

KENNESAW COLLEGE

A Senior College of the University System of Georgia
Marietta, Georgia 30061



Graduate Catalog
1985 • 1986

Volume 1

Number 1

Civil Rights Compliance

Kennesaw College is an affirmative action/equal education and employment opportunity institution and does not discriminate on the basis of race, religion, color, sex, age, handicap or national origin.

Student Responsibility

The Kennesaw College Graduate Bulletin is an informational booklet and reference guide and should not be construed as a contract between a student and the College. Although every effort is made to insure that information contained herein is factual and accurate, KENNESAW COLLEGE reserves the right to change any provision listed in this bulletin, including but not limited to academic requirements for graduation, without actual notice to individual students. Every effort will be made to keep students advised of such changes. It is especially important that each student be aware that it is his/her responsibility to keep apprised of current graduation requirements for the chosen degree program.

TABLE OF CONTENTS

1981-1982

For further information:
write or telephone,
Dean of Graduate Studies
Kennesaw College
P. O. Box 444
Marietta, GA 30061
(404) 429-2746

TABLE OF CONTENTS

College Calendar	3
General Information	5
Admissions	7
Academic Regulations	12
Expenses	17
Financial Assistance	22
Master of Business Administration	25
Master of Education	30
Graduate Course Descriptions	35
Graduate Student Services	49
Academic/Social Policies	53
University System of Georgia	57
Administrative Officers and Faculty	61
Directory	68

COLLEGE CALENDAR 1985-1986

SUMMER QUARTER 1985

June 24	Quarter Begins
June 24	Registration
June 25	Classes begin, All Quarter Sessions
	Classes begin, Session I
	Late Registration
	Schedule Changes
July 4	Holiday
July 10	Last date for withdrawing without penalty
July 24	End of Classes, Session I
July 25	Study Day, Session I
July 26	Last date for withdrawing without penalty, All Quarter Sessions
	Final Examinations, Session I
July 29	Classes begin, Session II
August 12	Last date for withdrawing without penalty, Session II
August 22	End of classes, All Quarter Sessions
August 23	Study Day, All Quarter Sessions
August 26	Final Examinations, All Quarter Sessions
	End of classes, Session II
August 27	Final Examinations, All Quarter Sessions
	Study Day, Session II
August 28	Final Examinations, Session II
	End of Quarter

FALL QUARTER 1985

September 23	Quarter begins
September 23, 24	Registration
September 26	Classes begin
	Late Registration
September 27	Schedule Changes
November 1	Last date for withdrawing without penalty
November 15	Last date to apply for Fall Graduation
November 28, 29	Holidays
December 6	End of Classes
December 9, 10, 11, 12	Final Examinations
December 12	End of Quarter
December 14	Graduation

WINTER QUARTER 1986

January 2	Quarter begins
January 2, 3	Registration
January 6	Classes begin
	Late Registration

COLLEGE CALENDAR 1985-1986 (Contd)

January 7	Schedule Changes
February 10	Last date for withdrawing without penalty
March 14	End of Classes
March 17, 18, 19, 20	Final Examinations
March 20	End of Quarter

SPRING QUARTER 1986

March 31	Quarter begins
March 31	Registration
April 1	Registration
April 2	Classes begin
	Late Registration
April 3	Schedule Changes
May 7	Last date for withdrawing without penalty
May 14	Last date to apply for Spring Graduation
June 6	End of Classes
June 9, 10, 11, 12	Final Examinations
June 12	End of Quarter
June 14	Graduation

SUMMER QUARTER 1986

June 23	Quarter begins
	Registration
June 24	Classes begin, All Quarter Sessions
	Classes begin, Session I
	Late Registration
	Schedule Changes
July 4	Holiday
July 9	Last date for withdrawing without penalty, Session I
July 23	End of Classes, Session I
July 24	Study Day, Session I
July 25	Last date for withdrawing without penalty, All Quarter Sessions
	Final Examinations, Session I
July 28	Classes begin, Session II
August 11	Last date for withdrawing without penalty, Session II
August 21	End of Classes, All Quarter Sessions
August 22	Study Day, All Quarter Sessions
August 25	Final Examinations, All Quarter Sessions
	Study Day, Session II
August 27	Final Examinations, Session II
August 27	End of Quarter

GENERAL INFORMATION •



• General Information

Purpose

Kennesaw College is a dynamic, developing senior college in the University System of Georgia, responding to the needs of the northwest region of the state for accessible, relevant, and high-quality undergraduate, graduate, and public service programs.

Grounded in the liberal arts tradition, the academic programs of the college offer opportunities for concentrated study at the undergraduate level in the arts, the humanities, the sciences and the professional fields of business, education, health, and social services. Enrichment programs and support services enhance the collegiate experience, help students achieve their personal and professional goals, and promote lifelong learning.

Committed to providing an inviting and supportive learning environment, Kennesaw College values and promotes excellence in its central missions of teaching and service. Scholarly activity and research are encouraged in support of these aims and to further professional development. The campus community provides a stimulating and challenging atmosphere which fosters critical thinking, social responsibility, and an understanding of differences among people and ideas.

Kennesaw College aspires to be a model senior college, respected for its contributions to excellence in education, the realization of personal potential, and the improvement of the quality of life in the communities it serves.

Graduate Studies

The Office of Graduate Studies was created in 1984 by action of the Board of Regents of the University System of Georgia. Kennesaw College received approval for candidacy at the graduate level for accreditation by the Southern Association of Colleges and Schools. Degrees offered include the Master of Business Administration and the Master of Education with majors in Elementary Education (K-4 and 4-8). The two programs were implemented during the 1984-85 academic year.

Graduate study offers well-qualified students the opportunity to obtain a master's degree, to increase their competencies and skills for their professions, and to become involved in scholarship and research broadening their professional and cultural backgrounds.

Graduate programs are administered by individual departments and schools and are coordinated by the Dean of Graduate Studies who serves as Chairperson of the Graduate Curriculum Committee. The Committee serves in an advisory capacity, approving new graduate courses and programs and making recommendations on other matters relating to the administration of the programs offered through Graduate Studies.

ADMISSIONS •



• Admissions

ADMISSION TO GRADUATE STUDY

A person holding a bachelor's degree from a college or university accredited by the appropriate regional accrediting association or from a recognized foreign institution may apply for admission to Graduate Studies at Kennesaw College. The applicant must submit the credentials deemed necessary by the chosen degree program.

Application Procedures:

Degree	Application Requirements
M.B.A.	<ul style="list-style-type: none">• Application form• One official transcript (sent directly from the institution to the Admissions Office)• Official GMAT scores
M.Ed. (K-4, 4-8)	<ul style="list-style-type: none">• Application form• Application supplement• One official transcript (sent directly from the institution to the Admissions Office)• Official GRE scores• Three letters of recommendation (forms available from School of Education)• Personal statement of goals (forms available from School of Education)

Application, transcripts, and test scores should be received in the Office of Admissions at least 20 days prior to the proposed quarter of enrollment. Other supporting credentials should be sent to the program coordinator in the appropriate school. All documents become the property of Kennesaw College and cannot be forwarded or returned. Admission to Graduate Studies does not imply that the student is a candidate for a degree. No commitment is made on this matter until the student is admitted to candidacy. (See Candidacy in the selected program of study.)

International Students

Students from other countries must meet all the requirements listed above. Any student whose native language is not English must have earned a minimum score of 550 on the Test of English as a Foreign Language (TOEFL). If the student graduated from a college in the United States or completed an intensive English language program and can demonstrate proficiency in the language, the TOEFL may be waived. In addition, international students must submit an affidavit of support from the sponsor and a certified financial statement from the sponsor's bank showing that funds are available for study for one year.

Admission Classification

I. Admission to a Degree Program

An individual who is interested in pursuing a graduate degree may be admitted to a degree program on full or provisional standing.

A. Full Standing

An applicant whose credentials meet the following minimum standards may be considered for full standing in a degree program.

Degree	Admissions Requirements
M.B.A. (Full Standing)	<ul style="list-style-type: none"> • Baccalaureate degree from a regionally accredited institution • Minimum cumulative undergraduate grade point average of 2.5 on a 4.0 scale • Minimum score of 480 on GMAT • Completion of the following preparatory courses or their equivalent: <ul style="list-style-type: none"> GBA 620—Accounting Methods in Business GBA 630—Economic Analysis GBA 640—Applications of Computer/Statistical Analysis GBA 650—Organization and Management Dynamics GBA 670—Essentials of Marketing
M.Ed. (Full Standing)	<ul style="list-style-type: none"> • Baccalaureate degree from a regionally accredited institution • Minimum cumulative undergraduate grade point average of 2.5 on a 4.0 scale • Minimum score of 800 on the General Section of the GRE • T-4 certificate • Three acceptable letters of recommendation • An acceptable statement of personal goals

B. Provisional Standing

An individual whose credentials do not meet the requirements stated above may be considered for provisional standing, if in the opinion of the program coordinator or graduate committee the applicant demonstrates potential to complete a graduate degree. A degree program to make up the deficiencies will be designed by the program coordinator or advisor. No more than 15 quarter hours of graduate course work earned while in provisional standing may be applied toward the requirements of a degree program.

Because the provisional requirements vary among programs, it is advisable for the student to be knowledgeable of any additional requirements within the proposed degree program.

• Admissions

II. Non-Degree Admission

An individual who is interested in earning graduate credit, but who is not an applicant for a graduate degree at Kennesaw College, may be admitted as a non-degree student with the approval of the program coordinator in the appropriate school. The applicant must submit the application for admission, and one (1) official transcript. No more than 15 quarter hours may be applied toward a degree program at a subsequent time and then only after an approval and evaluation of credit is done by the program coordinator at the time of admission to the degree program. Refer to the chosen degree program in this bulletin for additional requirements.

Non-Degree Admission Requirements:

- Hold a bachelor's degree from a regionally accredited college or university,
- Have earned a minimum undergraduate grade point average of 2.0 (on a 4.0 scale).

III. Transient Student Status

An applicant who is enrolled in a graduate program at another institution and seeks temporary admission to graduate study at Kennesaw College must submit to the Office of Admissions the completed Application for Transient Status which includes a statement of good academic standing* from the graduate dean or registrar of the institution in which the student is enrolled. This form must be received at least 20 days prior to the quarter for which admission is desired. The Admissions Office will send a copy of the application to the appropriate program coordinator. The program coordinator will make the admission decision based on available space. The program coordinator will notify the Dean of Graduate Studies who will then notify all concerned.

A Kennesaw graduate student who wishes to attend another institution as a transient student must be in good academic standing* and receive written approval from the advisor, program coordinator, and Dean of Graduate Studies prior to enrolling elsewhere in order for the courses to transfer to the degree program. Transient work shall be considered as transfer credit.

*(Student must not be on probation or have a cumulative GPA of less than 3.0).

IV. Graduate Credit for Undergraduates

A Kennesaw undergraduate student who is within 10 quarter hours of graduation and who has a cumulative grade point average of 2.0 and a 3.0 grade point average in the major subject may enroll in graduate courses. In addition to submitting the application for graduate study, the student must obtain written approval from the program coordinator and the Dean of Graduate Studies. Graduate credit taken under this provision may not be used to meet undergraduate degree requirements. The student will be classified as non-degree until acceptable scores, final transcripts, and other supporting documents as required by the degree program are received in the appropriate offices.

No more than 10 quarter hours of graduate work may be completed prior to the completion of the baccalaureate degree and admission to graduate studies. No student will be allowed to pursue two degrees simultaneously.

Readmission to Graduate Study

A graduate student is not expected to maintain continuous enrollment in order to remain in a degree program. However, a student is expected to keep the graduate program coordinator of the school informed of his/her enrollment plans.

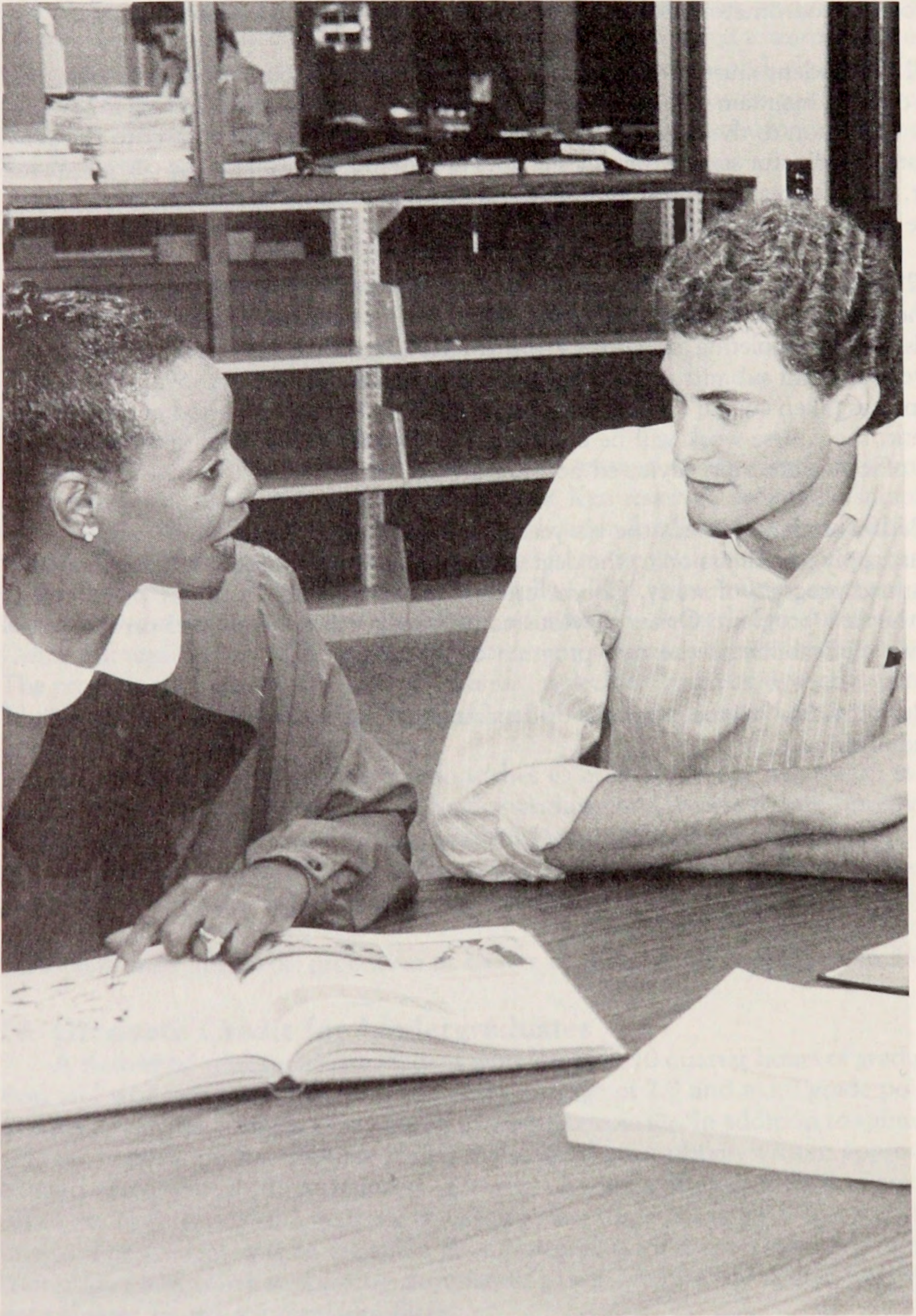
1. A student must enroll at least one quarter in each four consecutive quarters in order to maintain current standing in a degree program without having to reapply for admission to the degree program. The student should send a letter to the program coordinator stating that he/she does not intend to enroll for the current quarter, but does plan to enroll for a specified future quarter. The student should keep the program coordinator informed of any changes in enrollment plans.

2. A student who does not enroll for four (4) or more consecutive quarters and whose time limit for completing the degree has not expired must apply for readmission by completing an **Application for Readmission to a Graduate Degree Program** and submitting it to the program coordinator for approval. If the student has taken course work at another institution during the period of nonenrollment, the course work will be considered as transfer credit and, upon receipt of an official transcript, reviewed accordingly.

3. If a student exceeds the six-year time limit for completing a degree, he/she must apply for admission to the degree program as a new student and begin a new planned program of study. Course credit over six years old will not be accepted in the new program. Other previous course work will be evaluated on the basis of its applicability to the new program of study.

4. Individual degree programs or departments may add requirements regarding readmission.

● ACADEMIC REGULATIONS



Registration

Registration dates for each quarter are listed in the Calendar of this bulletin. Prior to registration, course schedules will be available from the Registrar. Graduate students must register officially for all graduate course work by using the appropriate advisement process and correct registration forms.

Course Load

Full-time enrollment for graduate students is ten (10) quarter hours. A student may enroll for up to ten (10) hours any quarter without special approval. In order to enroll for more than ten (10) quarter hours, a student must obtain approval from the Dean of Graduate Studies, upon recommendation by his/her academic advisor or appropriate committee.

Time Limit

All requirements for a master's degree must be completed within six (6) years beginning with the first registration following admission to the degree program. Extension of time may be granted only on conditions beyond the student's control.

Residence Requirement

Of the sixty (60) quarter hours required for a degree, forty-five (45) quarter hours must be taken in full standing at Kennesaw College

Transfer Credit

Graduate work taken at other accredited institutions must be evaluated and approved by the program coordinator or graduate committee in order to constitute part of the degree program at Kennesaw. Such transfer credit cannot exceed fifteen (15) quarter hours and cannot reduce residence requirements. No grade below a B may be accepted. Transfer grades are not used in calculating quarterly or cumulative grade point averages.

Second Graduate Program

An individual who has completed one graduate degree and wants to pursue a second one must apply and meet all requirements for admission.

Applicants for Constitutional Amendment 23 Admission

Georgia residents who are 62 years of age or older and who meet all regular and special admission requirements for this category may register for graduate classes and receive credit without payment of tuition and fees on a space-available basis. (Contact the Office of Admissions for detailed information.)

Candidacy

The minimum requirements for admission to candidacy in any degree program shall be the successful completion of fifteen (15) quarter hours of graduate credit in a degree program at Kennesaw College with a minimum cumulative grade point average of 3.0 and a grade of C or better in each course presented for candidacy. With the approval of the Graduate Curriculum Committee, individual degree programs may establish additional requirements for admission to candidacy (e.g., interview or examination).

• Academic Regulations

Graduation Requirements

Each candidate for a master's degree must apply for the degree through the Office of the Registrar. A student may request **in absentia** status by writing to the Registrar prior to the graduation exercises.

Subject to the limitations and qualifications stated elsewhere in this bulletin, the requirements for an advanced degree are:

- a. Of the 60 quarter hours required for an advanced degree, 45 must be taken in full standing through Kennesaw College.
- b. Degree candidates must have an earned cumulative grade point average of 3.0 in all course work at Kennesaw College and a grade of C or better in each course presented to meet degree requirements. Teacher education requirements are higher. Refer to the appropriate section of the bulletin for information.
- c. An application for the degree must be filed prior to the date listed in the official calendar.

With the approval of the Graduate Curriculum Committee, individual degree programs may establish additional graduation requirements (e.g., comprehensive exams, thesis).

Academic Warning

If a graduate student makes a grade less than a B in any graduate course, the Dean of Graduate Studies will send the student a letter of academic warning. This warning is intended to encourage the student to seek assistance from the advisor or program coordinator. Academic Warning is not an official academic standing.

Academic Probation

Any degree or non-degree student in graduate studies whose cumulative grade point average drops below 3.0 will be placed on probation. While on probation the student will not be permitted to apply for admission to candidacy, take comprehensive exams, or obtain a graduate degree. Probationary status must be removed by raising the cumulative GPA to a 3.0 or better within the next 15 quarter hours of graduate work following the quarter in which probation was incurred. While on probation the student must maintain a minimum quarterly GPA of 3.0 in order to continue to enroll each quarter. Failure to do so will result in the student being dropped from graduate studies. (See Academic Exclusion below.)

Academic Exclusion

If probationary status is not removed during the 15 quarter hours of graduate work following the quarter in which probation was incurred or if the quarterly GPA falls below a 3.0 at any point while on probation, the student will be dropped from graduate studies.

Degree Ineligibility

Any three (3) grades below B or two (2) F's make a student ineligible for a graduate degree from Kennesaw College.

Course Repetitions

Graduate students are allowed no more than two (2) opportunities to retake graduate courses for academic reasons. All grades received for work attempted at Kennesaw are calculated in the cumulative grade point average.

Additional Academic Regulations

Individual degree programs may impose additional academic regulations. Consult with the program coordinator, department head, or advisor for this information.

Grade Point Average

The grade point average (GPA) is the average grade made by the student on all work for which he/she has enrolled. It is calculated by dividing the total number of quality points earned by the total number of quarter hours attempted. Courses carrying S, U, W grades are not included.

Unit of Credit

The College is organized on the quarter system with three of the four quarters extending approximately eleven weeks and summer quarter extending approximately eight weeks. The quarter hour is the unit of credit in any course.

Schedule Changes

Graduate students are permitted to drop and/or add classes only on the official schedule changes day. The student should consult the Kennesaw College catalog or the Office of the Registrar for the applicable schedule changes day each quarter. Graduate students must meet with their program coordinator for approval of changes prior to entering the schedule changes area.

Withdrawal from College or from Individual Courses

Students who find that, because of illness or any other reason, they cannot continue in college for the entire quarter after being enrolled, should complete an official withdrawal form. Forms may be obtained from the Office of the Registrar.

A student who officially withdraws from college with the approval of the program coordinator and the Registrar within the first 28 working days (including registration days) of the quarter will be assigned grades of "W" which will not affect the overall scholastic average. The student who stops attending classes and notifies no one is usually assigned failing grades which jeopardize his/her chances of future academic success.

A student may, by means of the same withdrawal form and with the approval of the program coordinator and the Registrar, withdraw from individual courses while retaining other courses on the schedule. This option must be exercised within the first 28 working days of the quarter; failure to do so will mean that the student has elected to receive the final grade earned in the course. The only exceptions to these withdrawal regulations will be for those instances which involve unusual and fully documented circumstances.

Withdrawal forms are not processed during the last two class weeks of each quarter. Information regarding withdrawal and refund of student fees is found on page 19.

Grading System

All graduate students are required to maintain a 3.0 grade point average. The following grading system will be used:

Grade		Grade Points
A	Superior	4.0
B	Average	3.0
C	Below Average	2.0
F	Failure	0.0

• Academic Regulations

I — Incomplete grade (I) will be awarded only when the student has done satisfactory work but for nonacademic reasons beyond his/her control, is unable to meet the full requirements of the course. The grade of I will not be included in the calculation of the student's scholastic average at the end of the quarter in which the incomplete grade is assigned. However, if by the end of the subsequent quarter after the Incomplete has been assigned (whether or not the student is enrolled), the I has not been removed and replaced with the grade of A, B, C, or F, the I will be changed to F and calculated in the cumulative grade point average.

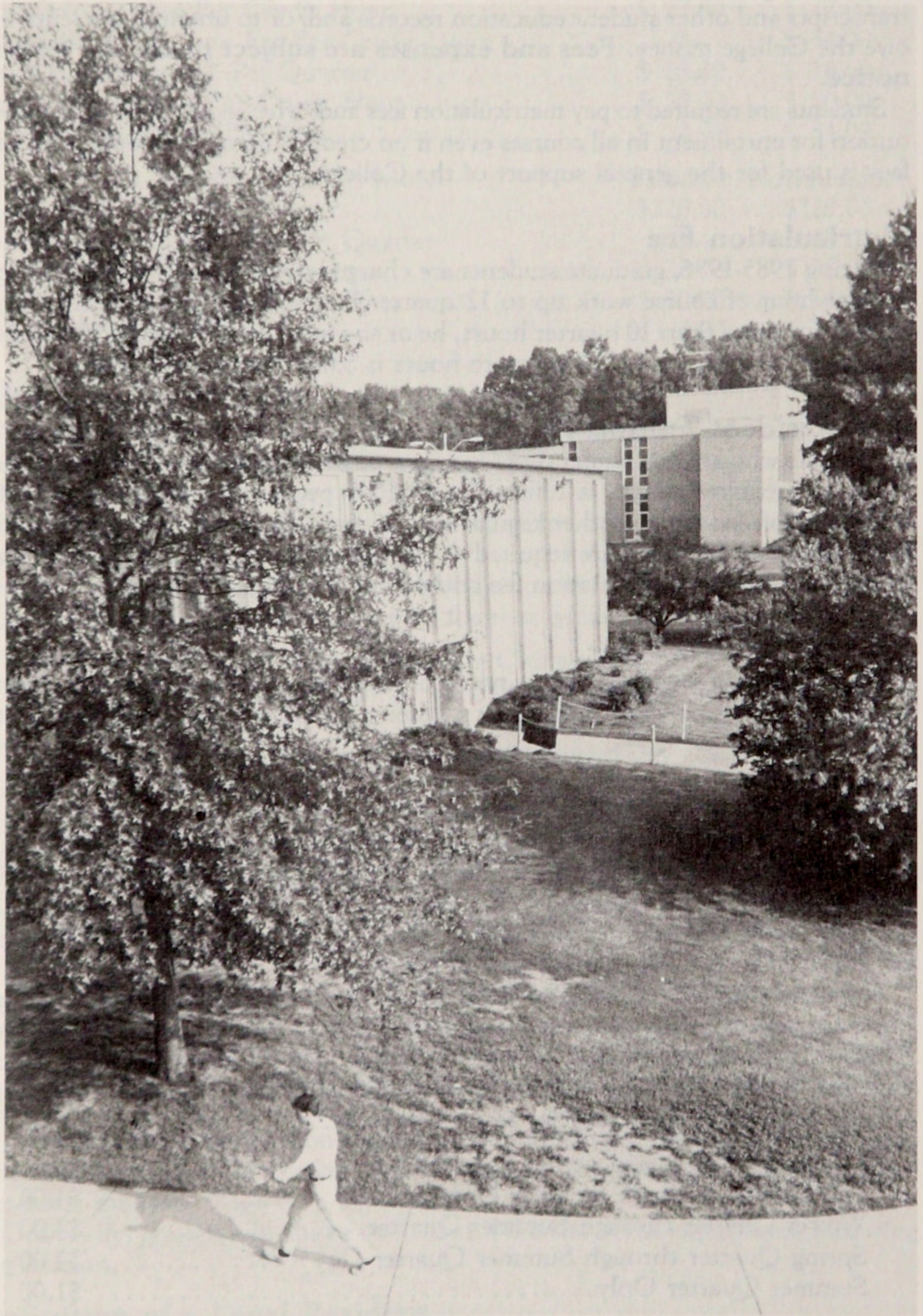
W — This symbol indicates that the student was permitted to withdraw from the course without penalty with the approval of the program coordinator and Registrar within the first 28 working days (including registration days) of the quarter. Withdrawals without penalty may be permitted after the official withdrawal period in hardship cases only with approval of the Dean of Graduate Studies, program coordinator, and Registrar. A course in which the grade of W has been assigned will not be included in calculating the student's scholastic average.

S — This symbol indicates that credit has been given for completion of degree requirements other than academic course work. The use of this symbol is approved for thesis hours, student teaching, clinical practicum, internship, and proficiency requirements in graduate programs.

U — This symbol indicates unsatisfactory performance in an attempt to complete degree requirements other than academic course work. The use of the U is approved for thesis hours, student teaching, clinical practicum, internship, and proficiency requirements in graduate programs.

V — This symbol indicates that the student was given permission to audit the course and is not included in the calculation of the scholastic average. Students may not transfer from audit to credit status or vice versa.

EXPENSES •



• Expenses

Expenses are in the form of matriculation fees, non-resident tuition fees, student services fees and other special fees. Fees of all students are due and payable at the time of registration and registration is not complete until all fees have been paid.

The college reserves and intends to exercise the right to withhold copies of transcripts and other student education records and/or to unenroll students who owe the College money. **Fees and expenses are subject to change without notice.**

Students are required to pay matriculation fees and, when applicable, non-resident tuition for enrollment in all courses even if no credit is earned. Income from such fees is used for the general support of the College.

Matriculation Fee

During 1985-1986, graduate students are charged a matriculation fee of \$27 per quarter hour of course work up to 12 quarter hours. For a graduate student to register for more than 10 quarter hours, he or she must receive special permission. The matriculation fee for 12 or more hours is \$320 during 1985-1986.

Non-Resident Tuition Fee

Students who are not residents of Georgia and who register for 12 or more credit hours are required to pay a tuition fee of \$640 per quarter in addition to the matriculation fee and all other regular fees. Non-resident students registered for less than 12 credit hours are required to pay a tuition fee of \$54 per credit hour in addition to the matriculation fee and all other regular fees.

Student Activities Fee

All students are required to pay a non-refundable fee of \$28 per quarter to finance student activities, student publications, intercollegiate athletics, and special student services.

Student Motor Vehicle Parking Fee

All motor vehicles operated by students on the college campus must be officially registered with the Office of the Vice President for Business and Finance. A specific parking permit must be assigned before the vehicle may be operated or parked on campus. A parking decal permit will be issued for each vehicle registered and must be displayed in the left rear window of the vehicle.

A student with a debilitating physical handicap will be assigned a reserved parking space upon making a request through the Campus Safety and Security Office. Reserved parking spaces must be renewed each quarter in which the student is enrolled. Students parking vehicles in unauthorized areas will be subject to fines and/or removal of their vehicles at their expense.

The cost of the parking permit is as follows:

Fall Quarter through Summer Quarter	\$4.00
Winter Quarter through Summer Quarter	\$3.00
Spring Quarter through Summer Quarter	\$2.00
Summer Quarter Only	\$1.00

A student who has purchased a parking permit and subsequently does not attend one or more quarters during the year may apply for a refund for the quarter or quarters not in attendance. The refunds will be issued thirty days after the end of the summer quarter.

A student submitting a refund request after the end of the summer quarter will

not be eligible for a refund.

Summary of Expenses

(Less than Twelve Hours)	Resident	Non-Resident
Matriculation Fee Per Credit Hour	\$ 27.00	\$ 27.00
Non-Resident Tuition Fee Per Credit Hour	—0—	\$ 54.00
Student Services Fee Per Quarter	\$ 28.00	\$ 28.00
Applied Music Fee Per Credit Hour	\$ 50.00	\$ 50.00
Vehicle Registration Per Year	\$ 4.00	\$ 4.00
(Twelve Hours or More)	Resident	Non-Resident
Matriculation Fee Per Quarter	\$320.00	\$320.00
Non-Resident Tuition Fee Per Quarter	—0—	\$640.00
Student Services Fee Per Quarter	\$ 28.00	\$ 28.00
Applied Music Fee Per Credit Hour	\$ 50.00	\$ 50.00
Vehicle Registration Per Year	\$ 4.00	\$ 4.00

Withdrawal and Refund of Student Fees

Students desiring to withdraw from classes for any reason must secure the proper withdrawal forms from the Office of the Registrar. Withdrawal forms must be filled out completely and approved by the program coordinator and the Registrar.

Students withdrawing on or before Schedule Change Day are entitled to a 100% refund. Students completely withdrawing from the college during the four-week period after Schedule Change Day are entitled to a percentage refund of matriculation and non-resident tuition fees paid for that quarter as follows:

Within the first week following Schedule Change Day	80%
Within the second week following Schedule Change Day	60%
Within the third week following Schedule Change Day	40%
Within the fourth week following Schedule Change Day	20%
After the fourth week	No Refund

Refer to the quarterly Schedule of Courses for specific dates and times of each refund period. The date to be used in determining eligibility for a refund will be the date the withdrawal form is presented to the Office of the Registrar.

The student services fee is not refundable after Schedule Change Day.

Students enrolled in a sequence course are eligible for a percentage refund only if they formally withdraw from the college in accordance with the refundable schedule above.

Students who do not formally withdraw, those suspended for disciplinary reasons or those who leave the college when disciplinary action is pending are not eligible for a refund of any portion of any fee.

A refund of all quarterly non-resident fees, matriculation fees and other required fees shall be made in the event of the death of a student at any time during an academic quarter.

Ordinarily, refunds will not be mailed until the end of the eighth week following registration.

Definition of a Legal Resident

An individual who enters the institution as a non-resident student but who wishes to later qualify as a legal resident must fill out a Request for Residence Classification form which can be obtained in the Office of Admissions. A student's resident status is not changed automatically, and the burden of proof that the student qualifies as a legal resident under the regulations of the Board of Regents of the

• Expenses

University System of Georgia rests with the student. A student is responsible for registering under the proper residency classification. A student classified as a non-resident who believes that he or she is entitled to be reclassified as a legal resident may petition the Residence Committee for a change in status. The petition must be filed no later than sixty (60) days after the quarter begins in order for the student to be considered for reclassification for that quarter. If the petition is granted, reclassification will not be retroactive to prior quarters.

If there is any question in the mind of the student concerning his/her residence status, application for clarification should be made immediately or not later than two weeks prior to the registration date in order to avoid delay and inconvenience of registration. Applications should be addressed to Residence Committee, Office of the Vice President for Business and Finance, Kennesaw College, P. O. Box 444, Marietta, Georgia 30061.

Regents' Policies Governing the Classification of Students for Tuition Purposes

The following policies have been adopted by the Board of Regents for the purpose of determining the tuition status of students:

1. (a) If a person is 18 years of age or older, he or she may register as an in-state student only upon a showing that he or she has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.
(b) No emancipated minor or other person 18 years of age or older shall be deemed to have gained or acquired in-state status for tuition purposes while attending any educational institution in this State, in the absence of a clear demonstration that he or she has in fact established legal residence in this State.
2. If a person is under 18 years of age, he or she may register as an in-state student only upon a showing that his or her supporting parent or guardian has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.
3. If a parent or legal guardian of a minor changes his or her legal residence to another state following a period of legal residence in Georgia, the minor may continue to take courses for a period of twelve consecutive months on the payment of in-state tuition. After the expiration of the twelve-month period, the student may continue his or her registration only upon the payment of fees at the out-of-state rate.
4. In the event that a legal resident of Georgia is appointed as guardian of a nonresident minor, such minor will not be permitted to register as an in-state student until the expiration of one year from the date of court appointment, and then only upon a proper showing that such appointment was not made to avoid payment of the out-of-state fees.
5. Aliens shall be classified as nonresident students; provided, however, that an alien who is living in this country under an immigration document permitting indefinite or permanent residence shall have the same privilege of qualifying for in-state tuition as a citizen of the United States.
6. **Waivers:** An institution may waive out-of-state tuition for:
 - (a) nonresident students who are financially dependent upon a parent, parents or spouse who have been a legal resident of Georgia for at least twelve consecutive months immediately preceding the date of registration; provided, however, that such financial dependence shall have existed for at least twelve

- consecutive months immediately preceding the date of registration;
- (b) international students whose matriculation fee and other required fees are paid by an agency of the Federal Government, a church or a civic club located in Georgia which has received specific approval of the Board of Regents, provided the number of such students does not exceed the quota approved by the Board of Regents for the institution concerned;
 - (c) full-time employees of the University System, their spouses, and their dependent children;
 - (d) nonresident graduate students who hold teaching or research assistantships requiring at least one-third time service at such institution;
 - (e) full-time teachers in the public schools of Georgia and their dependent children. Teachers employed full-time on military bases in Georgia shall also qualify for this waiver;
 - (f) career consular officers and their dependents who are citizens of the foreign nation which their consular office represents, and who are stationed and living in Georgia under orders of their respective governments. This waiver shall apply only to those consular officers whose nations operate on the principle of educational reciprocity with the United States.
 - (g) military personnel and their dependents stationed in Georgia and on active duty unless such military personnel are assigned as students to System institutions for educational purposes.
 - (1) Military personnel on active duty in the State of Georgia who meet the admission requirements of Kennesaw College may apply for a waiver of non-resident fees. The application for a waiver must include an affidavit signed by the applicant's commanding officer stating that the applicant is assigned to a military installation in the State of Georgia with permanent change of station orders. The affidavit must contain the approximate length of the applicant's current tour of duty.
 - (2) Legal dependents of military personnel who meet the resident waiver requirements stated above may also apply for a waiver of non-resident fees. The parent or guardian (sponsor) must furnish the affidavit described above and in addition furnish a signed statement which identifies the applicant as a legal dependent.
If the dependent is 18 years of age or older, the sponsor must furnish a copy of last year's federal income tax forms showing that the applicant was claimed as a legal dependent.

• FINANCIAL ASSISTANCE



Kennesaw College awards financial assistance to qualified graduate students in order that they may pursue an advanced degree. Different types of aid have varying eligibility requirements. The Director of Financial Aid can provide information on requirements and application procedures.

Regents' Opportunity Scholarship

In 1978, the Georgia General Assembly created and funded this scholarship program for historically disadvantaged graduate students who are residents of Georgia and enrolled in previously under-represented graduate degree programs. Recipients must maintain full-time student status (10 quarter hours) and maintain satisfactory academic standing. The Dean of Graduate Studies provides applications and eligibility requirement information.

Regents' Scholarships

The Board of Regents of the University System of Georgia offers scholarships to superior full-time students who are Georgia residents and have financial need. The amount of aid varies according to need up to \$1000 per year for graduate students. Repayment of this scholarship may be made through service in the State of Georgia for a period of one year for each \$1000 of aid received or through repayment in cash with interest of 3% per annum.

Guaranteed Loans

The Georgia Student Finance Authority is an organization created to guarantee low interest loans made to Georgia residents who plan to attend any institution of higher education. Upon approval of the student's loan application by a participating lender, GSFA guarantees repayment of the loan with interest. A graduate student may borrow up to \$5,000 per year at the rate of 8% interest per year. In order to qualify automatically for federal interest benefits, the annual adjusted gross income for the parents and/or student must be less than \$30,000. An adjusted gross income that is \$30,001 or higher will require the borrower to demonstrate need in order to qualify for the federal interest benefit. A loan origination fee of 5% of the loan amount may be charged on all loans for which a completed promissory note was sent or delivered to the borrower for signing on or after August 23, 1981.

Repayment begins 6 months after the student ceases to be at least a full-time or half-time student, depending on the lending institution's rules. Minimum annual repayment is \$600 or \$50 per month. For information and application forms, write the Director of Financial Aid at Kennesaw College or to Georgia Student Finance Authority, 2082 East Exchange Place, Tucker, Georgia 30084.

Graduate Student Work Opportunities

There are a limited number of part-time positions available for graduate students in selected schools of the college. Interested persons should contact the particular department or school for information.

Veterans' Benefits

The college is on the approved list of the United States Veterans Administration for the training of veterans, disabled veterans and the children and widows of deceased veterans who are eligible for benefits under the G.I. Bill.

Students in training under the G.I. Bill are required to pay all fees, as regular

• Financial Assistance

students, since they are paid benefits directly through the Veterans Administration. Each V.A. beneficiary should make financial preparation for at least one quarter because benefit checks are sometimes delayed.

Students in training under the G.I. Vocational Rehabilitation program should check with the College Business Office regarding the handling of their account for fees, supplies, etc.

Eligible veterans, children and widows of veterans must make application to their regional Veterans Administration Office. Application forms are available at Kennesaw College in the Registrar's Office at the beginning of each quarter while in attendance. Certain requirements must be met before students may be certified for non-credit remedial courses for V.A. payment purposes.

Students attending on the G.I. Bill are certified for V.A. benefits only for those courses required in their particular programs of study. Such students must maintain Kennesaw College standards for academic performance. Those students who are academically dismissed from school will have their benefits interrupted. Upon readmission and recertification of benefits at Kennesaw College, the V.A. will decide if further benefits may be paid for continuation of the program in which the academic deficiency occurred.

Current V.A. standards require that students attend class and that benefits be terminated when the student has been suspended for academic or disciplinary reasons. (Since V.A. regulations are subject to periodic change, it is the student's responsibility to keep up to date on requirements for V.A. benefits while in attendance at Kennesaw College.)

THE MASTER OF BUSINESS ADMINISTRATION •



• The Master of Business Administration

The Master of Business Administration (MBA) degree is a professional degree providing a broad base of general business knowledge which prepares people for middle and upper-level management positions. The program seeks to develop in its students an understanding of managerial behavior and decision-making within the economic, social, and political environment of business operations. Students will have the opportunity to improve their communication and leadership abilities, their analytical and decision-making skills, and their effectiveness at developing working relationships with subordinates, peers and supervisors, and external publics.

GENERAL REQUIREMENTS FOR ADMISSION TO MBA PROGRAM

1. Baccalaureate degree from a regionally accredited college or university.
2. Completion of the following graduate preparatory courses or their equivalent at the undergraduate level, with a grade of "C" or better.

Quarter Hours

GBA 620. Accounting Methods in Business	5
GBA 630. Economic Analysis	5
GBA 640. Applications of Computers/Statistical Analysis	5
GBA 650. Organization and Management Dynamics	5
GBA 670. Essentials of Marketing	5

3. A minimum overall undergraduate grade point average of 2.5 (C) on a 4.0 scale.
4. A total score of at least 480 on the Graduate Management Admissions Test.
5. **International students** must meet the requirements described on page 8.

Full Standing

May be accorded those applicants who are found to meet all of the above requirements for admission.

Provisional Standing

Will be accorded those applicants who are deficient in one or more requirements but who in the opinion of the MBA Program Committee demonstrate the potential to complete the MBA degree. A primary consideration will be related to work experience. All deficiencies in preparatory courses must be made up at the graduate level with a minimum grade of "C". Provisional Standing will be removed when all preparatory courses have been passed with a minimum grade of "C" (and an overall "B" average) and the student has successfully completed 15 hours of core graduate studies.

Course Exemption

Preparatory courses may be exempted through satisfactory completion of an institutional advanced standing examination. No other courses may be exempted or waived.

Transfer Credit

A student may transfer up to 15 quarter hours of graduate core and area of concentration courses taken at an accredited institution. Any course accepted for transfer credit must have a grade of "B" or better and must be comparable to a course in the student's degree program. The evaluation of the courses that will be accepted will be made by the MBA Program Coordinator or MBA Program Committee.

Grades on Graduate Courses

Students must earn a grade of "C" or better on all graduate level courses and an overall average of "B".

Candidacy

The requirements for admission to candidacy shall be the successful completion of a minimum of 15 quarter hours of core courses with a cumulative grade point average of 3.0 and a grade of "C" or better in each course presented for candidacy, plus submission of an approved degree program in an area of concentration. The student's advisor and the MBA Program Coordinator must approve the degree program. Approval of candidacy will be determined by the School of Business MBA Program Committee after evaluation of the student's progress.

Admission Criteria for Non-Degree Students

Applicants for non-degree study must meet the following criteria:

1. Baccalaureate degree from a regionally accredited college or university.
2. A minimum undergraduate grade point average of "C" or better (2.0 on a 4.0 scale).

Non-Degree to Degree Status

A student who wishes to change from non-degree status must follow all the procedures and meet all the requirements specified for the degree program. A maximum of fifteen (15) quarter hours of graduate credit earned as a non-degree student may be applied toward the requirements for the MBA degree at Kennesaw College.

Readmission to the MBA Program

The MBA program requires a student to apply for readmission if the student is not enrolled for two (2) or more consecutive quarters.

MASTER OF BUSINESS ADMINISTRATION PROGRAM OF STUDY

Prerequisite Courses: (Required before taking Core or Area of Concentration courses)

	Quarter Hours
GBA 620. Accounting Methods in Business	5
GBA 630. Economic Analysis	5
GBA 640. Applications of Computers/Statistical Analysis	5
GBA 650. Organization and Management Dynamics	5
GBA 670. Essentials of Marketing	5

Core Courses: (35 Quarter Hours required for all degree students)

GBA 811. Legal Environment and Business Ethics	5
GBA 821. Managerial Analysis and Cost Control	5
GBA 831. Financial Analysis and Decision Making	5
GBA 841. Effective Organization Communication	5
GBA 851. Organization Analysis and Change	5
GBA 861. International Business Perspectives	5
GBA 899. Effective Strategy Formulation and Goal Implementation	5

• The Master of Business Administration

Area of Concentration: (25 Quarter Hours)

Specific courses comprising the area of concentration must be selected with the graduate advisor, and be reviewed and approved by the MBA Program Coordinator **prior** to beginning elective course work.

ACCOUNTING AREA OF CONCENTRATION

REQUIRED: GBA 822. Accounting for Analysis and Decision Making
GBA 823. Accounting Information Systems
GBA 824. Tax Consequences of Management Decisions
GBA 825. Controllership
GBA 826. Internal Auditing

FINANCIAL SERVICES AREA OF CONCENTRATION

REQUIRED: GBA 833. Investment Analysis
GBA 835. Money and Capital Markets

THREE COURSES FROM THE FOLLOWING:

GBA 832. Capital Investment and Financial Decisions
GBA 834. Investment and Portfolio Management
GBA 836. Financial Management of Financial Institutions
GBA 837. International Finance
GBA 838. Real Property: Analysis and Investment
GBA 839. Legal Aspects and Issues for Financial Service

HUMAN RESOURCES MANAGEMENT AND DEVELOPMENT AREA OF CONCENTRATION

REQUIRED: GBA 881. Strategic Human Resource/Business Planning
GBA 889. Human Resource/Organization Effectiveness

THREE COURSES FROM THE FOLLOWING:

GBA 812. Contemporary Employment Law
GBA 880. Human Resource Management and Development
GBA 882. Human Resource Acquisition/Utilization
GBA 883. Leadership Development and Career Growth
GBA 884. Managing Behavior in Organizations
GBA 885. Labor Relations
GBA 886. Organization Development Technology
GBA 887. Seminar in Human Resource Management and Development
GBA 888. Directed Study in Human Resource Management and Development

INSTITUTIONAL ADMINISTRATION AREA OF CONCENTRATION

REQUIRED: GBA 822. Accounting for Analysis and Decision Making
GBA 870. Marketing Management

ONE COURSE SELECTED FROM:

- GBA 880. Human Resource Management and Development
- GBA 881. Strategic Human Resource/Business Planning
- GBA 883. Leadership Development and Career Growth
- GBA 884. Managing Behavior in Organization

ONE COURSE SELECTED FROM:

- GBA 832. Capital Investment and Financial Decisions
- GBA 833. Investment Analysis

ONE FREE ELECTIVE FROM ANY 800-LEVEL COURSE IN THE COLLEGE

MARKETING AREA OF CONCENTRATION

There are two tracks a student may follow in the Marketing Area of concentration: Industrial Marketing or Marketing Management.

REQUIRED: GBA 871. Purchasing and Consumption Behavior

Industrial Marketing Track:

- GBA 877. Professional Selling and Sales Management
- GBA 878. Industrial Marketing

Marketing Management Track:

- GBA 870. Marketing Management
- GBA 875. Applied Marketing Research

ONE COURSE FROM THE FOLLOWING:

- GBA 872. Strategic Product Management
- GBA 873. International Marketing Management
- GBA 876. Dynamic Marketing Applications

ONE FREE ELECTIVE FROM ANY 800-LEVEL COURSE IN THE COLLEGE

• THE MASTER OF EDUCATION



The Department of Curriculum and Instruction in the School of Education offers the Master of Education degree with majors leading to T-5 certification in Elementary Education (K-4) and Elementary Education (4-8).

In addition the department offers graduate coursework to meet requirements for initial T-4 certification and add-on and renewal T-4 and T-5 certification in elementary education, grades K-4 and 4-8. Contact the program coordinator for further information about certification courses.

NON-DEGREE GRADUATE STUDY

Applicants who wish to take graduate courses but who do not want to pursue a degree program may be admitted to non-degree graduate study.

Admission Criteria

1. Baccalaureate degree from a regionally accredited college or university.
2. A minimum undergraduate cumulative grade point average of 2.0 (on a 4.0 scale).

Non-degree to Degree Status

A student who wishes to change from non-degree to degree status must follow all the procedures and meet all the requirements specified for the degree program. A maximum of fifteen (15) quarter hours of graduate credit (with grades of B or better) earned as a non-degree student may be applied toward the requirements of an M.Ed. degree.

M.Ed. DEGREE PROGRAM

The Master of Education is a professional degree providing intellectually challenging opportunities for teachers to acquire the understanding and skill to apply interdisciplinary knowledge to the professional problems of teaching. The M.Ed. degree program is designed to strengthen:

- Theoretical and contextual understanding of teaching and learning
- Knowledge of the subject matter disciplines and their interrelationships
- Knowledge and skills in educational practices
- Expertise in the processes of educational problem solving

Admission Criteria

1. Baccalaureate degree from a regionally accredited college or university.
2. A minimum undergraduate cumulative grade point average of 2.5 (on a 4.0 scale).
3. A T-4 certificate in Elementary Education (K-4) or Elementary Education (4-8). (Those applicants who do not hold a T-4 or have a degree in elementary education may complete a prerequisite program to obtain initial undergraduate certification prior to admission to a graduate program.)
4. A minimum score of 800 on the General Test of the Graduate Record Examination.
5. Three acceptable letters of recommendation.
6. An acceptable personal statement of goals for professional development.
(NOTE: There are required forms for the recommendations and the personal statement.)

Individual degree programs may define acceptable letters of recommendation and specify higher grade point average and GRE score requirements. Individual degree programs may also have additional admission criteria.

• The Master of Education

Full Standing

Applicants who meet all of the above criteria may be admitted to full standing in a degree program.

Provisional Standing

Applicants to a degree program who are deficient in one or more of the required criteria, but who are considered acceptable for graduate study, may be admitted to provisional standing. To be eligible for provisional standing, a student must have a minimum undergraduate cumulative grade point average of 2.2 (on a 4.0 scale) and a minimum score of 700 on the General Test of the Graduate Record Examination. The requirements which must be met to make up the deficiencies will be determined by the M.Ed. Admissions Committee. A student may remain in provisional standing until 15 quarter hours of graduate work have been attempted. Upon completion of the initial 15 hours of course work, with grades of B or better and the established requirements met, an applicant may be reconsidered for full standing in a degree program. A maximum of fifteen (15) quarter hours of graduate credit (with grades of B or better) earned while in provisional standing may be applied toward the requirements of a degree program.

Transfer Credit

Graduate courses taken at other accredited institutions must be evaluated and approved by the program coordinator. A maximum of fifteen (15) quarter hours of transfer credit (with grades of B or better) may be applied toward a degree program. No courses will be accepted for transfer credit if they are more than five (5) years old at the time of evaluation.

Candidacy

The minimum requirements for admission to candidacy are successful completion of fifteen (15) quarter hours of graduate credit in full standing in a degree program with a minimum grade point average of 3.0 and a grade of B or better in each course presented for candidacy. Individual degree programs may have additional requirements for candidacy (e.g., interview or examination).

Degree Requirements

The minimum requirements for completion of an M.Ed. degree include:

1. completion of a minimum of sixty (60) quarter hours of approved graduate course work.
2. completion of a minimum of forty-five (45) quarter hours of the minimum sixty (60) hours in full standing at Kennesaw College.
3. an earned cumulative grade point average of 3.0 in all graduate course work at Kennesaw and a grade of B or better in each course presented to meet degree requirements.
4. successful completion of a written or oral comprehensive examination.
5. successful completion of a thesis or practicum, including successful completion of an oral examination on the thesis or practicum paper.

Individual degree programs may specify particular requirement options (e.g., oral or written exams, thesis or practicum), as well as additional requirements.

THE MASTER OF EDUCATION PROGRAM OF STUDY

Elementary Education (K-4) and Elementary Education (4-8)

T-5 Certification

The M.Ed. degree program consists of a minimum of sixty (60) quarter hours of course work beyond any required prerequisites. The program includes six professional education courses, five teaching field courses, and one elective course which may be selected from professional education or teaching field courses.

I. Professional Education (minimum of 30 quarter hours)

FED 601 Interdisciplinary Study of Educational Problems

FED 651 Microcomputer Applications in Education

FED 741 Educational Research Methods

FED 701 Advanced Studies in Learning

ECI 751 Instructional Design and Application in Early
Childhood Education

or

ECI 752 Instructional Design and Application in Middle
Grades Education

EDI 798 Practicum

or

FED 799 Thesis

II. Teaching Field (minimum of 25 quarter hours)

From the following list of courses the Elementary (K-4) degree candidate will select with the approval of an advisor 25 quarter hours; the Elementary (4-8) degree candidate will select 15 quarter hours in **one** field for a major concentration and 10 quarter hours in **one** other field for a minor concentration:

Language Arts

ECI 611 Survey of the Humanities

ECI 613 Literature in the School Program

ECI 614 Language Arts in the Elementary School

ECI 616 Reading in the Elementary School

ECI 618 Reading in the Content Fields

ECI 716 Diagnosis and Correction of Reading Problems

ENG 601 Topics in English and American Literature

ENG 621 Figures in Literature

ENG 631 Advanced Grammar and Linguistics

ENG 635 Rhetoric and Advanced Composition

ENG 641 Mass Communications: Journalism and Other Media

ENG 651 Problems in Literary Criticism

Mathematics

ECI 621 Survey of Mathematics and the Sciences

ECI 623 Fundamental Ideas of Arithmetic and Algebra for Teachers

• The Master of Education

- ECI 624 Fundamental Ideas of Geometry for Teachers
- MATH 600 Elementary Set Theory
- MATH 601 History of Mathematics
- MATH 621 Methods of Statistical Inference I
- MATH 660 The Mathematical Foundations of Computer Graphics
- MATH 661 Abstract Algebra I
- MATH 674 Introduction to Combinatorics
- MATH 681 Real Analysis I
- MATH 695 Modern Geometry and Convexity

Science

- ECI 621 Survey of Mathematics and the Sciences
- ECI 626 Life Science for Teachers
- ECI 627 Physical Science for Teachers
- ECI 628 Earth Science for Teachers
- BIOL 610 Evolutionary and Population Biology
- BIOL 620 Molecular Biology
- CHEM 605 Modern Chemical Science
- CHEM 606 Environmental Chemistry
- PHYS 610 Classical Physics Demonstrations I
- PHYS 615 Classical Physics Demonstrations II

Social Studies

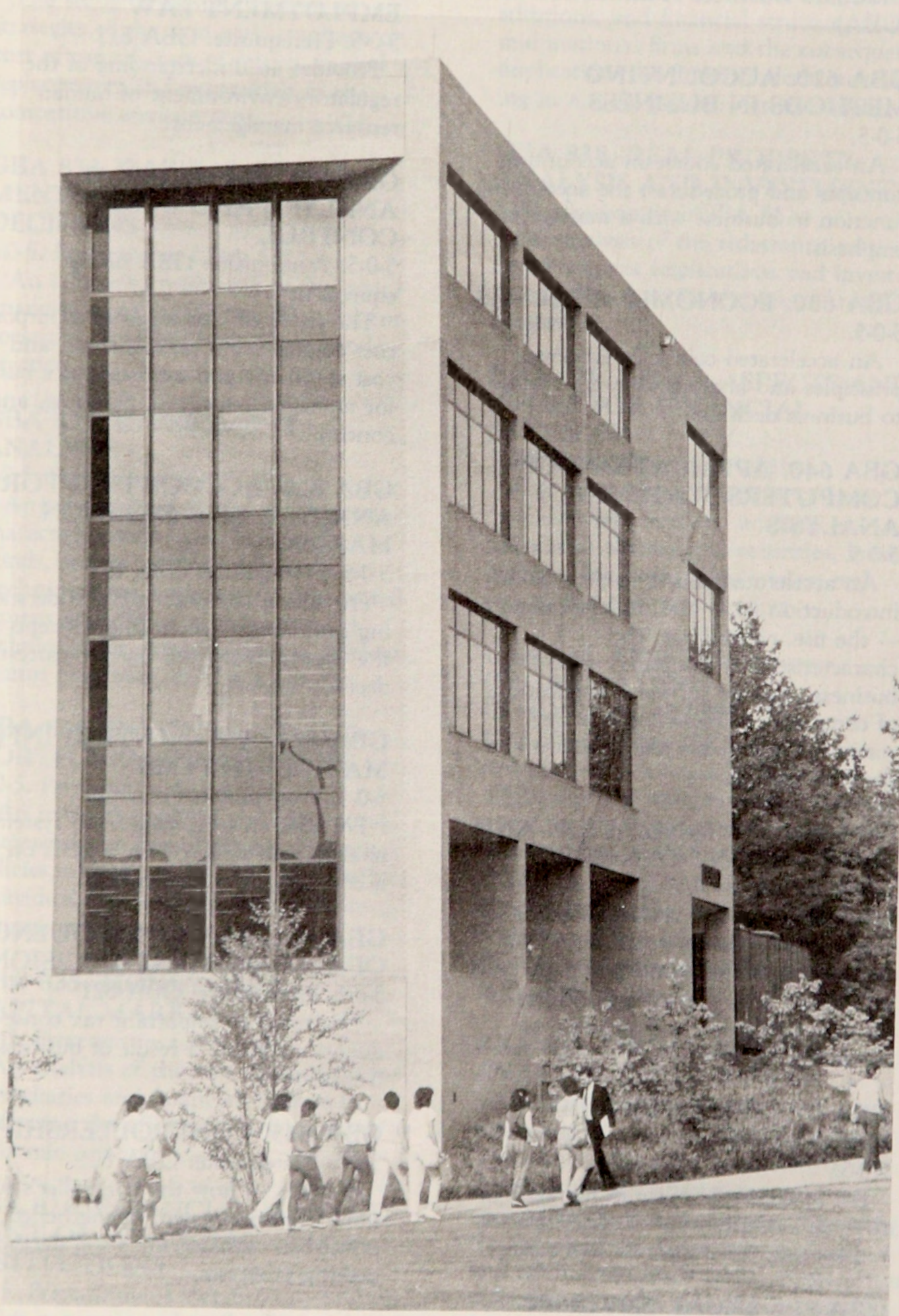
- ECI 631 Survey of the Social Studies
- ECI 633 Social Studies in the Elementary School
- GEOG 601 Peoples of the World
- HIST 610 Local History Research and Resources
- HIST 620 Continuity and Change in a Selected Nation/State
- HIST 630 Minorities in America
- POLS 605 Political Ideologies

Art, Music, Health and Physical Education

- ECI 636 Art in the Elementary School
- ECI 641 Music in the Elementary School
- ECI 646 Health and Physical Education in the Elementary School

III. Elective (minimum of 5 quarter hours)

GRADUATE COURSE DESCRIPTIONS •



SCHOOL OF BUSINESS ADMINISTRATION COURSE DESCRIPTIONS

Graduate Business Administration (GBA)

GBA 620. ACCOUNTING METHODS IN BUSINESS

5-0-5.

An accelerated course in accounting concepts and procedures; the accounting function in business with a managerial emphasis.

GBA 630. ECONOMIC ANALYSIS

5-0-5.

An accelerated course in economic principles and analysis with application to business decisions.

GBA 640. APPLICATIONS OF COMPUTERS/STATISTICAL ANALYSIS

5-0-5.

An accelerated course to provide an introduction to — and understanding of — the use, capabilities, and characteristics of computers and business oriented software; applications of computers emphasizing business statistics for problem-identification and decision-making.

GBA 650. ORGANIZATION AND MANAGEMENT DYNAMICS

5-0-5.

An accelerated course to understand interrelationships of structure, operations, and processes and how individual and group behavior influence operational, managerial, and strategic activities in the firm.

GBA 670. ESSENTIALS OF MARKETING

5-0-5.

An accelerated course in marketing, the marketing function and its relation to business, the economy, and society.

GBA 811. LEGAL ENVIRONMENT AND BUSINESS ETHICS

5-0-5.

Provides an appreciation of the purpose of law related to our economic, industrial, and political systems with primary focus on the role of business in society.

GBA 812. CONTEMPORARY EMPLOYMENT LAW

5-0-5. Prerequisite: GBA 811

Provides an understanding of the regulatory environment of human resource management.

GBA 821. MANAGERIAL ANALYSIS AND COST CONTROL

5-0-5. Prerequisite: GBA 620 or equivalent

The study of cost terms and purposes, cost-volume-profit relationships, and cost standards and estimates as a basis for managerial analysis, planning, and control.

GBA 822. ACCOUNTING FOR ANALYSIS AND DECISION MAKING

5-0-5. Prerequisite: GBA 821

Provides a comprehensive understanding of financial accounting concepts as they apply to the managerial process of decision making.

GBA 823. ACCOUNTING INFORMATION SYSTEMS

5-0-5. Prerequisite: GBA 821

Provides an introduction to system analysis and design with a focus on the accounting information flow.

GBA 824. TAX CONSEQUENCES OF MANAGEMENT DECISIONS

5-0-5. Prerequisite: GBA 821

The study of important tax consequences that are a result of business transactions.

GBA 825. CONTROLLERSHIP

5-0-5. Prerequisite: GBA 821

A study of how the controller's functions can be assessed, strengthened, and utilized in management's top decision-making processes.

GBA 826. INTERNAL AUDITING

5-0-5. Prerequisite: GBA 821

A detailed overview of the internal audit function with emphasis on design of effective controls and performance evaluation for operational areas.

GBA 831. FINANCIAL ANALYSIS AND DECISION MAKING

5-0-5. Prerequisite: GBA 630 or equivalent

The study of capital investment strategies of the firm with emphasis on cost of capital, rate of return, capital replacement, and risk taking in the competitive environment.

GBA 832. CAPITAL INVESTMENT AND FINANCIAL DECISIONS

5-0-5. Prerequisite: GBA 831

An advanced treatment of the major financial issues facing non-financial corporations, covering both theory and practice.

GBA 833. INVESTMENT ANALYSIS

5-0-5. Prerequisite: GBA 831

An introduction to the investment characteristics of individual stocks, bonds, and other financial assets. Techniques for analyzing their expected returns and risk, and strategies and techniques for combining them efficiently into portfolios are also studied.

GBA 834. INVESTMENT AND PORTFOLIO MANAGEMENT

5-0-5. Prerequisite: GBA 833

An in-depth study of the conceptual framework for formulating investment policies, as well as their implications for individual and institutional portfolio management.

GBA 835. MONEY AND CAPITAL MARKETS

5-0-5. Prerequisite: GBA 831

An analysis of the role of financial intermediaries and financial markets in facilitating the efficient financing of economic activity.

GBA 836. FINANCIAL MANAGEMENT OF FINANCIAL INSTITUTIONS

5-0-5. Prerequisite: GBA 831

This course considers the financial decision-making framework related to issues of capital acquisition and allocation faced by major types of financial institutions.

GBA 837. INTERNATIONAL FINANCE

5-0-5. Prerequisite: GBA 831

An introduction to the concepts, institutions, and financial structure facing multinational firms and the consequent implications for financial decision making in a multi-currency environment.

GBA 838. REAL PROPERTY: ANALYSIS AND INVESTMENT

5-0-5. Prerequisite: GBA 831

An analysis of the risk-return configuration, tax implications and investment characteristics and uses of real property.

GBA 839. LEGAL ASPECTS AND ISSUES FOR FINANCIAL SERVICES

5-0-5. Prerequisite: GBA 831

This course is an overview of basic legal elements financial advisors encounter in the areas of securities, limited partnerships, wills, gifts, estates, real estate, and commercial paper.

GBA 841. EFFECTIVE ORGANIZATION COMMUNICATION

5-0-5. Prerequisite: GBA 650 or equivalent

The study of interpersonal, organizational, and public communication processes as they relate to meshing individual and organizational goals; influence of communication processes on decision making, implementation of change, and adaptation of organizations to their environments.

GBA 851. ORGANIZATION ANALYSIS AND CHANGE

5-0-5. Prerequisite: GBA 650 or equivalent

Provides approaches to analyzing individuals, organizational components, and other significant elements impacting the firm; focuses upon change processes and effect upon individuals, organization strategy and goals, and viability of the firm.

• Business Administration Course Descriptions

GBA 861. INTERNATIONAL BUSINESS PERSPECTIVES

5-0-5. Prerequisite: GBA 650 or equivalent

A study of economic, financial, political, social, and cultural environments in which the American business operates abroad. Topical problems in developing empathy toward foreign behavior, understanding of international environments, and analyzing practices of business firms operating in foreign environments will be explored.

GBA 870. MARKETING MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

An examination of strategic and tactical planning and decision making in consumer goods, service, and not-for-profit organizations. Cases and/or computer simulations will be used to provide for applications experience.

GBA 871. PURCHASING AND CONSUMPTION BEHAVIOR

5-0-5. Prerequisite: 670 or equivalent

Utilizes the behavioral sciences and research methods to analyze, forecast, and meet consumer needs. The roles of advertising and ethical issues are analyzed.

GBA 872. STRATEGIC PRODUCT MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

A focus upon the marketing person as a general manager in profit and non-profit organizations. Operating, managerial, and strategic elements of a product manager are analyzed during various life stages of products, and differing organization structures.

GBA 873. INTERNATIONAL MARKETING MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

An examination of cultural, political, socio-economic and distribution patterns confronting the manager in both the multi-national firm and the small business.

GBA 875. APPLIED MARKETING RESEARCH

5-0-5. Prerequisite: GBA 640 and GBA 670 or equivalents

Examination and evaluation of marketing information sources and systems for opportunity identification and analysis, planning, decision making, and control.

GBA 876. DYNAMIC MARKETING APPLICATIONS

5-0-5. Prerequisites: GBA 871 and any two of the following: GBA 870, 875, 877, 878

A capstone course employing current cases and computer simulation to analyze and integrate marketing strategies and techniques. Marketing executives may team teach with faculty.

GBA 877. PROFESSIONAL SELLING AND SALES MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

The largest portion of marketing dollars in industrial marketing are spent in sales. This course will examine the roles and responsibilities of the industrial salesperson and the industrial sales manager. Role playing and cases will be used to provide applications experience.

GBA 878. INDUSTRIAL MARKETING

5-0-5. Prerequisite: GBA 670 or equivalent

An examination of the areas of strategic and tactical planning and implementation when dealing with industrial products to industrial buying organizations.

GBA 879. INDEPENDENT STUDY IN MARKETING

5-0-5. Prerequisite: Must have approval of faculty member and advisor

Designed to provide students opportunities to study and research in contemporary domestic and international areas.

GBA 880. HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

5-0-5. Prerequisite: GBA 851

Provides a general understanding of the human resource management function in contemporary organizations. Intended for students who have not taken a basic human resource management course at the undergraduate level.

GBA 881. STRATEGIC HUMAN RESOURCE/BUSINESS PLANNING

5-0-5. Prerequisite: GBA 851

Advanced study of long-range human resource planning linked to business strategic planning focusing on: human resource information systems; determination of employment needs; forecasting of available talent; environmental scanning; developing strategies for meeting demands of anticipated changes in internal and external environments; personnel research; and human resource audits.

GBA 882. HUMAN RESOURCE ACQUISITION/UTILIZATION

5-0-5. Prerequisite: GBA 851

Advanced study of the management of systematic flow of human resources into, through, and out of organizations focusing on the design, implementation, and evaluation of staffing and performance management strategies contributing to organizational effectiveness.

GBA 883. LEADERSHIP DEVELOPMENT AND CAREER GROWTH

5-0-5. Prerequisite: GBA 851

Advanced study of strategies designed to equip individuals for greater mastery of current and future leadership responsibilities, development of managerial/organizational competencies, and career growth.

GBA 884. MANAGING BEHAVIOR IN ORGANIZATIONS

5-0-5. Prerequisite: GBA 851

Advanced study of behavioral systems, reward systems, and productivity improvement strategies focusing on their effects on individual and group behavior and organizational effectiveness.

GBA 885. LABOR RELATIONS

5-0-5. Prerequisite: GBA 851

Advanced study of employee-management relationships and their effect on human resource management and organizational effectiveness in union and non-union settings.

GBA 886. ORGANIZATION DEVELOPMENT TECHNOLOGY

5-0-5. Prerequisite: GBA 851

Advanced study and application of techniques for initiating change in organizations including: internal consulting skills, team building, survey feedback, goal-setting, and conflict resolutions.

GBA 887. SEMINAR IN HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

5.0-5.

Advanced study of contemporary and relevant issues in human resource management based on current topics and student interests.

GBA 888. DIRECTED STUDY IN HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

5-15 credit hours. Prerequisite: Must have approval of faculty member and advisor

Designed to provide individual students with opportunity to work with a designated faculty member to continue their study in a particular area or to conduct independent research in the area of human resource management.

• Business Administration Course Descriptions

GBA 889. HUMAN RESOURCE/ORGANIZATIONAL EFFECTIVENESS

5-0-5. Prerequisite: GBA 881 and three of the following: GBA 812, 880, 882, 883, 884, 885, 886, 887.

Capstone course integrating human resource strategies and policies with organization strategies focusing on the contribution of human resource management to overall organizational effectiveness.

GBA 890. SPECIAL TOPICS IN GRADUATE BUSINESS ADMINISTRATION STUDIES.

5-0-5. Prerequisite: Must be approved by advisor and department chairperson

Selected contemporary topics in a discipline of interest to faculty, students, and employers.

GBA 895. SPECIAL PROJECTS IN GRADUATE BUSINESS ADMINISTRATION STUDIES.

5-10 credit hours. Prerequisite: Must be approved by advisor and Graduate Committee

Special projects and/or thesis option for students who wish to pursue advanced work on a particular subject in a specialized area.

GBA 899. EFFECTIVE STRATEGY FORMULATION AND GOAL IMPLEMENTATION

5-0-5. Prerequisite: 25 hours of graduate core completed

An integrative course designed to provide an executive viewpoint of strategy formulation and management of an enterprise. Knowledge from all business disciplines is applied as well as environmental forces, institutional resources, and social values as they relate to the determination and implementation of strategy and policy.

SCHOOL OF EDUCATION COURSE DESCRIPTIONS

Foundations of Education (FED)**FED 600. PSYCHOLOGICAL FOUNDATIONS OF EDUCATION**

5-0-5. Prerequisite: Admission to graduate study

A study of the theory and principles of child and adolescent development, learning, motivation, classroom management and evaluation and their application in a classroom setting.

FED 601. INTERDISCIPLINARY STUDY OF EDUCATIONAL PROBLEMS

5-0-5. Prerequisite: Admission to M.Ed. program

An interdisciplinary examination of the cultural context of educational problems and practice. Includes an introduction to problem-solving processes and skills. Emphasis will be placed on how different cultural views have affected perceptions of the nature and purpose of education.

FED 620. SOCIAL FOUNDATIONS OF EDUCATION

5-0-5. Prerequisite: Admission to graduate study

An examination of issues and problems in American education and major educational philosophies which have implications for educational practice. The educational philosophies and issues will be examined in their historical, economic, political and sociological contexts.

FED 641. EDUCATIONAL STATISTICS I

5-0-5. Prerequisite: Admission to graduate study

Applications of statistical techniques to educational problems. Includes descriptive statistics, probability, sampling techniques, correlation and selected inferential statistics.

FED 651. MICROCOMPUTER APPLICATIONS IN EDUCATION

5-0-5. Prerequisite: FED 741 graduate study

This course will use the problem-solving model to introduce the student to structured programming and the computer's role in an educational environment. Particular focus will be on using the microcomputer as a research, an instructional and administrative tool, as well as developing the student's ability to write, analyze and evaluate educational software.

FED 701. ADVANCED STUDIES IN LEARNING

5-0-5. Prerequisite: Admission to candidacy

An in-depth study of selected learning theories and concepts and their relationship to educational issues and problems. Particular focus will be on using various disciplines' methods to examine these theories, concepts and issues.

FED 741. EDUCATIONAL RESEARCH METHODS

5-0-5. Prerequisite: Admission to graduate study

Introduction to research designs and procedures, statistical analysis and the use of computers in educational problem solving.

FED 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of a specifically designed topic or theme in education for experienced classroom teachers.

FED 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

• Education Course Descriptions

FED 799. MASTER'S THESIS (repeatable)

1-10. Prerequisite: Successful completion of comprehensive examination

Supervised development and preparation of thesis.

Education Curriculum & Instruction (ECI)

ECI 611. SURVEY OF THE HUMANITIES

5-0-5. Prerequisite: Admission to graduate study

A study of the development and relationship of art, drama, literature and music. Emphasis is placed on the concepts and processes of these areas in relation to the creative process as a whole. Individual projects will focus on topics appropriate for particular age groups.

ECI 613. LITERATURE IN THE SCHOOL PROGRAM

5-0-5. Prerequisite: Admission to graduate study

A study of the various genre of literature with emphasis on the use of books and non-print materials as an integral part of the curriculum. Focuses on books which provide the student with an opportunity for the application of reading skills, for reading for pleasure and for understanding himself/herself in relation to the world. Individual projects will focus on materials appropriate for particular age groups.

ECI 614. LANGUAGE ARTS IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

A study of the various components of the language arts and their interrelationship. Emphasis is placed on reception and production of oral and written communication. Individual projects will focus on these processes in particular age groups.

ECI 616. READING IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

A study of the principles and practices of developmental reading. Emphasis is placed on the study of the reading process and the organizational and management aspects of reading instruction.

ECI 618. READING IN THE CONTENT FIELDS.

5-0-5. Prerequisite: Admission to graduate study

A study of the concepts and specific skills involved in reading in the content areas. Emphasizes development and selection of materials and teaching strategies appropriate for the classroom.

ECI 621. SURVEY OF MATHEMATICS AND THE SCIENCES.

5-0-5. Prerequisite: Admission to graduate study

A study of the concepts and processes of mathematics and the natural science disciplines. Emphasis is placed on examination of scientific and technological developments in relation to society and social issues. Individual projects will focus on topics appropriate for particular age groups.

ECI 623. FUNDAMENTAL IDEAS OF ARITHMETIC AND ALGEBRA FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study and 15 hours in undergraduate math

A course designed to give the K-8 teacher a clearer understanding of fundamental arithmetic and algebraic structures. Individual projects will focus on materials appropriate for particular age groups.

ECI 624. FUNDAMENTAL IDEAS OF GEOMETRY FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study and 15 hours in undergraduate math

A course designed to give the K-8 teacher a clearer understanding of fundamental concepts, structures and applications of geometry. Individual projects will focus on materials appropriate for particular age groups.

ECI 626. LIFE SCIENCE FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study

This course will explore concepts and processes in the biological sciences appropriate to primary and middle grade students and teachers. Emphasis will be placed on ecological relationships. Individual projects will focus on materials appropriate for particular age groups.

ECI 627. PHYSICAL SCIENCE FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study

This course will explore concepts and processes in chemistry and physics appropriate to primary and middle grades students and teachers. Emphasis will be placed on relationships between energy and matter. Individual projects will focus on materials appropriate for particular age groups.

ECI 628. EARTH SCIENCE FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study

This course will explore concepts and processes in the earth sciences appropriate to primary and middle grade students and teachers. Areas of exploration will include astronomy, geology, meteorology and oceanography. Individual projects will focus on materials appropriate for particular age groups.

ECI 631. SURVEY OF THE SOCIAL SCIENCES

5-0-5. Prerequisite: Admission to graduate study

A study of the concepts, skills and processes of the social science disciplines. Emphasis is placed on the application of these aspects of the disciplines to the analysis of social issues. Individual projects will focus on topics appropriate for particular age groups.

ECI 633. SOCIAL STUDIES IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

This course will examine concepts and processes of the social studies appropriate to primary and middle grades students and teachers. Individual projects will focus on materials appropriate for particular age groups.

ECI 636. ART IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

An examination of the problems and processes in teaching art in the elementary grades. Emphasis will be placed on specific media techniques as related to the planning and implementation of art instruction. Correlation of art activities with other curriculum areas will be addressed along with a review of child development in art. Individual projects will focus on activities appropriate for particular age groups.

ECI 641. MUSIC IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

Designed for the graduate student in Education, the course develops skills in employing standard music teaching methods, familiarizes the student with current textbooks, printed music and other resources, and explores current philosophies, practices and problems involved with implementation of music in the general elementary classroom. Individual projects will focus on materials appropriate for particular age groups.

ECI 646. HEALTH AND PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

A research-based approach to the curriculum and methods of elementary health and physical education. Requires peer teaching and practical term research project. Emphasizes a developmental approach. Individual projects will focus on activities appropriate for particular age groups.

• Education Course Descriptions

ECI 651. METHODS AND MATERIALS IN LANGUAGE ARTS INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials for elementary teachers which focuses upon organization, implementation and evaluation processes. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 652. METHODS AND MATERIALS IN READING INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials that may be used by elementary classroom teachers for reading instruction. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 653. METHODS AND MATERIALS IN MATHEMATICS INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials used by elementary classroom teachers of mathematics. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 654. METHODS AND MATERIALS IN SCIENCE INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials appropriate for elementary science instructors. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 655. METHODS AND MATERIALS IN TEACHING SOCIAL STUDIES

5-0-5. Prerequisite: Admission to graduate study

A study of instructional techniques, materials and evaluation processes used in teaching the social studies in grades K-4, 4-8. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 716. DIAGNOSIS AND CORRECTION OF READING PROBLEMS

5-0-5. Prerequisite: ECI 616 or equivalent

A study of the causes of reading difficulties, the instruments used in diagnosing specific reading problems and the application of various remedial techniques. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 751. INSTRUCTIONAL DESIGN AND APPLICATION IN EARLY CHILDHOOD EDUCATION

5-0-5. Prerequisite: FED 701

The study of instructional planning, implementation, and evaluation in grades K-4. The focus will be on selection of content, instructional strategies, activities, materials, media and evaluation methods within the context of curricular and instructional theory. Course will include supervision in a classroom setting.

ECI 752. INSTRUCTIONAL DESIGN AND APPLICATION IN MIDDLE CHILDHOOD EDUCATION

5-0-5. Prerequisite: FED 701

The study of instructional planning, implementation, and evaluation in grades 4-8. The focus will be on selection of content, instructional strategies, activities, materials, media and evaluation methods within the context of curricular and instructional theory. Course will include supervision in a classroom setting.

ECI 771. SUPERVISION FOR STUDENT TEACHING.

5-0-5. Prerequisite: A professional four-year certificate, one year of teaching experience and recommendation by principal.

This course is designed to provide the theoretical and practical basis for supervising student teachers.

ECI 772. INTERNSHIP IN SUPERVISION OF STUDENT TEACHING

5-0-5. Prerequisite: ECI 771

An extension of ECI 771. The student must be supervising a student teacher at the time this course is taken. This course will stress the applied practices of supervising student teachers.

ECI 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of specifically designed topic or theme in education for experienced classroom teachers.

ECI 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

ECI 798. PRACTICUM (repeatable)

1-12-5. Prerequisite: Successful completion of comprehensive examination

A supervised field placement for the purpose of implementing integrated and problem-solving instruction. Includes seminar or conference discussion of problems encountered and presentation of an approved study conducted during the experience.

Biology (BIO)

BIO 610. EVOLUTIONARY AND POPULATION BIOLOGY

4-3-5. Prerequisite: Admission to graduate study and Biology 300 or equivalent

A theoretical and quantitative analysis of evolutionary mechanisms underlying adaptation. Topics will include population genetics; speciation; physiological, ecological, morphological, and developmental adaptations; sociobiology; and paleontology. Laboratory will emphasize experimental design problems.

BIO 620. MOLECULAR BIOLOGY.

4-3-5. Prerequisite: Admission to graduate study, Biology 201 and Chemistry 240 or equivalent

Physiochemical analysis of cellular structure and function. Topics will include the individual regulation of cells and their functioning within coordinated groups up to the level of tissues and organs. Laboratory will emphasize experimental design problems.

BIO 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of a specifically designed topic.

BIO 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Chemistry (CHEM)

CHEM 605. MODERN CHEMICAL SCIENCE

5-0-5. Prerequisite: Admission to graduate study and Chemistry 240 or consent of the instructor

Chemistry of pesticide, food, drugs, polymers, industrial processes, nuclear chemistry, and other topics of current interest.

CHEM 606. ENVIRONMENTAL CHEMISTRY

5-0-5. Prerequisite: Chemistry 605 or consent of instructor

Chemistry of the air, earth, and water environment, including a balanced treatment of environmental issues of current importance.

CHEM 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of a specifically designed topic.

• Education Course Descriptions

CHEM 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

English (ENG)

ENG 601. TOPICS IN ENGLISH AND AMERICAN LITERATURE

5-0-5. Prerequisite: Admission to graduate study

A treatment (on a rotating basis) of themes and issues in both English and American literature.

ENG 621. FIGURES IN LITERATURE.

5-0-5. Prerequisite: Admission to graduate study

A study of the work of a major American or British writer.

ENG 631. ADVANCED GRAM- MAR AND LINGUISTICS

5-0-5. Prerequisite: Admission to graduate study

A study of the principles of both traditional grammar and of more recent developments in linguistics.

ENG 635. RHETORIC AND AD- VANCED COMPOSITION.

5-0-5. Prerequisite: Admission to graduate study

A study of the basic principles of classical rhetoric and an examination of developments in the teaching of rhetoric.

ENG 641. MASS COMMUNICA- TIONS: JOURNALISM AND THE OTHER MEDIA

5-0-5. Prerequisite: Admission to graduate study

A study of the principles, processes, and influences of print journalism, radio, and television.

ENG 651. PROBLEMS IN LITERARY CRITICISM

5-0-5. Prerequisite: Admission to graduate study

An examination of the principles of literary criticism and the application of those principles to selected texts.

ENG 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of a specifically designed topic.

ENG 795. DIRECTED STUDY (repeatable).

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Geography (GEOG)

GEOG 601. PEOPLES OF THE WORLD

5-0-5. Prerequisite: Admission to graduate study

This course takes a group of people from five nations representing different parts of the world and compares and contrasts their cultures, political and economic systems, and lifestyles.

History (HIST)

HIST 610. LOCAL HISTORY RESEARCH AND RESOURCES

5-0-5. Prerequisite: Admission to graduate study

An examination of local historical resources. Students will utilize census records, tax digests, business records and other resources as well as diaries, newspapers, and photographs to evaluate growth patterns in a community.

HIST 620. CONTINUITY AND CHANGE IN A SELECTED NATION/STATE

5-0-5. Prerequisite: Admission to graduate study

An examination of how the traditional culture and the forces of modernity have interacted in the modern history in a particular nation/state (Japan, Mexico, Iran, etc.). Focus will shift to nations of the greatest contemporary interest.

HIST 630. MINORITIES IN AMERICA

5-0-5. Prerequisite: Admission to graduate study

A discussion of the role minorities have played in the development of America. Special attention will be given to racial, ethnic and political minorities.

HIST 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of a specifically designed topic.

HIST 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Mathematics (MATH)

MATH 600. ELEMENTARY SET THEORY

5-0-5. Prerequisite: Admission to graduate study

A course in the theory of sets with application to the development of the real number system. A problem solving approach will be taken.

MATH 601. HISTORY OF MATHEMATICS

5-0-5. Prerequisite: Admission to graduate study and Math 201, Math 236, or equivalent.

An historical development of selected topics in mathematics.

MATH 621. METHODS OF STATISTICAL INFERENCE I.

5-0-5. Prerequisite: Admission to graduate study and 5 credit hours in Statistics and Math 201 or Math 236 or equivalent

Topics from estimation and inference using probability distributions, analysis of variance and covariance, and regression and correlation.

MATH 660. THE MATHEMATICAL FOUNDATIONS OF COMPUTER GRAPHICS

5-0-5. Prerequisite: Admission to graduate study and 10 credit hours of high level programming language, familiarity with computer architecture, and Math 260 or equivalent.

A study of the mathematics necessary for understanding and developing computer graphics in a variety of applications.

MATH 661. ABSTRACT ALGEBRA I

5-0-5. Prerequisite: Admission to graduate study and Math 361 or equivalent

A study of major topics in abstract algebra which includes topics from group, ring, and field theories.

MATH 674. INTRODUCTION TO COMBINATORIC

5-0-5. Prerequisite: Admission to graduate study

A study of combinatorial structures which underlie the analysis of computer systems, discrete operations research problems, and finite probability.

MATH 681. REAL ANALYSIS I.

5-0-5. Prerequisite: Admission to graduate study and Math 381 or equivalent

A study of the reals, measure, measurable functions, metric spaces, connectedness and compactness.

• Education Course Descriptions

MATH 695. MODERN GEOMETRY AND CONVEXITY

5-0-5. Prerequisite: Admission to graduate study and Math 395 or equivalent

A study of modern geometry centered around the theory of convex sets and functions in which applications to extremum problems play a central role.

MATH 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of a specifically designed topic.

MATH 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Physics (PHYS)

PHYS 610. CLASSICAL PHYSICS DEMONSTRATIONS I

4-3-5. Prerequisite: Admission to graduate study and 10 hours of general algebra-based physics, 5 hours of mathematics beyond college algebra—calculus preferred.

A laboratory-centered study of the basic principles and processes of classical physics. Demonstrations which reinforce statics, Newton's law of motion (translational and notational), torque, work and energy. The major thrust being an effective presentation of the physical principles with emphasis given to improving the conceptual level of physics.

PHYS 615. CLASSICAL PHYSICS DEMONSTRATIONS II

4-3-5. Prerequisite: Physics 610.

A laboratory-centered study of the basic principles and processes of classical physics. Demonstrations which reinforce electrostatics, electrical potentials, electrical circuits, fluids (static and dynamics), optics and thermal physics. The major thrust being an effective presentation of the physical concepts with emphasis given to improving the conceptual level of physics.

PHYS 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Political Science (POLS)

POLS 605. POLITICAL IDEOLOGIES

5-0-5. Prerequisite: Admission to graduate study

A description and assessment of the most common ideologies facing the world and their economic, social, and political consequences. Emphasis will be placed on capitalism, socialism, fascism, democracy, and totalitarianism.

POLS 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

Exploration of a specifically designed topic.

POLS 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of advisor and instructor

A concentrated investigation of selected topics of an advanced nature. The content of the directed study will be determined jointly by the instructor and the student.

GRADUATE STUDENT SERVICES •



Library

The Kennesaw College Library acquires, catalogs, and houses the books, periodicals, and other materials needed by students, faculty, and staff of the College. The library staff provides professional guidance in the use of these resources.

Books may be borrowed from the collection of over 115,000 volumes, and copies may be made from the library's extensive collection of over 1200 periodical titles and 300,000 microforms. As a federal depository for the Seventh Congressional District, the library has over 58,000 government documents on file. The library's comprehensive collection of bibliographic resources is supplemented by on-line computer searches.

Kennesaw College is a member of the Atlanta Area University Center. Students with special library needs may be issued a temporary library card for any of the major academic libraries in the Atlanta area. Kennesaw students also have full use of the Southern Tech library.

Computing Resources Laboratory

An increasingly rich array of computing resources is developing at Kennesaw College. Interest in and use of computers are expanding rapidly in the academic programs and administrative operations of the college.

The primary computing resource supporting the academic programs is the University System Computer Network (USCN). The USCN links all of Georgia's public institutions of higher education and is regarded as one of the finest educational computer networks in the country.

Through the College's more than 30 terminals connected to the Network, students and faculty at Kennesaw have access to the computing power and extensive software libraries of large mainframes such as the CDC CYBER 170/750 and the IBM 370/158 at the University of Georgia. This system supports an extensive array of programming languages, statistical analysis packages, and computer-assisted instruction libraries and is used in an increasing number of courses in many different fields of study at Kennesaw College.

Multi-user and single-user microcomputers are also available to support the academic programs at Kennesaw. Apple computers and IBM PC's with a generous software library are now available for student use in the Computing Resources Laboratory, second floor, Old Library.

In addition, most administrative data processing is conducted on the college's TI 990/12. This minicomputer is also used to provide high speed printing services for faculty and student users of the Network system.

Center for Excellence in Teaching and Learning (CETL)

Located on the fourth floor of the library, the Center for Excellence in Teaching and Learning (CETL) combines facilities for media services, learning laboratories, faculty development, a curriculum resource center, and an area teacher center, in an innovative approach to learning and instructional effectiveness. A variety of audio and visual instructional materials and equipment is available to the campus community.

Counseling, Advisement and Placement Services (CAPS) Center

The CAPS Center, located on the second floor, Old Library, incorporates the vital functions of educational, career counseling, job placement services for all students, and academic advisement for freshmen and transfer students who have

not declared a major area of study. Appropriately trained personnel are available during Center hours to assist students with concerns or questions in any of the above areas. Specialized services are also available in the CAPS Center to provide assistance to students with particular needs, e.g., international students, adult learners, minority students, or students with handicapping conditions.

Counseling and Testing—In an atmosphere of confidentiality, professional counselors offer educational and career counseling and testing services to Kennesaw students. Individual or group counseling is available to assist the student with a variety of needs, e.g., assertiveness, career development, non-traditional student support, personal growth, study skills, or stress management.

Placement Services—Placement personnel are available to assist the Kennesaw student or alumnus with career-related concerns. Students are encouraged to use these services early in their college careers. Among the services offered are: career advisement and development; cooperative education opportunities; job opening notices; and assistance in resume writing, interviewing and job search.

Career Resource Library—This library is located in the CAPS Center and includes a collection of material about careers, colleges and graduate schools, as well as a computer terminal for use of the Georgia Career Information System (GCIS) and Computer Assisted Study Skills Instruction (CASSI).

Health

Kennesaw College, being a non-residential college, does not assume responsibility for the overall health and physical well-being of its students. The College does assume, however, a reasonable degree of responsibility for the safety and welfare of its student body by encouraging students to participate in a nominally priced accident and sickness insurance plan and maintaining adequately equipped first-aid stations at strategic locations on campus.

No student with a contagious disease may attend classes. Every student is held individually responsible for adhering to this regulation.

Any student who requires special consideration because of any physical handicap should have his/her physician write an explanatory letter to the Dean of Student Development giving full details of the disability and any limitations/restrictions on his/her activities.

If an individual becomes seriously ill or involved in an accident requiring medical attention, the Campus Police should be contacted by dialing the campus operator and requesting assistance. There are police officers, who are trained and state-certified emergency medical technicians, on duty at all times. Comprehensive medical facilities are reasonably accessible to the campus.

In the event it becomes necessary to seek medical attention beyond minor first aid treatment, the following steps will be taken:

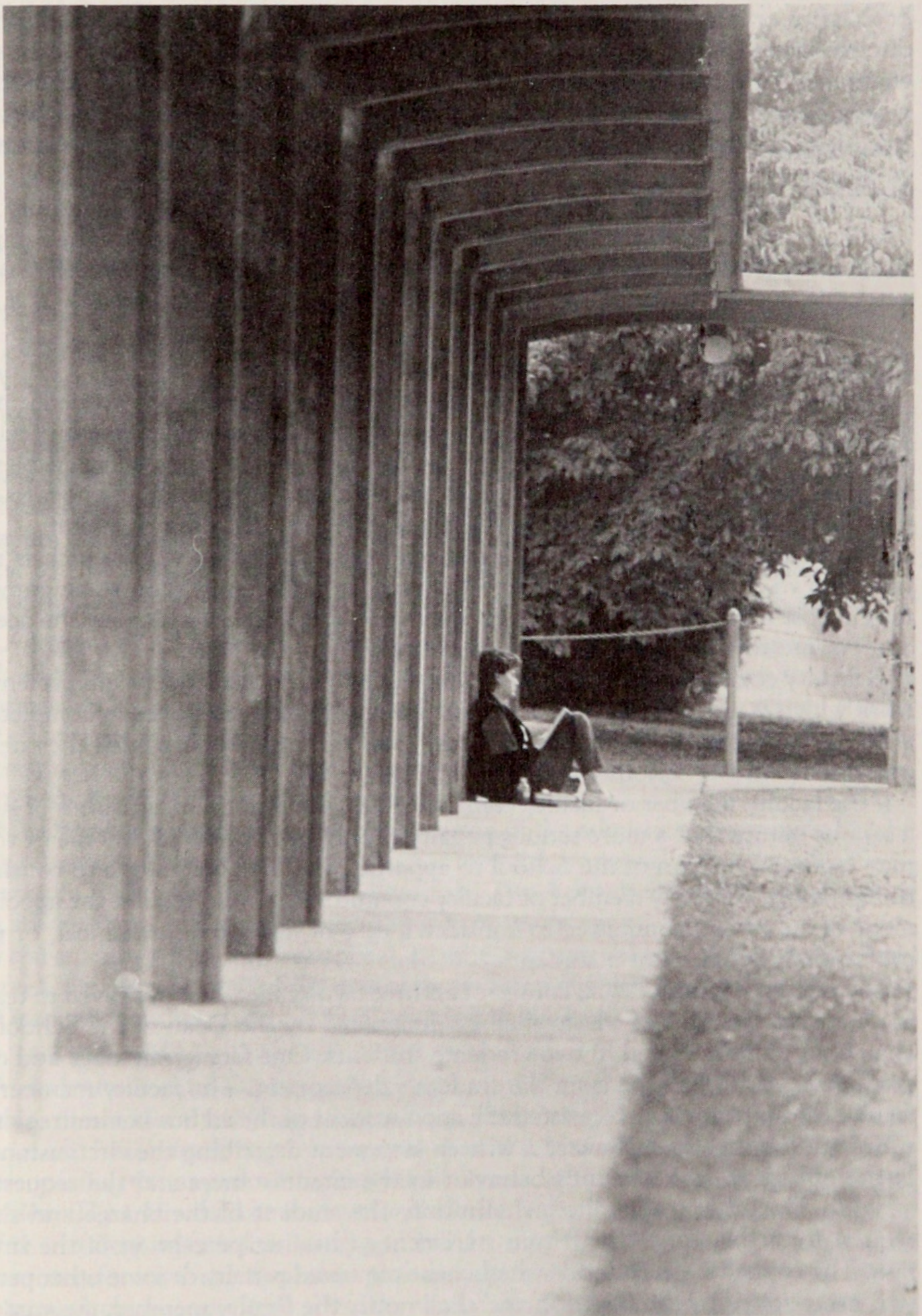
1. If the individual is conscious and alert and indicates a desire for an ambulance to be called, the attending officer will comply with the request.
2. If the individual is unconscious, he/she will be treated and transported to the hospital by ambulance. The attending officer will call the ambulance (at the individual's expense) to transport him/her to the emergency room at Kennesaw Hospital.
3. In the case of injury to students participating in sanctioned Intercollegiate Athletics activities, the college will assume responsibility for the expense of the ambulance.

• Graduate Student Services

4. Efforts will be made to notify parents/spouse/next of kin to inform them of the circumstances.

Student Housing

Kennesaw is a non-residential college. Students are expected to provide their own off-campus housing. In the event a student is unable to locate suitable living accommodations, assistance may be provided by the Office of the Dean of Student Development.



Code of Conduct

Board of Regents' Statement on Disruptive and Obstructive Behavior

"The Board of Regents stipulates that any student, faculty member, administrator, or employee, acting individually or in concert with others, who clearly obstructs or disrupts, or attempts to obstruct or disrupt any teaching, research, administrative, disciplinary or public service activity, or any other activity authorized to be discharged or held on any campus of the University System of Georgia is considered by the Board to have committed an act of gross irresponsibility and shall be subject to disciplinary procedures, possibly resulting in dismissal or termination of employment.

"The Board reaffirms its belief that all segments of the academic community are under a strong obligation and have a mutual responsibility to protect the campus community from disorderly, disruptive, or obstructive actions which interfere with academic pursuits of teaching, learning, and other campus activities."

Policy on Ethical and Professional Behavior

Kennesaw College expects that graduate students will pursue their academic programs in an ethical, professional manner. Any work which students present in fulfillment of program or course requirements should represent their own efforts, achieved without giving or receiving any unauthorized assistance. Any student who is found to have violated these expectations will be subject to disciplinary action.

A faculty member who finds that a student has presented work which is not his/her own or received unauthorized assistance in completing a course assignment may impose a grade penalty for the assignment or in the course which he/she deems appropriate to the seriousness of the infraction.

A faculty committee (e. g., thesis, exam) which finds that a student has presented work which is not his/her own or received unauthorized assistance in completing a degree requirement may impose a penalty for the requirement which they deem appropriate to the seriousness of the infraction.

If the faculty member or faculty committee believes that an infraction is of such a serious nature that a more serious penalty should be considered, he/she or they may request the Dean of the School to appoint an ad hoc committee to consider the situation. A faculty member or faculty committee may also request the appointment of an ad hoc committee to consider a case of disruptive, unethical, or unprofessional behavior of a student.

The ad hoc committee shall consist of a) three faculty members approved to teach graduate courses, one of whom shall be designated by the Dean of the School to chair the committee, and b) two graduate students. One faculty member and one graduate student must be from the student's department. The faculty member or faculty committee which requested the appointment of the ad hoc committee shall submit to the ad hoc committee a written statement describing the circumstances of the infraction, the student's behavior in the circumstances and the requested penalty. The ad hoc committee shall notify the student of the charge and shall request from the student a written statement of his/her perception of the situation. The committee shall decide whether the requested penalty or some other penalty is necessitated by the situation and shall notify the faculty member, the student and the Dean of the School of their decision.

The ad hoc committee may impose such penalties as exclusion from a degree program and exclusion from graduate studies and may recommend to the President the penalty of revocation of a previously-awarded degree. Any decision by an ad hoc committee will become part of the student's permanent record and will

appear on his/her official transcript after all appeals have been exhausted and the decision has been sustained.

If the student disagrees with a decision of a faculty member or a committee, he/she may appeal it according to the procedures described in the Appeals Policy, Section 3: All Other Appeals.

Appeals Policy

The policy governing appeals by graduate students of any decisions affecting their progress toward a degree at Kennesaw College is based on the following assumptions.

1. A student should initiate an appeal with the individual or group that made the contested decision.
2. In all appeal situations, the Dean of Graduate Studies is the level of final appeal.

Appeals procedures are provided for the following three classes of situations.

1. Appeal of Time Extension to Complete Degree

A student who wishes to request a time extension due to extenuating circumstances should complete a **Request for Time Extension** form and submit it to his/her advisor. The advisor will recommend approval or nonapproval and forward the request to the department chairperson. The department chairperson will recommend approval or nonapproval and forward the request to the graduate program coordinator of the school. The program coordinator will forward the request to the Dean of Graduate Studies. The Dean of Graduate Studies will approve or disapprove the request and notify all parties of the final decision.

2. Appeal of a Decision of Denial of Admission to a Degree Program

A student who wishes to appeal a decision of denial of admission to a degree program should submit a letter to the program coordinator of the school stating the reasons for appealing the decision. The program coordinator shall call a meeting of the program admissions committee to consider the appeal. The admissions committee shall notify the student of its decision.

If the student is dissatisfied with the decision of the admissions committee he/she may request that the program coordinator forward the appeal to the Appeals Committee of Graduate Curriculum Committee. The Appeals Committee shall notify the student and the program coordinator of its decision.

If the student wishes further appeal, he/she may request that the Appeals Committee Chairperson forward the appeal to the Dean of Graduate Studies. The Dean of Graduate Studies shall notify all parties of his/her decision.

3. All Other Appeals

A student who wishes to appeal any other decision (e. g., grades, comprehensive exams, thesis, discrimination, arbitrary and capricious behavior, exclusion from school, exclusion from degree program) should submit a letter stating the reasons for requesting the appeal to the individual or committee which made the contested decision. The individual or committee shall notify the student of his/her decision.

If the student wishes further appeal he/she may request that the individual or committee forward the appeal to the appropriate department chairperson. The department chairperson shall notify the student and individual/committee of his/her decision.

If the student wishes further appeal, he/she may request that the department chairperson forward the appeal to the school program coordinator. The program coordinator shall notify the student, the individual/committee and the department chairperson of his/her decision.

If the student wishes further appeal, he/she may request that the program coor-

• Academic/Social Policies

dinator forward the appeal to the Chairperson of the Graduate Curriculum Committee who shall appoint an ad hoc committee to consider the appeal. The membership of the ad hoc committee shall consist of

- 1) a chairperson who is a faculty member of Graduate Curriculum Committee.
- 2) two faculty members approved to teach graduate courses who are not members of the Graduate Curriculum Committee.
- 3) two graduate students who are not members of Graduate Curriculum Committee, one of whom must be in the same graduate program as the appealing student.

The ad hoc committee shall notify the student and the program coordinator of its decision.

If the student wishes further appeal, he/she may request that the chairperson of the ad hoc committee forward the appeal to the Dean of Graduate Studies. The Dean shall notify all parties of his/her decision.

BOARD OF REGENTS

Regent	District	Current Term Expires
JOHN H. ANDERSON, JR., Hawkinsville	State-at-Large	1990
JULIUS F. BISHOP, Athens	Tenth	1986
WILLIAM T. DIVINE, JR., Albany	Second	1989
MARIE WALTERS DODD, Atlanta	State-at-Large	1988
THOMAS H. FRIER, SR., Douglas	Eighth	1992
ARTHUR M. GIGNILLIAT, JR., Savannah	First	1990
JOSEPH D. GREENE, Thomson	State-at-Large	1991
ELRIDGE W. McMILLIAN, Atlanta	Fifth	1989
EDGAR L. RHODES, Bremen	Sixth	1992
JOHN H. ROBINSON, III, Americus	Third	1986
JOHN E. SKANDALAKIS, Atlanta	State-at-Large	1988
SIDNEY O. SMITH, JR., Gainesville	Ninth	1987
LLOYD L. SUMMER, JR., Rome	Seventh	1987
JACKIE M. WARD, Atlanta	Fourth	1991
CAROLYN D. YANCEY, Atlanta	State-at-Large	1992

**OFFICERS AND STAFF MEMBERS
OF THE BOARD OF REGENTS**

- SIDNEY O. SMITH JR., Chairman*
- ARTHUR M. GIGNILLIAT, JR., Vice Chairman*
- H. DEAN PROPST, Chancellor*
- HENRY G. NEAL, Executive Secretary*
- JACOB H. WAMSLEY, Vice Chancellor-Fiscal Affairs and Treasurer*
- FREDERICK O. BRANCH, Vice Chancellor-Facilities
- W. RAY CLEERE, Vice Chancellor-Academic Affairs
- HOWARD JORDAN, JR., Vice Chancellor-Services
- THOMAS F. McDONALD, Vice Chancellor-Student Services
- HARRY B. O'REAR, Vice Chancellor-Health Affairs
- HASKIN R. POUNDS, Vice Chancellor-Research and Planning
- JAMES L. CARMON, Assistant Vice Chancellor-Computing Systems
- WANDA K. CHEEK, Assistant Vice Chancellor-Planning
- T. DON DAVIS, Assistant Vice Chancellor-Fiscal Affairs/Personnel
- GORDON M. FUNK, Assistant Vice Chancellor-Fiscal Affairs-Accounting Systems and Procedures
- MARY ANN HICKMAN, Assistant Vice Chancellor for Affirmative Action
- H. GUY JENKINS, JR., Assistant Vice Chancellor-Facilities
- THOMAS E. MANN, Assistant Vice Chancellor-Facilities
- KAY MILLER, Assistant to the Chancellor-Public Relations and Information Services
- ROGER MOSSHART, Assistant Vice Chancellor-Fiscal Affairs-Budgets
- W. CURTIS SPIKES, Assistant Vice Chancellor-Research

*Officers of the Board

THE UNIVERSITY SYSTEM OF GEORGIA

The University System of Georgia includes 33 state-operated institutions of higher education located throughout the state—4 universities, 14 senior colleges, and 15 junior colleges.

The 15-member constitutional Board of Regents governs the System, which has been in operation since 1932. Appointments for seven-year terms of five Board members from the state-at-large and one Board member from each of the state's 10 Congressional Districts are made by the Governor, subject to confirmation by the State Senate.

The Chairperson, Vice Chairperson, and other Board officers are elected by the members of the Board. The Chancellor, who is not a Board member, is the Board's chief executive officer and the chief administrative officer of the University System.

Overall, programs and services of the University System are offered through three major components—instruction, public service/continuing education, and research.

INSTRUCTION encompasses programs of study leading toward degrees, ranging from the two-year associate level through the doctoral level, and certificates.

Each institution determines requirements for admission of students to instructional programs, pursuant to policies of the Board of Regents. The Board, which establishes minimum academic standards, leaves to each institution the prerogative of establishing higher standards. Applications for admission should be addressed in all cases to the institutions.

For students whose goal is a degree beyond the associate level, a Core Curriculum of study for the freshman and sophomore years is in effect at each institution. The Core Curriculum, which facilitates transfer of freshman and sophomore degree credits within the University System, requires 90 quarter-credit-hours: 60 in general education and 30 in the student's chosen major.

PUBLIC SERVICE/CONTINUING EDUCATION encompasses, primarily, non-degree activities, including short courses, seminars, conferences, lectures, and consultative and advisory services. Some college-degree-credit courses of special types are also offered, typically through extension center programs and teacher education consortiums.

RESEARCH encompasses on-campus and off-campus investigations conducted primarily by the universities but also in moderate scope at some of the senior colleges, for discovery and application of knowledge. Research topics cover a large variety of matters related to the educational objectives of the institutions and to general needs of society.

The policies of the Board of Regents and the administrative actions of the Chancellor provide for each institution autonomy of high degree in academic administrative matters. The executive head of each institution is the President, whose election is recommended by the Chancellor and approved by the Board.

State appropriations for the University System are registered by the Board of

Regents. The largest share of state appropriations (approximately 52 percent) is allocated by the Board for Instruction. Percentages of funds derived from all sources for Instruction in the 1980-81 fiscal year were: 77 percent from state appropriations, 20 percent from student fees, 3 percent from other internal income from institutions.

Matriculation and non-residential tuition fees for all institutions are set by the Board. All resident students pay matriculation fees; out-of-state students pay non-resident tuition in addition to matriculation. Fees for student services and activities are established by each institution, subject to the Board's approval.

INSTITUTIONS OF THE UNIVERSITY
SYSTEM OF GEORGIA

UNIVERSITIES

h — On-Campus Student Housing Facilities

Degrees Awarded: A-Associate; B-Bachelor's; J-Juris Doctor;

M-Master's; S-Specialist in Education; D-Doctor's

Athens 30602

University of Georgia, h; B, J, M, S, D

Atlanta 30332

Georgia Institute of Technology,

h; B, M, D

Atlanta 30303

Georgia State University, A, B, M, S, D

Augusta 30912

Medical College of Georgia,

h; A, B, M, D

SENIOR COLLEGES

Albany 31705

Albany State College, h; B, M

Americus 31709

Georgia Southwestern College,

h; A, B, M

Augusta 30910

Augusta College, A, B, M

Carrollton 30118

West Georgia College, h; A, B, M, S

Columbus 31993

Columbus College, A, B, M

Dahlonega 30597

North Georgia College, h; A, B, M

Fort Valley 31030

Fort Valley State College, h; A, B, M

Marietta 30061

Kennesaw College, A, B, M

Marietta 30060

Southern Technical Institute, h; A, B

Milledgeville 31061

Georgia College, h; A, B, M, S

Savannah 31406

Armstrong State College, A, B, M

Savannah 31404

Savannah State College, h; A, B, M

Statesboro 30460

Georgia Southern College, h; A, B, M, S

Valdosta 31601

Valdosta State College, h; A, B, M, S

JUNIOR COLLEGES

Albany 31707

Albany Junior College, A

Atlanta 30310

Atlanta Junior College, A

Bainbridge 31717

Bainbridge Junior College, A

Barnesville 30204

Gordon Junior College, h; A

Brunswick 31523

Brunswick Junior College, A

Cochran 31014

Middle Georgia College, h; A

Dalton 30720

Dalton Junior College, A

Douglas 31533

South Georgia College, h; A

Gainesville 30403

Gainesville Junior College, A

Macon 31297

Macon Junior College, A

Morrow 30260

Clayton Junior College, A

Rome 30161

Floyd Junior College, A

Swainsboro 30401

Emanuel County Junior College, A

Tifton 31793

Abraham Baldwin Agricultural

College, A

Waycross 31501

Waycross Junior College, A

University System of Georgia

244 Washington Street, S.W.

Atlanta, Georgia 30334

ADMINISTRATIVE OFFICERS

Betty L. Siegel, Ph. D	President
James W. Kolka, Ph.D.	Vice President for Academic Affairs
Roger E. Hopkins, M. Ed.	Vice President for Business & Finance
Edwin A. Rugg, Ph. D.	Executive Assistant to the President
James A. Fleming, M.A.	Assistant to the President for Advancement
Eleanor T. Hopper, Ed. D.	Dean, Student Development
Arthur N. Dunning, Ph. D.	Dean of Graduate Studies and Sponsored Research
George H. Beggs, Ph. D.	Dean, School of Arts and Behavioral Sciences
Herbert L. Davis, Ph. D.	Dean, School of Science and Allied Health
Robert L. Driscoll, Ph. D.	Dean, School of Education
Harry J. Lasher, Ph. D.	Dean, School of Business Administration

FACULTY

ANDERSON, THOMAS C. (1985) Associate Professor of Economics and Finance. B. S. Utah State University 1965, M.S. Utah State University 1966, Ph.D. University of California at Berkeley 1972.

ARONOFF, CRAIG E. (1983) Chair, Department of Management, Holder of the Chair of Private Enterprise and Professor of Management. B.S.J. Northwestern University 1971, M.A. University of Pennsylvania 1974, Ph.D. University of Texas at Austin 1975.

BAIRAN, L. ANNETTE (1972) Associate Professor of Nursing. B.S.N. Medical College of Georgia 1970, M.N. Emory University 1972, Ph.D. Georgia State University 1985.

BARGO, MARTHA E. (1972) Assistant Professor of English. B.A. Furman University 1948, M.R.E. Southern Baptist Theological University of Louisville 1952, M.A. Georgia State University 1972, Ph.D. Georgia State University 1984.

BARRIER, ROBERT G. (1976) Assistant Professor of English. B.A. Berea College 1965, M.A. Vanderbilt University 1967, Ph.D. University of Georgia 1980.

BEGGS, GEORGE H. (1966) Dean, School of Arts and Behavioral Sciences and Professor of Political Science. B.A. Emory University 1959, M.A. Stetson University 1962, Ph.D. University of Arizona 1966.

BERGERON, A. WILLIAM (1978) Associate Professor of English. A.B. Spring Hill College 1966, M.A. University of Dallas 1969, Ph.D. University of Georgia 1974.

BOBIA, ROSA (1984) Assistant Professor of French. B.A. North Carolina Central

University 1966, M.A. University of North Carolina at Chapel Hill 1972, M.A. Vanderbilt University 1981, Ph.D. Vanderbilt University 1984.

BOSTICK, PETER E. (1971) Professor of Biology. B.S. University of Alabama 1961, M.A. University of North Carolina at Chapel Hill 1964, Ph.D. University of North Carolina at Chapel Hill 1966.

BUCHANAN, W. WRAY (1984) Director of the Small Business Development Center and Professor of Marketing. B.S. Georgia Institute of Technology 1952, M.S. Georgia Institute of Technology 1959, Ph.D. University of Georgia 1972.

BUMGARNER, MARY (1985) Assistant Professor of Economics. B.B.A. Georgia State University 1976, Ph.D. Georgia State University 1984.

CARLEY, SUSAN S. (1985) Assistant Professor of Marketing. B.A. Louisiana State University 1975, Ph.D. University of Georgia 1983.

CARUSO, VIRGINIA M. (1984) Chair, Department of Health, Physical Education and Recreation and Associate Professor of Physical Education. B.S. Salem State College 1969, M.Ed. East Stroudsburg University 1972, Ed.D. University of Massachusetts 1980.

CHAN, MICAH Y. (1966) Associate Professor of Management Science. B.S. University of Southern Mississippi 1963, M.S. University of Tennessee 1965, Ph.D. University of Georgia 1982.

CHRISTENSON, CHRISTINA (1984) Assistant Professor of Management. B.A. University of Georgia 1974, M.B.A. Georgia State University 1978, Ph.D. Georgia State University 1983.

• Faculty

CURLEY, MICHAEL D. (1984) Chair, Department of Economics & Finance and Associate Professor of Economics and Finance. B.S. University of Missouri 1965, M.B.A. University of Missouri 1967, M.A. University of Kentucky 1969, Ph.D. University of Kentucky 1974.

DAVIS, BOWMAN O. (1970) Professor of Biology. B.S. East Tennessee State University 1965, M.A. East Tennessee State University 1967, Ph.D. Emory University 1971.

DAVIS, HERBERT L. (1970) Dean, School of Science and Allied Health and Professor of Biology. B.S. Berry College 1957, M.S. Emory University 1961, Ph.D. Emory University 1965.

DENNIS, RODNEY W. (1983) Assistant Professor of Psychology. B.A. Brown University 1973, M.A. University of Kansas 1978, Ph.D. University of Kansas 1982.

DEVINE, PATRICK J. (1980) Assistant Professor of Psychology. B.A. John Carroll University 1974, M.Ed. Georgia State University 1975, Ph.D. Illinois Institute of Technology 1980.

DRISCOLL, ROBERT L. (1978) Dean of the School of Education and Professor of Education. B.S. State University College at Brockport, N.Y. 1958, M.S. Alfred University 1961, Ph.D. Michigan State University 1970.

DUNNING, ARTHUR N. (1983) Dean of Graduate Studies and Sponsored Research, and Associate Professor of Education. B.A. University of Alabama 1969, M.A. University of Alabama 1970, Ph.D. University of Alabama 1976.

ECONOMOPOULOS, VASSILIS C. (1979) Associate Professor of Sociology. B.A. "PANTIOS" Athens, Greece 1962, M.S. Florida State University 1967, Ph.D. Emory University 1977.

EISELE, BARBARA A. (1984) Assistant Professor of Education. B.A. University of Northern Colorado 1966, M.A. West Virginia University 1977, Ed.D. West Virginia University 1981.

ELLIS, ANN W. (1976) Chair, Department of History and Associate Professor of History. B.S. University of Georgia 1965, M.A. University of Georgia 1967, Ph.D. Georgia State University 1975.

FLEISZAR, KATHLEEN A. (1976) Associate Professor of Biology. B.S. Loyola University 1969, Ph.D. University of Illinois 1976.

FORRESTER, DONALD W. (1981) Associate Professor of Music. A.B. Mercer University 1960, M.C.M. New Orleans Baptist Seminary 1962, Ed.D. University of Georgia 1969.

FOWLER, JOANNE E. (1982) Assistant Professor of English/Developmental Studies. B.A. Duke University 1962, M.Ed. Emory University 1971, Ph.D. Emory University 1982.

FRANKLIN, BARRY M. (1984) Assistant Professor of Education. A.B. California State University, Northridge 1966, M.A.T. University of Chicago 1969, M.S.Ed. University of Wisconsin-LaCrosse 1978, Ph.D. University of Wisconsin-Madison 1974.

FREY, RALPH W. (1984) Chair, Department of Accounting and Associate Professor of Accounting. B.S. University of Maryland 1964, M.B.A. University of Maryland 1966, D.B.A. University of Maryland 1972, CPA (Maryland, Pennsylvania, North Carolina, Georgia).

GALLIANO, GRACE (1974) Assistant Professor of Psychology. B.A. City College of New York 1965, M.A. New School for Social Research 1969, Ph.D. Georgia State University 1980.

GAYLER, RICHARD A. (1976) Associate Professor of Mathematics. B.S. Northwest Missouri State University 1971, M.S. Florida State University 1974, Ph.D. Florida State University 1976.

GENTILE, JOHN S. (1985) Assistant Professor of Speech, B.A. S.U.N.Y. at Geneseo 1978, M.A. Northwestern University 1980, Ph.D. Northwestern University 1984.

GIBSON, R. WAYNE (1972) Chair, Department of Music and Performing Arts and Professor of Music. B.A. Huntingdon College 1961, M.M. Northwestern University 1962, Ph.D. Northwestern University 1972.

GILLIAM, KENNETH P. (1984) Associate Professor of Economics. B.S. Long Island University 1964, M.Ed. Pennsylvania State University 1968, M.S. Lehigh University 1974, Ph.D. Lehigh University 1976.

GOLDEN, BEN R. (1976) Associate Professor of Biology. B.S. Middle Tennessee State University 1958, M.A. George Peabody College (Vanderbilt) 1960, Ph.D. Brown University 1971.

- GOODWIN, RANDALL B.** (1982) Assistant Professor of Economics. B.A. Armstrong State College 1976, Ph.D. University of Georgia 1982.
- GRAHAM, DOROTHY H.** (1977) Assistant Professor of English. A.B. Mercer University 1971, M.A. University of Georgia, Ph.D. Georgia State University 1985.
- GRASHOF, JOHN F.** (1984) Chair, Department of Marketing/Business Law and Professor of Marketing. B.S. Pennsylvania State University 1964, M.B.A. Pennsylvania State University 1965, Ph.D. Michigan State University 1968.
- GREENE, ROBERT J.** (1966) Librarian. B.S. Bowling Green State University Ohio 1954, M.S.L.S. Florida State University 1959, Ph.D. Florida State University 1973.
- GREIDER, JOHN C.** (1966) Professor of English. B.A. University of Georgia 1953, B.D. New Orleans Baptist Theological Seminary 1955, M.A. George Peabody College 1956, Ph.D. University of Liverpool 1966.
- HALE, B. EDWARD, JR.** (1978) Assistant Professor of Sociology. B.A. North Georgia College 1970, M.A. University of Georgia 1974, Ph.D. University of Georgia 1980.
- HARRIS, I. DAVID** (1966) Professor of Physical Education. B.S. Georgia Teachers College 1955, M.Ed. Georgia Southern College 1963, Ed.D. University of Southern Mississippi 1969.
- HAYNES, JOEL B.** (1985) Professor of Marketing. B.I.E. Ohio State University 1966, M.B.A. Ohio State University 1967, D.B.A. University of Colorado 1973.
- HEPLER, G. RUTH** (1978) Chair, Department of Psychology and Associate Professor of Psychology. B.S.N. Emory University 1964, M.N. Emory University 1965, M.A. Georgia State University 1973, Ph.D. Georgia State University 1977.
- HESS, W. GEORGE** (1984) Assistant Professor of Education. B.A. Fresno State University 1966, M.A. University of Iowa 1971, Ph.D. University of Iowa 1974.
- HILL, ELLIOTT M.** (1969) Associate Professor of English. A.B. University of North Carolina at Chapel Hill 1956, M.A. University of Kentucky 1961, Ph.D. Emory University 1969.
- HILL, GEORGE W., IV** (1979) Associate Professor of Psychology. B.A. University of Georgia 1972, M.S. University of Georgia 1977, Ph.D. University of Georgia 1979.
- HILL, ROBERT W.** (1985) Chair, Department of English and Professor of English. B.A. University of North Carolina at Chapel Hill 1963, M.A. University of North Carolina at Chapel Hill 1964, Ph.D. University of Illinois, Urbana 1972.
- HINTON, VIRGINIA C.** (1966) Professor of English. A.B.J. University of Georgia 1942, M.S. Auburn University 1948, Ph.D. University of Georgia 1967.
- HODGES, LINDA C.** (1980) Assistant Professor of Chemistry. B.S. Centre College of Kentucky 1972, Ph.D. University of Kentucky 1979.
- HOLZMAN, JUDY M.** (1972) Assistant Professor of Spanish. B.A. Auburn University 1969, Certificate, University of Madrid 1970, M.A. University of Georgia 1972, Ph.D. Georgia State University 1980.
- HOPPER, ELEANOR T.** (1970) Interim Dean for Student Development and Associate Professor of Education. B.S. University of Alabama 1950, M.A. University of Alabama 1965, Ed.D. University of Alabama 1970.
- HUBBARD, ELAINE M.** (1975) Assistant Professor of Mathematics/Developmental Studies. B.S. Georgia Institute of Technology 1972, M.S. Georgia Institute of Technology 1974, Ph.D. Georgia Institute of Technology 1980.
- HUCK, EUGENE R.** (1973) Distinguished Professor of History and International Affairs. A.B. Temple University 1952, M.A. University of Alabama 1954, Ph.D. University of Alabama 1963.
- HUNT, HUGH C., JR.** (1976) Assistant Professor of Philosophy. B.A. Emory University 1964, M.A. Emory University 1975, Ph.D. Emory University 1979.
- JARRELL, WILLOUGHBY G.** (1976) Chair, Department of Political Science and Associate Professor of Political Science. B.A. Indiana University 1962, M.A. Indiana University 1964, Ph.D. Emory University 1974.
- KARCHER, BARBARA C.** (1974) Associate Professor of Sociology. A.B. Loyola University 1967, M.A. University of Georgia 1970, Ph.D. University of Georgia 1974.

• Faculty

KEENE, THOMAS H. (1973) Associate Professor of History. A.B. Dickinson College 1967, M.A. Emory University 1969, Ph.D. Emory University 1974.

KELLY, JOSEPH R. (1984) Director of CETL and Associate Professor of Education. B.S., N. Y. State College for Teachers at Albany 1956, M.S. Cornell University 1963, Ed.D. Oregon State University 1973.

KING, NANCY S. (1972) Assistant Professor of English. B.A. Mercer University 1964, M.A. Georgia State University 1970, Ph.D. Georgia State University 1984.

KOLKA, JAMES W. (1983) Vice President for Academic Affairs and Professor of Political Science. B.S. University of Wisconsin-Eau Claire 1960, J. D. University of Wisconsin-Madison 1963, Ph.D. University of Kansas 1969.

LANDRUM, MILDRED W. (1977) Associate Professor of Management. B.C.S. University of Georgia 1950, M.B.E. Georgia State University 1967, Ph.D. Georgia State University 1974.

LASHER, HARRY J. (1984) Dean of the School of Business Administration and Professor of Management. B.S. Syracuse University 1965, M.B.A. Syracuse University 1966, Ph.D. Syracuse University 1970.

LEWIN, JONATHAN WALTER (1983) Assistant Professor of Mathematics. B.Sc. Witwatersrand University-Johannesburg 1964, M.A. University of Wisconsin-Madison 1968, Ph.D. University of Wisconsin-Madison 1970.

LING, CYRIL C. (1985) Professor of Management. B.S. Wayne State University 1957, M.B.A. Wayne State University 1958, D.B.A. Indiana University 1962.

McCRUMMEN, NORMAN H., III (1984) Director of Development. B.S. Samford University 1969, M.A. University of Alabama 1973, Ph.D. University of Alabama 1976.

MITCHELL, JUDITH ANN (1978) Chair, Department of Curriculum and Instruction and Associate Professor of Education. A.B. University of California-Los Angeles 1963, M.S. University of Wisconsin-Madison 1971, Ph.D. University of Wisconsin-Madison 1977.

MOORE, J. THOMAS (1984) Associate Professor of Accounting. B.S. Miami University 1956, M.B.A. Indiana University 1959, D.B.A. University of Kentucky 1982, CPA (Kentucky).

MORGAN, DAVID L. (1978) Associate Professor of Mathematics. B.A. Washington State University 1961, M.A. Washington State University 1963, Ph.D. University of Wisconsin-Madison 1968.

MOSES, ORAL L. (1984) Assistant Professor of Music. B.M. Fisk University 1975, M.M. University of Michigan 1978, D.M.A. University of Michigan 1984.

NORMAN, C. DONALD (1977) Associate Professor of Physics. B.S. Berry College 1958, M.S. University of Georgia 1967, Ph.D. Oklahoma State University 1976.

PADDOCK, JOHN R. (1982) Assistant Professor of Psychology. B.A. Williams College 1977, M.A. Emory University 1981, Ph.D. Emory University 1982.

PALMER, C. GRADY (1966) Associate Professor of Physical Education. B.S. Middle Tennessee State University 1956, M.A. Middle Tennessee State University 1966, Ed.D. University of Georgia 1973.

PAPAGEORGE, LINDA M. (1978) Assistant Professor of History. B.A. St. Norbert College 1964, M.A. Michigan State University 1966, Ph.D. Michigan State University 1973.

PAUL, CHRIS WESLEY, II (1984) Professor of Economics. B.S. Southwest Missouri State 1972, Ph.D. Texas A & M University 1979.

PAUL, ROBERT C. (1978) Associate Professor of Biology. B.S., S.U.N.Y., Stony Brook 1968, Ph.D., S.U.N.Y., Stony Brook 1975.

PAULK, DANIEL L. (1979) Assistant Professor of Psychology. B.A. Georgia State University 1972, M.A. Georgia State University 1973, Ph.D. Georgia State University 1976.

PERKINS, JULIA L. (1973) Chair, Department of Nursing and Associate Professor of Nursing. B.S.N. Medical College of Georgia 1965, M.S.N. University of California at San Francisco 1973, D.S.N. University of Alabama 1982.

PERRY, GLADYS E. (1985) Assistant Professor of Economics and Finance. B.S. Northern Illinois University, DeKalb 1969, M.A. Northern Illinois University, DeKalb 1971, Ph.D. University of Illinois at Urbana-Champaign 1981.

- PINKETT, KATHLEEN L.** (1985) Assistant Professor of Education. B.S. Towson State University 1968, M.Ed. Towson State University 1975, Ph.D. Georgia State University 1984.
- PINTOZZI, FRANK J.** (1984) Associate Professor of Reading/Developmental Studies. B.A. St. John's University 1967, M.A. University of Dayton 1969, Ed.D. North Carolina State University 1978.
- POWELL, TERRY E.** (1984) Associate Professor of Marketing. B.A. Arkansas State University 1969, M.B.A. University of Arkansas 1978, Ph.D. University of Arkansas 1980.
- RASCATI, RALPH J.** (1985) Associate Professor of Biology. B.S. Rensselaer Polytechnic Institute 1969, Ph.D. University of Massachusetts 1975.
- RASHEED, KENNETH R.A.** (1984) Assistant Professor of Business Law. B.S. Xavier University of Louisiana 1977, M.B.A. Tulane University 1979, J. D. Howard University 1984.
- REGGIO, PATRICIA H.** (1979) Associate Professor of Chemistry. B.S. Louisiana State University in New Orleans 1971, Certificate, St. Mary's Dominican College 1975, Ph.D. University of New Orleans 1978.
- RHYNE, PAMELA JEAN** (1974) Professor of Biology. B.S. Clemson University 1967, M.S. Clemson University 1968, Ph.D. Georgia State University 1973.
- RIDLEY, HELEN S.** (1975) Associate Professor of Political Science. B.A. Southwestern at Memphis 1953, M.A. Emory University 1954, Ph.D. Emory University 1975.
- ROACH, S. FREDERICK, JR.** (1968) Professor of History. B.A. Georgia State College 1962, M.A. Villanova University 1964, Ph.D. University of Oklahoma 1972.
- ROBERTS, GARY B.** (1985) Assistant Professor of Management. A.B. Bowdoin College 1968, M.B.A. Georgia State University 1977, Ph.D. Georgia State University 1982.
- ROBERTS, MORRIS W.** (1985) Chair, Department of Mathematics and Computer Science and Professor of Mathematics and Computer Science. B.S. Tennessee Technological University 1955, Ph.D. Georgia Institute of Technology 1968.
- RODGERS, FAY H.** (1973) MBA Program Coordinator and Associate Professor of Accounting. B.B.A. Georgia State College 1966, D.B.A. Georgia State University 1976, CPA (Georgia).
- ROMANO, FRANK A., III** (1984) Assistant Professor of Biology. B.S. Ohio University 1970, Ph.D. Syracuse University 1980.
- ROMER, K. GIRD** (1970) Associate Professor of History. A.B. University of Georgia 1964, M.A. University of Georgia 1966, Ph.D. University of Georgia 1970.
- ROPER, THOMAS B., JR.** (1978) Assistant Professor of Business Law. B.S.I.M. Georgia Institute of Technology 1966, J.D. Emory University 1968, M.B.A. Georgia State University 1978.
- RUGG, EDWIN A.** (1982) Executive Assistant to the President and Associate Professor of Education. B.A. Florida Presbyterian 1971, M.A. George Peabody College 1973, Ph.D. George Peabody College 1975.
- RUSS, DONALD D.** (1975) Assistant Professor of English. B.A. University of Florida 1966, M.A. University of Florida 1969, Ph.D. Georgia State University 1981.
- SABBARESE, DONALD M.** (1978) Assistant Professor of Economics. B.A. California State College 1972, Ph.D. Georgia State University 1984.
- SAWYER, JERRY D.** (1976) Assistant Professor of Management. B.C.E. Georgia Institute of Technology 1964, M.B.I.S. Georgia State University 1972, M.B.A. Georgia State University 1976, Ph.D. Georgia State University 1980.
- SCHAUFLELE, CHRISTOPHER B.** (1974) Professor of Mathematics. B.S. University of Florida 1961, M.S. Florida State University 1963, Ph.D. Florida State University 1964.
- SCHERER, STEPHEN E.** (1974) Professor of Mathematics and Coordinator of Computer Services-Academic. B.S. Georgia Institute of Technology 1967, M.S. Georgia Institute of Technology 1970, Ph.D. Georgia Institute of Technology 1974.
- SCHLACT, S. ALAN** (1980) Assistant to the Dean of the School of Business Administration and Assistant Professor of Business Law. B.A. University of North Carolina at Chapel Hill 1975, J. D. Emory University 1978.

• Faculty

SCOTT, THOMAS A. (1968) Associate Professor of History. B.S. The University of Tennessee 1964, M.A. The University of Tennessee 1966, Ph.D. The University of Tennessee 1978.

SHAW, ROYCE Q. (1984) Associate Professor of Political Science. B.A. Harvard University 1970, M.A. University of Virginia 1973, Ph.D. University of Virginia 1976.

SHEALY, E. HOWARD, JR. (1978) Assistant Professor of History. A.B. West Georgia College 1971, M.A. Emory University 1975, Ph.D. Emory University 1977.

SIEGEL, BETTY L. (1981) President and Professor of Psychology and Education. B.A. Wake Forest College 1952, M.Ed. University of North Carolina at Chapel Hill 1953, Ph.D. Florida State University 1961.

SILVER, JOSEPH H. (1977) Assistant Professor of Political Science and Coordinator of Minority Affairs. B.A. St. Augustine's College 1975, M.A. Atlanta University 1977, Ph.D. Atlanta University 1980.

SIMCOE, GEORGE, IV (1985) Associate Professor of Communications. B.A. Florida Atlantic University, Boca Raton, Florida 1968, M.A. Murray State University 1970, Ph.D. University of Denver 1974.

SMITH, AUSTIN M. (1984) Associate Professor of Accounting. B.B.A. Southern Methodist University 1957, M.B.A. Southern Methodist University 1960, Ph.D. University of Illinois 1967, CPA (Texas).

SMITH, BETTY A. (1976) Associate Professor of Anthropology. B.S. University of Tennessee 1969, M.A. University of Georgia 1972, Ph.D. University of Georgia 1975.

SOUTHERN, LLOYD J. F. (1983) Associate Professor of Management. B.S.I.M. Georgia Institute of Technology 1965, M.B.A. Georgia State College 1968, Ph.D. Georgia State University 1977.

STAHL, CHRISTINE D. (1983) Assistant Professor of Computer Science. B.S. State University of New York at Albany 1973, Ph.D. State University of New York at Binghamton 1978.

STATHAS, JOHN J. (1985) Assistant Dean of Student Development and Director of CAPS. B.S. University of Wisconsin-Madison 1964, M.Ed. Georgia State University 1972, Ed.S. Georgia State University 1973, Ph.D. Georgia State University 1975.

STIVERS, BONNIE L.E.P. (1984) Assistant Professor of Accounting. B.A. Rice Institute, 1960, M.P.A. Georgia State University 1978, Ph.D. Georgia State University 1983, CPA (Georgia).

STRALEY, TINA H. (1973) Professor of Mathematics. B.A. Georgia State University 1965, M.S. Georgia State University 1966, Ph.D. Auburn University 1971.

TASHCHIAN, ARMEN (1985) Associate Professor of Marketing. B.B.A. University of Texas at Austin 1975, M.B.A. University of Texas at Austin 1977, Ph.D. University of Texas at Austin 1980.

TAYLOR, PATRICK L. (1982) Assistant Professor of Art. B.A. Valdosta State College 1970, M.A.E. University of Georgia 1978, Ph.D. University of Georgia 1982.

THOMSON, KAREN M. (1976) Associate Professor of English. A.B. Wesleyan College 1967, M.A. University of Georgia 1969, Ph.D. Georgia State University 1975.

THOMSON, THOMAS R. (1971) Associate Professor of Mathematics. B.S. Stevens Institute of Technology 1964, M.S. University of South Carolina 1968, Ph.D. Georgia State University 1976.

TURNER, CAROL L. (1967) Associate Professor of English. A.B. Bucknell University 1957, M.A. Georgia State University 1967, Ph.D. Georgia State University 1978.

VORNHOLT, TORY S. (1985) Assistant Professor of Accounting. B.S. University of Virginia 1977, J.D. Emory University 1980, M.S. University of Virginia 1983.

WALKER, FRANK W. (1969) Chair, Department of Chemistry and Physics and Professor of Chemistry. B.S. Ohio University 1962, M.S. Ohio University 1964, Ph.D. Georgia Institute of Technology 1969.

WALKER, GAIL B. (1976) Assistant Professor of English. B.A. Jacksonville State University 1970, M.A. University of Alabama 1973, Ph.D. University of Georgia 1978.

WALKER, JAMES E. (1985) Associate Professor of Political Science. B.A. Miami University 1960, M.U.P. Wayne State University 1970, Ph.D. Claremont Graduate School 1981.

WILLEY, DIANE L. (1972) M.Ed. Program Coordinator and Associate Professor of Education. B.A. Emory University 1967, M.Ed. Georgia State University 1969, Ph.D. University of Iowa 1976.

WILLIAMS, DANIEL J. (1977) Associate Professor of Chemistry. B.A. Hiram College 1970. Ph.D. University of Georgia 1974.

YOUNG, ROSS E. (1978) Director of Personnel Services. B.A. Georgia State University 1966, M.A.P.A. University of Oklahoma 1971, Ph.D. Georgia State University 1983.

YOW, PAULA P. (1982) Assistant Professor of English. B.A. Agnes Scott College 1970, M.A. University of Georgia 1973, Ph.D. University of Georgia 1980.

ZALKOW, VERA B. (1976) Associate Professor of Chemistry. B.S. University of Michigan 1953, M.A. Smith College 1955, Ph.D. Wayne State University 1960.

ZINSMEISTER, DOROTHY D. (1978) Chair, Department of Biology and Associate Professor of Biology. B.S. University of Illinois 1965, M.S. University of Illinois 1967, Ph.D. University of Illinois 1970.

ZIROS, APOSTOLOS D. (1969) Associate Professor of History. M.A. University of Georgia 1951, Ph.D. University of Georgia 1969.

ZOGHBY, MARY (1977) Associate Professor of English. B.A. Mt. St. Agnes-Loyola 1959, M.A. The Catholic University of America 1968, Ph.D. Georgia State University 1978.

ZUMOFF, NANCY E. (1978) Assistant Professor of Mathematics. B.A. New York University-University Heights 1968, M.S. New York University-Courant Institute 1970, Ph.D. New York University-Courant Institute 1973.

DIRECTORY FOR INFORMATION

ADMISSIONS

School of Business Administration (Program Coordinator)	429-2777
School of Education (Program Coordinator)	429-2823
Admissions Office	429-2735
ALUMNI ASSOCIATION	429-2952
BOOKSTORE	429-2961
BUSINESS SERVICES	429-2710
CAMPUS SAFETY & SECURITY	429-2912
DEAN OF GRADUATE STUDIES	429-2746
FINANCIAL AID	429-2774
LIBRARY	429-2886
REGISTRAR	429-2724

INDEX

—A—

Academic Exclusion	14
Academic Probation	14
Academic/Social Policies	53
Academic Regulations	12
Academic Warning	14
Accounting Area of Concentration	28
Additional Academic Regulations	15
Administrative Officers	61
Admission Classification	9
Admission Criteria for Non-Degree Students	10
Admission, Degree	9
Admission, Non-Degree	10
Admission to Graduate Study	8
Admission to MBA Program, General Requirements for	26
Admission to M.Ed. Program, General Requirements for	31
Alumni Association	68
Appeals Policy	55
Application Procedures	8

—B—

Biology, Courses in	45
Board of Regents	57

—C—

Candidacy	13
Career Resource Library	51
Center for Excellence in Teaching and Learning (CETL)	50
Chemistry, Courses in	45
Civil Rights Compliance	1
Classification of Students for Tuition Purposes, Regents' Policies Governing the	20

College Calendar	3
Computing Resources Laboratory	50
Conduct, Code of	54
Constitutional Amendment 23 Admission, Applicants for	13
Counseling, Advisement and Placement Services (CAPS) Center	50
Counseling and Testing	51
Course Descriptions, School of Business Administration	36
Course Descriptions, School of Education	41
Course Exemption	26
Course Load	13
Course Repetitions	14
Credit, Unit of	15
Curriculum & Instruction (ECI)	42

—D—

Degree Admission	9
Degree Ineligibility	14
Degree Requirements	14
Directory for Information	68

—E—

Elementary Teaching Field, Courses in	42
English, Courses in	46
Ethical and Professional Behavior, Policy on	54
Exclusion, Academic	14
Expenses	18

—F—

Faculty	61
Financial Assistance	22
Financial Services Area of Concentration	28
Full Standing	9

—G—

General Information	6
Geography, Courses in	46
Grade Point Average	15
Grades on Graduate Courses	57
Grading System	15
Graduate Course Descriptions	36
Graduate Credit for Undergraduates	10
Graduate Student Services	49
Graduate Student Work Opportunities	23
Graduation Requirements	14
Guaranteed Loans	23

—H—

Health	51
History, Courses in	46
Housing, Student	52
Human Resources Management and Development Area of Concentration	28

• Index

—I—

Institutional Administration Area of Concentration	28
Institutions of the University System of Georgia	60
International Students	8

—L—

Legal Resident, Definition of a	19
Library	50
Loans, Guaranteed	23

—M—

Marketing Area of Concentration	29
Master of Business Administration	26
Master of Education	31
Mathematics, Courses in	47
Matriculation Fee	18
Motor Vehicle Parking Fee, Student	18

—N—

Non-Degree Admission	10
Non-Degree Graduate Study	31
Non-Degree to Degree Status	31
Non-Resident Tuition Fee	18

—P—

Physics, Courses in	48
Placement Services	51
Political Science, Courses in	48
Probation, Academic	14
Professional Sequence	41
Provisional Standing	32

—R—

Readmission to Graduate Study	11
Readmission to the MBA Program	27
Refund of Student Fees, Withdrawal and	19
Regents' Opportunity Scholarship	23
Regents' Scholarships	23
Registration	13
Repetitions, Course	14
Residence Requirement	13

—S—

Schedule Changes	15
Scholarship, Regents' Opportunity	23
Scholarships, Regents'	23
School of Business Administration Course Descriptions	36
School of Education Course Descriptions	41
Second Graduate Program	13
Standing, Full	9

Standing, Provisional	9
Student Activities Fee	18
Student Responsibility	Inside Front Cover

-T-

Teaching Field	33
Time Limit	13
Transfer Credit	13
Transient Student Status	10

-U-

Undergraduates, Graduate Credit for	10
University System of Georgia, The	58

-V-

Veterans' Benefits	23
--------------------------	----

-W-

Warning, Academic	14
Withdrawal and Refund of Student Fees	19
Withdrawal from College or from Individual Courses	15
Work Opportunities, Graduate Student	23



Marietta, GA 30061

APPLICATION FOR ADMISSION GRADUATE STUDY

INSTRUCTIONS:

1. Please complete both sides of the application and sign it.
2. Applicants must have the necessary transcripts and other documents sent to the Admissions Office at least 20 days prior to entry.
3. Request that all colleges and universities attended send an official transcript of all work completed.

4. MEd students only

- a) Submit three letters of recommendation which address your academic performance and teaching/job performance.
 - b) Submit a personal essay detailing your intentions and goals for professional development.
5. Submit appropriate test scores:
MEd students — GRE MBA students — GMAT
Foreign students must also submit TOEFL scores.

1. (A) Name in full _____ DATE OF BIRTH _____
LAST FIRST MIDDLE MO — DAY — YEAR

(B) Name was recorded at colleges previously attended as (if different from above):

_____ Soc. Sec. No. _____

2. Present Mailing Address _____ Sex Male Female
NUMBER/STREET CITY STATE ZIP CODE

Home Phone () _____ Business Phone () _____

3. Permanent Mailing Address (if different from No. 2) _____
NUMBER/STREET CITY STATE ZIP CODE

4. County and state of residence _____ (A) Country of citizenship _____

(B) If not U.S. citizen, type of visa held or being requested _____ Date of permanent visa _____

5. Do you claim to qualify as a resident student for fee purposes as defined by regents' requirements? YES NO

6. How long have you been continuously domiciled in Georgia? From _____ to _____

7. Race/Ethnic group Black Hispanic Caucasian American Indian/Alaskan Native Asian/Pacific Islander

8. When do you plan to enter? Check quarter: 19____(year) Fall (Sept.) Winter (Jan.) Spring (Mar.) Summer (June)

9. Which graduate degree will you pursue at Kennesaw College?

Master of Business Administration Master of Education K-4 4-8 Non-degree

10. Desired area of concentration in the MBA: Accounting Financial Services Marketing

Human Resource Planning & Development Institutional Administration

11. If participating in the MBA program will you be financially supported by a business corporation, government agency, or other organization? YES NO If yes, please specify _____

12. List all colleges and universities previously attended, including Kennesaw College (use extra sheet if necessary).

INSTITUTION	LOCATION	FROM MO/YR	TO MO/YR	MAJOR OR CONCENTRATION	DEGREE
-------------	----------	---------------	-------------	---------------------------	--------

a) _____

b) _____

8. When do you plan to enter? Check quarter: 19____(year) Fall (Sept.) Winter (Jan.) Spring (Mar.) Summer (June)

9. Which graduate degree will you pursue at Kennesaw College?

Master of Business Administration Master of Education K-4 4-8 Non-degree

10. Desired area of concentration in the MBA: Accounting Financial Services Marketing

Human Resource Planning & Development Institutional Administration

11. If participating in the MBA program will you be financially supported by a business corporation, government agency, or other organization? YES NO If yes, please specify _____

12. List all colleges and universities previously attended, including Kennesaw College (use extra sheet if necessary).

INSTITUTION	LOCATION	FROM MO./YR	TO MO./YR	MAJOR OR CONCENTRATION	DEGREE
a) _____					
b) _____					
c) _____					

13. Approximate date you requested (or intend to request) two copies of official transcripts from each of the institutions listed in No. 12:

14. Test scores to be submitted: GRE GMAT Approximate date requested _____

15. Foreign students only: Date you took (or intend to take) test of English as a foreign language _____

16. Professional experience or other employment (including present position):

	DATES		INSTITUTION OR ORGANIZATION	CITY/STATE	LAST POSITION HELD	FULL-TIME	PART-TIME
	FROM (MO/YR)	TO (MO/YR)					
a)	_____						
b)	_____						
c)	_____						
d)	_____						

Total number of years of full-time employment experience: _____

17. Your approximate overall average in: (Based on 4.0 scale)

Undergraduate school? _____ Undergraduate major? _____ Graduate school? _____

18. MEd students only: Professional examinations passed or professional certificates held (include parts of examinations passed and teaching certificates held) _____

(A) Provide three letters of recommendation which address your academic performance and teaching/job performance.

(B) A personal essay detailing your intentions and goals for professional development.

19. Have you applied in previous quarters for admission to Kennesaw College? YES NO

a) Quarter/year _____ b) Accepted Denied File never completed c) Undergraduate Graduate

d) Comments: _____

EMERGENCY CONTACT INFORMATION

20. Emergency contact relationship: Parent Guardian Spouse Other

Name of contact: _____ Country of address (if not USA) _____

Permanent address of contact _____

Home phone () _____ Business phone () _____
AREA CODE AREA CODE

I certify that the information given above is complete and true, and if my application is accepted and I become a student, I agree to abide by the published regulations of the college and the policies of the Board of Regents of the University System of Georgia.

(A) Provide three letters of recommendation which address your academic performance and teaching/job performance.

(B) A personal essay detailing your intentions and goals for professional development.

19. Have you applied in previous quarters for admission to Kennesaw College? YES NO

a) Quarter/year _____ b) Accepted Denied File never completed c) Undergraduate Graduate

d) Comments: _____

EMERGENCY CONTACT INFORMATION

20. Emergency contact relationship: Parent Guardian Spouse Other

Name of contact: _____ Country of address (if not USA) _____

Permanent address of contact _____

Home phone () _____ Business phone () _____
AREA CODE AREA CODE

I certify that the information given above is complete and true, and if my application is accepted and I become a student, I agree to abide by the published regulations of the college and the policies of the Board of Regents of the University System of Georgia.

Signature of Applicant: _____ Date: _____

MAILING INSTRUCTION: Mail application to Director of Admissions, P.O. Box 444, Marietta, GA 30061

Kennesaw College is an affirmative action/equal opportunity institution and does not discriminate on the basis of race, religion, color, sex, age, handicap, or ethnic origin in its admission policies.

Kennesaw College

P. O. Box 444

Marietta, Georgia 30066

NON-PROFIT ORG.

U.S. POSTAGE

PAID

MARIETTA, GEORGIA

PERMIT NO. 325



Marietta, GA 30061

5,000
\$6,480