisciplinary consideration of the intersection of race, class, and gender in the lives of women past and present. See WMS 403, AAS 403, and SWK 462.

HIS 458 Women, Health, and Healing (4 Hrs.)

Traces women's past as healers and medical practitioners, as well as issues of women's health and medicine. Includes a multicultural emphasis and focuses primarily on the United States. See WMS 458.

Non-U.S. History Electives

HIS 454 The History of the Family (4 Hrs.)

The modern family in comparative and historical perspective. Selected themes – changing patterns of household, intimacy, gender – explored historically to understand their present importance. See SWK 454 and WMS 454.

HIS 459 World Environmental Thought (4 Hrs.)

Examines human reactions to natural surroundings in a variety of cultural contexts, including ancient Chinese, Hindu, African, American Indian, and Judeo-Christian. Compares and contrasts attitudes concerning the value of wilderness and the exploitation of natural resources. Considers the problem of understanding nature and the relationship with nature as human beings. See ENS 412.

HIS 460 Studies in Latin American History (4 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Studies include roots of Latin American history, Latin American history since independence, revolution in modern Latin America, and the history of Brazil. Students may earn credit in more than one section of 460, but they must study a different topic in each section.

HIS 461 Europe in the 18th Century: The Enlightenment (4 Hrs.)

Cultural and intellectual history of the Enlightenment focusing on formative ideas of modernism (freedom, reason, equality) and movements in literature and the arts. Consideration of works by representative figures such as Voltaire, Rousseau, Hume, and Kant. See PHI 459.

HIS 462 Europe in the 19th Century: Romanticism to Modernism (4 Hrs.)

Cultural and intellectual history of Europe from 1815-

1900, focusing on the impact of social change on families and individuals and on the arts and literature. Combines political, economic, and social readings with selected novels, such as Stendahl's *The Red and the Black*, Fontane's *Effie Briest*, and Turgenev's *Fathers and Sons*.

HIS 463 Europe in the 20th Century (4 Hrs.)

Study of the political, socioeconomic, cultural, and colonial history of Europe from the turn of the century to the present. Special emphasis on the importance of ideology in shaping society, the transforming effects of war and depression, and Europe's changing role in the international order.

HIS 465 French Revolution and Napoleon (4 Hrs.)

The social, political, and cultural history of the French Revolution from the ancient regime through the rise and fall of Napoleon.

HIS 466 Imperialism (4 Hrs.)

Explores the emergence and growth of the imperialism of the industrialized west in the 19th and 20th centuries. Examines theories of imperialism, causes of the "new" imperialism, interaction between imperial power and indigenous society, growth of nationalism, decolonization, and legacies of imperialism.

HIS 467 Renaissance Europe (4 Hrs.)

Cultural and social history of the European Renaissance from 1350-1600, focusing on Italy but including

the spread of Renaissance ideas and practices to northern Europe. Special attention will be given to art, literature, gender, and the economics and politics of the city-state.

HIS 468 History of Spain (4 Hrs.)

A general survey of the history of Spain from the times of the Iberians and Romans to the present, focusing on the rise and fall of the Spanish empire and monarchy and the emergence of a new democratic nation.

HIS 469 Shakespeare's England (4 Hrs.)

A survey of English history from the later Middle Ages through the early Stuarts, concentrating on the materials pertinent to an understanding of William Shakespeare's history plays. Combines historical research and discussion with close readings of five plays.

HIS 471 Lord Peter's England (4 Hrs.)

Traces social, political, and economic trends in England from the late Victorian era (1870-1901) through the "long weekend" (1918-1935). Focuses on the process of modernization and the role of the Great War in bringing about change in class and gender systems.

HIS 474 Vietnamese History (4 Hrs.)

Focuses on the internal dynamics of Vietnamese society and politics from 1800 to the present with attention to colonial, economic, gender, and international issues.

HIS 476 Modern China (4 Hrs.)

Examination of the main trends, events, and problems

in 19th and 20th century China. Topics of study include the intrusion of the West, rebellions and revolutions, gender issues, popular culture, and environmental problems.

HIS 477 Premodern Japan (4 Hrs.)

Examination of the social, cultural, and political developments of premodern Japan. Topics of study include literature and the arts in the Nara and Heian periods; the age of the Samurai; religions, including Shinto and Zen Buddhism; and popular culture.

HIS 478 Modern Japan (4 Hrs.)

Examination of the main events, trends, and problems in 19th and 20th century Japan. Topics of study include the "opening" to the West, the social costs of modernization, the Pacific War, post-war economic recovery and social change, and Japan's current international status.

HIS 481 Women in Chinese and Japanese History (4 Hrs.)

Exploration of the histories of women in China and Japan over the last several centuries, with special attention to their changing roles and status in the 20th century. See WMS 481.

Methods Courses

HIS 504 American Material Life (4 Hrs.)

Examines interdisciplinary theories, methodological approaches, and applications of material culture studies to new world societies. Focuses on the study of artifacts and

the way historians and museums use them to research, document, and interpret past and present.

HIS 505 Historic Environmental Preservation (4 Hrs.)

Preservation policies and their applications in planning are considered. History of preservation movements and of American architecture and landscapes are examined, as well as current preservation technologies. Case studies of the politics and economics of preservation. Field work required. See ENS 505.

HIS 506 American Architectural Methods (4 Hrs.)

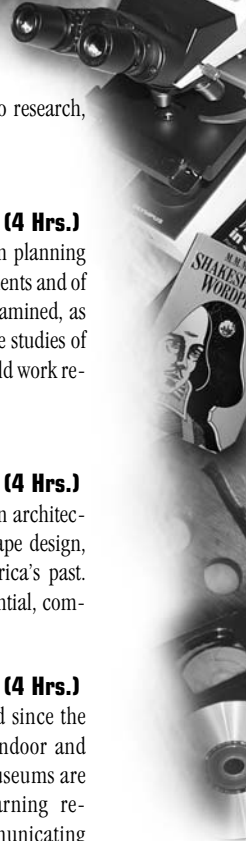
Examines the distinct movements in American architectural styles, building techniques, and landscape design, and in trend-setting architecture from America's past. Pays special attention to the designs of residential, commercial, and public buildings.

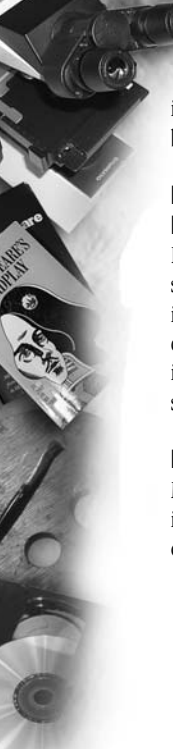
HIS 507 Museum and Society (4 Hrs.)

Explores the ways museums have been used since the 1800s and the functions they serve today. Indoor and outdoor history, art, folk life, and science museums are considered. Focus is on museums as learning resources and analysis of problems in communicating realities.

HIS 508 Archival Management (4 Hrs.)

Examines concepts and methods of archival management and considers issues in acquiring, preserving, evaluating, and making archival resources accessible. Focus





is on creative research and developing means to reach broad publics.

HIS 511 Museum/Historic Sites Methods (4 Hrs.)

Examines collection management and conservation, research, interpretation, educational programming, exhibit preparation, and administration. Explores collection development in the past and current concepts of collecting “today for tomorrow.” Uses indoor and outdoor museums.

HIS 520 Oral History Methods (4 Hrs.)

Mastery of oral history technique, including interviewing, transcription, and editing. Includes technical and conceptual literature, collateral fields, and professional

concerns. Student work added to UIS oral history collection.

HIS 525 Policy History (4 Hrs.)

Focuses on the application of historical methods and historical logic to the formulation of public policy and the analysis of policy issues. Includes careful historical examination of selected public policies. Readings and case studies drawn principally from modern U.S. history.

Independent Study

HIS 499 Independent Study: Special Topics in History (1 to 8 Hrs.)

Independent and directed readings on an individual

topic for students in history. Students should make arrangements with an appropriate faculty member.

HIS 599 Independent Study: Special Topics in History (1 to 8 Hrs.)

Independent and directed readings on an individual topic for graduate students in history. Students should make arrangements with an appropriate faculty member.

INDIVIDUAL OPTION, M.A.

Faculty Sharon Chanley, Jan Droegkamp, Rosina Neginsky, Annette Van Dyke

Associated Faculty Peter Boltuc, Jim Grubbs

Degree offered: Master of Arts

Individual option is a graduate degree program built on 30 years of experience in individualized learning. The program offers students the opportunity to design a degree consistent with their own educational goals, using available institutional and area resources. The program's major purpose is to serve students whose needs and objectives are best met by combinations of courses or mixes of learning formats not available through established curricula.

The program structure emphasizes the integration of key learning categories with a variety of instructional methods to form a well-rounded and individualized academic experience. Through integrating these categories with customized learning activities, the individual option program assists learners to deepen their understandings of the values, meanings, concerns, choices, and commitments that are basic to the quality of life.

On entering the program, students design individualized degree proposals for a course of study consistent with their particular goals, needs, and inter-

ests. Self-assessment, independent study, multidisciplinary courses/studies, and credit for prior learning assessment are all course work alternatives that may be integrated within individual curricula. Student degree proposals meet the interdisciplinary goals of the program while specializing in an area such as human resource development, global education, women's studies, African-American studies, technology and education, or society and the law.

Contact: Information about the individual option program is available at (217) 206-6962. Information can also be requested at ino@uis.edu.

ADMISSION

Admission to the graduate program is limited due to the individualized nature of the degree process. In addition to applying to UIS, students are required to complete a separate application process that includes an INO application form, a personal statement, two letters of reference, and an interview with an INO faculty member. Deadlines: October 15 for spring semes-

ter, March 15 for summer term, and April 15 for fall semester. Admissions are continuous until an incoming class is filled.

Students are conditionally admitted to the INO program until they successfully complete INO 501 Graduate Colloquium and their degree committees approve their degree proposals. Students must obtain committee approval within the semester following completion of INO 501.

If a graduate applicant has an undergraduate grade-point average of less than 2.50, full admission to the program requires the completion of eight hours of course work at the graduate level with grades of B or better. These hours must be completed before enrolling in INO 501. Graduate students may count a maximum of 12 semester hours in courses taken before they began the INO program.

GRADING POLICY

Campus policy allows students to choose a traditional grading scale or a credit/no credit option for each course. The INO program conforms to this policy in all



courses except INO 501 and INO 521, which are offered on a credit/no credit basis only.

Graduate students are expected to maintain a grade-point average of 3.00 (B). At the graduate level, a maximum of eight hours of C grades is applicable to the degree, provided each hour of C is balanced by an hour of A and provided the C grade is approved by the student's degree committee.

Graduate students registering in 400-level program courses are expected to perform at a higher level than undergraduates in the same course. Individual instructors in 400-level courses specify the criteria for awarding graduate-level credit. These may be qualitative (higher standards for written work and/or contributions to group discussion) or quantitative (additional work or higher test scores).

PUBLIC AFFAIRS COLLOQUIUM

Since the INO program recognizes the importance of responsible knowledge about public affairs and important issues of the day, graduate students are required to include four hours of public affairs colloquia course work in their degree plans. The PAC may be selected because it fits into the student's area of interest, or it may serve as an introduction to a topic that is new to the student, thereby broadening the scope of study.

CREDIT FOR PRIOR LEARNING

Mature students with extensive life and work experience may apply for graduate-level credit for these experiences. For these students, AST 401 Assessment of Experiential Learning is recommended. Students should contact the Credit for Prior Learning office during their first term for information about the process. The CPL office is located in BRK 425, phone (217) 206-6962 or 206-7427, or visit www.uis.edu/cpl.

PROGRAM REQUIREMENTS

Required

INO 501 Graduate Colloquium	4 Hrs.
INO 521 Liberal and Integrative Studies	<u>2 Hrs.</u>
Total Core	6 Hrs.

INO Elective Courses

*INO 580 Independent Field Project	2-12 Hrs.
*INO 599 Independent Study: Tutorial (minimum)	<u>2-12 Hrs.</u> 4 Hrs.

Graduate Closure Project

*INO 550 Master's Project	4-8 Hrs.
*INO 560 Thesis (minimum)	<u>4-8 Hrs.</u> 4 Hrs.

**There are no classroom meetings for these courses. Students sign independent study contracts with faculty sponsors.*

Other Requirements

Public Affairs Colloquium	4 Hrs.
Additional courses (at least 12 hours must be at the 500-level)	<u>24 Hrs.</u>
Minimum	<u>30 Hrs.</u>
Total	42 Hrs.

In some instances, the interdisciplinary nature of the student's program will suggest the need for educational experiences that total more than the required minimum number of credits. The final number of credit hours for the degree must be negotiated between the student and the degree committee at the time the degree proposal is approved.

COURSE DESCRIPTIONS

INO 501 Graduate Colloquium (4 Hrs.)

To be taken as the first course after acceptance as a conditional INO student. Serves as an introduction to the individual option program and focuses on the skills, knowledge, and attitudes necessary to become a self-di-

rected, autonomous learner. Students design effective learning experiences, organize learning resources, and design a graduate curriculum.

INO 521 Liberal and Integrative Studies (2 Hrs.)

To be taken as the final course prior to closure project. Application of the principles of integration. Students prepare a paper relating learning experiences to common themes or issues and design a master's project or thesis. Prerequisite: INO 501.

***INO 550 Master's Project (1 to 8 Hrs.)**

Closure project or thesis (INO 560) required of all M.A. candidates to demonstrate accomplishment and mastery of a chosen area of study. The project is an application of theories and concepts and often involves an off-campus activity. The purpose of the project may be to create a useful and/or aesthetic product that can meet a need for

a particular audience outside the university. Product needs to include a supplemental academic essay. Prerequisite: INO 521.

***INO 560 Thesis (1 to 8 Hrs.)**

Closure project (INO 550) or thesis required of all M.A. candidates to demonstrate accomplishment and mastery of a chosen area of study. The thesis is a major quantitative or qualitative research and writing project based in one of the academic disciplines in the student's course of study. Prerequisite: INO 521.

INO 580 Individual Field Project (2 to 12 Hrs.)

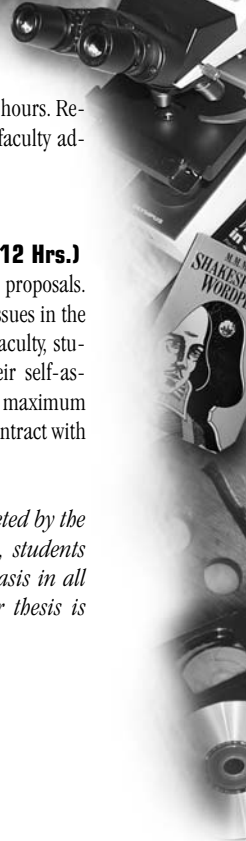
To be taken as described in individual degree proposals. Experiential learning project must be directly applicable to the student's degree proposal. Field experience journal and formal presentation of project results may be re-

quired. May be repeated for a maximum of 12 hours. Requires an independent study contract with a faculty adviser. Prerequisite: INO 501.

INO 599 Independent Study: Tutorial (2 to 12 Hrs.)

To be taken as described in individual degree proposals. Readings or research on trends and current issues in the student's area of study. In consultation with faculty, students define topics integral to satisfying their self-assessed learning needs. May be repeated for a maximum of 12 hours. Requires an independent study contract with a faculty adviser. Prerequisite: INO 501.

**Note: If the project or thesis is not completed by the end of the initial semester of enrollment, students must register for one hour on an audit basis in all subsequent semesters until the project or thesis is completed.*





LIBERAL STUDIES, B.A.

Faculty Sharon Chanley, Jan Droegkamp, Rosina Neginsky, Annette Van Dyke

***Associated Faculty** Peter Boltuc, James Grubbs **Adjunct Faculty** Holly McCracken

* Faculty members from all UIS colleges participate in the liberal studies program as mentors and resource persons.

Degrees offered: Bachelor of Arts, available on campus or online

The liberal studies program structure emphasizes the integration of key learning categories with a variety of instructional methods to form a well-rounded and individualized academic experience. Through customized learning activities, the liberal studies program assists students to deepen their understandings of the values, meaning, concerns, choices, and commitments that are basic to the quality of life.

Liberal studies (LIS) learners design individualized degree plans consistent with the principles of a liberal education. There are many coursework alternatives that may be part of this plan – self-assessment, independent study, multidisciplinary courses/ studies, and credit for prior learning assessment. Although degree plans must be broad enough to meet the interdisciplinary goals of the program, students may choose a thematic focus for their programs. Examples are international studies, women's studies, African-Ameri-

can studies, or human resource development. In addition, students may focus their studies in distinct areas such as health and human services, education and training, workforce development, business and management, or science and technology. Students should be aware that not all of the areas available to students taking classes on campus are available online.

Learners have a good chance for success in the liberal studies program if they are self-directed, able to plan ahead and meet deadlines, disciplined enough to organize individualized plans of study, and able to work independently setting and meeting goals.

Students can complete the curriculum in the classroom, entirely online via the Internet, or in combination. All learning formats offer individualized instruction, advising, and support. Liberal Studies Online enables learners to complete course work using the latest computer-assisted technology for increased access to educational resources, advisers, and materials. Students who choose to participate in Liberal Studies Online should be comfortable using networked

information technologies, navigating the Internet, using e-mail, and learning from a distance.

Contact: Information about the liberal studies program is available at (217) 206-6962; call toll free (800) 323-9243. Information can also be requested at lis@uis.edu, or visit <http://lis.uis.edu>.

ENTRANCE REQUIREMENTS

To apply for admission to the liberal studies program, students must have earned a minimum of 45 credit hours at the lower-division level, have a grade-point average of 2.00 or higher (on a 4.00 scale) from an accredited college or university, and have completed three semester hours of English composition (as the minimum requirement for general admission to UIS). Students who have earned associate of arts or science degrees have met all these requirements. In addition, students may transfer up to 60 semester hours of lower-division credit from a community college, take courses from other regionally accredited colleges/uni-

versities, and qualify to earn credit through the credit for prior learning assessment process.

Liberal Studies Online Students wishing to participate in the Liberal Studies Online program must successfully complete the online program application process. Online students must have some experience using a personal computer and navigating the Internet. For students who encounter problems accessing the courseware, materials, or other course components, UIS' Office of Technology Enhanced Learning provides ongoing technical support. A complete description of program and technology requirements are available on the Liberal Studies Online website at <http://lis.uis.edu>.

Students without access to a computer and who live in one of the participating Illinois community college districts can obtain information about accessing computers and technical support at their local community colleges through a state-wide program called Illinois Virtual Campus (<http://www.ivc.illinois.edu>).

PROGRAM REQUIREMENTS

Required

LIS 301 Self-Directed Learning 4 Hrs.

LIS 451 Senior Seminar 2 Hrs.
Total required 6 Hrs.

LIS electives

*LIS 380 Exploration of Learning Resources 2-8 Hrs.
LIS 342 Conducting Liberal Studies Research 2 Hrs.
*LIS 499 Independent Study: Tutorial 2-6 Hrs.
*LIS 471 Honors Thesis 2 Hrs.
Total electives 4 Hrs.

* There are no classroom meetings for these courses. Students sign independent study contracts with faculty sponsors.

UIS Requirements 12 Hrs.
Campus Electives 38 Hrs.

Students choose electives that address the following eight broad subject categories, also referred to as subject area courses:

- Identity, the search for meaning
- Work, the value of vocation
- Nature, ecology of the planet
- Institutions, the social web
- Language, the crucial connection

Heritage, the living past
Art, the esthetic dimension
Tools, those skills and abilities critical to completing a customized learning program, as well as navigating life, career, etc.


Total 60 Hrs.

COMMUNICATION SKILLS

All competencies necessary to attain the student's goals, including communication skills, are addressed in the degree plan. Assessment of written communication skills occurs when the student conducts a self-assessment in preparing the plan and the LIS 301 instructor assesses his/her written communication skills as documented by the plan. The student plans appropriate learning experiences to acquire any needed skills in consultation with the LIS 301 instructor. These learning experiences are included as part of the degree plan. Completion of the degree plan constitutes certification of communication skills as required by UIS.


GRADING POLICY

Campus policy allows students to choose a traditional



grading scale or a credit/no credit option for each course. The liberal studies program conforms to this policy in all courses except LIS 301 and LIS 451, which are offered only on a credit/no credit basis.

COURSE DESCRIPTIONS

 *Course available online; may also be available on campus. Refer to the current course schedule for further information.*

LIS 301 Self-Directed Learning (4 Hrs.)

Introduction to the liberal studies program. Focuses on the skills, knowledge, and attitudes necessary to become a self-directed, autonomous learner. Topics include an examination of collegiate education philosophy, theory, and practice; dynamics of power; self-assessment; goal-setting; designing effective learning experiences; documenting and evaluating independent learning; organizing learning resources; and designing a liberal studies curriculum. To be taken as the first course after declaring the LIS major. Note: LIS 301 must be completed before enrolling in additional course work towards the major.

LIS 342 Conducting Liberal Studies Research (2 Hrs.)

Introduction to undergraduate research from a liberal studies perspective. Students choose a topic for study and define it to effectively explore their research. The production of a major product during the course is facilitated through the use of a learning journal and the creation of an extensive resources inventory. Prerequisite: LIS 301.

LIS 380 Exploration of Learning Resources (2 to 8 Hrs.)

Independent study through exploration of a topic within liberal studies or directly related to the student's degree plan. A journal of the exploration process, a comprehensive resources inventory, and demonstration of learning (a major product) are required. May be repeated for a maximum of 8 hours. To be taken as described in individual degree plans. Prerequisite: LIS 301.

LIS 451 Senior Seminar (2 Hrs.)

Includes a symposium on applying principles of integration and autonomy explored in LIS 301 to the learning experiences of the degree program. Students prepare a paper integrating their learning experiences. Students

who choose to do an honors thesis may prepare a proposal for LIS 471. Prerequisite: LIS 301. Should be taken as the final course prior to graduation.

LIS 471 Honors Thesis (2 Hrs.)

Design, development, and completion of a thesis, which must be completed during the term in which the student expects to graduate. To be taken as described in individual degree plans.

LIS 499 Independent Study: Tutorial (2 to 6 Hrs.)

Focus on readings or research on trends and current issues in the student's area of study. In consultation with faculty, students define topics integral to satisfying their self-assessed learning needs. May be repeated for a maximum of 6 hours. To be taken as described in individual degree plans.

MATHEMATICAL SCIENCES, B.A.

Faculty Hei-Chi Chan, Mary Patton, Richard D. Ringeisen, Larry Stonecipher, Chung-Hsien Sung

Degrees offered: Bachelor of Arts, Undergraduate Minor

The mathematical sciences program is designed to meet the ever-increasing demands for diverse quantitative skills.

The bachelor of arts in mathematical sciences is designed to prepare students for careers using mathematics, operations research, and statistics in the fields of teaching, research, industry, insurance, and management or for graduate study in mathematical sciences or related areas.

By making different choices from technical electives, students can tailor their degrees to prepare for these various careers. Those who plan to teach mathematics or work in engineering or the physical sciences should choose mathematics courses. Those who wish to apply mathematical methods to life sciences, social sciences, or business fields should choose operations research or statistics courses. Any of these choices provide excellent preparation for graduate work in fields that need quantitative skills.

A minor in mathematical sciences augments a

student's background in mathematics by increasing knowledge of mathematics, operations research, or statistics — knowledge that is useful in careers in teaching, research, industry, or management.

Contact: Information about the mathematical sciences program is available at (217) 206-6770 and www.uis.edu/math/. Information can also be requested at mat@uis.edu.

THE BACHELOR'S DEGREE ENTRANCE REQUIREMENTS

- A. Admission to UIS.
- B. Completion of campus assessment test and entrance assessment test for majors. (Both tests are given at the beginning of each semester.)
- C. Matriculation into the mathematical sciences program. Requirements for matriculation are 1) selection of a mathematical sciences faculty adviser, 2) completion of three semesters of calculus (MAT 115, MAT 116, MAT 217), 3) ability to write computer programs in a procedural language, 4) enrollment in MAT 330 Writing Skills, and 5) completion of the B.A. matriculation form.

Note: Courses taken to satisfy matriculation requirements are not counted as part of the 48 credit hours of upper-division work needed for graduation. Students may begin work toward a degree before matriculation into the program, but matriculation should be completed before the last 16 semester hours of MAT courses needed for graduation.

PROGRAM REQUIREMENTS

Communication Skills Requirement

MAT 330 Writing Skills 0 Hrs.

Required Mathematical Sciences Courses

MAT 332 Linear Algebra 4 Hrs.

MAT 415 Advanced Calculus 4 Hrs.

MAT 431 Mathematical Statistics I 4 Hrs.

MAT 444 Operations Research Methods 4 Hrs.

Total 16 Hrs.

One of the following clusters: 16 Hrs.

Cluster A

MAT 403 Abstract Algebra 4 Hrs.



MAT 404 Geometry	4 Hrs.
Two MAT elective courses	8 Hrs.
<i>Cluster B</i>	
MAT 421 Statistical Methods	4 Hrs.
MAT 432 Mathematical Statistics II	4 Hrs.
Two MAT elective courses	8 Hrs.

UIS Requirements	12 Hrs.
General Electives	<u>16 Hrs.</u>
Total	60 Hrs.

Note: Required and elective MAT courses must be taken for a letter grade. The credit/no credit option is not acceptable.

MATHEMATICAL SCIENCES MINOR

To earn a minor in mathematical sciences, students must complete a minimum of 24 semester hours, at least 12 hours of which must be upper-division course work taken at UIS. Transfer credit for lower-division course work and for upper-division mathematics courses is evaluated on a case-by-case basis through the student petition process. Core courses include MAT 115 Calculus I, MAT 116 Calculus II, and MAT 332

Linear Algebra, or its equivalent. Students must then select an area of specialization (mathematics, operations research, or statistics) and complete 12 semester hours as follows –


A. Mathematics specialization requires:	
MAT 403 Abstract Algebra	4 Hrs.
MAT 404 Geometry	4 Hrs.
One elective from B or C	<u>4 Hrs.</u>
Total	12 Hrs.
B. Operations research specialization requires:	
MAT 442 Probability Modeling and Computer Simulation	4 Hrs.
MAT 444 Operations Research Methods	4 Hrs.
One elective from A	<u>4 Hrs.</u>
Total	12 Hrs.
C. Statistics specialization requires:	
MAT 421 Statistical Methods	4 Hrs.
MAT 431 Mathematical Statistics I	4 Hrs.
One elective from A	<u>4 Hrs.</u>
Total	12 Hrs.
Students wishing to minor in mathematical sci-	

ences should select an adviser from among the mathematical sciences faculty who will help ensure that all requirements for the minor are met.

COURSE DESCRIPTIONS

Courses with numbers less than 330 (except MAT 115, MAT 116, and MAT 217) are service courses for majors from other fields and, in general, do not require a special background in mathematical sciences. No service courses will count toward the mathematical sciences degree.

Prerequisites for MAT courses must have been met no more than seven years before enrolling in these courses. Students who have taken prerequisite courses more than seven years before enrollment must obtain the permission of the instructor.

 **MAT 111 Quantitative Reasoning (4 Hrs.)**
Course available online; may also be available on campus. Refer to the current course schedule for further information.

This course is designed to satisfy the mathematics general education requirement and is not designed to fulfill mathematics requirements for either science or mathematics majors. Develops competency in problem solving and analysis helpful in personal decision making. Topics will include no more than four of the following: functions, graphing, counting techniques and probability, statistics, finance, modeling, estimating, geometry, game

theory, and logic. Prerequisites: Geometry and intermediate algebra with a grade of C or better, or permission of the instructor.

MAT 113 Business Calculus (4 Hrs.)

Fundamental concepts, methods, and techniques of single multivariable differential and integral calculus. Topics include introduction to derivatives, integrals and their applications, and marginal analysis. Prerequisite: College algebra with a grade of C or better.

MAT 115 Calculus I (4 Hrs.)

Limits and their properties. Definitions and some techniques of differentiation and the evaluation of definite integrals, with applications. Prerequisite: College algebra and trigonometry, or equivalent.

MAT 116 Calculus II (4 Hrs.)

Applications of integration, with some formal techniques and numerical methods. Calculus of further transcendental functions (inverse trigonometric functions, exponentials, logarithms). Improper integrals, infinite sequences and series. Prerequisite: MAT 115, or equivalent.

 **MAT 121 Applied Statistics (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

May be used to meet the mathematics general education requirement for admission to UIS. Topics may include descriptive statistics, elementary probability, basic probability distributions, sampling, estimation, testing of hy-

potheses, simple linear regression, and correlation. Prerequisite: Intermediate algebra and geometry with grades of C or better.

MAT 217 Calculus III (4 Hrs.)

Basic analytic geometry in three dimensions, using vectors. Real-valued functions of two and three variables, partial derivatives, gradient and directional derivatives, level curves and surfaces, and maxima and minima. Parametrized curves in space, line integrals. Multiple integrals, with applications. Prerequisite: MAT 116, or equivalent.

MAT 302 Discrete Mathematics (4 Hrs.)

Topics include sets, functions, relations; propositional and predicate logic, including truth tables and valid reasoning; Boolean algebra, minimization with Karnaugh maps, and Quine McClusky method; integer, rational, real, modular arithmetic, different bases, and complementary number systems; mathematical induction; recurrence relations; graph theory; and automata theory. Prerequisite: College algebra with a grade of C or better.

MAT 323 Probability and Statistics for Computer Science (4 Hrs.)

Introduction to probability theory and statistical analysis techniques. Topics include axioms of probability, random numbers, probability functions and density functions, sampling distributions, descriptive statistics, estimations and testing hypotheses, analysis of variances, linear regression, quality control, reliability, and queu-

ing theory. Prerequisites: MAT 115, or equivalent, and CSC 325.

MAT 330 Writing Skills (0 Hrs.)

Evaluation of writing skills for mathematical sciences students. These tests should be taken during the student's first semester of enrollment as a mathematical sciences major.

MAT 332 Linear Algebra (4 Hrs.)

A theoretical course involving systems of linear equations, matrices, vectors in n -space, vector spaces, linear transformations, eigenvalues and eigenvectors, diagonalization, quadratic forms, and canonical forms. Prerequisite or corequisite: MAT 116, or equivalent.

MAT 400 Topics in Mathematics (1 to 4 Hrs.)

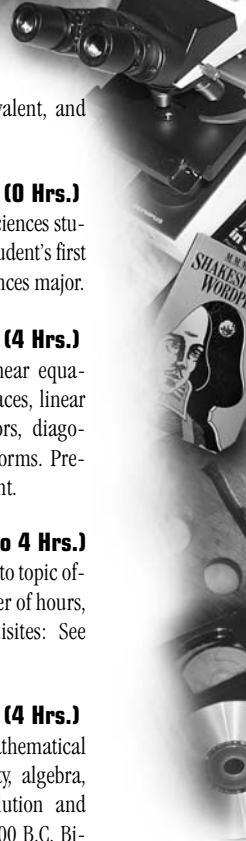
Various topics; description changes according to topic offered. May be repeated for an indefinite number of hours, but particular topics must differ. Prerequisites: See course schedule for prerequisites.

MAT 401 History of Mathematics (4 Hrs.)

Introduction to the development of major mathematical concepts. History of computation, probability, algebra, geometry, trigonometry, and calculus. Evolution and changes in the rigor of mathematics from 1500 B.C. Biographies of male and female mathematicians are included. Prerequisite: MAT 115 or, equivalent.

MAT 403 Abstract Algebra (4 Hrs.)

Topics include group theory, rings, and fields. Prerequisite: MAT 116, or equivalent.



**MAT 404 Geometry (4 Hrs.)**

A systematic study of the consequences of the parallel postulate in Euclidean and non-Euclidean geometries. Prerequisite: MAT 116.

MAT 415 Advanced Calculus (4 Hrs.)

Elementary ordinary differential equations. Special functions defined by power series and by integrals, Fourier series. Prerequisites: MAT 217, or equivalent, and MAT 332.

MAT 416 Real Analysis (4 Hrs.)

Elements of set theory, numerical sequences and series convergence and divergence, continuity, uniform continuity and differentiability of real valued functions. Riemann integral and Riemann-Stieltje's integral. Sequences and series of real valued functions, and ordinary and uniform convergence. Lebesgue measure, Lebesgue integrals, and Lebesgue-Stieltje's integrals. Prerequisite: MAT 415.

MAT 420 Topics in Statistics and Probability (1 to 4 Hrs.)

Various topics; description changes according to topic offered. May be repeated for an indefinite number of hours, but particular topics must differ. Prerequisite: See course schedule for prerequisites.

MAT 421 Statistical Methods (4 Hrs.)

Introductory course for statistical analysis techniques. Topics may include review of basic statistics, multiple linear regression, analysis of enumerative data, analysis of

variance, multiple comparisons, design of experiments, and analysis of covariance. Additional topics may be chosen from principal components, factor analysis, discriminant analysis, and nonparametric tests. Prerequisite: Intermediate algebra, or permission of instructor.

MAT 423 Statistical Computation (4 Hrs.)

Exploration of the use of various statistical software packages. Topics will be selected from construction of data set, descriptive analysis, regression analysis, analysis of design experiment, multivariate analysis, categorical data analysis, discriminant analysis, cluster analysis, matrix operations, and presentation of data in graphic forms. Prerequisite: MAT 421, or equivalent.

MAT 431 Mathematical Statistics I (4 Hrs.)

Introduction to theory and application of probability models. Topics include random variables, mathematical expectation, Chebyshev's inequality, marginal and conditional distribution, independence, probability distributions and their properties, transformation of variables, moment-generating functions, limiting distribution, and central limit theorem. Prerequisite: MAT 116, or equivalent.

MAT 432 Mathematical Statistics II (4 Hrs.)

Introduction to theory and application of statistical inference. Topics include sampling distributions, point estimation, including maximum likelihood estimation and the application of criteria such as consistency, unbiasedness, and minimum variance; interval estimation, Bayesian estimation, statistical hypothesis testing, includ-

ing power functions, Type I and Type II errors, Newman-Pearson lemma, and likelihood ratio tests. Prerequisite: MAT 431.

MAT 434 Applied Regression Analysis (4 Hrs.)

Introduction to regression analysis with emphasis on simple and multiple regression analysis with applications, analysis of residuals, methods of selection of predictor variables, basic concepts of collinearity, general linear models, and nonlinear models. Prerequisites: MAT 332 and MAT 431, or permission of instructor.

MAT 436 Applied Multivariate Analysis (4 Hrs.)

Multivariate statistical methods. Topics include inferences about means and variances, confidence regions and simultaneous comparisons, discriminant analysis, principal components analysis, and factor analysis. Prerequisites: MAT 432 and MAT 434.

MAT 439 Applied Time Series Analysis (4 Hrs.)

Applications of time series regression, exponential smoothing, and Auto-Regressive Moving Average (ARMA) models in forecasting business, economic, and other time-related phenomena. Prerequisite: MAT 421, or equivalent.

MAT 442 Probability Modeling and Computer Simulation (4 Hrs.)

Explores the principles and concepts of probability theo-

ry and introduces computer simulation methodology. Topics include fundamental concepts of probability, random variables, random number generators, probability distributions, mathematical expectation, introduction of simulation, concepts in sampling, sampling models, estimation, and discrete event stochastic processes. Prerequisites: MAT 116, or equivalent, and one semester of programming language.

MAT 444 Operations Research

Methods

(4 Hrs.)

Quantitative methods necessary for analysis, modeling,

and decision making. Topics include linear programming, transportation model, network models, decision theory, games theory, PERT-CPM, inventory models, and queueing theory. Additional topics may be chosen from integer linear programming, system simulation, and nonlinear programming. Prerequisite: MAT 332, or permission of instructor. See PAD 431.





MODERN LANGUAGES

The University of Illinois at Springfield offers classes in Chinese, French, German, Japanese, Russian, and Spanish. Although UIS does not offer degrees in these disciplines, the study of language is a natural complement to many programs offered on campus. In addition, demonstration of oral and written proficiency in a second language is necessary to fulfill one of the general education requirements of the Capital Scholars program.

Modern languages area courses are taught by na-

tive speakers and emphasize verbal communication. Classes are kept small to ensure individual attention.

Modern languages course offerings are listed in the current course schedule under the LNG course prefix. Permission of the instructor is required to enroll.

CENTRAL ILLINOIS FOREIGN LANGUAGE AND INTERNATIONAL STUDIES CONSORTIUM

UIS students may also apply to study (for credit) the

foreign languages offered at Lincoln Land Community College, Springfield College in Illinois, Illinois College, and MacMurray College through the Central Illinois Foreign Language and International Studies Consortium.

Contact: Information about Modern Languages course offerings is available at (217) 206-6512.

COURSES

LNG 111 Elementary French I
LNG 112 Elementary French II
LNG 211 Intermediate French I
LNG 212 Intermediate French II

LNG 121 Elementary Spanish I
LNG 122 Elementary Spanish II
LNG 221 Intermediate Spanish I
LNG 222 Intermediate Spanish II

LNG 131 Elementary German I
LNG 132 Elementary German II
LNG 231 Intermediate German I
LNG 232 Intermediate German II

LNG 141 Elementary Chinese I
LNG 142 Elementary Chinese II
LNG 241 Intermediate Chinese I
LNG 242 Intermediate Chinese II

LNG 151 Elementary Japanese I
LNG 152 Elementary Japanese II
LNG 251 Intermediate Japanese I
LNG 252 Intermediate Japanese II

LNG 161 Elementary Russian I
LNG 162 Elementary Russian II
LNG 261 Intermediate Russian I
LNG 262 Intermediate Russian II

MUSIC

Faculty Sharon Graf

The University of Illinois at Springfield offers several music performance courses such as an all-campus choir, pep band, string ensemble, world music percussion ensemble, and Native American flute circle. Although UIS does not offer a music degree, music studies are integral to a liberal arts curriculum. These courses offer students the opportunity to develop skills in reading and performing music and to expand their sense of responsibility as essential members of a performing group. This results in a stronger sense of self and of connection to UIS as a whole.

Music course offerings are listed in the current course schedule under the MUS course prefix.

Contact: Information about music at UIS is available at (217) 206-6570. For a listing of current ensembles, see www.uis.edu/music/.

COURSE DESCRIPTIONS

MUS 301 Vocal Music Ensemble (1 Hr.)

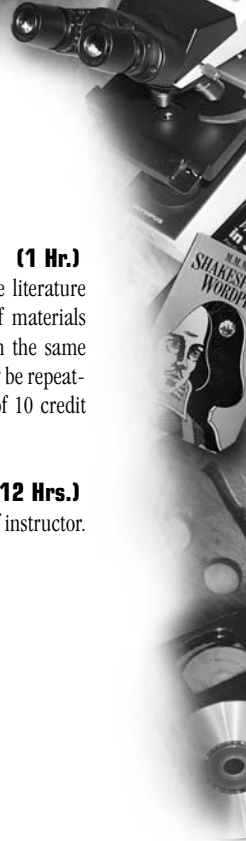
Study and practice of vocal ensemble literature and performance techniques. Preparation of materials for concert performance. May be repeated in the same semester to a maximum of 2 credit hours. May be repeated in subsequent semesters to a maximum of 10 credit hours. Prerequisite: None

MUS 305 Instrumental Music Ensemble (1 Hr.)

Study and practice of instrumental ensemble literature and performance techniques. Preparation of materials for concert performance. May be repeated in the same semester to a maximum of 2 credit hours. May be repeated in subsequent semesters to a maximum of 10 credit hours. Prerequisite: None.

MUS 499 Tutorial (1 to 12 Hrs.)

Independent study. Prerequisite: Permission of instructor.





PHILOSOPHY, MINOR

Faculty Peter Boltuc, Larry Shiner, Peter Wenz

Degree offered: Undergraduate Minor only

The study of philosophy increases awareness of personal values and the major value conflicts in contemporary society; helps develop an understanding of the nature and limits of various forms of knowledge, and offers experience in critical reflections on major problems of knowledge or value.

An undergraduate student may elect to complete a minor in philosophy to acquire training in critical thinking and skill in analyzing values related to the student's chosen program major.

ONLINE PHILOSOPHY MINOR

The online philosophy minor, identical to the on-campus program, allows students to actively participate in dynamic, diverse, and interactive online learning communities and to complete their coursework in their own time and at their own pace via the Internet. The online format uses the latest networked information technologies for increased access to educational resources, advisers, and materials. Students who choose to pursue the

philosophy minor online should be comfortable using networked information technologies, navigating the Internet, using e-mail, and learning from a distance.

REQUIREMENTS

To earn a minor in philosophy, students must complete a minimum of 16 semester hours, at least eight hours of which must be upper-division course work taken at the University of Illinois at Springfield. Students must take at least one course from each of three areas: critical thinking in philosophy, ethics, and the history of philosophy. One additional elective course with a PHI prefix is also required.

Students enrolled for graduate credit in 400-level philosophy courses are required to complete one or more assignments, such as a paper or book review, in addition to those required of undergraduates in the same course.

Students wishing to minor in philosophy should consult with a member of the program faculty to ensure that they are meeting their individual needs and the requirements for the minor.

INDIVIDUALIZED DEGREE

Through the individual option and liberal studies programs, students may also pursue an individualized degree program that includes philosophy as one component. Philosophy faculty will assist these students in developing a learning proposal and establishing a degree committee. Consult the individual option or liberal studies sections in this catalog for details.

Contact: Information about the philosophy minor is available at (217) 206-6779. Information can also be requested at phi@uis.edu.

COURSE DESCRIPTIONS.

PHI 301 Critical Thinking (4 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Principles of logical analysis and argumentation, with special attention to common fallacies in informal reasoning, reasoning by analogy, and decision theory.

PHI 411 Feminist Theories (4 Hrs.)

What would a good society be like? We will discuss a range of feminist theories with different views on the good society, including liberal, radical, socialist, post modern, and global feminisms. These theories offer different solutions to such social issues as the division of labor in the home and beyond, reproductive rights, and sexuality. Through the experience of the course, each student will work to develop his or her own view of a good society. Prerequisite: WMS 301, or permission of instructor. See WMS 411, SOA 408, and POS 433.

PHI 432 Philosophy of Art (2 or 4 Hrs.)

Nature and value of art, including such issues as: How is art distinguished from non-art? Can there be objective judgments about art? How is art related to science, religion, and politics? Survey of major philosophical writings about art in the Western tradition. See ART 471.

PHI 436 Contemporary American Political Philosophy (4 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Focuses on four late twentieth-century political philosophies: liberalism, libertarianism, communitarianism, and conservatism. Considers left-wing vs. right-wing approaches to social redistribution and individualistic vs. communitarian views of the person as the basis for political theories. Readings include selections from Rawls, Nozick, Walzer, Guttman, and Taylor. See POS 436.

PHI 452 Perspectives on Human Nature (4 Hrs.)

What it means to be human: consideration of classical philosophical and literary visions of human nature such as the Greek, Christian, Romantic, and Marxist, along with contemporary contributions of biological and social sciences.

PHI 453 Person, Identity, and Dignity (4 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Focuses on such questions as: What makes people different from other things in the world? What makes people identical with themselves over time? Do any moral considerations (questions of value) depend on our status as people? No prior familiarity with philosophy required. Combines elements of philosophical anthropology, moral philosophy, and philosophy of mind.

PHI 458 Classical Greek Wisdom (4 Hrs.)

Introduces students who have no background in philosophy to the views of such thinkers as Socrates, Plato, and Aristotle. These views are related to the cultural context of the ancient world as well as to current controversies in our own society. For example: Can morality be taught? Is there life after death? Is democracy the best form of government? Is happiness the greatest, or the only, valuable goal in life?

PHI 459 Europe in the 18th Century: The Enlightenment (4 Hrs.)

Cultural and intellectual history of the Enlightenment fo-

cusing on formative ideas of modernism (freedom, reason, equality) and movements in literature and the arts. Consideration of works by representative figures such as Hume, Kant, Rousseau, Smith, and Voltaire. See HIS 461.

PHI 464 Moral Issues in the Law (4 Hrs.)

Theories and issues in distributive and criminal justice. Issues considered may include: How are property rights justified? Is affirmative action compatible with equal opportunity? What justifications can be given for punishing criminals? Is plea bargaining justified? Should carrying hand guns be outlawed?

PHI 467 Philosophy of Law (4 Hrs.)

Philosophy of justice, law, and legal institutions, with emphasis on origins, purposes, and practices of legal institutions and their application in theory and practice to the "public good." See LES 454.

PHI 480 Readings in the History of Philosophy (4 Hrs.)

Guided readings in a period of the history of philosophy or a particular philosophical tradition or figure.

PHI 535 Philosophy of Education (4 Hrs.)

Major philosophical views of aims and processes of education. Considerations given to the educational ideas of such thinkers as Plato, Augustine, Rousseau, and Dewey, as well as to assumptions underlying current reform proposals. See EDL 535.



PSYCHOLOGY, B.A.

Faculty Laura DaCosta, Ronald Havens, Jonathan L. Hess, Karen Kirkendall, Lynn Pardie, Carrie Switzer, Marcel Yoder

Associated Faculty Larry Shiner **Adjunct Faculty** Debra Heckenkamp, Larry Hughes, Mary Loken, Maureen Talbert, Kevin Vost

Degree offered: Bachelor of Arts, Undergraduate Minor

Psychology is the scientific study of the complexities of human and animal behavior. This complexity is reflected by the fact that the American Psychological Association has over 50 divisions, each representing a general area of interest or expertise and each having its own set of theoretical and research publications. In addition, there are at least 240 separate areas of specialization represented by these divisions.

The goal of the psychology curriculum is to help students become familiar with common theoretical and research perspectives while also studying topics of particular interest and value.

To accomplish this goal, the psychology curriculum contains two core courses that address the problem solving, critical thinking, and communication skills common to psychology as a whole, while course concentrations allow students to further develop and apply these skills within particular content

areas and with specific personal or career goals in mind.

A major in psychology provides students with the fundamental liberal arts perspective and understanding of basic psychological issues appropriate for many entry-level positions in business, government, industry, and education. For example, psychology students planning to earn a minor in elementary education through the teacher education program and to obtain teacher certification should follow the educational psychology concentration described below. Students planning to obtain a position in business, government, or industry may choose to follow the experimental psychology concentration or, if they have an interest in a particular topic, they may decide to pursue any one of the other concentrations listed. Students taking courses for their own benefit or pleasure may wish to focus on the courses in the personal/transpersonal psychology concentration or to construct their own curriculum in consultation with their academic advisers.

For students interested in the helping professions,

a career in higher education, or doing research in the field, it must be emphasized that such activities generally require a graduate degree (M.A., M.S.W., Ph.D., Psy.D. or Ed.D.). Although the required core courses and recommended course concentrations are designed to offer an education appropriate for continued study at the graduate level, students may want to tailor their course selections to the particular admission requirements of a specific institution or profession. Psychology majors who plan to pursue advanced studies are strongly encouraged to consult with their academic advisers to design an appropriate undergraduate course plan.

The psychology curriculum is structured to encourage students to pursue electives outside psychology as part of a broad liberal arts education. In addition, UIS requirements contribute to a broad educational experience. For example, the applied study term provides students with an opportunity to integrate classroom learning and practical field experience, as well as to gain experience that may be useful in later decisions about employment or training. Placements

have included local mental health centers, other mental health and community service organizations, and research positions.

Contact: Information about the psychology program is available at www.uis.edu/psychology/ or can be requested by phone at (217) 206-6696 or by e-mail at psy@uis.edu.

THE BACHELOR'S DEGREE ENTRANCE REQUIREMENTS

Undergraduate psychology majors and minors must have completed a course in college algebra or finite math or its equivalent, as well as one introductory psychology course (PSY 201 Principles of Psychology or equivalent) before beginning their upper-division core courses at UIS. Students who achieve scores of four and above on the Advanced Placement Psychology Examination will receive proficiency credit for PSY 201.

ADVISING

All psychology majors and minors should consult with a faculty adviser before registering for courses. Advisers will help students plan a relevant course of study based on the students' individual interests.

ASSESSMENT OF LEARNING WITHIN THE DISCIPLINE

All psychology majors are required to complete, at program entry and exit, an exam designed to assess writing and critical thinking skills, as well as a broad range of content knowledge and skill application within the discipline. PSY 300 Orientation and Entrance Assessment is a noncredit course used to track exam completion at entry. Students must register for PSY 300 during their first semester of enrollment as psychology majors. Students who do not complete the entrance exam during their first semester will not be allowed to register for additional psychology coursework until the exam has been completed. Faculty advisers use entrance exam scores to assist students in academic planning. Students will complete the exam a second time as part of the required, credit-bearing, capstone course PSY 471 Senior Seminar. Exit exam scores are used for psychology curriculum review and planning.

ETHICAL CONDUCT

In accordance with campus policies, the psychology program takes cheating and plagiarism very seriously. Students aware of cheating or plagiarism by others

must report it to their advisers, another member of the program faculty, or the program convener. Students caught cheating on examinations or plagiarizing on assignments will not receive credit for the course and may be dismissed from the program and from UIS.

PROGRAM REQUIREMENTS

Psychology majors are required to take a minimum of 36 hours in psychology. Eight of these hours must be PSY 302 Research Methods in Psychology (or its equivalent) and PSY 471 Senior Seminar. It is strongly recommended that PSY 302 be taken during the first semester and that PSY 471 be taken during the final semester. The additional 28 hours will vary depending on the concentration selected or the individualized concentration designed by each student. All psychology majors must complete a course curriculum form, either selecting one of the curricular concentrations outlined below or specifying the individualized curriculum they have designed in consultation with their advisers.

The program course core requirements and recommended 28-hour concentration options are as follows.



Core requirements: (courses required of all psychology majors)

PSY 300 Orientation and Entrance Assessment	0 Hrs.
PSY 302 Research Methods in Psychology	4 Hrs.
PSY 471 Senior Seminar	<u>4 Hrs.</u>
Total	8 Hrs.

CLINICAL/COUNSELING CONCENTRATION

Core Concentration Courses (16-20 hours)

PSY 441 Theories of Personality	4 Hrs.
*PSY 451 Abnormal Psychology	4 Hrs.
PSY 452 Introduction to Clinical Psychology	4 Hrs.
PSY 453 Psychological Foundations for Helping	4 Hrs.
PSY 465 Psychological Tests and Measurement	4 Hrs.

Relevant psychology electives (8-12 Hrs.)

PSY 303 Applied Statistics and Methods	4 Hrs.
PSY 407 Cognitive Psychology	4 Hrs.
PSY 412 Introduction to Biopsychology	4 Hrs.
PSY 415 Psychoactive Drugs	4 Hrs.
*PSY 421 Life-span Developmental Psychology	4 Hrs.

*PSY 431 Social Psychology	4 Hrs.
PSY 454 Theories of Psychotherapy	4 Hrs.
PSY 457 Behavior Modification	<u>4 Hrs.</u>
Concentration Total	28 Hrs.

*Note: PSY 421, PSY 431, and PSY 451 fulfill the pre-requisites for admission to the Human Development Counseling M.A. program at UIS.

DEVELOPMENTAL CONCENTRATION

Core Concentration Courses (16 Hrs.)

PSY 421 Life-span Developmental Psychology	4 Hrs.
PSY 422 Child Development	4 Hrs.
PSY 423 Adolescence	4 Hrs.
PSY 426 Family Psychology	4 Hrs.

Relevant psychology electives (12 Hrs.)

PSY 303 Applied Statistics and Methods	4 Hrs.
PSY 407 Cognitive Psychology	4 Hrs.
PSY 416 Psychology of Motivation	4 Hrs.
PSY 424 Exceptional Child	4 Hrs.
PSY 431 Social Psychology	4 Hrs.
PSY 438 Psychological Aspects of Diversity	4 Hrs.

PSY 441 Theories of Personality	4 Hrs.
PSY 444 Psychology of Spirituality	<u>4 Hrs.</u>
Concentration Total	28 Hrs.

EDUCATIONAL PSYCHOLOGY CONCENTRATION*

Core Concentration Courses (16 Hrs.)

PSY 401 Educational Psychology	4 Hrs.
PSY 422 Child Development	4 Hrs.
PSY 424 Exceptional Child	4 Hrs.
PSY 465 Psychological Tests and Measurements	4 Hrs.

Relevant psychology electives (12 Hrs.)

PSY 303 Applied Statistics and Methods	4 Hrs.
PSY 402 Psychology of Learning and Memory	4 Hrs.
PSY 407 Cognitive Psychology	4 Hrs.
PSY 416 Psychology of Motivation	4 Hrs.
PSY 421 Life-span Developmental Psychology	4 Hrs.
PSY 423 Adolescence	4 Hrs.
PSY 426 Family Psychology	4 Hrs.
PSY 438 Psychological Aspects of Diversity	4 Hrs.

PSY 451	Abnormal Psychology	4 Hrs.
PSY 457	Behavior Modification	<u>4 Hrs.</u>
Concentration Total		28 Hrs.

***Note:** This is the appropriate concentration for elementary education candidates. PSY 401, PSY 422, and PSY 423 fulfill prerequisites for admission to teacher education at UIS, and PSY 424 is a required course for a minor in elementary or secondary education.

EXPERIMENTAL PSYCHOLOGY CONCENTRATION

Core Concentration Courses		(20 Hrs.)
PSY 303	Applied Statistics and Methods	4 Hrs.

Select *four* of the following six core courses:

PSY 402	Psychology of Learning and Memory	4 Hrs.
PSY 407	Cognitive Psychology	4 Hrs.
PSY 412	Introduction to Biopsychology	4 Hrs.
PSY 421	Life-span Developmental Psychology	4 Hrs.
PSY 431	Social Psychology	4 Hrs.
PSY 451	Abnormal Psychology	4 Hrs.

Relevant psychology electives		(8 Hrs.)
PSY 403	Critical Thinking	4 Hrs.
PSY 415	Psychoactive Drugs	4 Hrs.
PSY 441	Theories of Personality	4 Hrs.
PSY 442	Consciousness	4 Hrs.
PSY 465	Psychological Tests and Measurement	<u>4 Hrs.</u>
Concentration Total		28 Hrs.

PERSONAL/TRANSPERSONAL PSYCHOLOGY CONCENTRATION

Core Concentration Courses		(16 Hrs.)
PSY 403	Critical Thinking	4 Hrs.
PSY 442	Consciousness	4 Hrs.
PSY 444	Psychology of Spirituality	4 Hrs.
PSY 447	Wellness, Happiness, and Success	4 Hrs.

Relevant psychology electives		(12 Hrs.)
PSY 415	Psychoactive Drugs	4 Hrs.
PSY 438	Psychological Aspects of Diversity	4 Hrs.
PSY 448	Hypnosis	4 Hrs.
PSY 459	Stress Management	<u>4 Hrs.</u>
Concentration Total		28 Hrs.

INDIVIDUALIZED CONCENTRATION

Students who want to tailor course selections for personal interest or perhaps to meet particular requirements for admission to a specific institution or profession should consider the individualized concentration. Their particular curricular design must be specified and on file in the psychology program office prior to enrollment beyond the first psychology course taken at UIS. This curricular plan may be modified later, in consultation with an adviser.

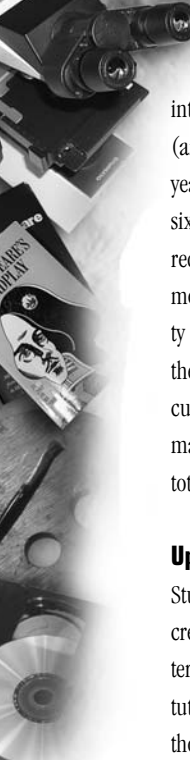
Other Requirements

UIS requirements (AST/LSC/PAC)	12 Hrs.
General electives (Any 300- or 400- level courses, psychology or non-psychology)	<u>12 Hrs.</u>
Total Hours	60 Hrs.

TRANSFER POLICIES

Lower-division courses

Because academic work at the University of Illinois is considered to be a continuation of the student's previous education, allowances are made for the application of lower-division credits in psychology toward a major in psychology. Students who have earned a B or better in lower-division psychology courses beyond an



introductory psychology course at another institution (and have taken these courses within the past six years) may use those courses for a reduction of up to six hours in the total number of hours in psychology required of program majors. In addition, if one or more of those courses is judged by the program faculty to be equivalent to a psychology course offered by the psychology program as a requirement within a curricular concentration, that specific requirement may be waived. Students must still meet the required total of 60 hours for graduation.

Upper-division courses

Students must take at least 16 hours of psychology credit from UIS. Students who have earned a C or better in upper-division psychology credit from other institutions within the past six years may petition to use those upper-division courses toward psychology credit.

PSYCHOLOGY MINOR

To earn a minor in psychology, students must complete a minimum of 20 semester hours, at least 16 of which must be upper-division course work taken at the University of Illinois at Springfield. Four of these hours must be PSY 302 or its equivalent. Students who have

earned a B or better in lower-division psychology courses beyond introductory psychology at another institution may use those courses as the basis for a reduction of up to four hours in the total hours required for a minor. PSY 302 is the only required course for a minor in psychology. The remaining 16 hours may be selected from any psychology course offerings; however, all psychology minors must complete a course curriculum form in which they specify the curriculum they have designed in consultation with their advisers. This curricular design must be specified and on file in the psychology program office prior to enrollment beyond the first psychology course taken at UIS. This curricular plan may be modified later in consultation with an adviser.

COURSE DESCRIPTIONS

PSY 201 Principles of Psychology (3 Hrs.)

A survey of significant theory, issues, methods of inquiry, and applications in all areas of psychology.

PSY 300 Orientation and Entrance Assessment (0 Hrs.)

Brief orientation to the major and pre-curriculum evaluation of undergraduate-level knowledge and skills within the discipline of psychology. Required for all psy-

chology majors during their first semester of upper-division enrollment.

PSY 302 Research Methods in Psychology (4 Hrs.)

The experimental method in psychology, including philosophical background and introduction to research strategies, designs, and descriptive statistics. Prerequisite: College algebra or finite math.

PSY 303 Applied Statistics and Methods (4 Hrs.)

Advanced study of experimental method, research strategies, design, and inferential statistics. Special emphasis placed on student research project. (*Strongly recommended for students planning to pursue graduate study.*) Prerequisite: PSY 302.

PSY 400 Special Topics in Educational Psychology (4 Hrs.)

Selected topics of special interest in the area of educational psychology that may vary from semester to semester. May be repeated, but topics must vary.

PSY 401 Educational Psychology (4 Hrs.)

Topics in psychology relevant to teaching: educational objectives, student characteristics and development, the learning process, and evaluation of learning.

PSY 402 Psychology of Learning and Memory (4 Hrs.)

Major theories of learning and selected historical and

contemporary research in learning and related areas. Prerequisite: PSY 302 (for majors and minors only).

 **PSY 403 Critical Thinking (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Reading and exercises designed to improve skills in critical thinking. Emphasizes intensive practice and individualized feedback rather than theory.

PSY 407 Cognitive Psychology (4 Hrs.)

Overview of selected topics in memory, information processing, perception, problem solving, and artificial intelligence. Prerequisite: PSY 302 (for majors and minors only).

PSY 410 Special Topics in Biopsychology (4 Hrs.)

Selected topics of special interest in the area of biopsychology that may vary from semester to semester. May be repeated, but topics must vary.

PSY 412 Introduction to Biopsychology (4 Hrs.)

Basic structure and functions of the nervous system: neuron physiology, sensory processing, and physiological regulations.

PSY 414 Hormones and Behavior (4 Hrs.)

Roles of internal secretion glands and their hormones in metabolic processes, their effects on behavior, regulation of hormonal secretion, and effects of environmental factors.

PSY 415 Psychoactive Drugs (4 Hrs.)

Major classes of drugs that affect psychological processes and behavior; issues of drug use in treatment of mental disorders; drugs as a social problem.

PSY 416 Psychology of Motivation (4 Hrs.)

Explores four constructs that define human, rather than nonhuman, motivation including needs, cognitions, emotions, and external events that arise from genetic, physiological, psychological, interpersonal, and cultural sources. The emphasis is on theoretical as well as practical issues that overlap among varying psychological fields. Prerequisite: PSY 302 (for majors and minors only).

PSY 420 Special Topics in Developmental Psychology (4 Hrs.)

Selected topics of special interest in the area of developmental psychology that may vary from semester to semester. May be repeated, but topics must vary.

PSY 421 Life-span Developmental Psychology (4 Hrs.)

Cognitive, emotional, and social development across the life span; determinants of individual differences and principles of mental and physical health throughout life.

PSY 422 Child Development (4 Hrs.)

Development of intelligence, language, and cognition; physical growth and social and personal development in newborns, infants, and toddlers and in early and middle childhood. Emphasis on child-rearing practices.

 **PSY 423 Adolescence (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Psychological, social, and biological development (including medical problems) in the years covering early, middle, and late adolescence. Influence of milieu (family, peers, school, church, work) on cognitive, emotional, and social development. Special emphasis will be placed on the role of adults (parents, teachers) in assessing and referring adolescents to health and social services.

 **PSY 424 Exceptional Child (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

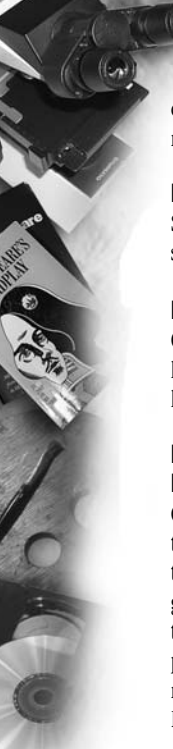
Behaviors and conditions that make a child different from most other children, including all conditions addressed by Public Law 94-142. Topics include mental retardation; learning disabilities; behavior disorders; giftedness; and hearing, vision, and speech impairments.

PSY 426 Family Psychology (4 Hrs.)

Covers the five primary aspects of family psychology: family as a system; developmental family behavior; family of origin concepts and how they affect the family; relationships, dating, courtships, and marriage; and family dysfunctions.

PSY 430 Special Topics in Social Psychology (4 Hrs.)

Selected topics of special interest in the area of social psy-



chology that may vary from semester to semester. May be repeated, but topics must vary.

PSY 431 Social Psychology (4 Hrs.)

Survey of major theories and selected areas of research in social psychology. Prerequisite: PSY 302.

PSY 432 Sport Psychology (4 Hrs.)

Overview of psychological theory and research as it relates to sport and exercise at the individual and group levels.

PSY 438 Psychological Aspects of Diversity (4 Hrs.)

Overview of selected aspects of human diversity relevant to American psychology. Examines historical and contemporary psychological perspectives on race, ethnicity, gender, and sexual orientation, as well as factors linked to stereotyping, cultural bias, and prejudice. Special emphasis placed on a critical review of past psychological research and formulation of new research questions. Prerequisite: PSY 302 (for majors and minors only).

PSY 440 Special Topics in Philosophies and Theories of Psychology (4 Hrs.)

Selected topics of special interest in the area of philosophies and theories of psychology that may vary from semester to semester. May be repeated, but topics must vary.

PSY 441 Theories of Personality (4 Hrs.)

Major theories of personality and determinants of individual differences.

PSY 442 Consciousness (4 Hrs.)

Theories of consciousness; consciousness-altering techniques, with emphasis on procedures to uncover unconscious material; meditation; hypnosis; biofeedback; sensory deprivation; dreams; and drugs.

PSY 444 Psychology of Spirituality (4 Hrs.)

Introduction to the transpersonal perspective as the “fourth force” in psychology. Focuses on the dominant transpersonal theory of psychospiritual development and on the role of meditative approaches to knowledge-gathering in relation to science and philosophy. Prior course work in personality theory is recommended but not required.

PSY 447 Wellness, Happiness, and Success (4 Hrs.)

Research and techniques regarding the variables associated with happiness, physical and mental health, and success or mastery in various endeavors.

PSY 448 Hypnosis (4 Hrs.)

Explores the research, theories, and practical applications of hypnosis, including heterohypnosis and autohypnosis. This is not a skills training course, although an opportunity to learn how to use one’s own autohypnotic abilities is provided.

PSY 450 Special Topics in Clinical Psychology (4 Hrs.)

Selected topics of special interest in the area of clinical psychology that may vary from semester to semester. May be repeated, but topics must vary.

PSY 451 Abnormal Psychology (4 Hrs.)

Theories, research, and classification systems relevant to abnormal behavior. Emphasis on current diagnostic and descriptive systems.

PSY 452 Introduction to Clinical Psychology (4 Hrs.)

Systematic examination of major psychotherapeutic techniques essential to human relationships and helping processes. Prerequisite: PSY 451.

PSY 453 Psychological Foundations for Helping (4 Hrs.)

Preprofessional introduction to therapeutic processes for students considering counseling or clinical psychology careers. Includes systematic training in fundamental helping attitudes and skills. Prerequisite: PSY 441 and PSY 451, or equivalent.

PSY 454 Theories of Psychotherapy (4 Hrs.)

Systematic examination of the theories, research, and diagnostic and treatment issues regarding various types of abnormal behavior. Prerequisite: PSY 451.

PSY 455 Theories of Family Therapy (4 Hrs.)

Theories and models of family therapy, emphasizing integration of issues relating to family treatment with systems theory. Family therapy issues will be compared across treatment models.

PSY 456 Group Dynamics and Leadership (4 Hrs.)

Variables influencing behavior of individuals in groups;

analysis of effective leadership styles. Simulations demonstrate group processes and provide practice in specific leadership techniques.

**PSY 457 Behavior Modification:
Principles and Techniques (4 Hrs.)**

Concepts and techniques involved in the assessment and modification of behavior within an operant conditioning model. Includes the collection of baseline data, the control of reinforcements and punishments, and the monitoring of changes in target behaviors.

PSY 459 Stress Management (4 Hrs.)

Comprehensive program of techniques for stress management, including anger and fear reduction, time management, decision making, autogenic training, imagery and visualization, social networking, and centering.

**PSY 460 Special Topics in Applied
Psychology (4 Hrs.)**

Selected topics of special interest in the area of applied psychology that may vary from semester to semester. May be repeated, but topics must vary.

**PSY 465 Psychological Tests and
Measurements (4 Hrs.)**

Basic theories of psychological tests and of test construction and interpretation. Includes representative tests and examines contemporary issues in testing. Prerequisite: PSY 302 or equivalent.

PSY 471 Senior Seminar (4 Hrs.)

An integrative capstone experience for psychology majors involving the development of individual portfolios reflecting student learning within the discipline. Students will prepare evidence of learning within five dimensions

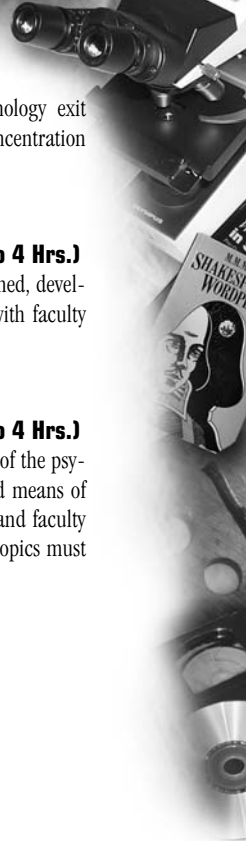
of psychology and will complete the psychology exit exam. Prerequisites: PSY 302, all required concentration courses, and senior status.

**PSY 480 Senior Research
Project (1 to 4 Hrs.)**

Selected (empirical) research project researched, developed, designed, and written by the student with faculty supervision. Prerequisite: PSY 302.

**PSY 490 Independent Study in
Psychology (2 to 4 Hrs.)**

Selected topics by agreement with a member of the psychology faculty; topics, methods of study, and means of evaluation to be negotiated between student and faculty member. May be repeated without limit, but topics must differ.





SOCIOLOGY/ANTHROPOLOGY, B.A.

Faculty Lynn Fisher, Sharon Graf, Douglas Marshall, Proshanta K. Nandi (emeritus), Michael D. Quam (emeritus), Hamed Shahidian, James W. Stuart

Associated Faculty Heather Dell, Kyle Weir, Ryan Williams

Adjunct Faculty Terrance Martin, Rosamond Robbert (emerita), Regan G. Smith (emeritus)

Degrees offered: Bachelor of Arts, Sociology Minor, Anthropology Minor

The sociology/anthropology program is designed to foster intellectual understanding and insight into the issues and problems of today's world, with special emphasis on the experiences and perspectives of women and people from other cultures. Students develop skills and knowledge in critical reading and writing, research methodology, evaluation of competing theories, prehistory and human evolution, actual and potential uses of work in sociology and anthropology, and ethics of professional inquiry and reporting.

Students entering the program take a core of courses that offers a perspective common to the disciplines of sociology and anthropology. In addition, they are given the opportunity to pursue individual interests in either sociology or anthropology.

Contact: Information about the sociology/anthropology program is available at (217) 206-6504. Information can also be requested at soa@uis.edu.

ENTRANCE REQUIREMENTS

The sociology/anthropology program has no specific entrance requirements beyond admission to UIS.

ADVISING

Campus policy requires each student to have an adviser. Students are strongly urged to choose their advisers at the time they declare their major in the sociology/anthropology program. Students are encouraged to consult with their advisers concerning program requirements and individual goals. Program faculty assist students in designing strong, individualized academic programs.

COMMUNICATION SKILLS AND ASSESSMENT

Entering sociology/anthropology majors must complete assessment tests in reading, writing, and quantitative reasoning administered by the campus assessment office. In addition, students must complete a discipline-based writing assessment in either SOA 302 Understanding Other Cultures or SOA 304 Human Evolution: Biological and Cultural during their first semester of study. The results of all assessments will be

forwarded to the student's adviser, who will confer with the student during his/her second semester of study and develop a positive program to enhance each individual's abilities and academic development.

The program faculty will assess a student's acquisition of discipline knowledge during the course of study through review of a paper written for SOA 410 Senior Seminar, taken during the student's final year. All SOA majors will also complete the assessment program's testing of graduating students.

Because the program values communication skills so highly and views them as necessary components of a college education, the program works diligently with its students to ensure that each effectively possesses these skills at graduation.

UIS REQUIREMENTS

Students are required to complete a minimum of 12 semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. These hours must include at least four hours in each of at least two of these areas.

The applied study term (AST) is an excellent opportunity for the student to gain experience related to the sociology/anthropology degree and may also be valuable later in the job search. AST possibilities include applied research, social action projects, and personal enrichment experiences. Students on academic probation are not eligible to enroll in AST.

PROGRAM REQUIREMENTS

Both sociological and anthropological perspectives contribute significantly, yet differently, to the study of human behavior. While individual students may choose to concentrate electives in either discipline, all SOA majors are required to be familiar with the basic approaches and insights of both disciplines. Further, all students become familiar with the basic theoretical issues surrounding the study of social life and acquire the skills necessary to carry out small-scale research.

SOA 302 Understanding Other Cultures	4 Hrs.
SOA 304 Human Evolution: Biological and Cultural	4 Hrs.
SOA 405 Sociocultural Theories	4 Hrs.
SOA 410 Senior Seminar	2 Hrs.
SOA 411 Social Research Methods	4 Hrs.

SOA 461 Social Psychology: Sociological Perspectives	4 Hrs.
Sociology/Anthropology Electives	<u>8 Hrs.</u>
Total	30 Hrs.
UIS Requirements	12 Hrs.
General Electives	<u>18 Hrs.</u>
Total	60 Hrs.

ANTHROPOLOGY MINOR

There are no prerequisites for this minor, but the program faculty recommend that students have completed at least one course in anthropology and one in biology at the lower-division level.

Core courses

SOA 302 Understanding Other Cultures	4 Hrs.
SOA 304 Human Evolution: Biological and Cultural	4 Hrs.
Anthropology content courses	<u>8 Hrs.</u>
Total	16 Hrs.

Lower-division course work may be used in lieu of SOA 302 and/or SOA 304, but the hours must be replaced with upper-division elective courses.

SOCIOLOGY MINOR

No prerequisites are required, but faculty recommend that students have completed an introductory sociology course at the lower-division level.

Core courses

SOA 405 Sociocultural Theories	4 Hrs.
SOA 411 Social Research Methods	4 Hrs.
Sociology content courses	<u>8 Hrs.</u>
Total	16 Hrs.

Classes used to complete the minor in sociology cannot also be used to satisfy degree requirements in the student's major.

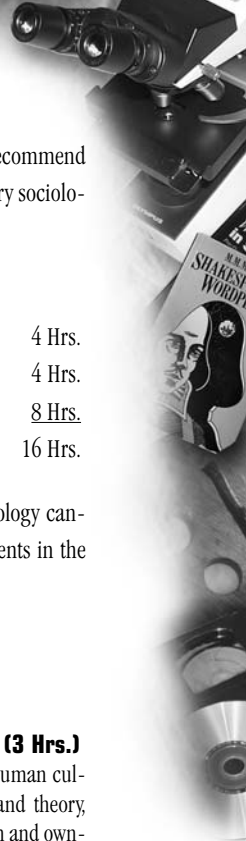
COURSE DESCRIPTIONS

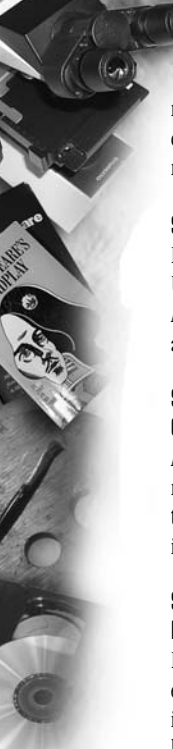
SOA 205 Introduction to Archaeology (3 Hrs.)

Introduction to archaeological study of past human cultures. Emphasis on archaeological method and theory, with consideration of the ethics of conservation and ownership of cultural heritage. Archaeological examples from early human societies to historic times.

SOA 221 Social Problems (3 Hrs.)

Analysis of contemporary social problems such as those involving individuals and families, and specifically those





relating to crime, inequality and power, poverty, human diversity, militarism, drug and alcohol abuse, mental illness, environment, and modernization.

SOA 231 American Cultural Diversity (3 Hrs.)

Examines the diversity of cultures that exist within the United States today, focusing on case studies of African-American, Hispanic, Asian-American, American Indian, and European-American societies.

SOA 302 Understanding Other Cultures (4 Hrs.)

Anthropological exploration of the variety of ways humans in different cultures secure their livelihood, govern themselves, form families and other social groups, and interpret the world of their experience.

SOA 304 Human Evolution: Biological and Cultural (4 Hrs.)

Human biological and cultural evolution from the earliest human ancestors to the origins of agriculture and civilization. Emphasis on major factors that have shaped humanity: hominid evolution, origins of human societies, origins of agriculture, birth of cities, and development of the state.

SOA 306 Peoples of the Past (4 Hrs.)

Prehistoric societies of the past 40,000 years, including the spread of humans from Africa and Asia into the Americas; rise of agriculture, villages, and towns; and growth of civilizations. Emphasis on archaeological finds and transformations in social life.

SOA 321 Juvenile Delinquency (4 Hrs.)

Theoretical explanations of juvenile delinquency, with critical view of their value in the field, followed by practical and analytical view of juvenile justice systems in operation. See CRJ 321.

SOA 335 Jazz in American Culture (4 Hrs.)

Explores development of jazz as a popular art form, the influence of American culture (e.g., race, class, gender relations, religion and moralism, and the dominance of commercial values) on the shape of this art form, its performance and enjoyment, and the reciprocal influence of jazz on American culture.

SOA 405 Sociocultural Theories (4 Hrs.)

In-depth study of classical social theorists (Marx, Weber, Durkheim, Mead) and their answer(s) to the central question of sociology, "Where does order come from?" Prerequisite: At least one upper-division sociology and one upper-division anthropology course, or permission of instructor.

SOA 408 Feminist Theories (4 Hrs.)

What would a good society be like? We will discuss a range of feminist theories with different views on the good society, including liberal, radical, socialist, post modern, and global feminisms. These theories offer different solutions to such social issues as the division of labor in the home and beyond, reproductive rights, and sexuality. Through the experience of the course, each student will work to develop his or her own view of a good society. Prerequisite: WMS 301, or permission of instructor. See WMS 411, PHI 411, and POS 433.

SOA 410 Senior Seminar (2 Hrs.)

A seminar for SOA majors in their final year. Builds and further develops students' sociological/anthropological research, writing, and analytical abilities through application of these skills to a senior essay topic. Focus on the senior essay topics will derive from intense examinations of how sociological/anthropological knowledge can be applied to at least four issues facing society. Seminar discussions will be evaluated for content and presentations, and two senior essays will be the culmination of the course. These essays will be reviewed by all program faculty and will constitute the assessment in the major for each SOA graduate. Prerequisite: SOA major, and permission of instructor.

SOA 411 Social Research Methods (4 Hrs.)

First-hand experience carrying out small-scale research projects in areas of personal interest. Ethics in social research, formulating research questions, survey and experimental design, interviewing, sampling, direct observation, content analysis, evaluation research, and critiques of social science methods.

SOA 421 Criminological Theory (4 Hrs.)

Classical and modern theories of crime; social and economic factors in criminal behavior, crime formation, and control; exploration of the justice system; and evaluation of treatment of offenders. All elements of criminology viewed critically. Prerequisite: Either CRJ 345 or SOA 411, submission of communication skills portfolio (CRJ majors only), and permission of instructor. See CRJ 421.

**SOA 423 Study of Being Different:
“Deviant Behavior” (4 Hrs.)**

In-depth look at issues in sociology of deviance and social control, including topics such as life-styles, extremism, lawbreakers, and social capacity to handle deviance. See CRJ 423.

SOA 425 Law and Inequality (4 Hrs.)

The role of law and the legal system in creating, maintaining, and reducing inequality, with emphasis on race, class, and gender inequality in the United States. The relationship between law and the legal system and political/economic institutions and ideologies. See LES 404, POS 421, and WMS 445.

SOA 431 Sociology of Organizations (4 Hrs.)

Organizations — formal and informal; social organization and crowd concepts; roles, norms, and structures; methodology for studying organizational behavior; critical evaluation of organization theories; alienation; and organization vs. personality.

SOA 432 Sociology of Families (4 Hrs.)

Contemporary U.S. families in historical and cross-cultural contexts. Emphasizes varied family forms, work/family roles, political and policy questions, and selected public issues such as heterosexuality, inequality, and abuse. See SWK 432 and WMS 432.

**SOA 445 Cross-Cultural Perspectives
on Health (4 Hrs.)**

Relationships between health and human culture, in-

cluding health of prehistoric humanity, traditional and non-Western medical systems and how they heal, and problems faced by health-care professionals as they provide care to cultural and ethnic groups from various healing traditions. See MPH 445.

SOA 452 Sociology of Gender (4 Hrs.)

Analysis of creation, maintenance, and enforcement of female and male roles. Socialization processes, cultural definitions, major social institutions, and structured social inequality. See WMS 452.

SOA 453 Women Across Cultures (4 Hrs.)

Addresses the complexity of Third World women’s lives, including development and structural adjustment, reproductive rights and other health issues, violence against women, and political resistance and complicity. See WMS 453.

 **SOA 454 Family Law (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform, and the impact of the women’s rights movement. See HDC 446, SWK 446, LES 446, WMS 446.

**SOA 461 Social Psychology:
Sociological Perspectives (4 Hrs.)**

Overview of the history of social psychology and such

problems as socialization, role, perception, belief systems, stereotyping, and group dynamics. Issues in sociology of knowledge, theoretical orientations in social psychology, and symbolic interaction as a framework for possible eclectic theory also considered. Prerequisite: Introductory sociology course, or consent of instructor.

SOA 471 Prehistoric America (4 Hrs.)

Covers the prehistoric cultures of North America from their arrival to the period of contact with European Americans. Includes both lecture and hands-on experience with artifacts from the collections of the Illinois State Museum. Held off campus at the Illinois State Museum Research and Collections Center in Springfield.

SOA 472 European Prehistory (4 Hrs.)

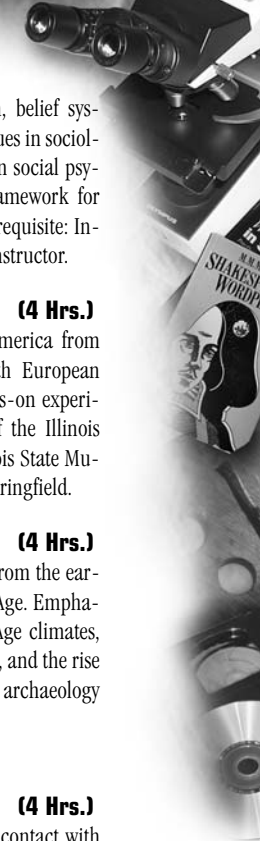
Overview of prehistoric cultures of Europe from the earliest arrival of human ancestors to the Iron Age. Emphasis on hunter-gatherer adaptations to Ice Age climates, the spread of agriculture from the Near East, and the rise of regional polities. Prerequisite: A course in archaeology or human evolution.

**SOA 481 North American Indians:
Culture and Ecology (4 Hrs.)**

North American Indians prior to and after contact with European-Americans. Emphasizes relationships between various cultures and their environmental settings. Prerequisite: SOA 302, or permission of instructor.

SOA 482 Hunters and Gatherers (4 Hrs.)

Anthropological examination of the recent history and





current status of hunting and gathering societies. Emphasis on long-term interaction with settled farmers and world markets, land use and land claims, and the history of western visions of “primitive” societies. Ethnographic case studies from the Americas, Australia, Africa, and Asia. Prerequisite: A course in sociology/anthropology.

**SOA 563 Sociology of Death,
Dying, and Bereavement (4 Hrs.)**

Consideration of social structures, attitudes, beliefs, and values about death, dying, and bereavement in contemporary American society as well as in other societies and other time periods. Medical, legal, religious, and psycho-

logical issues of death, dying, and bereavement also considered. Not recommended for persons recently bereaved. See HMS 563.

UNIVERSITY COURSES

In addition to regular disciplinary courses, UIS offers a variety of university (UNI) courses. UNI courses provide specialized knowledge and skills in academic areas that augment the established components of the UIS curriculum. An example is library research (UNI 401). Additional UNI courses, with descriptions, are published in the course schedule each semester. You should be aware that credit earned in some UNI courses does not count toward degree requirements.

COURSE DESCRIPTIONS

UNI 307 Directed Study Skills (2 Hrs.)

Presentation and practice of directed study techniques to support upper-division, content-area courses. Emphasis is on selection of study technique based on content material, course presentation style and format, textbook and related resources, and method of assessment (essay, short answer, etc.). Students will develop a personal study skill assessment identifying their preferred study style, skill strengths and weaknesses, time management style, and test preference. Credits earned in this course may not be applied toward degree requirements. **Contact:** Center for Teaching and Learning at (217) 206-6503. Information can also be requested at ctl@uis.edu.

UNI 311 Focused Reading (2 Hrs.)

Presentation and practice of concentration and retention techniques to support study in upper-division, content-area courses. Emphasis is on increasing literal, critical, and aesthetic comprehension as well as learning to manage reading assignments, adapt to variations in presentation of print information, and vary speed and comprehension to meet specific needs. Credits earned in this course may not be applied toward degree requirements. **Contact:** Center for Teaching and Learning at (217) 206-6503. Information can also be requested at ctl@uis.edu.

UNI 401 Library Research Methods (2 Hrs.)

In this introduction to the library research process, students learn how to use the print and electronic tools that provide access to information. Students learn how to plan an effective research strategy and find books, journal articles, data, Internet resources, and other sources of information related to typical academic assignments. The course is especially recommended for students unfamiliar with the research process at a large, computerized academic library. **Contact:** Dean's Office, Library Instructional Services, at (217) 206-6597.

UNI 460 Global Experience Seminar (4 to 12 Hrs.)

Periodically, UIS will offer study abroad seminars organized by UIS faculty and staff through the Global Experience Program. Seminars will be approved by the Global

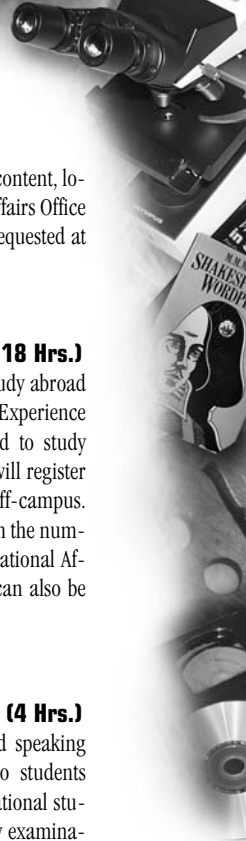
Experience Committee. Seminars will vary in content, location, and length. **Contact:** International Affairs Office at (217) 206-6678. Information can also be requested at isa@uis.edu.

UNI 480 Global Experience Program (6 to 18 Hrs.)

UIS provides its students with the option to study abroad at another institution through the Global Experience Program. Students who have been approved to study abroad by the Global Experience Committee will register for UNI 480 for the semester(s) they will be off-campus. Credit hours will vary and will be dependent on the number of credits taken abroad. **Contact:** International Affairs Office at (217) 206-6678. Information can also be requested at isa@uis.edu.

UNI 490 Writing/Speaking for International Students (4 Hrs.)

This course provides practice in writing and speaking standard academic English. It is limited to students whose native language is not English. International students who do not pass the English proficiency examination are required to enroll in this course during their first term at UIS. Credits earned in this course may not be applied toward degree requirements. Permission of instructor is required. **Contact:** Center for Teaching and Learning at (217) 206-6503. Information can also be requested at ctl@uis.edu.





VISUAL ARTS, B.A.

Faculty Robert Dixon, Michael Miller, Jonathan Perkins

Associated Faculty J. Michael Duvall, Larry Shiner

Degrees offered: Bachelor of Arts, Undergraduate Minor

The visual arts program provides opportunity for studying the arts in a context that emphasizes skills acquisition in various studio disciplines as well as the understanding of historical and philosophical concepts in art.

As an extension of classroom teaching, the visual arts program sponsors exhibitions of regional artists, students, and faculty in the gallery located on the second floor of the Health and Sciences Building. Students are expected to attend openings and concurrent workshops to gain experience in viewing and exhibiting a variety of media and exposure to the work of professional artists. Student participation is encouraged both in installation and management procedures. Graduating students will present their senior exhibitions in the gallery.

The Bruce A. Magidsohn Memorial Scholarship and the Glosecki Memorial Scholarship are awarded annually to students in the visual arts program.

Contact financial assistance at 206-6724 for information.

Contact: Information about the visual arts program is available at (217) 206-6790. Information can also be requested at art@uis.edu.

ENTRANCE REQUIREMENTS

Since work at the upper-division level should not be a student's first exposure to organized training in the arts, students should have the associate in arts degree in visual art (or equivalent schooling) and are expected to demonstrate basic competence in art through completion of a studio course during the first semester at UIS. Preliminary training should include six semester hours of art history survey, three semester hours of two-dimensional design, and three semester hours of drawing. Lack of these courses is considered a deficiency to be remedied during the first year at UIS. Other requirements for admission to the program are identical to general campus requirements.

ADVISING

Students should consult a visual arts faculty member before registering for the first time. A permanent adviser should be chosen from among the program faculty before the end of the first semester of study. Students are urged to consult their faculty advisers before registering each semester and particularly before registering for the last semester of classes.

GRADING POLICY

Grading policy is determined by each instructor as appropriate to the individual course and is announced at the beginning of the course.

ASSESSMENT

A student wishing to enroll at UIS with a major in visual arts must make an appointment with a member of the program faculty to ascertain the student's career goals, assess preparation and deficiencies for entering the program, make a plan of study, and review a portfolio of his or her artwork (actual pieces or slides).

Midway through the course of study, the student

and adviser will make an additional assessment of the student's progress toward the degree.

The final proof of learning is the presentation of an exhibit of art work completed during the student's tenure at UIS, organized through ART 482 Professional Skills. A full faculty critique of this body of work completes requirements for the degree in visual arts.

UIS REQUIREMENTS

Students are required to complete a minimum of 12 semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. These hours must include at least four hours in each of at least two of these areas.

Applied study opportunities most frequently include community work in the graphic arts, photography, and art museums. ART 482 Professional Skills fulfills four hours of applied study credit and is administered through the student's faculty adviser in accordance with approved program requirements for the course. Students fulfilling this requirement should request guidance from their advisers.

PROGRAM REQUIREMENTS

Specific requirements depend on the student's area of

interest and are determined in consultation with the adviser.

Requirements for the bachelor's degree in visual arts are as follows:

Historical and analytical courses	12 Hrs.
Studio (at least four hours must be in an area outside concentration)	24 Hrs.
Electives (eight hours must be in a field other than ART)	12 Hrs.
UIS Requirements (of which four hours must be ART 482 Professional Skills)	<u>12 Hrs.</u>
Total	60 Hrs.

Optional. Honors project in art studies (four hours). Requires faculty recommendation.

Tutorials. Available upon student request and with permission of instructor.

Students will be expected to provide their own supplies in many courses.

VISUAL ARTS MINOR

To earn a minor in visual arts, students must complete a minimum of 16 semester hours, at least eight hours of which must be upper-division course work taken at the University of Illinois at Springfield. Up to eight

hours of transfer credit may be accepted.

One course in art history is required. Elective courses in visual arts must total 12 semester hours. This should include two courses in the visual arts studio area(s) that most closely fit the student's interests. Students should consult with a visual arts faculty adviser to ensure that they are meeting requirements as well as their individual needs.

COURSE DESCRIPTIONS

ART 303 Ceramics (4 Hrs.)

Various techniques, including use of a potter's wheel, slab-building, and glazing. Also includes introduction to origin of ceramics and its properties.

ART 311 Painting I (4 Hrs.)

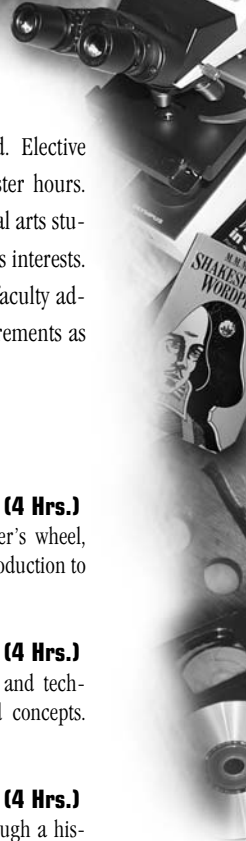
Fundamentals of acrylic painting materials and techniques. Acquisition of formal language and concepts. Prerequisite: Experience in painting.

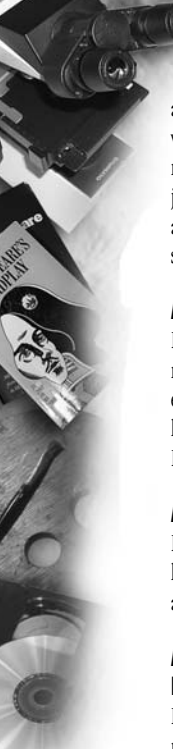
ART 312 Painting II (4 Hrs.)

Exploration of various styles of painting through a historical emphasis. Further development of technique through an exploration of a range of materials and processes. Prerequisite: ART 311.

ART 315 Photography I (4 Hrs.)

Students assist in formulating a photographic philosophy





and theoretical issues through examination of their own work and the works and thoughts of professional photographers, both past and present. Camera (35mm) with adjustable focus, variable aperture settings, manually operable multiple shutter speeds, and “normal” or medium-short focus lens required. See COM 315.

ART 321 Life Drawing (4 Hrs.)

Exploration of rendering the human figure using live models. Acquisition of basic skills in relation to formal elements. Exploration of expressive possibilities of the human figure through both historical and personal work. Prerequisite: Prior drawing experience.

ART 326 Watercolor (4 Hrs.)

Exploration of watercolor techniques and styles. Study of historical and contemporary practices. Use of watercolor as an expressive medium. Prerequisite: ART 311.

ART 332 Non-toxic Intaglio Printmaking (4 Hrs.)

Introduction to non-toxic, solvent-free intaglio printmaking processes. Emphasis on technique, skill, and aesthetic development in fine art printmaking. Exploration of etch and non-etch techniques using acrylic hardgrounds, water-based softgrounds, acrylic aquatint, and photopolymer emulsions. Prerequisite: Drawing or 2/D design experience.

ART 333 Silkscreen and Lithography (4 Hrs.)

Introduction to water-based silkscreen using photo, hand-cut, and acrylic stencils, waterless plate lithogra-

phy, and polyester plate lithography. Emphasis on creative application, safe art practices, and acquiring diverse technical printmaking skills.

ART 341 Sculpture I (4 Hrs.)

Designed for several approaches to form and its relationship to space. Emphasis on design and structure using various materials and approaches.

ART 342 Sculpture II (4 Hrs.)

Includes the use of clay and found objects. Designed to give the student an appreciation of sculpture through contemporary values. Prerequisite: ART 341, or equivalent.

ART 351 Ceramics I (4 Hrs.)

Designed to let each student develop skills with clay, including problems in ceramic design and construction, with emphasis on developing individual style and competencies. Also includes glaze preparation, clay body preparation, and kiln firing and techniques. Prerequisite: ART 303, or equivalent.

ART 352 Ceramics II (4 Hrs.)

Various techniques with earthenware, its properties, and its firing possibilities. Emphasis on clay and glazes for earthenware, oxidation, reduction. Exploration of raku included. Prerequisite: ART 303.

ART 372 Basic Video Production (4 Hrs.)

Theory, techniques, and equipment used in video production with emphasis on methods of camera operation

and directing techniques through regular production assignments. See COM 352.

ART 406 Photography II (4 Hrs.)

Extension, development, and continuation of studies in black-and-white photography. Students should be increasingly able to generate their own ideas about the medium and work toward the production of a personal body of work. Expanded film and print manipulations, including solarization, sandwiched images, collage, and hand coloring. Prerequisite: ART 315 or COM 315. See COM 406.

ART 410 Special Studies in Ceramics (4 Hrs.)

Advanced studies in ceramics. Special projects to develop an individual's technical knowledge and style. Proposals are required, along with a journal.

ART 411 Painting III (4 Hrs.)

Development of personal expression and communication through individual exploration of the concepts acquired in Painting I and II. Research into historical influences on personal style. Prerequisites: ART 311, ART 312.

ART 412 Painting IV (4 Hrs.)

Continued development of a personal style through exploration and research. Acquisition of professional skills. Production of a consistent body of work. Preparation for independent study. Prerequisite: ART 311, ART 312, ART 411.

ART 413 Printmaking II (4 Hrs.)

Continuation of ART 332. Emphasis on technique, skill, and aesthetic development in contemporary nontoxic,

solvent-free printmaking practices. Advanced exploration of etch and non-etch techniques using acrylic hardgrounds, water-based softgrounds, acrylic aquatint, photopolymer emulsions, and digital imaging techniques. Introduction to other printmaking methods such as relief and letterpress printing. Prerequisite: ART 332.

ART 414 Printmaking III (4 Hrs.)

Continuation of ART 413. Emphasis on technique, skill, and aesthetic development in contemporary nontoxic, solvent-free printmaking methods. Advanced research and exploration of etch and non-etch techniques and their combination with other print and hand work processes. Development of a cohesive body of printed works as well as a personal aesthetic within printmaking. Emphasis on advanced digital imaging applications for printmaking and photographic darkroom halftone processes. Prerequisite: ART 413.

ART 420 Special Studies in Sculpture (4 Hrs.)

Advanced studies in sculpture. Special projects to develop technical knowledge and style. Proposals are required, along with a journal. Prerequisite: ART 341, or equivalent.

ART 422 Contemporary Drawing (4 Hrs.)

Exploration of a variety of approaches to drawing, both traditional and nontraditional. Transition course using various techniques and materials and applying them to problems of contemporary expression. Prerequisite: Previous drawing courses.

ART 430 Special Studies in Printmaking (4 Hrs.)

Advanced studies in printmaking. Special projects to develop technical knowledge and style. Proposals are required, along with a journal. Prerequisite: ART 332, or equivalent.

ART 436 Graphic Design (4 Hrs.)

Introduction to the production of printed materials using desktop publishing, illustration, and image-manipulation software on the Macintosh. Includes aesthetic understanding and use of typography and applications of basic design principles to publications such as posters and brochures. See COM 436.

ART 437 Intermediate Graphic Design (4 Hrs.)

Emphasis on creative problem solving to translate concept into form using design and typographic principles. Design and production of printed materials such as multiple-page documents, newsletters, packaging, and corporate identities. Development of intermediate software skills for digital preparation of artwork for commercial printing applications. Prerequisite: ART 436 or COM 436. See COM 437.

ART 438 Advanced Graphic Design (4 Hrs.)

Conceptual development, planning, production, and software applications for complex design problems. Emphasis on project management, organization, and collaboration, including development of client/vendor skills.

Application of graphic design principles specific to web and multimedia design. Prerequisite: ART 437 or COM 437. See COM 438.

ART 441 Sculpture III (4 Hrs.)

Work in three-dimensional media, with emphasis on developing skills in style and direction, using an applied approach to the material. Prerequisite: ART 341, or ART 342, and design.

ART 442 Sculpture IV – Contemporary (4 Hrs.)

Contemporary approach, with emphasis on developing skills in style and direction, using the applied approach to the material. Prerequisite: ART 342, or equivalent.

ART 450 Special Studies in Painting (4 Hrs.)

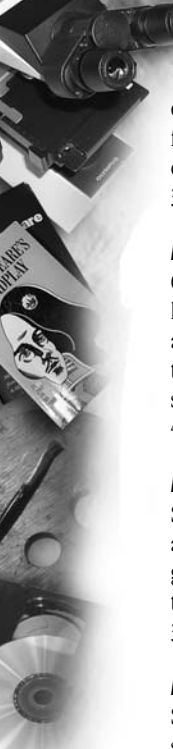
Advanced studies in painting. Emphasis on personal exploration. Development of a body of work for professional presentation. Written approval of the instructor is required. Prerequisites: ART 311, ART 312, ART 411, ART 412.

ART 451 Ceramics III (4 Hrs.)

Investigation of various research procedures and preparation of glazes and clay bodies, with emphasis on glaze testing and kiln firing techniques. Also designed to further develop skills in ceramic design and construction. Prerequisites: ART 303 and ART 351, or ART 352.

ART 452 Ceramics IV (4 Hrs.)

Various techniques with contemporary forms, properties



of clay, and firing possibilities. Emphasis on special effects in oxidation and reduction. Exploration of raku included. Prerequisites: ART 303 and ART 351, or ART 352.

ART 453 Ceramics Technology (4 Hrs.)

Clay materials and chemicals, kiln building and theory, kiln firing (oxidation and reduction), and testing and analyzing clay bodies and glazes. Not designed for pottery making other than that made for testing. Prerequisites: ART 303, ART 351 or ART 352, and ART 451 or ART 452.

ART 454 Earthenware and Raku (4 Hrs.)

Study of the approaches and techniques applied to raku and earthenware, including formal approach to their glazes and firing possibilities. History as well as current trends will be discussed. Prerequisites: ART 303 and ART 351, or equivalent.

ART 455 Multi-Media Studio (4 Hrs.)

Studio opportunity to overlap two- and three-dimensional concerns and materials. Students with experience in one studio area may combine another, including video, sound, ceramics, sculpture, photography, or print-making. Prerequisite: Permission of instructor.

ART 460 Topics in Art (4 Hrs.)

Intensive study of a topic in arts. Description of a topic for a given semester will be stated in course schedule. Course may be repeated for credit but the topic must vary. Prerequisite: Dependent on topic.

ART 463 Modern Art History (4 Hrs.)

Major trends in painting and sculpture, 1820-1945.

ART 464 Contemporary Art History (4 Hrs.)

Important trends in the arts, 1945 to the present.

ART 465 Women in Art: Discovering Her Story (4 Hrs.)

Introductory art history survey of women artists practicing from the Middle Ages through contemporary decades. Examines women artists in the context of social, political, and cultural happenings that influenced content and visibility of women in art history.

ART 470 Special Art History Studies (4 Hrs.)

Various topics in art history. Special attention given to non-Western traditions and to topics related to the program's various studio courses. Course may be repeated for credit but the topic must vary.

ART 471 Philosophy of Art (2 or 4 Hrs.)

Nature and value of art, including such issues as: How is art distinguished from non-art? Can there be objective judgments about art? How is art related to science, religion, and politics? Survey of major philosophical writings about art in the Western tradition. See PHI 432.

ART 473 Video Field Production (4 Hrs.)

The development of technical skills as artistic tools through an examination of visualization and sequencing theory. Remote production and editing techniques are explored in actual production situations, along with

analysis of the creative processes of videography and lighting. Prerequisite: ART 372. See COM 453.

ART 474 Documentary Production (4 Hrs.)

Aesthetic and creative elements of video production are studied through the history and impact of film and video documentaries. Students will produce their own documentary programs. Prerequisite: ART 372 or COM 352. See COM 454.

ART 475 Multimedia Production and Electronic Imaging (4 Hrs.)

An in-depth exploration of production methodologies and techniques for multimedia. Topics include development processes, authoring and interactivity, digital video, animation, imaging tools, sound tools, hardware, cross platform development, and electronic imaging. The main purpose of this course is to familiarize the student with the tools and techniques of this emerging industry and to assist the student with the development of critical thinking and creative skills. See COM 455.

ART 476 Advanced Production Technologies (4 Hrs.)

An opportunity for the student to show the culmination of his/her skills and thought processes through the development of a major production project. The student will combine the theoretical, technical, and creative aspects of production and provide an analysis of the methods and techniques used. Prerequisites: ART 473/COM 453 or ART 474/COM 454 or ART 475/COM 455, and permission of instructor. See COM 456.

ART 480 Special Studio Studies (4 Hrs.)

Advanced study in a specific studio area. Offered according to needs of students and qualifications of instructor. Areas may include pastels, bookworks, and/or mixed media sculpture. Students may repeat the course but may not repeat the same media or studio area.

ART 482 Professional Skills (4 Hrs.)

Art majors only. Must be taken last semester of senior

year. Includes writing resume, press releases, statement of purpose; photographing, installing, and lighting work; alternative documentation; active participation in gallery practices and exhibitions; awareness of hazardous materials; record keeping; and contracts and commissions. Current professional art journals will serve as texts. Fulfills four hours of applied study credit.

ART 489 Honors Project in Visual Arts (4 Hrs.)

Special projects of scholarly or creative nature conducted in close consultation with faculty adviser. Projects presented formally to visual arts faculty and students during final semester of residence. Prerequisite: Approval of a visual arts faculty member.





WOMEN'S STUDIES, MINOR

Faculty Heather Dell, Pat Langley, Deborah Kuhn McGregor, Annette Van Dyke

Associated Faculty Mary Bohlen, Mattilou Catchpole (emerita), Sharon Chanley, Cecilia Cornell, Jan Drogkamp, Kathryn Eisenhart, Judy Everson (emerita), Nancy Ford, Denise Green, Barbara Hayler, Jennifer Haytock, Jacqueline Jackson (emerita), Sandra Mills, Karen Moranski, Rosina Neginsky, Janet Novak, Lynn Pardie, Carol Rankin, Rosamond Robbert (emerita), Hazel Rozema, Nancy Scannell, Hammed Shahidian

Degree offered: Undergraduate Minor only

Women's studies is an interdisciplinary program that combines the substance and methodologies of many disciplines such as history, anthropology, sociology, communications, psychology, literature, and law in the study of women and gender. Sex is the biological difference between male and female; gender is the meaning of biological difference — the stereotypes, assumptions, and expectations society attaches to difference. Since gender alone cannot explain all of experience, other factors such as race, class, culture, and sexuality must be analyzed to see how they combine with the sex/gender system to discriminate against women and gender minorities. Most women's studies courses are interdisciplinary, crosslisted with other programs. With increasingly global perspectives, the goal of women's studies is to introduce both sexes to basic approaches to the study of women and

gender in a variety of fields so that they will be prepared for the challenges of leadership in the 21st century.

In the classroom, women's studies faculty are committed to creating participatory learning environments. They emphasize student-centered and cooperative learning, critical thinking, openness to ideas and discussion, and respect for others. Students are encouraged to make connections between thought and action, the academy and the community, theory and practice. The program will provide interested students with opportunities for internships, applied study terms, community-based projects, and research.

DEGREE OPPORTUNITIES

Students can design their own course of study focusing on sex/gender for degrees through the liberal studies program (B.A.) or the individual option program (M.A.). In the past, students have designed de-

grees emphasizing gender in such areas as media, arts, social services, law, and mental health. Students have the opportunity to select and work closely with women's studies faculty who will assist in planning students' degrees and identifying learning resources. Additionally, men and women in all programs may take women's studies courses as electives or may pursue a minor as defined below.

Graduate students enrolled in 400-level women's studies courses will be expected to demonstrate graduate-level competencies (especially in communication, research, analysis, and integrative skills) and to complete extended and advanced projects and/or readings.

WOMEN'S STUDIES MINOR

To earn a minor in women's studies, students must complete a minimum of 16 semester hours. The program may approve the transfer of no more than two

lower-division courses, and at least 8 of the 16 hours must be upper-division course work taken at the University of Illinois at Springfield. Students may use life and work experience to gain credit through the credit for prior learning program. Students who minor in women's studies must select an adviser from among the women's studies faculty.

- 1) WMS 301 Contemporary Issues in Women's Lives (fall/spring, first year)
- 2) WMS 411 Feminist Theories (spring, first year)
- 3) WMS 403 Minority Women: Issues and Perspectives (first or second year)

or a course approved by WMS adviser on minority or international women such as:

- WMS 453 Women Across Cultures
 - WMS 463 Native American Women's Literature and Culture
 - WMS 466 Multicultural American Women's Literature
 - WMS 481 Women in Chinese and Japanese History *or*
 - PAC or LSC approved by WMS adviser *and*
- 4) WMS 412 Women, Organizations, and Social Change (spring, second year)

COURSE DESCRIPTIONS

CORE COURSES

WMS 301 Contemporary Issues in Women's Lives (4 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Interdisciplinary introduction to equity issues facing women today. Topics include gender socialization, education, law, work, families, health, violence, and the women's movement. Topics and emphasis may vary with instructor. (Fall and spring semesters) Highly recommended as the first course in women's studies.

WMS 403 Minority Women: Issues and Perspectives (4 Hrs.)

The experience of American women of color is at the center of this course. Interdisciplinary consideration of the intersection of race, class, and gender in the lives of women past and present. See AAS 403, HIS 453, and SWK 462.

WMS 411 Feminist Theories (4 Hrs.)

A range of feminist political theories including liberal, radical, socialist, postmodern, and global feminisms which offer different solutions to social issues such as the division of labor in the home and beyond, reproductive rights, and sexuality (spring semester). WMS 301 is recommended but not required as a foun-

ation for WMS 411. See SOA 408, PHI 411, and POS 433.

WMS 412 Women, Organizations, and Social Change (4 Hrs.)

Examines how women make social change and identifies women who have. Attempts to empower students with skills necessary to engage in the process of change in community and individual lives. Explores feminist skills in leadership, coalition-building, consensus decision making, and diversity based on race, class, ethnicity, and sexual orientation. Should be taken as last course in the minor (spring semester).

WMS 415 Women's Studies Practicum (2 to 4 Hrs.)

Group or individual research or community action projects relating to women. Projects designed jointly by students and faculty. Regular participation in colloquium, practicum journal, and research paper/project report required.

WMS 460 Special Topics in Women's Studies (2 to 8 Hrs.)

Selected topics in women's studies, to be announced each time the course is offered. Variable credit; may be repeated for different topics.

WMS 499 Independent Study in Women's Studies (2 to 8 Hrs.)

Independent study, structured reading, or research in the field of women's studies. Student should make arrangements with an appropriate faculty member.



WMS 599 Independent Study (2 to 8 Hrs.)

Independent study, structured reading, or research in the field of women's studies. Student should make arrangements with an appropriate faculty member.

GENERAL COURSES

WMS 421 Culture, Diversity, and Social Work (4 Hrs.)

Examination of the concepts of race, ethnic background, gender, sexual orientation, and disability in terms of causes and effects in the generation of social problems and the roles of social workers. Particular emphasis on personal and cultural attitudes towards diversity. Prerequisites: SWK 311, or permission of the instructor. See SWK 421.

WMS 422 Violence Against Women and Children (4 Hrs.)

Explores the two most common crimes against women and children: sexual assault and abuse, and domestic violence. Examines the nature and frequency of these assaults, legal definitions and treatment, victim and survivor experiences, criminal justice and social service responses, offender characteristics, victim services and treatment, and local community resources. See CRJ 422 and SWK 461.

WMS 423 Counseling Women (4 Hrs.)

Specialized biological, psychological, and social issues that affect women. Explores theoretical assumptions, counseling practices, and process variables that may

apply differently to or affect women in counseling therapy. Identifies skills facilitative to women in general and to particular subgroups of women. Prerequisite: SWK 411 or HDC 501. See SWK 423 and HDC 423.

WMS 424 Gender Communication (4 Hrs.)

Examines male/female communication in dating relationships, marriage, education, mass media, and the workplace. Analysis of the effects of verbal and nonverbal differences in each context. See COM 424.

WMS 432 Sociology of Families (4 Hrs.)

Contemporary U.S. families in historical and cross-cultural context. Emphasizes varied family forms, work/family roles, political and policy questions, and selected public issues such as heterosexuality, inequality, and abuse. See SWK 432 and SOA 432.

WMS 434 Women and Work (4 Hrs.)

Role of women workers participating in the American labor force, their status and roles, their satisfaction and alienation, and the part they play in the labor movement. See LAR 434.

WMS 443 Women and Criminal Justice (4 Hrs.)

Examines women as perpetrators and victims of crime and as criminal justice professionals. Evaluates factors that contribute to women becoming involved with the criminal justice system in each of these capacities and assesses the degree to which the criminal justice system provides women with equitable treatment. See CRJ 443.

WMS 445 Law and Inequality (4 Hrs.)

The role of law and the legal system in creating, maintaining, and reducing inequality, with emphasis on race, class, and gender inequality in the United States. The relationship between law and the legal system and political/economic institutions and ideologies. See LES 404, POS 421, and SOA 425.

 **WMS 446 Family Law (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform, and the impact of the women's rights movement. See SOA 454, HDC 446, SWK 446, and LES 446.

WMS 447 Women in American Law (4 Hrs.)

Identification of sexism in American law, including constitutional standards, the ERA, employment, education, family and procreative concerns, and crime. See LES 447.

WMS 448 Law and Literature (4 Hrs.)

Readings and discussions of literature. Includes ideas of justice; the concept of property as influenced by class, race, gender, and sexual orientation; and individual conscience vis-à-vis the duty to obey law. See LES 456.

WMS 449 Nondiscrimination Laws in Employment (4 Hrs.)

Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits and pay. Focus on protective labor laws, veteran preference, harassment, and due process requirements in employment. See LES 449 and PAD 452.

WMS 452 Sociology of Gender (4 Hrs.)

Analyzes creation, maintenance, and enforcement of female and male roles. Socialization processes, cultural definitions, major social institutions, and structured social inequality. See SOA 452.

WMS 453 Women Across Cultures (4 Hrs.)

Addresses the complexity of Third World women's lives including development and structural adjustment, reproductive rights and other health issues, violence against women, and political resistance and complicity. See SOA 453.

WMS 454 The History of the Family (4 Hrs.)

The modern family in comparative and historical perspective. Selected themes – changing patterns of household, intimacy, gender – explored historically to understand their present importance. See SWK 454 and HIS 454.

WMS 455 Women in American History (2 to 4 Hrs.)

Explores the history of U.S. women beginning with

American Indians. Examines themes of women in colonial society, domesticity, suffrage, reproduction, and work. See HIS 445.

WMS 458 Women, Health, and Healing (4 Hrs.)

Traces women's past as healers and medical practitioners, as well as issues of women's health and medicine. Includes a multicultural emphasis and focuses primarily on the United States. See HIS 458.

WMS 459 The Women's Movement: Past and Present (4 Hrs.)

Examines the history and politics of the women's rights movement in the U.S. Includes the women, issues, allies and foes, and triumphs and struggles of the three waves of feminism: the first wave's 1848 "Declaration and Sentiments" at Seneca Falls, the second wave's re-emergence in the 1960s, and the contemporary third wave's global and multicultural approaches. Speculates about feminism in the 21st century.

WMS 461 Major Women Writers (4 Hrs.)

Novels by such major female authors as Austen, the Brontes, Eliot, Woolf, Wharton, Lessing, and Cather. See ENG 461.

 **WMS 462 Images of Women in Literature (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Literary works created by women through the ages. See ENG 462.

WMS 463 Native American Women's Literature and Culture (4 Hrs.)

Novels, short stories, poetry, and literary and cultural criticism by Native American women writers, such as Paula Gunn Allen, Leslie Marmon Silko, Joy Harjo, and Louise Erdrich. See ENG 463.

WMS 464 Women's Spirituality (4 Hrs.)

Exploration of women's spirituality through novels, poetry, autobiographies, and essays by such authors as Gloria Naylor, Starhawk, Mary Daly, Audre Lorde, Judith Plaskow, and Carol Christ. Emphasis on students developing their own spiritual autobiographies. See ENG 464.

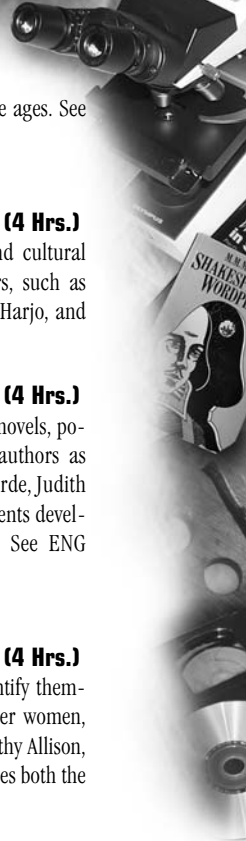
WMS 465 Woman-centered Literature (4 Hrs.)

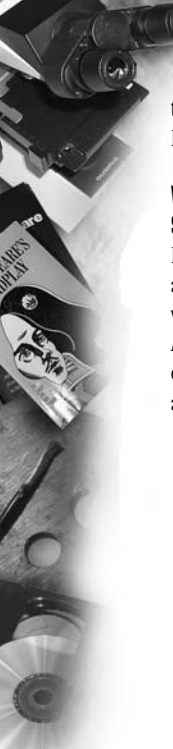
Examines works by women authors who identify themselves emotionally and/or erotically with other women, such as Radclyffe Hall, Rita Mae Brown, Dorothy Allison, Audre Lorde, and Jane Rule. Course emphasizes both the literature and its social history. See ENG 460.

 **WMS 466 Multicultural American Women's Literature (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Explores the writings of women from such American cul-





tures as Asian, American Indian, Latina, and African. See ENG 466.

WMS 471 The Politics of Women's Sexuality: Loving Women (4 Hrs.)

Examines the nature, history, and politics of lesbianism as a sexual orientation with attention to the ways in which race, class, and age intersect with heterosexism. Areas include coming out, families, love and sexuality, community and culture, homophobia, and legal rights and politics.

WMS 481 Women in Chinese and Japanese History (4 Hrs.)

Exploration of the histories of women in China and Japan over the last several centuries, with special attention to their changing roles and status in the 20th century. See HIS 481.

WMS 540 Seminar: Major Figures in American Literature (4 Hrs.)

One or two major authors, including significant research. Students may earn credit in more than one section of

540, but they must study different figures in each section. See ENG 540.

WMS 555 Women and Media (4 Hrs.)

Seminar exploring the role of women in media today. Examines women as participants in the media business and as subjects of the media and the impact of both on society. See COM 555.



college of public affairs and administration



COLLEGE OF PUBLIC AFFAIRS AND ADMINISTRATION

GLEN HAHN COPE, DEAN

The College of Public Affairs and Administration is at the forefront of the campus' mission of public affairs and service within the context of liberal arts and professional education. The college serves the capital city and the state of Illinois well in preparing its students to enter the workforce, using a multidisciplinary approach to public service education and experiential learning as the foundation of this preparation. The College of Public Affairs and Administration has a three-part mission: 1) to educate students for careers in fields related to public service in public, private, and nonprofit organizations through strong liberal arts-based undergraduate, professional master's degree, and doctoral programs; 2) to conduct scholarly research projects and contribute to the development of knowledge in the areas of faculty expertise through publications, presentations, and

other activities; and 3) to contribute to the community, state, nation, and the world through public service activities.

In addition to its undergraduate and graduate programs and certificates, the college also offers the only doctoral program on the UIS campus, the doctor of public administration. Degree and certificate programs are offered by the college in traditional classroom environments in daytime, evening, and weekend classes and through distance learning.

DEGREES, MINORS, AND CERTIFICATES

Undergraduate

Bachelor of Arts: Criminal Justice, Legal Studies, and Political Studies

Undergraduate Minors: Criminal Justice, Environ-

mental Studies, International Studies, Labor Relations, and Political Studies

Graduate

Master of Arts: Environmental Studies, Legal Studies, Political Studies, and Public Affairs Reporting

Master of Public Administration

Master of Public Health

Graduate Certificates: Public Sector Labor Relations, Management of Nonprofit Organizations, Environmental Risk Assessment

Doctoral

Doctor of Public Administration

CRIMINAL JUSTICE, B.A.

Faculty Leanne Brecklin, Ernest Cowles, Barbara Hayler, Beverly Rivera, Ryan Williams

Adjunct Faculty Jenna Cooley, Martin Colloton, Robert Jones, Steve Kossman, Bruce Liebe

Degrees offered: Bachelor of Arts, Graduate Concentration within the Master of Public Administration degree, Undergraduate Minor

Criminal justice is an interdisciplinary field that studies crime and the ways society responds to crime. The criminal justice curriculum examines the nature and causes of crime, the purposes and activities of the criminal justice system, and the impact of crime on victims and society. Since crime is a social problem, many courses include the study of community-based programs and social service agencies as well as the components of the criminal justice system. The criminal justice department, located within the College of Public Affairs and Administration, emphasizes the study of public policy and reform efforts as an essential part of its curriculum. Students have the opportunity to participate in public affairs research projects conducted by department faculty.

The criminal justice degree program is designed

for students interested in the general study of crime and the administration of justice and those pursuing professional careers in criminal justice or related fields. The degree also prepares students for entrance into graduate or professional schools in criminal justice, law, public administration, social work, and the social sciences. Graduate study in criminal justice is available at UIS through the public administration department, which offers a concentration in criminal justice.

The criminal justice major provides an integrated program of study that emphasizes problem-solving and analytical skills, an approach favored by many criminal justice agencies and employers. The curriculum reflects the multidisciplinary character of the field, drawing on a variety of liberal arts and professional areas of expertise. Faculty associated with the department have degrees in fields such as criminal justice, criminology, law, political science, psychology, and sociology. Student majors take a core curriculum that familiarizes them with a range of perspectives,

methods, and content areas of the criminal justice field. They may use their electives to take additional courses or to minor in another field. Majors also have the opportunity to study abroad.

All majors participate in experiential learning through the UIS applied study term program. Students have the opportunity to work with state agencies and training centers as well as local criminal justice and social service agencies. Students with extensive career experience may meet this requirement through the credit for prior learning program or may petition to substitute public affairs colloquia and liberal studies colloquia in the UIS requirement.

Contact: Information about the criminal justice department is available at (217) 206-6301. Information can also be requested at crj@uis.edu. Students interested in the criminal justice degree in the Peoria area can contact the UIS office at Illinois Central College by calling (309) 694-5546 for advising or information.

THE BACHELOR'S DEGREE

ENTRANCE REQUIREMENTS

Students who have been admitted to UIS and who have a grade-point average of 2.50 on a 4.00 scale qualify for admission to the criminal justice program. Students admitted to UIS with a GPA below 2.50 may be granted conditional admission to the major, which permits enrollment in up to 12 semester hours of adviser-approved courses during the first semester. The final decision on admission to the major for conditionally admitted students is made after completion of 8 to 12 hours at UIS.

UPPER-DIVISION DEGREE REQUIREMENTS

Core Courses

CRJ 309 Administration of Justice	4 Hrs.
CRJ 311 Law and Legal Processes	4 Hrs.
Core course in policing or corrections (either CRJ 312 Policing in America or CRJ 313 Correctional Systems)	4 Hrs.
CRJ 345 Research Methods in Criminal Justice	4 Hrs.
CRJ 421 Criminological Theory	4 Hrs.

CRJ 489 Senior Seminar	4 Hrs.
CRJ electives	<u>16 Hrs.</u>
Total CRJ hours	40 Hrs.

General electives

8 Hrs.

UIS Requirements (See page 41.

Must include 8 hours of AST)	<u>12 Hrs.</u>
Total	60 Hrs.

GRADING POLICY

Criminal justice majors must receive a grade of C or better in all required core courses.

TRANSFER COURSES

Upper-division courses are evaluated for transfer on a case-by-case basis. The department will accept up to eight hours of lower-division criminal justice courses with grades of B or better in partial satisfaction of the CRJ electives requirement. Acceptance of these credits allows students to substitute general electives for CRJ electives, but does not reduce the total number of required upper-division hours.

COMPUTER COMPETENCE

Students must demonstrate competence in the use of

computers for word processing, database, and spreadsheet applications by taking an approved lower-division course or CSC 318 Computer Literacy at UIS or by successfully completing the department's competency-based exam process.

COMMUNICATION SKILLS

To satisfy the UIS communication skills requirement, students prepare a portfolio of written work from 300-level core courses with final assessment occurring in the senior seminar.

THE MINOR IN CRIMINAL JUSTICE

CRJ 309 Administration of Justice	4 Hrs.
One of the following CRJ core courses:	
CRJ 311 Law and Legal Processes	
CRJ 312 Policing in America	
CRJ 313 Correctional Systems	4 Hrs.
Two criminal justice elective courses	<u>8 Hrs.</u>
Total	16 Hrs.

Up to four hours of upper-division CRJ electives may be accepted as transfer credit through the student petition process.

GRADUATE STUDIES IN CRIMINAL JUSTICE

UIS offers a concentration in criminal justice as part of the M.P.A. degree offered by the public administration department. This is a 48-hour degree program and includes 16 hours of specialized criminal justice graduate courses. Applications for this degree program should be submitted to the public administration (PAD) department.

COURSE DESCRIPTIONS

CORE COURSES

CRJ 309 Administration of Justice (4 Hrs.)

Underlying principles and processes of the criminal justice system, with emphasis on the interdependence of law enforcement, prosecution, courts, and corrections. Relationship between criminal justice agencies and social groups and communities. Offered fall semester (day and evening), spring semester (day).

CRJ 311 Law and Legal Processes (4 Hrs.)

Legal issues and policies in criminal justice, including court authority and operation, criminal law and procedure, and legal rights and responsibilities of criminal justice personnel. Constitutional limits on law and police powers in the U.S. Offered fall semester (day), spring semester (evening).

CRJ 312 Policing in America (4 Hrs.)

Critical analysis of the role and function of American law enforcement. Consideration of the police role in a democratic society, historical development and heritage of policing, organizational models and methods of service delivery, theories of patrol and investigation, occupational socialization of police, and ethical dilemmas for police. Offered fall semester (alternates day and evening).

CRJ 313 Correctional Systems (4 Hrs.)

Foundations and development of adult and juvenile correctional systems. Organization and operation of jails, prisons, and community-based programs. Corrections issues include pre-trial diversion, social control, alternatives to incarceration, post-release issues, and the study of inmate and correctional officer cultures. Offered spring semester (alternates day and evening).

CRJ 345 Research Methods in Criminal Justice (4 Hrs.)

Problem definition, proposal writing, study design, information gathering, and data interpretation. Attention given to research design, sampling techniques, interviewing, questionnaire or survey instrumentation, and observation-participation techniques. Prerequisite: CRJ 309, and permission of instructor. Offered fall semester (evening), spring semester (day and evening).

CRJ 421 Criminological Theory (4 Hrs.)

Classical and modern theories of crime; social and economic factors in criminal behavior, crime formation, and social control; exploration of the justice system; evalua-

tion of treatment of offenders. All elements of criminology viewed critically. Prerequisite: CRJ 345, submission of communication skills portfolio, and permission of instructor. See SOA 421. Offered fall semester (day), spring semester (evening).

CRJ 489 Senior Seminar (4 Hrs.)

Capstone seminar for CRJ majors in their final semester. Builds on each student's knowledge of criminal justice policy, theory, and practice. Students prepare a major research paper dealing with criminal justice public policy and make a formal presentation. Seminar provides the basis for exit assessment of writing, research, and communication skills in the major. Prerequisites: CRJ 345, CRJ 421, and permission of instructor. Offered fall semester (evening), spring semester (day).

ELECTIVES

CRJ 201 Criminal Justice in America (3 Hrs.)

Uses case studies to analyze issues related to the administration of justice. Topics include uses of police authority, court procedures, defining crimes and setting penalties, sentencing and punishment practices, and current reform proposals. Prerequisite: Capital Scholar status, or permission of instructor. Offered spring semester.

CRJ 321 Juvenile Delinquency (4 Hrs.)

Theoretical explanations of juvenile delinquency with critical view of their value in the field, followed by practical and analytical view of juvenile justice systems in operation. See SOA 321.



CRJ 324 Issues of Intervention: Law Enforcement and Human Services (4 Hrs.)

Responsibilities of community members and criminal justice professionals, including those in helping agencies, in dealing with persons under stress; intervention situations involving marriage and family problems, alcoholism, and suicide; child neglect and abuse; truancy; and advocacy.

CRJ 409 Criminal Justice Policies (4 Hrs.)

Contemporary public policy issues in criminal justice. Examines how problems are defined, the development of alternative approaches, and ways in which policies are shaped during adoption and implementation. Identifies and analyzes both intended and unintended consequences. Specific policies to be considered vary from year to year.

CRJ 417 Criminal Procedure (4 Hrs.)

Examines the rights of criminal defendants as set out in the U.S. Constitution and interpreted by the U.S. Supreme Court. Studies procedures governing state and federal criminal justice systems and related public policies using court opinions, statutes, and case studies. See LES 477.

CRJ 418 Substantive Criminal Law (4 Hrs.)

Examines the elements of selected crimes, using both state and federal court cases and statutes. Topics include criminal responsibility, criminal liability, and criminal defenses. Particular attention paid to the Illinois criminal code. See LES 478.

CRJ 419 Judicial Process (4 Hrs.)

Social science literature on judicial process in the United

States. Major topics include legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance, and criticisms of the process. See LES 411 and POS 417.

CRJ 422 Violence Against Women and Children (4 Hrs.)

Explores the two most common crimes against women and children: sexual assault and abuse and domestic violence. Examines nature and frequency of these assaults, legal definitions and treatment, victim and survivor experiences, criminal justice and social service responses, offender characteristics, victim services and treatment, and local community resources. See SWK 461 and WMS 422.

CRJ 423 Study of Being Different: “Deviant Behavior” (4 Hrs.)

In-depth look at issues in sociology of deviance and social control, including topics such as lifestyles, extremism, lawbreakers, and social capacity to handle deviance. See SOA 423.

CRJ 424 Juvenile Detention (4 Hrs.)

Examines the history, philosophy, and current conditions in juvenile detention. Opportunity to develop treatment and programming skills through field experience and clinical observation at local institutions. Prerequisite: Permission of instructor.

CRJ 428 Juvenile Law (4 Hrs.)

Laws and legal practices governing children and youth, particularly wards of the courts and juvenile offenders.

Rights of children, youth services available, and institutional practices and laws governing juveniles. See LES 448.

CRJ 431 Correctional Policies and Practices (4 Hrs.)

Examines contemporary correctional environment, including new policies and emerging trends in corrections. Analyzes the impact of recent sentencing practices, changes in corrections population, enhanced probation and parole responsibilities, emerging community-based programs, and leadership and ethics in corrections. Prerequisite: CRJ 313, or permission of instructor.

CRJ 432 Alternatives to Incarceration (4 Hrs.)

Theory and practice of sentencing alternatives. Studies the range of existing programs and considers ways to expand community-based alternatives to detention centers and prisons. Impact of restorative justice as an alternative framework is considered.

CRJ 436 Justice and Juveniles (4 Hrs.)

Children in families and in community institutions and their interaction with the juvenile justice system. Includes the range of programs and institutions concerned with child abuse and neglect, minors receiving formal intervention or supervision, and criminal offenses committed by juveniles. Prerequisite: CRJ 321 or permission of instructor.

CRJ 441 Electronic Resources and Research in Criminal Justice (4 Hrs.)

Exploration of the range of criminal justice resources

and information available through the Internet, the World Wide Web, and related electronic tools. Course includes use of resources to research a specific topic.

CRJ 442 Management Issues in Law Enforcement (4 Hrs.)

Contemporary approaches to law enforcement management and administration. Management issues include changing views of police responsibilities, proactive policing, profiling and other targeting practices, diversity within police agencies, and leadership and ethics in law enforcement. Prerequisite: CRJ 312, or permission of instructor.

CRJ 443 Women and Criminal Justice (4 Hrs.)

Examines women as perpetrators and victims of crime and as criminal justice professionals. Evaluates factors that contribute to women becoming involved with the criminal justice system in each of these capacities and assesses the degree to which the criminal justice system provides women with equitable treatment. See WMS 443.

CRJ 445 Organizational Crime (4 Hrs.)

Focuses on organized crime and on the larger category of this behavior, organizational or white collar crime. Compares the two activities, their impact on society, and the criminal justice system response. Explores definitions, characteristics, and theories of each.

CRJ 447 Investigative Concepts and Analysis (4 Hrs.)

Organizational and logical components of investigation

as they relate to decision making and policy development in specific situations. Definition and analysis of fact-finding problems in both criminal and civil settings.

CRJ 453 Psychology of the Offender (4 Hrs.)

Psychological makeup and selected characteristics of various types of criminal offenders. Psychological patterns in criminal behavior, including risk assessment and impulse control. Considers how and why psychological rehabilitation or change may occur.

CRJ 456 Counseling and Communication Skills (4 Hrs.)

Communication skills, including interviewing, crisis intervention, and basic counseling approaches. Counseling as a model helping relationship and its potential for criminal justice personnel. Includes techniques, theoretical counseling concepts and strategies, basic interviewing skills, the role of the helper, and components of personal change.

CRJ 457 Counseling Criminal Justice Clients (4 Hrs.)

Applies counseling techniques and strategies to problems encountered by those working within the criminal justice system. Course topics include counseling the reluctant or resisting client, working within criminal justice constraints, and safety and security issues. Prerequisite: CRJ 456, or permission of instructor.

CRJ 461 International Criminal Justice Systems (4 Hrs.)

Justice systems throughout the world. Comparative compo-

nents include criminal codes, legal systems, policing and prosecution, and punishment principles and institutions.

CRJ 465 Substance Abuse: Criminal Justice Issues (4 Hrs.)

Criminal justice perspective on substance abuse issues. Examines changing patterns of criminalization and tolerance over time, enforcement and sentencing patterns for drug-related crimes, controlling drug use within the criminal justice system, and rehabilitation and treatment programs for drug users. Explores alternative approaches to identified problems.

CRJ 467 Images of Crime and Justice (4 Hrs.)


Examines images of crime and criminal justice as presented in a variety of media sources. Analyzes ways in which images create and support myths about criminal justice, support symbolic crime waves, and influence public policy options and decisions.

CRJ 470 Special Topics (2 or 4 Hrs.)

Selected topics of special interest to the criminal justice field. Specific topic is reflected in course title, with description available in the course schedule and from the department office. May be repeated, but topics must vary.

CRJ 490 Criminal Justice Problems and Research (2 or 4 Hrs.)

Structured group study of special topics not offered in the regular curriculum. Small groups of students may



arrange for special courses on otherwise unavailable topics. Prerequisite: Permission of instructor.

CRJ 499 Tutorial (1 to 4 Hrs.)

Independent study on selected topic by agreement with a criminal justice faculty member. Topics, method of study, and means of evaluation are determined between student and supervising faculty member. Prerequisite: Permission of instructor.

GRADUATE COURSES

CRJ 523 Criminal Justice Policy Process (4 Hrs.)

Presents the policy process as it operates within the criminal justice arena. Examines the ways in which criminal justice policy issues are formulated, legitimated, implemented, and evaluated. Emphasizes policy formulation and the relationships between implementation and evaluation.

CRJ 531 Drug Abuse in America: A Critical Perspective (4 Hrs.)

Examines the phenomena of drug abuse from a sociological perspective. Explores cultural, political, and econom-

ic dynamics intertwined with drug abuse including the massive war on drugs and its consequences. See HMS 531.

CRJ 541 Law Enforcement Administration (4 Hrs.)

Examines major aspects of law enforcement administration and management, including the community policing approach. Focuses primarily on local law enforcement. Special attention given to the application of organizational theory and the relationship between formal and informal organizational structure.

CRJ 551 Correctional Policy and Administration (4 Hrs.)

Examines major forces shaping post-adjudication sentencing practices for both community and institutional corrections. Studies operational considerations within both legal and policy frameworks. Uses case studies to examine administrative dimensions of underlying correctional philosophies and approaches.

CRJ 565 Race, Class, and Social Justice (4 Hrs.)

Considers the relationship between race and ethnicity, class and the American criminal justice system, and the

intersection of race/ethnic and class relations in America. Explores the experiences of marginalized ethnic minorities and working class and poor people in the criminal justice system.

CRJ 572 Law and Criminal Justice (4 Hrs.)

Selected topics of special interest in the area of law, criminal justice, and public policy. Focuses on legal issues related to criminal justice policy, such as the development and implementation of the death penalty or the transformation of the juvenile justice system.

CRJ 590 Criminal Justice Seminar (4 Hrs.)

Examines selected topics of special interest within the criminal justice field. Specific topics vary each semester. Course may be repeated for up to 8 hours, but seminar topic must differ. Seminar design varies with instructor, but always includes a graduate-level research project or paper. Prerequisite: Graduate status, permission of instructor.

CRJ 599 Tutorial (1 to 4 Hrs.)

Independent study on selected topic by agreement with a criminal justice faculty member. Prerequisite: Graduate status, permission of instructor.

ENVIRONMENTAL STUDIES, M.A.

Faculty Alexander J. Casella (emeritus), Edward L. Hawes (emeritus), Sharron LaFollette, Malcolm P. Levin, John Munkirs (emeritus), Charles Schweighauser (emeritus), William D. Warren

Associated Faculty Gary Butler, David G. Jenkins, William Martz (emeritus), Robert McGregor, Gary Trammell, Pinky Wassenberg, Roy Wehrle (emeritus)

Adjunct Faculty George Czapar, Rhonald Hasenyager, Roger Kanerva, Greg Michaud, Gary Rolfe, Ken Runkle

Degrees offered: Master of Arts, Undergraduate Minor

The goal of the environmental studies department is to enhance society's ability to create an environmentally acceptable future. Faculty with diverse backgrounds in the social and natural sciences and in the humanities are committed to developing interdisciplinary approaches to environmental problem solving. The primary objective is to educate citizens and professionals who are aware of environmental issues and their origins, causes, effects, and resolutions.

The curriculum is designed for students to gain an understanding of ways to balance social and economic needs with environmental realities, to learn how to use resources imaginatively for sustained yields, and to become aware of the role of values in issue formulation and policy making. Ob-

jectives are 1) understanding of key environmental problems; 2) enhanced awareness of human dependence on the environment; 3) knowledge of the historical roots of environmental problems and the impact of human activities over time; 4) skill in stating issues in environmental policies and actions; 5) basic literacy in the natural and social sciences and the humanities as they contribute to an understanding of environmental affairs; and 6) ability to evaluate short- and long-term solutions to environmental problems.

Four concentrations are available: environmental humanities; environmental sciences; natural resources and sustainable development; and policy, planning, and administration.

Contact: Information about the environmental studies program is available at (217) 206-6720. Information can also be requested at ens@uis.edu.

THE MASTER'S DEGREE ENTRANCE REQUIREMENTS

Students with bachelor's degrees from accredited colleges and universities will be considered for admission to the M.A. program following an examination of their applications by the Graduate Admissions Committee. Full admission requires a GPA of at least 3.00 (on a 4.00 scale). Students with a GPA between 2.50 and 3.00 will be considered for conditional admission. If the Graduate Admissions Committee recommends conditional admission, the student is expected to complete satisfactorily (B or better) ENS 551 and ENS 552 during his/her first year in the program.

All applicants for admission to the environmental studies department must complete a graduate application to the campus. They must also submit to the department a letter of application that states their academic and vocational goals and two letters

of recommendation from either professors or employers. Complete transcripts should be sent to the admissions office as part of the application for admission to UIS. The Graduate Admissions Committee will make its decision after the application file is complete. Applicants will be notified of their status as soon as possible. For further information about admission requirements, contact the environmental studies department.

GRADING POLICY

A maximum of eight hours of C grades is applicable to a degree, provided they are balanced by an equal number of A grade hours.

ADVISING

During the first semester of study, each student selects a faculty adviser who assists the student in defining objectives, in selecting courses within the framework of concentration and specialization requirements, and in developing the master's thesis or graduate project.

In conjunction with his/her adviser, the student must prepare an educational plan before completing ENS 553 Seminar I. Completion of ENS 553 is contingent on completion of the educational plan, which is

submitted to the department chair for final approval.

DEGREE REQUIREMENTS

Core

ENS 546 Concepts of Ecology or equivalent	4 Hrs.
ENS 551 Environmental Natural Sciences	4 Hrs.
ENS 552 Environmental Social Sciences and the Humanities	4 Hrs.
ENS 553 Seminar I	3 Hrs.
ENS 554 Seminar II	<u>1 Hr.</u>
Total core	16 Hrs.

Concentrations and Electives

Total of concentration and electives (See below).	<u>28 Hrs.</u>
Total	44 Hrs.

*Closure

Each graduate degree candidate must complete one of the following closure options.

ENS 520 Graduate Project	4 Hrs.
ENS 510 Thesis	<u>4 Hrs.</u>
Total	48 Hrs.

*Many students will also want to take ENS 530 In-

ternship (4 hours) in conjunction with their closure exercises. Students who hold Graduate Public Service Internships may use four hours of internship seminar (PAD 460) toward their environmental studies degree. (See also Internships, page 249.)

CONCENTRATIONS

The principle emphasis in the M.A. degree in environmental studies is on professional education. Each student specializes in one of four concentrations. The concentrations are designed for people who intend to enter the job market for the first time, as well as for midcareer professionals. Students should consult advising documents for their chosen concentrations as well as the information provided below.

REQUIREMENTS OF THE CONCENTRATIONS

Environmental Sciences (28 Hrs.)

Provides a strong scientific and technical focus. There are two options: general environmental science and risk science. The department recommends that students entering the environmental sciences concentration have knowledge of organic chemistry, algebra, statistics, geology, and biology.

General Environmental Science Option

<i>Required</i>	8 Hrs.
ENS 449 Environmental Toxicology	4 Hrs.
BIO 571 Advanced Ecology	4 Hrs.

Select 12 Hrs. from the following:

ENS 444 Aquatic Ecology	4 Hrs.
ENS 445 Biology of Water Pollution	4 Hrs.
ENS 462 Environmental Physical Geography	4 Hrs.
ENS 521 Environmental Risk Assessment	4 Hrs.
ENS 522 Risk Assessment: Air, Land and Water	4 Hrs.
ENS 525 Site Bioremediation/Remediation	4 Hrs.
ENS 526 Risk Management and Communications	4 Hrs.
ENS 527 Project Management	4 Hrs.
CHE 415 Biochemistry I	4 Hrs.
CHE 421 Instrumental Analysis	4 Hrs.
CHE 425 Interpretive Spectroscopy	3 Hrs.
MPH 511 Foundations of Epidemiology	4 Hrs.
MPH 514 Analytical Epidemiology	4 Hrs.
ENS 555 Analytical Tools for the Environmental Sciences <i>or</i>	4 Hrs.
BIO 402 Biometrics <i>or</i>	4 Hrs.
POS 503 Graduate Research Methods	4 Hrs.

Electives : 8 Hrs.
Other courses may be selected if approved by the student's adviser and the program faculty.

Risk Sciences Option

<i>Required:</i>	12 Hrs.
ENS 449 Environmental Toxicology	4 Hrs.
ENS 521 Environmental Risk Assessment	4 Hrs.
ENS 522 Risk Assessment: Air, Land, and Water	4 Hrs.

Select 8 Hrs. from the following:

ENS 419 Environmental Law	4 Hrs.
ENS 421 Environmental Economics	4 Hrs.
ENS 523 Risk Assessment Practicum	4 Hrs.
ENS 524 Environmental Decision Making	4 Hrs.
ENS 526 Risk Management and Communication	4 Hrs.
ENS 527 Project Management	4 Hrs.
MPH 511 Foundations of Epidemiology	4 Hrs.
MPH 514 Analytical Epidemiology	4 Hrs.
ENS 555 Analytical Tools for the Environmental Sciences <i>or</i>	4 Hrs.
BIO 402 Biometrics <i>or</i>	4 Hrs.
POS 503 Graduate Research Methods	4 Hrs.
ENS 581 Environmental Policy	4 Hrs.

Other courses may be selected if approved by the student's adviser and the department chair.

Electives: 8 Hrs.
Appropriate courses will be selected from within or without the environmental studies department in consultation with the student's adviser.

Natural Resources and Sustainable Development (28 Hrs.)

Explores theories of sustainable use and administration of natural resources, including water, energy, and agricultural land.

<i>Required:</i>	8 Hrs.
ENS 487 Natural Resources: Policy and Administration	4 Hrs.
ENS 581 Environmental Policy	4 Hrs.

Select 12 credit hours:

ENS 403 Transportation Problems and Planning Procedures	4 Hrs.
ENS 404 Techniques of Environmental Planning: Remote Sensing and GIS	4 Hrs.
ENS 419 Environmental Law	4 Hrs.

ENS 421 Environmental Economics	4 Hrs.
ENS 445 Biology of Water Pollution	4 Hrs.
ENS 463 Our Changing Climate	4 Hrs.
ENS 468 Environmental Geology	4 Hrs.
ENS 483 Environmental Policies: National Environmental Policy Act	4 Hrs.
ENS 484 Environmental Policies: Air Quality	4 Hrs.
ENS 485 Environmental Policies: Water Quality	4 Hrs.
ENS 486 Solid and Hazardous Wastes: Technology and Policy	4 Hrs.
ENS 489 Pollution Prevention	4 Hrs.
ENS 501 Environmental Planning: Land and Resource Use	4 Hrs.
ENS 502 Land Use Planning: Principles and Practices	4 Hrs.
ENS 504 Environmental Modeling with GIS	4 Hrs.
ENS 547 Environmental Agriculture	4 Hrs.

Elective: 8 Hrs.
Appropriate courses will be selected from within or without the environmental studies department in consultation with the student's adviser.

Environmental Policy, Planning, and Administration (28 Hrs.)
Emphasizes policy and planning processes and the administration of policy and planning.

Required: 8 Hrs.
ENS 487 Natural Resources: Policy and Administration 4 Hrs.
ENS 501 Environmental Planning: Land and Resource Use 4 Hrs.

Select 12 Hrs. from the following:
ENS 403 Transportation Problems and Planning Procedures 4 Hrs.
ENS 404 Techniques of Environmental Planning: Remote Sensing and GIS 4 Hrs.
ENS 419 Environmental Law 4 Hrs.
ENS 483 Environmental Policies: National Environmental Policy Act 4 Hrs.
ENS 484 Environmental Policies: Air Quality 4 Hrs.
ENS 485 Environmental Policies: Water Quality 4 Hrs.
ENS 486 Solid and Hazardous Wastes: Technology and Policy 4 Hrs.

ENS 489 Pollution Prevention	4 Hrs.
ENS 502 Land Use Planning: Principles and Practices	4 Hrs.
ENS 504 Environmental Modeling with GIS	4 Hrs.
ENS 581 Environmental Policy	4 Hrs.

Elective: 8 Hrs.
Appropriate courses will be selected from within or without the environmental studies department in consultation with the student's adviser.

Environmental Humanities (28 Hrs.)
Emphasizes environmental history, literature, ethics, art, and philosophy.

Select 28 Hrs. from the following:
ENS 412 World Environmental Thought 4 Hrs.
ENS 418 American Environmental History 4 Hrs.
ENS 464 North America 4 Hrs.
ENS 474 Environmental Perception 4 Hrs.
ENS 476 Environmental Ethics: Science, Religion, and the Environment 4 Hrs.
ENS 477 Expressions of American Naturalism 4 Hrs.

ART 463	Modern Art History	4 Hrs.
ART 464	Contemporary Art History	4 Hrs.
HIS 439	American Agricultural History	4 Hrs.
HIS 442	American Urban History	4 Hrs.
HIS 505	Historic Environmental Preservation	4 Hrs.
HIS 511	Museum/Historic Sites Methods	4 Hrs.
PHI 432	Philosophy of Art	4 Hrs.
SOA 481	North American Indians: Culture and Ecology	4 Hrs.

An appropriate course or courses from other disciplines may be taken with the approval of the student's adviser.

CLOSURE REQUIREMENTS

M.A. candidates, with the assistance of their advisers and graduate committees, are required to develop a thesis or major graduate project. For many students, the culminating experience of graduate-level work is a formal thesis. Other students develop a substantial and carefully designed graduate project, such as an interpretive plan for a nature center, an exhibit for a museum or visitors' center, a film or multimedia show with supportive materials, a laboratory research proj-

ect, or a finished and well-researched draft of environmental legislation or policy. The thesis or project is defended in an oral examination before the graduate committee.

Students must enroll in a total of four hours of master's closure exercise for credit; however, they may accrue the total in increments. After beginning a closure exercise, students are required by campus policy to be enrolled in at least one semester hour of closure exercise *each* semester until the exercise is completed. For environmental studies students, this means that if the closure exercise is not completed by the end of four credit hours of continuous enrollment, students must register to audit ENS 510 Thesis or ENS 520 Graduate Project (as applicable) for one credit hour in all subsequent semesters (except summers) until the exercise is completed.

STUDENT'S EDUCATIONAL PLAN

Development of an educational plan in a standard format is a key activity on which student and adviser work closely. The plan indicates the courses for the chosen concentration or area of study. The plan also includes a proposal for the thesis or graduate project. Students are expected to demonstrate how the plan is

appropriate for their backgrounds, aspirations, and needs. The department chair approves the plan. Amendments may be made during the course of study with the adviser's approval.

Graduate Committee: In consultation with the student, the graduate committee reviews the thesis or graduate project proposal and final product.

Variations and Waivers: Courses that the student wishes or needs to take are listed in the educational plan; variances sought from requirements must be indicated. Courses in other departments/programs that are not crosslisted or that have been taken at other institutions of higher education must also be listed. All variances must be approved by the adviser and department chair.

Internships: Environmental studies faculty believe that a period of time working in an environmental agency or organization can be a vital part of professional training. Students in the Graduate Public Service Internship program may count up to four hours of their special internship seminar, PAD 460, toward the internship.



GRADUATE CERTIFICATE IN ENVIRONMENTAL RISK ASSESSMENT

Risk assessment is a frequently used tool in environmental analysis. The graduate certificate in environmental risk assessment provides students with the professional education necessary to perform risk assessment operations in their agencies and industries. Students will also relate risk assessment methodologies, procedures, and results to environmental policies. To earn a certificate, students must complete the curriculum with a B average.

Students complete 16 credit hours for the certificate: ENS 421 Environmental Economics, ENS 521 Environmental Risk Assessment, ENS 522 Risk Assessment: Air, Land, and Water; and ENS 523 Risk Assessment Practicum.

ENVIRONMENTAL STUDIES MINOR FOR UNDERGRADUATES

Core

ENS 251 Introduction to Environmental Studies	4 Hrs.
BIO 371 Principles of Ecology	<u>4 Hrs.</u>
Total core	8 Hrs.

Electives

Select 8 hours from the following:

ENS 412 World Environmental Thought	4 Hrs.
ENS 418 American Environmental History	4 Hrs.
ENS 462 Environmental Physical Geography	4 Hrs.
ENS 463 Our Changing Climate	4 Hrs.
ENS 464 North America	4 Hrs.
ENS 465 Europe: A Continent in Change	4 Hrs.
ENS 468 Environmental Geology	4 Hrs.
ENS 474 Environmental Perception	4 Hrs.
ENS 477 Expressions of American Naturalism	<u>4 Hrs.</u>
Total	16 Hrs.

The department may approve up to eight semester hours of lower- and upper-division transfer credit.

COURSE DESCRIPTIONS

ENS 251 Introduction to Environmental Studies (4 Hrs.)

Basic processes and dynamics of ecosystems and development of societal values pertinent to earth resources. Major environmental questions examined, along with options and implications involved in resolution.

SENIOR/GRADUATE

ENS 403 Transportation Problems and Planning Procedures (4 Hrs.)

Primary attention is given to the American metropolitan transportation problem. Basic transportation planning methodologies are presented and transportation energy efficiency is evaluated. Case studies on transportation problems are presented.

ENS 404 Techniques of Environmental Planning: Remote Sensing and GIS (4 Hrs.)

Applications of remote sensing that apply to environmental planning are examined. Computer mapping procedures relevant to environmental planning are presented.

ENS 411 Introduction to Environmental Education (4 Hrs.)

Presents an overview of K-12 environmental education content and strategies for teaching K-12 students about the environment. Students will explore identification, evaluation, and application of instructional resources for K-12 environmental education.

ENS 412 World Environmental Thought (4 Hrs.)

Examines human reactions to natural surroundings in a variety of cultural contexts, including ancient Chinese, Hindu, African, Native American, and Judeo-Christian. Compares and contrasts attitudes concerning the value of wilderness and the exploitation of natural resources.

Considers the problem of understanding nature and our relationship with nature as human beings. See HIS 459.

ENS 418 American Environmental History (4 Hrs.)

Study of the American land that examines human attitudes toward both the wilderness and the quest for resources and the actual use and abuse of the natural world. Beginning with the 16th century, the course focuses on the conflicting advocacies of exploitation, preservation, and conservation. See HIS 438.

ENS 419 Environmental Law (4 Hrs.)

Surveys the major federal statutes and regulatory schemes relating to environmental quality; analyzes and compares the contrasting approaches to regulation that have been used. Focuses on the interaction of law and policy and considers the roles of Congress, the regulatory agencies, and the courts in defining and implementing environmental mandates. See LES 419, POS 419, MPH 419.

ENS 421 Environmental Economics (4 Hrs.)

Basic theoretical tools necessary to examine current environmental problems from an economic standpoint. Covers externalities, cost assignment, and environmental problems associated with economic growth. See ECO 474.

ENS 432 Environmental Policy Analysis and Negotiation (4 Hrs.)

Presents policy-cycle models and stages of policy development. The specific characteristics of policy analysis and practical principles for policy analysis are described.

General roles of the analyst are considered. Policy processes are presented, and methods of analysis are studied. Case studies are used to illustrate typical policy issues. Negotiation processes are presented and applied.

ENS 444 Aquatic Ecology (4 Hrs.)

Fundamentals of freshwater ecology, including abiotic-biotic interactions, aquatic ecosystem structure and function, relationships among organisms. Lecture and lab. Prerequisite: Ecology. See BIO 444.

ENS 445 Biology of Water Pollution (4 Hrs.)

Effects of organic wastes, industrial chemicals, and non-point source pollutants on aquatic flora and fauna and humans. Laboratory involves detection and measurement of water pollution by toxicity testing and field sampling. See BIO 445.

ENS 447 Environmental Chemistry (4 Hrs.)

Use of chemical principles in understanding processes that occur in the environment. Ecological problems of a chemical nature are analyzed. See CHE 431.

ENS 449 Environmental Toxicology (4 Hrs.)

Study of effects of toxic chemicals on the environment. Included are sources, transport, chemical behavior, and toxic mechanisms of environmental pollutants. See CHE 465.

ENS 462 Environmental Physical Geography (4 Hrs.)

Physical elements of the landscape with attention to climate and weather, water balance, landforms, soils, and

vegetation. Interrelationships between environmental elements and influence on changing natural landscape and environmental problems.

ENS 463 Our Changing Climate (4 Hrs.)

Examines processes that cause the earth's climates to change. Focuses on the role of humans as active and passive agents of climatic change. Future potential ecosystem and landscape changes are discussed.

ENS 464 North America (4 Hrs.)

Cultural, economic, and physical patterns of North America with evaluation of regional characteristics and problems. Selected applications of regional planning techniques.

ENS 465 Europe: A Continent in Change (4 Hrs.)


Examines changing geographic and resource relationships. Special attention is given to supranational organizations such as NATO, Common Market, etc. Regional planning activities examined.

ENS 468 Environmental Geology (4 Hrs.)

Relationships between humans and the geological environment, using examples from Midwestern natural history as case studies. Topics include geologic principles, ground water, energy, minerals, mining, pollution, and preparation of decisions on the geologic environment.

ENS 474 Environmental Perception (4 Hrs.)

Study of perception and responses to natural environ-



ments. Analysis of the eye and other senses as perceptual systems: landscape interpretations; concepts of aesthetics; and environmental metaphors, images, and symbols.

ENS 476 Environmental Ethics: Science, Religion, and the Environment (4 Hrs.)

Explores the relationships between scientific concepts, religious teaching and beliefs and environmental issues and values. Topics include traditional religious views of nature; ecological theology; spiritual deep ecology; ecology, religion, and current political movements; science and religious beliefs; science and the supernatural; science and New Age movements; the role of science vs. religion in environmental ethics. A seminar/discussion format will be used.

ENS 477 Expressions of American Naturalism (4 Hrs.)

Historical and literary sources, with artistic representations, in chronological order, to uncover growth and change of American attitudes toward the natural environment. Selections from Jefferson, Cooper, Audubon, Emerson, Thoreau, Whitman, Cather, Sandburg, Frost, and others.

ENS 483 Environmental Policies: National Environmental Policy Act (4 Hrs.)

In-depth study of the environmental impact statement (EIS) process in the National Environmental Policy Act. Case studies analyzed; EIS on new projects researched and written.

ENS 484 Environmental Policies: Air Quality (4 Hrs.)

Clean Air Act and amendments and their effect on improving ambient air quality. Analysis of administrative procedures, standards, and regulations, as well as case studies.

ENS 485 Environmental Policies: Water Quality (4 Hrs.)

Clean Water Act of 1987 and amendments and their effect on water quality. Analysis of administrative procedures, standards, and regulations, as well as case studies.

ENS 486 Solid and Hazardous Wastes: Technology and Policy (4 Hrs.)

Examines the nature of solid and hazardous wastes. Technologies, regulations, and enforcement techniques are studied and present and potential solutions are analyzed.

ENS 487 Natural Resources: Policy and Administration (4 Hrs.)

Review of the major natural resources such as water, energy, air, soil, forests, food, wilderness, wild plants, and animals. Includes an examination of the policies governing these resources and the administrative methods used in their governance. The primary focus will be on sustainable resource use. Each student will select a topic for an in-depth study. Seminar method used.

ENS 489 Pollution Prevention (4 Hrs.)

Continued environmental progress is becoming focused on preventing pollution as opposed to controlling pollu-

tion. This new approach changes the way in which people deal with environmental pollution. Basic principles and practices of pollution prevention are studied, as well as practical applications for business and consumers.

GRADUATE COURSES

ENS 501 Environmental Planning: Land and Resource Use (4 Hrs.)

Origins of environmental planning; methods of preparing environmental plans including analysis, formulation of land-use policies, design, and influences of institutional constraints.

ENS 502 Land Use Planning: Principles and Practices (4 Hrs.)

Examines procedures and methodologies for preparing land use plans. Analytical tools for evaluating land-use planning data are presented. Links between land use and transportation are examined.

ENS 504 Environmental Modeling with GIS (4 Hrs.)

Primary focus is on environmental modeling within a GIS setting. Planning problems and spatial analysis techniques are stressed. Course uses a lecture/lab/seminar format. Prerequisites: ENS 404 or ENS 555, or consent of instructor.

ENS 505 Historic Environmental Preservation (4 Hrs.)

Preservation policies and their applications in planning

are considered. History of preservation movements and of American architecture and landscapes are examined, as well as current preservation technologies. Case studies of the politics and economics of preservation. Field work required. See HIS 505.

ENS 521 Environmental Risk Assessment (4 Hrs.)

Introduction to the many aspects of risk assessment, the relationship between risk assessment and public policy and the perception of risk. Students will be expected to work out elementary problems in risk and exposure assessment. See MPH 527.

ENS 522 Risk Assessment: Air, Land, and Water (4 Hrs.)

Investigates risk assessment methodologies of terrestrial, waterborne, and airborne pollutants. Case studies, computer models, and extant data considered. Prerequisites: ENS 521 or permission of instructor.

ENS 523 Risk Assessment Practicum (4 Hrs.)

Subject matter to include identification and assessment of hazardous and toxic materials, site assessment, cleanup, and management strategies, and legal, policy, and economic applications in a real situation using extant data. This is the final course in the risk assessment sequence. Prerequisites: ENS 421, ENS 521, and ENS 522.

ENS 524 Environmental Decision Making (4 Hrs.)

Decision analysis techniques to accommodate uncer-

tainty. Decision models and computer techniques used to structure, make, and analyze decisions. Methods to model uncertainty presented. Environmental issues and policies emphasized. Strategies for creative problem solving and management under uncertainty developed.

ENS 525 Site Bioremediation/ Remediation (4 Hrs.)

Limitations and applicability of bioremediation/remediation as emerging and current technologies for rescuing contaminated soil and ground water. Processes are discussed in depth as are the distribution (phase partitioning) of contaminants into various subsurface compartments.

ENS 526 Risk Management and Communication (4 Hrs.)

Risk management decision and options. Public health, economic, ethical, social, and political consequences of decisions. Decision stakeholders, techniques of decision communication, and implementation of choices. Quality assurance and quality control tools.

ENS 527 Project Management (4 Hrs.)

A systematic approach to planning, scheduling, controlling, and evaluating projects of all sizes. Using decision theory, systems theory, and case studies to develop a total quality method to address all the elements of project management. Management of environmental projects is emphasized. Prerequisite: ENS 555 or permission of instructor.

ENS 540 Topics in Environmental Studies (1 to 4 Hrs.)

Intensive study of a current environmental issue. Description of topic for a given semester will be stated in the course schedule. Course may be repeated for an indefinite number of credit hours, but topics must differ.

ENS 546 Concepts of Ecology (4 Hrs.)

Structure and function of ecological systems, including basic ecological principles and concepts, habitat analysis with focus on populations in terrestrial and aquatic ecosystems, and collection and analysis of biological data. Laboratory work required.

ENS 547 Environmental Agriculture (4 Hrs.)


Examines the nature of U.S. farming and sustainable practices. Compares with current U.S. agricultural policy and potential future policies.

ENS 551 Environmental Natural Sciences (4 Hrs.)

Scientific knowledge required to understand and to solve environmental problems. Basic concepts of geology, physics, chemistry, biology, and ecology explored to bring the biological and physical world into perspective as an integrated continuum of structures, processes, and functions.

ENS 552 Environmental Social Sciences and the Humanities (4 Hrs.)

Concepts and methods of anthropology, history, economics, political science, psychology, geography, and litera-



ture explored in integrative fashion. Focus on understanding processes, patterns, and alternatives of relationships of society to the biophysical world.

ENS 553 Seminar I (3 Hrs.)

Introduces students to a wide range of contemporary environmental topics and prepares students for independent research. Students will research several specific areas, prepare papers, and give oral presentations. Course focuses on improving the following skills: writing, research, verbal critical debate, critical thinking, editing, and group participation. Seminar style with extensive student participation. Students must take this course during their first year of graduate studies.

ENS 554 Seminar II (1 Hr.)

Assists students in developing a research proposal for their graduate theses or projects. Typical research designs and methodologies will be introduced and discussed. The student will be assisted in the selection of a thesis/project topic and an appropriate research design. Completion of a formal draft research proposal will be required. Program faculty will discuss their professional interests and current research projects. Seminar style, with extensive student participation. Students should take this course at the beginning of the second half of their graduate studies. Must be completed prior to, or taken concurrently with, ENS 510 or ENS 520. Prerequisite: ENS 553.

ENS 555 Analytical Tools for the Environmental Sciences (4 Hrs.)

Applied statistics and analytical techniques including

Monte Carlo simulation, linear programming, spreadsheets, best-fit, distribution models, decision trees, process models and simulations, and forecast applications. GIS technology and applications will be explored. Stresses extant data. Team taught by ENS faculty. Prerequisite: Graduate standing.

ENS 561 Foundations of Epidemiology (4 Hrs.)

Introduction to epidemiological concepts and methods. Considers the meaning and scope of epidemiology and the uses of morbidity, mortality, and other vital statistics data in the scientific appraisal of community health. See MPH 511.

ENS 562 Analytical Epidemiology (4 Hrs.)

Presents the fundamental concepts, principles, and methods of observational epidemiologic research. Practical issues in the design, conduct, and analysis of epidemiologic studies, as well as theoretical issues in the analysis and interpretation of research findings will be discussed. Intended for those interested in epidemiologic research. Prerequisite: ENS 561 or permission of instructor. See MPH 514.

ENS 571 The Sangamon River Valley: A Sense of Place (6 Hrs.)

In-depth study of natural and human histories of the Sangamon River Valley; extensive use made of local materials, resource people, and field experience. For elementary, middle, and high school teachers, teachers-in-training, and teachers-to-be.

ENS 581 Environmental Policy (4 Hrs.)

Examine environmental policy development and implementation. Uses integrative approaches to policy development and includes basic public policy theory. Seminar method used.

RESEARCH

ENS 500 Graduate Research (1 to 4 Hrs.)

Advanced investigation of specific interaction between people and environment. Student must have permission of the environmental studies department faculty member under whom the work will be done. Substantial research paper required for credit; maximum of four hours may be applied toward M.A. degree.

ENS 510 Thesis (1 to 4 Hrs.)

Note: If the thesis is not completed by the time the initial four hours of continuous enrollment in ENS 510 are accumulated, students must register for one credit hour on an audit basis in *all* subsequent semesters until the thesis is completed.

ENS 520 Graduate Project (1 to 4 Hrs.)

Note: If the project is not completed by the time the initial four hours of continuous enrollment in ENS 520 are accumulated, students must register for one credit hour on an audit basis in *all* subsequent semesters until the project is completed.

ENS 530 Internship (1 to 4 Hrs.)

College of Public Affairs and Administration

GRADUATE CERTIFICATES

Graduate Certificates offered in: Public Sector Labor Relations, Management of Nonprofit Organizations, and Environmental Risk Assessment

These certificates are designed to provide specialized knowledge and skills required for effective management of public agencies or their subunits. The curricula focus on improving the administrative knowledge and performance of individuals employed at all levels of government and nonprofit organizations. Certificates are awarded on completion of the course work. Brochures detailing content, policies, and procedures for each are available from the departments hosting the certificates.

Graduate certificates provide students with the opportunity to gain substantial graduate-level expertise in specified areas without having to pursue a full master's degree. Students who are pursuing a master's degree, however, may also enroll in course work that leads to a certificate.

ENTRANCE AND COURSE REQUIREMENTS

Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificates will be expected to complete course requirements with a grade of B or better.

Descriptions for courses leading to a certificate are located in this catalog under the departments offering the individual courses (public administration, legal studies, environmental studies, accountancy, management, business administration, and human services).

Graduate Certificate in Public Sector Labor Relations (16 hrs.)

The certificate in public sector labor relations is intended for professionals in the field of public sector labor relations, for individuals in the field of public sector human resources management who wish to upgrade their skills in labor relations, or for those who are beginning their careers and wish to prepare for a career working in or with public sector labor relations. The following courses are required for the certificate:

PAD 505 Human Resource Management	4 Hrs.
PAD 509 Workplace Democracy	4 Hrs.
PAD 467/LES 467/LAR 467 Labor Arbitration	4 Hrs.

PAD 465 Public Sector Labor Relations Seminar	4 Hrs.
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Contact: Application forms and more information are available from the public administration program at (217) 206-6310. Information can also be requested at mpa@uis.edu.

Graduate Certificate in Management of Nonprofit Organizations (20 Hrs.)

This certificate is intended for professionals in the field of nonprofit management, for individuals who work closely with nonprofit organizations, or for those who are beginning their careers and wish to prepare for a career working in or with nonprofit organizations. Students must select from the following to total 20 hours.

HMS 584 Introduction to Nonprofit Management	4 Hrs.
PAD 543 Marketing for Public and Nonprofit Organizations	4 Hrs.



PAD 544	Fund Raising for Public and Nonprofit Organizations	4 Hrs.
ACC 505	Financial Management for Nonprofit Organizations	2 or 4 Hrs.
HMS 538	Social Services Administration (<i>or</i> PAD 502 Organization Dynamics <i>or</i> BUS 541 Organizational Behavior)	4 Hrs.
PAD 546	Arts Administration Seminar (<i>or</i> MGT 431 Human Resource Management <i>or</i> PAD 505 Human Resource Management)	4 Hrs.
PAD 448/LES 486	Legal Aspects of Nonprofit Organization Management	2 Hrs.

Contact: Application forms and more information are available from the public administration program at (217) 206-6310. Information can also be requested at mpa@uis.edu.

Graduate Certificate in Environmental Risk Assessment (16 Hrs.)

Risk assessment is a frequently used tool in environ-

mental analysis. The environmental risk assessment sequence offers a certificate for students who wish to acquire a level of competency in this science. The sequence of course work is technically oriented to provide students with the professional education necessary to perform risk assessment operations in their workplaces. Students learn to relate risk assessment methodologies, procedures, and results to environmental policies.

Courses taken for the certificate represent a statement of competency in a specific field and draw on courses in the student's area of academic focus within the environmental studies curriculum. Students who have already taken one or more of these courses can apply them to the certificate. Courses taken to earn the environmental risk assessment certificate can also be used toward a master's degree in environmental studies.

To receive a certificate, students must take the following three core courses and complete the risk assessment practicum, for a total of 16 credit hours. They must also maintain a B average.

ENS 421	Environmental Economics	4 Hrs.
ENS 521	Environmental Risk Assessment	4 Hrs.

ENS 522	Risk Assessment: Air, Land, and Water	4 Hrs.
ENS 523	Risk Assessment Practicum	<u>4 Hrs.</u>
	Total	16 Hrs.

Additional risk/decision theory courses:

ENS 524	Environmental Decision Making	4 Hrs.
ENS 526	Risk Management and Communication	4 Hrs.

Sponsored, risk-based research opportunities at state and federal facilities are available for those seeking independent research experiences. Details can be found online at www.uis.edu/risk. Full-text course catalog entries can also be found online at www.uis.edu/environmentalstudies/catalog.html.

Qualified applicants should complete an application form and submit it to the Department of Environmental Studies.

Contact: Application forms and more information are available from the department at (217) 206-6720. Information can also be requested at ens@uis.edu.

INTERNATIONAL STUDIES, MINOR

Associated Faculty Terry Bodenhorn, Cecilia Cornell, Jan Droegkamp, Kathryn Eisenhart, Daniel Gallagher, Larry Golden, Hugh Harris, Adil Mouhammed, Nancy Scannell, Stephen Schwark, Hamed Shahidian, Baker Siddiquee, Robert Sipe, Bill Warren

Adjunct Faculty Jonathan GoldbergBelle

Degree offered: Undergraduate Minor only

An international studies minor provides students with the tools necessary to better understand the complex and changing world of the 21st century. Major objectives of the minor are to convey knowledge not only of international relations but also of comparative methods of analysis (i.e., the similarities and differences between and among states, societies, and cultures); and to provide an interdisciplinary approach that integrates the knowledge and methods that history, political studies, economics, sociology/anthropology, women's studies, and geography/environmental studies have to offer.

Contact: Information about international studies is available at (217) 206-6650. Information can also be requested at ins@uis.edu.

To earn a minor in international studies, students must complete a minimum of 16 semester hours of upper-division course work at the University of Illinois at Spring-

field. In exceptional cases, a student may petition the International Studies Committee to accept up to eight hours of transfer credit. Transfer students still must take the core course and follow distribution requirements.

The core course is the public affairs colloquium Global Perspectives. Electives totaling 12 semester hours must be taken from two areas: courses that provide an international perspective and courses that provide a comparative perspective.

Students may not take more than one course in their major field of study to fulfill the international studies minor requirements. Students should consult with an international studies faculty member to ensure that they are meeting their individual needs and the requirements for the major.

International courses include —

- ECO 449 International Business
- ENS 412/HIS 459 World Environmental Thought
- HIS 443 American Foreign Relations in the 20th Century

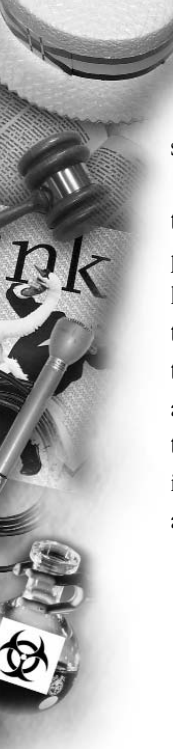
- POS 473 War and Peace
- POS 474 American Foreign Policy
- POS 475 International Organizations and Integration

Public affairs colloquia that focus on international policy issues may be taken as well. These include such courses as Geopolitics: Geographic Factors of International Affairs, The Vietnam War, and War and Peace in the Nuclear Age.

Comparative courses include —

- ECO 421 Comparative Economic Systems
- HIS 476 Modern China
- POS 471 Comparative Politics
- POS 477 Russian Politics
- POS 479 African Politics
- SOA 302 Understanding Other Cultures
- SOA 453/WMS 453 Women Across Cultures

Applicable public affairs colloquia may be taken as well. Some examples are The Middle East and The Vietnam War.



Other programs associated with international studies include the following.

The **Model United Nations Club** is designed to teach students how the United Nations fosters peace in the international system. The MUN Club allows students to participate in committee simulations where world problems are debated and solutions are presented. Students learn how to operate in a caucus environment while role-playing a country that is not their native homeland. The club is specifically designed to prepare UIS students to compete at the National Model United Nations Conference

held annually in New York City.

The **Global Experience/Study Abroad** program is designed to provide students with opportunities to participate in seminars organized by UIS faculty such as those in Ashikaga, Japan (UNI 460 course) and provide students with the option to study at any other university or academic program in the world such as Southampton University in England and Trinity College in Ireland. (UNI 480). For more information on those options, call 206-6678 or go to isa@uis.edu.

The **Faculty Exchange Program** allows UIS

and international faculty to exchange teaching assignments in the summer or academic year. Currently UIS has an exchange program with Heilongjiang University in China. For more information on this, contact the political studies department at 206-6646.

Other UIS partnerships to promote international studies include the Sister Cities Association of Springfield, World Affairs Council of Springfield, and the Illinois International Studies and Foreign Language Consortium.

LABOR RELATIONS, MINOR

Faculty Hugh Harris, Robert Sipe
Associated Faculty Anne Draznin

Degree offered: Undergraduate Minor only

The labor relations minor is designed to help students develop an understanding of the environment in which both employees and managers find themselves in contemporary American society. The minor offers a broadening experience for students with a variety of academic backgrounds and preparations, including those with an associate in arts or associate in science degree that focuses on labor studies or those with two years of study at a college or university who have majored in business administration, public administration, or social science-related fields. Building on these backgrounds, the minor provides a framework in which contemporary issues of labor-management relations in the economy's public and private sectors are addressed.

The labor relations minor focuses on a variety of areas related to work relations and work environments, including 1) the nature of work in society, 2) the politics and economics of the workplace, 3) the various schemes of work design and compensation,

and 4) the consequences of present and possible alternative forms of work and/or work relations. Work itself is viewed as a major factor influencing the lives of individuals and institutions. The minor's emphasis is on the relationship between labor and management and the impact of that relationship on organizational effectiveness and on the work force.

Contact: Information about labor relations is available at (217) 206-6646. Information can also be requested at lar@uis.edu.

To earn a minor in labor relations, students must complete a minimum of 16 semester hours of upper-division course work at the University of Illinois at Springfield.

Core courses

LAR 423 Labor Management Relations	4 Hrs.
LAR 424 Contemporary Workplace Issues	4 Hrs.
LAR 463 Labor Law	4 Hrs.

One LAR elective, as approved by the student's faculty adviser	<u>4 Hrs.</u>
Total	16 Hrs.

COURSE DESCRIPTIONS

LAR 423 Labor Management Relations (4 Hrs.)


Behavioral, economic, social, political, and institutional forces affecting character and quality of employer-union-management relationships and objectives in both public and private employment. See MGT 423.

LAR 424 Contemporary Workplace Issues (4 Hrs.)

Examination of the American labor movement in an historical and international context through comparative analysis of political, economic, and social theories of labor movements in the public and private sectors.

LAR 425 Labor Economics (4 Hrs.)

Application of economic principles to problems in American labor, including employment, unemployment, and manpower policies; wage determination and wage policy; development and organization of trade unions in private and public sectors; social sectors; social legislation;



and policy for the labor market as these relate to contemporary social and economic problems. Prerequisite: ECO 315, or equivalent. See ECO 425.

LAR 426 Political Economy (4 Hrs.)

Analysis of competing theories and models of explanation in political science and economics as they comprise the basis for contemporary policy disputes and alternatives. Emphasis on the crisis tendencies/contradictions of the political economy of the United States and its impact on the rest of the international economic order. See ECO 426 and POS 426.

LAR 427 American Labor History (4 Hrs.)

History of work, workers, and organization of workers from the colonial period to the present, with an emphasis on the effects of industrial capitalism and a global economy. Emphasizes the period from the post-Civil War to the present and the development of labor unions and government, labor, and business in an evolving political economy based on capitalism. See HIS 451.

LAR 429 Labor Relations Seminar (4 Hrs.)

Integration of labor relations course work in the form of policy proposals on various labor-related issues.

Contemporary Issues

LAR 434 Women and Work (4 Hrs.)

Role of women workers participating in the American labor force, their status and roles, their satisfaction and alienation, and their part in the labor movement. See WMS 434.

LAR 438 Work and Health (4 Hrs.)

Relationship between work environments and workers' health. Emphasis on mental, physical, and sexual maladies attributable to work environments of white- and blue-collar workers. Includes examination of possible reform, preventative medicine approaches, and government involvement.

LAR 452 State and Local Public Sector Labor Relations (4 Hrs.)

Behavioral, legal, social, political, and institutional forces that affect dynamics of labor relations in public employment.

Applications and Alternatives

LAR 463 Labor Law (4 Hrs.)

Practical study of national and state laws governing col-

lective bargaining in both private and public sectors. Includes a thorough discussion of bargaining units, election procedures, unfair labor practices, and good faith bargaining. See LES 463.

LAR 464 Contract Administration (4 Hrs.)

Contract administration with emphasis on interpretation, application, and impasse resolution techniques of grievance procedures, mediation, and arbitration. See PAD 411.

LAR 467 Labor Arbitration (4 Hrs.)

Philosophy and practice of labor arbitration in the unionized private and public work settings. Students develop skills in arbitration practices, research methods, decision making, rules and procedures, selection of arbitrators, and construction and presentation of cases in simulated arbitration proceedings. See LES 467 and PAD 467.

LAR 470 Special Project (4 Hrs.)

Application of critical theory to a specific, timely problem area announced each time course is offered. May be repeated for indefinite number of credit hours, but topics must differ.

LEGAL STUDIES, B.A./M.A.

Faculty Anne Draznin, Kathryn Eisenhart, Nancy Ford, Dennis Fox, Larry Golden, Hal Goldman, Bill Jordan, Frank Kopecky (emeritus)

Associated Faculty Barbara Hayler, Pat Langley, Peter Wenz

Adjunct Faculty Suzanne Borland, Christopher Miller, Dennis Rendleman, Florence Rozmisłowicz, Daniel Schuering, Stuart Shiffman, John Squibb

Degrees offered: Bachelor of Arts, Master of Arts

The legal studies department emphasizes law in a societal context within a broad-based liberal arts curriculum. The department seeks to develop the student's knowledge and understanding of the legal system and to enhance skills in analytical thinking, research, and writing. The department also seeks to develop professional and scholarly skills that graduates will need in law-related careers or graduate-level studies.

Knowledge of the law and legal system is important for individuals in a wide array of careers, including social workers, lobbyists, union representatives, personnel administrators, law enforcement officials, and court administrators. Many professionals, especially in the public sector, need a comprehensive understanding of what the legal system is, how it works, how it interrelates with social change, and how it assists people in asserting their rights.

The objectives of the legal studies department are

1) to develop analytical skills necessary to appreciate law as a social phenomenon, 2) to develop an understanding of how law is created, applied, interpreted, and changed, 3) to impart knowledge of substantive areas of the law, 4) to provide clinical or direct working experience in legal environments, 5) to perfect student skills in legal research, writing, and analysis, and 6) to provide an interdisciplinary liberal arts education.

Contact: Information can be found online at www.uis.edu/legalstudies, or by calling (217) 206-6535.


Freshmen and sophomores interested in learning more about legal studies or preparing to designate legal studies as an academic major should contact the LES lower-division adviser, Bill Jordan, at (217) 206-7880.

Students interested in going to law school who want advice on what kinds of classes provide good preparation for law school and information about

good classes for pre-law preparation should contact the Pre-Law Center. The director of the center, Hal Goldman, may be reached at (217) 206-6324. Students may also talk to the center's graduate assistant at (217) 206-7826.

THE BACHELOR'S DEGREE ENTRANCE REQUIREMENTS

The student seeking admission to the legal studies B.A. program must meet all campus requirements for undergraduate admission. Information about these requirements is available from the UIS admissions office at (217)206-6626. The department requires no additional application for undergraduate admission. Students entering the department are expected to have successfully completed (grade of C or better) at least six semester hours of English composition and six semester hours of humanities. Students not meeting these requirements must take a writing or humanities course during their first semester at UIS and consult the Center for Teaching and Learning about assessing



and developing their written and oral communication skills. The department recommends that students complete a U.S. government course before admission, have an interest in some aspect of the law and legal profession, and be prepared to engage in a rigorous educational experience.

ADVISING

Because of the sequential nature of the required courses, students should consult a faculty member before registering. New students and those not fully (conditionally) admitted should contact the department for advising assistance. Students should meet with their advisers at least once a semester.

UIS REQUIREMENTS

UIS requires the student to complete at least 12 hours in at least two of the following course areas: applied study (AST), public affairs colloquia (PAC), and liberal studies colloquia (LSC). It is campus policy that no student may waive this 12-hour requirement.

The legal studies B.A. program requires each student to take a minimum of four hours of AST and eight hours of PAC or LSC. Students may take eight hours of AST, but they may apply only four hours of

this credit toward the UIS requirement. The other four hours will be credited as an LES elective. All legal studies AST placements must be approved before registration by the department's liaison to the campus' applied study office.

When necessary and advisable, students may waive the program's four-hour AST requirement and substitute four hours in one of the other two areas. Waivers are given only in exceptional cases. Student petition forms for requesting waivers are available in the LES office.

STUDENT ASSESSMENT

The campus' student assessment program is designed to assist UIS in meeting the educational needs of its students. Incoming students are required to take a series of tests that measure reading, writing, and analytical skills. Students are not graded on these tests. Arrangements for these tests are made through the campus assessment office in the Center for Teaching and Learning, phone 206-7125, or go to www.uis.edu/ctl/uaoffice.htm.

PROGRAM REQUIREMENTS

The legal studies department offers two undergradu-

ate concentrations to its majors: the legal assistant concentration and the general legal studies concentration. Both offer required and elective courses. Required courses give students the opportunity to acquire essential legal background and to develop needed skills. Elective courses allow students to focus their programs of study in a specific area. All LES majors must take the general core courses listed below. In addition, students taking the legal assistant concentration must take the required legal assistant courses, and students in the general legal studies concentration must take the required general legal courses. Unless the student's adviser recommends otherwise, LES 301 and LES 401 should be taken in the first semester and LES 407 in the second semester.

The legal assistant concentration focuses on the knowledge and skills that a student will need to work as a legal assistant/paralegal with emphasis on public law settings. The general legal studies concentration, which offers a broader liberal-arts-focused approach to legal studies, is appropriate for students interested in law or graduate school or in governmental or corporate positions for which an understanding of legal institutions and processes would be helpful (i.e., social work, library science, law enforcement, politics, envi-

ronmental enforcement, consumer protection, insurance and securities).

Students should be aware that required courses are not offered every semester. Students are strongly advised to consult with their academic advisers or the department chair before registering for the first time. To ensure that all course work is properly integrated, students are encouraged to work out plans for their academic careers in conjunction with their LES advisers.

Pre-LES preparatory course

LES 200 The American Political System 3 or 4 Hrs.

Core courses required of all undergraduate students

LES 301 Legal Institutions and Processes 4 Hrs.

LES 401 Legal Research and Citation 4 Hrs.

LES 407 Law and Society 4 Hrs.

LES 415 The American Constitution and Constitutional Law *or*

LES 416 The American Constitution and Civil Liberties 4 Hrs.

LES 489 Closing Seminar: Ethics and Current Legal Questions 4 Hrs.

Legal assistant concentration

LES 402 Legal Writing and Analysis 4 Hrs.

LES 403 Practice Skills: Illinois Civil Procedure for Legal Assistants 4 Hrs.

Legal studies law course approved by adviser 4 Hrs.

32 Hrs.

General legal studies concentration

LES 402 Legal Writing and Analysis *or* CRJ 345 Research Methods in Criminal Justice, or equivalent 4 Hrs.

LES 404 Law and Inequality *or*

LES 452 History of American Law 4 Hrs.

Legal studies law course approved by adviser 4 Hrs.

32 Hrs.

UIS Requirements

General Electives

Total 60 Hrs.

COMMUNICATION REQUIREMENT

UIS requires that students demonstrate proficiency in writing skills before attaining a degree. Each student's writing skills are initially assessed by instruc-

tors in legal studies courses. Students who are identified as having writing difficulties are required to develop a plan of improvement with their advisers.

Certification of communication skills for LES majors occurs in LES 407 Law and Society. Students are required to pass the writing portion of the course with a grade of C or better to meet this campus requirement. Students who do not demonstrate adequate communication skills will receive an incomplete in LES 407 until sufficient skills are developed. The LES department reserves the option of requiring the student to enroll in a formal remedial writing program.

CLOSURE REQUIREMENT

Students must complete a minimum of 48 upper-division hours and fulfill all department and general education requirements to graduate. Each student must fill out a campus graduation contract. It must be approved by the required personnel no later than eight weeks after the start of his or her final semester. Students are allowed to submit their contracts for early consideration the semester before their final term.

Graduation contract forms are available on the LES website or in the LES department office.



LEGAL ASSISTANT CERTIFICATES

After graduation, all students completing the legal assistant concentration as part of their bachelor's degree will receive certificates reflecting that they have successfully completed a comprehensive bachelor's degree legal assistant training program. Legal assistants are skilled professionals able to perform tasks and services under the supervision of a licensed attorney.

THE MASTER'S DEGREE

The master of arts program in legal studies is designed to present the master's candidate with a course of study in public law emphasizing law as a social phenomenon as well as a technical body of rules. It is a rigorous course of study, designed to develop the candidate's critical understanding of the legal system. It emphasizes analytical and conceptual thinking, legal research and writing, substantive areas of the law, ethical and public interest concerns, public advocacy skills, and the role of law in society.

The objectives of the graduate program are 1) to obtain paralegal skills for entry and advancement in law-related careers; 2) to develop advanced research and writing skills; 3) to provide opportunities for working in the legal field in a focused way that will

advance student careers; 4) to develop analytical and advocacy skills; 5) to have students develop a focus to their educational effort that is connected to their career goals and professional development; and 6) to develop an understanding of the law within the context of an interdisciplinary liberal arts perspective.

ENTRANCE REQUIREMENTS

The department requires students to apply *separately* for admission both to UIS and to the M.A. program. Application forms and information on LES department admission requirements may be obtained from the LES office. The university forms are available from the Office of Admissions and Records.

Though no particular undergraduate major is required, students should have completed at least one undergraduate course in American government, the judicial process, or the equivalent. Students who do not have this background may take LES 200 The American Political System, LES 301 Legal Institutions and Processes, or an approved equivalent course. Neither LES 200 nor LES 301 qualify for graduate credit. The department expects that students will come from a variety of educational experiences and backgrounds.

The number of hours required by the LES master

of arts degree depends on the students' educational background and achievements when they begin the LES program. All students must have a solid grounding in legal institutions and processes and basic legal research, writing, and citation. If the student has this academic background, the M.A. in legal studies is a 36-hour course of study. If the student does not have this background, he or she must take LES 401 and 402 during the first year of academic study, making the degree a 44-hour course of study.

REQUIRED LES PRELIMINARY COURSES

All graduate students who have not completed LES 401 and 402 or equivalents should take LES 401 along with LES 501 Introduction to Graduate Legal Studies during their first semester and LES 402 in the second semester. Students who wish to receive credit for an equivalent course, for which they received a grade of B or better, and/or other competency in this area must apply for a waiver. (See section on waivers below.) The LES Waiver Committee will decide if a course taken at another institution is equivalent to the legal studies course(s). Requests for credit should be submitted to the waiver committee on the student petition form available in the department office.

ADVISING

Faculty advisers help students plan their overall course of graduate study. The adviser provides advice and assists the student if any difficulties arise during his or her UIS career. A faculty adviser is assigned to each graduate student after the student has been fully admitted to the LES program. Students without an official adviser, including less-than-fully admitted graduate students, should refer to the department's chair for advising until a permanent adviser is assigned. Advisers are required to sign off on a variety of registration forms, including applications for clinical or thesis studies. Most advisers require that students meet with them before approval for a project is given.

A student may change his or her adviser by filing a form for this purpose, available through the department office. Students should talk to their faculty advisers at least once a semester.

GRADING

A maximum of four hours of C are allowed in LES courses, but students must maintain a B or higher average within the program. To encourage students in choosing electives, an additional four hours of C are

permitted in courses taken outside the program if an overall B average is maintained. Clinical education courses and tutorials are graded on a credit/no credit basis.

DEGREE REQUIREMENTS

For most students, the master of arts in legal studies involves 44 hours of graduate and upper-division course work. Students who completed the two required preliminary courses (LES 401 and LES 402) or their equivalents at the undergraduate level, however, will be able to complete the M.A. degree in 36 hours. In either case, a lower-division course in American government is required as a prerequisite for admission into the program.

Students should consult with their faculty advisers before registering in the LES graduate program. Pre-registration advising is important since many legal studies courses must be taken sequentially and not every course is offered every semester. Course requirements and sequences are available on the LES website: www.uis.edu/legalstudies.

PREREQUISITE

LES 301 Legal Institutions and Processes or equivalent (1st semester) 3 or 4 Hrs.

REQUIRED PRELIMINARY COURSES

(waived for students who have already completed these courses or their equivalents)

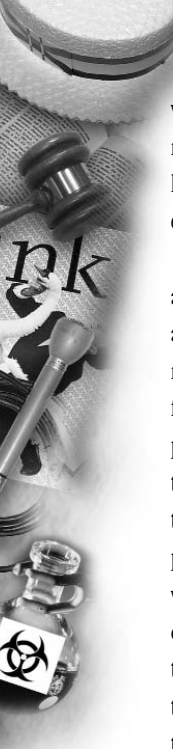
LES 401 Legal Research and Citation (1st semester)	4 Hrs.
LES 402 Legal Writing and Analysis (2nd semester)	<u>4 Hrs.</u>
Total required preliminary courses	8 Hrs.

CORE COURSES

LES 501 Introduction to Graduate Legal Studies (fall, 1st year)	4 Hrs.
LES 551 Administrative Law (2nd semester)	4 Hrs.
LES 554 Clinical Education and/or Substantive Law Electives (to total 8 hours)	8 Hrs.
LES 587 Public Advocacy (3rd semester)	4 Hrs.
LES 504 Graduate Seminar <i>or</i> LES 500 Thesis (last semester)	4 Hrs.
Legal studies law course (as approved by faculty adviser)	<u>4 Hrs.</u>
Total core courses	28 Hrs.
Electives (with approval of adviser)	<u>8 Hrs.</u>
Total core and electives	36 Hrs.

CLINICAL EDUCATION

The clinical education experience provides students



with skills necessary to be successful in a legal environment. Participation in clinical education is strongly recommended. Master's candidates may earn up to eight hours of clinical education credits.

Government agencies, the Illinois Supreme Court, and other organizations sponsor interns, both paid and unpaid. Placement options include courts, administrative agencies, state and federal attorneys' offices, legal aid offices, private law firms, and other public interest groups. Graduate Public Service Internships, graduate assistantships, and legislative internships may count as clinical education if these placements meet the established guidelines. Students working full time or otherwise unable to work at a clinical position may want to work with their advisers to develop a research project or on-the-job alternative that emphasizes the practical aspects of their education.

WAIVERS

Students must fulfill all 36 hours of required core courses and, if necessary, the eight hours of preliminary courses. If it is impossible for a student to take a required core course, or if a student has already taken one of the core courses or its equivalent as an under-

graduate at another institution and wants to waive the requirement, the student must still complete the credit hours in some other course (except for waiver of LES 401 or 402).

CLOSURE REQUIREMENTS

A master's thesis or completion of LES 504 Graduate Seminar (including the course project) is required of all master's degree candidates as a closure exercise. Students selecting the thesis option may enroll in up to eight hours' credit in the master's thesis course (LES 500). They may accrue that total in increments.

Campus policy requires that students be enrolled in at least one semester hour of master's closure credit for *each* semester after they have begun their master's closure exercise until that exercise is completed. For LES students choosing the thesis option, this requirement means that if the thesis is not completed during the initial four hours of enrollment in LES 500 Thesis, students must register for LES 500 for one credit hour in each subsequent semester until eight hours are accumulated or the thesis is completed. If the thesis is still not completed by the time eight hours of continuous enrollment in LES 500 have been accumulated, students must register

to audit the course for one credit hour each semester until the thesis is completed. Likewise, if students choosing to take the graduate seminar fail to complete the required course work/project during the initial four hours, they must enroll to audit one credit hour of LES 504 *each* semester until the course work/project is complete. (Department policy allows students until the end of the first week of classes in the subsequent semester to complete closure requirements before they are required to re-enroll in the closure course.)

COURSE DESCRIPTIONS

Both undergraduate and graduate students may enroll in 400-level courses. In most instances, however, graduate students are held to a higher standard of academic performance and additional requirements may be imposed. Graduate students may not take 300-level or lower courses for graduate credit.

UNDERGRADUATE COURSES

LES 200 The American Political System

(4 Hrs.)

Designed to provide an introduction to the American political system for both majors and non-majors. Examines the role and function of governments in providing for a variety of public goods. In addition to examining the sys-

tem's institutions and political behavior, special attention will be devoted to federalism and the role of the states. See POS 200.

LES 301 Legal Institutions and Processes (4 Hrs.)

Surveys the law-making processes of judicial, legislative, administrative, and executive institutions. This course serves as an introduction to the paralegal and legal professions. Students observe law-making institutions and participate in activities designed to demonstrate how legal institutions function. Elementary practice skills and legal ethics are taught.

UNDERGRADUATE OR GRADUATE COURSES

LES 401 Legal Research and Citation (4 Hrs.)

Explores the principles of legal research into case, statutory, constitutional, and administrative law materials. Components of the course include an introduction to the kinds of law books, the use and patterns of law books, and the methods of finding and citing legal materials. Use of research tools such as digests, legal encyclopedias, legal periodicals, government documents, indexes, citators, treatises, and social science periodicals related to law is also stressed. Students are given training in and experience with computer-assisted legal research, which has become a basic tool in modern legal research. Students write case briefs and are exposed to basic concepts in legal analysis. Must have junior status or higher.

LES 402 Legal Writing and Analysis (4 Hrs.)

Builds on skills learned in LES 401. Emphasis is on reading, analyzing, and applying the law found in the various legal sources. Coverage includes the major kinds of legal writing: case briefs, office and court memoranda, and briefs. Computerized legal search methods are introduced. Students write legal briefs and memoranda that integrate research, writing, and citation skills. Prerequisite: LES 401 with a grade of C or better. Must have junior status or higher.

LES 403 Practice Skills: Illinois Civil Procedure for Legal Assistants (4 Hrs.)

Legal skill building, including exposure to interviewing and counseling, legal drafting, and legal ethics. Civil trial practice covers pleadings, motions, discovery, pre-trial conference, jury selection, trial protocol, and appellate strategies. Learning techniques involve role playing and media demonstrations. Prerequisites: LES 401 and 402.

LES 404 Law and Inequality (4 Hrs.)

Role of law and the legal system in creating, maintaining, and reducing inequality, with emphasis on race, class, and gender inequality in the United States. The relationship between law and the legal system and political/economic institutions and ideologies. See POS 421, SOA 425, and WMS 445.

LES 407 Law and Society (4 Hrs.)

Introductory, interdisciplinary survey of the functions of law in society. Analyzes law, legal and social institutions, and legal theory with special emphasis on issues of justice, fairness, and equality.

LES 408 Computers in the Law (4 Hrs.)

Skills course for law office managers, legal assistants, and legal investigators emphasizing software and computerized procedures used in law offices. Includes basics of word processing, spread sheets and databases, billing, scheduling, and docketing programs and document/transcript concordance litigation programs as well as introduction to e-mail, Internet access, transmittal, and uses and legal research on Lexis/Nexis and through the Internet. Prerequisite: LES 401.

LES 411 Judicial Process (4 Hrs.)

Social science literature on judicial process in the United States. Major topics include legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance, and criticisms of the process. See POS 417 and CRJ 419.

LES 415 The American Constitution and Constitutional Law (4 Hrs.)

The place of the Constitution and Supreme Court in American policy, using both empirical and case materials. Focus on structure and powers of national government, with special emphasis on the Supreme Court as a policy-making institution. See POS 415.

LES 416 The American Constitution and Civil Liberties (4 Hrs.)

Civil liberties constitutional law, with examination of the Supreme Court's role in the definition and development of civil liberties. Emphasis on Bill of Rights and Civil War Amendments. See POS 416.



LES 418 Jurisprudence (4 Hrs.)

Overview of the major legal theories about the nature of law and its place in the political system. Among the issues considered are the origin of law, its relationship with divine law, obligations of obedience and disobedience, and the relationship between political sovereignty and law. See POS 418.

LES 419 Environmental Law (4 Hrs.)

Surveys the major federal statutes and regulatory schemes relating to environmental quality and analyzes and compares the contrasting approaches to regulation that have been used. Focuses on the interaction of law and policy and considers the role of Congress, the regulatory agencies, and the courts in defining and implementing environmental mandates. See ENS 419, POS 419, and MPH 419.

LES 421 Judicial Administration (4 Hrs.)

Basic concepts and critical issues in judicial administration. Emphasis on the Illinois court system structure and functions in comparison with national standards and other court systems. Topics include case-flow management, jury management, records management, personnel administration, judicial rule making, budgeting, planning, and research. See PAD 451.

LES 423 Dispute Resolution (4 Hrs.)

Alternative methods of settling disputes, including arbitration, conciliation, and mediation. Emphasis on understanding the processes and the when and how of using alternative techniques. Incorporates hearing simulations

and practice skills training. Covers commercial, construction, labor, accident claims, and international and family disputes.

LES 441 Welfare Law: Law and the Poor (2 Hrs.)

Historical and philosophical bases of welfare law and the ways laws affect the poor. In-depth analysis of Illinois welfare law and practice provides basis for exploration of alternatives, with the goal of building a model system.

LES 443 Psychology and Law (4 Hrs.)

Examines the degree to which basic legal assumptions are supported by social scientific evidence. Interconnections among values and ideologies, psychological theory and data, and legal policies. Legal socialization, adversary system, jury selection and behavior, punishment and deterrence, pornography and violence, rights of minors, psychologists as expert witnesses, and other topics are included.

LES 444 Mental Health Law (4 Hrs.)

Examines the relationship between the state and mentally disordered individuals. Primary focus on constitutional and theoretical issues surrounding civil commitment to state hospitals and the insanity defense. Related topics include the rights of mental patients, competency to stand trial, and the role of mental health professionals in legal proceedings.

LES 445 Housing Law (2 Hrs.)

Styles of life within public housing programs, laws, and

legal practices affecting this area, exigencies that prevail, as well as possibilities for future improvements. Includes direct observation and study of landlord and tenant laws and relationships; some direct work with public housing projects and programs.

 **LES 446 Family Law (4 Hrs.)**

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform, and the impact of the women's rights movement. See SOA 454, HDC 446, SWK 446, WMS 446.

LES 447 Women in American Law (4 Hrs.)

Identification of sexism in American law, including constitutional standards, the ERA, employment, education, family and procreative concerns, and crime. See WMS 447.

LES 448 Juvenile Law (4 Hrs.)

Laws and legal practices governing children and youth, particularly wards of the courts and juvenile offenders. Rights of children, youth services available, and institutional practices and laws governing juveniles. See CRJ 428.

LES 449 Nondiscrimination Laws in Employment (4 Hrs.)

Development and implementation of nondiscrimination

laws in employment, including hiring, firing, promotion, terms and conditions, benefits and pay. Focus on protective labor laws, veteran preference, harassment, and due process requirements in employment. See WMS 449 and PAD 452.

LES 452 History of American Law (4 Hrs.)

Historical examination of the professional and constitutional development of law in the United States. Topics include the common-law legacy, substantive and procedural aspects of legal history, jurisprudence, the American lawyer, and interaction of law with American society, thought, and politics. See HIS 446.

LES 454 Philosophy of Law (4 Hrs.)

Philosophy of justice, law, and legal institutions, with emphasis on origins, purposes, and practices of legal institutions and their application in theory and practice to the “public good.” See PHI 467.

LES 456 Law and Literature (4 Hrs.)

Readings and discussion of literature. Includes ideas of justice; the concept of property as influenced by class, race, gender, and sexual orientation; and individual conscience vis-à-vis the duty to obey the law. See WMS 448.

LES 463 Labor Law (4 Hrs.)

Study of concepts and laws governing collective bargaining in both private and public sectors. Includes a thorough discussion of bargaining units, election procedures, unfair labor practices, and good faith bargaining. See LAR 463.

LES 467 Labor Arbitration (4 Hrs.)

Philosophy and practice of labor arbitration in the unionized private and public work settings. Students develop skills in arbitration practices, research methods, decision making, rules and procedures, selection of arbitrators, and construction and presentation of cases in simulated arbitration proceedings. See LAR 467, PAD 467.

LES 468 Small Office Practice (4 Hrs.)

Common forms of small business organization, including sole proprietorship, partnership, and corporation. Liability, tax, management, formation, liens, attachment of property, garnishment of wages, truth in lending, equal credit opportunity, credit reporting, and various debtor rights issues are also discussed. Included are legal matters that routinely occur in transfer of real estate in Illinois, focusing on residential real estate.

LES 474 Law of Evidence (4 Hrs.)

Basic study of rules of evidence for nonlawyers working in lawyer-support or investigatory situations that require basic evidentiary knowledge. Provides practical knowledge of problems faced in investigations with a view toward evidentiary sufficiency and possible admissibility in hearings or trials.

LES 476 Legal Ethics (2 Hrs.)

Overview of legal assistants and their functions in relation to authorized practice of law. Other topics include legal education and licensing requirements, ethical and

unethical conduct by lawyers and nonlawyers, the Code of Professional Responsibility, and disciplinary proceedings.

LES 477 Criminal Procedure (4 Hrs.)

Examines the rights of criminal defendants as set out in the U.S. Constitution and interpreted by the U.S. Supreme Court. Studies procedures governing state and federal criminal justice systems and related public policies using court opinions, statutes, and case studies. See CRJ 417.

LES 478 Substantive Criminal Law (4 Hrs.)

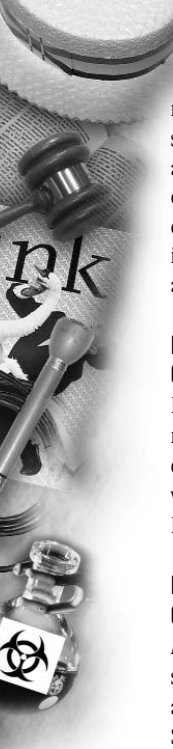
Examines the elements of selected crimes, using both state and federal court cases and statutes. Topics include criminal responsibility, criminal liability, and criminal defenses. Particular attention paid to the Illinois criminal code. See CRJ 418.

LES 480 Special Topics Seminar (2 or 4 Hrs.)

Intensive examination of selected issues important to study of the legal system. Topics announced each time course is offered. May be repeated for an indefinite number of hours, but particular topic must differ.

LES 484 Comparative Law and Legal Traditions (4 Hrs.)

Examines the three major legal systems of the modern world. In the era of globalization, knowledge of the legal traditions and legal systems of the world's eco-



conomic players is essential. Examines different legal systems as systems, with their distinctive components and internal relations, including each system's history, culture, and structure. The purpose of the course is to compare the rules of law in the different legal systems in an effort to discern the general principles of law of all the systems.

LES 486 Legal Aspects of Nonprofit Organization Management (2 Hrs.)

Examines law and its applications in the management of nonprofit organizations. Geared for graduate-level students, experienced professionals, or community agency volunteers with little or no formal training in law. See PAD 448.

LES 489 Closing Seminar: Ethics and Current Legal Questions (4 Hrs.)

A seminar for legal studies undergraduates in their final semester, providing an opportunity to build on research and writing skills and integrating the law and liberal arts. Students explore current social and legal problems, critically analyze solutions, and suggest appropriate alternatives. The content of the course varies from semester to semester.

LES 499 Tutorial (4 Hrs.)

Independent study, structured readings, or research in fields of legal studies and administration of justice. Maximum of eight hours may be earned. Credit/no credit only.

GRADUATE COURSES

LES 500 Thesis (1 to 8 Hrs.)

Note: Students who have not completed the requirements for LES 500 by the end of the first week of classes in the semester following their initial four-hour enrollment in LES 500 must register for one hour of audit in this course *each* semester thereafter until the work is completed.

LES 501 Introduction to Graduate Legal Studies (4 Hrs.)

Provides a common framework for graduate students in legal studies, focusing on such topics as history and philosophy of justice, law, and legal institutions.

LES 504 Graduate Seminar (4 Hrs./1 Hr.)

A seminar for second-year graduate students that provides an opportunity to build on and further develop research, writing, and analytical thinking skills and to apply these skills to the resolution of a current substantive legal problem(s) or issue(s) in such a way that the relationship of law to society and to social change is heightened. Seminar design varies with instructor. The final paper in this course will be reviewed by the Graduate Review Committee and will constitute the master's level project. **Note:** Students who have not completed the requirements for LES 504 by the end of the first week of classes in the semester following their initial four-hour enrollment in LES 504 must register for one hour of audit in this course *each* semester

thereafter until the work is completed. Prerequisite: LES 401 or equivalent experience and permission of instructor.

LES 513 Seminar in Politics, Inequality, and the Legal Order (4 Hrs.)

Exploration of inequality in the American political and legal system; nature and functions of law in general, given the economic and political organization of American society. Law and the legal system viewed from the critical perspective, including relationship between the legal system and justice, fairness, and equality. Issues of inequality, race, class, and gender will be stressed. See POS 513.

LES 551 Administrative Law (4 Hrs.)

Legal foundation of administrative powers and limitations; study of delegation of administrative power, administrative discretion, legislative and executive controls and legal restraints; types of administrative action and enforcement; administrative remedies; and judicial review of administrative action. See PAD 551.

LES 554 Clinical Education (1 to 8 Hrs.)

Work experience in a legal setting. Placement arranged and supervised by student's adviser or program's clinical educational instructor. Credit/no credit only.

LES 562 Commercial Law (4 Hrs.)

Treatment of legal problems inherent in business transactions and in-depth coverage of their accounting and auditing implications. Emphasizes topics important to

professional accountants (e.g., contracts, commercial paper, Uniform Commercial Code, estates and trusts, securities regulations, property, and bankruptcy). Extensive use of case studies and analysis. Prerequisite: ACC 464 or PAD 421. See ACC 562.

LES 587 Public Advocacy (4 Hrs.)

Focus on skills, methods, and strategies of institutional advocacy. Students study the role and uses of effective advocacy, both written and oral, through structured readings and use of various advocacy techniques in a variety

of posited situations. Topics of current interest that are allied to students' thesis research topics will be emphasized. Prerequisite: LES 401 and 402, or equivalent experience and consent of instructor.

LES 599 Tutorial (4 Hrs.)

Independent study, structured readings, or research in fields of legal studies and administration of justice. Maximum of eight hours may be earned. Credit/no credit only.





POLITICAL STUDIES, B.A./M.A.

Faculty Craig Brown (emeritus), Lee Frost-Kumpf, Larry Golden, Hugh Harris, Naomi B. Lynn (chancellor emerita), Tim Miller, Calvin Mouw, Kent Redfield, Stephen Schwark, Robert Sipe, Jack Van Der Slik (emeritus), Pinky Wassenberg

Associated Faculty Peter Boltuc, Barbara Hayler

Adjunct Faculty William G. Hall, Ronald Michaelson

Degrees offered: Bachelor of Arts, Master of Arts, Undergraduate Minor

Illinois is a state with a strong agricultural economy, a diverse industrial base, and one of the nation's more interesting political cultures. Located in Springfield, the hub of Illinois political activity, UIS is able to provide a laboratory for the study of state and local government and politics.

UIS students encounter political science in a setting where practical politics brings theoretical studies to life. Opportunities for experiential learning are available through the legislative applied study term for undergraduate majors and through internships and assistantships for graduates. By using electives in particular areas of public policy and professional studies, students are able to develop research skills and acquire broad academic backgrounds reflecting the rich political resources readily available in the capital city.

Students are encouraged to participate in special activities related to their course of study. The political

studies program is strongly involved in Model Illinois Government and, with faculty and students in international studies, in Model United Nations. Students and faculty in political studies also regularly attend several public affairs conferences.

Contact: Information about the political studies program is available at (217) 206-6646. Information can also be requested at pos@uis.edu.

THE BACHELOR'S DEGREE

A major in political studies provides students with a systematic knowledge of political life, helping them evaluate public issues and make decisions through a balanced program of study in which philosophical, empirical, and policy concerns complement one another. The political studies curriculum offers a flexible course of study that provides a solid foundation for a career in law, politics, public service, research, or teaching.

The program is strong in the study of American national and state politics, politics and law, political

philosophy, and political behavior. Individual faculty have special competencies in such topics as policy analysis, voting behavior, legislative politics, civil liberties, political philosophy, public administration, and the role of symbols in politics. Faculty are also active in the UIS Center for Legal Studies and the Illinois Legislative Studies Center and participate in several internship programs sponsored by UIS.

ENTRANCE REQUIREMENTS

While the political studies program has no special entrance requirements beyond those required for admission to UIS, it is assumed that students will have had college-level study in political science. Students entering the program without preparation in political science should consult a program adviser before registering for their first semester.

COMMUNICATION SKILLS

Both the study and the practice of politics require that students/citizens speak, write, and read well. These

skills are also critical for successful careers in government, law, and business.

In view of this, all political studies students are required to take part in the assessment of their communication skills in their first semester. As a part of assessment in the major, political studies faculty also monitor student communication skills in all program courses. Students with deficiencies are assisted by the faculty or are directed to the Center for Teaching and Learning.

ADVISING

Entering students are assigned an initial faculty adviser when they declare political studies as their major field of study. After their first semester, when they are acquainted with the faculty and are more knowledgeable about the program and the campus, students may wish to select permanent advisers. The course of study for the B.A. is planned jointly with the academic adviser, so students should consult with their advisers before each registration and from time to time during the term.

APPLIED STUDY TERM

One distinct advantage of the program is its location in Springfield, affording opportunities to participate

directly in politics, especially during the applied study term. Cooperation between UIS and governmental and private agencies provides many opportunities for experiential learning in public affairs research and politics. Of special note is AST 303 Legislative Applied Study Term, which places students as assistants to legislators in the Illinois General Assembly every spring semester.

UIS REQUIREMENTS

Students are required to complete a minimum of 12 semester hours of UIS requirements in the areas of liberal studies colloquia, public affairs colloquia, and applied study. These hours must include at least four hours in each of at least two of these areas. Students majoring in political studies satisfy these requirements by taking eight hours of applied study and four hours of liberal studies or public affairs colloquia. If a student has a good reason for a different distribution of the 12-hour requirement, he or she may claim an exception to the rule by petitioning the political studies program.

PROGRAM REQUIREMENTS

Undergraduate majors must take the four foundation

courses: POS 301 Introduction to Political Studies, POS 325 Introduction to Political Philosophy, POS 371 Introduction to Comparative and International Politics, and POS 451 Empirical Political Analysis. Students who believe that they have had a comparable course at their four-year or community colleges may petition the program to waive the course requirement. Students are encouraged to take the foundation courses, including POS 451, in the first semester if possible. POS 325 Introduction to Political Philosophy is a prerequisite to advanced courses in political philosophy (POS 425-435). POS 371 Introduction to Comparative and International Politics is a prerequisite to advanced courses in comparative and international politics (POS 471-478). In addition to the foundation courses, students are required to take four POS electives, thus bringing the total hours in the major to 32.

Foundation Courses

POS 301 Introduction to Political Studies	4 Hrs.
POS 325 Introduction to Political Philosophy	4 Hrs.
POS 371 Introduction to Comparative and International Politics	4 Hrs.
POS 451 Empirical Political Analysis	<u>4 Hrs.</u>
Total	16 Hrs.

Political studies electives 16 Hrs.

Total 32 Hrs.

UIS requirements

Applied Study Term 8 Hrs.

Liberal Studies or Public Affairs Colloquium 4 Hrs.

Total 12 Hrs.

Electives

16 Hrs.

Total 60 Hrs.

INTEGRATED B.A.-M.A. IN PRACTICAL POLITICS

This special curriculum is designed for undergraduates who wish to prepare for a career in practical politics. It is an accelerated program that makes it possible for a student majoring in political studies to complete both the upper-division bachelor's degree requirements and master's degree requirements in three years.

ADMISSION TO INTEGRATED B.A.-M.A. PROGRAM

Students must first be admitted to UIS. Qualifications for admission include a GPA of at least 3.00 for all previous college work and completion of a basic course in American government or POS 200 The American Political System.

Undergraduate political studies majors may apply for admission any time before registering for the applied study term. However, interested students are encouraged to apply as soon as possible after being admitted to UIS.

INTEGRATED B.A.-M.A. CURRICULUM

To ensure that students acquire the skills and knowledge needed for effective professional practice in the public sector, three additional courses are required as part of the 32-hour undergraduate major in political studies: POS 405 Illinois Government and Politics, POS 409 Political Parties and Interest Groups, and POS 451 Empirical Political Analysis.

Students must develop expertise in an area of public policy (i.e., environment, health, or finance) through two significant learning experiences. One of these must be an upper-division or graduate course. The other may be a course or experiential learning in a government position, policy research, or other practical experience in the policy area. Student plans for gaining policy expertise must be approved in advance by the B.A.-M.A. adviser.

The integrated B.A.-M.A. plan includes an en-

hanced applied study term that focuses on political practice. B.A.-M.A. students must have their AST placements approved by the B.A.-M.A. adviser before registering for the AST.

When the student has successfully completed the undergraduate phase of the B.A.-M.A. curriculum, he/she will be admitted to the graduate program. The required internship in the practical politics concentration will be waived – although the student may choose to do an additional internship – and the number of courses required for the M.A. will be reduced by two.

POLITICAL STUDIES MINOR

To earn a minor in political studies, students must complete a minimum of 17-20 semester hours, at least eight hours of which must be upper-division course work taken at the University of Illinois at Springfield. Required hours vary depending on whether courses are taken at UIS or at a previously attended college.

Prerequisite

POS 200 The American Political System
or a comparable lower-division
course in American government 4 Hrs.

Core courses

POS 325	Introduction to Political Philosophy	4 Hrs.
POS 371	Introduction to Comparative and International Politics or a basic course in comparative politics or international relations at the lower-division level	4 Hrs.
POS 415	The American Constitution and Constitutional Law <i>or</i>	
POS 416	The American Constitution and Civil Liberties or the equivalent through transfer of upper-division course work	4 Hrs.
Elective	(Choose one course in political institutions and processes (POS 402 through 412))	4 Hrs.

THE MASTER'S DEGREE

The master's degree program is designed to join the basic theoretical pursuits of political science with the practical knowledge needed by effective public officials and political practitioners. The campus' location in the state capital offers a rich setting for combining theory and practice. The political studies program of-


fers sound academic instruction in American state and national politics, public law, international relations, comparative government, and political philosophy. Program faculty augment their academic specialties with a great variety of professional and political experiences. Members of the program have served in state legislatures, as precinct committeepersons, as participants in major civil rights suits, as legislative staff aides, as policy consultants, and in other offices. The faculty encourage students to take full advantage of the academic and professional opportunities offered by UIS and the state capital.

The master's degree curriculum is organized to meet the needs of a diverse student body, offering graduate students the option to take a course of study that focuses on either the academic or practical aspect of politics. Because students enter the program with bachelor's degrees in a variety of social sciences and humanities, the M.A. curriculum is centered in several required courses that provide essential concepts and skills. For that reason, all students who have not taken an undergraduate research methods course are required to take POS 451 Empirical Political Analysis to prepare them in research and quantitative methods. A range of options in subject-matter seminars, elective

courses, and internships allow students to tailor their courses of study to their individual professional aspirations. The program is particularly well organized for students who want to pursue careers in practical politics at the state level or in agencies involved in international policy making, for those who are preparing to teach, and for those who aspire to an advanced degree in political science or law.

ACADEMIC POLITICS CONCENTRATION. The political studies curriculum ensures that competence is coupled with understanding. Courses in the academic politics concentration examine political structures, historic changes in political structures and the larger human meaning of competence in the areas of electoral and legislative systems, law and civil liberties, political philosophy, international relations, and comparative politics. Students are also encouraged to seek appropriate instruction from faculty in public administration, economics, legal studies, and women's studies, among other areas.

This field is important to students who are seeking teaching careers at the secondary, community college, or university level, or who plan to study toward the doctorate. Sound academic course work and the



hands-on experience are both important political science experiences for in-service teachers and for those preparing to teach. Interested students can combine course work in several subfields of particular interest to teachers of world politics, American government, Illinois history and government, and other aspects of civic education. Students may also arrange special teaching internships.

Graduate students in political studies may also shape their M.A. programs to the special requirements of advanced degrees. Students who anticipate entering law school can tailor a program that draws on the resources of legal studies. For those interested in pursuing a Ph.D. in political science, the subject-matter seminars offer graduate preparation in the standard fields required for doctoral study.

For those interested in international affairs and comparative politics, the program offers a special combination of courses and practice-related experiences. Internships are available in selected agencies of Illinois government that have international policies and programs. Because political studies is a part of the campus' interdisciplinary committee on international studies, students are encouraged to take courses on international subjects in several academic programs.

PRACTICAL POLITICS CONCENTRATION. A concentration is offered for those who wish to specialize in practical politics. Students are expected to sharpen the skills and understanding required of thoughtful and effective practitioners in elective and appointive public service. Instruction involves consultation with experienced representatives of government and government-related endeavors in the capital. Students learn political and policy research, organizing and lobbying skills, campaign techniques, and an array of analytical approaches to policy making in partisan and nonpartisan settings.

Practical knowledge is intelligence in context. All graduate students in political studies have opportunities to enhance their skill and understanding in actual political settings. The program has developed a broad range of internship experiences with legislative staffs and agencies, legislative liaisons, lobbyists, public interest groups, political consultants, and campaign organizations. These learning experiences ensure that M.A. students are effective learners both in the classroom and in the field and that they can transfer their learning from one setting to another, as the professional practice of politics requires.

ADMISSION TO THE PROGRAM

The program encourages diversity among its graduate population and so admits students who have been trained in most undergraduate fields of study. For those lacking a strong undergraduate background in political science, history, or the social sciences, admission is conditional upon completion of two or more courses designated by the program committee. Prospective students who do not hold a B.A. degree should investigate the requirements for alternative admission discussed in this catalog.

COMMUNICATION SKILLS

Successful performance in practical politics and political science requires ability to write and speak persuasively and to present sophisticated information and complex subject matter directly and plausibly. Completion of POS 501 Introduction to the Graduate Study of Politics will verify satisfaction of the communication skills requirement.

ADVISING

On admission to the program, students are assigned an initial adviser. After a semester a student may select his or her permanent academic adviser. This faculty

member assists the student as thesis adviser, supervisor for internships and practice units, and academic counselor in devising an appropriate program of study. The adviser also monitors student progress in satisfying the requirements of the program.

GRADING

Students must have a grade average of B to qualify for the M.A. degree. A maximum of eight semester hours of C may be applied toward the degree so long as each hour of C is balanced by an hour of A. In no circumstances, however, may a grade lower than B in POS 501 Introduction to the Graduate Study of Politics be counted toward the degree. For students choosing the credit/no credit option, a CR represents work equivalent to B, meaning that grades of CR may be counted toward the master's degree.

PROGRAM REQUIREMENTS

The M.A. in political studies is a 40-hour program with a required 28-hour minimum of 500-level courses.

Students in established internship programs, such as the Graduate Public Service Internship or the Illinois Legislative Staff Internship, may receive credit for the program's internship requirement by completing an internship report.

Electives may be selected from a wide range of courses in political studies and related disciplines. Students may take up to 12 semester hours of 400-level courses for graduate credit. When they take 400-level courses, graduate students are held to a higher standard of performance and must complete additional requirements.

Further information on how electives, seminars, projects, and colloquia may be combined is available in the program's *Handbook for Graduate Students*. The handbook also identifies sets of elective courses that the program approves for students concentrating in practical politics and for those developing a course of study focusing on international studies, the Ph.D. in political science or other advanced degrees, careers in teaching, or avocations in public service. It also contains details about graduate internships.

MASTER'S CLOSURE REQUIREMENT

Every graduate degree candidate is required to complete a closure exercise demonstrating mastery of some area within the major field of study. Political studies students have four options for fulfilling this requirement: 1) group research project, 2) comprehensive examination, 3) master's project in practical pol-

itics, and 4) master's thesis.

Students must enroll for four hours' credit in POS 590 Closure Exercise for one of the options listed above. Except for the comprehensive examination, which must be completed in one semester, students may accrue their four hours' credit in increments. Campus policy requires that students be enrolled in at least one semester hour of master's closure exercise *each* semester after they have begun their graduate closure exercise until that exercise is completed. For POS students, this means that if the project/thesis is not completed by the end of the initial four hours of continuous enrollment in POS 590, students must register to audit POS 590 for one credit hour in all subsequent semesters until the exercise is completed.

Concentration in Academic Politics 40 Hrs.

Foundation Seminars:

POS 501 Introduction to the Graduate Study of Politics	4 Hrs.
POS 502 Methods of Inquiry	4 Hrs.
POS 503 Graduate Research Methods	4 Hrs.

Subject Matter Seminars: (three required)

POS 511 Seminar in American Politics	4 Hrs.
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POS 512 Seminar in State Politics	4 Hrs.
POS 513 Seminar in Politics, Inequality, and the Legal Order	4 Hrs.
POS 514 Seminar in Political Philosophy	4 Hrs.
POS 515 Seminar in International Relations	4 Hrs.
POS 516 Seminar in Comparative Politics	4 Hrs.
POS 517 Seminar on Congress	4 Hrs.
POS 518 Seminar on Public Policy	4 Hrs.

Internships: (not required, may do one as an elective)

POS 520 Internship in Teaching Process	4 Hrs.
POS 521 Internship in the Electoral Process	4 Hrs.
POS 522 Internship in the Legislative Process	4 Hrs.
POS 523 Internship in the Executive Process	4 Hrs.
POS 524 Internship in International Policy	4 Hrs.

Electives 8-12 Hrs.

POS 590 Closure Exercise: (choose one) Group Research Project Comprehensive Examination Master's Project in Practical Politics Thesis	4 Hrs.
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Concentration in Practical Politics 40 Hrs.

Foundation Seminars:

POS 501 Introduction to the Graduate Study of Politics	4 Hrs.
POS 502 Methods of Inquiry	4 Hrs.

Subject Matter Seminar:

POS 511 Seminar in American Politics <i>or</i>	
POS 512 Seminar in State Politics	4 Hrs.

Advanced Seminars:

POS 562 Practical Politics Seminar in Political Campaigns <i>or</i>	
POS 563 Practical Politics Seminar in Lobbying and Policy Analysis	4 Hrs.

Internships: (choose one, no more than two)

POS 520 Internship in Teaching Process	
POS 521 Internship in the Electoral Process	
POS 522 Internship in the Legislative Process	
POS 523 Internship in the Executive Process	
POS 524 Internship in International Policy	4 or 8 Hrs.

Electives 12-16 Hrs.

POS 590 Closure Exercise: (choose one) Group Research Project Comprehensive Examination Master's Project in Practical Politics Thesis	4 Hrs.
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COURSE DESCRIPTIONS

Both undergraduate and graduate students may enroll in 400-level courses. Graduate students, however, are held to a higher standard of performance and additional work may be required.

POS 200 The American Political System (4 Hrs.)

Designed to provide an introduction to the American political system for both majors and non-majors. Examines the role and function of governments in providing for a variety of public goods. In addition to examining the system's institutions and political behavior, special attention will be devoted to federalism and the role of the states. See LES 200.

POS 301 Introduction to Political Studies (4 Hrs.)

Introduction to the discipline that focuses on the tools of understanding and their application to the major questions that define the study of politics. Emphasis is on questions such as: What is politics? How do we provide

public goods? Why do we need governments? How do we resolve conflict? How do we get people to cooperate with each other? Applications will cover the breadth of world politics.

POS 325 Introduction to Political Philosophy (4 Hrs.)

Survey of the great thinkers who have raised the perennial normative questions of political philosophy: What is the nature of a good regime? What is politics? The course will begin with Plato and Aristotle and conclude with late 20th century theory.

POS 371 Introduction to Comparative and International Politics (4 Hrs.)

Provides students with the basic concepts and theories of the field: nations and states, ethnicity, institutions and ideologies; anarchy and the international system, the balance of power, and economic interdependence.

POS 402 Legislative Politics (4 Hrs.)

Legislative decision making in the state legislature and United States Congress. The law-making process as a system involving interplay of competing personalities, interests, and actors. Special attention to Illinois.

POS 404 African Americans and American Politics (4 Hrs.)

Examines political, economic, and social factors that affect African-American participation in national, state, and local politics. See AAS 432.

POS 405 Illinois Government and Politics (4 Hrs.)

Policy-making process as it operates in Illinois. Major topics include constitutional structure, role of parties and interest groups, initiation of public policy, legislative process, role of the governor, politics of the budgetary process, implementation of public policy. See PAR 405.

POS 406 The American Presidency (4 Hrs.)

Nature and scope of the American presidency — both historically and analytically. Topical attention given to the views of the framers of the Constitution and to problems of presidential management, leadership, and prerogative. See MGT 406.

POS 407 Urban Politics (4 Hrs.)

Structure, function, and politics of governmental entities in urban areas, with policy focus on issues and alternative methods of analysis. Attention given to small and large urban areas.

POS 408 American Political Behavior (4 Hrs.)

Examination of mass public opinion, electoral behavior, and participation in American politics. Special attention is given to the role of the mass media.

POS 409 Political Parties and Interest Groups (4 Hrs.)

Examination of interest groups and political parties in American politics. Special attention is given to the impact of mass media on contemporary political organizations.

POS 410 Public Policy Processes (4 Hrs.)

Designed to deepen students' understanding of public policy processes at the federal, state, and local levels. The first part of the course explores the dynamics of issue and agenda formation at the federal and state levels. The second part focuses on public policy implementation processes. Students conduct library and field research on existing intergovernmental policies and programs to trace the dynamics issue and policies and programs at the state and local levels.

POS 412 Political Processes (4 Hrs.)

Introduction to the examination of public policy making at the federal and state levels. Includes review of major national and state policy concerns, budgeting, and bill drafting.

POS 415 The American Constitution and Constitutional Law (4 Hrs.)

The place of the Constitution and Supreme Court in American polity, using both empirical and case materials. Focus on structure and powers of national government, with special emphasis on the Supreme Court as a policy-making institution. See LES 415.

POS 416 The American Constitution and Civil Liberties (4 Hrs.)

Civil liberties and constitutional law, with examination of the Supreme Court's role in definition and development of civil liberties. Emphasis on the Bill of Rights and the Civil War amendments. See LES 416.



POS 417 Judicial Process (4 Hrs.)

Social science literature on judicial process in the United States. Major topics include legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance, and criticisms of the process. Prerequisite: CRJ 311 or LES 301, or permission of instructor. See LES 411 and CRJ 419.

POS 418 Jurisprudence (4 Hrs.)

An overview of the major legal theories about the nature of law and its place in the political system. Among the issues considered are the origin of law, its relationship with divine law, obligations of obedience and disobedience, and the relationship between political sovereignty and law. See LES 418.

POS 419 Environmental Law (4 Hrs.)

Surveys the major federal statutes and regulatory schemes relating to environmental quality and analyzes and compares the contrasting approaches to regulation that have been used. Focuses on the interaction of law and policy and considers the role of Congress, regulatory agencies, and the courts in defining and implementing environmental mandates. See ENS 419, LES 419, and MPH 419.

POS 421 Law and Inequality (4 Hrs.)

The role of law and the legal system in creating, maintaining, and reducing inequality, with emphasis on race, class, and gender inequality in the United States. The relationship between law and the legal system and political/economic institutions and ideologies. See LES 404, SOA 425, and WMS 445.

POS 425 Democracy, Pluralism, Elitism (4 Hrs.)

Three theoretical perspectives on the distribution of power in society: democracy, pluralism, and elitism. Both normative (what ought to be) and empirical (what is) theoretical perspectives examined. Major focus on American society, but comparative materials included. Prerequisite: POS 325.

POS 426 Political Economy (4 Hrs.)

Analysis of competing theories and models of explanation in political science and economics as they comprise the basis for contemporary policy disputes and alternatives. Emphasis on the crisis tendencies/contradictions of the political economy of the United States and their impact on the rest of the international economic order. See ECO 426 and LAR 426.

POS 428 Public Interest (4 Hrs.)

Traditions of political thought through contemporary authors and classic texts, with attention to the public interest versus private, special, vested, and other interests. Prerequisite: POS 325.

POS 429 Political Ethics (4 Hrs.)

Examination of ethical relations in politics. Subjects considered include the requirements of practical judgment in legislative and administrative settings, ethically controversial issues in contemporary politics, and important ethical traditions in political life. Prerequisite: POS 325.

POS 431 Classical Political Philosophy (4 Hrs.)

Major theoretical treatments of injustice and justice in Western political tradition. Emphasis on Plato and Aristotle. Includes origins of political science and political philosophy and consideration of relevant historical contexts. Prerequisite: POS 325.

POS 432 Modern Political Philosophy (4 Hrs.)

Major theoretical treatments of injustice and justice in Western political tradition. Emphasis on political tradition from Machiavelli to Marx, with particular concern for development of American constitutionalism and Marxism. Prerequisite: POS 325.

POS 433 Feminist Theories (4 Hrs.)

A range of feminist political theories including liberal, radical, socialist, postmodern, and global feminisms which offer different solutions to social issues such as the division of labor in the home and beyond, reproductive rights, and sexuality. WMS 301 is recommended but not required as a foundation for POS 433. See SOA 408, PHI 411, and WMS 411.

POS 435 American Political Philosophy (4 Hrs.)

Basic issues and themes of American political life from colonial times to the 20th century. Consideration given to such concepts as individualism, federalism, democracy, and pluralism and to such problems as the transformation of America from an agrarian confederacy to a great

world power and the politics of race, region, and interest. Prerequisite: POS 325.

POS 436 Contemporary American Political Philosophy (4 Hrs.)

Focuses on four late twentieth-century political philosophies: liberalism, libertarianism, communitarianism, and conservatism. Considers left-wing vs. right-wing approaches to social redistribution and individualistic vs. communitarian views of the person as the basis for political theories. Readings include selections from Rawls, Nozick, Walzer, Guttman, and Taylor. See PHI 436.

POS 451 Empirical Political Analysis (4 Hrs.)

Examines the empirical research process from conceptualization to data analysis and writing the research report. Particular emphasis will be given to research design and causal analysis. Empirical methods explored will include direct observation and survey research. Students will be expected to carry out an empirical research project and to write a paper on the research.

POS 454 Computer Applications in Political Research (4 Hrs.)

Introduces the use of computers in the study of politics and policy. The objectives include comprehension of basic computing concepts, exposure to large survey and aggregate data files, and experience with data analysis packages (emphasis on SPSS).

POS 471 Comparative Politics (4 Hrs.)

Analyzes and compares politics in developing and developed nations. Prerequisite: POS 371.

POS 472 The Law of Military Conflict (4 Hrs.)

Examines legal and political issues raised by military conflict. Includes the origins of modern law governing military conflicts, the law defining the character of a conflict, the definition of combatants and of noncombatants in a conflict and the specification of the military's responsibilities to those two groups, and difficulties related to adjudicating specific cases.

POS 473 War and Peace (4 Hrs.)

Why war? How have political scientists attempted to explain the endemic nature of interstate violence? More recently, international relations have focused on explaining cooperation in world affairs: the "democratic peace" and economic interdependence. Prerequisite: POS 371.

POS 474 American Foreign Policy (4 Hrs.)

Analyzes postwar American foreign policy from the Cold War and after. Topics include American responses to Third World nationalism and revolution in South and Central America, Vietnam, and South Africa and the impact of domestic policy and "great power" role on foreign policy making. Prerequisite: POS 371.

POS 475 International Organizations and Integration (4 Hrs.)

Examines how nation states shape international organi-

zations and are affected by them, in turn. Focus on the United Nations with consideration given to regional organizations. Prerequisite: POS 371.

POS 476 International Politics of the Middle East (4 Hrs.)

Examines the regional and global aspects of Middle East politics, with an emphasis on the Arab-Israeli dispute and the Persian Gulf area. Other topics include oil, the Islamic revival, and American policy toward the region. Prerequisite: POS 371.

POS 477 Russian Politics (4 Hrs.)

Explores the rise and fall of communism in the former Soviet Union. Special attention to the Gorbachev period, 1985-91. Focuses on post-communist politics in Russia and the other republics. Prerequisite: POS 371.

POS 478 Changing Politics in East Asia (4 Hrs.)


Examines the patterns and sources of recent political changes in China, Japan, and Korea from a comparative perspective. Prerequisite: POS 371.

POS 479 African Politics (4 Hrs.)

Examines contemporary politics in sub-Saharan Africa, both internal and external factors that affect the prospects for democracy, economic, and human development.

POS 480 Topics in Political Studies (4 Hrs.)

Issues arising from current and important political phe-



nomena. May be taken for unlimited number of credit hours, but the particular topic must differ.

POS 499 Tutorial (1 to 4 Hrs.)

Graduate Courses

POS 501 Introduction to the Graduate Study of Politics (4 Hrs.)

Overview of the major subfields, theories, thinkers, and issues in the advanced study of politics. Particular attention is paid to the logic of social science inquiry. The course is writing and reading intensive.

POS 502 Methods of Inquiry (4 Hrs.)

Covers quantitative and qualitative techniques for obtaining and organizing information. Lays a foundation for both academic and practical investigation questions that students will encounter throughout their careers in the field while conducting and evaluating research.

POS 503 Graduate Research Methods (4 Hrs.)

Designed to help students become more effective and better informed consumers of quantitative and qualitative political and policy research. The first part of the course covers the use of various data-gathering techniques such as surveys, nonparticipant observational studies, participant observation, focus groups, and similar techniques. The second part covers topics relevant to the analysis of statistical data, including ex-

ploratory data analysis techniques, probability distributions, units and levels of measurement, hypothesis testing, measures of independence, associations, and correlation. Multivariate statistical techniques and models such as the General Linear Model will be briefly reviewed as time permits. Prerequisite: POS 451 or equivalent.

POS 511 Seminar in American Politics (4 Hrs.)

Pre-eminent themes and basic literature in the field of American politics. Subjects may vary.

POS 512 Seminar in State Politics (4 Hrs.)

Pre-eminent themes and basic literature in the field of American state politics. Subjects may vary.

POS 513 Seminar in Politics, Inequality, and the Legal Order (4 Hrs.)

Pre-eminent themes and basic literature in the field of public law. Subjects may vary. See LES 513.

POS 514 Seminar in Political Philosophy (4 Hrs.)

Pre-eminent themes and basic literature in the field of political philosophy. Subjects may vary.

POS 515 Seminar in International Relations (4 Hrs.)

Pre-eminent themes and basic literature in the field of international relations. Subjects may vary.

POS 516 Seminar in Comparative Politics (4 Hrs.)

Pre-eminent themes and basic literature in the field of comparative politics. Subjects may vary.

POS 517 Seminar on Congress (4 Hrs.)

Examines themes such as institutionalization and change in congressional representation and policy making. Subjects may vary.

POS 518 Seminar on Public Policy (4 Hrs.)

Examines themes such as agenda formation and policy implementation in the public policy process. Subjects may vary.

POS 520 Internship in Teaching Process (4 Hrs.)

Concentrated learning experience in college teaching. Students are placed with mentor teachers in local community colleges. Prerequisite: Permission of instructor.

POS 521 Internship in the Electoral Process (4 Hrs.)

Concentrated learning experience in campaign management. Students are placed with program-approved campaigns and party organizations. Prerequisite: Permission of instructor.

POS 522 Internship in the Legislative Process (4 Hrs.)

Concentrated learning experience in the legislative process. Students are placed with program-approved

lobbying organizations, legislative liaisons, political consultants, and units of the Illinois General Assembly. Prerequisite: Permission of instructor.

POS 523 Internship in the Executive Process (4 Hrs.)

Concentrated learning experience in executive and staff positions. Students are placed in agencies of the state of Illinois. Emphasis is on staff support of governmental and political leadership. Prerequisite: Permission of instructor.

POS 524 Internship in International Policy (4 Hrs.)

Concentrated learning experience in international policy making at the state and regional levels. Students are placed in program-approved agencies responsible for international programs and policies. Prerequisite: Permission of instructor.

POS 525 ILSIP: Academic Seminar (2 Hrs.)

Literature on legislative process and behavior, theories of representation, legislative staffing, and Illinois government and politics. Restricted to students selected as Illinois legislative staff interns. Prerequisite: Permission of instructor.

POS 526 ILSIP: Internship (1-6 Hrs.)

Internship component of ILSIP academic seminar and internship sequence. Restricted to students selected as Illinois legislative staff interns. Prerequisite: Permission of instructor.

POS 529 Practice Unit (1 Hr.)

Structured experiential learning module designed to accompany student undertaking in program-approved applied research. Prerequisites: POS 501 and one seminar (POS 511-518), or permission of instructor.

POS 562 Practical Politics Seminar in Political Campaigns (4 Hrs.)

Examines the history, techniques, and trends in modern political campaigns from the practitioner's perspective. Explores what works and why and the implications for those seeking elected public office and for the health of the political system.

POS 563 Practical Politics Seminar in Lobbying and Policy Analysis (4 Hrs.)

Examines the history, techniques, and trends in lobbying and applied policy analysis from the practitioner's perspective. Explores what works and why and the implications for those seeking to influence public policy

and for the health of the political system.

POS 580 Special Topics (4 Hrs.)

Intensive study of a research or theoretical problem in political science, political education, or practical politics. Subject matter and requirements for study and research are determined by the student and the supervising faculty member. Prerequisites: POS 501 and one seminar (POS 511-518), or permission of instructor.

POS 590 Closure Exercise (1 to 4 Hrs.)

Development and completion of a master's closure exercise in political studies. Four options are available: 1) group research project, 2) comprehensive examination, 3) master's project in practical politics, and 4) master's thesis. Except for the comprehensive examination, which must be completed in one semester, students may accrue the required four hours in increments. Prerequisite: Permission of instructor. **Note:** If the closure exercise is not completed by the end of the initial four hours in continuous enrollment in POS 590, students must register to audit POS 590 for one credit hour in *all* subsequent semesters until the exercise is completed.

POS 599 Graduate Tutorial (1 to 4 Hrs.)

PUBLIC ADMINISTRATION, M.P.A.

Faculty Ethan Bernick, Willa Bruce, Beverly Bunch, Patricia Byrnes, Glen H. Cope, Hilary Frost-Kumpf, Phillip M. Gregg (emeritus), Randolph P. Kucera (emeritus), Seok-Hwan Lee, Naomi B. Lynn (chancellor emerita), A. J. Mackelprang, Kenneth W. Oldfield (emeritus), A. Wayne Penn (emeritus), Ronald B. Sakolsky (emeritus), Anthony A. Sisneros

Associated Faculty Leanne Brecklin, Ernest L. Cowles, Barbara J. Hayler, Beverly Rivera

Adjunct Faculty Owen Dratler, John Hartnett

Degree offered: Master of Public Administration

Accredited by the National Association of Schools of Public Affairs and Administration (NASPAA), the public administration program, within the Department of Public Administration, offers professional graduate education. The program works with many elements of state government to integrate academic and experiential components of the educational process.

M.P.A. curricular requirements are designed to impart knowledge and skills essential to meet pressing public problems and to be successful in professional and administrative employment in public service. The knowledge and skills address understanding of legal, political, and administrative processes, organizational structures, and the context of public sector agencies; the development of leadership capabilities; and knowledge of state government in Illinois.

In addition to the 40-hour M.P.A. degree, the program offers a 46-hour concentration in community arts management and a 48-hour concentration in criminal justice. Also, the public administration (M.P.A.) degree program and the public health (M.P.H.) degree program have established a double major.

Students entering the program without significant professional work experience in the public or private sector are encouraged to undertake internships as part of their program of study through UIS' Graduate Public Service and Illinois State Public Administration Internship programs.

Contact: Information about the public administration program is available at (217) 206-6310. Information can also be requested at mpa@uis.edu. Students interested in the community arts management concentration can call (217) 206-7373. Students interested in the criminal justice concentration can call (217) 206-6301.

THE M.P.A. DEGREE ENTRANCE REQUIREMENTS

The public administration program faculty reviews and accepts candidates for the M.P.A. degree. Prospective students must also complete a separate application for graduate admission to UIS.

Applicants must provide transcripts of all previous undergraduate and graduate course work in order to be considered for admission. International students for whom English is not the native language must, in addition, provide TOEFL scores.

Full admission to the program requires admission to UIS and successful completion of all the following prerequisites: 1) one undergraduate political science course in American politics/government; 2) one undergraduate descriptive/inferential statistics course, completed within five years of intended entry into the program; 3) one undergraduate course in microeconomics or a market economics survey course (other than macroeconomics); and 4) competence in one

computer spreadsheet applications package, such as LOTUS. A grade of C (2.00) or better must have been earned for each undergraduate course used to meet these prerequisites.

Students may be granted conditional admission to the program, which permits enrollment in up to 12 semester hours of prescribed PAD courses during the first full academic year. Full admission to the program is required before students can enroll for more than 12 hours creditable to the M.P.A. degree.

Prospective students are strongly encouraged to obtain application information well in advance of their first term in the program. Completed applications should be received at least four weeks in advance of the first intended semester of M.P.A. enrollment. Application materials may be obtained from the MPA Program, University of Illinois at Springfield, One University Plaza, MS PAC 366, Springfield, IL 62703-5407; or through the telephone number and e-mail address listed above.

APPLICATION TO M.P.A. - COMMUNITY ARTS MANAGEMENT CONCENTRATION

Acceptance to the M.P.A. concentration in community arts management requires a separate application and

formal admission process in addition to that required for acceptance to the general M.P.A. program. Students interested in applying for the CAM concentration must submit a detailed resume; an autobiographical statement of at least 300 words, including a description of previous experience in the arts such as study, performance, participation, or management; a separate statement of at least 100 words describing career goals; and three letters of reference.

These materials should be forwarded to PAC 370, University of Illinois at Springfield, One University Plaza, Springfield, IL 62703-5407. Applications are usually received by February 1 for admission the following fall; however, applications received later may be considered.

APPLICATION TO M.P.A. - CRIMINAL JUSTICE CONCENTRATION

Application to the M.P.A. concentration in criminal justice does not require a separate program application. Students intending to pursue this concentration should indicate this on the UIS application. Although program applications are submitted to the M.P.A. program, students interested in the CRJ concentration may contact the Department of Criminal Justice at the phone num-

ber listed above for more information about the uses and career applications of this concentration.

APPLICATION TO M.P.A.-M.P.H. DOUBLE MAJOR

The M.P.A. degree program and UIS Department of Public Health have established a double major in accordance with university policy. Students interested in this double major can contact either the MPA or MPH offices.

GRADING POLICY

Public administration students may apply up to eight credit hours of C work toward the M.P.A. degree, provided that each credit hour of such work is offset by a credit hour of A work earned in a 500-level PAD course. All course work applied toward the M.P.A. under this arrangement must be earned at the University of Illinois at Springfield while the student is enrolled in a graduate program at UIS.

WRITING COMPETENCE

Faculty identify writing deficiencies during courses and refer students to the Center for Teaching and Learning.

PROGRAM REQUIREMENTS

Within the first 20 hours of program study, students are to meet the requirements of the program foundation (12 hours), which surveys the field of public administration and the analytical tools that are prerequisite to advanced study. In addition, students are required to complete eight hours of program core course work covering two functional areas: budget/finance and human resources management.

Foundation Courses

PAD 501 Introduction to the Profession	4 Hrs.
PAD 502 Organization Dynamics	4 Hrs.
PAD 503 Analytical Tools	<u>4 Hrs.</u> 12 Hrs.

Core Courses

PAD 504 Budget and Finance	4 Hrs.
PAD 505 Human Resource Management	<u>4 Hrs.</u> 8 Hrs.
<i>PAD 571 Capstone Seminar</i>	4 Hrs.

Advanced Professional Course Work

Electives (see program handbook)	<u>16 Hrs.</u> <u>20 Hrs.</u>
Total	40 Hrs.

M.P.A. - COMMUNITY ARTS MANAGEMENT CONCENTRATION ONLY

Students pursuing the M.P.A. community arts management concentration earn a total of 46 credits to complete the M.P.A. degree. The CAM concentration provides specialized skills in leadership, management, and planning pertinent to public and nonprofit arts organizations. In addition to the M.P.A. foundation, core, and capstone courses (24 credit hours), students in the CAM concentration also enroll in:

MPA Core, Foundation, and Capstone	24 Hrs.
PAD 543 Marketing for Public and Nonprofit Organizations	4 Hrs.
PAD 544 Fund Raising for Public and Nonprofit Organizations	4 Hrs.
PAD 546 Arts Administration Seminar	4 Hrs.
PAD 547 Public Policy and the Arts	4 Hrs.
PAD 548 Arts Management Internship(s)	2 Hrs.
Elective	<u>4 Hrs.</u>
Total	46 Hrs.

Students taking the concentration in community arts management may choose from the following for their 4-hour elective:

PAD 446 Arts and Education
PAD 447 Performing Arts Management
PHI 432 Philosophy of Art
PAD 448/LES 486 Legal Aspects of Nonprofit Organization Management
HIS 511 Museum/Historic Sites Methods

M.P.A. - CRIMINAL JUSTICE CONCENTRATION ONLY

Students in the M.P.A. criminal justice concentration earn a total of 48 credits to complete the M.P.A. degree. In addition to the M.P.A. foundation, core, and capstone courses (24 credit hours), students in the CRJ concentration also complete 24 hours of additional courses as indicated below. CRJ electives are described in the criminal justice department section of this catalog. Students should consult with a criminal justice faculty adviser before selecting their CRJ electives.

MPA Core, Foundation, and Capstone	24 Hrs.
PAD electives as part of Advanced Professional Coursework	8 Hrs.
CRJ 500-level electives (choose four)	16 Hrs.
CRJ 523 Criminal Justice Policy Process	
CRJ 531 Drug Abuse in America: A Critical Perspective	

CRJ 541 Law Enforcement Administration	
CRJ 551 Correctional Policy and Administration	
CRJ 565 Race, Class, and Social Justice	
CRJ 572 Law and Criminal Justice	_____
Total	48 Hrs.

MPA-MPH DOUBLE MAJOR

Application to the MPA-MPH double major requires meeting entrance requirements for each academic organization. The articulation agreement allows a student to complete a double major with a total of 68 credit hours, compared to a total of 88 for the two majors separately. Students pursuing this double major will be required to complete an appropriate closure exercise in each of the two degree organizations. Upon completion, one diploma will be granted. The two major fields will be specified on the transcript.

ADVANCED PROFESSIONAL COURSE WORK

Advanced professional development courses concern particular areas of expertise and career opportunities. Sixteen hours of elective course work are taken in advanced areas of study; at least eight hours typically involve public administration courses. Recognizing the

diversity of student goals, the program allows students who wish to pursue individualized areas of study to do so in consultation with their advisers. Others may wish to pursue one of the professional development areas of study specifically identified here.

Students pursuing the M.P.A. typically follow one of two advanced professional development patterns. One pattern involves course work chosen from PAD offerings, often including fields such as personnel, budgeting, policy analysis/program evaluation, inter-governmental program administration, or organizational change/development. The second pattern involves completing advanced coursework in PAD offerings in conjunction with course work offered by other UIS academic programs, such as legal studies (administrative law), management information systems, environmental studies, accountancy (public financial management), or human services (social services).

M.P.A. majors who have not been formally admitted to the CAM concentration and who enroll for PAD 546, PAD 547, PAD 548 may only count successful completion of these courses as non-PAD professional development electives.

The *Public Administration Handbook* contains

detailed information on planning advanced professional development course work.

MASTER'S CLOSURE OPTIONS

M.P.A. degree candidates may fulfill the campus closure requirement by earning a grade of B- or better in PAD 571 Capstone Seminar or by completing a master's thesis in PAD 500. PAD 571 and PAD 500 are open only to M.P.A. majors who have already completed at least 20 credit hours toward the degree.

Students who choose the thesis option must enroll in four, but not more than eight, credit hours in PAD 500 Thesis. These hours may be accumulated incrementally at a rate of at least one credit hour per semester.

Campus policy requires that PAD majors who enrolled in PAD 571 or PAD 500, but who did not complete the course in continuous enrollment, must re-enroll in the course for one credit hour on an audit basis *each* semester until the work is complete. Likewise, M.P.A. majors who select the thesis option, but do not complete the thesis within the originally agreed-on number of credit hours of continuous enrollment (4-8), must re-enroll in the course for one credit hour on an audit basis *each* semester until the approved thesis is completed.

COURSE DESCRIPTIONS

Program Foundation

PAD 501 Introduction to the Profession (4 Hrs.)

Analyzes fundamental issues of professionalization facing M.P.A. practitioners in the occupational field. Prerequisite: Introductory course in U.S. government/politics.

PAD 502 Organization Dynamics (4 Hrs.)

Structure and function of public organizations as socio-technical systems and of related individual, group, and leadership processes. Topics include leadership, decision making, group dynamics, motivation, job satisfaction, authority, power, organizational change, communication, conflict, and organization structure and design.

PAD 503 Analytical Tools (4 Hrs.)

Course may be available online. Refer to the current course schedule for further information.

Analytical tools required by professional public administrators. Topics include research design, analytical decision-making tools, analysis of variance, factorial analysis of variance and multiple regression analysis. Prerequisites: An approved statistics course, completed within five years of the first term of enrollment in the MPA program, covering descriptive statistics, probability, correlation and regression analysis, and experience in the use of a statistics software package.

Program Core

PAD 504 Budget and Finance (4 Hrs.)

Budgetary decision making in governmental units. Political, economic, and administrative aspects of budgeting are examined. Analysis of budget innovations, such as the PPB system and zero-base budgeting. Prerequisites: Lower-division courses in American politics, computer spreadsheet applications, and microeconomics, or equivalents.

PAD 505 Human Resource Management (4 Hrs.)

Personnel administration in the public sector and administrative problems raised by this important management responsibility. Evaluation of administrative, political, and legal factors affecting management's ability to deal with organization/employee relationships.

Human Resource Management

PAD 411 Contract Administration (4 Hrs.)

Contract administration with emphasis on interpretation, application, and impasse resolution techniques of grievance procedures, mediation, and arbitration. See LAR 464.

PAD 465 Public Sector Labor Relations Seminar (4 Hrs.)

Study of behavioral, legal, social, political, and institutional forces that affect dynamics of labor relations in public employment.

PAD 467 Labor Arbitration (4 Hrs.)

Philosophy and practice of labor arbitration in the

unionized private and public work settings. Students develop skills in arbitration practices, research methods, decision making, rules and procedures, selection of arbitrators, and construction and presentation of cases in simulated arbitration proceedings. See LAR 467 and LES 467.

PAD 509 Workplace Democracy (4 Hrs.)

Origins and recent developments in theory and practices of workplace democracy, both in the United States and in other countries. Exploration of such concepts as worker control, work self-management, and economic democracy.

PAD 511 Collective Bargaining (4 Hrs.)

Development and nature of employee organizations, collective bargaining, and public policies on labor relations in the public sector federal, state, and local. Analysis of contemporary bargaining relations, procedures, problems, and consequences. Prerequisite: PAD 505, or permission of instructor.

Budget and Finance

PAD 421 Auditing Concepts and Responsibilities (4 Hrs.)

Role of the attest function in society and knowledge of concepts and techniques underlying the audit process. Includes historical evolution of the attest function and its application to financial statement auditing, internal auditing, compliance auditing, and operational auditing. Prerequisites: ACC 321, or consent of instructor. See ACC 464.

PAD 524 Capital Budgeting (4 Hrs.)

Overview of how public sector entities finance long-term projects. Includes measurement of governmental debt capacity by tracking trends in major fiscal indicators, such as per capita debt and debt as a percent of general revenue. Other topics include the role of rating agencies in capital expenditure decisions determining yields to maturity and internal rates of return, cost benefit analysis, and recent innovations in bond financing. Prerequisites: PAD 503 and PAD 504, or permission of instructor.

PAD 525 Governmental Accounting for Public Administrators (4 Hrs.)

Introduction to the major concepts, principles, and objectives of governmental accounting (including fund accounting) and budgetary control systems for local and state government. The course is specifically designed for M.P.A. and other students with little or no background in accounting.

Analysis/Evaluation**PAD 431 Operations Research Methods (4 Hrs.)**

Quantitative methods necessary for analysis, modeling, and decision making. Topics include linear programming, transportation model, network models, programming, decision theory, games theory, PERT-CPM, inventory models, and queuing theory. Additional topics may be chosen from integer linear programming, system simulation, and nonlinear programming. Prerequisite: MAT 332, or permission of instructor. See MAT 444.

PAD 531 Public Policy Analysis (4 Hrs.)

Functions of policy analysis in political decision making, including bases for judgment, impact on bargaining, analytical limitations, and other issues in design and implementation of policy studies.

PAD 533 Program Evaluation (4 Hrs.)

Goals, methods, and techniques of program evaluation in public agencies and implications of program evaluation findings for legislative and executive program planning and implementation. Each student is required to design an evaluation of an organizational program. Prerequisite: PAD 503, or permission of instructor.

PAD 534 Program Implementation (4 Hrs.)

Advanced graduate seminar focusing on the ways state, local, and national administrative units carry out governmental policies/programs. Provides particular attention to the processes through which policy intent is translated into program performance and service delivery. Examines barriers to effective implementation of policy initiatives. Also examines ways public administrators and managers can be more effective in the implementation of public policy decisions.

Nonprofit Management**PAD 448 Legal Aspects of Nonprofit Organization Management (2 Hrs.)**

Provides a comprehensive overview of the legal problems typically faced by nonprofit organizations.

Topics include organization structure, taxation, copyright, employee relations, contracts, lobbying, and liability exposures of board and staff. See LES 486.

PAD 543 Marketing for Public and Nonprofit Organizations (4 Hrs.)

Applies marketing concepts and methodologies to planning and delivery of public and nonprofit services. Requirements include preparation and presentation of a marketing plan for a public or nonprofit organization.

PAD 544 Fund Raising for Public and Nonprofit Organizations (4 Hrs.)


Fund-raising and resource development for public and nonprofit organizations, including proposal/grant research and writing, grants management, annual and capital campaign development, special events, planned giving, and fund-raising software.

Community Arts Management**PAD 446 Arts and Education* (4 Hrs.)**

Development, implementation, and evaluation of arts and education programs. Exploration of aesthetic issues, strategies of teaching, and relationship to arts organizations as well as to schools.

PAD 447 Performing Arts Management* (4 Hrs.)

Survey of the management procedures related to the per-



forming arts, with emphasis on artist relations, contract negotiations, booking arrangements, scaling the house, ticket office operations, marketing, and facility management. Overview of backstage concerns, audience development, administrative functions and operational models, rentals, promoters, budgeting, staffing, and funding.

PAD 546 Arts Administration Seminar* (4 Hrs.)

Provides grounding in arts management issues and concerns. Topics include definition of arts and culture, history of arts management, community context of arts management, cultural diversity, cultural equity, cultural planning, programming, censorship, arts and education, role of arts in community development, arts service organizations, and professional development.

PAD 547 Public Policy and the Arts* (4 Hrs.)

Analysis of the formation, development, implementation, and evaluation of public policies for the arts at the national, state, and local level. The focus is on the United States although cultural policies of other countries are also examined.

PAD 548 Arts Management Internship(s)* (1 or 2 Hrs.)

May be taken as one two-hour course or two one-hour courses. Provides an experiential learning opportunity with a professional public or nonprofit cultural organization. Clear learning objectives for the internship are defined, monitored, and reported. Prerequisite: Permission of instructor.

** MPA majors who have not been formally admitted to the CAM concentration may only count successful completion of these courses as non-PAD professional development electives.*

Public Law

PAD 451 Judicial Administration (4 Hrs.)

Basic concepts and critical issues in judicial administration. Emphasis on Illinois court system structure and functions in comparison with national standards and other court systems. Topics include case-flow management, jury management, records management, personnel administration, judicial rule making, budgeting, planning, and research. See LES 421.

PAD 452 Nondiscrimination Laws in Employment (4 Hrs.)

Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits, and pay. Focus on protective labor laws, veteran preference, harassment, and due process requirements in employment. See LES 449 and WMS 449.

PAD 551 Administrative Law (4 Hrs.)

Legal foundation of administrative powers and limitations; study of delegation of administrative power, administrative discretion, legislative and executive controls, and legal restraints; types of administrative action and enforcement, administrative remedies, and judicial review of administrative action. See LES 551.

Master's Closure

PAD 571 Capstone Seminar (4 Hrs./1 Hr.)

Based on common readings drawn from one broad field or approach to public administration. Integrates academic research with issues faced by practicing professionals. Major paper and formal oral presentation required. Course meets program and campus requirements for master's degree closure. Prerequisite: Open only to fully admitted M.P.A. majors who have completed at least 20 hours of course work toward the degree prior to registration. **Note:** Students who do not complete the course work during the initial four-hour enrollment must register for one credit hour on an audit basis in *all* subsequent semesters until the work is completed.

Topic/Individual Arrangements

PAD 500 Thesis (1 to 8 Hrs.)

Credit awarded upon acceptance of thesis. Note: If the thesis is not completed by the time the initial eight hours of credit are accumulated in continuous enrollment, the student must register for one credit hour on an audit basis in *all* subsequent semesters until the thesis is completed.

PAD 590 Topics in Public Administration (2 or 4 Hrs.)

Selected topics announced when offered. May be repeated for indefinite number of credit hours, but particular topics must differ.

**PAD 599 Tutorial in
Public Administration**

(1 to 12 Hrs.)

Internship Seminars

**PAD 460 Graduate Public Service
Internship Seminar**

(1 to 4 Hrs.)

Topics include critical issues in public service for public policy development processes, functional operations of

public agencies, and independent research. A maximum of four credit hours may be applied toward the M.P.A. degree.

**PAD 480 Public Administration
Internship Seminar**

(1 to 4 Hrs.)

Analysis of internship experience. May be repeated for a maximum of four credit hours. Prerequisite: Permission of instructor.





DOCTOR OF PUBLIC ADMINISTRATION, D.P.A.

Faculty Ethan Bernick, Willa Bruce, Beverly Bunch, Patricia Byrnes, Glen Hahn Cope, Hilary Frost-Kumpf, Phil Gregg (emeritus), Seok-Hwan Lee, Naomi Lynn (chancellor emerita), Lon Mackelprang, Ken Oldfield (emeritus), Anthony Sisneros

Degree offered: Doctor of Public Administration

PROGRAM DESCRIPTION

The mission of the doctor of public administration program is to educate students for public service careers in state government and management, or for careers in academia. The program emphasizes the theory, analysis, evaluation, and practice of public administration and public policy. Research, along with its applications, is also emphasized. Core courses are supplemented with a specialty concentration chosen from a range of program areas. Public administration doctoral education is intended to enhance student capabilities for public service, leadership, research, and teaching.

The DPA program has the following objectives:

1) to enhance the knowledge, competence, and leadership capacity of managers and professionals in state government agencies and nonprofit organizations; 2) to increase the intellectual and professional resources

available to state government and nonprofit organizations; 3) to increase research and teaching resources in state government and nonprofit management; 4) to contribute to the national pool of knowledge about state government and nonprofit administration, policy, and leadership; 5) to enhance the public affairs effort of the University of Illinois at Springfield; and 6) to strengthen the field of public administration within Illinois.

Contact: Information about the doctor of public administration program is available at (217) 206-6076. Information can also be requested at dpa@uis.edu or from the web page at www.uis.edu/dpa/.

ADMISSION

For admission, applicants must meet the following requirements: 1) master's degree, with a minimum grade-point average of 3.25 in graduate course work, 2) satisfactory performance on the GRE taken within

the past five years, 3) demonstration of writing skills through the submission of a recent writing sample, 4) demonstration of ability to succeed in doctoral studies by the recommendations of three persons, at least one of whom is an academic reference, 5) demonstration of personal commitment to academic excellence through a three- to five-page statement of academic and career goals, and 6) a current resume. International students must also demonstrate English proficiency with a score of at least 575 on the TOEFL.

Admission decisions are made by the Doctoral Program Committee, which evaluates the information submitted by each applicant to the program. For admission to the DPA program, the goals and objectives of the student must, in the judgment of this committee, be an appropriate fit with the mission and capacity of the DPA program. Interested persons are encouraged to contact the DPA program before starting the application process.

Students are encouraged to submit application

materials by March 15 for the fall semester and by October 30 for spring admission. However, applications received later may be considered.

PREREQUISITES

Prerequisite course requirements include:

- 1) a one-semester undergraduate or graduate course in economics, preferably microeconomics;
- 2) a graduate-level course on the American political system (or a graduate degree in public administration, political studies, or the equivalent);
- 3) analytical tools (PAD 503, POS 503, or the equivalent) completed within the past five years;
- 4) budgeting and finance (PAD 504, or the equivalent); and
- 5) public policy (PAD 531 or POS 518, or the equivalent).

An applicant who meets all admission requirements other than the course prerequisites may be admitted pending completion of these requirements. In no case will a student be allowed to take a core or research course before meeting its prerequisite.

Courses taken for a letter grade typically challenge the student to produce higher quality work than do those taken only for credit and, generally, will better

serve the student. Students are therefore strongly encouraged to take prerequisite requirements for a letter grade rather than as credit/no credit.

ADVISING

An initial faculty adviser will be assigned at the time a student is admitted to the DPA program. The adviser will assist the student in planning which courses to take. Before a student has completed 16 credit hours in the doctoral program or enrolls in a concentration course, he or she will select a permanent faculty adviser and a Plan of Study Committee.

COURSE REQUIREMENTS

The student's Plan of Study Committee is responsible for assisting the student in developing a program of study that meets the course requirements specified below.

Each student must complete at least 54 hours of course work plus a minimum of 12 hours of dissertation credit. Students may petition for up to 12 hours of transfer credit for graduate work deemed appropriate for the DPA. All students will be required to complete core courses, research courses, and transfer courses with a grade of B or better in each course.

Core Courses (20 hours)

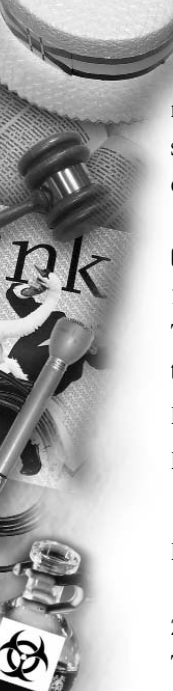
- PAD 601 Advanced Seminar in Public Administration Theory and Organizational Analysis
- PAD 602 Advanced Seminar in Organizational Behavior in Public Systems
- PAD 603 Advanced Seminar in Financial Management and Fiscal Policy
- PAD 604 Advanced Seminar in Public Policy Processes and Analysis
- PAD 605 Administrative Ethics and Public Service

Research Courses (12 hours)

- PAD 611 Advanced Seminar in Quantitative Methods
- PAD 612 Advanced Seminar in Qualitative Methods
- PAD 613 Advanced Seminar in Research Methods

Concentrations (20 hours)

After completing all required core and research courses, the student will work with his/her adviser to develop a concentration study plan. This plan must be approved by the Plan of Study Committee and the DPA director before the student takes any concentration courses. Additional work and per-



mission of the instructor is required for doctoral students enrolled in non-prerequisite 500-level courses.

CONCENTRATIONS

1. Nonprofit Management (20 hours)

The following 12 hours are required, plus an additional 8 hours:

PAD 623 Nonprofit History and Philanthropy

PAD 624 The Nonprofit Organization in a
Market Economy

PAD 625 Nonprofit Leadership

2. State Government (20 hours)

The following 12 hours are required, plus an additional 8 hours:

PAD 631 Intergovernmental Relations

PAD 632 Legislative and Administrative Politics
or POS 512 Seminar in State Politics

PAD 633 Special Topics in State Government

3. Special Interest (20 hours)

The student may choose an area of special interest and work with his/her Plan of Study Committee to identify

the five classes in the area most appropriate to the student's individual interests.

DISSERTATION (minimum 14 hours)

PAD 687 Dissertation Proposal Preparation
Seminar (credit/no credit) 2-4 Hours

PAD 690 Dissertation
(credit/no credit) minimum 12 Hours

Examination

After the student completes DPA course work, he or she will be required to take a comprehensive examination, which is both oral and written.

Dissertation Work (minimum 14 hours)

Admission to candidacy. After successful completion of the comprehensive exam, the student is admitted to candidacy and may officially begin work on the dissertation proposal (PAD 687). Campus policy requires that after completing all requirements for candidacy, the student must be continuously enrolled in at least one semester hour of dissertation course work each fall and spring semester until the dissertation is completed, defended, and accepted.

Dissertation Committee. The chair of the Disserta-

tion Committee is the student's dissertation adviser. Students will work with their committees (selected by the students with program approval).

Dissertation Proposal. A written dissertation proposal must be formally approved by the student's Dissertation Committee before dissertation work may begin. Students will be required to take PAD 687 Dissertation Proposal Preparation Seminar as a part of their dissertation proposal preparation.

Oral Dissertation Defense. An oral examination on the dissertation will be conducted by the Dissertation Committee according to doctoral program regulations. The dissertation adviser will chair the oral dissertation defense, which will be open to the campus community.

COURSE DESCRIPTIONS

PAD 601 Advanced Seminar in Public Administration Theory and Organizational Analysis (4 Hrs.)

Exploration of the intellectual and theoretical foundations, historical contexts, and contemporary arguments about public administration as both a field of practice and an academic discipline. Intensive readings in original works in the foundation of the field and relevant collateral fields equip the student to analyze the assump-

tions underlying and framing public administration as well as the current discussions of scholarship in the field and the theoretical underpinnings of government leadership. Prerequisite: A graduate-level course on the American political system or a graduate degree in public administration, political studies, or the equivalent.

PAD 602 Advanced Seminar in Organizational Behavior in Public Systems (4 Hrs.)

Organizing processes; the connections and interactions between elements and parts of organizations; diagnosing organization problems and managing change; leadership behavior and effectiveness; expectations and values; job satisfaction and individual performance; organizational culture; and norms and values. Prerequisite: PAD 502, or equivalent.

PAD 603 Advanced Seminar in Financial Management and Fiscal Policy (4 Hrs.)

Historic development and trends in public revenues and expenditures; political, economic, and administrative significance of decisions in the field of public financial management; the limitations of financial policy as a mechanism of social policy and management control. Prerequisites: PAD 504, or equivalent, and a one-semester undergraduate or graduate course in economics, preferably microeconomics.

PAD 604 Advanced Seminar in Public Policy Processes and Analysis (4 Hrs.)

Critical analysis of the policy field; integration of quanti-

tative, normative, organizational, and political considerations in policy formulation; policy research; analytic frameworks in diverse substantive policy areas; ethics and values. Prerequisite: PAD 531 or POS 518, or equivalent and a one-semester undergraduate or graduate course in economics, preferably microeconomics.

PAD 605 Administrative Ethics and Public Service (4 Hrs.)

Overview of research and theory development about ethical issues in the management of government services; utilitarian, deontological, and moral considerations of ethical controversies; normative traditions of public administration ethics; practical solutions and applied and empirical research about questions of government ethics.

Research Methods Courses

PAD 611 Advanced Seminar in Quantitative Methods (4 Hrs.)

Advanced multivariate techniques, including multiple regression; path analysis; multiple classification analysis; analysis of variance models; and forecasting models. Prerequisite: PAD 503, POS 503, or equivalent, and proficiency in elementary multivariate statistics and data analysis techniques.

PAD 612 Advanced Seminar in Qualitative Methods (4 Hrs.)

Development of the methods necessary for public administration qualitative research, focusing on interviewing, case studies, data collection and analysis, and preparing

written research documents. Recent literature on the theoretical and ethical aspects of qualitative methods will be covered. Prerequisite: PAD 503, POS 503, or equivalent.

PAD 613 Advanced Seminar in Research Methods (4 Hrs.)

Exploration of the role of scientific explanatory research and prescriptive research in the action-oriented field of public administration is explored. Critiques of current research in the field help identify the choices regarding theories, methods, and techniques of the research process. Seminar readings on advanced quantitative and qualitative methods will contribute to the formulation of a research project to be carried out during the semester. Prerequisite: PAD 611 and PAD 612.


Concentration Courses

PAD 621 Program Evaluation (4 Hrs.)

Advanced techniques of program evaluation including recent techniques in defining and using measurements of efficiency and effectiveness. Class readings and exercises examine issues in the design and conduct of evaluation with attention to the impacts of program evaluation research on program planning and implementation. Written analyses of program evaluation research and a major paper and presentation are required.

PAD 622 Advanced Seminar in Human Resources Management (4 Hrs.)

Advanced topics in personnel administration, labor relations, and organization/employee relations. The course



stresses the differences in the application of human resource concepts and differences in theories and practices between nonprofit and public sectors. Written analyses and presentations are required.

PAD 623 Nonprofit History and Philanthropy (4 Hrs.)

Examines the origins of the nonprofit sector and its development in the 21st century, including the role of philanthropy. The use of the historical perspective in research on current nonprofit administration and policy issues is highlighted. Written analyses and presentations are required.

PAD 624 The Nonprofit Organization in a Market Economy (4 Hrs.)

Explores the current dimensions of the nonprofit sector, competing explanations of the sector's role in a market economy, and current and emerging policy issues raised by the interaction with the government and for-profit sectors. Course readings and assignments evaluate the issues of how policy, the legal framework, and multiple funding sources shape a nonprofit organization. A required research project will broaden the perspective on the issues.

PAD 625 Nonprofit Leadership (4 Hrs.)

Research on the historical, legal, and societal perspec-

tives on leadership of a mission-based nonprofit sector organization is explored. Course readings and assignments will contribute to the formulation of an action-oriented research project to be carried out during the semester.

PAD 631 Intergovernmental Relations (4 Hrs.)

Examination of the division of powers and interrelationships among the federal, state, and local governments. The course takes an interdisciplinary approach, addressing historical, political, economic, and legal aspects and addressing topics such as intergovernmental theories, empirical research, court decisions, fiscal issues, and devolution.

PAD 632 Legislative and Administrative Politics (4 Hrs.)

Examines the political and legislative heritage of public administration at the state level with special emphasis on normative traditions and public service delivery systems; interest groups, patronage, and policy decisions; applied and empirical research on legislative and administrative systems with emphasis on comparing state systems .

PAD 633 Special Topics in State Government (4 Hrs.)

Extensive study of an area of state government. Topics

will vary according to pertinent issues of interest to faculty or students.

Dissertation

PAD 687 Dissertation Proposal Preparation Seminar (2 to 4 Hrs.)

Required course designed to assist students with the preparation of dissertation proposals.

PAD 690 Dissertation (1 to 12 Hrs)

Research and writing of the doctoral dissertation. Prerequisite: Satisfactory completion of qualifying examination and PAD 687. PAD 690 is repeated until the dissertation is completed, defended, and approved by the dissertation committee; a minimum of 12 hours required. Campus policy requires that, after completing all requirements for candidacy, students must be continuously enrolled in at least one semester hour of PAD 690 Dissertation until the dissertation is completed, defended, and accepted.

PAD 699 Independent Study/Tutorial (1 to 4 Hrs.)

PUBLIC AFFAIRS REPORTING, M.A.

Faculty Charles N. Wheeler III

Adjunct Faculty Bill Wheelhouse

Degree offered: Master of Arts

The public affairs reporting program is designed for the student who wishes to specialize in news coverage of governmental affairs. A primary goal is for graduates to obtain employment in which they can report or interpret governmental activity for the population at large. The objectives of the year-long program are to graduate men and women who are able not only to understand and interpret public affairs but also to communicate with the clarity, accuracy, and speed demanded of deadline reporters of the highest rank. The program directs students to an investigation of the interactions between the news media and society and the news media and government and encourages students to expand the knowledge of such interaction through research and experimentation. Program faculty also expect that each graduate, whatever the skill level upon entering the program, be proficient in reporting, editing, and writing at graduation. The unique nature of the program is derived from the simultaneous pursuit of various goals; none is considered paramount.

Contact: Information about the public affairs reporting program is available at (217) 206-7494. Information can also be requested at par@uis.edu.

ENTRANCE REQUIREMENTS

The program is open only to students who have completed the baccalaureate degree. Students are selected primarily on the basis of writing ability, interest in government and public affairs, potential for a career in journalism, and academic record.

The deadline for filing applications with the program director is April 1. Application forms may be obtained by contacting the program office. Applicants must submit samples of their written work, a narrative statement on why they feel qualified and want to enroll in the program, and three references. Applicants are required to take a literacy/competency and writing test and are interviewed by the PAR Admissions Committee, comprised of faculty and journalists.

ADVISING

The program director serves as principal adviser for

PAR students, although special advising requests may be referred to other faculty members with particular expertise. After students are accepted into the program, they should contact their advisers for an appointment before initial registration.

GRADING POLICY

PAR students must receive a grade of B or better in any required course to receive credit toward the degree.

PROGRAM REQUIREMENTS

The master of arts in public affairs reporting requires 40 hours of graduate-level course work. In the fall semester, students enroll in two required courses: PAR 501 Advanced Public Affairs Reporting (six hours) and PAR 405 Illinois Government and Politics (four hours). Students choose other courses after consultation with their advisers.

During the spring semester, students begin an internship with an experienced professional journalist covering state government and the Illinois General Assembly. This internship (12 credit hours) includes a

weekly seminar. PAR 503 Legislative Issues (two hours) is also required in this semester. After consultation with the adviser, a student registers for other courses to maintain a full course load.

Students participate in the second phase of the internship (four credit hours) during the summer term (until July 1). This internship period is considerably more intense, as it coincides with the conclusion of the legislative session. During the six-month internship, students receive a monthly stipend and tuition waiver.

Before graduation, students must complete a master's project, including preparation of a formal research paper on some phase of the media, state government, or public affairs, followed by development of one or more magazine-length articles or radio/TV documentary programs.

REQUIRED COURSES

PAR 405 Illinois Government and Politics	4 Hrs.
PAR 501 Advanced Public Affairs Reporting	6 Hrs.
PAR 503 Legislative Issues	2 Hrs.

PAR 504 Internship I	12 Hrs.
PAR 505 Internship II	4 Hrs.
Electives	<u>12 Hrs.</u>
Total	40 Hrs.

COURSE DESCRIPTIONS

***PAR 404 Media Law and Ethics (4 Hrs.)**

Examines media law and ethical decisionmaking from the standpoint of media producers, critics, and users. Case studies include obscenity and indecency, libel, privacy, advertising, conflict of interest, and rights of access. Lectures and discussions examine social and cultural contexts in which laws and ethical principles develop. See COM 404.

PAR 405 Illinois Government and Politics (4 Hrs.)

Policy-making process as it operates in Illinois. Major topics include constitutional structure, political culture, role of parties and interest groups, initiation of public policy, legislative process, role of the governor, politics of the budgetary process, and implementation of public policy. See POS 405.

PAR 501 Advanced Public Affairs Reporting (6 Hrs.)

Newswriting and reportorial techniques, including inves-

tigative reporting, journalism ethics, news analysis, and interpretation. Relevant, pertinent, and salient news standards are probed, with emphasis on coverage of governmental news. Prerequisite: Admission to the PAR program.

PAR 503 Legislative Issues (2 Hrs.)

In-depth study of key issues before the Illinois General Assembly. Offered during spring semester. Prerequisite: Admission to PAR program.

PAR 504 Internship I (12 Hrs.)

Practical experience in reporting public affairs. Each student is assigned to full-time work with an experienced journalist at the State Capitol. Students receive monthly stipend. Weekly seminar. Prerequisite: Admission to PAR program.

PAR 505 Internship II (4 Hrs.)

Continuation of PAR 504, but more intense in conjunction with the windup of the legislative session. Work supervised by media bureau chief and program director. Prerequisite: Admission to PAR program.

**Optional course for PAR students.*

PUBLIC HEALTH, M.P.H.

Faculty Kathy DeBarr, Shahram Heshmat, Remi Imeokparia, Michael Quam (emeritus), James Veselenak, Margie Williams (emerita)

Adjunct Faculty James Daniels, Phillip Davis, Beth Dawson, Nancy Parsons, Gary Robinson, Ken Runkel, Ross Silverman

Degree offered: Master of Public Health

The goal of the public health department is to prepare graduates as competent public health practitioners. Public health is an essential function of modern society. It is, in the words of the Institute of Medicine, “What we as a society do collectively to assure the conditions in which people can be healthy.” Assuring the public’s health at the community level often means affecting policies and actions at the national, or even international, level. Public health professionals must deal with myriad issues: access to quality health care, prevention and control of disease, environmental protection, the health needs of special populations, data analysis and evaluation, policy planning and administration, and health promotion.

The primary objective of the department is to graduate public health generalists with a strong interdisciplinary foundation for practice. The curriculum enables students to understand 1) the var-

ious factors that affect the health of a community; 2) the methods to identify and measure community health; and 3) the components that comprise public health services delivery systems (cost, planning, and administration). While the department’s required courses provide the generalist background needed by all students, the elective courses allow students to concentrate on a particular aspect of public health.

JOINT DEGREE OFFERING


UIS’ departments of public health and public administration have an articulation agreement that allows interested students to obtain a master’s degree with a double major (MPA/MPH) in public health and public administration. Contact either department for details.

Contact: Information about the public health department is available at (217) 206-6301. Information can also be requested at mph@uis.edu.

THE MASTER’S DEGREE ENTRANCE REQUIREMENTS

Applicants must submit an admission application and transcripts from previous college-level academic work to the UIS Office of Admissions and Records. As a second part of the admissions process, applicants must 1) complete a department application specifying professional goals and identifying past academic work and/or employment related to these goals; 2) submit three completed recommendation forms from employers, professional peers, or educators; and 3) submit Graduate Record Exam (GRE) scores in the general examination. Other aptitude tests – Medical College Admission Test (MCAT), Dental Aptitude Test (DAT), Law School Admission Test (LSAT), or the Graduate Management Admission Test (GMAT) – can be submitted. Applicants with postbaccalaureate degrees are exempted from submitting GRE scores.

Applicants must have earned an overall GPA of 3.00 (4.00 point scale) for previous academic work. Conditional admission is possible for those with exten-



sive public health experience whose undergraduate GPA is between 2.50 and 3.00. To be fully admitted, applicants must have a 3.00 GPA at the end of their first 12 semester hours of study. Students who take TOEFL exams must score 580 or better.

Undergraduate work should include at least three semester hours of biology. Courses in physiology, chemistry, and statistics are desirable but not required.

ADVISING

Advising in the public health department provides an individual approach to the academic and professional development of each student. On admission, each student is assigned a temporary adviser to assist with academic planning. Thereafter, students may choose an adviser from department or associated faculty.

GRADING

Students must earn a grade of B- or better in all courses counting toward the M.P.H. degree. Courses taken on a credit/no credit basis will not count toward the degree. Students must maintain a B average to remain in good standing in the program.

PROGRAM REQUIREMENTS

The master of public health degree requires that students complete 48 semester hours of course work, 32 hours of which are required core courses, including a four-hour internship. The 12 hours of electives must be in a specific area of study, either within or outside the department.

REQUIRED CORE COURSES

MPH 503 Biostatistics for the Health Professional	4 Hrs.
MPH 506 Community Health Research	4 Hrs.
MPH 511 Foundations of Epidemiology	4 Hrs.
MPH 521 Environmental and Occupational Health	4 Hrs.
MPH 531 Public Health Policy	4 Hrs.
MPH 545 Sociocultural Aspects of Health	4 Hrs.
MPH 551 Public Health Administration	4 Hrs.
MPH 561 Community Health Education	4 Hrs.
MPH 581 Internship	<u>4 Hrs.</u>
	36 Hrs.
Approved Electives	<u>12 Hrs.</u>
	Total 48 Hrs.

CLOSURE EXERCISE

The closure experience is a comprehensive written ex-

amination with questions designed to test students' ability to integrate the knowledge that they have gained from the core curriculum. A student must successfully complete the exam within one year after completing course work for the degree. Students who do not complete the examination during their final semester of study must enroll in MPH 583 for one hour of audit credit each semester until they pass the exam. Details about the procedure are provided in the *MPH Student Handbook*.

MPH PROFESSIONAL OPTION

The MPH professional option provides an opportunity for physicians and others with earned doctorates and at least one year of health-related experience to earn a master of public health degree at UIS. The option requires completion of the 36 hours of core courses including the internship. Other applicants may be eligible for admission to this option and will be considered by the admissions committee on a case-by-case basis. Included are 1) those currently enrolled in a physician residency-training program, 2) those who are in the process of completing a doctoral level health-related degree and who have at least one year of health-related experience, and 3) those who have an earned master's degree in a health field and who have at least three

years of health-related experience. Interested applicants should contact the UIS public health department for information about the application process.

COURSE DESCRIPTIONS

MPH 405 Computer Applications in Public Health (2 Hrs.)

Course available online; may also be available on campus. Refer to the current course schedule for further information.

Application of reasoning patterns of epidemiology to interpretation of data about health and disease. Basic practical concepts and computer techniques for analyzing health-related research. Topics include introduction to commonly used software systems in public health, simple statistical analysis, and interpretation of results. Also offered online.

MPH 408 Writing in the Profession (4 Hrs.)

Focuses on the styles and techniques of writing expected of professionals in human services, health, and social science fields. Builds on students' lower-division composition courses to teach the language and analytical skills needed for the types of report writing and correspondence required of professionals. Prerequisite: Two semester hours of lower-division English composition.

MPH 419 Environmental Law (4 Hrs.)

Surveys the major federal statutes and regulatory schemes relating to environmental quality; analyzes and compares

the contrasting approaches to regulation that have been used. Focuses on the interaction of law and policy and considers the roles of Congress, the regulatory agencies, and the courts in defining and implementing environmental mandates. See LES 419, POS 419, ENS 419.

MPH 428 Laboratory Science in Public Health (2 Hrs.)

Provides an understanding of laboratory science as it applies to public health. Topics include the history and role of the public health laboratory, tests and procedures used in monitoring the health of the population and the organization of the laboratory, water and air quality, food preparation and sanitation, waste disposal, vector control, and appropriate personnel standards.

MPH 445 Crosscultural Perspectives on Health (4 Hrs.)

Relationships between health and human culture, including health of prehistoric humanity, traditional and non-Western medical systems and how they heal, and problems faced by health-care professionals as they provide care to cultural and ethnic groups from various healing traditions. See SOA 445.

MPH 503 Biostatistics for the Health Professional (4 Hrs.)

Provides a general overview of statistical methods commonly used in the collection and analysis of health research data. Topics include descriptive statistics, basic concepts of probability, statistical inference, analysis of variance (ANOVA), correlation, regression, distribution free methods, and introduction to use of a statistical soft-

ware. Emphasis is on understanding and applying statistical concepts intuitively to the interpretation of health research data. A working knowledge of algebra is required.

MPH 506 Community Health Research (4 Hrs.)


Emphasizes the practical application of community health research to enhance the practice of public health. Public health practitioners engaging in administration, policy analysis, program development, and service coordination must be able to assess the needs of populations served and must be able to design and implement programs to meet those needs and evaluate program outcomes. The objective is to provide practical experience necessary for students to skillfully apply a variety of research methods and protocols, data collection, and analysis and interpretation skills to needs assessment and evaluation in public health. Prerequisite: MPH 503.

MPH 508 Program Evaluation for Health Managers (4 Hrs.)

General and specific grounds for evaluating health care programs, including concept of a program, analysis of evaluation models, program measurement, causality in program evaluation, internal and external evaluation, process and outcome evaluation, and evaluation strategies. Use of experimental design, quasi-designs, and case studies. Prerequisite: MPH 506.

MPH 511 Foundations of Epidemiology (4 Hrs.)

Introduction to epidemiological concepts and methods. Meaning and scope of epidemiology and the uses of mor-



idity, mortality, and other vital statistical data in the scientific appraisal of community health. See ENS 561.

MPH 512 Epidemiology of Chronic Diseases (4 Hrs.)

Presents a population-based perspective of the distributions and determinants of major chronic diseases, particularly cardiovascular diseases and cancer, in the United States and worldwide. The underlying objective is to identify and review methods of control and preventive measures for each of these diseases. Prerequisite: MPH 511, or permission of instructor.

MPH 513 Environmental Epidemiology (4 Hrs.)

History, principles, and uses of epidemiology for understanding and control of health and disease in relation to humankind's environment. Prerequisite: MPH 511, or permission of instructor.

MPH 514 Analytical Epidemiology (4 Hrs.)

Presents the fundamental concepts, principles, and methods of observational epidemiologic research. Practical issues in the design, conduct, and analysis of epidemiologic studies, as well as theoretical issues in the analysis and interpretation of research findings will be discussed. Intended for students interested in epidemiologic research. Prerequisites: MPH 511, or permission of instructor. See ENS 562.

MPH 515 Infectious Disease Epidemiology (4 Hrs.)

Examines the epidemiology of selected infectious diseases

including sexually transmitted diseases (STDs) and food-borne diseases. The conceptual background of epidemiologic methods will be applied to understanding the natural history, prevention, and control of these diseases. The role of routine surveillance of infectious diseases and the epidemiology of outbreak investigations will be discussed. Prerequisite: MPH 511, or permission of instructor.

MPH 521 Environmental and Occupational Health (4 Hrs.)

Recognition, analysis, and control of major environmental and occupational diseases and issues. Examines policy, law, economics, politics, and liability as they relate to environmental and occupational health. Prerequisites: MPH 503 and MPH 511.

MPH 525 Public Health Assessment (4 Hrs.)

Examines health-based environmental and occupational safety levels, how they are derived, how they are used to protect public health, and how decisions based on them are communicated to the public. Prerequisite: MPH 521.

MPH 527 Environmental Risk Assessment (4 Hrs.)

Introduction to the many aspects of risk assessment, the relationship between risk assessment and public policy and the perception of risk. Students will be expected to work out elementary problems in risk and exposure assessment. See ENS 521.

MPH 531 Public Health Policy (4 Hrs.)

Examines policy development in public health, its relation to the scientific fields that provide a foundation for

policy, the political and economic factors that generate policy issues and the forces that constrain the decision-making process.

MPH 535 Public Health in the Political Arena (4 Hrs.)

Examines the influence of politics on public health policy and practice. Presents a professional approach to engaging the political process at the local, state, and national levels.

MPH 536 Contemporary Issues in Public Health (4 Hrs.)

An Internet-intensive course to explore new ideas and approaches to public health. The instructor will select the first book of the semester and students will make the rest of the selections from an instructor-compiled list. Students will have opportunities for self-selection, personal growth as public health professionals, and development of skills that will help them effectively articulate their position on a number of topics.

MPH 538 Seminar in Public Health Policy (2 Hrs.)

History and current status of major policy areas in public health examined through group discussions, individual/group research papers, and student presentations. Prerequisite: MPH 531.

MPH 545 Sociocultural Aspects of Health (4 Hrs.)

Medical sociological and anthropological framework for analyzing and understanding the health status of American society, social structure and social value, special is-

sues in health and medical care, and various models of health, life styles, and impact on health.

MPH 551 Public Health Administration (4 Hrs.)

Considers contemporary public health issues; the role of the public health manager; and fundamentals of public health program development, implementation, and evaluation. Application of management theory and skills to the administration of public health programs and facilities.

MPH 556 Leadership and Human Resource Management in Health Care Institutions (4 Hrs.)

Dilemmas health care managers encounter in managing large numbers of professional people, beginning with personnel policy and organizational strategy. Forces the student to struggle in a practical way with personnel and leadership issues that top management staff face in health care organizations. Concepts and techniques useful for managers in improving effectiveness of human resources through leadership skills, job design, job analysis, selection, job evaluation, compensation, supervision, communication, training, and development are examined as management tools. Based on the premise that every manager is dependent on his/her people and their competence, spirit, and support and that a manager bears responsibility for the well-being of those people. Prerequisite: MPH 551.

MPH 561 Community Health Education (4 Hrs.)

Theoretical foundations of health education; skills re-

quired to communicate effectively with various audiences in the community.

MPH 571 Health Care Organization (4 Hrs.)

Overview of the organization and financing of health services in the United States. Emphasizes the historical, political, social, and economic roots of the organization of the U.S. health care system. Overview of the history of hospitals, the development of the medical and nursing professions and scientific knowledge; health politics and policy decisions that structured the U.S. system; the organization and financing of alternative delivery systems, mental health, and long-term care services. Considers contemporary issues in health care related to ethics, rural health care, malpractice, funding for health services, technology assessment, uncompensated care, and the expanded roles of midlevel practitioners. Considers future options in organizing and financing health services from the study of health services research, state initiatives, and systems of other countries.

MPH 575 Health Economics (4 Hrs.)

Introduces the theory, methods, and applications of economic evaluation in the health context. Provides a coherent framework within cost-benefit analysis for the different methods of economic evaluation. Students learn to develop an understanding of the theoretical foundations of economic evaluation, to critically examine economic evaluations, and to carry out different topics of economic evaluations.

MPH 577 Financial Management of Health Care Organizations (4 Hrs.)

Internal and external financial environments of health

care institutions. Covers areas of working-capital management, decision criteria for investment, and long- and short-term financing. Prerequisite: ACC 311.

MPH 581 Internship (1 to 4 Hrs.)

Under faculty guidance, students are placed in a public health setting relevant to their specific needs and interests. Experiences may focus on research, planning, or administrative activities in the delivery of health services. Prerequisite: Completion of at least 24 hours of core courses.

MPH 582 Independent Research Project (1 to 4 Hrs.)

An individual project to demonstrate ability to formulate, investigate, and analyze a problem in a practice setting. Students choose a topic with the advice and approval of the faculty members who agree to supervise and evaluate the students' work.

MPH 583 Comprehensive Exam (1 Hr. Audit)

Encourages students to maintain contact with the department and allows them to use campus facilities such as the library and computer laboratories while preparing to take the department's master's degree closure exercise – the comprehensive examination. This course is required only if students do not complete their comprehensive exams during their last semester of study for the MPH degree. **Note:** Continued registration is required until the exam is passed.



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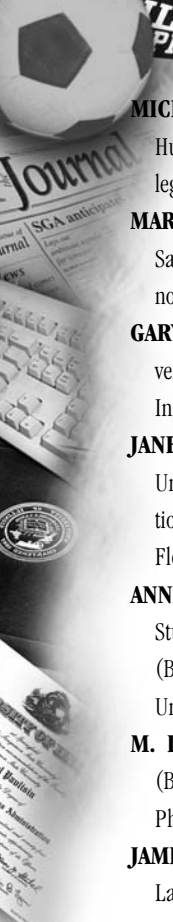
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