Philosophy:

The Philosophy program at Ottawa University consists of a balanced and basic curriculum in philosophy. The program is designed to expose students to the central areas of philosophical reflection and represents an opportunity for students to become acquainted with the rich intellectual heritage of Western Culture at its best. In addition, philosophy courses provide strong and rigorous training in the skills of critical thinking, problem solving, and analysis — skills that are of both personal and professional benefit to the student.

Career opportunities in philosophy are generally limited to the teaching of philosophy in a university, college, junior college, or (in some cases) a secondary school context. Such a career normally requires at least some graduate study in addition to undergraduate work in the area, and Ottawa’s program in philosophy is designed to prepare students for such study. Although philosophy in itself is not a vocational discipline, training in philosophy is explicitly relevant to a number of vocations and professions in addition to that of the teaching of philosophy. Many theological schools recommend — or even require — a strong philosophical background for their applicants, and law schools often recommend a similar background. More generally, philosophy's concern for clarity, analytic skills, and a critical engagement with our cultural heritage enable us to serve many students in other disciplines.

Major Courses:

Ethics and Society
Introduction to Logic
Dimensions of Faith
Ethics and the Life Sciences
History of Philosophy I: Ancient and Medieval
History of Philosophy II: Modern and Contemporary
Seminar in Philosophy (varied content, may be taken more than once)
Independent Study in a Major Philosopher, School of Philosophy, and/or Philosophical Issue

Physical Education

The recent renewed interest in America of the need for physical fitness, preventive health care, the value of a sound body to meet the stress of a busy life, and the development of a healthy mental attitude has only enhanced the role of the physical education major. Physical Education is a rapidly expanding field involving many specialized areas. The physical educator is involved not only in the teaching and coaching of games and sports, but also in recreational leadership, counseling, administration, research, and work with disabled persons. Ottawa University's physical education program provides a variety of different approaches which are described elsewhere under recreation and certification programs.

Major Courses:

Personal and Community Health
First Aid
Elementary Health, Physical Education and Recreation
History and Principles of Health, Physical Education and Recreation
Theory of Administration in Health, Physical Education and Recreation
Analysis of Sports Injuries
Methods of Coaching
Kinesiology
Human Anatomy
Adaptive Physical Education

Academic Programs

Physical Education Skills Courses — 6 hours

Recommended Courses:

General Zoology
Human Physiology and Anatomy
Genetics and Society

Political Science

Political Science courses provide valuable preparation for a variety of careers. These careers include government service at the national, state, and local levels of government. Many attorneys have chosen political science in their undergraduate programs. People active in various movements for social change have taken advantage of the knowledge provided by the study of political science to more actively support their cause. Many undergraduates who study political science enter business careers where a knowledge of politics has become increasingly necessary as relationships between government and business are becoming more complex. In every vocation, knowledge of political science has become crucial as the role of government expands in our society.

The educational program at Ottawa allows students to pursue different emphases in political science. One of the values of the program is its flexibility which provides opportunities for students to study the United States' political system, the politics and governments of foreign countries and international politics.

Major Courses:

World Political Communities
American Government
Political Parties
International Relations
The American Experience
Twentieth Century America

Those seeking to emphasize the area of Political Sociology would also take these courses:

Social Problems and American Values
Urban Life and Problems
Social Behavior
Social Theory
Social Stratification

Those emphasizing the thrust of political economics would include the following additional courses:

Introductory Microeconomics
Introductory Macroeconomics
Public Finance
Macroeconomic Analysis

In addition to the emphases indicated above in political science these courses may be combined in a variety of other subjects by means of the open major option to include psychology, literature, religion, or other areas to form a major.

Psychology

Psychology is the scientific study of behavior. The discipline utilizes a variety of approaches including the nature of scientific investigation and its methodology; experimentation and data analysis; psychological theory and measurement. Areas of study include...
developmental stages and processes; learning and memory; personality theories; abnormal behaviors; communication theory; personal growth and adjustment; and social psychology.

A psychology major consists of a minimum of 24 semester hours including the following courses:

Major Courses:
- Principles of Psychology
- Developmental Psychology
- Behavioral Research
- Statistics
- Tests and Measurements
- Theories of Personality
- Psychopathology

Recommended Courses:
- Personal Growth
- Social Psychology
- History and Systems of Psychology
- Counseling Theories and Dynamics
- Internship or Practicum
- Human Physiology and Anatomy
- Interpersonal Communication

Psychology is an extremely helpful background for many professions such as Human Services, Medicine, Theology, Business, or Law.

Religion

Although the religious dimension of life and faith is part of the total University mission and is manifested in various ways, the formal study of religion enables students to improve their understanding as well as their faith. Formal religious study is provided for Biblical, historical, and comparative dimensions of faith. Some students may study religion to prepare for church vocations but other students take courses and programs in religion due to the value they provide for individual development and depth of human and personal understanding. Religion courses may also be combined advantageously with the study of philosophy and other areas of the liberal arts. These programs can be developed through the use of the option of the open major.

Major Courses:
- Church and Society
- Introduction to the Old Testament
- Introduction to the New Testament
- Contemporary American Religious Groups
- Dimensions of Faith
- World Religions
- The Life and Meaning of Jesus
- The Life and Thought of Paul
- Biblical Book Analysis

Sociology

Sociology is the systematic study of human social life. It deals with the processes of social interaction and the matters of social relations with human groups and societies. It is preparatory for careers in social research and analysis, teaching, community organization.

Academic Programs

and in professional training in city planning, law, and other areas. In an age oriented to individual responses, actions, and concerns, sociology explores the behavior and outcome of groups and institutions in their impact on the political, economic, and social environment. The study of sociology also has major interest for students seeking to combine that study with other disciplines under the open major option. Sociology provides a broadening of the understanding of society and is a useful discipline to combine with other areas of study. Two interdisciplinary programs with some attraction are included elsewhere in the catalog under Social Administration and Criminal Justice.

Major Courses:
- Social Behavior
- Urban Life and Problems
- Social Problems and American Values
- Methods of Social Research
- Social Stratification
- Social Theory

Recommended courses:
- Complex Organizations
- The Black Community in the United States
- Criminology
- Juvenile Delinquency
- Statistics
- Introduction to Computers and Data Processing
- Principles of Psychology

Interdisciplinary Majors:

American Studies

The American Studies program at Ottawa is an interdisciplinary major designed to provide students with an in-depth understanding of the currents and dynamics of American life and history. Drawing heavily on the resources of the English, history, and political science departments, the program also highlights the cultural, religious, and social dimensions of the American experience. The courses listed below constitute the standard American studies major, but some variation in this sequence is possible for students with interest in a particular focus.

An American studies major is excellent preparation for a variety of career goals. It is especially relevant for students interested in law school, public service, or graduate work in American studies.

Major Courses:
- American Literature I and II
- American Literature Seminar
- The American West
- Twentieth Century America
- Political Parties
- Topics in American History and Politics
- Contemporary American Religion Groups
- Social Problems and American Values
- The Black Community in the United States
- Jazz in America
Recommended Courses:
The English Language
Topics in Literature
Fundamentals of Speech Preparation and Delivery
Intermediate Writing
Contemporary Literature
Dimensions of Faith

Arts Management

The Arts Management major is designed to offer opportunity of development in an area of growing interest. Training in this program will prepare students to pursue a variety of careers dealing with managerial positions in the arts. Examples of such careers are: auditorium manager, musical theater manager, theatrical manager, city series manager, gallery operator, museum manager, parks and recreation program manager.

Students may elect to follow different emphases in their programs: one may choose an emphasis in theater (drama); an emphasis in music; and/or an emphasis in art. The program stresses the importance of academic work and participation experience. This major is designed to allow maximum flexibility for the student to pursue special interests within the program, e.g., performance, technical theater, conducting, directing, writing.

Most majors in the program will be involved in independent study which will offer unique opportunity to gain first-hand experience in the area of their chosen emphasis.

Major Courses:
Management Fundamentals
Marketing
Managerial Accounting

Music Emphasis:
Theatre Appreciation
The Tools of Music
Understanding Musical Styles
Internship

Theatre Emphasis:
Theatre Appreciation
Introduction to Creative Listening
Techniques of Theatre
Theatre Practicum

Art Emphasis:
Art in the Western World
Basic Design
Graphic Arts
Photography

Recommended Courses:
Introductory Financial Accounting
Introductory Microeconomics
Principles of Psychology
Basic Design
Art in the Western World
History of Civilization after 1650

Communications

People in communications deal with information and entertainment media and the relationship of the media to the general public. Career possibilities cover areas like news broadcasting, sportscasting, general announcing, public relations and advertising.

Students in communications should get as much practical experience as possible. Students operate KTJO, the University owned ten watt FM educational station for the campus and the Ottawa community. In addition, broadcasting students may gain experience at KOFO, a commercial station in Ottawa. Students also put out a college newspaper and an annual. Internships are available for qualified students in broadcasting, public relations and newspaper work.

There is a basic group of courses for all communications majors. Beyond that basic group, majors will focus on a specific area: broadcasting or mass media. A related interdisciplinary major is the one in public relations which is described elsewhere.

Major Courses:
Basic Journalism
Advanced Expository Writing
Marketing
Principles of Psychology
Introductory Microeconomics
Fundamentals of Speech Preparation and Delivery

Broadcasting Emphasis would include:
Introduction to Radio
Radio Practicum
Introduction to Creative Listening
Social Psychology

Mass Media emphasis would include:
Basic Design
Art in the Western World
Contemporary Art History
Social Problems and American Values
Social Psychology
Creative Writing
Introduction to Radio

Criminal Justice

A major in criminal justice prepares a student for a variety of careers related to American law enforcement agencies, the courts, and various social institutions. Specialized study in some area may be necessary for careers in law or police administration, but the criminal justice major will make a good preparation for entry level position in a variety of ways. The studies lean heavily upon the discipline of sociology, but also includes a number of other areas to reach full potential.

Required Courses:
Social Problems and American Values
Social Welfare as a Social Institution
The Black Community in the United States
Criminology
Social Stratification
Juvenile Delinquency

Recommended Courses:
Interpersonal Communication
Psychopathology
Internships

Health Facilities Management

A substantial need exists in our society for persons trained and skilled in the management of health care facilities. There has been a radical increase in the last few decades which is not expected to slack off in the number and variety of health care institutions and services available. Persons trained in general principles of management with the special attention and needs of health care facilities as a focus have ample opportunities for useful and interesting careers. The courses that should be considered in such a major include:

Introduction to Financial Accounting
Managerial Accounting
Management Fundamentals
Introductory Macroeconomics
Behavior in Organizations
Marketing
Business Law
Internship

Related courses of value to such a major include:
Fundamentals of Speech Preparation and Delivery
First Aid
Urban Life and Problems
Social Welfare as a Social Institution
Values and Explorations in Human Services
Adult Development and Aging
Human Services and the Community
Ethics and the Life Sciences
Introduction to Computers and Data Processing
Computer Programming in BASIC

Humanities

The humanities program at Ottawa is designed for students interested in the human condition and its various cultural, artistic, and intellectual manifestations. As an interdisciplinary major the program draws from the traditional disciplines of the humanities (English, philosophy, religion, art, music, and history) and also encourages students to develop a mastery of communication skills as well. The courses listed below constitute the standard humanities major, but some variation in this sequence is possible in order to accommodate particular interests of individual students.

A humanities major is well suited to students interested in graduate study in interdisciplinary programs. In addition, more and more professional programs, as well as the business community in general, are interested in individuals who have the skills of communication and analysis and the broad base of knowledge that are developed in this program.

Major Courses:
American Literature I or II
Shakespeare Seminar
Literature Seminar (American or British)
History of Philosophy I or II
Seminar in Philosophy
Dimensions of Faith
Self and Identity
History of Civilization
Art in the Western World
Twentieth Century Music

Recommended Courses:
Introduction to Logic
Advanced Expository Writing
The English Language
Interpersonal Communication
Fundamentals of Speech Preparation and Delivery
Theories of Personality
Ethics and Society

Individualized Major

Throughout the decade of the 1970's Ottawa University's academic program was one which required each and every student enrolled to develop a unique statement of their own vocational and avocational interests and expectations and to construct an educational program from scratch with the aid of an advisory committee. Through that process each student, therefore, developed his or her own major and no traditional academic major program was published or expected to be followed by those students. As a result of that experience, the faculty advisors who worked with students in developing their unique programs have obtained a significant amount of experience in assisting students who wish to explore and consider options that depart from traditional programs.

Students who are undecided in the initial stages about an academic major or students who have already decided upon a particular combination or thrust or even an area of interest, will find the individualized major ideally suited for their needs. The students will need to find a faculty member willing to work with them to develop the statement of the program and its content and submit the program for review to the Academic Council. For that reason no courses are listed below as part of the individualized major. Each student's program is uniquely designed for the particular student.

Personnel Administration

A substantial field exists for employment in the area of personnel administration. Large organizations particularly require the special services of persons trained to administer their own employees. Both private and public institutions alike are faced with the growing complexity of the working environment and the role of individual persons adapting to that environment. The personnel administrator must be sensitive to not only the organization's needs as it explores hiring and training services for employees, but also of necessity must be sensitive to individual differences and their measurability and utility as each person fits into an organizational structure. A major in personnel administration would include courses as follows:
Management Fundamentals
Tests and Measurements
Behavior in Organizations
Developmental Psychology
Personal Growth
Complex Organizations
Human Resources Administration
Interpersonal Communication
Internships

Recommended Courses:
Principles of Psychology
Introductory Financial Accounting
Introductory Macroeconomics
Statistics Methods
Introduction to Computers and Data Processing

Public Relations

Public Relations encompasses a variety of skills on the part of each individual in the field. These persons must be competent in the interpersonal communications between one person and another as well as in various forms of written and visual communication that convey the message desired by the organization.

Major Courses include:
Management Fundamentals
Behavior in Organizations
Marketing
Basic Design
Graphic Arts
Photography
Introduction to Radio
Intermediate Writing
Business Law
Public Relations

Recommended Courses include:
Values and Explorations in Human Services
Social Problems and American Values
Radio Practicum
Human Services and the Community
Advanced Expository Writing
Creative Writing

Recreational Leadership

Recreational Leadership is a new profession with many challenging and different kinds of employment possibilities. Cities and communities are sponsoring public recreation programs in increasing numbers. Scouts, day camps, hospitals, industry, churches, large apartment complexes, condominiums, schools and resorts are increasingly seeking trained recreational personnel.

Recommended Courses:
Social Psychology
Criminology
Introduction to Computers and Data Processing
Computer Programming in BASIC
Internships

Social Administration

Social Administration like other areas of special administration attention provides a number of potential areas of employment in both public and private institutions. Some aspects of social administration approach that of the public administrators, others may more closely conform to management needs in the private sector. A student interested in this field might also examine alternatives under general management or personnel management. A further option would be to explore new combinations of administrative skill building courses with other major thrusts under the auspices of the open major option.

Major Courses include:
Social Behavior
Complex Organizations
Methods of Social Research
Urban Life and Problems
Social Problems and American Values
Managerial Accounting
Behavior in Organizations
Human Resources Administration
Managerial Economics

Recommended courses:
Social Psychology
Criminology
Introduction to Computers and Data Processing
Computer Programming in BASIC
Internships
Education

The basic objective of the Department of Education is to produce teachers who possess the fundamentals of scholarship, the skills of communication, emotional maturity and social competency. The department seeks to develop sensitivity to the attitudes, interests, values and methodologies necessary for effective, mutual, educational experiences in the school as a social institution.

The department seeks to encompass this objective through a liberal arts education coupled with a state-approved program of teacher education. A good teacher is a professional person. A teacher is one who works with intelligence and dedication and shares responsibility for the well-being of youth.

 Majors in education receive Ottawa’s Bachelor of Arts degree. Teacher certification is available at the elementary level, the middle school level and the secondary level. Secondary certification requires that a student pursue a normal departmental major program but include the appropriate subject matter courses and professional education courses that lead to certification in a state approved concentration area.

Programs of teacher education at Ottawa University include three areas of qualification in order to meet certification requirements:

General Education Requirements: The State of Kansas requires that each person seeking certification complete a program that includes coursework in the area of general education. This work is designed to develop a broad understanding of the characteristics of the disciplines in the arts, humanities, natural sciences and the social sciences. It is also designed to assist the student in becoming competent in written and oral communication and in the use of mathematical properties, processes and symbols. Some of the general education requirement is met through the satisfactory completion of Ottawa’s general education courses. The remainder of this requirement is met by completing courses designated by the Department of Education.

Professional Certification Requirements (required of elementary, middle level and secondary candidates):

Educational Explorations
Educational Psychology
Educational Media
Developmental Psychology
History and Philosophy of Education
Learning in Classroom Settings
Middle School methods
Psychology of the Exceptional Child
Reading in the Content Area (secondary majors only)
School in Society
Secondary School Methods (secondary majors only)
Educational Laboratory
Cooperative Teaching (for each level)

Upon satisfactory completion of the course Educational Explorations and no later than the beginning of the junior year, all students seeking certification for the teaching profession must make application for admission to the teacher education program. An approved application for admission to teacher education must be on the file in the Department of Education before the remainder of the professional sequence of courses is pursued.

Academic Programs

Placement in cooperative teaching as part of the professional block at the end of the program must have the approval of the chairman of the department. Students seeking his approval are required to have an overall grade point average of 2.5 both in college and courses in the department.

Certification for Elementary Education:

Students who desire to prepare for elementary teacher certification must fulfill a major study in elementary education similar to a departmental major. The following courses are required:

Elementary Reading Methods
Elementary Mathematics Methods
Elementary Science Methods
Elementary Social Studies Methods
Elementary School Language Arts
Children’s Literature
Reading Practicum
Elementary Health, Physical Education, and Recreation
Elementary School Music
Elementary School Art

Finally, certification requires that students complete all those courses required under the professional certification description including:

Educational Explorations
Educational Psychology
Educational Media
Developmental Psychology
History and Philosophy of Education
Learning in Classroom Settings
Psychology of the Exceptional Child
School in Society
Educational Laboratory
Cooperative Teaching

Middle School Certification:

Persons majoring in elementary education can qualify to teach in the middle school (grades 5 through 9) on the basis of their elementary certificate providing they have a minimum of 15 hours in each of two of following areas: language arts, mathematics, sciences, social studies. In addition, students seeking to be certified at the middle school level must also include experiences in their student teaching at the middle school level and enroll in the Middle School Methods course. Certification at the middle school can be accomplished by combining elementary practice teaching with middle school practice teaching. Persons seeking secondary certificates may also qualify in a similar manner by including both Middle School Methods and one-part of middle school cooperative teaching in their programs.

Secondary Certification:

Certification for teaching at the secondary school level requires that students complete a formal academic major in a specific disciplinary area and the appropriate professional level education courses specified in that section. Ottawa plans its offerings to qualify persons for certification in the State of Kansas.
In a few selected areas such as physical education and music, certification is also available for all levels from kindergarten through grade 12 by including the appropriate courses that lead to that qualification. In physical education this means taking the elementary health and physical education course and in music the inclusion of elementary school music in addition to the normal disciplinary major. Student teaching, of course, must also be divided at the appropriate levels including both elementary and secondary experiences. A number of specific programs leading to certification in specific disciplinary areas follow.

Biology Certification:
- College Algebra
- Field Ecology
- General Zoology
- General Botany
- General Chemistry I
- Microbiology
- Physics I or Physical Science

Chemistry Certification:
- General Chemistry I
- General Chemistry II
- Organic Chemistry I
- Organic Chemistry II
- Calculus I
- Chemical Analysis
- Physics I
- General Zoology
- Computer Science

English Certification:
- American Literature I & II
- The English Language
- Topics in Literature or Experience in Poetry or Contemporary Literature
- Shakespeare or British Literature
- Advanced Expository Writing
- Speech Preparation and Delivery
- Apprenticeship in English Studies
- American Literature Seminar

Recommended Courses include:
- Basic Journalism
- Creative Writing
- Theatre Appreciation
- Debate and Forensics
- Children's Literature

General Science Certification:
- Elementary Functions
- General Chemistry I and II
- Calculus I
- Physical Science
- Physics I
- Physics II
- General Botany
- General Zoology

Academic Programs

Political Science Certification:
The American Experience
World Political Communities
International Relations
American Government
Political Parties
Topics in American Politics and History I and II

American History Certification:
The American Experience
The American West
Twentieth Century America
Topics in American History and Politics I and II
American Government

Non-American History Certification:
The American Experience
History of Civilization to 1650
History of Civilization since 1650
Topics in European History I and II

Mathematics Certification:
- Calculus I and II
- Linear Algebra
- Multivariate Calculus
- Abstract Algebra I
- Foundations of Calculus
- Non-Euclidian Geometry
- Statistics
- FORTRAN Computer Programming or Computer Programming in BASIC

Certification in both vocal and instrumental music in grades K through 12 can be obtained at Ottawa University. The following music courses apply to meet the certification requirements:

- The Tools of Music
- Understanding Musical Styles
- Nineteenth Century Harmony
- Repertoire Analysis
- Music with Texts
- *Creative and Interpretive Approach to Music
- Twentieth Century Music
- Research and Performance
- *Jazz in America
- Applied Music (equivalent to the skill level expected in a minimum enrollment of 8 hours)
- Ensembles (equivalent to the skill level expected in a minimum enrollment of 8 hours)

*One of these two courses may be omitted.

Additional courses are required for specified areas of certification.

Elementary Music Education:
Teaching Elementary School Music
Creative and Interpretive Approach to Music
Jazz in America

Secondary Vocal Music Education:
Music Education in Secondary Schools
Choral Conducting and Literature
Vocal Methods

Secondary Instrumental Music Education:
Music Education in Secondary Schools
Instrumental Conducting and Literature
Instrumental Methods
Brass Techniques
Woodwind Techniques
String Techniques
Percussion Techniques and Instrument Repair

Secondary Vocal and Instrumental Music Education:
Music Education in Secondary Schools
Choral Conducting and Literature
Vocal Methods
Instrumental Conducting and Literature
Instrumental Methods
Brass Techniques
Woodwind Techniques
String Techniques
Percussion Techniques and Instrument Repair

Elementary School Music and Secondary Vocal Music Education:
Teaching Elementary School Music
Creative and Interpretive Approach to Music
Jazz in America
Music Education in Secondary Schools
Choral Conducting and Literature
Vocal Methods

Physical Education Certification:
Human Physiology and Anatomy
First Aid
Adaptive Physical Education
Kinesiology
History and Principles of Health, Physical Education, and Recreation
Theory of Administration in Health, Physical Education, and Recreation
Elementary Health, Physical Education and Recreation
Analysis of Sports Injuries
Six Physical Activities

Health Certification:
First Aid
Analysis of Sports Injuries
History and Principles of Health, Physical Education and Recreation
Theory and Administration of Health, Physical Education and Recreation
Kinesiology
Human Physiology and Anatomy
Personal and Community Health

Pre-Law Program

Admittance to professional schools of law is available to students who hold a variety of major fields of concentration. Law schools are not interested in a specific program of study which could be called a pre-law major, but rather are interested in a number of specific skills most of which are concentrated in the use of language and communication arts.

Students seeking admittance to law schools are advised to select a major appropriate to their own interests but to be sure to include as many courses as possible to assist them in the preparation for their use of the English language in its written and oral forms.
In addition students are encouraged to consider that the practice of law involves the handling and administration of other peoples' money and estates and will also involve dealing with all types of individuals. Thus, students are well advised to seek those courses which prepare them to understand human growth and development, general psychological principles, and sufficient accounting or related business courses to familiarize them with the administrative details of the handling of financial affairs. Therefore, in addition to the student’s specific major field, the following courses should be considered as recommended for pre-law majors:

Intermediate Writing
Advanced Expository Writing
Creative Writing
The English Language
Debate and Forensics
Fundamentals of Speech Preparation and Delivery
Introductory Financial Accounting
Federal Income Tax
Managerial Accounting
Introductory Microeconomics
Money and Personal Goals
Introduction to Logic
Principles of Psychology
Social Psychology
Developmental Psychology

Pre-Medical Program and Pre-Dentistry Program

Medical schools and dental schools are looking for college graduates who are able to cope with many facets of individual’s lives. They know that physicians must help patients with personal, social and spiritual problems as well as attending to their physical well-being. Ottawa University’s pre-medical and pre-dental program is designed to build the foundation which will help the student be prepared for medical school as well as the variety of problems that physicians must handle in serving the needs of patients. A major field may be selected in a variety of different disciplines or interdisciplinary programs as long as the specific courses indicated below are included in the undergraduate program in order to satisfy some of the expectations for admission to the professional study of medicine or dentistry.

To assist students in the process the university provides a Health Professions Committee that can be of considerable assistance in both advising and counseling students on the appropriate course selection and procedures for pursuing entrance to professional school at the end. The program is demanding and requires commitment on the part of the student. However, students who complete the program are usually accepted in professional schools and are adequately prepared and have established the self-confidence necessary for success in medicine and dentistry. The specific courses in pre-medicine and pre-dentistry that should be included in all curriculums at Ottawa University include:

General Chemistry I and II
Organic Chemistry I and II
Chemical Analysis
General Zoology
Human Physiology and Anatomy
Genetics and Society
Cell Physiology
Comparative Anatomy

Academic Programs

Embryology
Elementary Functions
Calculus
Physics I
Physics II

In addition to these basic courses students should seriously consider courses in other areas such as Psychology, Religion, Sociology, Literature, and History to prepare for the personal contact required in health professions.

Allied Health Programs (pre-pharmacy, pre-nursing, pre-physical therapy)

Ottawa University’s Division of Natural Sciences offers basic science preparation in several of the allied health professions. These include Physical Therapy, Nursing and Pharmacy.

Professional schools in each of the above areas require the basic science courses and elective liberal arts requirements be fulfilled at an accredited college.

Students preparing in the allied health careers are in demand and they provide the trained graduate the opportunity to serve society in a challenging and a meaningful way.

Students in these programs will take courses such as:

General Zoology
General Chemistry
Organic Chemistry
Human Physiology and Anatomy
Microbiology
Physics I
Principles of Psychology
Developmental Psychology
College Algebra
Elementary Functions
Calculus
Introduction to Nutrition.

Medical Technology

Ottawa University offers two programs leading to a career in Medical Technology. One program involves a three-year study at Ottawa University followed by study in a hospital for the clinical year (3 + 1 program). This results in a Bachelor’s Degree in Medical Technology given by Ottawa University. The other program is a four-year program plus one year of clinical work which leads to a Bachelor of Arts Degree and after the clinical year, a Medical Technology Certificate.

BACHELORS DEGREE IN MEDICAL TECHNOLOGY (3 + 1 Program)

This curriculum is a four-year program leading to a Bachelor of Science Degree in Medical Technology. Minimum academic prerequisites for admission are established by the National Accrediting Agency for Clinical Laboratory Sciences and are taken on the campus during the first three years. These include: 16 hours of chemistry (including organic and/or
biochemistry), 16 hours of biological science (including microbiology and immunology), and one course in college level mathematics. Ottawa University requires General Education and breadth courses in addition to the above which fulfill requirements for a bachelor's degree in medical technology. The fourth year (senior year) is provided by a structured educational program in an affiliated clinical laboratory. The clinical program is accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association through NAAOCS. On satisfactory completion of the clinical program, a minimum of 30 hours are granted and the student is awarded a B.S. degree in Medical Technology by the college.

Acceptance into the affiliate program is competitive. Admission into the program of Ottawa University does not guarantee acceptance of the student by the affiliated clinical program. Ottawa University is affiliated with Providence-St. Margaret Health Center in Kansas City, Kansas. This hospital has agreed to consider Ottawa University students for their clinical program.

BACHELOR OF ARTS — CLINICAL YEAR PROGRAM (4 + 1 Program)

This curriculum is a four-year on campus program plus a year in the clinical setting. Academic standards and prerequisites are identical to the (3 + 1 program). The differences are (1) The student completes all the work for the B.A. at the residential campus. (2) Any clinical facility will consider the student for admission in the clinical year.

FOREIGN STUDENTS are cautioned that most of the clinical programs are not authorized to accept non-immigrant foreign students.

APPLICATION to the clinical program is usually made in the fall of the junior year (3 + 1 program) or senior year (4 + 1 program). Applications are processed through the Program Director/Admission Coordinator of the clinical program. The application deadline is January 1. The winter program deadline is September 1, at Providence-St. Margaret Health Center.

PROCESS OF SELECTION is done by each clinical program. Criteria includes state of health, academic performance and personal characteristics. Minimum grade point average ranges from 2.0 to 2.5 for both total GPA and science courses.

ENROLLMENT is limited by the size of the class of Providence-St. Margaret Health Center.

SUMMER CLASS SELECTION is done by computer matching and takes place the third week in February.

RESIDENCY REQUIREMENTS for the senior year are waived for medical technology students during the clinical year through the authority of the Hospital-College affiliation agreement.

COSTS vary with each clinical program. The student is responsible for his/her living expenses. Textbooks and other incidental expenses approximate $200-$300 for the year.

CERTIFICATION: Upon graduation, students are eligible to take a national certification examination. Passing the examination is not a condition for receiving the B.S. degree in Medical Technology. Examination fee is approximately $50.

FINANCIAL AID varies with each clinical program. Financial aid through Ottawa University is not available for students in their year of clinical education. The student

should apply for financial aid from Ottawa for the Ottawa portion of the program and apply to the clinical program director for financial aid for that portion of the program.

Ottawa University/Kansas State University Dual Degree Programs.

Agronomy Combinations and Home Economics:

Ottawa University offers several programs in cooperation with Kansas State University. The programs include Agronomy/Physical Science and Agronomy/Business Administration and several options in the area of Home Economics. In these programs the basic science or business courses and the liberal arts requirements are taken at Ottawa University while the agriculture and home economics courses are taken at Kansas State University.

Each of these programs is designed so that the student spends the first two years at Ottawa University, the third year at Kansas State University, and the fourth year at Ottawa University. The program includes one summer session at Ottawa University but upon completion of the program the student receives a B.A. degree from Ottawa University and a B.S. degree from Kansas State University.

Career opportunities in these majors include agricultural management, agricultural sales, agricultural writing, crop production and protection, agricultural insurance and agricultural research. Home Economics career options include the textile industry, nutrition, child care center management, family crisis centers, consumer affairs and family economics.

The required courses and course sequence models for these programs have been arranged for you at Ottawa University. Course selections will depend on the programs you choose for yourself, but the basic sciences, business and liberal arts courses are taken at Ottawa University and the agriculture and home economics courses are taken at Kansas State University.

Pre-Engineering Studies and Dual-Degree Program

The critical shortage of engineers that the country is now experiencing is just a dramatic example of a long-range trend that is likely to continue through the coming decades. Many of the problems facing our society need technological solutions which will only come with a strong work force of engineers and scientists. But only technical training will not be sufficient to do the job. Engineers working in the decades of the eighties and nineties and beyond must be sensitive to the environmental, societal, and human implications of both problems and solutions. It is essential that engineers be liberally educated to meet the demands of a changing world, a fact recognized by more and more engineering schools as they broaden their undergraduate programs to include more of the traditional liberal arts courses.

At Ottawa University, our prime objective is to provide such a liberal arts education. The pre-engineering curriculum is designed to do this at the same time that it provides a grounding in science and mathematics courses to prepare you for the upper level engineering courses which you will encounter after transferring to an engineering college to complete your studies. Presently, Ottawa University has a three/two program in conjunction with Kansas State University so that after three years at OU and two years at KSU, you will receive two degrees, a B.A. from Ottawa, and a B.S. from KSU in whichever branch of engineering you have chosen: Civil, Mechanical, Chemical, Electrical, Agricultural, or Nuclear. The depth study area at OU could be in computer information systems or mathematics.
In addition to the Kansas State University program, a three-two program can be designed for transfer to another school of your choosing. This would be tailored to the specific requirements of the chosen engineering college. Or, a two-two program, with no degree from Ottawa but with the full range of preparatory technical courses could be tailored to your needs as well. It is important that you contact the Pre-Engineering Advisor about any of these programs so that an individualized plan can be developed.

The engineering-related courses you would take at Ottawa would include:
Calculus I and II
General Chemistry I and II
Differential Equations
Organic Chemistry I and II for Chemical Engineer majors and several other mathematics or computer courses.

You should be sure to get a solid mathematics background in your high school work, including geometry, two years of algebra and trigonometry or pre-calculus.

In addition to the technical courses, you will take such courses as English Composition, Psychology, Religion, Sociology, and Economics so as to meet graduation requirements at both OU and the engineering school, but more importantly to be a liberally educated person who can help solve some of the difficult problems facing our world.

Forestry — 3-2 Program with Duke University — B.A./M.S. dual degree

The 3-2 Forestry program at Ottawa University is a “cooperative” program with Duke University at Durham, North Carolina. It is a program that is designed to prepare the interested student with a major in forestry while taking advantage of a small college atmosphere for the first three years of the collegiate experience, then moving to a larger college where the program becomes “polished” in the more technical aspects of forestry.

While at Ottawa you not only receive the basic courses that lead you into the study of forestry, but you will be involved in a program of education that is directed toward you not only as a student, but as a “person” and a future citizen. In order for this to be accomplished you will be expected to take courses in areas other than science — courses such as literature, sociology, history, psychology, general education as well as other courses that will be required for graduation, and which will provide you with a “total education experience.” Our program of advising will assist you in reflecting on your goals as you progress through your educational experience while on the Ottawa campus.

Some typical courses that you might take while at Ottawa that relate specifically to a forestry major would be:

General Botany
General Zoology
General Chemistry
Environmental Conservation
Genetics and Society
Taxonomic Botany
Human Physiology and Anatomy
Elementary Functions
Organic Chemistry
Physics I
Field Ecology

Academic Programs

Introduction to Computers and Data Processing
Computer Programming in BASIC
Introductory Microeconomics

Your specific interest in a forestry program — management, field work, or other phases, would dictate the courses you would take, but the above courses are illustrative of those available.

After you have completed three years of study at Ottawa, and have completed all general education requirements, you would then go to Duke University for one year to complete your studies for a Bachelor of Arts Degree awarded by Ottawa. You would then return to the Duke University campus for one additional year of study after which you would qualify for a Master's degree in Forestry.

Special Study Opportunities

A selected number of courses are designed by instructors so that they may be taken by arrangement during a regular enrollment period: fall, spring or summer. Not all such courses will be available at any given time depending upon the schedule and responsibilities of the faculty member teaching the course. Information about these courses should be obtained from the academic advisor or the academic dean.


A student who has already demonstrated academic ability in a particular field and seeks to go beyond the formal courses available at Ottawa may do so under certain conditions. The proposed independent study will need to be well designed, preferably with an instructor who has already worked with the student in the relevant academic area. The purposes, methods of learning, and evaluation processes will need to be explained on a form which can be obtained from the registrar.

Independent study courses carry 3 semester hours regular credit unless a different value is approved by the academic dean.

The following independent study work has been undertaken in recent years and illustrates the range and variety available for the prepared student:

- Plant Pathology
- Chemical Equilibrium
- Personnel Administration
- Religion in the Trilogies of Tolkien and Lewis
- Advertising Copywriting
- History Through Literature
- Music Therapy
- The Institution of the Presidency
- The Philosophy of Death
- Technology and the Future
- The Zen Tradition
- Coaching Women's Sports
- Community Recreation
- Conditioning for Purpose
- Advanced Computer Science
- Fluid Mechanics
- Astronomy
- Meterology
- Radio Broadcast Engineering
Directed Study

Selected courses in the catalog have been designed by instructors to be available for enrollment without the usual frequent class meeting schedule. The courses are predesigned rather than open to a variety of topics as would be the case in independent study enrollments. Nevertheless, only students with considerable motivation and self-direction should attempt these courses.

Internships, 410, 420.

Internships are job related experiences in which students work in the community and apply concepts, ideas, and techniques learned in the classroom. Internships are available in a number of majors and pre-professional programs, including banking, business, education, human service, and pre-law.

Internships can be a very valuable part of a student's educational program. Academic credit is available for internships, but the academic credit is not given simply for satisfactory performance in an internship job. Students in internships must also produce satisfactory written work demonstrating understanding of concepts, ideas, and techniques in the context of work in the community.

Internship courses are designated by the number 410 and 420. Participation in these courses requires an approved contract as well as approval from the academic supervisor of the internship and the student's program advisor.

Teaching Participation, 245, 345, 445.

The Ottawa educational plan emphasizes experiences which provide opportunities for students to exercise responsibility.

Participating in teaching is another area in which the student has a sphere of responsibility and also can see learning and teaching as two aspects of one process. These following courses are available in each department and may be a part of student progress toward a degree. Advanced standing in the discipline and approval of the instructor and the dean of the college is required.

University Courses

A few residential campus courses are offered which are not designated as belonging to a department, but rather to the whole university or to a division. Among these are:

UNV 109. BASIC WRITING. Attention to improvement of basic and developmental level writing competencies including organization, developing ideas, sentence structure, word choice, word forms and punctuation. 3 hrs.

UNV 111. READING IMPROVEMENT. Laboratory approach to improvement of reading skills with attention to vocabulary, comprehension, rate, and study skills. This is not a speed-reading course. 3 hrs.

SBS 130. STATISTICS. This course will provide an introduction to the basic methods of research design and analysis of data, including both descriptive and inferential statistics. Prerequisite: PSY 120 or ECO 103 or ECO 104. 3 hrs.

Graduate Courses of Study

A limited number of courses for graduate credit are offered by Ottawa University. The courses are approved by the North Central Association of Colleges and Schools. A program leading to a graduate degree is not offered.

For further information about the courses, contact the Director of Graduate Studies located at the Kansas City Center of Ottawa University, 605 West 47th Street, Kansas City, Missouri, 64112.

Ottawa University's Non-Residential Centers

Ottawa's residential campus is the best location for young adults of 17-25 to pursue higher education. Its resources are designed for students of that age range and it has the extra-curricular and co-curricular opportunities only possible in a residential setting. Older students, particularly those with job responsibilities or young children to care for, are not able to utilize the residential campus facilities easily, or can do so only at high cost to families and jobs.

Early in the 1970's Ottawa University established its first non-residential center to serve the needs of its older students. The program parallels the educational program provided on the campus and is consistent with its educational philosophy and development. Study in the non-residential center maintains the same high standards of the campus and work done in any part of the university is wholly acceptable in any other part. All credit granted for non-residential center work is applicable to an Ottawa University degree consistent with the student's own educational goals and program selections. All elements of Ottawa University incorporate Ottawa's insistence upon quality in design and offerings, individual education planning, development of learning contracts, use of trained advisors, interdisciplinary approach, and skill development for continuous self-education.

The significant difference between the non-residential centers and the residential campus lies in the de-emphasis given to location and traditional scheduling. Learning is not limited to specific geographical sites or buildings, nor is it confined to arbitrary schedules that begin in the fall, spring or summer. Learning in the centers, therefore, is possible in many different sites or classrooms anywhere in the metropolitan areas served or wherever enough students can gather to make the learning situation practical. Through the non-residential centers, Ottawa University offers upper divisional or post-baccalaureate courses for personal and professional growth in Kansas, Missouri, California, and Arizona. Similarly, students in the non-residential centers may begin their education at any time and may accelerate or slow down the process to fit their own needs. Some courses are offered in intensive style with class meetings compressed into a few days or a few weeks while other classes meet only once a week over a longer time span. Credit is awarded in standard semester hours based on commonly accepted and traditional techniques of determining such credit. Learning and evaluation in the non-residential centers can fairly be described as traditional education in non-traditional schedules and entry points.

In addition to providing individualized educational programs, the non-residential centers can work with any business, agency, or group to provide high quality instruction for credit or continuing education units at locations convenient to the group.

The initial non-residential center of Ottawa University was in the Kansas City metropolitan area where the first classes began in 1974. Kansas City is the closest
metropolitan area to the residential campus; only 45 minutes away by interstate highway. A substantial amount of residential campus students and economic support comes from the Kansas City area. A second center was opened in Phoenix, Arizona in 1977, responding to the interests expressed by local American Baptists who wanted an American Baptist-related institution in their area where private, church-related educational institutions are rare. By the end of academic year 1980-1981, the non-residential programs had enrolled over 6,000 part-time students and over 700 persons had completed their college degrees. Several of the graduates had begun their education on the residential campus years earlier, but most of the graduates had no prior contact with Ottawa except through the non-residential centers. At least a third of these adult graduates, having successfully resumed education through Ottawa University have gone on to further education in graduate and professional schools.

Further information about the non-residential program may be obtained in separate publications available from either of its two centers:

Ottawa University, Kansas City Center
605 West 47th Street
Kansas City, Missouri 64112
(816) 753-1431

Ottawa University Phoenix Center
1777 West Camelback Road
Phoenix, Arizona 85015
(602) 279-4474

English Language Institute

In 1973 Ottawa University established the English Language Institute, a program in which international students may improve their skills in speaking, understanding, and reading English as a second language. The program consists of both class instruction and individual tutoring. In addition, arranged special activities and personal encounters help the student to grasp something of the cultural setting so important to truly understand a second language.

The Divisions

In addition to the traditional departmental organization, Ottawa University has grouped its academic disciplines and programs together into three Divisions:

The Division of the Arts and Humanities:
- Art
- Education
- English
- Foreign Language
- Music
- Philosophy
- Religion
- Speech and Drama

The Division of the Natural Sciences:
- Biology
- Chemistry
- Computer Information Systems
- Mathematics
- Physical Education
- Physics

The Division of the Social and Behavioral Sciences:
- Accounting
- Business
- Economics
- History
- Human Services
- Organizational Administration
- Political Science
- Psychology
- Sociology

Each of these Divisions represents one of the major perspectives of knowledge and inquiry, and together they form a comprehensive and unified view of the world. As interdisciplinary groupings of related departments, the Divisions provide organizational support for the goals of interdisciplinary study and form centers for the planning and sponsorship of programs and majors that may cut across departmental lines. In addition, each Division contributes significantly to the General Education Core Program, designing and teaching one of the second level core courses and providing faculty for the Freshman and Senior core courses. The Divisions are also centers for a host of other sorts of activities; they sponsor courses, independent studies, seminars, retreats, and workshops, give support and direction to academic and career planning and provide a focus for ongoing interchange among faculty and students whose educational and vocational goals fall within the Division's areas of concern.
The course descriptions that follow are listed alphabetically by subject matter rather than organized into their appropriate departments or divisions. From time to time new courses are added and others deleted depending upon enrollment levels, student interest, and faculty availability. Currently available courses at each enrollment period are identified on a course schedule distributed by the registrar prior to each enrollment period.

**Accounting**

AC 121. Introductory Financial Accounting. Introduction to accounting theory and procedures. Recording, classifying, reporting, and analyzing financial data. The professional accountant as a problem solver, decision maker, systems analyst, and planner. 3 hrs.

AC 162. Federal Income Tax. Basic U.S. federal tax law as it relates to an individual's income. Procedures, reports, and requirements of U.S. federal income tax law for individuals and the types of income and deductions they generally have. An introduction to partnership and corporation income tax law and procedures. 3 hrs.

AC 221. Managerial Accounting. Evaluation of financial performance for managerial planning and control. Cost-volume-profit analysis, break-even analysis, return on investment, and responsibility reporting. Prerequisite: AC 121. 3 hrs.

AC 221. Intermediate Accounting I. Transition course from introductory level financial accounting. In-depth study and evaluation of financial accounting theory, concepts, and analysis. Correlation with FASB standards and APB opinions and statements. Prerequisite: AC 221. 3 hrs.

AC 301. Cost Accounting. Study of accounting for use by management in planning and control. Product costing techniques, comprehensive budgeting procedures, inventory planning and control, cost analysis and control. Prerequisite: AC 221. 3 hrs.


AC 441. Auditing. Independent analysis of financial statements and the determination of their fairness and reliability. Analysis includes assessing the internal control system, applying statistical sampling, and evaluating employee competence. Professional judgment. Generally accepted auditing standards. Code of Professional Ethics. Prerequisite: AC 231 and OAD 202. 3 hrs.

**Art**

ART 102. Elementary School Art. Students will get the opportunity to learn about visual art teaching methods and techniques. The course will also include the study of stages of child art development and practical uses of art in the regular curriculum. Students will be encouraged to try some of these methods first hand. 3 hrs.

ART 106. Art in the Western World. Historical survey of the visual and plastic arts in the Western world with emphasis on the arts of prehistoric times to the Renaissance. The history of art is approached as a development of civilization. 3 hrs.

ART 107. Contemporary Art History. A study of styles and movements in twentieth century Western art. Emphasis on definition of basic concepts of the visual and plastic arts, showing origins and influences of styles or modes of expression. Special weight given to American art. 3 hrs.

ART 111. Textiles. This course offers a variety of experiences in textiles and the content is variable. Among the topics that may be touched upon are weaving, printing, dyeing, silk screening, batik, and tie dyeing. 3 hrs.

ART 130. Basic Design. Introduction to the elements and principles of design through experimentation in various media, two-dimensional. 3 hrs.

ART 134. Graphic Arts. Introduction to commercial art techniques and preparation of art for reproduction. Logos, cartoons, illustrations and lettering are some of the areas to be covered. 3 hrs.

ART 215. Photography. Photography as a tool of visual perception and expression. Basic technical aspects of camera operation and darkroom procedures explored. Built-in or hand-held light meter and camera with adjustable lens and shutter are required. Prerequisite: ART 130 or permission of instructor. 3 hrs.

ART 220/320. Life Drawing and Composition I and II. Experiences in drawing the human figure. Explores a wide variety of drawing media. Coursework gives attention to poses and settings as elements of composition with emphasis on visual understanding of the human figure. Exploration of various media and modes of expression. 5 hrs.

ART 225/335. Painting I and II. This course offers a variety of experiences in painting. Oil, acrylic, assemblage and other media. 3 hrs.

ART 237/337. Ceramics I and II. This course offers a variety of experiences working in ceramics. Forming, glazing, firing, and studio maintenance. 3 hrs.

**Biology**

BIO 102. General Botany. An introductory course concerned with the principal natural groups of plants, including their particular morphology, anatomy, life cycles, ecology, evolutionary relationships, and economic importance. Three 1 hour lectures/two 2 hour labs per week. 4 hrs.

BIO 104. General Zoology. An introductory course concerned with the major biological processes occurring in animals and the development and relationships of representative phyla of animals, both invertebrate and vertebrate. Three 1 hour lectures/two 2 hour labs per week. 4 hrs.

BIO 203. Human Physiology and Anatomy. Function and anatomy of each system of the human body including immunology is discussed. Laboratory designed to verify and supplement the lecture material. Three 1 hour lectures/two 2 hour labs per week. Prerequisite: BIO 104 or its equivalent. 4 hrs.


BIO 212. Genetics and Society. A non-laboratory course covering both classical and modern genetics and discussion of selected readings on contemporary genetic issues. Prerequisite: BIO 102 or BIO 104. 3 hrs.

BIO 214. Introduction to Nutrition. A study of the fundamental principles of nutrition. The nutritional requirements of the human are discussed for the major segments of the lifespan. Interrelationship of various nutrients is also discussed. Prerequisite: BIO 104 or CHE 101 or equivalent. 3 hrs.

BIO 301. Comparative Anatomy. Comparative anatomy of vertebrates and closely related animals. Emphasis on mammals. Two 1 hour lectures/two 2 hour labs per week. Prerequisite: BIO 104. 4 hrs.

BIO 302. Microbiology. Habits, ecology, effects, culture, immunology and control of typical pathogenic and non-pathogenic bacteria, viruses, and selected protozoa. Three 1 hour lectures/two 2 hour labs per week. Prerequisite: BIO 102 or 104. 4 hrs.

BIO 304. Taxonomic Botany. Field identification and classification of typical angiosperms in the local environment. Two 1 hour lectures/two 2 hour labs per week. Prerequisite: BIO 102 or BIO 104. 4 hrs.

BIO 311. Field Ecology. Fundamental environmental factors influencing plants and animal associations and formations; methods of ecology and the interrelationships between climate, soils, vegetation, geologic history, and plant and animal life. Principally a field course. Two 1 hour lectures/6 hours of lab per week. Prerequisite: BIO 102 or BIO 104. 4 hrs.

BIO 401. Cell Physiology. Molecular approach to the function of cells and cell structures. Prerequisite: BIO 104, BIO 203, CHE 222. 3 hrs.

BIO 404. Embryology. Embryology of animals, chiefly vertebrates. Maturation of germ cells, fertilization, segmentation, origin, and development of organs. Detailed study of the chick and the fetal pig. Two 1 hour lectures/two 2 hour labs per week. Prerequisite: BIO 104. 4 hrs.

BIO 406. Clinical Microbiology. The theory and laboratory study of pathogenic bacteria, viruses, rickettsiae, fungi and parasitess. Includes specimen handling, methods of isolation, cultivation, diagnostic procedures, ascession, environmental monitoring, medical significance and quality control. 6-8 semester hours.
The Divisions


CHE 422. Physical Chemistry I. Discussion of gases, crystalline and liquid states, solutions, thermodynamics, electrochemistry, and equilibria. No laboratory included. Prerequisites: MAT 350, PHY 341, CHE 220. 3 hrs.

CHE 423. Physical Chemistry II. A continuation of Physical Chemistry I. Includes topics in atomic structure, molecular structure, spectroscopy, quantum theory, photochemistry. No laboratory included. Prerequisites: CHE 422. 3 hrs.


CHE 430L. Instrumental Analysis Laboratory. Laboratory to accompany CHE 422. Use of infrared, ultraviolet, and visible spectrophotometer, polarography, colorimetry. Co-requisite: CHE 430. 3 hrs.

Computer Information Systems

CIS 137. Introduction to Computers and Data Processing. Introduces the student to the history of computing, the different functional components of a computer system, and the different tasks necessary to develop and utilize an information processing system. Throughout the course emphasis is on how and why computers are increasingly being used in most areas of society. This course will be of interest to those students seeking a general introduction to the subject as well as those students who already have or plan to acquire a deeper understanding of Computer Information Systems (CIS). Needed for a CIS major, or CIS minor, either business or science. 3 hrs.

CIS 217. Computer Programming in Basic. Introduces the student to structured, computerized problem-solving. Emphasis is on algorithm development, that is, the logical, procedural solution to particular problems. Students will complete several computer programming assignments utilizing computer terminals on campus. One project may be in the student’s area of interest. This course will provide students with a concrete understanding of the computer programming process, as well as their interest level and programming ability. Prerequisites: Computer Programming I (CIS). Needed for CIS major or CIS minor. 3 hrs.

CIS 237/MAT 237. FORTRAN Computer Programming. Introduces the student to structured computer programming and problem-solving using the FORTRAN language. Students will solve several problems covering basic concepts. Students will also code their solutions in FORTRAN and then test and refine their computer programs, using computer terminals on campus. This course will be of interest to students generally, and particularly those fulfilling the computer science requirement for a Computer Information Systems (CIS) science-oriented minor. 3 hrs.

CIS 238. Structured COBOL Programming. Introduces the student to structured computer programming and problem-solving using COBOL, a structured approach. Stress is laid on developing correct and easy to enhance software. Students will be provided with computer programs associated with structured techniques and team concepts. Students will test and refine their computer programs utilizing the microcomputer laboratory. A case study, team project will be completed near the end of the course. Required for a Computer Information Systems (CIS) major or CIS business-oriented minor. Prerequisite: CIS 217. 3 hrs.

CIS 241. Structured Computer Programming in Pascal. Introduces the student to structured computer programming by developing algorithms and implementing their solution in Pascal, a structured language. Students will solve several computer science type problems utilizing the computer terminals connected to the microcomputer system in the microcomputer laboratory. The course fulfills the second computer programming language requirement for a Computer Information Systems (CIS) science-oriented minor. Prerequisite: CIS 217. 3 hrs.

CIS 267. Advanced Computer Programming in BASIC. The student develops, solves, and documents several computer programming problems typically found where the BASIC lan.
CIS 410. Internship. Computer Information Systems majors will generally enroll in this course between their junior and senior year and as a result have a working, learning experience with a business or other organization. The thrust of the internship component of the CIS major is to reinforce and enhance the educational experience in an actual, productive setting. Students will write a report of their internship. CIS majors only. Prerequisite: CIS 383. 4 hrs.

CIS 437. Special Topics in Computer Information Systems. This course will consist of various topics in CIS and may change depending on the semester. Topics may include distributed processing, programming productivity tools, data communications, systems programming, information systems planning, data processing management, etc. In addition, enrolled students who have completed CIS 410 will have their experiences with the class. Needed for CIS majors. Prerequisite: 15 hrs. in CIS. 2 hrs.

CIS 490. Systems and Software Team Projects. This course will consist of the analysis, design, programming, implementation, and documentation of a semester, team-project assignment. This course is designed to be the cohesive conclusion of the Computer Information Systems curriculum by enabling CIS majors to complete a practical, complex project. Needed for CIS majors. Prerequisite: CIS 410. 3 hrs.

CIS 343. Structured Systems Analysis and Design. This course provides students with a detailed survey of the most important structured methodologies used in organizational computer information systems environments. Students will analyze problem assignments and design solutions using these structured methodologies. A case study/teambased project will be completed near the end of the course. Structured analysis and design develop requirements and specifications from which computer programs are subsequently written, but not in this course. Needed for a CIS major or CIS minor. Prerequisites: CIS 137, CIS 267 or CIS 288. 3 hrs.

CIS 383. Database Management Systems. This course will provide the student with a concrete understanding of hierarchial and relational data base management systems (DBMS) through lecture, exercises, and demonstrations of sophisticated DBMS. Additional topics covered will be the role of the database administrator, the creation of a database dictionary, and the development of user-oriented data bases and their utilization throughout the database languages. Needed for a CIS major. Prerequisite: CIS 343. 3 hrs.

Economics

ECO 103. Introductory Microeconomics. The role of prices in allocating and developing scarce resources to meet the needs and demands of consumers, the impact of the profit motive on business size and efficiency, the economic power of large-scale business firms, and the interplay of private and public choice through price controls, business regulation and taxation. 4 hrs.

ECO 105. Introductory Macroeconomics. The inflationary consequences of monetary and fiscal policies designed to eliminate poverty and unemployment, the significance of money and government policies on the economy, the role of government in the economy, and economic growth in a non-inflationary environment, and the international role of the dollar in international trade. 4 hrs.

ECO 117. Money and Personal Goals. The development of an overall personal economic plan in which alternative courses of action are evaluated by their contribution to the attainment of the decision-maker's particular set of personal objectives. Courses of action considered are alternative means to increase money income, to spend money efficiently for consumer goods, to produce for consumption, and to invest in such a way as to increase economic power. 4 hrs.

ECO 118. Investments. Comparison of the return vs. risk of United States Treasury bills and bills, municipal bonds, corporate bonds, common stock, stock options, real estate, investment trusts, mutual funds, annuities, life insurance, savings accounts, certificates of deposit, and other money market funds. 4 hrs.

ECO 203. Money and Banking. The role of money and banking in U.S. economic development and in international finance. The significance of money, banking history and development, commercial banking operations and structure, central banking and monetary management, international monetary systems, monetary theory and monetary policy. Prerequisite: ECO 105. 4 hrs.

Eco 216. Public Finance. Public resource allocation decisions in government and other non-profit institutions; program spending, benefit-cost analysis, discounting public investment, efficiency considerations in taxation, the distribution of economic benefits and other topics in economic welfare. Prerequisites: ECO 103, 105, 4 hrs.

Econ 303. Business Cycles and Forecasting. The nature and significance of economic fluctuations in the United States from 1926 to the present. Time series analysis, monetary and inflation factors, forecasting models, and short run forecasting of general business activity. Prerequisites: ECO 105, 103, 203, and SBS 130. 4 hrs.

ECO 305. Managerial Economics. The motives and strategies of managers and owners, estimating demand in product and factor markets, controlling costs by choosing alternative production opportunities in the short run and the long run, optimizing pricing policies related to the excess of competition and rivalry. Prerequisite: ECO 103 and SBS 130 or MAT 330. 4 hrs.

ECO 403. Macroeconomic Analysis. Integration of the product market, factor market, and money market in a national income analysis model to evaluate trade-offs between full employment, a stable price level, balance of payments, equilibrium, economic growth, equilibratorium, and economic efficiency. Prerequisites: ECO 103, 105, 203 or 216. 4 hrs.

Education

EDU 101. Educational Media. A survey of the media of teaching focusing on knowledge and skills in planning, selecting, producing, and using a variety of audiovisual materials and equipment in the classroom. 3 hrs.

EDU 106. Educational Explorations. Exploring the roles of the teacher, the school, and the student in actual school situations which involves off campus experiences with students as well as seminars on campus. The seminars will introduce the students to support services for schools and to schools in multi-cultural settings. 2 hrs.

EDU 118. Information Resources. A study of librarian and/or user activities in the retrieval of information in the library-media center setting. Designed for librarianship and practices of library service. 3 hrs.

EDU 214. Children's Literature. Designed to acquaint future teachers, librarians, and parents with a wide variety of literature for children and the criteria for selecting that literature. The development of ways to make reading a lifetime involvement. Prerequisites: For education majors, EDU 106. 3 hrs.

EDU 215. History and Philosophy of Education. An investigation of the school and its relationship to society and learners in the past, present and future. It will include historical and philosophical perspectives, as well as approaches of major educational philosophers. Prerequisites: EDU 106. 2 hrs.

EDU 301. Educational Psychology. Major psychological applications in the teaching and learning process, motivation, learning theory, classroom control, evaluation, behavioral objectives and individual and group differences. Prerequisites: EDU 106 and PSY 120. 3 hrs.

EDU 302. Elementary Reading Methods. This course is designed to assist prospective teachers in exploring and questioning how reading is taught. Students will develop skills in a variety of methods and approaches to reading programs in the elementary school. Must be taken concurrently with EDU 311 Reading Practicum. Prerequisites: EDU 106, and 301 or permission of instructor. 3 hrs.

EDU 303. Elementary Mathematics. This course will focus on learning how to teach mathematics in the elementary school and using that knowledge in a field experience. Knowledge of mathematical concepts and
their use in developing an understanding of the computational skills and logic of mathematics will be emphasized. Other areas to be stressed will include methodology, attitudes, lesson planning, and evaluation. Prerequisite: MAT 133, plus EDU 106, EDU 301. 3 hrs.

EDU 304. Elementary Science Methods. This course is directed toward developing a methodology for teaching science in the elementary school. Knowledge of science concepts and the use of these concepts in developing an understanding of the world by children will be emphasized. Scientific inquiry and discovery methods will be stressed. Field experience will be included. Prerequisites: EDU 106, EDU 301. 2 hrs.

EDU 305. Elementary Social Studies Methods. This course is designed to provide the student with methods used in social studies classrooms in the elementary school. Emphasis is placed on developing skills in multi-cultural settings and in human relations in elementary schools. In addition, topics such as geography, history, economics, and civics for elementary school children will be stressed. Field experience will be included in this course. Prerequisites: EDU 106 and EDU 301. 3 hrs.

EDU 309. School in Society. This course is taken as part of the student teaching block. The emphasis will be on investigating the school as a part of society and in exploring how society influences schools. Prerequisites: EDU 106 and EDU 301. 3 hrs.

EDU 311. Reading Practicum. Provides the student with an opportunity to practice and develop the skills learned in the Reading and Language Arts courses in an elementary school classroom setting at least two hours per week under the direction of a cooperating teacher and the college instructor. Prerequisites: EDU 106, 301, 302, or permission of the instructor. 1 hr.

EDU 312. Elementary School Language Arts. Approaches and methodologies used in teaching language arts in the elementary school will be emphasized. The student will learn techniques for teaching creative writing, poetry, reading, grammar, and handwriting. A field experience in language arts will be included. Prerequisite: EDU 106 and EDU 301. 3 hrs.

EDU 314. Teaching Reading in the Content Area. This course is offered for future or present teachers in the various disciplines who will be teaching at any level from grades four to twelve. The course will focus on methods integrating reading and study skills evaluation with content area instruction. Topics considered include assessing readability of prose materials, evaluating student reading skills and teaching word attack and comprehension skills. 3 hrs.

EDU 323. Learning in Classroom Settings. The course will deal with various ways for effectively managing classrooms. Consideration will be given to matters of curriculum and instruction as well as behavior management techniques. Topics such as precision teaching and behavior modification will be included. 2 hrs.

EDU 325. Psychology of the Exceptional Child. With the child's normative development as a reference point, behavior problems in social adjustment, emotional disorders, and intellectual impairment are studied from a psychological perspective. Emphasis in readings and class discussion is placed upon etiology and dynamics of behavior problems and to alternate means of intervention available to those working with such problems in schools. Methods of dealing with parents, school administrators and various agency personnel will be emphasized. Field experience will be part of this course. Prerequisites: EDU 106, PSY 120 and EDU 301. 3 hrs.

EDU 333. Middle School Methods. This course will emphasize the philosophy and characteristics of modern middle school teaching. Individualized strategies and multi-disciplinary approaches will be stressed. Prerequisites: EDU 106. 2 hrs.

EDU 335. Secondary School Methods. This course will emphasize lesson plan writing, various methods of presentation, behavior management, and organizational skills for students who are preparing to teach at the secondary school level. This course will be team-taught by persons in the education department and persons in the student's major field of study. Emphasis will be placed on developing resources and teaching in content areas as well as dealing with students in multi-cultural settings. Prerequisite: EDU 301. 3 hrs.

EDU 405E. Elementary Education Laboratory. This course is taken as part of the student teaching block. This course students spend part of the time in the classrooms and in related educational settings. It is designed to help the student synthesize and integrate all previous course work in preparation for student teaching. Lesson plans, classroom management skills, and parent-teacher conferencing skills in the elementary school are emphasized. Prerequisites: EDU 106 and EDU 301. 3 hrs.

EDU 405S. Secondary Education Laboratory. This course is taken as part of the student teaching block. In this course students spend part of the time in the classrooms and in related educational settings. It is designed to help the student synthesize and integrate all previous course work in preparation for student teaching. Lesson plans, classroom management skills, and parent-teacher conferencing skills in the elementary school are emphasized. Prerequisites: EDU 106 and EDU 301. 3 hrs.

EDU 410E-420E. Cooperative Teaching Elementary School. Appropriate field experience in actual classroom environments. All students will have the opportunity to observe and to teach in an elementary school setting. All professional education courses and courses in the major must be completed prior to enrollment in Cooperative Teaching. 10 hrs.

EDU 410M-420M. Cooperative Teaching Middle School. To be taken in conjunction with EDU 410E or EDU 420E with the student wishing experience and certification in the Middle School area (grades 5-9). The course description and prerequisites are the same as for Elementary and Secondary Cooperative Teaching. 10 hrs.

EDU 418S-420S. Cooperative Teaching Secondary School. Appropriate field experience in actual classroom environments. The student will have the opportunity to observe and to teach in a secondary school setting. All professional education courses and courses in the major must be completed prior to enrollment in Cooperative Teaching. 10 hrs.

English

ENG 102. Contemporary Literature, 1945 to Present. This course focuses on issues which are particular to contemporary society and addresses contemporary literary styles, values, and significant themes. Poetry, fiction, and drama will be included. This course is introductory and makes concentrated efforts to develop students' analytical and communication skills. It will be relevant to American Studies, psychology, contemporary religion and sociology. 3 hrs.

ENG 105. Basic Journalism. This course provides opportunity for analysis of news stories and features and for writing practice. Students may concentrate on one type of writing. 3 hrs.

ENG 106. Topics in Literature. This is an introductory course which will assist students in developing analytical skills. The subject, varying with the instructor, is the literature of a specific interest (science fiction, mystery, another culture) or of a minority group (Blacks, women, Indians). The class will examine stereotypes, self-concepts, and relevant social and moral issues. It may serve students interested in American Studies, sociology, political science, psychology, social ethics, or social work. 3 hrs.

ENG 108. Experience of Poetry. An introductory course designed to provide students opportunities to read a variety of poetry and to increase their enjoyment of it. This course is for students who have the experience of an appreciation of poetry and who desire to increase their knowledge of poetry. It is not an intensive course, but rather an overview of poetry. Prerequisites: ENG 125 or its equivalent or instructor permission. 3 hrs.

ENG 137. Intermediate Writing. This course will develop students' abilities in writing expository prose, prose that attempts to convey information. The focus is on structures in composition: causality, definition, comparison, contrast, rather than basic grammar, competency which is assumed. Pre-requisites: ENG 125 or its equivalent or instructor permission. 3 hrs.

ENG 203. American Literature I. Literature from 1820-1890. This survey course relates literature to social, political, and historical developments. Although it is not an introductory course, it is available to students who are accustomed to analytical reading. Materials read would be relevant to history and political science orientations as well as to religion and American Studies. 3 hrs.

ENG 204. American Literature II. Literature from 1820-present. This course continues the survey begun in ENG 203. Both classes are intended to increase students' analytical and communication skills while providing a survey of major literary art in America. 3 hrs.

ENG 210. Advanced Expository Writing. This course is designed to help students with programs in English Education and is recommended to those with major studies in English. Its purpose is to refine students' expository writing skills through analysis of model essays, letters, magazine articles, and through continuous writing practice in the same genres. The course is not interchangeable with either ENG 137 or ENG 227. 3 hrs.

ENG 218. Shakespeare Seminar. This course explores the plays and poetry of the master. Although it is not an introductory course, it may be conducted like a seminar, all interested students should be encouraged to consider the seminar. In addition to paying unblushing...
The Divisions

zation, individually or in small groups. Discussion and written work in French and in English. Topics determined on the basis of individual prerequisites and shared needs. Major in French is not required. Prerequisite: French 315 or equivalent. 1-3 hours each course.

History

HIS 110. The American Experience. Introduction to the study of American history and its cultural, intellectual, political, economic, religious, racial, and diplomatic topics. Emphasis is placed upon development of the country from discovery through Reconstruction. 4 hrs.

HIS 203. History of Civilization to 1650. The beginnings and development of human culture and institutions. Emphasis will be upon those aspects of history of civilization which are formative for modern western culture. 3 hrs.

HIS 204. History of Civilization After 1650. The development of civilization in the modern world, including political, economic, and cultural revolutions that have created contemporary culture and its tensions. 3 hrs.

HIS 218. The American West. Westward expansion as a key to the character of America. Use of primary sources and regional and local materials is encouraged. Prerequisite: One course in history or consent of the instructor. 4 hrs. (Offered in alternate years.)

HIS 316. Twentieth Century America. A study of the political, social, intellectual, and other aspects of American civilization in this century. Special emphasis is placed upon the nation since 1945. Prerequisite: one course in American history. 4 hrs.

HIS 341. Topics in European History. A selection of readings and topics in European history. Common theme, assigned readings, and independent projects. Inquire in advance for information on assigned topics. Prerequisite: Junior or Senior standing and one course in European history. 4 hrs.

HIS 342/PSC 342. HIS 343/PSC 343. Topics in American History and Politics. A selection of readings and topics on American history and government. Common theme, assigned readings, individual projects. Inquire in advance for information on selected topics. Credit in either history or political science. Prerequisite: Junior or Senior standing and one course in history or political science. 4 hrs.

Human Services

HUS 118. Social Welfare as a Social Institution. An examination of social welfare as a fundamental social reality, not as a collection of programs and services. Welfare is seen in terms of social issues rather than as a professionally directed effort to deal with social problems. 3 hrs.

HUS 200. Values & Explorations in Human Services. A broad overview of the profession of Human Services. The course examines the historical developments of human services and the knowledge, values, and skills required to function in the role of a human service worker. The course also allows the student to evaluate their strengths and weaknesses as a potential human service professional. Prerequisite: Any introductory psychology or sociology course. 3 hrs.

HUS 201. Adult Development & Aging. This course views adult development as an integrative, dynamic, and continuous process that contains predictable developmental phases. The periods of the life cycle examined within this course include those years between young adulthood and death. An over-all emphasis throughout the study of the material is our current preparation for meaningful adjustments to the numerous anticipated crises encountered in our adult years. Prerequisites: SOC 100, PSY 120. 3 hrs.

HUS 212. The Family. This course explores the historical and theoretical perspectives of the family. Dynamics of family relationships, communication styles and interactions will be addressed as well as issues relating to: societal stress on the family; structural and subcultural family roles and the future of the family within society. Prerequisites: Either PSY 100 or 120 and SOC 100. 3 hrs.

HUS 250. Interpersonal Communication. The course is offered with the understanding that relating to others is a basic key to a satisfying life. The course is an examination of the principles of relating to and working with individuals and focuses on knowledge, values, and skills needed to develop helping interpersonal relationships. The methods and techniques that are used in forming interacting relationships, as well as those that facilitate the intervention process are explored. Prerequisites: HUS 200, and either PSY 110 or 120, or SOC 100. 3 hrs.

HUS 300. Human Services & the Community. Designed to help the student to function as a human service worker in a community or small neighborhood setting. The course defines
Mathematics

MAT 103. College Algebra. Introduction to algebra, beginning with an examination of basic set theory and a study of the real number system. Course content includes polynomials and rational algebraic expressions, with concentration on the solution of quadratic equations and systems of linear equations. Complex numbers, functions, and their graphs, and inequalities are also treated. 3 hrs.

MAT 133. Mathematics. A course for non-science majors that fills the breadth requirement as well as science area certification requirement for elementary school teachers. Designed to acquaint the student with the philosophy, nature, significance and use of mathematics from early times to the present, with emphasis on the concept of a mathematical system. Topics include: Logic, sets, groups, the real number system, probability and computer algorithms. 3 hrs.

MAT 134. Linear Algebra. This course is an introduction to the algebra and geometry of vectors, matrices and linear transformations. It is designed for students of business and economics and others using simultaneous equations and matrices. This course is a prerequisite for the first course in Abstract Algebra, MAT 431. Prerequisite: None. 3 hrs.

MAT 135. Non-Euclidean Geometry. Non-Euclidean Geometries is concerned with the student discovering how Euclidean plane geometry is related to mathematics in general. Emphasis is placed on geometry as a logical and systematic basis on postulates and undefined terms. The fifth postulate of Euclid receives appropriate attention from a historical perspective and from the study of attempts to prove the fifth postulate flows the modern Non-Euclidean geometries. Prerequisite: An introductory course in high school plane geometry along with a strong desire to understand the logical nature of geometry. 3 hrs.

MAT 230. Elementary Functions. Algebra of functions with emphasis on functions as ordered pairs and mappings, with particular attention to the properties of each type of function. Includes sequence, series, and the binomial theorem. Elementary background in sets and logic is needed. Prerequisite: MAT 133 or equivalent. 3 hrs.

MAT 237/CIS 237. FORTRAN Computer Programming. Introduces the student to structured computer programming and problem-solving using the FORTRAN language. Students will solve several science-oriented problems by developing algorithms prior to coding their solution in FORTRAN, and then testing and refining their computer programs, using computer terminals on campus. This course will be of interest to computer science students generally, and fulfills the secondary programming language requirement for a Computer Information Systems (CIS) science-oriented minor. 3 hrs.

MAT 330. Calculus I. Basic notions of a derivative and an integral with basic techniques and applications to elementary functions. Emphasis on intuitive understanding and theorem application. Prerequisite: MAT 230 or equivalent. 4 hrs.

MAT 333. Calculus II. Integration techniques and applications of derivatives and integrals to a wide variety of geometric, physical, and behavioral problems. Prerequisite: MAT 330 or equivalent. 4 hrs.

MAT 403. Multivariable Calculus. Differential and integral calculus of functions of several variables with applications. Taylor's series, transformations, extreme problems, line and surface integrals, including Stoke's and divergence theorems. Prerequisite: MAT 330 and recommended MAT 134. 3 hrs.

MAT 418. Differential Equations. Various techniques for finding solutions of differential equations in one variable: general characteristics of solutions of first and second-order equations; boundary value problems; series solution techniques; Bessel's and Legendre's Equations; and systems of linear equations. Also the historical development of the subject and applications to problems in the sciences will be studied. Prerequisite: MAT 333. 3 hrs.

MAT 431. Abstract Algebra. Study in groups, rings, and fields, vector spaces, and linear transformations culminating in elements of Galois theory. Prerequisite: MAT 134. 3 hrs.

MAT 432. Abstract Algebra II. Continuation of Abstract Algebra I. Emphasis is on Field theory and applications. Prerequisite: MAT 431. 3 hrs.

MAT 433. Foundations of Calculus. Study of the real number system and its application to the limit concept. Proofs of basic theorems on derivatives, integrals, and continuity. Emphasis on rigor. Prerequisite: MAT 333. 3 hrs.


Music

MUS 100. The Tools of Music. Music theory encompassing the major and minor keys and scales and basic chord progressions. Designed to concentrate on competencies in listening, sight-reading and performing. 3 hrs.

MUS 101. Introduction to Creative Listening. Designed to further understanding and enjoyment of music. Course emphasizes the aural approach and seeks to analyze the sounds that are applicable to all styles of music. 3 hrs.

MUS 103. Jazz in America. Designed to further understanding of the unique contribution jazz has made to the entire American music scene and beyond, e.g., Dixieland, Blues, Swing, etc. 3 hrs.

MUS 131. Brass Techniques. A methods course to aid music education students understand techniques of solving teaching problems with brass instruments. 1 hr.

MUS 132. Woodwind Techniques. A methods course to aid music education students understand techniques of solving teaching problems with woodwind instruments. 1 hr.

MUS 133. String Techniques. A methods course to aid music education students understand techniques of solving teaching problems with string instruments. 1 hr.

MUS 134. Percussion Techniques and Instrument Repair. A methods course to aid music education students understand techniques of solving teaching problems with percussion instruments. The latter part of the course will deal with information and solutions applied to instrument repair. 1 hr.

MUS 146. Introduction to Suzuki Pedagogy. Music and methods used in teaching the Suzuki Method of teaching stringed instruments. Prerequisite: Some musical knowledge, preferably background in string performance. 3 hrs.

MUS 152. Understanding Musical Styles. Stylistic development of music history and recognition of same. Extensive listening with scores is stressed. Dictation and sight reading exercises are oriented toward representative styles of the major eras. 3 hrs.

MUS 200. 19th Century Harmony. Further development of harmony, encompassing secondary chords and harmonic analysis through 19th century repertoire. 3 hrs.

MUS 228. Church Music. Examination of church music, historical and practical, and the attitude and practice of worship. The organ and its use. Planning of worship services and administration of the ministry of music. 3 hrs.

MUS 238. Hymnology. A study of the hymns through the ages, e.g., Chorales, the Psalter, Gospel Hymns, Contemporary Hymns. Their use in worship, as a teaching medium, and basis for other compositions. 3 hrs.

MUS 245. Teaching Elementary School Music. Examination of materials and methods of teaching music in elementary grades. Emphasis on music, movement, rhythm, and creative improvisation. 3 hrs.

MUS 246. Suzuki Pedagogy II. Continuation of MUS 146. The course will deal with more advanced concepts of Suzuki Methods. 3 hrs.

MUS 252. Repertoire Analysis. Focus is music analysis by ear and eye. Designed to teach techniques of analysis for broader understanding of traditional repertoire and most commonly used musical form. 3 hrs.

MUS 302. Music With Texts. Art songs, opera, oratorio, and masses are emphasized throughout this course. Choral conducting techniques, student composition of the various mediums, and performance of repertoire is required. 3 hrs.

MUS 321. Instrumental Conduction and Literature. A music education course dealing...
with score reading and instrumentation, as well as conducting techniques and problems. A variety of music literature will be used, representing eras since the Baroque. Orchestral, band, and jazz materials will be included. 3 hrs.

MUS 322. Choral Conducting and Literature. Fundamentals of choral conducting. Techniques of score reading and interpretation needed for conducting public school and church choirs. 3 hrs.

MUS 323. Instrumental Methods. Course is designed to acquaint the music education student with systems of teaching public school instrumental music. Includes: bands (marching and concert), orchestras, and small ensemble study. 2 hrs.

MUS 324. Vocal Methods. Concentration on methods of voice production and choral sound. Includes materials for teaching class voice, conducting rehearsals, and developing the program of vocal music in the public schools. 2 hrs.

MUS 347. Vocal and Instrumental Materials and Methods at the Middle and Secondary Level. The general music class, instrumental ensembles, vocal ensembles, and the general administration of the music program. 3 hrs.

MUS 352. Creative and Interpretive Approach to Music. The techniques of 20th century compositions are emphasized (e.g., atonality, serialism, polytonality, and quartet harmony.) A special project of transcription for organizing, and conducting a small instrumental group is required. 3 hrs.

MUS 402. 20th Century Music. Study of performance and notational techniques of contemporary literature. Emphasis on Cage, Crumb, Stockhausen, etc. Styles, schools of thought, and genres of 20th century included. 3 hrs.

MUS 452. Research and Performance. Independent projects. Performance centered around student's instrument or voice. Final competency projects. Some time spent in exploration of vocational choice. Contact with various professional musicians as available. 3 hrs.

APPLIED MUSIC (lessons)
1 hr. credit given on basis of a jury examination at the end of each semester enrollment.
MUS 160 Class Piano.
MUS 161 Applied Piano.
MUS 162 Applied Voice.
MUS 163 Applied Organ.
MUS 164 Applied Brass.

MUS 165 Applied Percussion.
MUS 166 Applied Strings.
MUS 167 Applied Woodwinds.

ENSEMBLES
1 hour credit available for participation in each semester enrollment.
MUS 171 Choir.
MUS 176 Symphonette.
MUS 177 Jazz Ensemble.
MUS 192 Chorale.
MUS 196 Wind Ensemble.
MUS 197 Ottawa Little Symphony.

Organizational Administration

OAD 202. Management Fundamentals. Processes for managing organizations including planning, organizing, leading and evaluating. Examination of the administrative role in organizations and concepts relevant to its function. Historical development of administrative thought. Prerequisite: PSY 120 or ECO 105. 4 hrs.

OAD 224. Behavior in Organizations. Human behavior in work organizations. Effects of external socialization on work behavior as well as internal socialization within the work organization. Individual satisfaction as related to the organization structure, the nature of the task, and the focus of power and authority. Prerequisite: PSY 120. 4 hrs.

OAD 225. Human Resources Administration. Processes in the management of the personnel function including task specialization, selection, placement, development and training, collective bargaining, appraisal, and compensation. Prerequisite: PSY 120. 4 hrs.

OAD 310. Business Law. Introduction to the American legal system. Selected areas of substantive law such as contracts, commercial paper, sales, agency, property. Prerequisite: ACC 121, ECO 103 or ECO 105. 3 hrs.

OAD 318. Marketing. Analysis of consumer behavior and configuration of target market. Management of organization activities designed to satisfy target market — planning, pricing, promotion and distribution of the product or service. Prerequisite: ECO 103 and OAD 202. 4 hrs.

OAD 328. Financial Administration. Financing of the organization from the administrative viewpoint. Consideration of internal financial management as well as external financing and capital structures. Prerequisites: ACC 121 and ACC 221. 4 hrs.

OAD 405. Public Relations. A survey of public relations, including goal setting, attitude and opinion research, planning, implementing, evaluation and change. Communication theory as an integral part of the public relations process will also be included. A course designed for majors in Public Relations. Prerequisite: permission of the instructor. 3 hrs.

OAD 425. Small Business Administration. The operation of enterprises and entrepreneurship employing usually fewer than 50 people. Emphasis on the balance between business functions (planning, organizing, leading and controlling). Preparation of a comprehensive plan for starting a small business or participation as a student consultant in the Small Business Institute. Prerequisites: ACC 121, OAD 202 and OAD 318. 4 hrs.

PHIL 110. Basic Issues in Philosophy. Introduction to the nature and purpose of philosophical reflection. Emphasis will be on questions concerning ethics, religion, and the nature of knowledge. Students will be encouraged to develop their own ideas in dialogue with selected readings and other class members. 3 hrs.

PHIL 117. Introduction to Logic. Examination of the nature and structure of reason as it bears upon communication, inquiry, and argument. Emphasis will be on normative and critical functions of reason, basic rules of clear thinking and speaking, and the evaluation or argument. 3 hrs.

PHIL 210. Ethics and Society. Analysis of the place and function of ethical principles in personal and social contexts. Emphasis will be on understanding moral problems and the means for their solution. Particular attention will be given to ethical problems in the arena of contemporary society. Prerequisite: PHIL 110 or consent of instructor. 3 hrs.

PHIL 211. Ethics and the Life Sciences. An examination of the ethical issues encountered in the practice of the life sciences. An effort will be made to derive, clarify, and understand ethical rules and principles by investigating a number of controversial and problematic case studies. Issues dealt with include abortion, euthanasia, and genetic engineering. 4 hrs.

PHIL 213. History of Philosophy I: Ancient and Medieval. An examination and evaluation of the thought of representative philosophers from the pre-Socratic era through the early modern period, including such thinkers as Plato, Aristotle, Augustine, and Aquinas. Attention will focus on the ways that these thinkers dealt with physical problems. An effort will be made to understand these thinkers in the context of their historical period. Prerequisite: One other course in philosophy or the permission of the instructor. 3 hrs.

PHIL 214. History of Philosophy II: Modern and Contemporary. An examination and evaluation of the thoughts of representative philosophers from the early modern period to the contemporary era, including such thinkers as Hume, Kant, Hegel, Heidegger, Whitehead, and Wittgenstein. Attention will focus on the ways that these thinkers dealt with selected philosophical problems. An effort will be made to understand these thinkers in the context of their historical period. Prerequisite: One other course in philosophy or the permission of the instructor. 3 hrs.

PHIL 303. Seminar in Philosophy. Course content will vary from year to year. Concentration upon important issues, themes, or thinkers not included in depth in other course offerings. Prerequisite: consent of instructor. 3 hrs.

Physical Education

PED 104. Personal and Community Health. A study of personal hygiene and community health with a view to favorably influencing habits, attitudes, and knowledge relating to individual and community health. Especially important for future teachers of health. 3 hrs.

PED 107. First Aid. Covers practical application of emergency treatment such as: strokes, heart attacks, life saving for water emergencies, burns, cuts and abrasions, broken bones. Practical application in resuscitation. 2 hrs.


and responsibilities of the administrator. Evaluation of effectiveness of an administration. Extensive off-campus work. 3 hrs.

PED 127. Methods of Coaching Football. Theory of coaching, officiating, and administering intramural, recreational and interscholastic football programs. Extensive field work required. 2 hrs.

PED 128. Methods of Coaching Volleyball. Theory of coaching, officiating, and administering intramural, recreational and interscholastic volleyball programs. Extensive field work required. 2 hrs.

PED 138. Methods of Coaching Track. Theory of coaching, officiating, and administering intramural, recreational and interscholastic track programs. Extensive field work required. 2 hrs.

PED 139. Methods of Coaching Soccer. Theory of coaching, officiating, and administering intramural, recreational and interscholastic soccer programs. Extensive field work required. 2 hrs.

PED 148. Methods of Coaching Basketball. Theory of coaching and administering intramural, recreational and interscholastic basketball programs. Extensive field work required. 2 hrs.

PED 207. Analysis of Sports Injuries. Preventive, protective, and supportive techniques used in treatment of athletic injuries. Analysis of problems encountered, particularly in individual and team sports, with respect to emergency treatment, first aid, and recommended medical rehabilitation procedures. 3 hrs.

PED 208. Elementary Health, Physical Education and Recreation. Knowledge of the physical development of the child and an awareness of resources for the child’s health, activity, and recreation. Emphasis upon materials and activities which will provide optimal physical development for each individual. 3 hrs.

PED 218. Recreational Leadership. Philosophy of recreation. Importance of recreation in modern life. Development of some recreational skills which may be used in school, church, and community. 3 hrs.

PED 237. Teaching and Officiating Fall Team Sports. Historical background of sports. Principles of teaching and officiating. Major sports: basketball, softball, track, and field. 3 hrs.

The Divisions


PED 301. Human Anatomy. Interdependent field of anatomy and physiology. Designed to give functional knowledge of the structure and operation of the ten systems in the human body in regard to physical activity. 3 hrs.

PED 315. Methods of Teaching Physical Education in Secondary School. A study of the development of curriculum content, organization of a physical education class, methods in teaching physical education, including individual and group activities, aids to effective teaching, including facilities, equipment, supplies, and evaluation of students. 3 hrs.

PED 332. Kinesiology. The study of the science of human motion. All performances involve the movement of the body and its parts. They involve the manipulation of implements such as bats, balls, rackets, poles, and clubs. The use we make of these implements and how we handle them influence performance. Therefore, Kinesiology must deal with the factors affecting the use of implements, such as force, friction, elasticity, projection, and angles. Kinesiology helps us to analyze and improve performance. 3 hrs.

PED 335. Adaptive Physical Education. The adaptive program refers to that phase of physical education that meets the needs of the individual whose physical inadequacy or functional deficit can be improved through physical activity. The ultimate purpose is to develop and understand a physical education program for gifted, retarded, handicapped and disadvantaged individuals. 2 hrs.

Physics

PHY 109. Physical Science. Basic method and principles of physical science, examining selected problems in physics, chemistry, geology, and astronomy, with particular emphasis on relating fundamental physical laws to current environmental, energy and other societal problems. 3 hrs lecture, non-credit demonstration laboratory. 3 hrs.

PHY 247. Physics I. Designed primarily for students with specific interest in the sciences. Fundamental laws of physics with application to contemporary problems. Topics include mechanics, relativity, heat, wave motion, and sound. Corequisite: MAT 330. 3 hrs lecture, 1 hr laboratory. 4 hrs.

PHY 341. Physics II. Continuation of PHY 247. Topics include electricity and magnetism, light, optics, atomic and nuclear structure, and wave/particle duality. Prerequisite: PHY 247. 3 hrs lecture, 1 hr lab. 4 hrs.

Political Science

PSC 124. World Political Communities. The study and comparison of foreign nation-states. Emphasis is placed on the questions of what is important to know about foreign nation-states and how it can be known. 4 hrs. (Offered in alternate years.)

PSC 133. American Government. An introduction to American government: philosophy, structure, and operation. Study is made of the performance and problems of American government with emphasis on the question of the citizen's knowledge, role and responsibility. 4 hrs.

PSC 232. International Relations. An introduction to the application of foreign policy. Emphasis is on the study of the causes of international conflict and the resolution of conflict. Emphasis is placed on the study of war, particularly its preventions. Prerequisite: PSC 123 or permission of instructor. 4 hrs. (Offered in alternate years.)

PSC 322. Political Parties. A study of the American political party system with emphasis on the post World War II era. Study is made of the organization, strengths and weaknesses, functions, techniques, and trends of the U.S. political party system. Prerequisite: One course in political science or permission of instructor. (Offered in alternate years) 4 hrs.

PSC 342/HIS 342

PSC 343/HIS 343. Topics in American History and Politics. A selection of readings and topics on American history and government. Common theme, assigned readings, individual projects. Inquire in advance for information on selected topics. Credit in either history or political science. Prerequisite: Junior or Senior standing and one course in history or political science. 4 hrs.

Psychology

PSC 110. Personal Growth. This course focuses primarily on the psychosocial processes of growth. The approach utilized is both theoretical and experiential, and is designed to promote both individual and interpersonal competence. Students will have an opportunity to explore their personal life styles, strategies of coping, defense mechanisms, communication skills, and other related issues. All students are encouraged to enroll in this course. 3 hrs.

PSY 120. Principles of Psychology. Principles of Psychology is an introductory course designed to provide students with an understanding of human behavior. The emphasis in this survey course will be on the basic concepts and terminology of psychology. Topics include the biological basis of behavior, growth and development, learning, emotion, personality, abnormal behavior, psychotherapy, and industrial psychology. 3 hrs.

PSY 211. Social Psychology. This course will consist of a review of the major theories pertaining to social influences on human behavior. This course will cover attitudes and stereotypes, social influence, conformity and decision-making, social guilt and morals, social perception and social behavior. 3 hrs.

PSY 221. Social Psychology. This course will consist of a review of the basic methods of data analysis, research methods, and experimental design. The study of behavioral research will acquaint students with the general methodological problems entailed in psychological research. Students will design and conduct experiments, gather and analyze data, and report their results. This course will be beneficial for all students who desire a basic understanding of research methods and design. Prerequisite: PSY 120. 3 hrs.

PSY 222. Behavioral Research. This course consists of a review of the basic methods of data analysis, research methods, and experimental design. The study of behavioral research will acquaint students with the general methodological problems entailed in psychological research. Students will design and conduct experiments, gather and analyze data, and report their results. This course will be beneficial for all students who desire a basic understanding of research methods and design. Prerequisite: PSY 120. 3 hrs.

PSY 234. Tests and Measurements. This course will provide an understanding of the function of testing and measurement in behavioral sciences. Students will study the construction, selection, administration, and application of tests. Assessment instruments will include aptitude, ability, and intelligence measures, and personality and interest inventories.
This course will be beneficial to students in designing tests and interpreting test results. Prerequisite: PSY 120. 3 hrs.

PSY 301. Theories of Personality. This survey course will cover psychoanalytic, behavioral, and humanistic theories of personality. Theorists will include Sigmund Freud, Carl Jung, Erik Erikson, B.F. Skinner, Abraham Maslow, Alfred Adler, Carl Rogers, Karen Horney, and Erich Fromm. This course will be helpful to students in their understanding of human behavior and personality. Prerequisite: PSY 120. 4 hrs.

PSY 303. Psychopathology. This course will consist of a study of the biological, psychosocial, and sociocultural influences contributing to abnormal behavior patterns. Topics will include the historical perspective, theories of causation and development, transient stress disorders, personality disorders, psychophysiological disorders, neurasthenia and psychoses, affective and ant-social behavior disturbances, organic mental disorders, sexual dysfunctions, disorders of childhood, and suicide. Some attention will be given to clinical assessment and psychotherapies. Prerequisite: PSY 120 and PSY 301. 4 hrs.

PSY 305. Counseling Theories and Dynamics. This course will examine a number of psychotherapeutic/counseling approaches including Freudian, Neo-Freudian, Existential, Humanistic, Client-Centered, Gestalt, Transactional Analysis, Rational-Emotive Therapy, and Reality Therapy. Emphasis will be on both the theory and the practical applications of various approaches. Marriage and family counseling, group therapy, ethical issues, communication skills, crisis intervention, bereavement counseling, and other selected topics will also be discussed. This course will be particularly meaningful to students planning to enter the helping professions. Prerequisite: PSY 120 and PSY 301. 4 hrs.

PSY 308. History and Systems of Psychology. This is a course of study to review the historical antecedents of contemporary psychopathology. The survey of contributions will include Ancient Greek and Latin psychology, Medieval Scholastic Psychology, Renaissance Enlightenment, British Empiricism, Associationism, Sensationalism, and Behaviorism, German Experimental and Physiological Psychology, American Structuralism and Functionalism, Clinical Psychology, Gestalt Psychology and Phenomenological-Existential Psychology. This course will contribute to a basic understanding of significant concepts and contributions to the study of psychology. Prerequisite: PSY 120. 3 hrs.

Sociology

SOC 100. Social Behavior. The dimensions of society in respect to social organizations, institutions, socialization, stratification, change, conflict, and trends. The influences of society upon individuals and the individual's adaptability to society will be major concerns of the class. 4 hrs.


SOC 117. Social Problems and American Values. Human maladjustments as they relate to the culture of the U.S. Recognition of social factors operative in both personal and social deviance. Analysis of programs to alleviate or eliminate problems. Concern for crime, law, punishment, and rehabilitation. 4 hrs.

SOC 201. Methods of Social Research. Attention to the theory and methods of research in the social and behavioral sciences. The nature of exploration, testing hypotheses, theories of measurement, and current trends are considered. 4 hrs.

SOC 202. Complex Organizations. Theoretical approach to the structure and function of formally constituted organizations/institutions, with emphasis on: history and development of modern rational and bureaucratic organizations; role of the exercise and generation of power and authority, decision-making; issues of communication, generation, and flow of information; intra- and inter-organizational coordination, conflict and change; position of large formal organizations in the larger social structure. Prerequisite: SOC 100. 4 hrs.

SOC 203. The Black Community in the United States. Historical and institutional analysis of the role of Black citizens of the United States. Major focus upon the present situation in terms of persons, movements, and strategies, with particular emphasis upon the urban scene. 4 hrs.

SOC 207. Criminology. A study through reading and discussion, and an investigation through selected field trips. Considers such areas as law enforcement agencies, the court structure, sociological aspects of criminal behavior, and the ways of working with persons convicted of crime, both with and without imprisonment. Theories of criminal behavior are analyzed and evaluated. Prerequisite: One SBS Breadth Course. 4 hrs.

SOC 208. Social Stratification. The nature and origin of social classes; descriptive examination of the sources of wealth and of property; the social consequences of inequality for individuals and communities; the relation between poverty and discrimination; and the influence of such institutions as education and social welfare on structured social inequality. Cross-cultural assessment of the phenomenon of the "middle-class: its relation to certain types of political and economic systems, and its position in this country." 4 hrs.

SOC 301. Social Theory. Overview of the development of modern sociological thought, the origins of scientific sociology in Western Europe and the United States, and a focus on selected contemporary sociological theorists. Recommended for Junior and Senior level sociology majors. 4 hrs.

SOC 347. Juvenile Delinquency. A study through reading literature in the field of delinquency and through visits to places serving delinquents, including places of detention. Analyzing and evaluating theories of delinquency through discussion and papers. Assessing, in the same way, contemporary concepts in the field. Not open to Freshmen. 4 hrs.

Speech and Drama

SDR 101. Debate and Forensics. Research, case constructions, and practice on the national debate proposition. Forensics work includes oral interpretation, oratory, informative speaking, duet acting, impromptu, and extemporaneous singing. Flexible schedule allows students to develop their own programs. Orientation toward intercollegiate competition in debate and forensics. 4 hrs.

SDR 110. Fundamentals of Speech Preparation and Delivery. Intensive oral practice in various forms of public address. Development of criteria for judging and evaluating effective speaking. The course is designed to give students confidence in speaking before a group. 3 hrs.

SDR 146. Theatre Appreciation. Introduction to some of the world's great dramatic Emphasis will be on modern plays. Opportunity to view dramatic productions in the area. 3 hrs.

SDR 212. Introduction to Radio. Introduces the student to commercial radio, focusing on news gathering techniques, FCC rules and regulations, radio research, and elementary new and commercial production skills. The student...
has a flexible schedule to work with the instructor, to prepare and conduct a radio marketing survey, and to work on a regular news beat assigned by the instructor. Prerequisite: Sophomore standing or permission of the instructor. 3 hrs.

**SDR 312. Radio Practicum.** In-depth work at a commercial radio station includes work with news, sports, sales, and some on-air duties. The student will turn in tapes of work for critique and will be expected to deal with common managerial problems as preparation for work after graduation. Prerequisite: SDR 212. 3 hrs.

**SDR 141. Techniques of Theatre.** Theory and practice of basic principles in acting, individual and group assignments with opportunities for public appearance. Theory and practice of technical phases of play production, including stagecraft, lighting, costuming, makeup, design, and theatre management. 3 hrs.

**SDR 242. Theatre Practicum.** Experience in theatrical production. Consent of instructor required. 3 hrs.
Faculty

Division Chairpersons:
Division of the Arts and Humanities: Harold Popp
Division of the Natural Sciences: J. Edward Morrissey
Division of Social and Behavioral Sciences: H. William Myers

Department Chairpersons:
Biology ......................................................... J. Edward Morrissey
Chemistry ...................................................... Tom B. Lewis
Economics and Organizational Administration .......... Sherwin Snyder
Education ..................................................... Martha Gage
English ......................................................... Lora K. Reiter
Foreign Languages .......................................... Murle Mordy
History and Political Science ............................. Ronald A. Averyt
Music .......................................................... Stanley L. DeFries
Physical Education .......................................... Bill B. Boucek
Physics and Mathematics ................................ George E. Chayen
Psychology .................................................... Bill Ballinger
Religion and Philosophy ................................... Charles C. Anderson
Sociology ....................................................... H. William Myers

Emeriti

Maude N. Adams (1957-1970)

John A. Bacon (1949-1978)
Professor Emeritus of Biology, B.A., University of Kansas, 1941; Ph.D., ibid., 1950; M.H.L., Ottawa University, 1970.

W. David Bemmels (1940-1979)
Professor Emeritus of Physics and Mathematics, B.A., Colorado College, 1934; M.A., Syracuse University 1936; Ph.D., University of Colorado, 1941; M.H.L., Ottawa University, 1970.

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Assistant Professor Emeritus of Physics and Mathematics, B.S., Ottawa University, 1923.

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Professor Emeritus of Music, B.Mus., Chicago Philharmonic Conservatory, 1928; M.Mus., Conservatory of Music, Kansas City, 1941; D.Mus., Ottawa University, 1967.

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Norma Bird Accountant

ACADEMIC CALENDAR DATES

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