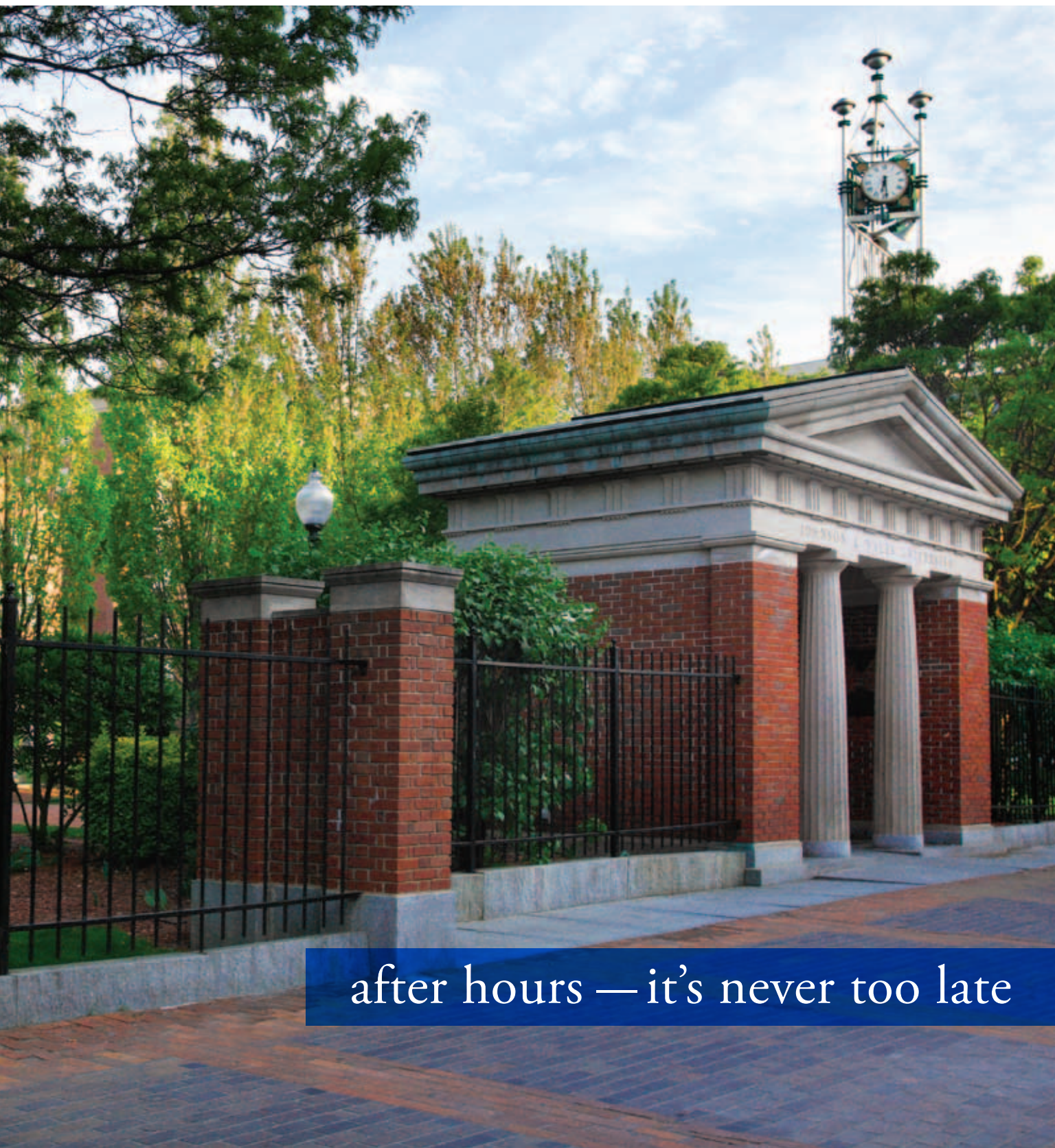


## ADULT & CONTINUING EDUCATION



JOHNSON & WALES  
UNIVERSITY

VIEWBOOK AND  
CATALOG 2010–2011



after hours — it's never too late





## THE TIME IS NOW

The Adult & Continuing Education program at Johnson & Wales University serves a diverse community of adults. Whether your motivation is professional development, a career transition, personal enrichment or academic growth, we'll enable you to reach your goals and enhance your life.


Through dynamic hands-on experiences and exciting courses, you'll acquire the knowledge, training and skills you need as you explore your full potential.

At Johnson & Wales University, we realize that you have a lot going on in your life. Our evening and weekend classes, as well as our four academic terms, give you the flexibility to schedule courses when it's convenient for you, after hours.

To get started, fill out the free application in the back of this viewbook. Our admissions officers will determine your transfer credits and are available during days and evenings to answer questions. Financial planners are also available to assist you in finding the payment plan that works best for you.

This catalog is an official publication of Johnson & Wales University. As such, it is subject to revision at any time. The university reserves the right to add, withdraw or revise any course, program of study, provision or requirement described within the catalog as may be deemed necessary. Occasionally, program requirements will vary by the printing date of the catalog. Requirements stated in the edition published closest to the September enrollment date will take precedence. Students should read and fully understand the rules, regulations and policies described in this catalog. Additionally, all enrolled students are expected to be familiar with

the contents of the Providence Campus Student Handbook. The Providence Campus Student Handbook contains important information concerning the academic performance and personal conduct of students as well as university grievance procedures. It also outlines the conditions under which students may be placed on probation or suspension from the university. The Providence Campus Student Handbook is available online at [www.jwu.edu](http://www.jwu.edu). Copies of the handbook are also available at the Student Academic & Financial Services Office.



10 Steak & Sushi  
99 Restaurant  
AAA Southern New England  
American Power Conversion  
Amica Mutual Insurance Company  
Atrion Networking Inc.  
Autocrat Inc.  
Bank of America  
BD Biosciences  
Blue Cross/Blue Shield of R.I.  
Boston Financial Data Services  
Citizens Bank  
City of Providence  
Cox Communications  
CVS/pharmacy  
Ecolab Inc.  
FedEx  
Fidelity Investments  
FM Global

Foxwoods Resort Casino  
Gap Inc.  
Gillette Stadium  
GTECH  
Hyatt Regency  
Lifespan  
Lowes Home Improvement  
MetLife Insurance Company  
Mohegan Sun  
Ruby Tuesday  
Select Financial Mortgage  
Speedline Technologies  
Stop & Shop Supermarket  
Symmons Industries  
Target  
Textron  
Toray Plastic America  
U.S. Navy  
Verizon



## TIME FOR PERSONAL GROWTH

### Why Choose Johnson & Wales University?

- Four start dates each year
- Classes meet one or two nights per week
- Liberal transfer credit policy
- No upfront payment for students enrolled in their employer-sponsored tuition reimbursement program
- Convenient evening and weekend classes
- No-interest payment plan available
- Free parking (limited)

### Business, Hospitality, Technology Programs

- Applications are accepted for the September, December, March or June terms
- Classes generally meet Monday through Thursday, from 6 p.m. to 9:30 p.m.; or Saturday from 8:15 a.m. to noon.
- Certain programs have fall enrollment only. Please consult the curriculum section.

### Culinary Arts Programs

- Applications are accepted for the September, December or March terms (no June term for lab courses).
- Lab courses meet Sundays from 7 a.m. to 6:30 p.m.
- Lecture and general studies classes meet Saturday from 8:15 a.m. to noon and 1 p.m. to 4:45 p.m.
- Students can complete A.S. degrees in about two years.

### Financing Your Education TUITION

General studies courses

\$158 per quarter credit hour

Culinary laboratory courses

\$320 per quarter credit hour

Disciplines CUL (Culinary Arts) and BPA (Baking & Pastry Arts) designate laboratory courses.

- Convenient, interest-free monthly payment plan available.
- No advance payment for students whose employers offer tuition reimbursement. (Contact your employer's human resource department to determine your eligibility.)
- See Pages 89–93 for more information or contact Student Academic & Financial Services at 401-598-1468. To receive individualized financial assistance, students should contact the university's Financial Aid Office as soon as possible.

## TIME FOR CAREER ADVANCEMENT

### Transfer Credit

Our liberal Transfer Credit Allowance (TCA) process awards the maximum amount of college credit if you meet the following conditions:

- your previous course work relates to your intended field of study
- you earned a grade of “C” or better (with a numeric value of 2.0)

In many disciplines, credits earned more than 10 years ago may not be accepted for transfer credit. Contact the Admissions Office to determine transfer credit eligibility.

Transfer candidates must submit official college transcripts from all colleges previously attended prior to enrollment at Johnson & Wales. It is the responsibility of those candidates who are currently in college to have their transcripts sent to JWU as soon as final grades become available or within the first term of enrollment.

### Dedicated Teaching Staff

Our select teaching staff — most of whom have advanced degrees — dedicate themselves to helping each student meet their personal and professional goals. Many of our instructors also have years of industry experience, which they incorporate into everyday classroom studies.

### Experiential Education

Johnson & Wales University provides students with valuable experiential education — both in the classroom and on the job. As a CE student, you’ll have the opportunity to participate in hands-on training at an internship with a leading employer.

### After Graduation

Our Experiential Education & Career Services office is available to make sure you’re well prepared for your independent job search and on-campus interviews. You’ll receive instruction in the techniques of résumé preparation, filling out applications and projecting a winning attitude at job interviews. Students can attend two major career fairs to network with more than 120 employers from various industries.

JWU offers graduate degree programs in business, hospitality and teacher education, as well as a doctoral program in Educational Leadership. Bachelor’s degree recipients can earn an M.B.A. or M.A.T. at convenient day, weekend and evening class times. For more information, call the Graduate Admissions Office at 401-598-1015.







## PROGRAMS OF STUDY

### COLLEGE OF BUSINESS

#### Bachelor of Science Degrees

Accounting  
Criminal Justice  
Finance  
Management  
Marketing

#### Certificate Programs

Criminal Justice  
Finance  
Human Resource Management  
Management  
Operations Management

#### Non-Degree Program

Business Administration (one-year program; tracks into College of Business bachelor's degree)

### COLLEGE OF CULINARY ARTS

#### Diploma Programs

Baking & Pastry Arts<sup>1</sup>  
Culinary Arts<sup>1</sup>

#### Associate Degrees

Baking & Pastry Arts<sup>1</sup>  
Culinary Arts<sup>1</sup>

### COLLEGE OF CULINARY ARTS AND THE HOSPITALITY COLLEGE

*The following associate in science degrees (College of Culinary Arts) can track into the bachelor of science degrees listed to the right.*

#### Associate Degrees

Baking & Pastry Arts<sup>1</sup>  
Culinary Arts<sup>1</sup>

#### Bachelor of Science Degrees

Baking & Pastry Arts and Food Service Management<sup>+,1</sup>  
Culinary Arts and Food Service Management<sup>+,1</sup>

### THE HOSPITALITY COLLEGE

#### Bachelor of Science Degrees

Hotel & Lodging Management<sup>1</sup>  
Restaurant, Food & Beverage Management<sup>1</sup>  
Travel-Tourism & Hospitality Management<sup>1</sup>

#### Certificate Programs

Beverage<sup>1</sup>  
Travel Agent<sup>1</sup>

### SCHOOL OF TECHNOLOGY

#### Associate Degrees

Computing Technology Services  
Computerized Drafting

#### Bachelor of Science Degree

Information Science

#### Certificate Program

Computer-Aided Drafting

+ This program is offered jointly through the College of Culinary Arts and The Hospitality College.

<sup>1</sup> Program has technical standards. Students with disabilities or special needs should contact the Center for Academic Support.

Online Learning: The university offers a limited number of online courses. Courses with an online option are identified in the Course Descriptions and Programs of Study sections of the catalog. Policies pertaining to online courses are available in the Providence Campus Student Handbook. This catalog does not apply to students enrolled in the online-only degree programs.

IMPORTANT NOTE: Certain programs of study at Johnson & Wales University, including programs in the College of Culinary Arts and The Hospitality College, include technical standards in the academic requirements essential to the program. Students with disabilities or special needs should contact the Center for Academic Support at 401-598-4660 for information about and descriptions of the applicable technical standards. Also see Page 49 for descriptions of the technical standards.



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# COLLEGE OF BUSINESS

**The College of Business offers a variety of programs that will give you an edge in today's competitive business world. You'll learn from dedicated faculty with years of industry experience.**

The College of Business at JWU combines classroom knowledge with the high skill levels businesses demand from a productive workforce. Since JWU receives curriculum input from world-renowned businesses about the skills their future employees should possess, JWU graduates have a major advantage and remain in high demand among top employers.

A new program in the College of Business is an accelerated bachelor's degree in management. This program is designed for transfer students in non-business fields. Students can complete the program in two years.

One of the more popular Adult & Continuing Education programs in the College of Business is Criminal Justice, a career in which the Department of Labor Bureau of Labor Statistics projects high employment growth.

## DEGREE PROGRAMS

Accounting  
Criminal Justice  
Finance  
Management  
Management (accelerated B.S. Degree)  
Marketing

## NON-DEGREE PROGRAM

Business Administration

## CERTIFICATE PROGRAMS

Criminal Justice  
Finance  
Human Resource Management  
Management  
Operations Management

get the competitive edge



**“I needed a program that would take me to the next level while leveraging my existing experience.”**

— Gene Fina '08, Management

For Gene Fina, going back to school to earn his bachelor's degree paid big dividends for his career. “I was a product designer in the Commercial Pump Engineering division at Taco Inc., designing pumps and valves for the HVAC industry. Upon earning my bachelor's degree, I was promoted to product manager in the Commercial Pump Sales and Marketing division, directing new product development from creation through launch.”

Says Fina, “I had an associate degree in mechanical technology and many years of experience in my field. I needed a program that would take me to the next level while leveraging my existing experience. The accelerated management program was the perfect fit.”

He decided to look into JWU because a colleague who was a JWU alum highly recommended the school. Fina says he was “impressed with the way I was treated by the CE admissions staff, who were very helpful in working through my transfer credits and got me into a program that was the right fit for me.”

Although going to school and working full time was an adjustment, Fina says, “The class schedule worked very well with my schedule. The 6 p.m. start time for the weekly classes was great. I also found that the three-term schedule was easier to manage than the typical schedule at other schools. In addition, Saturday and summer classes allowed me to finish my degree much faster.”

Fina adds that going back to school changed his life and career in some unexpected ways. “Project management and people skills were some of the key skills that I developed. I became more assertive, confident, and persistent in all areas of my life.” His advice: “Don't wait. Start now. It's a great program.”



# PROGRAMS OF STUDY

## Accounting

### BACHELOR OF SCIENCE (B.S.) DEGREE

The Accounting bachelor's degree program prepares students for the wide range of career opportunities available to accounting professionals. Students in the program receive a solid foundation in accounting theory and practice as well as in the areas of business, communications and general studies.

Graduates of the program should be able to demonstrate the professional competency and skills necessary to analyze and record business transactions, prepare financial statements, and perform other functions required by the profession effectively using their comprehension of Generally Accepted Accounting Principles (GAAP). In addition, students should be able to demonstrate an ability to use logic and critical thinking to assist in the decision-making process as well as to make recommendations to individuals and organizations relying on financial information.

An important component of the program's educational experience is the general studies courses taught by the John Hazen White School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, communications, ethics, global diversity, responsible citizenship, leadership and artistic responsibility. The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

Students completing the program are well positioned for entry-level opportunities in public accounting firms and similarly challenging opportunities in private, governmental and not-for-profit organizations. Positions include staff accountants, cost accountants, tax accountants and auditors.

Students who maintain at least a 3.0 grade point average may have the opportunity to participate in internship opportunities either on or off campus. By participating in internship students receive hands-on experience by performing accounting functions for various university operations and may graduate with experience in such areas as accounts payable, accounts receivable and general ledger.

Students are required to complete one 22.5 credit concentration or accounting option as listed below. Students are encouraged to meet with their faculty advisor before selecting a concentration so that the concentration selected best prepares the student for his or her career goal. Students may also apply for an internship in place of one term of classroom studies.

### CONCENTRATIONS FOR ACCOUNTING MAJORS

#### Casino Operations

ACCT3055	Casino Accounting
PSYC2040	Psychological Issues of Addiction and Compulsive Behavior
SEE2030	The Entertainment Industry
SEE2070	The Gaming Industry
SEE3015	Managing Gaming Operations

#### Entrepreneurship

ACCT3012	Federal Taxes II
ENTR1001	Introduction to Entrepreneurship
ENTR2030	The Business Plan
ENTR2040	Financing the Entrepreneurial Venture
ENTR3010	Small Business Consulting

*(continued next page)*





## CONCENTRATIONS FOR ACCOUNTING MAJORS (con't)

### Fraud Examination

ACCT3080	Fraud Examination: Theory and Practice
LAW2050	Criminology
LAW3015	Criminal Procedure
LAW3025	Criminal Law
LAW3090	Evidence

### Information Technology

ACCT4020	Accounting Technology Practice and Procedure
ITEC3020	Information Science I
ITEC3040	System Analysis
ITEC3050	Information Security
ITEC3085	Systems Design

### International Business

ACCT4050	International Accounting
ECON3070	Contemporary Economic Issues
IBUS2002	International Business
IBUS2040	International Culture and Protocol
IBUS3050	Export Procedures and Practices

### Lodging Operations

ACCT3025	Hospitality Financial Management
HOSP1010	Front Office Operations
HOSP2020	Resort Management
HOSP3033	Hotel Property Operations
HOSP3077	Revenue Management

### Management Accounting

ACCT3032	Cost Accounting II
MATH1930	Quantitative Analysis I or MATH1931 Quantitative Analysis II (MATH1931 for students completing MATH1930 as part of their AS program)
MGMT2030	Service and Production Operations Management
MGMT3040	Process and Quality Management
MGMT4001	Process Planning and Control

### Retail Industry

ACCT3045	Internal Auditing
RTL1005	Retailing
RTL3010	Merchandise Buying
RTL3020	Merchandise Mathematics
RTL3030	Comparative Retail Strategies

## OTHER OPTIONS:

### General Accounting

ACCT3012	Federal Taxes II
ACCT3030	Not-for-Profit Accounting
ACCT3032	Cost Accounting II
ACCT3045	Internal Auditing
ACCT4050	International Accounting

## State Boards of Accountancy Examination Requirement\*

One accounting elective selected from courses in the General Accounting option above

AND

Four courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies course

\*Some states require the successful completion of at least 20 courses in liberal arts subjects prior to being allowed to take the Uniform CPA Examination. Students are urged to meet with their faculty advisor by the end of their first term of study to determine if this examination requirement applies for the state in which they plan on becoming certified.

Students wishing to satisfy the 150 Hours of College Education requirement, now required in many states before being allowed to take the Uniform Certified Public Accountants Examination, may achieve this objective and at the same time earn a master's degree by applying for acceptance to the Graduate School at the end of their junior year. Acceptance will be granted provided the student receives the recommendation of two undergraduate faculty members, successfully completes an interview process, and fulfills the requirements for the bachelor of science degree.

To maximize the benefits of choosing electives, and because of different state requirements, students desiring to sit for the Uniform Certified Public Accountants examination are urged to contact their faculty advisor early in the program.

## ACCOUNTING

A four-year program leading to the bachelor of science degree

MAJOR COURSES		CREDITS
ACCT10011	Principles of Accounting I	4.5
ACCT10021	Principles of Accounting II	4.5
ACCT1005	The Accounting Field	4.5
ACCT2021	Intermediate Accounting I	4.5
ACCT2022	Intermediate Accounting II	4.5
ACCT2023	Intermediate Accounting III	4.5
ACCT2030	Accounting Software I	1.5
ACCT3011	Federal Taxes I	4.5
ACCT3031	Cost Accounting I	4.5
ACCT3040	Auditing	4.5
ACCT3050	Advanced Accounting	4.5
ACCT3060	Accounting Information Systems	4.5
ACCT3075	Financial Management	4.5
ACCT3085	Accounting Software II	1.5
ACCT4060	Accounting Seminar	4.5
MGMT1001	Principles of Management	4.5
MRKT1001	Principles of Marketing	4.5
Accounting Concentr.	Select one concentration from offerings on this or previous page*.	22.5

## RELATED PROFESSIONAL STUDIES

CAR0010	Career Capstone	1.0
FIT1000	Information Technology for Business Professionals I	4.5
FIT1020	Information Technology for Business Professionals II	4.5
LAW2001	The Legal Environment of Business I	4.5
Legal Elective	One course from the following: LAW3002, LAW3010, LAW3055	4.5

## GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
MATH1020	College Algebra	4.5
MATH2001	Statistics	4.5
Science Electives	One SCI-designated course	4.5
	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used to form an arts & sciences concentration	9.0

**Choose two of the following:** 9.0

PHIL3020	Crisis and Controversy: a Critical Thinking Approach
	OR
PHIL3040	Ethics of Business Leadership
History	One HIST-designated course (except HIST4030)
Literature	ENG1001 or one LIT-designated course



**Choose two of the following:**

LEAD2001	Foundations of Leadership Studies
PSYC2001	Introductory Psychology*
SOC2001	Sociology I**

9.0

**FREE ELECTIVES\*\*\***

Three courses selected from 1000-4999 numbered offerings within the university, except  
ACCT10111, ACCT10121, ACCT10211, ACCT10221,  
ACCT3020, ACCT3023 and ACCT4012 13.5

**TOTAL CREDITS 188.5**

\* Students choosing the Casino Operations concentration must select PSYC2001 to meet the prerequisite for PSYC2040 required in the concentration.

\*\* Students choosing the Fraud Examination concentration must select SOC2001 to meet the prerequisite for LAW2050 in the concentration.

\*\*\* Students planning on becoming Certified Public Accountants in those states requiring the successful completion of at least 20 courses in liberal arts subjects prior to being allowed to take the Uniform CPA Examination should complete courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies course to satisfy the free electives requirement. Students are urged to meet with their faculty advisor by the end of their first term of study to determine the examination requirements for the state in which they plan on becoming certified.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.

## Business Administration

The Business Administration one-year program prepares students for a variety of business career options. Students enrolled in the one-year program may elect to continue their education toward any College of Business bachelor of science degree. It is an ideal course of study for those students who plan to pursue a bachelor's degree but have not yet chosen a business career specialization.

Courses in the one-year program are carefully integrated to include an overall introduction to business administration with a number of complementary areas of study.

Through the university's advising system, experienced faculty are available to assist students in making an educated decision in the selection of their bachelor's degree curriculum in alignment with each student's future career goals.

Students enrolled in the program must elect to continue their education toward any College of Business bachelor of science degree during their third term of enrollment.

## BUSINESS ADMINISTRATION

All students enrolled in the Business Administration program pursue the following program of study for one year (three terms). Students must declare a major no later than the third term of study.

MAJOR COURSES		CREDITS
LAW2001	The Legal Environment of Business I	4.5
MGMT1001	Principles of Management	4.5
MRKT1001	Principles of Marketing	4.5

### RELATED PROFESSIONAL STUDIES

ACCT10211	Business Accounting I*	4.5
ACCT10221	Business Accounting II*	4.5
FIT1000	Information Technology for Business Professionals I	4.5
FIT1020	Information Technology for Business Professionals II	4.5

### GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ENG1020	English Composition	4.5
ENG1030	Communication Skills	4.5
Math	One math course at the MATH1002 level or higher**	4.5

**TOTAL CREDITS 49.5**

\* Students considering Accounting as their major should take ACCT100111. Principles of Accounting I and ACCT10021. Principles of Accounting II.

\*\* Students considering Accounting or Financial Services Management should elect MATH1020 or higher.

**NOTE:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.





### CRIMINAL JUSTICE

A four-year program leading to the bachelor of science degree

MAJOR COURSES		CREDITS
LAW1002	Introduction to Criminal Justice	4.5
LAW1070	Criminal Courts	4.5
LAW1090	Law Enforcement	4.5
LAW2040	Corrections	4.5
LAW2050	Criminology	4.5
LAW3015	Criminal Procedure	4.5
LAW3025	Criminal Law	4.5
LAW4030	Criminal Justice Research Methods	4.5
LAW4080	Criminal Justice Senior Seminar	4.5

Choose Option A or Option B: 13.5

#### Option A

Select from the following to total 13.5 credits:

LAW2085	Juvenile Justice
LAW3005	Adjudication Workshop I
LAW3006	Adjudication Workshop II
LAW3033	Community Policing
LAW3075	Criminal Investigation
LAW3090	Evidence
LAW3810	Topics in National Security
LAW3820	Cyber Crimes
LAW4033	Terrorism
LAW4040	Criminalistics
LAW4050	Advanced Topics in Criminal Justice
LAW4060	Advanced Topics in Criminalistics
OR	

#### Option B

LAW4099	Criminal Justice Internship
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### RELATED PROFESSIONAL STUDIES

ACCT10211	Business Accounting I	4.5
CAR0010	Career Capstone	1.0
FIT1000	Information Technology for Business Professionals I	4.5
FIT1005	Introduction to Keyboarding	1.5
MGMT1001	Principles of Management	4.5
MGMT2001	Human Resource Management	4.5

## Criminal Justice

### CERTIFICATE PROGRAM

The Certificate in Criminal Justice offers students an opportunity to explore this area of study or to build on existing skills and education in the criminal justice career field. The courses survey the major components of American criminal justice including law enforcement, the court system and corrections. Opportunities in these fields are expanding in response to heightened national security and increased focus on corporate accountability.

The Criminal Justice certificate program can benefit established professionals who may already have a degree but want to enhance their understanding of criminal justice systems and issues, as well as students interested in learning some basic principles of the field.

Completers of the certificate program will have enhanced knowledge and skills in the practices and components of the criminal justice system. All credits successfully earned in the certificate program can be applied towards a Bachelor of Science Degree in Criminal Justice.

### CRIMINAL JUSTICE

A 27 quarter-credit-hour program leading to the Criminal Justice Certificate.

MAJOR COURSES		CREDITS
LAW1002	Introduction to Criminal Justice	4.5
LAW1070	Criminal Courts	4.5
LAW1090	Law Enforcement	4.5
LAW2040	Corrections	4.5
SOC2001	Sociology I	4.5
Choose one of the following*:		4.5
LAW2050	Criminology	
LAW3015	Criminal Procedure	
LAW3025	Criminal Law	
TOTAL CREDITS		27.0

\* Because the electives are considered to be more academically demanding than the five foundation courses, certificate students are strongly urged not to take an elective without having successfully completed at least two foundation courses.

## Criminal Justice

### BACHELOR OF SCIENCE (B.S.) DEGREE

The goal of the Criminal Justice program is to graduate students who are prepared for meaningful careers in law enforcement, the court system or corrections. Through this course of study, students are expected to acquire the communication, logic, critical thinking, and ethical reasoning skills essential for the understanding of criminal justice issues and for effective career performance. The program's judicious mix of criminal justice, business, technology, and arts & sciences courses, is intended to enhance each student's appreciation of diversity, citizenship, leadership, science and technology, qualitative and quantitative analysis, and social and business culture.

In keeping with the unique curriculum and varied career opportunities available to graduates of the criminal justice program, and with the advice of the student's faculty advisor and career coach, students are encouraged to concentrate in one or more of the programs offered by the School of Arts & Sciences and/or the College of Business. A student may also pursue a collection of criminal justice electives which target their interests and goals. Criminal justice students also have the opportunity to participate in an internship.

Selected criminal justice students may receive hands-on experience within the four subsystems of criminal justice (police, prosecution/defense, courts and corrections). Sites include the local, state and federal levels of criminal justice. Students must possess a 2.75 GPA overall and a 2.75 GPA in the Criminal Justice major to take this option.

The bachelor of science degree is beneficial when competing for a first job placement and for career advancement. Typical career tracks for graduates of the criminal justice program may include policing on the local, state or federal levels; court administration; corrections, probation or parole officers; private security and loss prevention managers; and social service providers.



## GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ENG1001	An Introduction to Literary Genres	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
HIST3001	U.S. History from Colonial Times to 1876	4.5
HIST3002	U.S. History since 1877 (to the present)	4.5
HIST4020	American Government	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH2001	Statistics	4.5
PHIL3020	Crisis and Controversy: a Critical Thinking Approach	4.5
PHIL3040	Ethics of Business Leadership	4.5
PSYC2001	Introductory Psychology	4.5
PSYC2002	Abnormal Psychology	4.5
SOC2001	Sociology I	4.5
Math	One math course at the MATH1002 level or higher	4.5
Science	One SCI-designated course	4.5
Sociology	One sociology course at the SOC2002 level or higher	4.5

### Free Electives

Six courses selected from 1000–4999 numbered offerings within the university 27.0

**TOTAL CREDITS 182.5**

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Student must earn a performance transcript writing assessment of “validated” or “mastered” in order to graduate with a bachelor’s degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.

## Finance

### CERTIFICATE PROGRAM

Whether you’re new to the finance industry or a seasoned finance professional, this program is designed to be equally beneficial. This certificate program offers opportunities for individuals changing careers or starting a career and needing updates on skills in financial fields.

Students enrolled in the Finance certificate program will take basic general courses to establish a foundation for careers in the finance industry.

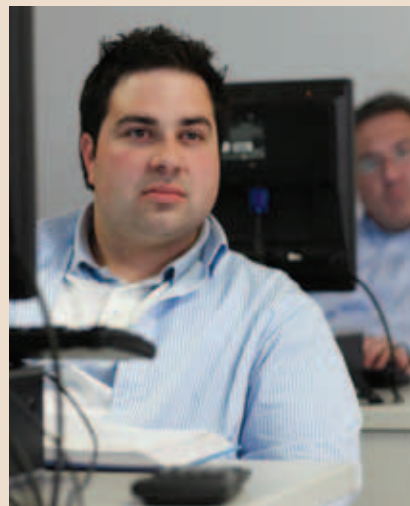
Completers of the program are well positioned for entry-level opportunities in banking, financial services operations, personal financial planning, insurance or real estate.

All credits successfully earned in the certificate program can be applied towards a Bachelor of Science Degree in Finance.

### FINANCE

A 31.5 quarter-credit-hour program leading to the Finance Certificate.

MAJOR COURSES	CREDITS
ACCT10011 Principles of Accounting I	4.5
ACCT10021 Principles of Accounting II	4.5
FISV2010 Finance	4.5
FISV3001 Investments	4.5
FISV3020 Introduction to Financial Institutions	4.5
<b>Choose two of the following:</b>	9.0
FISV4020 Risk Management and Insurance	4.5
FISV4010 Bank Management	4.5
FISV4030 Real Estate	4.5
<b>TOTAL CREDITS</b>	<b>31.5</b>



## Finance

### BACHELOR OF SCIENCE (B.S.) DEGREE

The Finance degree program prepares students for careers in corporate finance and/or the financial services industry.

The finance curriculum is designed to meet the needs of some of the most prestigious industry certifications. As finance majors, students gain exposure to a broad range of financial practices with studies focusing on areas leading to positions in investment analysis, corporate finance, risk management and financial planning. Students choose a concentration that helps them meet their career goal from the options listed to the right. Students are encouraged to meet with their faculty advisor before selecting a concentration to facilitate choosing a concentration that best matches the student’s career goals.

Graduates are expected to demonstrate an ability to use logic, critical thinking and analytical skills to assist in the decision making process as well as to make recommendations to individuals and organizations using financial information.

An important component of the program’s educational experience is the general studies courses taught by the John Hazen White School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, ethics, global diversity, responsible citizenship and leadership. The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

Students who maintain a grade point average of at least 2.75 may also have the opportunity to participate in a Finance Internship to gain experiential education by completing a work experience in their area of interest. Additional options are also available for foreign travel through the study abroad program.

### FISV-Related Electives

Any FISV Course  
 ACCT2010 Personal Budgeting and Planning  
 ACCT3011 Federal Taxes I  
 ACCT3031 Cost Accounting I  
 ACCT3032 Cost Accounting II  
 MRKT1011 Principles of Professional Selling

## CONCENTRATIONS FOR FINANCE MAJORS

### General Financial Services

FISV3005	International Finance
FISV3010	Credit Management
FISV3015	Fundamentals of Financial Planning
FISV4010	Bank Management
FISV4020	Risk Management and Insurance
FISV4030	Real Estate

### Analyst

ACCT3031	Cost Accounting I
FISV3005	International Finance
FISV3080	Financial Statement Analysis
FISV4040	Futures and Options
FISV4050	Portfolio Management and Analysis
FISV4060	Fixed Income Analysis

### Planning

ACCT3011	Federal Taxes I
FISV3015	Fundamentals of Financial Planning
FISV4015	Fundamentals of Estate Planning
FISV4020	Risk Management and Insurance
FISV4050	Portfolio Management and Analysis
FISV4070	Series 7

### Operations

ACCT3031	Cost Accounting I
ACCT3032	Cost Accounting II
MGMT2030	Service and Production Operations Management
MGMT2040	Purchasing and Supply Chain Management
MGMT3030	Managerial Technology
MGMT3040	Process and Quality Management OR
MGMT4001	Process Planning and Control
MGMT4020	Strategic Management
MGMT4050	Operations Management Strategy



## FINANCE

A four-year program leading to the bachelor of science degree

MAJOR COURSES		CREDITS
FISV2010	Finance	4.5
FISV3001	Investments	4.5
FISV3020	Introduction to Financial Institutions	4.5
FISV3040	Money and Capital Markets	4.5
FISV4025	Corporate Finance	4.5
MGMT1001	Principles of Management	4.5
Finance Conc.	Choose a finance concentration from the listed options	27.0–36.0

**Choose one of the following:** 13.5

Fin. Svcs.	Three FISV-related electives
Electives	selected from list on previous page OR
IBUS4090	International Business Experience OR
FISV4099	Finance Internship

### RELATED PROFESSIONAL STUDIES

ACCT10011	Principles of Accounting I	4.5
ACCT10021	Principles of Accounting II and Lab	4.5
ACCT2021	Intermediate Accounting I	4.5
ACCT2022	Intermediate Accounting II	4.5
ACCT2023	Intermediate Accounting III	4.5
CAR0010	Career Capstone	1.0
FIT1000	Information Technology for Business Professionals I	4.5
FIT1020	Information Technology for Business Professionals II	4.5
LAW2001	The Legal Environment of Business I	4.5
MRKT1001	Principles of Marketing	4.5

### GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH1020	College Algebra	4.5
MATH1930	Quantitative Analysis	4.5
MATH2001	Statistics	4.5
PHIL3020	Crisis and Controversy: a Critical Thinking Approach	4.5
PHIL3040	Ethics of Business Leadership	4.5
PSYC2001	Introductory Psychology	4.5
SOC2001	Sociology I	4.5
Science	One SCI-designated course	4.5
History	One HIST-designated course (except HIST4030) OR	4.5
Literature	ENG1001 or one LIT-designated course	4.5
Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used to form an arts & sciences concentration	9.0

**TOTAL CREDITS 185.5–194.5**

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.

## Human Resource Management

### CERTIFICATE PROGRAM

Major topics covered in this program include the role of human resources, employment law, employee training and development, compensation, benefits, safety, health and employee behavior modification. Participation in this program is appropriate for both newcomers to the human resources field and those with some experience who are seeking to keep current in the field or expand their knowledge and skills.

The Human Resource Management certificate program prepares completers for entry-level generalist positions in human resources and enables employees currently in the public or private sector to upgrade their skills with theory and practical knowledge.

All credits successfully earned in the certificate program can be applied towards a Bachelor of Science Degree in Management.

### HUMAN RESOURCE MANAGEMENT

A 31.5 quarter-credit-hour program leading to the Human Resource Management Certificate

MAJOR COURSES		CREDITS
LAW3065	Employment Law	4.5
MGMT1001	Principles of Management	4.5
MGMT2001	Human Resources Management	4.5
MGMT2020	Organizational Behavior	4.5
MGMT3050	Compensation and Benefit Management	4.5
MGMT3060	Human Resources Training and Development	4.5
MGMT3070	Contemporary Management	4.5
<b>TOTAL CREDITS</b>		<b>31.5</b>



## Management

### CERTIFICATE PROGRAM

The Certificate in Management program is designed for students who want to explore management or practicing professionals who wish to increase their effectiveness in a variety of managerial roles. The program provides an opportunity for advancing or refreshing existing skills. The program's mix of course work provides students with a broad understanding of the issues facing the business world.

Upon successful completion of the initial courses, students apply their knowledge in courses such as strategy, behavioral modification, production operations, managerial technology and human resources.

The program prepares completers for a career in a variety of entry-level managerial positions in business and industry. The program serves to enhance advancement and development opportunities for those already in the field.

All credits successfully earned in the certificate program can be applied towards a Bachelor of Science Degree in Management.

### MANAGEMENT

A 27 quarter-credit-hour program leading to the Management Certificate

MAJOR COURSES	CREDITS
MGMT1001 Principles of Management	4.5
MGMT2001 Human Resources Management	4.5
MGMT2020 Organizational Behavior	4.5
MGMT2030 Service and Production Operations Management	4.5
MRKT1001 Principles of Marketing	4.5
<b>Choose one of the following:</b>	4.5
MGMT2040 Purchasing and Supply Chain Management	
MGMT3030 Managerial Technology	
MGMT3040 Process And Quality Management	
MGMT3070 Contemporary Management	
<b>TOTAL CREDITS</b>	<b>27.0</b>

## Management

### BACHELOR OF SCIENCE (B.S.) DEGREE

The goal of the four-year Management program is to prepare graduates for careers in a variety of entry-level managerial positions in a wide range of firms. Students are expected to acquire the communication, critical thinking and ethical reasoning skills essential for today's managers. The program's mix of course work provides students with a broad understanding of the issues facing the business world.

An important component of the program's educational experience is the general studies courses taught by the John Hazen White School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, ethics, global diversity, responsible citizenship and leadership. The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

Students who maintain a GPA of at least 2.75 may have the opportunity to participate in an internship and gain experiential education in their area of interest. Options are also available for foreign travel through the study abroad program.

Regardless of what industry the student chooses to enter, an understanding of key business principles is critical to a successful career, whether it is vying for a first job placement or success later in life. A student may focus on studies leading to management positions in production operations, human resources, financial services and other service industries.

Students will choose one concentration from the university's offerings. The university's faculty advising system will facilitate these selections.

### MANAGEMENT

A four-year program leading to the bachelor of science degree

MAJOR COURSES	CREDITS
ACCT3023 Managerial Accounting	4.5
FISV2010 Finance	4.5
MGMT1001 Principles of Management	4.5
MGMT2001 Human Resources Management	4.5
MGMT2020 Organizational Behavior	4.5
MGMT2030 Service and Production Operations Management	4.5
MGMT3030 Managerial Technology	4.5
MGMT3040 Process and Quality Management	4.5
<b>Choose one of the following:</b>	13.5
MGMT3060 Human Resources Training and Development AND	
MGMT4001 Process Planning and Control AND	
MGMT4070 Human Resources Management Strategy	
OR	
IBUS4090 International Business Experience	
MGMT4020 Strategic Management	4.5
MGMT4030 Senior Management Seminar	4.5
MGMT4099 Management Internship*	13.5
MRKT1001 Principles of Marketing	4.5
Concentr. Any approved concentration selected from offerings within the university**	13.5

### RELATED PROFESSIONAL STUDIES

ACCT10211 Business Accounting I	4.5
ACCT10221 Business Accounting II	4.5
CAR0010 Career Capstone	1.0
FIT1000 Information Technology for Business Professionals I	4.5
FIT1020 Information Technology for Business Professionals II	4.5
LAW2001 The Legal Environment of Business I	4.5
LAW3002 The Legal Environment of Business II	4.5

### GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
MATH2001 Statistics	4.5
Math One course at the MATH1002 level or higher	4.5
Science One SCI-designated course	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used to form an arts & sciences concentration	9.0
<b>Choose two of the following:</b>	9.0
PHIL3020 Crisis and Controversy: a Critical Thinking Approach	
OR	
PHIL3040 Ethics of Business Leadership	
History One HIST-designated course (except HIST4030)	
Literature ENG1001 or one LIT-designated course	
<b>Choose two of the following:</b>	9.0
LEAD2001 Foundations of Leadership Studies	
PSYC2001 Introductory Psychology	
SOC2001 Sociology I	

<b>TOTAL CREDITS</b>	<b>181.0</b>
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(continued next page)

\* Students meeting eligibility criteria may elect a Management Internship, Summer Study Abroad or SWAP (Students Working Abroad Program) to satisfy requirements. Otherwise, students must take three additional career electives from the College of Business or School of Technology.

\*\* Required courses cannot be used to fulfill a concentration.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.

## Management (Accelerated)

### BACHELOR OF SCIENCE (B.S.) DEGREE

A two-year program leading to the bachelor of science degree for graduates of non-management and/or business-related associate degree programs

#### FIRST TWO YEARS:

Associate Degree (or equivalent) 90.0  
(Students must meet program's prerequisite requirements listed below.)

#### THIRD AND FOURTH YEARS:

##### MAJOR COURSES CREDITS

ACCT10211	Business Accounting I	4.5
ACCT10221	Business Accounting II	4.5
ACCT3023	Managerial Accounting	4.5
FISV2010	Finance	4.5
MGMT1001	Principles of Management	4.5
MGMT2001	Human Resources Management	4.5
MGMT2030	Service and Production Operations Management	4.5
MGMT3030	Managerial Technology	4.5
MGMT4020	Strategic Management	4.5
MGMT4030	Senior Management Seminar	4.5
MRKT1001	Principles of Marketing	4.5

**Choose one of the following:** 9.0

MGMT3040	Process and Quality Management AND	
MGMT4050	Operations Management Strategy OR	
MGMT3060	Human Resources Training and Development AND	
MGMT4070	Human Resources Management Strategy	

##### RELATED PROFESSIONAL STUDIES

CAR0010	Career Capstone	1.0
FIT1020	Information Technology for Business Professionals II	4.5
LAW2001	The Legal Environment of Business I	4.5

##### GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1021	Advanced Composition and Communication	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH2001	Statistics	4.5
History	One HIST-designated course (except HIST4030)	4.5
Elective	One course with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general study course	4.5

**TOTAL CREDITS 100.0**

**FOUR-YEAR CREDIT TOTAL 190.0**

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.

##### PREREQUISITES

ENG1001	An Introduction to Literary Genres
ENG1020	English Composition
ENG1030	Communication Skills
FIT1000	Information Technology for Business Professionals I
Math	One Math course, MATH1002 level or higher
Science	One Science course
Social Science	One Sociology, Psychology or Political Science course



## Marketing

### BACHELOR OF SCIENCE (B.S.) DEGREE

The Marketing bachelor's degree program provides students with a broad range of knowledge and practical skills related to the fundamentals of marketing including product, pricing, promotion, distribution and customer relationship management.

Upon completion of the program, graduates are expected to demonstrate the ability to

- develop, implement, analyze, interpret, and make recommendations based on secondary and primary research data using qualitative and quantitative methods
- analyze consumer decision-making and behavior
- prepare and conduct a professional sales presentation
- develop e-commerce, international and strategic marketing plans

Specific skills developed include managing market research projects, developing Web-based marketing programs, developing and executing brand strategies, and developing and managing comprehensive marketing plans. Students have the opportunity to hone these skills while participating in a term-long internship, held at a wide variety of host sites.

By participating in the marketing internship, students have the opportunity to apply basic knowledge in actual, ongoing marketing research projects for the university and its outside clients. Students work together in groups for project managers under the guidance of faculty members and meet weekly in classroom seminars.

A traditional internship experience is also offered. This is a one-term, 13.5 credit experience with a business partner anywhere in the world. Students complete a specific, business-building project, which is reviewed by the faculty advisor and the business partner.



Upon graduation, students may be employed by retail, consumer goods, industrial or advertising companies in positions that utilize these skills. Typical areas of interest include entry-level positions in sales, market research, market analysis, product development or brand management.

Students should use their career electives and free electives to create a meaningful, customized career concentration. The university's faculty advising system will facilitate these selections.

An important component of the program's educational experience is the general studies courses taught by the John Hazen White School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, communications, ethics, global diversity, responsible citizenship, leadership and artistic responsibility. The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

### CONCENTRATIONS FOR MARKETING MAJORS\*

- Fashion Product Development (Page 45)
- Marketing Communications (Page 46)

\*Some concentration courses may not be available in the evening.

## MARKETING

A four-year program leading to the bachelor of science degree

MAJOR COURSES		CREDITS
ADVC1010	Marketing Communications I	4.5
ADVC1011	Marketing Communications II	4.5
FISV2010	Finance	4.5
MRKT1001	Principles of Marketing	4.5
MRKT1002	Consumer Behavior	4.5
MRKT1011	Principles of Professional Selling	4.5
MRKT2020	Business-to-Business Marketing	4.5
MRKT2050	Qualitative Research	4.5
MRKT3005	Brand Marketing	4.5
MRKT3011	Direct Marketing	4.5
MRKT3040	e-Commerce	4.5
MRKT3055	Quantitative Research	4.5
MRKT4001	Strategic Marketing	4.5
MRKT4030	International Marketing	4.5
MRKT4099	Marketing Internship*	9.0
Career Electives	Three courses with an ECAR attribute selected from offerings within the College of Business	13.5
OR		
Marketing Concentr.	Select one concentration from offerings listed above	

### RELATED PROFESSIONAL STUDIES

ACCT10211	Business Accounting I	4.5
ACCT10221	Business Accounting II	4.5
CAR0010	Career Capstone	1.0
FIT1000	Information Technology for Business Professionals I	4.5
FIT1020	Information Technology for Business Professionals II	4.5
LAW2001	The Legal Environment of Business I	4.5
MGMT1001	Principles of Management	4.5

### Choose one of the following four options:

IBUS4090	International Business Experience	13.5
OR		
IBUS4020	Summer Work Abroad	
IBUS4082	International Seminar AND SWAP Operations Management and Process Improvement	
OR		
IBUS4020	Summer Work Abroad	
IBUS4086	International Seminar AND SWAP Process Mapping	
OR		
MRKT4099	Marketing Internship	
OR		
Concentr.	Three courses selected from declared College of Business, School of Arts & Sciences or School of Technology concentration offerings	

### GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
MATH2001	Statistics	4.5
Math	One math course at the MATH1002 level or higher	4.5
Science	One SCI-designated course	4.5
Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used to form an arts & sciences concentration	9.0

### Choose two of the following:

PHIL3020	Crisis and Controversy: a Critical Thinking Approach	9.0
OR		
PHIL3040	Ethics of Business Leadership	
History	One HIST-designated course (except HIST4030)	
Literature	ENG1001 or one LIT-designated course	

### Choose two of the following:

LEAD2001	Foundations of Leadership Studies	9.0
PSYC2001	Introductory Psychology	
SOC2001	Sociology I	

### TOTAL CREDITS 190.0

\*Students may take career electives or directed work experience to fulfill this requirement.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.



# Operations Management

## CERTIFICATE PROGRAM

The Certificate in Operations Management program is designed for individuals who want to explore the field of operations or practicing professionals who wish to increase their effectiveness in a variety of industry-related roles. Upon successful completion of the initial courses, students apply their knowledge in salient courses such as purchasing and supply chain management, managerial technology, and process and quality management.

In today's competitive marketplace, qualified operations managers are fundamental to improving productivity, raising quality standards and improving efficiency. Sophisticated consumers, shorter product life cycles and new technology have placed increasing pressures on the operations function to improve productivity while providing a broader range of high-quality products and services.

Typical careers in operations management may involve working in industries such as manufacturing firms, transportation, insurance, retailing and banking. Completers of the program are prepared for entry-level positions in any of the following areas: inventory planning and control, operations scheduling, process methods and planning, quality management, traffic management, purchasing and forecasting.

All credits successfully earned in the certificate program can be applied towards a Bachelor of Science Degree in Management.

## OPERATIONS MANAGEMENT

A 36 quarter-credit-hour program leading to the Operations Management Certificate

MAJOR COURSES		CREDITS
MGMT1001	Principles of Management	4.5
MGMT2030	Service and Production Operations Management	4.5
MGMT2040	Purchasing and Supply Chain Management	4.5
MGMT3030	Managerial Technology	4.5
MGMT3040	Process And Quality Management	4.5
MGMT4001	Process Planning and Control	4.5
Math	One math course at the MATH1002 level or higher	4.5
MATH2001	Statistics	4.5
TOTAL CREDITS		36.0





**“It’s very important to continue your education  
... it will improve your chances of having the  
career you want.”**

**— Stephanie Gamboa, Criminal Justice**

Stephanie Gamboa has always known she wanted to work in the criminal justice field. In her current job as a supervisor in a residential program for 12- to 17-year-olds with behavioral and emotional issues, she is responsible for maintaining the safety of the residents and staff, as well as counseling and providing guidance to the kids to teach them better life skills. While she loves her job, she knew that, in order to advance in her career, she would also need to advance her education.

“I already have an associate degree in criminal justice, and wanted to earn my bachelor’s degree. Now that my son is in school full-time, I’m able to go back to school myself,” says Gamboa.

Once she earns that degree, her goal is to work as a juvenile probation officer, supervising teenage girls who are on probation, making sure they’re staying in school and out of trouble.

Her employer is working with her to help her reach her goals. “I work both day and night shifts, so it involves some coordination with my employer each term as my class schedule changes, but they’ve been flexible about working with me,” says Gamboa. Her family is also helping out by assisting with caring for her two children.

Balancing work with classes and home life has been a challenge, but one that she knows is worth it. “It’s very important to continue your education, especially the way the economy is. A bachelor’s degree will improve your chances of having the career you want,” she emphasizes.







# COLLEGE OF CULINARY ARTS

**Johnson & Wales has a reputation as one of the world's finest food service educators, producing leaders in a field that requires disciplined culinary professionals.**

A degree from Johnson & Wales opens doors to kitchens that shape careers. Here is a list of some alumni who have benefited from the JWU experience.

**Emeril Lagasse '78, '90 Hon.**

celebrity chef, restaurant owner, author

**Beau MacMillan '91**

executive chef, Elements at Sanctuary on Camelback Mountain

**Michelle Bernstein '94, '03 Hon.**

chef-owner, Michy's and Sra.Martinez, Miami;  
winner, "Iron Chef America"

**Tyler Florence '94, '04 Hon.**

TVFN's "Tyler's Ultimate;" CEO, Tyler Florence Group

**Laurence Gottlieb '97**

executive chef of the Hamptons restaurant in  
Sumter, South Carolina

**Daniel Bruce '80**

executive chef, Meritage, the Boston Harbor Hotel

## DEGREE PROGRAMS

Baking & Pastry Arts

Culinary Arts

Baking & Pastry Arts and Food Service  
Management (offered jointly through  
the College of Culinary Arts and  
The Hospitality College)

Culinary Arts and Food Service  
Management (offered jointly through  
the College of Culinary Arts and The  
Hospitality College)

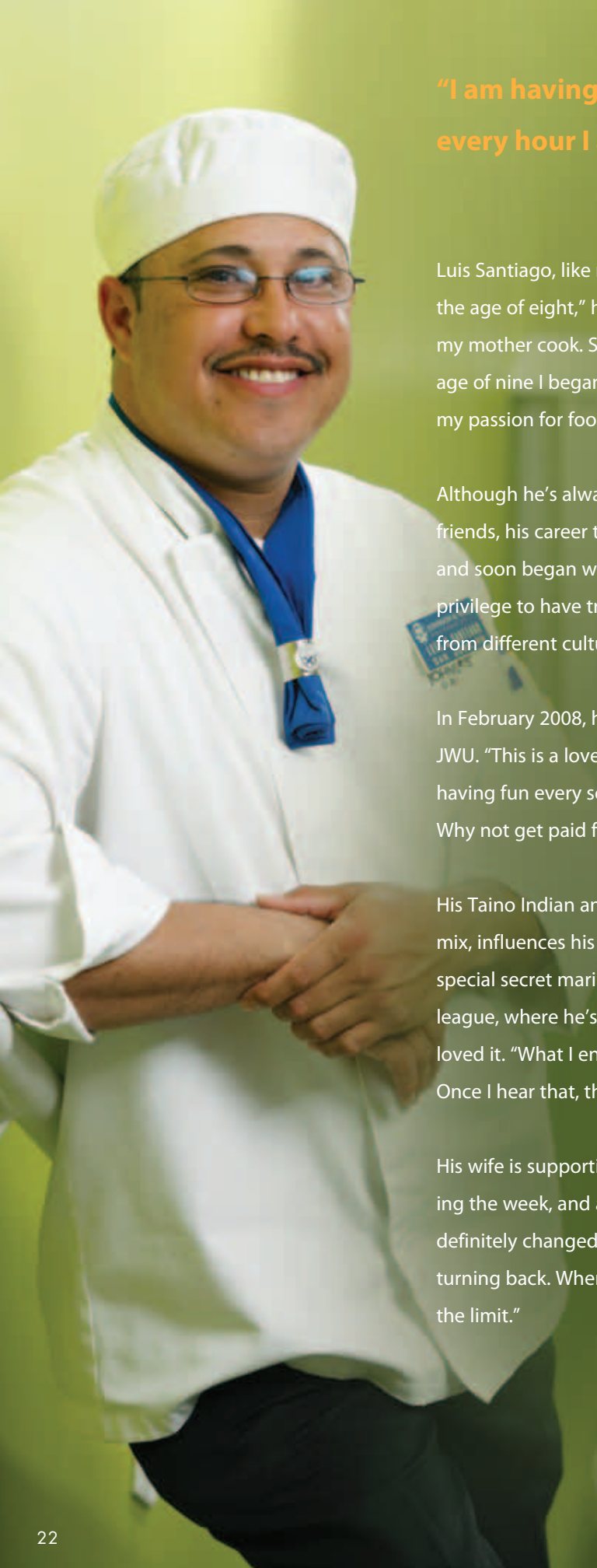
## DIPLOMA PROGRAMS

Baking & Pastry Arts

Culinary Arts

a world-class culinary education





**"I am having fun every second, every minute and every hour I am in the kitchen."**

— Luis Santiago, Culinary Arts

Luis Santiago, like many chefs, fell in love with cooking very early in life. "At the age of eight," he says, "I would sit on the countertops at home and watch my mother cook. She patiently answered every one of my questions. At the age of nine I began to cook for my family of seven. And I loved it; this is where my passion for food began."

Although he's always cooked for his own enjoyment and that of family and friends, his career took a different path. He returned to his native Puerto Rico, and soon began working as a flight attendant. Says Santiago, "I have had the privilege to have traveled all over the world and have learned a great deal from different cultures."

In February 2008, he decided it was time to go back to school. He enrolled at JWU. "This is a love and passion I have had for 31 years," says Santiago. "I am having fun every second, every minute and every hour I am in the kitchen. Why not get paid for something you love to do?"

His Taino Indian and Irish heritage, along with Puerto Rico's diverse ethnic mix, influences his cooking. His signature dish is a shish kebob made with his special secret marinade. It's a favorite at family gatherings and his son's little league, where he's also a coach. He's even made it for a few JWU chefs, who loved it. "What I enjoy most is to hear someone say, 'Wow, this is so good.' Once I hear that, that's the recipe I use forever."

His wife is supportive of his goals. Santiago cares for their two children during the week, and attends classes on weekends. "Going back to school has definitely changed my life," says Santiago, adding, "At this point there is no turning back. When you are determined to accomplish your goals, the sky is the limit."



# PROGRAMS OF STUDY

## Baking & Pastry Arts

### DIPLOMA PROGRAM

Both the Culinary Arts and the Baking & Pastry Arts curricula are available in diploma programs, as well. These programs are designed to teach basic cooking techniques to individuals interested in attaining positions in commercial food service establishments. The diploma program is designed for recent high school graduates as well as for those seeking additional food service knowledge or a career change into this field.

In either the Culinary Arts or the Baking & Pastry Arts diploma program, students will learn basic cooking methods, and participate in a practicum assignment at one of the university's food service facilities.

Students may seek immediate career opportunities upon graduation, or continue their education in a two-year program.

The Baking & Pastry Arts diploma program is offered as a weekend schedule.

### ASSOCIATE IN SCIENCE (A.S.) DEGREE

The associate degree program in Baking & Pastry Arts provides students with practical education in baking and pastry production, while developing professionalism and excellence in academic achievement. Hands-on training is paired with academic courses resulting in a curriculum that is both dynamic and directly aligned with industry needs.

First-year Baking & Pastry Arts students rotate through one term of academics which includes Food Safety and Sanitation, and two terms of hands-on laboratory classes. Emphasis is placed on skills development and techniques of combining basic ingredients to produce classic pastries, basic breads, cakes and plated desserts.

The second year emphasizes advanced techniques in classical and international preparation and production of cakes, tortes and sugar work. Academic courses include leadership studies, nutrition, communication skills, and food and beverage cost control.

### Baking & Pastry Internship

During pastry internships, students participate in actual public food service operations in preparation for future careers. Possible sites include university-owned or operated practicum educational facilities, hotels, restaurants, country clubs, resorts, casinos, contract food service providers and bakeries. Eligibility requirements for certain sites include a 2.75 cumulative GPA and completion of all prerequisite course work. Additionally, select students have the opportunity to participate in international internships at host company sites throughout the world, which are chosen by the university. In addition to meeting specific college eligibility requirements, students interested in completing internship in a targeted country must exhibit the necessary conversational language skills of that country, must maintain a 3.25 cumulative grade point average and have a minimum of one year of work experience in a full-service bakery or similar experience in a hotel, resort or restaurant.

Upon graduation from the Baking & Pastry Arts associate degree program, a variety of positions are attainable in hotels, clubs and resorts, retail bakeries, restaurants and wholesale pastry shops.

Graduates of this program are eligible, or may apply, for entrance into the following bachelor of science degree programs: Baking & Pastry Arts, Baking & Pastry Arts and Food Service Management, Culinary Nutrition or Food Service Entrepreneurship. Certain requirements pertain to each of these bachelor's degree programs, which are noted in their respective program descriptions.



## BAKING & PASTRY ARTS DIPLOMA PROGRAM

A program leading to a diploma

MAJOR COURSES		CREDITS
BPA1010	Fundamental Skills and Techniques	3.0
BPA1015	Classic Pastry	3.0
BPA1020	Pies and Tarts	3.0
BPA1025	Cookies and Petits Fours	3.0
BPA1030	Hot and Cold Desserts	3.0
BPA1035	Chocolates and Confections	3.0
BPA1040	Introduction to Cakes	3.0
BPA1045	Principles of Artisan Bread Baking	3.0
BPA1050	Viennoiserie	3.0
BPA1060	How Baking Works	3.0
BPA2010	Specialty Cakes	3.0
BPA2015	Entremets and Petits Gateaux	3.0
BPA2020	Plated Desserts	3.0
BPA2025	Advanced Artisan Bread Baking	3.0
BPA2030	Sugar Artistry	3.0
<b>Pastry Arts Applications*</b>		6.75–13.5
BPA2626	Pastry Arts Internship	

### RELATED PROFESSIONAL STUDIES

FSM1065	Food Safety and Sanitation Management**	1.5
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**TOTAL CREDITS** **60.0**

\* Students select or are assigned to one of the Pastry Arts Applications for 6.75–13.5 quarter credit hours of the program.

\*\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

### TWO-YEAR OPTION:

- Baking & Pastry Arts (see next column)

## BAKING & PASTRY ARTS

A program leading to the associate in science degree

MAJOR COURSES		CREDITS
BPA1010	Fundamental Skills and Techniques	3.0
BPA1015	Classic Pastry	3.0
BPA1020	Pies and Tarts	3.0
BPA1025	Cookies and Petits Fours	3.0
BPA1030	Hot and Cold Desserts	3.0
BPA1035	Chocolates and Confections	3.0
BPA1040	Introduction to Cakes	3.0
BPA1045	Principles of Artisan Bread Baking	3.0
BPA1050	Viennoiserie	3.0
BPA1060	How Baking Works	3.0
BPA2010	Specialty Cakes	3.0
BPA2015	Entremets and Petits Gateaux	3.0
BPA2020	Plated Desserts	3.0
BPA2025	Advanced Artisan Bread Baking	3.0
BPA2030	Sugar Artistry	3.0
<b>Pastry Arts Applications*</b>		6.75–13.5
BPA2626	Pastry Arts Internship	

### RELATED PROFESSIONAL STUDIES

FSM1065	Food Safety and Sanitation Management**	1.5
FSM2025	Food and Beverage Cost Control	4.5

### GENERAL STUDIES

ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH1002	A Survey of College Mathematics	4.5
NUTR2001	Introduction to Nutrition	4.5
Science	Once SCI-designated course***	4.5

**TOTAL CREDITS** **96.0**

\* Students select or are assigned to one of the Pastry Arts Applications for 6.75–13.5 quarter credit hours of the program.

\*\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\*\* Students who plan to enter the Culinary Nutrition program should select SCI1015.

NOTE: Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in MATH1002.

### FOUR-YEAR OPTIONS:

- Baking & Pastry Arts (Day Program only)
- Baking & Pastry Arts and Food Service Management (Page 26)
- Culinary Nutrition (Day Program only)
- Food Service Entrepreneurship (Day Program only)

## Culinary Arts DIPLOMA PROGRAM

Both the Culinary Arts and the Baking & Pastry Arts curricula are available in diploma programs which are designed to teach basic cooking techniques to individuals interested in attaining positions in commercial food service establishments. The diploma program is designed for recent high school graduates as well as for those seeking additional food service knowledge or a career change into this field.

In either the Culinary Arts or the Baking & Pastry Arts diploma program, students learn basic cooking methods, and participate in a practicum assignment at one of the university's food service facilities.

Students may seek immediate career opportunities upon graduation or continue their education in a two-year program.

The Culinary Arts diploma program is offered as a weekend schedule.

## ASSOCIATE IN SCIENCE (A.S.) DEGREE

The associate degree program in Culinary Arts provides students with practical education in food production, while developing professionalism and excellence in academic achievement. Students progress through a program of study that builds proficiency in food production and cooking, cost control, nutrition, sanitation, food safety and food marketing. Hands-on training is paired with traditional academic courses resulting in a curriculum that is both dynamic and directly aligned with industry needs.

The focus of the first-year culinary lab classes is development and practice of cooking skills, complemented by the development of baking, dining and beverage service skills, which includes national certification in alcohol intervention procedures. The academic areas include mathematics, introduction to menu planning and cost control, English composition, community service, professional development and a national food safety certification.





Second-year laboratories include advanced techniques in classical and international cuisines, garde manger, patisserie/dessert and dining room, as well as the academic areas of leadership studies, personalized nutrition management and communication skills.

Students will experience one term of experiential education, which includes internships.

### Culinary Internship

During culinary internships, students participate in actual public food service operations in preparation for future careers. Possible sites include university-owned or operated practicum educational facilities, hotels, restaurants, country clubs, resorts, casinos, spas and contract food service providers. Eligibility requirements for certain sites include a 2.75 cumulative GPA and completion of all prerequisite coursework. Additionally, select students have the opportunity to participate in international internships at host company sites throughout the world, which are chosen by the university. In addition to meeting specific college eligibility requirements, students interested in completing internship in a targeted country must exhibit the necessary conversational language skills of that country, must maintain a 3.25 cumulative grade point average and have a minimum of one year of work experience in a full-service restaurant or similar experience in a hotel or resort.

Graduates of the associate degree program in Culinary Arts have the opportunity to gain immediate, successful employment in the food service industry, which would include a variety of positions in full-service restaurants, hotels, clubs and resorts catering operations, quantity food production facilities, health spas and cruise lines.

Graduates of this program are eligible, or may apply, for entrance into the following bachelor of science degree programs: Baking & Pastry Arts, Culinary Arts and Food Service Management, Culinary Nutrition or Food Service Entrepreneurship. Certain requirements pertain to each of these bachelor degree programs, which are noted in their respective program descriptions.

## CULINARY ARTS DIPLOMA PROGRAM

A program leading to a diploma.

MAJOR COURSES		CREDITS
CUL1315	Stocks, Sauces and Soups	3.0
CUL1325	Essentials of Dining Room	3.0
CUL1335	Traditional European Cuisine	3.0
CUL1345	Introduction to Baking & Pastry	3.0
CUL1355	New World Cuisine	3.0
CUL1365	Principles of Beverage Service*	3.0
CUL1375	Nutrition and Sensory Analysis	3.0
CUL1385	Fundamentals of Food Service Production	3.0
CUL1395	Purchasing and Product Identification	3.0
CUL1405	Skills of Meatcutting	3.0
CUL2215	Garde Manger	3.0
CUL2225	Classical French Cuisine	3.0
CUL2235	Advanced Dining Room Procedures	3.0
CUL2245	International Cuisine	3.0
CUL2255	Advanced Patisserie/Desserts	3.0
<b>Culinary Arts Applications**</b>		<b>6.75–13.5</b>
CUL2626	Culinary Arts Internship	

### RELATED PROFESSIONAL STUDIES

FSM1065	Food Safety and Sanitation Management***	1.5
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**TOTAL CREDITS** **60.0**

\* ServSafe Alcohol Certification course required.

\*\* Students select or are assigned to one of the Culinary Arts applications for 6.75–13.5 quarter credit hours of the program.

\*\*\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

### TWO-YEAR OPTION:

- Culinary Arts (Page 26)



## CULINARY ARTS

A two-year program leading to the associate in science degree

MAJOR COURSES		CREDITS
CUL1315	Stocks, Sauces and Soups	3.0
CUL1325	Essentials of Dining Room	3.0
CUL1335	Traditional European Cuisine	3.0
CUL1345	Introduction to Baking & Pastry	3.0
CUL1355	New World Cuisine	3.0
CUL1365	Principles of Beverage Service*	3.0
CUL1375	Nutrition and Sensory Analysis	3.0
CUL1385	Fundamentals of Food Service Production	3.0
CUL1395	Purchasing and Product Identification	3.0
CUL1405	Skills of Meatcutting	3.0
CUL2215	Garde Manger	3.0
CUL2225	Classical French Cuisine	3.0
CUL2235	Advanced Dining Room Procedures	3.0
CUL2245	International Cuisine	3.0
CUL2255	Advanced Patisserie/Desserts	3.0
<b>Culinary Arts Applications**</b>		6.75–13.5
CUL2626	Culinary Arts Internship	

## RELATED PROFESSIONAL STUDIES

FSM1065	Food Safety and Sanitation Management***	1.5
FSM2045	Introduction to Menu Planning and Cost Controls	4.5

## GENERAL STUDIES

ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH1002	A Survey of College Mathematics	4.5
NUTR2001	Introduction to Nutrition Science	4.5
	One SCI-designated course****	4.5

**TOTAL CREDITS** **96.0**

\* ServSafe Alcohol Certification course required.

\*\*Students select or are assigned to one of the Culinary Arts applications for 6.75–13.5 quarter credit hours of the program.

\*\*\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\*\*\* Students intending to continue for a B.S. degree in Culinary Nutrition must complete SCI1015.

NOTE: Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in MATH1002.

## FOUR-YEAR OPTIONS:

- Baking & Pastry Arts (Day Program only)
- Culinary Arts and Food Service Management (Page 27)
- Culinary Nutrition (Day Program only)
- Food Service Entrepreneurship (Day Program only)

## Baking & Pastry Arts and Food Service Management

(College of Culinary Arts and The Hospitality College)

## BACHELOR OF SCIENCE (B.S.) DEGREE

The Baking & Pastry Arts and Food Service Management program combines the strength of baking & pastry arts and management in order to prepare students for a management career in front- or back-of-the-house. Graduates of the Baking & Pastry Arts and Food Service Management program can obtain positions in a variety of areas that include, but are not limited to, bakeshop manager, executive pastry chef, catering manager, pastry chef, and beverage manager.

The curriculum provides ample opportunity for the food service professionals of tomorrow to build upon their leadership and management abilities, baking techniques, critical thinking, personal accountability and ethical behavior, problem-solving techniques, strong financial analysis skills and customer awareness. The Baking & Pastry Arts and Food Service Management degree develops a solid baking & pastry foundation and management philosophy in its graduates and prepares them for bright and rewarding careers.

As a reflection of the university's strategic plan, FOCUS 2011, which supports innovative pedagogies and technologies to enhance active learning, this program currently offers a limited number of courses online. Online courses are equivalent in content and rigor to traditional face-to-face courses. Residential day school students in the program are eligible to take online courses.

This program allows students to receive a world-class baking & pastry arts and hospitality education. Its strength is that students receive several senior-level capstone experiences in baking & pastry arts, hospitality operations and strategic management.

## CONCENTRATIONS FOR BAKING & PASTRY ARTS AND FOOD SERVICE MANAGEMENT MAJORS

- Any hospitality concentration listed on Pages 46–47

## BAKING & PASTRY ARTS AND FOOD SERVICE MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Baking & Pastry Arts** program graduates

## FIRST TWO YEARS:

Associate in Science Degree in Baking & Pastry Arts (Page 24) **96.0**

## THIRD AND FOURTH YEARS:

MAJOR COURSES		CREDITS
FSM3001	Food Service Management Systems and Human Resource Applications	4.5
FSM4061	Advanced Food Service Operations Management	4.5
HOSP3050	Hospitality Strategic Marketing	4.5
HOSP4060	Hospitality Management Seminar	4.5
Hospitality Conc.	Three to five courses selected from declared concentration (see previous page). Some study abroad programs offer completion of a Hospitality concentration.	13.5

**Choose one of the following options:** **13.5–15.0**

- Culinary/ Hospitality: Three to five courses with an EHSP, ECUL or EBPA attribute selected from offerings within The Hospitality College or the College of Culinary Arts\*\*\*
- OR
- Second Culinary or Hospitality concentration. Some study abroad programs offer completion of a Hospitality concentration.
- OR
- Study Abroad
- OR
- Internship

## RELATED PROFESSIONAL STUDIES

ACCT10111	Hospitality Accounting I and Lab	4.5
ACCT10121	Hospitality Accounting II and Lab	4.5
ACCT3025	Hospitality Financial Management	4.5
CAR0010	Career Capstone	1.0
LAW2010	Hospitality Law	4.5

## GENERAL STUDIES

ECON1001	Macroeconomics	4.5
PSYC2001	Introductory Psychology	4.5
SPAN1011	Conversational Spanish I: Specialized Vocabulary*	4.5
Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used towards an arts & sciences concentration	9.0

**Choose two of the following\*\*:** **9.0**

- MATH2001: Statistics
- PHIL3040: Ethics of Business Leadership
- SOC2001: Sociology I
- History: One HIST-designated course (except HIST4030)
- Literature: ENG1001 or one LIT-designated course

**TOTAL CREDITS** **95.5–98.5**

**FOUR-YEAR CREDIT TOTAL** **191.5–193.0**



\*Spanish is the required language.

\*\*Students may not choose the combination of MATH2001 and SOC2001 to fulfill this requirement.

\*\*\* Elective courses allow students to enhance their education by earning a second concentration or by participating in an internship or study abroad program. Students use two Hospitality Electives and one Free Elective toward this option.

**NOTES:** Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.

## Culinary Arts and Food Service Management

(College of Culinary Arts and The Hospitality College)

### BACHELOR OF SCIENCE (B.S.) DEGREE

The Culinary Arts and Food Service Management program combines the strength of culinary arts and management in order to prepare students for a management career in front- or back-of-the-house. Graduates of the Culinary Arts and Food Service Management program can obtain positions in a variety of areas that include, but are not limited to, restaurant manager, kitchen manager, executive chef, food and beverage director, catering manager, room service manager, sous chefs, beverage manager and dining room manager.

The curriculum provides ample opportunity for the food service professionals of tomorrow to build upon their leadership and management abilities, cooking techniques, critical thinking, personal accountability and ethical behavior, problem-solving techniques, strong financial analysis skills and customer awareness. The Culinary Arts and Food Service Management degree develops a solid culinary foundation and management philosophy in its graduates and prepares them for bright and rewarding careers.

As a reflection of the university's strategic plan, FOCUS 2011, which supports innovative pedagogies and technologies to enhance active learning, this program currently offers a limited number of courses online. Online courses are equivalent in content and rigor to traditional face-to-face courses. Residential day school students in the program are eligible to take online courses.

The program allows students to receive a world-class culinary arts and hospitality education. The program's strength is that students receive several senior-level capstone experiences in culinary arts, hospitality operations and strategic management.

Students may choose to focus their studies by selecting their electives in such areas as food and beverage, resort or dining management. The Resort Management and Casino & Gaming Operations concentrations allow students to focus on these two rapidly growing segments of the hospitality industry. The Food and Beverage Management concentration allows students to focus on this vital area of the hospitality industry. Courses are ideal for candidates interested in working with beverages, non-commercial, chain, franchises or restaurant operations.

### CONCENTRATIONS FOR CULINARY ARTS AND FOOD SERVICE MANAGEMENT MAJORS

- Any hospitality concentration listed on Pages 46–47



## CULINARY ARTS AND FOOD SERVICE MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Culinary Arts** program graduates

### FIRST TWO YEARS:

Associate in Science Degree in Culinary Arts (Page 26) 96.0

### THIRD AND FOURTH YEARS:

MAJOR COURSES	CREDITS
FSM3001 Food Service Management Systems and Human Resource Applications	4.5
FSM4061 Advanced Food Service Operations Management	4.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP4060 Hospitality Management Seminar	4.5
Culinary/ Hospitality Conc. Three to five courses selected from declared concentration (see previous page). Some study abroad programs offer completion of a Hospitality concentration.	13.5
<b>Choose one of the following options:</b>	13.5–15.0
Culinary/ Hospitality Electives Three to five courses with an EHSP ECUL or EBPA attribute selected from offerings within The Hospitality College or the College of Culinary Arts***	
OR	
Second Hospitality concentration. Some study abroad programs offer completion of a Hospitality concentration.	
OR	
Study Abroad	
OR	
Internship	

### RELATED PROFESSIONAL STUDIES

ACCT10111 Hospitality Accounting I	4.5
ACCT10121 Hospitality Accounting II	4.5
ACCT3025 Hospitality Financial Management	4.5
CAR0010 Career Capstone	1.0
LAW2010 Hospitality Law	4.5

### GENERAL STUDIES

ECON1001 Macroeconomics	4.5
PSYC2001 Introductory Psychology	4.5
SPAN1011 Conversational Spanish I: Specialized Vocabulary*	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used towards an arts & sciences concentration	9.0

**Choose two of the following\*\*:** 9.0

MATH2001 Statistics	
PHIL3040 Ethics of Business Leadership	
SOC2001 Sociology I	
History One HIST-designated course (except HIST4030)	
Literature ENG1001 or one LIT-designated course	

**TOTAL CREDITS** 95.5–98.5

**FOUR-YEAR CREDIT TOTAL** 191.5–193.0

\*Spanish is the required language.

\*\*Students may not choose the combination of MATH2001 and SOC2001 to fulfill this requirement.

\*\*\* Elective courses allow students to enhance their education by earning a second concentration or by participating in an internship or study abroad program. Students use two Hospitality Electives and one Free Elective toward this option.

**NOTES:** Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.





**“Since I knew that JWU is one of the best culinary schools in the country, it made sense to take advantage of something like that right in my own backyard.”**

**— Michele Varin, Baking & Pastry Arts**

Michele Varin says she began baking “as soon as I was tall enough to reach the counter.” As she got older she taught herself to bake bread, eventually mastering pretzels, bagels — anything made from dough. She originally applied to the culinary arts program at JWU in 1983, but marriage, family and travel meant putting her dream on hold. She pursued a career in IT instead, and currently works at a government contracting company in Newport, as well as teaching two classes.

A personal tragedy caused her to rethink her life and career. “I realized that throughout my life, the one constant was my love of baking and I feel that I almost missed my calling. My feeling is that it’s never too late.”

Through an online chat with JWU advisors, she says, “I was able to get all my questions answered and found that I’d be able to complete the requirements for a Baking & Pastry Arts degree pretty much at my own pace.”

How does she feel about juggling a full-time job, teaching, and taking classes? “Even though the weekend lab classes are 12-hour days, I find I really look forward to it. When I come home, I’m tired, for sure, but very happy and satisfied that I spent my day productively in something that I love.”

She admires the dedication of her fellow CE students. Some, like her, are finishing a degree they started years ago. Others are there to change or advance their careers. Of the faculty, she observes, “It’s nice to be amongst people who clearly love their work.”









# THE HOSPITALITY COLLEGE

**The Hospitality College at JWU prepares students for successful careers in a number of well-paying fields.**

You'll find hospitality students getting hands-on experience at our university-owned hotels and restaurants, or at leading area employers. Several exciting majors are offered, ranging from Hotel & Lodging Management to Restaurant, Food & Beverage Management to Travel-Tourism & Hospitality Management.

With a JWU hospitality degree, your career goals can be limitless. Want to become a general manager of a five-star hotel? Oversee all aspects of an exclusive restaurant? Coordinate banquets for groups of 50–500? Organize tours to exotic destinations? These professions are within your reach — but only if you have a degree and the know-how to succeed. You'll find both at Johnson & Wales University.

Here's a sampling of what some of our recent graduates are doing:

Assistant Banquet Manager, Marriott International  
Corporate Manager, Grand Hyatt Hotels  
Corporate Trainer, Hard Rock Café  
Food Buyer, Ritz-Carlton  
Guest Service Manager, Walt Disney World  
International Tour Guide, Collette Vacations  
Manager in Training, Hilton at Short Hills  
Sales Manager, Providence Warwick Convention and Visitors Bureau

more than career success

## DEGREE PROGRAMS

Hotel & Lodging Management

Restaurant, Food & Beverage  
Management


Travel-Tourism & Hospitality  
Management

## CERTIFICATE PROGRAMS

Beverage

Travel Agent





**"When I got laid off, I turned to Johnson & Wales  
for a fresh start."**

— Linda Karaberis '07, Hospitality

When Linda Karaberis was laid off from her job, she quickly turned a negative situation into a positive one. After working for 17 years as a logistics analyst for a large food distributor, Karaberis took this opportunity to make a career change.

"I've always enjoyed cooking, dining out and interacting with people," said Karaberis. "I knew about JWU's great reputation, so I looked into the university's culinary and hospitality programs."

Karaberis decided to pursue a degree in food service management in The Hospitality College.

"I was getting exposure to culinary without being in the kitchen all the time," said the 46-year-old. "This program gave me the flexibility to take my career in a wide number of directions. Maybe I'll be a restaurant consultant some day."

Karaberis did her internship at the Radisson Hotel in Warwick, R.I., one of JWU's internship sites. There she performed several different jobs, learning first-hand about the hotel and restaurant industry.

In the classroom, Karaberis absorbed a wealth of knowledge.

"The professors have been terrific," she said. "They've all worked in the food service industry and they love to share their experiences with the students. I've also been able to network with the other students in the class who have goals similar to mine."



# PROGRAMS OF STUDY

## Beverage

**(Culinary Arts Beverage Institute and the Center for Food & Beverage Management)**

### CERTIFICATE PROGRAM

This certificate program is geared towards professionals in the restaurant and food services industries, including event planners and sales reps, who desire additional experience and education to prepare them for employment in the growing beverage industry. The program allows nontraditional students to gain the necessary skills for job advancement or to enroll in a degree program after completion of the certificate.

### BEVERAGE

A 27 quarter-credit-hour program leading to the Beverage Certificate

MAJOR COURSES		CREDITS
CUL3020	Foundations of Wine and Spirits	4.5
FSM2055	Beverage Appreciation	4.5
FSM4880	Beverage Operations Management	4.5
Choose two of the following:		
CUL4045	Spirits and Mixology Management	4.5
FSM4070	The Business of Alcoholic Distribution, Retail and Sales	4.5
HOSP3050	Hospitality Strategic Marketing	4.5
Choose one of the following**:		
ACCT10111	Hospitality Accounting I and Lab	4.5
ACCT10121	Hospitality Accounting II and Lab	4.5
ACCT3025	Hospitality Financial Management	4.5
<b>TOTAL CREDITS</b>		<b>27.0</b>

\*\*If the student has completed all levels of the ACCT coursework, they are required to take FSM2080 Food Service Operations.

**Note:** Students entering this certificate program who have not attained sophomore status or will not matriculate to junior status by the second term of classes must request an override from the department chair for the following classes. FSM 2055 (Sophomore Status), CUL 4045 (Junior Status) and HOSP 3050 (Junior Status)

## Hotel & Lodging Management

**(The International Hotel School)**

### BACHELOR OF SCIENCE (B.S.) DEGREE

The Hotel & Lodging Management bachelor's degree program focuses on current best practices for operational, strategic and staff management in lodging properties and companies. Lodging is defined as activities related to commercial, overnight accommodations of all types, including hotels, resorts and smaller lodging properties (e.g., boutique hotels, country inns, B&Bs, etc.).

The degree prepares graduates for employment in operational management or professional staff positions within commercial lodging companies, as well as positioning them to move up to higher-level positions such as general manager and various corporate staff positions. Possible career tracks might relate to front office management, housekeeping, food and beverage management and affiliated activities such as concierge, spa management, property sales and marketing, convention services, meeting and event planning, resort activities, revenue management, controller, development, regional management, etc.

Graduates are expected to be able to utilize their technical and management skills, as well as apply critical thinking skills, ethical standards and problem-solving techniques within a lodging organization.

Hotel & Lodging Management students complete a required experience at an independent, university-owned hotel, the Johnson & Wales Inn, or at a university-owned-and-operated corporate franchise, the Radisson Airport Hotel. These facilities, which are open to the public, provide an opportunity to gain practical experience in lodging and food service operations through a rotation among several departments. Students may also fulfill this requirement by being assigned to an internship at local, non-JWU affiliated hotels. This is done at the discretion of the internship coordinator.



## CONCENTRATIONS FOR HOTEL & LODGING MANAGEMENT MAJORS

At least one three-course Hospitality College concentration is required for graduation. This program allows students to select concentrations that can lead to career growth within lodging companies or to enhance their initial and subsequent career opportunities. Students may elect to use their hospitality and free elective credits for a second concentration, an internship or a summer abroad program.

While all Hospitality College concentrations are available to students in this degree (see Pages 46–47), the following concentrations are recommended: Casino & Gaming Operations; Food and Beverage Management; International Hospitality Operations (summer program only); Resort Management; or Sales, Meeting and Event Management.

## HOTEL & LODGING MANAGEMENT

A four-year program leading to the bachelor of science degree

MAJOR COURSES	CREDITS
FSM1065 Food Safety and Sanitation Management*	1.5
FSM2085 Hotel Food and Beverage Operations	4.5
FSM2095 Hotel Food and Beverage Controls	4.5
FSM4060 Hospitality Operations Management	9.0
HOSP1001 The Hospitality Field	4.5
HOSP1008 Customer/Guest Service Management	4.5
HOSP1010 Front Office Operations	4.5
HOSP2011 Hospitality Sales and Meeting Management	4.5
HOSP2030 Hospitality Human Resources and Diversity Leadership	4.5
HOSP2099 Hotel Internship	13.5
HOSP3033 Hospitality Property Operations	4.5
HOSP3077 Revenue Management	4.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP4060 Hospitality Management Seminar	4.5
Hospitality Concentr.	Three courses selected from declared concentration. Some study abroad programs offer completion of a Hospitality concentration.
Choose one of the following:	9.0
Hospitality Electives	Two courses with an EHSP attribute selected from offerings within The Hospitality College**
	OR
	Second Hospitality concentration (with use of one free elective).
	Some study abroad programs offer completion of a Hospitality concentration.
	OR
	Study Abroad (with use of one free elective)
	OR
	Second Internship (with use of one free elective)

## RELATED PROFESSIONAL STUDIES

ACCT10111	Hospitality Accounting I	4.5
ACCT10121	Hospitality Accounting II	4.5
ACCT3025	Hospitality Financial Management	4.5
CAR0010	Career Capstone	1.0
LAW2010	Hospitality Law	4.5

## GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1001	An Introduction to Literary Genres	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH2001	Statistics	4.5
PSYC2001	Introductory Psychology	4.5
SPAN1011	Conversational Spanish I: Specialized Vocabulary	4.5
History	One HIST-designated course (except HIST4030)	4.5
Math	One math course at the MATH1002 level or higher	4.5
Science	One SCI-designated course	4.5
Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies courses	9.0

## FREE ELECTIVE\*\*

One course selected from 1002–4999 numbered offerings within the university (except ACCT1005, LAW1002, MGMT2001). It is important to save this elective if you plan to participate in a Hospitality study abroad program.

## TOTAL CREDITS 187.0

\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\* Elective courses allow students to enhance their education by earning a second concentration or by participating in an internship or study abroad program. Students use two Hospitality electives and one free elective towards this program.

NOTES: Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.

## Restaurant, Food & Beverage Management (The Center for Food & Beverage Management)

## BACHELOR OF SCIENCE (B.S.) DEGREE

The Restaurant, Food & Beverage Management bachelor's degree program provides a unique combination of culinary skills and hospitality management. The focus is on current restaurant and food service management industry topics. The program also develops proficiency in the area of beverage management. Other areas of study include critical thinking, financial analysis, leadership and customer awareness in order to prepare students for a management career in the food service industry. According to the National Restaurant Association, the food and beverage industry is the largest U.S. employer besides the government.

This program includes a unique hands-on rotational internship experience at a Johnson & Wales-owned facility, or at one of our partner properties.

Graduates are expected to be able to utilize their technical and management skills as well as apply critical thinking skills, ethical standards and problem-solving techniques within a food service operation. Graduates will also identify and communicate long-range vision and strategy for a food service company.

Value-added certifications within the degree include an industry-recognized responsible alcohol service certification, the national sanitation certification (a graduation requirement), recognized by the Conference for Food Protection, and the International School of Mixology Bartending Certificate.



## RESTAURANT, FOOD & BEVERAGE MANAGEMENT

A four-year program leading to the bachelor of science degree

### MAJOR COURSES CREDITS

FSM1001	Introduction to the Food Service Field	4.5
FSM1065	Food Safety and Sanitation Management*	1.5
FSM2055	Beverage Appreciation	4.5
FSM2080	Food Service Operations	4.5
FSM2099	Food Service Management Internship	13.5
FSM3020	Dining Service Management	4.5
FSM4061	Advanced Food Service Operations Management	4.5
FSM4880	Beverage Operations Management	4.5
CUL1315	Stocks, Sauces and Soups	3.0
CUL1335	Traditional European Cuisine	3.0
CUL1355	New World Cuisine	3.0
CUL1385	Fundamentals of Food Service Production	3.0
CUL1395	Purchasing and Product Identification	3.0
CUL4045	Spirits and Mixology Management	4.5
HOSP1008	Customer/Guest Service Management	4.5
HOSP2011	Hospitality Sales and Meeting Management	4.5
HOSP2030	Hospitality Human Resource and Diversity Leadership	4.5
HOSP3050	Hospitality Strategic Marketing	4.5
HOSP4060	Hospitality Management Seminar	4.5
Hospitality Concentr.	Three courses selected from declared concentration. Some study abroad programs offer completion of a Hospitality concentration.	13.5
<b>Choose one of the following:</b>		9.0
Hospitality Electives	Two courses with an EHSP attribute selected from offerings within The Hospitality College** OR Second Hospitality concentration (with use of one free elective). Some study abroad programs offer completion of a Hospitality concentration. OR Study Abroad (with use of one free elective) OR Second Internship (with use of one free elective)	

### RELATED PROFESSIONAL STUDIES

ACCT10111	Hospitality Accounting I	4.5
ACCT10121	Hospitality Accounting II	4.5
ACCT3025	Hospitality Financial Management	4.5
CAR0010	Career Capstone	1.0
LAW2010	Hospitality Law	4.5

### GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1001	An Introduction to Literary Genres	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
PSYC2001	Introductory Psychology	4.5
SOC2001	Sociology I	4.5
SPAN1011	Conversational Spanish I: Specialized Vocabulary	4.5
History	One HIST-designated course (except HIST4030)	4.5
Math	One math course at the MATH1002 level or higher	4.5
Science	One SCI-designated course	4.5
Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies course	9.0

### FREE ELECTIVE\*\*

One course selected from 1002–4999 numbered offerings within the university (except ACCT1005, LAW1002, MGMT2001). It is important to save this elective if you plan to participate in a Hospitality study abroad program. 4.5

**TOTAL CREDITS 193.0**

\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\* Elective courses allow students to enhance their education by earning a second concentration or by participating in an internship or study abroad program. Students use two Hospitality electives and one free elective towards this program.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.



## Travel Agent

(The Center for International Travel and Tourism Studies)

### CERTIFICATE PROGRAM

Travel is a service industry. Although many people use the Internet to research travel plans, when it comes down to it, they still rely on the expertise of a travel agent to ensure their trip goes smoothly. In fact, 85-90% of cruises and tours are booked through travel agents. This program prepares students for entry-level positions in the travel industry. The program focuses on booking airline reservations, meeting planning, geography and the various careers in the travel industry, including travel agent, tour leader, adventure travel consultant and cruise reservation agent. A certificate will be awarded upon completion of the program.

### TRAVEL AGENT

A 27 quarter-credit-hour program leading to the Travel Agent Certificate

MAJOR COURSES		CREDITS
TRVL1001	Introduction to Travel-Tourism	4.5
TRVL1011	Destination Geography II OR	4.5
TRVL2801	World Geography for Tourism and Hospitality	
TRVL1035	Travel Information Systems	4.5
HOSP1008	Customer/Guest Service Management	4.5
HOSP2011	Hospitality Sales and Meeting Management OR	4.5
TRVL2040	Travel Sales Management	
<b>Choose one of the following courses*:</b>		
ENG1020	English Composition	4.5
ENG1030	Communication Skills	4.5
ACCT10111	Hospitality Accounting I	4.5
MATH1002	A Survey of College Mathematics	4.5
* If a student has completed this level of coursework they would be required to choose one of the following:		
TRVL2030	Tour Management OR	4.5
TRVL3020	Ecotourism	
<b>TOTAL CREDITS</b>		<b>27.0</b>

## Travel-Tourism & Hospitality Management

(The Center for International Travel and Tourism Studies)

### BACHELOR OF SCIENCE (B.S.) DEGREE

The Travel-Tourism & Hospitality Management bachelor's degree program provides a broad-based option for students incorporating the hotel, travel/tourism and food segments of the hospitality industry with special focus given to travel/tourism.

This bachelor's degree program places an emphasis on tourism as the glue that holds the industry together — especially in course offerings and the term-long experiential learning program. Students participate in various hospitality and tourism site rotations, such as the T.F. Green Airport Information Center, AAA Travel Services, the Rhode Island State House Tour Guide Program and Collette Vacations, an internationally known travel wholesaler.

Graduates are expected to be able to utilize their technical and management skills as well as apply critical thinking skills, ethical standards and problem-solving techniques within a tourism setting. Graduates will also identify and communicate long-term vision and strategy within a tourism business environment.

Graduates of the program will be employed in all industry segments due to its more generalized curriculum, but the emphasis on travel/tourism will provide specific career options in destination marketing organizations such as CVBs and tourism offices, resorts, tour operators, travel industry suppliers such as airlines, cruise lines or ground transportation, and various international operators. Students can further customize their degree by selecting a concentration option specific to their area(s) of interest.

## TRAVEL-TOURISM & HOSPITALITY MANAGEMENT

A four-year program leading to the bachelor of science degree

MAJOR COURSES		CREDITS
TRVL1010	Destination Geography I	4.5
TRVL1011	Destination Geography II	4.5
TRVL2099	Travel Center Internship	13.5
TRVL3010	Dynamics of Tourism	4.5
TRVL3030	International Policies of Tourism	4.5
TRVL4011	Destination Management Organization	4.5
HOSP1001	The Hospitality Field	4.5
HOSP1008	Customer/Guest Service Management	4.5
HOSP1080	Technology in the Tourism/Hospitality Industry	4.5
HOSP2011	Hospitality Sales and Meeting Management	4.5
HOSP2030	Hospitality Human Resources and Diversity Leadership	4.5
HOSP3050	Hospitality Strategic Marketing	4.5
HOSP3850	Negotiations and Agreements	4.5
HOSP4060	Hospitality Management Seminar	4.5
FSM1065	Food Safety and Sanitation Management*	1.5
FSM2065	Essentials of International Food and Beverage	4.5
Hospitality Concentr.	Three courses selected from declared concentration. Some study abroad programs offer completion of a Hospitality concentration.	13.5
<b>Choose one of the following:</b>		<b>9.0</b>
Hospitality Electives	Two courses with an EHSP attribute selected from offerings within The Hospitality College** OR Second Hospitality concentration (with use of one free elective). Some study abroad programs offer completion of a Hospitality concentration. OR Study Abroad (with use of one free elective) OR Second Internship (with use of one free elective)	





**RELATED PROFESSIONAL STUDIES**

ACCT10111	Hospitality Accounting I	4.5
ACCT10121	Hospitality Accounting II	4.5
ACCT3025	Hospitality Financial Management	4.5
CAR0010	Career Capstone	1.0
LAW2010	Hospitality Law	4.5

**GENERAL STUDIES**

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1001	An Introduction to Literary Genres	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
PSYC2001	Introductory Psychology	4.5
SOC2001	Sociology I	4.5
SPAN1011	Conversational Spanish I: Specialized Vocabulary	4.5
History	One HIST-designated course (except HIST4030)	4.5
Math	One math course at the MATH1002 level or higher	4.5
Science	One SCI-designated course	4.5
Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies course	9.0

**FREE ELECTIVE\*\***

One course selected from 1002–4999 numbered offerings within the university (except ACCT1005, LAW1002, MGMT2001). It is important to save this elective if you plan to participate in a Hospitality study abroad program. 4.5

**TOTAL CREDITS** **191.5**

\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\* Elective courses allow students to enhance their education by earning a second concentration or by participating in an internship or study abroad program. Students use two Hospitality electives and one free elective towards this program.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

Study Abroad programs may satisfy a variety of History, Sociology, English and other elective requirements. Visit the Study Abroad Office for details.







# SCHOOL OF TECHNOLOGY

**Always on the cutting edge of the latest industry developments, our School of Technology offers several innovative programs, including Information Science, Computing Technology Services and Computerized Drafting.**

With more than 300 networked computers in 13 labs, students learn on state-of-the-art equipment, and from instructors who are experts in this ever-changing industry. Because today's world relies on technology, people with the right technical, business and communication skills are in high demand.

The School of Technology at Johnson & Wales designs their curriculum to match the latest developments in industry. Whether you're driven by a love for inventing and creating, solving problems, or working with a team to develop new programs, you'll benefit by learning the following programs, all of which are equipped in the technology labs:

Adobe Acrobat	Microsoft Project
Adobe Creative Suite	Microsoft Visual Studio.NET
Adobe GoLive	MSDN Library
Adobe Illustrator	Multisim
Adobe InDesign	Net Express
Adobe Photoshop	Oracle Designer
AutoCAD	Oracle Forms
AutoDesk Architectural Desktop	Oracle Reports
AutoDesk Inventor	SQL Plus
Macromedia Dreamweaver MX	Rational Rose Enterprise Edition
Macromedia Flash	SolidWorks
Matlab	Linux, Unix and Windows
Microsoft Macro Assembler (MASM)	Operating Systems
Microsoft Office	

cutting-edge programs

## DEGREE PROGRAMS

Computerized Drafting

Computing Technology Services

Information Science

## CERTIFICATE PROGRAM

Computer-Aided Drafting





**“There’s no doubt that I was promoted because I went back to school.”**

**— Rich Daprato '07, Information Science**

Many people pursue a degree from Johnson & Wales University’s Adult & Continuing Education program hoping that once they graduate, their effort will be recognized in the form of career advancement. For Richard Daprato, his company didn’t wait for him to graduate. His efforts were rewarded immediately. Daprato was promoted from technician to indoor test range supervisor for Titleist, a leading manufacturer of golf equipment, while he was still in school.

“There’s no doubt that I was promoted because I went back to school,” says Daprato.

Daprato earned a bachelor’s degree in Information Science, but was also able to apply what he was learning in other classes to his job.

“My technical writing class helped me write reports. I took a leadership class at the same time as when I was promoted to a supervisory position. That class helped tremendously with the transition to my new role with the company,” explains Daprato. He feels the curriculum made him a more well-rounded person and a better manager, because it included subjects in the arts & sciences that complemented his technical courses.

Daprato was promoted again, to manager of product testing in golf ball operations, as soon as he completed his degree. He now supervises a team of 11 people, and also participates in the company’s hiring decisions.

“A bachelor’s degree is the key to opening doors to advancement,” says Daprato. He would encourage anyone who’s thinking of going back to school to explore the Adult & Continuing Education program at JWU.



# PROGRAMS OF STUDY

## Computer-Aided Drafting

### CERTIFICATE PROGRAM

The certificate program in Computer-Aided Drafting is designed to enhance present drafting skills and to familiarize students with the use of computer-aided drafting techniques.

Students in this certificate program should possess basic keyboarding skills, as well as fundamental word processing and digital presentation software skills, or take FIT1012 (Digital Technology for Business) concurrently. They also should have basic knowledge of mechanical or architectural drafting.

Upon completion of the Computer-Aided Drafting certificate program, credits earned can be applied directly into the associate in science degree program in Computerized Drafting.

The Computer-Aided Drafting Certificate program is offered through Adult & Continuing Education only.

NOTE: Students who enroll in this certificate program are ineligible for financial aid. Contact the Financial Planning office for options.

### COMPUTER-AIDED DRAFTING

A 21 quarter-credit-hour program leading to the Certificate in Computer-Aided Drafting

MAJOR COURSES		CREDITS
CAD1000	Computer-Aided Drafting I	6.0
CAD1L00	Computer-Aided Drafting I Lab	1.0
CAD1020	Computer-Aided Drafting II	6.0
CAD1L20	Computer-Aided Drafting II Lab	1.0
CAD1030	Computer-Aided Drafting III	6.0
CAD1L30	Computer-Aided Drafting III Lab	1.0
TOTAL CREDITS		21.0

### TWO-YEAR OPTION:

- Computerized Drafting (this page)

## Computerized Drafting

### ASSOCIATE IN SCIENCE (A.S.) DEGREE

The goal of the two-year associate in science degree program in Computerized Drafting is to combine academic theory, basic drafting methods, computer-aided drafting techniques and general communication skills with the practical experience necessary for entry-level CAD drafting skills applicable to engineering fields that use mechanical, architectural or electrical applications.

Upon completion of this program, students may seek immediate career opportunities in government public works and transportation departments, or architectural, electronics and manufacturing industries as draftspersons and/or CAD operators. Students may also choose to continue their studies in the bachelor of science degree program of Engineering Design & Configuration Management (Day Program only).

### COMPUTERIZED DRAFTING

A two-year program leading to the associate in science degree

MAJOR COURSES		CREDITS
CAD1000	Computer Aided Drafting I	6.0
CAD1L00	Computer Aided Drafting I Lab	1.0
CAD1020	Computer Aided Drafting II	6.0
CAD1L20	Computer Aided Drafting II Lab	1.0
CAD1030	Computer Aided Drafting III	6.0
CAD1L30	Computer Aided Drafting III Lab	1.0
CAD2000	Portfolio Development	1.5
CAD2020	Mechanical CAD	4.5
CAD2030	Principles of Design	4.5
CAD2040	Architectural CAD	4.5
CAD2059	Introduction of Computer Integrated Manufacturing (CIM)	4.5
CAD2061	CAD Applications	4.5

### RELATED PROFESSIONAL STUDIES

FIT1012	Digital Technology for Business Tech.	4.5
Elective	Two courses with an ETEC attribute selected from offerings within the School of Technology (except FIT1000 or FIT1020)	9.0

### GENERAL STUDIES

ENG1001	An Introduction to Literary Genres	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
MATH1012	Mathematics I	4.5
MATH1013	Mathematics II	4.5
SCI1011	General Physics I and Lab	4.5
Elective	One course with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies course	4.5

**TOTAL CREDITS 94.5**

NOTE: Students must have MATH1009 (Fundamentals of Technical Mathematics) or equivalent placement scores to enroll in MATH1012.

### FOUR-YEAR OPTION:

- Engineering Design and Configuration Management (Day Program only)



## Computing Technology Services

### ASSOCIATE IN SCIENCE (A.S.) DEGREE

This two-year associate degree program focuses on the technical and computer skills required by entry-level technology support positions. At the same time the curriculum recognizes that technical skills are not the only requirement for technical support professionals. The appropriate balance of business, people and technical skills is vital to the success of today's information technology support professional. Therefore, the curriculum has been expressly designed to also ensure individuals have the necessary oral, written and critical thinking skills to help them with their professional responsibilities.

Courses include substantial hands-on work with software and hardware commonly used in business environments today, with the successful associate candidate prepared to sit for obtaining both A+ certification and Microsoft Office Specialist certification. Students also work hands-on with software and hardware specifically related to the support function, becoming familiar with common support software and tools.

Upon successful completion of this program students may seek employment in entry-level positions such as help desk analyst, software support specialist, computer use support specialist, and call center specialist in a variety of business settings. Students may continue their studies with junior-year status in the university's bachelor of science degree program in Information Science.

## COMPUTING TECHNOLOGY SERVICES

A two-year program leading to the associate in science degree

MAJOR COURSES	CREDITS
CSIS1000 Problem Solving and Programming Concepts	4.5
CSIS1020 Fundamentals of C Programming	4.5
CSIS1070 Diagnostics and Maintenance	4.5
CSIS2030 Database Concepts	4.5
CSIS2045 Introduction to Operating Systems	4.5
FIT1012 Digital Technology for Business	4.5
FIT1014 Solving Business Problems with Technology	4.5
FIT2020 Advanced Computer Business Applications	4.5
ITEC1000 Help Desk Concepts	4.5
ITEC1020 Introduction to Data Communications	4.5
ITEC2090 IT Call Management Systems	4.5
Tech. One course with an ETEC attribute	
Elective selected from offerings within the School of Technology (except FIT1000 or FIT1020)	4.5

### RELATED PROFESSIONAL STUDIES

LAW2001 The Legal Environment of Business I	4.5
MGMT1001 Principles of Management	4.5

### GENERAL STUDIES

ENG1001 An Introduction to Literary Genres	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
MATH1020 College Algebra	4.5
SOC2001 Sociology I	4.5
Science One science course from the following: SCI2005, SCI3010, SCI3030	4.5

**TOTAL CREDITS** **94.5**

**NOTE:** Students must have MATH0001 (Mathematics Lab) or equivalent placement scores to enroll in MATH1020.

### FOUR-YEAR OPTIONS:

- Information Science (this page)
- Technology Services Management (Day School Only)



## Information Science

### BACHELOR OF SCIENCE (B.S.) DEGREE

The Information Science bachelor's degree program complements a variety of associate degree programs to allow students greater flexibility in choosing a career in which computer technology plays an integral part.

Students build upon the knowledge they have acquired in their associate degree programs, integrating that knowledge with the information science fundamentals of information storage, retrieval, manipulation, transmission, communication, presentation and analysis. Students also study the computer's impact on business and industry.

As entering technology professionals within industry and the public sector, students require knowledge of the particular industry in which they seek careers. In the Information Science B.S. degree program each student, with the guidance of their faculty advisor, selects three (3) application domain courses relevant to their career goals from any college or school within the university. This provides a foundation for the student to learn how to apply information systems in support of organizational value.

Under the supervision of a faculty advisor, seniors complete a technology solo project that involves designing, building, implementing or researching a technology-based problem related to his or her degree program.

Students graduating from the program may enter the field of information technology as entry-level systems or business analysts, systems modelers or systems designers within the private or public sector.



## INFORMATION SCIENCE

A four-year program leading to the bachelor of science degree for graduates of selected two-year associate in science degree programs

### FIRST TWO YEARS:

Associate in science degree in  
Computing Technology Services (Page 42) 96.0  
or an associate degree from an accredited  
university (student must meet program's  
prerequisite requirements)

### PREREQUISITES

CSIS1020	Fundamentals of C Programming OR	4.5
CSIS1040	Fundamentals of Visual Basic	
CSIS2045	Introduction to Operating Systems	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
FIT1012	Digital Technology for Business	4.5
FIT1014	Solving Business Problems with Technology	4.5
ITEC1020	Intro to Data Communications	4.5
MATH1002	Survey of College Mathematics OR	4.5
MATH1020	College Algebra	

### THIRD AND FOURTH YEARS:

MAJOR COURSES		CREDITS
ITEC3020	Information Science I	4.5
ITEC3040	Systems Analysis	4.5
ITEC3050	Information Security	4.5
ITEC3070	Systems Modeling and Simulation	4.5
ITEC3080	Information Management	4.5
ITEC3085	Systems Design	4.5
PRMG2010	Introduction to Project Management	4.5
TECX4020	Technology Solo Project	4.5

### RELATED PROFESSIONAL STUDIES

CAR0010	Career Capstone	1.0
LAW2001	The Legal Environment of Business I*	4.5
LAW3080	Cyberlaw	4.5
Tech.	Two courses with an ETEC attribute	
Electives	selected from offerings within the School of Technology (except FIT1000 or FIT1020)	9.0
Applic. Courses	Three application domain courses	13.5

### GENERAL STUDIES

LEAD2001	Foundations of Leadership Studies	4.5
MATH2001	Statistics	4.5
PHIL3020	Logic: Critical Thinking OR	4.5
PHIL3040	Ethics of Business Leadership	
SOC2001	Sociology I	4.5
History	One HIST-designated course (except HIST4030)	4.5
Elective	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies courses	9.0

.....  
**TOTAL CREDITS** 99.0  
.....

**FOUR-YEAR CREDIT TOTAL\*** 189.0–195.0

\* Computing Technology majors must substitute a free  
elective for LAW2001.

NOTE: Students must earn a performance transcript  
writing assessment of "validated" or "mastered" in order  
to graduate with a bachelor's degree.







# CONCENTRATIONS

Students may choose to focus their electives in any of the following concentrations. Beyond the enrichment a concentration provides, students' transcripts will reflect commitment to a particular area which may be impressive to prospective employers.

## Declaring Your Concentration

Each student should consult with his/her faculty advisor in order to determine which concentration(s) will best further the student's career goals. Students then need to formally declare their concentration(s) by completing a concentration form in Student Academic & Financial Services. A student may declare up to a maximum of three concentrations per degree program.

## COLLEGE OF BUSINESS

Courses already required in a student's individual program cannot be selected to fulfill a COB concentration requirement. Students are responsible for completing any prerequisites necessary for courses listed in a concentration in order to complete the concentration.

### Advertising

COURSES		CREDITS
ADVC1010	Marketing Communications I	4.5
ADVC1011	Marketing Communications II	4.5
ADVC2001	Creativity in Advertising	4.5
TOTAL CREDITS		13.5

### Business-to-Business Selling

COURSES		CREDITS
MRKT1011	Principles of Professional Selling	4.5
MRKT2012	Sales Management	4.5
MRKT2020	Business-to-Business Marketing	4.5
TOTAL CREDITS		13.5

### e-Commerce

COURSES		CREDITS
CGRA2020	Web Site Design Concepts	4.5
CGRA2030	Multimedia Design Applications I	4.5
MRKT3040	e-Commerce	4.5
TOTAL CREDITS		13.5

### Fashion Communications

COURSES		CREDITS
ENG2010	Technical Writing	4.5
ENG2030	Introduction to Newswriting	4.5
RTL2050	Fashion Promotion	4.5
TOTAL CREDITS		13.5

## Fashion Product Development

Choose any three of the following courses.

COURSES		CREDITS
MRKT3005	Brand Marketing	4.5
MRKT3020	Product Development	4.5
RTL1020	The Business of Fashion	4.5
RTL3060	Fashion Forecasting OR	4.5
RTL3070	Textile Design for the Apparel and Home Furnishings Industry	
TOTAL CREDITS		13.5

## Finance

Choose any combination of the following courses to total 13.5 credits.

COURSES		CREDITS
FISV3005	International Finance	4.5
FISV3010	Credit Management	4.5
FISV3015	Fundamentals of Financial Planning	4.5
FISV3020	Financial Institutions	4.5
FISV4010	Bank Management	4.5
FISV4020	Risk Management and Insurance	4.5
FISV4030	Real Estate	4.5
FISV4070	Series 7 Securities	9.0
TOTAL CREDITS		13.5

## Human Resources Management

Choose any three of the following courses.

COURSES		CREDITS
ECON3030	Managerial Economics	4.5
MGMT2001	Human Resource Management	4.5
MGMT3050	Compensation and Benefits Management	4.5
MGMT3060	Human Resources Training and Development	4.5
MGMT3070	Contemporary Management	4.5
MGMT4070	Human Resources Management Strategy	4.5
TOTAL CREDITS		13.5

## International Business

Choose any three of the following courses.

COURSES		CREDITS
ECON3030	Managerial Economics	4.5
IBUS2002	International Business	4.5
IBUS2030	Foreign Area Studies	4.5
IBUS2040	International Culture and Protocol	4.5
IBUS3050	Export Procedures and Practices	4.5
TOTAL CREDITS		13.5



## Investments

Choose any combination of the following courses to total 13.5 credits.

COURSES		CREDITS
FISV3001	Investments	4.5
FISV3015	Fundamentals of Financial Planning	4.5
FISV4030	Real Estate	4.5
FISV4070	Series 7 Securities	9.0
FISV4050	Portfolio Management and Analysis	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Legal Issues

This concentration is designed to enrich the legal understanding of students for whom law will not be the primary activity or profession. Students hoping to apply to law school are strongly urged to avoid this concentration, and instead select a concentration in Applied Mathematics, History, Literature, Physical Science and/or Political Science.

Choose any three of the following courses.

COURSES		CREDITS
LAW3002	The Legal Environment of Business II	4.5
LAW3010	Business Law for Accountants*	4.5
LAW3015	Criminal Procedure	4.5
LAW3025	Criminal Law	4.5
LAW3055	International Business Law	4.5
LAW3065	Employment Law	4.5
LAW3080	Cyberlaw	4.5
LAW3090	Evidence	4.5
LAW3092	Sports and Entertainment Management Law	4.5
LAW3820	Cyber Crimes	4.5
LAW4020	The Law of Contracts and Sales*	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

\* Students may not take both LAW3010 and LAW4020 to complete this concentration, nor may a student who has taken LAW3010 to fulfill a major requirement take LAW4020 to fulfill this concentration.

NOTE: Criminal Justice majors are not eligible for the Legal Issues concentration.

## Management

Choose any three of the following courses.

COURSES		CREDITS
ECON3030	Managerial Economics	4.5
FISV3020	Introduction to Financial Institutions	4.5
MGMT2001	Human Resource Management	4.5
MGMT2020	Organizational Behavior	4.5
MGMT3030	Managerial Technology	4.5
MGMT3060	Human Resource Training	4.5
MGMT4001	Process Planning and Control	4.5
PRMG2010	Introduction to Project Management	4.5
PRMG3010	Advanced Project Management	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Marketing Communications

COURSES		CREDITS
ADVC1021	Public Relations Concepts	4.5
ADVC2001	Creativity in Advertising	4.5
ADVC3003	Ad Campaigns	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Marketing Management

Choose any three of the following courses.

COURSES		CREDITS
MRKT1002	Consumer Behavior	4.5
MRKT2020	Business-to-Business Marketing	4.5
MRKT2050	Qualitative Research	4.5
MRKT3005	Brand Marketing	4.5
MRKT4030	International Marketing	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Marketing Research

Choose any three of the following courses.

COURSES		CREDITS
ENTR2030	The Business Plan	4.5
MRKT2050	Qualitative Research	4.5
MRKT3005	Brand Marketing	4.5
MRKT3055	Quantitative Research	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Operations Management

Choose any three of the following courses.

COURSES		CREDITS
ECON3030	Managerial Economics	4.5
IBUS3050	Export Procedures and Practices	4.5
MGMT2030	Service and Production Operations Management	4.5
MGMT2040	Purchasing and Supply Chain Management	4.5
MGMT3040	Process and Quality Management	4.5
MGMT4001	Process Planning and Control	4.5
MGMT4050	Operations Management Strategy	4.5
PRMG2010	Introduction to Project Management	4.5
PRMG3010	Advanced Project Management	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>



## THE HOSPITALITY COLLEGE

As a condition of baccalaureate graduation, all students enrolled in Hospitality College degrees must complete a concentration during their junior and senior years.

When completing a concentration in The Hospitality College, students may not use required core courses (or their equivalent) from within their chosen major. Additionally, students may not apply the same course to different Hospitality College concentrations.

Hospitality majors have three concentration electives and two hospitality electives. Transfer students who transfer in three or more hospitality elective courses are not required to use their remaining electives toward a concentration.

### Adventure, Sport and Nature Based Tourism

COURSES		CREDITS
TRVL3040	Adventure, Sport and Nature Based Tourism	4.5
<b>Choose two of the following:</b>		
CGRA3050	Desktop Publishing	4.5
HOSP3065	Hospitality Security and Risk Management	4.5
SEE2015	Leadership in Recreation/Leisure Settings	4.5
SEE2040	Outdoor Recreation Planning	4.5
SEE3045	Media Relations	4.5
TRVL2040	Travel Sales Management	4.5
TRVL3020	Ecotourism	4.5
TRVL3801	Winter Resort & Adventure Management	4.5
TRVL4011	Destination Management Organization	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

### Casino and Gaming Operations

COURSES		CREDITS
PSYC2040	Psychological Issues of Addiction and Compulsive Behavior	4.5
SEE2070	The Gaming Industry	4.5
<b>Choose one of the following:</b>		
ACCT3055	Casino Accounting	4.5
HOSP3065	Hospitality Security and Risk Management	4.5
SEE3015	Managing Gaming Operations	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>



## Food and Beverage Management

Choose any three of the following courses.

COURSES		CREDITS
CUL4045	Spirits and Mixology Management	4.5
FSM2055	Beverage Appreciation	4.5
FSM2065	Essentials of International Food and Beverage	4.5
FSM3012	Advanced Menu Analysis	4.5
FSM3020	Dining Services Management	4.5
FSM3030	Facilities Design and Analysis	4.5
FSM4040	On-site Food Service	4.5
HOSP3060	Private Club Management	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Resort Management

COURSES		CREDITS
HOSP2020	Resort Management	4.5
<b>Choose two of the following:</b>		
FISV4030	Real Estate	4.5
HOSP1010	Front Office Operations	4.5
HOSP2011	Hospitality Sales and Meeting Management	4.5
HOSP3045	Managing Vacation Ownership (timeshare) Resorts	4.5
HOSP3065	Hospitality Security and Risk Management	4.5
HOSP3810	Spa Management	4.5
HOSP4012	Developing and Managing a Small Hospitality Lodging Property	4.5
SEE2040	Outdoor Recreation Planning	4.5
TRVL3010	Dynamics of Tourism	4.5
TRVL3020	Ecotourism	4.5
TRVL3801	Winter Resort and Adventure Management	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Sales, Meeting and Event Management

COURSES		CREDITS
HOSP3020	Trade Show/Exposition Management	4.5
<b>Choose 9.0 credits from the following courses:</b>		
HOSP2011	Hospitality Sales and Meeting Management	4.5
HOSP3850	Negotiations and Agreements	4.5
MRKT3011	Direct Marketing	4.5
MRKT3040	e-Commerce	4.5
SEE2020	Event Management	4.5
SEE2030	The Entertainment Industry	4.5
SEE3041	Special Event Protocol	4.5
SEE3042	Weddings & Ceremonies	4.5
SEE3045	Media Relations	4.5
SEE3055	International Special Event Management*	9.0
SEE3060	Concert and Event Production	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

\* SEE3055 is only offered during the summer study abroad program. Students must apply and be accepted into this program.

## Travel Agent

COURSES		CREDITS
TRVL1035	Travel Information Systems	4.5
<b>Choose two of the following:</b>		
TRVL2030	Tour Management	4.5
TRVL2810	Aviation and Airline Industry Management	4.5
TRVL3040	Adventure, Sport and Nature Based Tourism	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>
<b>NOTE:</b> Only students majoring in Travel-Tourism & Hospitality Management are eligible for this concentration.		

## Travel Agent

COURSES		CREDITS
TRVL1035	Travel Information Systems	4.5
<b>Choose one of the following:</b>		
TRVL1011	Destination Geography II	4.5
TRVL2801	World Geography for Tourism and Hospitality	4.5
<b>Choose one of the following:</b>		
HOSP2011	Hospitality Sales and Meeting Management	4.5
TRVL2030	Tour Management	4.5
TRVL2810	Aviation and Airline Industry Management	4.5
TRVL3040	Adventure, Sport and Nature Based Tourism	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>
<b>NOTE:</b> Students majoring in Travel-Tourism & Hospitality Management are <i>not</i> eligible for this concentration.		

## SCHOOL OF ARTS & SCIENCES

### Applied Mathematics

Choose any three of the following courses to total 13.5 credits (only one may be a required course in your major).

COURSES		CREDITS
MATH1002	A Survey of College Mathematics	4.5
MATH1012	Mathematics I	4.5
MATH1013	Mathematics II	4.5
MATH1020	College Algebra	4.5
MATH1040	Calculus I	4.5
MATH1041	Calculus II	4.5
MATH1930	Quantitative Analysis I	4.5
MATH1931	Quantitative Analysis II	4.5
MATH2001	Statistics	4.5
MATH2005	Special Topics in Mathematics	4.5
MATH2042	Calculus III	4.5
MATH2043	Ordinary Differential Equations	4.5
MATH3020	Discrete Mathematics	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

### Arts

COURSES		CREDITS
ART2010	Introduction to Film	4.5
ART2020	Introduction to Art	4.5
ART2030	Music Appreciation	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Biological Science

Choose any three of the following courses.

COURSES		CREDITS
SCI2005	Introduction to Botany	4.5
SCI2020	Exercise Physiology	4.5
SCI2031	Anatomy and Physiology	4.5
SCI2040	Marine Biology	4.5
SCI2045	Introduction to General and Organic Chemistry	4.5
SCI3040	Biochemistry	4.5
SCI4060	Food Microbiology	4.5
	AND	
SCI4061	Food Microbiology Lab	2.25
<b>TOTAL CREDITS</b>		<b>13.5–15.75</b>

## Career Writing

COURSES		CREDITS
ENG2030	Introduction to Newswriting	4.5
<b>Choose two of the following:</b>		
ADVC1021	Public Relations Concepts	4.5
CGRA3050	Desktop Publishing	4.5
ENG2010	Technical Writing	4.5
ENG3030	Introduction to Food Writing	4.5
ENG3050	Introduction to Travel Writing	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Environmental Science

COURSES		CREDITS
SCI3010	Environmental Science	4.5
SCI3030	Introduction to Ecology	4.5
<b>Choose one of the following:</b>		
SCI1021	General Chemistry	4.5
SCI2040	Marine Biology	4.5
SCI3070	Food Sustainability	4.5
SCI3080	The Business of Sustainability	4.5
TRVL3020	Ecotourism	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Global Perspectives

Choose any three of the following courses.

COURSES		CREDITS
FREN1003	Conversational French III	4.5
FREN1902	French II Honors	4.5
GER1003	Conversational German III	4.5
IBUS2002	International Business	4.5
IBUS2030	Foreign Area Studies	4.5
IBUS2040	International Culture and Protocol	4.5
IHTV3010	International Hospitality Management	4.5
LIT2030	African-American Literature	4.5
LIT4030	Multi-Ethnic Literature	4.5
REL2001	Comparative Study of World Religions: An Interdisciplinary Approach	4.5
SOC2020	Culture and Food	4.5
SPAN1003	Conversational Spanish III	4.5
SPAN1902	Spanish II Honors	4.5
TRVL3030	International Policies of Tourism	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

NOTE: A special feature of this concentration is the possibility for students to fulfill some course requirements overseas during the summer. Summer campuses will change yearly, as will course offerings. The international component provides students the opportunity to use what they've learned and add yet another impressive component to their resumes. International Business majors are not eligible for the Global Perspectives Concentration.

## History

Choose any three of the following courses.

COURSES		CREDITS
HIST2001	World History to 1500	4.5
HIST2002	World History Since 1500	4.5
HIST3001	U.S. History from Colonial Times to 1876	4.5
HIST3002	U.S. History Since 1877 (to the Present)	4.5
HIST3010	Modern History	4.5
HIST3020	A Multicultural History of America	4.5
HIST4010	Contemporary American History: the U.S. in a Global Age	4.5
HIST4020	American Government	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Leadership Studies

Choose any three of the following courses.

COURSES		CREDITS
LEAD2001	Foundations of Leadership Studies OR	4.5
LEAD2901	Honors Foundations of Leadership Studies	
<b>Choose any two of the following:</b>		
FSM3035	Supervision for Food Service Professionals*	4.5
HIST4030	R.I. State Gov't Internship Program	4.5
LEAD2010	Special Topics in Leadership	4.5
LEAD2920	Honors Intercampus Course in Philanthropy I	4.5
LEAD2921	Honors Intercampus Course in Philanthropy II	4.5
LEAD3010	Leadership Through Film and Literature	4.5
LEAD3020	Creative Leadership	4.5
PHIL3040	Ethics of Business Leadership	4.5
SEE2015	Leadership in Recreation/Leisure Settings	4.5
SOC2040	Community Leadership: An Applied Sociology	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

\* FSM3035 is only available to bachelor's degree candidates within the College of Culinary Arts.

## Literature

Choose any three of the following courses.

COURSES		CREDITS
ENG1001	An Introduction to Literary Genres	4.5
LIT2030	African-American Literature	4.5
LIT2040	American Literature I	4.5
LIT2050	American Literature II	4.5
LIT3001	Studies in Drama	4.5
LIT3015	Food in Film and Literature	4.5
LIT3020	Studies in the Short Story	4.5
LIT3030	Studies in Poetry	4.5
LIT3040	Sports in Film and Literature	4.5
LIT4010	Science Fiction	4.5
LIT4030	Multi-Ethnic Literature	4.5
LIT4040	Shakespeare	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Physical Science

COURSES		CREDITS
SCI1011	General Physics I and Lab	4.5
SCI1012	General Physics II and Lab	4.5
SCI1021	General Chemistry	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Political Science

COURSES		CREDITS
PSCI3001	Introduction to Political Science*	4.5
<b>Choose any two of the following:</b>		
HIST4020	American Government	4.5
HIST4030	R.I. State Gov't Internship Program	4.5
PSCI3005	Contemporary Political Ideologies	4.5
PSCI3010	Introduction to World Politics	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

\* It is strongly recommended that PSCI3001 be taken first.

## Psychology

COURSES		CREDITS
PSYC2001	Introductory Psychology OR	4.5
PSYC2901	Honors Introductory Psychology	
<b>Choose any two of the following:</b>		
PSYC2002	Abnormal Psychology	4.5
PSYC2010	Personality	4.5
PSYC2020	Industrial/Organizational Psychology	4.5
PSYC2030	Developmental Psychology	4.5
PSYC2040	Psychological Issues of Addiction and Compulsive Behavior	4.5
PSYC3001	Social Psychology	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## Sociology

COURSES		CREDITS
SOC2001	Sociology I OR	4.5
SOC2901	Honors Sociology I	

**Choose any two of the following:**

HUM3070	Visual Literacy and the Sociology of Perception OR	4.5
SOC3070	Visual Literacy and the Sociology of Perception	
SOC2002	Sociology II	4.5
SOC2020	Culture and Food	4.5
SOC2025	Cultural Tapestry: Perspectives in Diversity	4.5
SOC2035	Sociology of Aging	4.5
SOC2040	Community Leadership: An Applied Sociology	4.5
SOC2050	Cultures of Africa	4.5
SOC2060	Deviant Behavior	4.5
SOC3010	Social Issues in Contemporary America	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

## SCHOOL OF TECHNOLOGY

### Computerized Drafting

COURSES		CREDITS
CAD1000	Computer Aided Drafting I	6.0
CAD1L00	Computer Aided Drafting I Lab	1.0
CAD1020	Computer Aided Drafting II	6.0
CAD1L20	Computer Aided Drafting II Lab	1.0
CAD1030	Computer Aided Drafting III	6.0
CAD1L30	Computer Aided Drafting III Lab	1.0
<b>TOTAL CREDITS</b>		<b>21.0</b>

### Database Management

COURSES		CREDITS
CSIS1040	Fundamentals of Visual Basic	4.5
CSIS2030	Database Concepts	4.5
CSIS2080	Database Design	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>

### Desktop Publishing

COURSES		CREDITS
CGRA2030	Multimedia Applications I	4.5
CGRA3040	Information Architecture and Content Planning	4.5
CGRA3050	Desktop Publishing	4.5
<b>TOTAL CREDITS</b>		<b>13.5</b>





# TECHNICAL STANDARDS

## COLLEGE OF CULINARY ARTS

To participate in any program in the College of Culinary Arts, each student, with or without reasonable accommodations, must be able to safely and effectively

- communicate in person with co-workers and guests
- attend and participate in laboratory and production classes of up to eight hours in length
- lift and transport food and other culinary product, equipment, small wares and utensils
- lift and transport trays with hot and cold plated foods, small wares, and other items, and serve and clear tables where guests are seated
- pour and serve liquids and beverages, including hot liquids
- use knives and other commercial cooking utensils
- operate commercial cooking and food service equipment
- maneuver in professional or commercial kitchens, dining rooms and related facilities
- test and evaluate the taste, appearance, texture and aroma of food and beverage products
- use commercial cleaning and sanitizing equipment and materials

The foregoing technical standards are essential to all programs of instruction in the College of Culinary Arts and also reflect industry requirements and standards.

## THE HOSPITALITY COLLEGE

### Travel-Tourism & Hospitality Management

To participate in this program, each student, with or without reasonable accommodations, must be able to safely and effectively

- communicate with fellow workers and customers in person, by telephone and by radio
- input data into and retrieve data from a computer
- travel by standard commercial carriers, including airlines
- handle luggage, ground transportation and hotel accommodations, and access tour sites with available on-site accommodations

### All Other Hospitality Programs

To participate in these programs, each student, with or without reasonable accommodations, must be able to safely and effectively

- communicate with fellow workers, guests and customers in person and by telephone
- attend and participate in both day and night shift (including third shift) classes
- input data into and retrieve data from a computer
- lift, transport and set up moveable hotel furniture, serving equipment and cleaning equipment, and safely and effectively operate or use such items in the preparation, utilization and maintenance of hotel or institutional facilities
- attend and participate in laboratory and food production classes of up to eight hours in length
- lift and transport food and other culinary product, equipment, small wares, and utensils
- lift and transport trays with hot and cold plated foods, small wares and other items, and serve and clear tables where guests are seated
- pour and serve liquids and beverages, including hot liquids
- use knives and other commercial cooking utensils
- operate commercial cooking and food service equipment

- maneuver in professional or commercial kitchens, dining rooms and related facilities
- test and evaluate the taste, appearance, texture and aroma of food and beverage products
- perform commercial or institutional housekeeping tasks (such as bedmaking) and use commercial cleaning and sanitizing equipment and materials

The foregoing technical standards are essential to the programs of instruction in The Hospitality College and also reflect industry requirements and standards.

# COURSE NUMBERING SYSTEM

Alphabetic  
Code Discipline

## Alan Shawn Feinstein Graduate School

COMM Communication  
EVNT Event Leadership  
GRAD Graduate Studies

## Career Development

CAR Career Management

## College of Business

ACCT\* Accounting  
ADVC Advertising Communications  
ENTR Entrepreneurship  
EQN Equine  
FISV\* Financial Services Management  
IBUS\* International Business  
LAW\* Law  
MGHI Management and the Hospitality Industry  
MGMT\* Management  
MRKT\* Marketing  
RTL Retail

## College of Culinary Arts

BPA Baking & Pastry Arts  
CUL Culinary Arts  
FSM Food Service Management  
NUTR Culinary Nutrition

## The Hospitality College

FSM Food Service Management  
HOSP\* Hospitality Management  
IHTV International Hotel and Tourism  
MGHI Management and the Hospitality Industry  
SEE Sports/Entertainment/Event  
Management  
TRVL Travel/Tourism

## School of Arts & Sciences

ARA Arabic  
ART Art  
CSL Community Service Learning  
ECON\* Economics  
ENG English  
ESL English Language Institute  
FREN French  
GER German  
HIST History  
HUM Humanities  
LEAD Leadership Studies  
LIT\* Literature  
MATH Mathematics  
PHIL Philosophy  
PSCI Political Science  
PSYC Psychology  
REL Religion  
RSCH\* Research  
RUS Russian  
SCI Science  
SOC Sociology  
SPAN Spanish

## School of Education

EDUC Education  
SPED Special Education

\*these codes also exist in the graduate school

Alphabetic  
Code Discipline (continued)

## School of Technology

CAD Computerized Drafting  
CGRA Computer Graphics  
CSIS Computer Science  
DME Digital Media  
ENGN Engineering  
FIT Foundations in Technology  
ITEC Information Technology  
PRMG Project Management  
TECX Technology Experiential Education

## Other

ABRD Academic International Programs  
PHYS Physical Education

## Numeric Values

0001–0999 Non-credit and/or institutional  
credit courses  
1000–1999 Introductory courses  
2000–3999 Intermediate courses  
4000–4999 Advanced courses  
5000–6999 Graduate courses  
7000–9999 Doctoral courses

## First Digit

1	Freshman level	4	Senior level
2	Sophomore level	5–6	Graduate level
3	Junior level	7–9	Doctoral level

## Miscellaneous

GS Denotes a general studies course outside  
of the School of Arts & Sciences  
HO Denotes an honors-option course  
HY Denotes a hybrid format course  
OL Denotes an online course  
PT Denotes a course in which performance  
transcript skills are measured  
SL Denotes a possible service learning module  
WI Denotes a writing-intensive course

## Definitions of Elective Attributes

Elective courses, as designated by each program,  
allow students to personalize their program of  
study by selecting courses that will strengthen  
and support their individual or career aspirations.  
Eligible elective course offerings are defined by  
attribute type and are identified by appropriate  
colleges or schools. Special note: Individual  
program requirements will detail any exceptions  
when specific courses may not satisfy an elective  
requirement.

When selecting an elective, students must reg-  
ister the appropriate type of elective and are  
responsible for satisfying any prerequisites or  
restrictions that may be present on the elective  
course offering. Furthermore, the elective may  
not be a required course in the student's program  
of study.

Type of elective	Attribute type
accounting	EACC
arts & sciences	EASC
baking/pastry	EBAP
career elective	ECAR
criminal justice	ECJS
culinary	ECUL
elective ("free" elective)	any 1000-level or higher course except those noted
equine	EEQN
financial services	EFIN
graduate	EGRD
hospitality	EHSP
international business	EIBU
technology	ETEC



# COURSE DESCRIPTIONS

## Experiential Education & Career Services

### CAREER MANAGEMENT

#### CAR0010 CAREER CAPSTONE

This career management course focuses on preparing students to make the transition from college to career. Students learn ways to enhance and customize their job search materials such as résumés, portfolios and cover letters to market themselves effectively to employers. General job search strategies as well as networking and interview techniques are reinforced. Other topics include career self-assessment, evaluating and negotiating job offers, identifying and pursuing internships and the services provided by Experiential Education & Career Services. Prerequisite: Junior status. (PT) (OL) Quarter Credit Hours 1.0

## College of Business

### ACCOUNTING

#### ACCT10011 PRINCIPLES OF ACCOUNTING I

Accounting I is designed to acquaint students with the nature and purpose of accounting. Students are introduced to the accounting cycle, where they identify, record and summarize accounting data, including the preparation of financial statements. Also included in the course is accounting systems design as it pertains to cash, accounts receivables and inventories. Corequisite: FIT1020. (HO) Quarter Credit Hours 4.5

#### ACCT10021 PRINCIPLES OF ACCOUNTING II

Students are exposed to basic accounting procedures in the areas of fixed assets, partnerships, corporations, payroll, systems and controls, accounting principles and preparation of the statement of cash flows and statement of cost of goods manufactured. Prerequisite: ACCT10011 or ACCT10111 or ACCT10211. Quarter Credit Hours 4.5

#### ACCT10111 HOSPITALITY ACCOUNTING I

This course is designed to combine the concepts of accounting theory and practice with the specialized requirements of the hospitality industry. The course introduces the nature and purpose of accounting, the double-entry system, hospitality accounting documents and special journals, inventories, adjusting entries, financial statements and the closing process. Students learn the accounting cycle for proprietorship and corporate forms of business. (OL) Quarter Credit Hours 4.5

#### ACCT10121 HOSPITALITY ACCOUNTING II

This course is based on the Uniform System of Accounts as approved by the American Hotel & Lodging Association. Comprehensive coverage is given to revenue and expense accounting, the periodic inventory method, preparation of departmental and corporate financial statements for a hotel, ratio analysis, accounting for intangible assets, and selective topics in property and equipment accounting and hospitality payroll. Prerequisite: ACCT10011 or ACCT10111 or ACCT10211. (OL) Quarter Credit Hours 4.5

#### ACCT10211 BUSINESS ACCOUNTING I

The purpose of this course is to provide the student with an understanding of the processing of financial data with an emphasis on concepts rather than procedures. Accounting is presented with a focus in its business context, integrating ratios and financial statements to enhance the understanding of how the information is used as a tool for decision making in the business world. Quarter Credit Hours 4.5

#### ACCT10221 BUSINESS ACCOUNTING II

The purpose of this course is to provide the student with an understanding of accounting for assets, liabilities and equity necessary in running a business and evaluating its operating results and financial condition employing various analytical methods and ratios. Prerequisite: ACCT10011 or ACCT10111 or ACCT10211. Quarter Credit Hours 4.5

#### ACCT2010 PERSONAL BUDGETING AND PLANNING

This course focuses on personal financial planning for a variety of life situations. Topics include money management strategies, consumer credit, insuring your resources, and personal purchasing decisions. Topics are discussed with real-world applications. Quarter Credit Hours 4.5

#### ACCT2021 INTERMEDIATE ACCOUNTING I

This course provides an introduction to financial accounting basic theory, practice and developmental framework. Students are exposed to certain assets such as cash, accounts receivable and inventories. Attention is given to their valuation and impact on periodic net income and financial position. Prerequisite: ACCT10021. (PT) Quarter Credit Hours 4.5

#### ACCT2022 INTERMEDIATE ACCOUNTING II

This course is a continuation of Intermediate Accounting I. Students are exposed to the remaining asset groups including non-current operating assets and long-term investments. Coverage also includes the entire spectrum of liabilities and stockholders equity. Prerequisite: ACCT2021. (WI) Quarter Credit Hours 4.5

#### ACCT2033 INTERMEDIATE ACCOUNTING III

This course serves as a continuation of Intermediate Accounting II. Special topics are studied such as accounting for earnings per share, income taxes, leases, pensions and the statement of cash flows. Prerequisite: ACCT2022. (HO) (PT) Quarter Credit Hours 4.5

#### ACCT2030 ACCOUNTING SOFTWARE I

In this interactive course students become experienced with a commercial accounting software package. The course is conducted in a laboratory setting. The software program is selected based on local market demand and designed for small to medium-sized businesses. Setup, maintenance, and the entire accounting cycle are completed using the software. Corequisite: ACCT2023, sophomore status. Quarter Credit Hours 1.5

#### ACCT2191 ACCOUNTING INTERNSHIP I

This internship offers students part-time hands-on experience in basic bookkeeping at a university property or an approved off-campus organization. Students have an opportunity to gain real-world experience in analyzing, journalizing and posting transactions; preparing various reconciliations and schedules; and general office skills and procedures. This course can be used for partial fulfillment of a free elective requirement if Accounting Internship II and Accounting Internship III are also completed. Prerequisite: Permission of department chair. Quarter Credit Hours: 1.5

#### ACCT3011 FEDERAL TAXES I

A study is made of federal tax laws and treasury regulations and their application to the income of individuals. Practice is given in the preparation of the tax returns, supplemental forms, and schedules required to be filed by individuals. Prerequisite: ACCT10021 or ACCT10121 or ACCT10221. (PT) Quarter Credit Hours 4.5

#### ACCT3012 FEDERAL TAXES II

This course involves the study of federal tax laws pertaining to partnerships and corporations. Topics include the preparation of tax returns involving special problems, such as those associated with corporate reorganizations, personal holding companies and net operating losses. Prerequisite: ACCT3011. Quarter Credit Hours 4.5

#### ACCT3020 MANAGERIAL FINANCE

The procedures and practices that successful managers use to prepare financial plans and forecasts, manage their finances, and evaluate their financial performance are examined in this course. Topics include budgeting, cash flows, and financial statement analysis. This course is not available to accounting majors. Prerequisites: ACCT10021 or ACCT10221, FIT1014 or FIT1020 or SEE3008, junior status. Quarter Credit Hours 4.5

#### ACCT3023 MANAGERIAL ACCOUNTING

Designed for business students, this course focuses on the informational needs of internal users of financial information such as company officers, company executives, human resource managers, marketing managers, program directors and production operation managers. Emphasis is placed on acquiring and analyzing the financial and nonfinancial information that is needed by these users to plan, direct and control the business. This course is not available to accounting majors. Prerequisites: MGMT1001, ACCT10021 or ACCT10221, junior status. Quarter Credit Hours 4.5

#### ACCT3025 HOSPITALITY FINANCIAL MANAGEMENT

This course presents how accounting information is used by management to analyze and measure the efficiency and profitability of a hospitality business. The course emphasizes the managerial uses of accounting data in decision making, preparation of budgets and variance analysis, relevant cost analysis, regression analysis and cost-volume-profit relationships. Prerequisite: ACCT10021 or ACCT10121, junior status. (OL) Quarter Credit Hours 4.5

#### ACCT3030 NOT-FOR-PROFIT ACCOUNTING

This course introduces students to the accounting procedures of local and state governments. It also introduces students to the accounting standards of organizations that exist and operate for purposes other than to provide goods and services at a profit. The Single Audit Act (OMB Circular A-133), government auditing standards (the "yellow book") and the preparation of federal form 990 are also studied. Prerequisite: ACCT2023. Quarter Credit Hours 4.5

#### ACCT3031 COST ACCOUNTING I

This course provides an introduction to accounting in a manufacturing business. Costing procedures covered include activity based costing, job order cost, process cost, joint cost, standard cost and variance analysis. Prerequisite: ACCT10021 or ACCT10121 or ACCT10221. (PT) Quarter Credit Hours 4.5

#### ACCT3032 COST ACCOUNTING II

This course focuses on a study of more advanced problems encountered in a manufacturing business. Topics covered include the use of a standard cost system, variance analysis, absorption versus direct costing, break-even analysis and material and labor related problems. Prerequisite: ACCT3031. Quarter Credit Hours 4.5

#### ACCT3040 AUDITING

This course is designed to acquaint the student with methods of verification, analysis and interpretation of generally accepted auditing procedures. The mechanics of planning and implementing an audit and the preparation of reports are studied. Prerequisite: ACCT2023. Quarter Credit Hours 4.5

#### **ACCT3045 INTERNAL AUDITING**

The internal audit function of the modern organization is the subject of this course, with a concentration on the nature of operational auditing, its objectives, procedures and standards. Attention is given to the analysis of the various administrative and accounting controls on which management depends for efficiency and effectiveness of operations. Prerequisite: ACCT3040. Quarter Credit Hours 4.5

#### **ACCT3050 ADVANCED ACCOUNTING**

Advanced Accounting is designed to provide the student with a sound foundation in partnership accounting and consolidated financial statements. Prerequisite: ACCT2023. (HO) (PT) Quarter Credit Hours 4.5

#### **ACCT3055 CASINO ACCOUNTING**

This course instructs students on the characteristics of casino accounting by providing a history of the gaming industry. This history describes the evolution of the systems of internal control used in casino operations, and illustrates the accounting methods used to comply with state and federal regulations according to generally accepted accounting principles and the AICPA Guide to the Casino and Gaming Industry. Prerequisite: ACCT10021 or ACCT10121 or ACCT10221. Quarter Credit Hours 4.5

#### **ACCT3060 ACCOUNTING INFORMATION SYSTEMS**

This course explores the various aspects of information technology that accountants should have familiarity with in business organizations. The topics discussed include the current computer hardware and software used in business, risks and controls in accounting information systems, the systems development life cycle, and business processes enhanced by technology. Prerequisite: ACCT3040. Quarter Credit Hours 4.5

#### **ACCT3075 FINANCIAL MANAGEMENT**

Financial management is designed to acquaint the student with the basic tools required to perform financial analysis and planning, working capital management and capital budgeting in a business environment. Prerequisite: ACCT10021 or ACCT10221. (PT) Quarter Credit Hours 4.5

#### **ACCT3080 FRAUD EXAMINATION: THEORY AND PRACTICE**

The accounting and legal concepts along with the procedures that are necessary to accomplish fraud detection, fraud investigation, and fraud prevention duties are studied in this course. Students learn how to analyze allegations of fraud and how to utilize accounting and investigative skills during a fraud investigation. The development of computerized applications is used to assist in case analysis. Expert witness testimony is also discussed along with a review of the variety of ways of communicating findings. Prerequisites: ACCT10021 or ACCT10221, FIT1020. Quarter Credit Hours 4.5

#### **ACCT3085 ACCOUNTING SOFTWARE II**

In this interactive course students become experienced with a commercial accounting software package. The course is conducted in a laboratory setting. The software program is selected based on local market demand and designed for medium to large-sized businesses. Setup, maintenance, and the entire accounting cycle are completed using the software. Corequisite: ACCT3075, sophomore status. Quarter Credit Hours 1.5

#### **ACCT3191 ACCOUNTING INTERNSHIP II**

This internship provides students who completed ACCT2191 with an accounting experience that requires more responsibility. It offers the student a part-time hands-on experience in entry-level accounting functions at a university property or an approved off-campus organization which can be different than the organization where ACCT2191 was completed. The student has an opportunity to gain real-world experience in analyzing, journalizing and posting transactions; preparing various reconciliations and schedules; creating reports for internal and external usage; and general office skills and procedures. This

course can be used for partial fulfillment of a free elective requirement if Accounting Internship III is also completed. Prerequisites: ACCT2191, permission of department chair. Quarter Credit Hours 1.5

#### **ACCT3192 ACCOUNTING INTERNSHIP III**

This internship provides students who completed ACCT3191 with an accounting experience that requires more responsibility and analytical tasks. It offers the student a part-time hands-on experience in entry-level accounting functions at a university property or an approved off campus organization which can be different than the organization where ACCT3191 was completed. The student has an opportunity to gain real-world experience in analyzing, journalizing and posting transactions; preparing various reconciliations and schedules; creating reports for internal and external usage; and general office skills and procedures. This course can be used for partial fulfillment of a free elective requirement if Accounting Internship I and Accounting Internship II are also completed. Prerequisites: ACCT3191, permission of department chair. Quarter Credit Hours 1.5

#### **ACCT4012 TAXES AND BUSINESS DECISIONS**

The income tax issues that must be considered by managers prior to making business decisions are examined in this course. Topics include tax aspects of selecting a type of business entity; acquisition, use, and disposal of fixed assets; investments, capital gains and losses, nontaxable transactions, payroll taxes, and income tax planning. This course is an elective for non-accounting majors only. Prerequisite: ACCT10021 or ACCT10121 or ACCT10221. Quarter Credit Hours 4.5

#### **ACCT4020 ACCOUNTING TECHNOLOGY PRACTICE AND PROCEDURE**

Using the content specification outline of the Certified Information Technology Professional (CITP)<sup>®</sup> designation developed by the American Institute of Certified Public Accountants (AICPA), this course examines the various areas of technology related services provided by accountants in public accounting and private industry. Topics include information technology strategic planning; information systems management; systems architecture, business applications and e-business; security, privacy and contingency planning; system development, acquisition and project management; systems auditing and internal control; and databases and database management. Prerequisite: ACCT3060. Quarter Credit Hours 4.5

#### **ACCT4050 INTERNATIONAL ACCOUNTING**

Accounting for and reporting upon the financial aspects of a multinational corporation are addressed in this course. Topics include foreign currency transactions, foreign currency translation (FASB 52), and accounting policies and practices of countries other than the United States. Prerequisite: ACCT2023. Quarter Credit Hours 4.5

#### **ACCT4060 ACCOUNTING SEMINAR**

This course is delivered in a seminar format and serves as the capstone course for seniors majoring in Accounting. Using knowledge obtained through previous accounting course work, students analyze and report on contemporary issues in accounting and auditing. Computer software is used extensively throughout the course. Prerequisites: ACCT3040, ACCT3050, senior status. (WI) Quarter Credit Hours 4.5

#### **ACCT4099 ACCOUNTING INTERNSHIP**

This internship provides students with an opportunity to gain accounting experience by performing various entry-level accounting functions at an approved off-campus organization. Students have an opportunity to gain real-world experience in analyzing, journalizing and posting transactions, preparing various reconciliations and schedules, creating reports for internal and external usage, and general office skills and procedures. Upon completion of this term-long course, students have an understanding of the demands and expectations of business and industry.

To be eligible to apply for the internship program, students must: 1) maintain a cumulative grade point

average of 2.75 during the entire pre-program application process, 2) have completed 130 hours of course work, 3) have appropriate elective or internship credit available in their degree audits, and 4) have the sponsorship of a faculty advisor. Quarter Credit Hours 4.5–13.5

## **ADVERTISING COMMUNICATIONS**

#### **ADVC1010 MARKETING COMMUNICATIONS I**

This course covers the role of marketing communications in the overall marketing process. Emphasis is placed on the integration of advertising, sales promotion, public relations, direct marketing, personal selling and interactive marketing in the creation of effective communication campaigns. Topics include agency/client relationships, communication theory and the creative process. Prerequisite: MRKT1001 or HOSP3050. Quarter Credit Hours 4.5

#### **ADVC1011 MARKETING COMMUNICATIONS II**

This course focuses on the process of media analysis, selection and purchase in marketing communications planning. Students learn to combine and coordinate appropriate media choices across multiple communication options. Topics include agency/media relations, added value promotions, ratings and audience measurement, and emerging media categories. Prerequisite: ADVC1010. (PT) Quarter Credit Hours 4.5

#### **ADVC1021 PUBLIC RELATIONS CONCEPTS**

This course introduces the basic concepts of public relations, including its origins and evolution. It examines the multiple audiences and functions of public relations within contemporary organizations including product liability, marketing communications, issue management, crisis control, media relations, corporate affairs and image building. Topics include research, planning, communication and evaluation. Particular emphasis is placed on writing press releases. Prerequisite: ADVC1011. (PT) Quarter Credit Hours 4.5

#### **ADVC2001 CREATIVITY IN ADVERTISING**

This course is designed to teach the student to develop creative concepts based on sound selling strategies. Major emphasis is placed on teaching the student to think creatively for the wide range of media and communications tools used by today's advertiser. Students gain experience in developing creative concepts for magazines, newspapers, radio, television, billboards, brochures, catalogs and infomercials. Particular emphasis is placed on developing strategies and the visualization of concepts. Prerequisite: ADVC1011. (PT) (WI) Quarter Credit Hours 4.5

#### **ADVC3003 ADVERTISING CAMPAIGNS**

This advanced course for Marketing Communication majors covers the strategies employed to develop and implement successful communication campaigns using advertising, sales promotion, public relations and multimedia tools. Extensive analysis of successful communication campaign models is used to aid students in the development of creative and effective ideas. Students are responsible for developing several advertising campaigns for various marketing organizations, including a multilevel campaign that is chronicled in a comprehensive plan book. (WI) Prerequisite: ADVC2001. Quarter Credit Hours 4.5

## BUSINESS

### BUS3092 DIRECTED WORK EXPERIENCE II

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised, unpaid industry setting. The focus of these experiences revolves around a specific industry-based or a functional area-based project. Prerequisite: Permission of department chair. Quarter Credit Hours 9.0

### BUS3098 DIRECTED WORK EXPERIENCE III

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised, unpaid industry setting. The focus of these experiences revolves around a specific industry-based or a functional area-based project. Prerequisite: Permission of department chair. Quarter Credit Hours 13.5

### BUS3191 DIRECTED WORK EXPERIENCE I (A MODULE)

The course is a classroom and internship learning approach to general management studies involving human resources, marketing, operations/production and finance/accounting relative to the performance excellence process. Students get an overview of the modern quality movement and the Malcolm Baldrige National Quality Award criteria for Performance Excellence. Additional topics introduced include international organizational behavior, new decision-making methodology for business environments (specifically for industries) culture and protocol, regionally focused topics, and comparative economic studies. Emphasis is placed on analysis of organizational processes in general business management or the four main functional areas (marketing, operations/production, human resources, finance/accounting) or students may choose a concentrated focus in one area. Prerequisites: 2.75 GPA, 90 credit hours completed. Quarter Credit Hours 4.5

### BUS3291 DIRECTED WORK EXPERIENCE I (B MODULE)

This course builds on the concepts introduced in BUS3191. Emphasis is again placed on analysis of the organizational processes in general business management or the four main functional areas (marketing, operations/production, human resources, finance/ accounting) or students may choose a concentrated focus in one area. Additional topics are incorporated into the program to round out student comprehension and to interface with other disciplines such as international organizational behavior, new decision-making methodology for business environments (specifically for industries) culture and protocol, regionally focused topics, and comparative economic studies. Prerequisites: 2.75 GPA, BUS3191. Quarter Credit Hours 4.5

### BUS3391 DIRECTED WORK EXPERIENCE I (C MODULE)

This course continues the internship learning from BUS3291. It provides students with additional exposure to general management studies involving human resources, marketing, operations/production and finance/accounting relative to the performance excellence process. Emphasis is placed on analysis of organizational processes in either general business management or the four main functional areas, (marketing, operations/production, human resources, finance/accounting) or a concentrated focus in one area. Additional topics are incorporated into the program to round out student comprehension and to interface with other disciplines such as international organizational behavior, new decision-making methodology for business environments (specifically for industries) culture and protocol, regionally focused topics, and comparative economic studies. Prerequisites: 2.75 GPA, BUS3291. Quarter Credit Hours 4.5

## ENTREPRENEURSHIP

### ENTR1001 INTRODUCTION TO ENTREPRENEURSHIP

This is an introductory course in entrepreneurship. It demonstrates how entrepreneurs recognize business opportunities, develop ideas and identify markets. The course covers such topics as business planning, pricing, credit management, government regulation, business ethics, and the crucial role and importance of entrepreneurs to business and society. Quarter Credit Hours 4.5

### ENTR2030 THE BUSINESS PLAN

The course teaches students how to develop a business plan for the business they are considering starting. Emphasis is placed on the realism and completeness of the business plan. Prerequisite: ACCT10021 or ACCT10121 or ACCT10221, ENTR1001 or FSM1001 or HOSP1001 or MGMT1001 or SEE1001. (PT) (WI) Quarter Credit Hours 4.5

### ENTR2040 FINANCING THE ENTREPRENEURIAL VENTURE

Following the development of a business plan in ENTR2030, this course investigates funding sources for small businesses. The objective is to educate the entrepreneur as to what capital generating sources are available, pointing out the advantages and disadvantages of each. Prerequisite: ENTR2030. (PT) Quarter Credit Hours 4.5

### ENTR3010 SMALL BUSINESS CONSULTING

This course is conducted as an independent study. Participants in the program formulate an agreed-upon plan with their sponsor and educator to counsel small businesses on problems dealing with marketing/sales, management, finance/accounting, and other relevant tactical/strategic issues. Prerequisite: ENTR2040. Quarter Credit Hours 4.5

## FINANCE

### FISV2010 FINANCE

This course is designed to cover the financial management of the business entity and the role of the financial manager in creating value. Major topics include financial statement analysis, risk and return, time value of money, capital budgeting, cost of capital, business valuation, capital structure policy and the evaluation of alternative forms of financing. This course is not available to accounting majors. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022. (PT) Quarter Credit Hours 4.5

### FISV3001 INVESTMENTS

This course introduces students to investing and financial planning. It reviews the nature of capital markets and the roles that investment companies play between the investor and the corporation. Different asset classes, including equities and bonds, are covered. The role of the financial planning process, taxes and regulation is also considered. Prerequisite: ACCT3075 or FISV2010. (PT) Quarter Credit Hours 4.5

### FISV3005 INTERNATIONAL FINANCE

This course is designed to give the student an overview of international banking and finance. Topics covered include the international dimensions of finance, foreign exchange rates, international sources of funds, international banking regulations, and the contrast between European, Asian and American banking. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022. (HO) (PT) Quarter Credit Hours 4.5

### FISV3010 CREDIT MANAGEMENT

This course examines the role of credit and analyzes its impact on the economic and social environments. Both consumer credit and business credit are studied in-depth, with emphasis placed on sources and uses of credit, credit reporting and credit analysis. Prerequisite: ACCT1001 or ACCT1021. Quarter Credit Hours 4.5

## FISV3015 FUNDAMENTALS OF FINANCIAL PLANNING

This course introduces students to the financial planning process, client/planner interactions and personal financial statements development and assessment. Topics include cash flow and debt management, education planning, planning elements of risk management, investment planning and retirement planning. This course is specifically of interest to students who wish to pursue careers as a financial planners. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022. Quarter Credit Hours 4.5

## FISV3020 INTRODUCTION TO FINANCIAL INSTITUTIONS

This course serves as an introduction to financial services, financial markets and financial institutions. The banking, brokerage, insurance and investment industries are described and analyzed. In addition, the economic environment of financial institutions is addressed with focus on the regulatory framework and the tax environment. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022. (PT) Quarter Credit Hours 4.5

## FISV3040 MONEY AND CAPITAL MARKETS

This course provides students with knowledge of a broad range of subjects related to the nature and functions of money and credit. Money creation, the demand for money, and the relation of money to inflation and financial flows, the role and functions of financial institutions, and consumer financing and business capitalization are each examined. This course emphasizes the changing role of competitive financial institutions and the effects of these changes on the flow of funds and monetary policy implementation by the Federal Reserve System to regulate and control money and financial institutions. Real-world examples are used to focus learning on applications of theory to consequential economic impacts both nationally and internationally. Prerequisite: ECON1001. Quarter Credit Hours 4.5

## FISV3080 FINANCIAL STATEMENT ANALYSIS

This course includes the analysis and interpretation of external financial statements for various business entities as seen through the eyes of professional investors and creditors. The course explores various analytical techniques including comparative financial statement, trend and ratio analyses. Prerequisites: ACCT3075 or FISV2010, ACCT2022 or ACCT3031. Quarter Credit Hours 4.5

## FISV4010 BANK MANAGEMENT

This course examines the banking industry from the perspective of both a bank customer and a bank manager. Focus is on policies developed and procedures used to make decisions on providing loans to businesses and consumers. Additional topics addressed include risk management, interstate banking, technological advancements and the regulatory environment. Prerequisite: FISV3005 or FISV3020 or FISV3040. Quarter Credit Hours 4.5

## FISV4015 FUNDAMENTALS OF ESTATE PLANNING

This course focuses on the efficient conservation and transfer of wealth, consistent with the client's goals. It is a study of the legal, tax, financial and non-financial aspects of this process, covering topics such as trusts, wills, probate, advanced directives, charitable giving, wealth transfers and related taxes. Prerequisite: FISV3015. Quarter Credit Hours 4.5

## FISV4020 RISK MANAGEMENT AND INSURANCE

This course is based on the belief that the study of insurance, a major tool in risk management, should be preceded by an understanding of procedures and concepts of risk management. The balanced treatment of both risk management and insurance provides a broad introduction to the field. Risk identification, analysis, measurement, control and financing are described and analyzed. Insurance markets, functions, coverage and benefits are examined and an in depth study of the role of insurance in our present world is made. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022 or EQN4050. Quarter Credit Hours 4.5



#### **FISV4025 CORPORATE FINANCE**

This course expands on basic finance concepts by introducing more advanced topics including capital structure, working capital management, capital budgeting and forecasting. Additional topics include operating and financial leverage, working capital management, capital budgeting, leasing and long term financing. Prerequisites: ACCT3075 or FISV2010, ACCT2022 or ACCT3031. Quarter Credit Hours 4.5

#### **FISV4030 REAL ESTATE**

This course is designed for students seeking a clear presentation of the numerous investment decisions involved in real estate. Topics include how to lease, buy, sell or mortgage a property; how to analyze and predict the forces in the market and determine real estate values; whether and when to renovate, rehabilitate or demolish; and when and how to divest of property. Prerequisite: ACCT3020 or ACCT3025 or FISV2010. Quarter Credit Hours 4.5

#### **FISV4040 FUTURES AND OPTIONS**

This course includes a thorough foundation of options, futures, swaps and other derivative securities. Topics include theoretical and normative pricing methods as well as the use of derivatives in portfolio and corporate risk management. Prerequisites: FISV3001, MATH2001. Quarter Credit Hours 4.5

#### **FISV4050 PORTFOLIO MANAGEMENT AND ANALYSIS**

This course includes a thorough foundation in the process of portfolio management, from individual security evaluation to broad asset allocation decision-making. Topics include the portfolio management process including asset allocation, benchmarking, evaluation, and reporting, and the manner in which trading takes place. An analysis of alternative assets is also explored including real estate, investment companies, private equity and venture capital, hedge funds, closely held securities, distressed securities, tangible assets, commodities and derivatives. Prerequisites: FISV3001, MATH2001. Quarter Credit Hours 4.5

#### **FISV4060 FIXED INCOME ANALYSIS**

This course includes the analysis of fixed income securities and all securities whose valuation and hedging are related to interest rates. Topics include the bond market and its various instruments including U.S. treasuries, corporate bonds, mortgage-backed securities and emerging market bonds. The course also covers bond portfolio management techniques such as interest rate forecasting, yield curve anticipation and security selection. This course is appropriate for students interested in careers as financial analysts. Prerequisite: FISV3001. Quarter Credit Hours 4.5

#### **FISV4070 SERIES 7 SECURITIES**

This course prepares students to sit for the NASD Series 7 examination or those who plan to pursue a career in the financial services industry. The Series 7 exam qualifies people who are interested in gaining employment as a general securities registered representative, enabling that individual to sell stocks, bonds and options. Topics include equities, debt/bonds, options, trading markets, regulations, tax laws, investment companies and initial public offerings. Prerequisite: FISV3001. Quarter Credit Hours 9.0

#### **FISV4099 FINANCE INTERNSHIP**

The Finance Internship offers students an experiential learning opportunity in diverse business environments. Students study firsthand the challenges, nuances and everyday expectations associated with a variety of financial functions within a business. They are expected to apply previous course work and research to onsite tasks. Through the internship and reflective assignments, students improve their understanding of financial issues within a local, national or global business. Students gain academic credit for work experience in management.

To be eligible for this internship, students must:

- 1) maintain a cumulative grade point average of 2.75 during the entire pre-program application process, 2) have completed 130 hours of course work, 3) have

appropriate elective or internship credit available in their degree audits, and 4) have the sponsorship of a faculty advisor.

Quarter Credit Hours 4.5–13.5

### **INTERNATIONAL BUSINESS**

#### **IBUS2002 INTERNATIONAL BUSINESS**

This course's goal is to provide structured approaches for analyzing the rapidly evolving field of international business. The nature of international business, the international monetary system, the foreign environment, and strategies of how management can deal with environmental forces are some of the main topics. Selected case studies should encourage students to evaluate and discuss courses of action taken by companies and industries in the global marketplace. Theoretical foundations to international business and real-world scenarios prepare students to operate more effectively in the changing global business environment. Prerequisite: MGMT1001. (PT) Quarter Credit Hours 4.5

#### **IBUS2030 FOREIGN AREA STUDIES**

This course is designed as a seminar course with topics changing from term to term, depending upon the dynamics of change in key global markets. Topic areas include China (IBUS2031), Pacific Rim (IBUS2032), Latin America (IBUS2033), Russia (IBUS2034), Eastern Europe (IBUS2035) or Africa (IBUS2036). The course is structured to focus on four primary components: business, economics, politics and culture, essentially in this priority. Prerequisite: ECON1001 or ECON1901. Quarter Credit Hours 4.5

#### **IBUS2040 INTERNATIONAL CULTURE AND PROTOCOL**

Cultural diversity is a business reality today. The ability to build bridges between people from different countries and with different ethnic backgrounds is as important as any other business function. This course focuses on cultural diversity and provides students with knowledge of international cultures and protocol, the building blocks of success in doing business internationally. Prerequisite: ECON1001 or ECON1901. (PT) (WI) Quarter Credit Hours 4.5

#### **IBUS3050 EXPORT PROCEDURES AND PRACTICES**

This course provides students with the basic body of knowledge and mechanics that are needed to successfully undertake and explore every avenue of exporting. A description of the essentials as well as the parameters of exporting are given. The course applies to an entrepreneurial export situation, to businesses expanding through foreign sales, and to companies simply trying to improve the operations of an existing export department. The emphasis on finance stems from the experience that frequently, a successful export effort is unnecessarily blocked or frustrated by finance problems. Such problems can arise from accumulating foreign receivables or the additional working capital required to handle the extra large sales that exporting often generates. Prerequisite: ACCT10021 or ACCT10121 or ACCT10221. (PT) Quarter Credit Hours 4.5

#### **IBUS4020 SWAP INTERNATIONAL SEMINAR**

This is an upper-level College of Business course dealing with environmental analysis, objective setting, positioning and implementation of examining the concept of quality and tactical approaches used to manage quality improvement efforts in organizations. This is the preparatory course for the IBUS4080 Summer Work Abroad program. Prerequisites: 3.0 cumulative GPA, 90 quarter credit hours completed. Quarter Credit Hours 4.5 (taken in conjunction with the 9.0 credit Summer Work Abroad program)

#### **IBUS4082 SWAP OPERATIONS MANAGEMENT AND PROCESS IMPROVEMENT**

This is an upper-level College of Business course in which students implement and present the project developed during the IBUS4020 preparatory classroom-based course at the host company in an international (non-U.S.) setting. Students engage in

a major project management initiative incorporating quality and process improvement tools. Projects are developed jointly by the advisors and host company, and students implement the initiative. Prerequisites: IBUS4020, 3.0 cumulative GPA, permission of instructor(s)/advisor(s). Quarter Credit Hours 9.0

#### **IBUS4086 SWAP PROCESS MAPPING**

This is an upper-level College of Business course in which students perform hands-on process mapping at the host company's national and international (non-U.S.) settings. They present and implement the project developed during the IBUS4020 preparatory classroom-based course at the host company in an international (non-U.S.) setting. Prerequisites: IBUS4020, 3.0 cumulative GPA, permission of instructor(s)/advisor(s). Quarter Credit Hours 9.0

#### **IBUS4090 INTERNATIONAL BUSINESS EXPERIENCE**

This course refers to a series of options available that total 13.5 credits:

- 1) Students choose from a range of study abroad options including short-term 3 1/2 to four-week summer programs, spring term three-month programs, or four-to-five month independent exchanges. Each program has its own academic focus and prerequisites. Students apply for their program of choice through the Study Abroad Office. After selection into a program, students engage in orientation and academic pre-departure work before embarking on their immersion into foreign cultural and business settings. In some cases, JWU faculty lead the program and travel with the students. In other cases local hosts lead the program, but in all programs students participate in a rigorous study and travel experience. The purpose of these study abroad experiences is to increase students' global awareness as they explore their program's specific academic focus. Course delivery consists of lecture, industry visits and cultural excursions. Eligible students are guided by the Study Abroad Office to register for the appropriate course(s) specific to their program.
  - 2) Eligible students may opt to take an internship(s) within their major (IBUS4099).
  - 3) Eligible students may opt to take IBUS4020 Summer Work Abroad International Seminar and a specific course from the IBUS4080 Series of Summer Work Abroad Programs: IBUS4082 or IBUS4086.
  - 4) Students not eligible to take the international business programs, internships or SWAP programs take three additional career electives from the College of Business or School of Technology. Students should consult with their faculty advisor to make their selection.
- Quarter Credit Hours: 13.5

#### **IBUS4091 ECONOMICS AND TRADE IN AN INTERNATIONAL CONTEXT**

This course is taught only as part of a short term summer study abroad program. Students examine international economics and business, management, entrepreneurship and comparative economics and issues such as international trade and foreign exchange. Before departure, students explore basic of the host country history and culture to help understand country better and learn the context for people, society and international business. While in the host country, students discuss case studies and take lectures offered by professors and business people. Classroom-based presentations are augmented with frequent excursions to various business, government and financial institutions. Prerequisites: 2.75 cumulative GPA and 90 quarter credit hours completed prior to host country visit. Quarter Credit Hours 13.5

#### **IBUS4092 MARKETING COMMUNICATIONS IN AN INTERNATIONAL CONTEXT**

This course is taught only as part of a short-term summer study abroad program. The purpose of this upper-level course is to place students in an international context in which they can gain first-hand knowledge of how multinational organizations use positioning and communications strategies to achieve specific marketing objectives. Industry visits, cultural excursions and on-the-ground projects provide students with the knowledge and skills to develop integrated marketing communications plans, including advertising, public rela-

tions and media strategies. Prerequisites: ADVC1010, ADVC1011, 2.75 cumulative GPA, 90 quarter credit hours completed prior to host country visit. Quarter Credit Hours 13.5

#### **IBUS4093 HUMAN RESOURCE MANAGEMENT IN AN INTERNATIONAL CONTEXT**

This course is taught only as part of a short term summer study abroad program. The purpose of this upper-level course is to place students in an international context in which they can gain firsthand knowledge of how the cultural, socio-economic and legal context in which companies are run influences the management models employed. The five functional areas of HRM: planning, recruitment and selection; HR development; compensation and benefits; safety and health; and employee and labor relations are addressed using a global perspective. Key differences in Asian, North American and European management models are explored. Industry visits, cultural excursions and on-the-ground projects provide students with the knowledge of how management models influence all aspects of human resource management. Prerequisites: MGMT1001, MGMT2001, 2.75 cumulative GPA, 90 quarter credit hours completed prior to host country visit. Quarter Credit Hours 13.5

#### **IBUS4094 OPERATIONS MANAGEMENT IN AN INTERNATIONAL CONTEXT**

This course is taught only as part of a short-term summer study abroad program. The purpose of this upper-level course is to place students in an international context in which they can gain firsthand knowledge of how the cultural context informs the operations management strategies for specific organizations. Industry visits, cultural excursions and on-the-ground projects provide students with the knowledge of how multinational organizations structure inventory acquisition, operations and distribution to achieve operational success. Prerequisites: MGMT2020, 2.75 cumulative GPA, 90 quarter credit hours completed prior to host country visit. Quarter Credit Hours 13.5

#### **IBUS4099 INTERNATIONAL BUSINESS INTERNSHIP**

The International Business Internship offers students an experiential learning opportunity within an authentic global business. Students examine how global business is managed and conducted. Students apply previous coursework and research to a variety of onsite business tasks. Through the internship and reflective assignments, students improve their understanding of what it takes to manage a business. The internship provides students with direct knowledge of and experience in the particular demands and expectations of a global company. Students earn academic credit for work experience in the global business.

To be eligible for this internship, students must:  
1) maintain a cumulative grade point average of 2.75 during the entire pre-program application process, 2) have completed 130 hours of course work, 3) have appropriate elective or internship credit available in their degree audits, and 4) have the sponsorship of a faculty advisor.  
Quarter Credit Hours 4.5–13.5

## **LEGAL STUDIES**

#### **LAW1002 INTRODUCTION TO CRIMINAL JUSTICE**

This course presents an overview and analysis of the American criminal justice system. The concept of crime and the roles of police, courts, defense attorneys, prosecuting attorneys and corrections are considered. In addition, an overview of the causes of crime, the problems associated with the measurement of crime, and the concept of “justice” in the American criminal system is examined.  
Quarter Credit Hours 4.5

#### **LAW1060 THE LAW OF TORTS**

This course provides a basic understanding of tort law with emphasis on negligence, strict liability and product liability. Emphasis is also placed on the active role the paralegal can play in assisting the trial lawyer in the management of tort lawsuits.  
Quarter Credit Hours 4.5

#### **LAW1070 CRIMINAL COURTS**

This course is an examination of the problems, policies and practices of the criminal court system with emphasis placed on the structure and organization of the court system. The role of the courts, from arrest to conviction and appeal, is explored.  
Quarter Credit Hours 4.5

#### **LAW1090 LAW ENFORCEMENT**

This course is a survey of law enforcement agencies, their role, history, and development within the field of Criminal Justice. Emphasis is placed on police administration, organization, management culture, relations with the community and technology. (PT)  
Quarter Credit Hours 4.5

#### **LAW2001 THE LEGAL ENVIRONMENT OF BUSINESS I**

This course provides an overview of the legal, regulatory and ethical environment in which business decisions must be made. The course exposes the student to a variety of legal topics: basic concepts, such as court procedures, contracts and torts, are followed by a selection of more advanced related fields which may include sales, intellectual property, real property law, constitutional law and alternate dispute resolution. Attention is paid to both the letter of the law and its practical effect on business decision making and managerial policy. This course relies on, and develops, the student’s ability to read and reason critically. (HO)  
Quarter Credit Hours 4.5

#### **LAW2010 HOSPITALITY LAW**

This is an introductory course with emphasis placed on hotel and restaurant issues. Topics include sources of law, court systems, jurisdiction, contracts, negligence, the innkeeper-guest relationship, and liability arising from the service of food and alcoholic beverages. (OL)  
Quarter Credit Hours 4.5

#### **LAW2040 CORRECTIONS**

This course is an introduction to corrections. It presents an historical look at punishment through the ages. Justification for punishment is explored including retribution, deterrence, incapacitation and rehabilitation. Various dispositions of prisoners are presented from capital punishment, corporal punishment, transportation, galley slavery, and the eventual development of the prison. The evolution of prisons and acceptable conditions are discussed along with the advent of the prisoner rights movement. (PT)  
Quarter Credit Hours 4.5

#### **LAW2050 CRIMINOLOGY**

This course is an overview of the study of criminal behavior. Major theories of the causes of crime are explored through an interdisciplinary approach emphasizing the sociological, psychological, scientific, medical, biological, psychiatric, psychoanalytic, economic, political, cultural, and other social and behavioral approaches. Prerequisite: SOC2001 or SOC2901. (WI)  
Quarter Credit Hours 4.5

#### **LAW2085 JUVENILE JUSTICE**

This course presents an analysis of the historical development of the juvenile justice system in the United States. The student is introduced to the changing view of juveniles from early America, when children were treated as little adults, through the nineteenth and twentieth centuries where they came to be considered as children and adolescents that had to be protected from abusive families and their environment. Socializing agents such as the family, schools and peers are studied as to their influence on the development of delinquency. Youth are studied as victims of crime, as perpetrators of crime, and their likelihood of becoming involved with gangs. Additionally, law enforcement, the courts and corrections are studied to show their impact on delinquency. Prerequisite: Sophomore status. (PT)  
Quarter Credit Hours 4.5

#### **LAW3002 THE LEGAL ENVIRONMENT OF BUSINESS II**

This course is a continuation of LAW2001, The Legal Environment of Business I. The student is exposed to the laws governing the internal organization and relationships within a business, the laws governing relationships between a business entity and its clientele, and the laws governing relationships between a business and its employers. Attention is paid to

both the letter of the law and its practical effect on business decision making and managerial policy. This course relies on, and develops, the student’s ability to read and reason critically. Prerequisite: LAW2001 or LAW2010. (HO)  
Quarter Credit Hours 4.5

#### **LAW3005 ADJUDICATION WORKSHOP I**

This workshop course presents an overview of the adjudicative process as practiced in a variety of American venues including, but not necessarily limited to, trial courts, government agencies, and appellate forums. The course emphasizes the preparation of students to compete in the American Mock Trial Association annual competition (note: only student volunteers enter the competition; each enrolled student is not required to do so). The course provides the opportunity for students to prepare, present, participate, and preside over “real-life” contested matters with an emphasis on judicial hearings (e.g., trial and appeal). Prerequisite: LAW1002 or LAW2001 or LAW2010, sophomore status.  
Quarter Credit Hours 2.25

#### **LAW3006 ADJUDICATION WORKSHOP II**

This workshop course presents an overview of the adjudicative process as practiced in a variety of American venues including, but not necessarily limited to, trial courts, government agencies, and appellate forums. The course provides the opportunity for students to prepare, present, and preside over “real-life” contested matters with an emphasis on non-judicial hearings (e.g., parole and police hearings). Prerequisite: LAW1002 or LAW2001 or LAW2010, sophomore status.  
Quarter Credit Hours 2.25

#### **LAW3010 BUSINESS LAW FOR ACCOUNTANTS**

This course provides the Accounting major with an understanding of the legal framework within which accountants must operate. The course concentrates on the following topics: business organizations, professional responsibilities, contracts, government regulation of business, the Uniform Commercial Code (Articles 2, 3 and 9) property and debtor-creditor relationships. Prerequisite: LAW2001 or LAW2010.  
Quarter Credit Hours 4.5

#### **LAW3015 CRIMINAL PROCEDURE**

This course presents an overview, analysis and critique of American Criminal Procedure in the context of the U.S. Constitution with special emphasis on the Fourth Amendment with respect to search and seizure, stop and frisk, arrest, evidence, interrogations, confessions, identification, and remedies such as the exclusionary rule. Other Constitutional issues relevant to the foregoing, including the Fifth and Fourteenth Amendments’ due process and equal protection doctrines, shall be examined. (WI)  
Quarter Credit Hours 4.5

#### **LAW3025 CRIMINAL LAW**

This course is an introduction to the basic elements of, and defenses to, criminal liability. Topics include the basic crimes against the person (homicide, assault, battery, rape, etc.), the basic crimes against property (larceny, fraud, embezzlement, burglary, etc.), and the basic defenses and justifications (diminished capacity, self-defense, mistake, etc.). (PT)  
Quarter Credit Hours 4.5

#### **LAW3033 COMMUNITY POLICING**

This course is a historical examination of the strategies utilized by the police in America. It examines Sir Robert Peel and the development of the first paid police department in London in 1829. The course presents the evolution of policing as emigration in America increased and its population became more diversified. Students come to understand how policing is a partnership with the community and how the roles of all must be considered in the development of a policing program. Prerequisite: LAW1090.  
Quarter Credit Hours 4.5

### **LAW3055 INTERNATIONAL BUSINESS LAW**

This course introduces the student to the principles of public and private international law. It addresses the legal problems of doing business in developed, developing, and non-market economy countries, together with the economic and political issues that commonly arise. Prerequisite: LAW2001. Quarter Credit Hours 4.5

### **LAW3065 EMPLOYMENT LAW**

This course acquaints the student with the different legal rules governing the employer/employee relationship. Topics include employment discrimination, sexual harassment employment contracts, labor relations, Fair Labor Standards Act, The Americans with Disabilities Act (ADA), OSHA and vicarious liability. There is heavy emphasis on discussion and written work. Prerequisite: LAW2001 or LAW2010. Quarter Credit Hours 4.5

### **LAW3075 CRIMINAL INVESTIGATION**

In this course, the student is exposed to the fundamentals of criminal investigation. Emphasis is placed on the collection and evaluation of crime scene evidence. Evidence gathering related to specific crimes (i.e., homicide, arson, burglary, etc.) is emphasized. It is also emphasized throughout this course that the criminal investigation must be conducted within the framework of our constitutional system of government; hence, opinions of the United States Supreme Court which affect the collection of evidence are emphasized. Prerequisite: LAW1090. (PT) Quarter Credit Hours 4.5

### **LAW3080 CYBERLAW**

This upper-level course confronts students with the changes and adaptations of U.S. law resulting from the ascendancy of computers and the Internet. Fundamental common law and statutory assumptions about the nature of person, place, thing and action are called into question by data transactions between computer memories, unprecedented wealth concentrated in the development and distribution of software, widespread access to large quantities of data with minimal quality control, and the blurring of geographical boundaries. Students examine how contract formation, defamation, obscenity, copyright, trademark, privacy and other legal issues have been changed by technology and the online world. Prerequisite: LAW2001 or permission of instructor. Quarter Credit Hours 4.5

### **LAW3090 EVIDENCE**

This course is a study of the law of evidence as a system of rules and standards directed at determining what proof is to be admitted in the course of litigation. Emphasis is placed on formal discovery mechanisms, relevance, witness examination, impeachment, rehabilitation, privileges, burdens of proof, judicial notice, presumptions, real and demonstrative evidence, expert testimony, materiality, confrontation and hearsay. Quarter Credit Hours 4.5

### **LAW3092 SPORTS, ENTERTAINMENT AND EVENT MANAGEMENT LAW**

This course provides the Sports/Entertainment/Event Management major with an understanding of the legal issues that will have an impact upon their business practices. The course concentrates on the following topics: negligence, intentional torts and crime, risk management, intellectual property, industry-specific contracts, discrimination, labor relations, various forms of business organization, and regulation of sports agents. Prerequisite: LAW2001 or LAW2010. Quarter Credit Hours 4.5

### **LAW3810 TOPICS IN NATIONAL SECURITY**

This course provides senior-level students with analysis of the realignment of law enforcement assets at the federal and local levels, providing homeland security in today's environment. The course also includes historical background information and topics concerning the basic information-gathering process. The focus upon the importance and necessity of information intelligence, domestic and international terrorism and counter-terrorism, infrastructure protection and disaster preparedness, is comprehensive in this course. Students are introduced to the planning, process and procedures necessary for the new

routes of cooperation and information sharing in law enforcement as well as within federal agency environments. Prerequisite: LAW3025, senior status. Quarter Credit Hours 4.5

### **LAW3820 CYBER CRIMES**

In this course, students explore the rise and evolution of crimes involving computers and the Internet that are fast becoming the most prolific area of criminal activity in the 21st century. This course distinguishes between crimes in cyberspace and cyberterrorism as a form of warfare upon the global community. It defines cyber crimes (including type, nature and origin) and the expanding criminalization of computer and Internet conduct involving concepts of privacy violation, information protection and unauthorized access of digital data. An analysis of existing and new domestic and international law enforcement innovations that prohibit digital crimes is also covered. Prerequisite: LAW3025. Quarter Credit Hours 4.5

### **LAW4020 THE LAW OF CONTRACTS AND SALES**

This course is a study of the legal principles and rules of both common law contracts and contracts for Sale of Goods under Article 2 of the Uniform Commercial Code through the study of appellate cases, legislative enactments, legal terminology, and hypothetical problem solving. The course examines the formation, performance, enforcement, discharge and remedies for breach. Quarter Credit Hours 4.5

### **LAW4030 CRIMINAL JUSTICE RESEARCH METHODS**

The purpose of this course is to provide the student with an understanding of the purposes behind criminal justice research, the concepts and logic of research designs, and to explore experimental research designs. This course includes an in-depth presentation of sampling in social science research. The goal is to familiarize the students with research methods in order to lay the groundwork for designing research projects, as well as to interpret research designs in depth. Prerequisite: LAW2050 or permission of department chair. Quarter Credit Hours 4.5

### **LAW4033 TERRORISM**

This course is a study of terrorism from its earliest history into the post-Sept. 11 21st century. It examines religious and political motivations for terrorism as well as the rationalization for such activity. It looks at the networking of nations, states and organizations in the acquisition of goods and finances to fund terrorist organizations. The course also looks at weapons of mass destruction, security measures and counterterrorism. Prerequisite: Junior status. Quarter Credit Hours 4.5

### **LAW4035 ADMINISTRATIVE LAW**

This course introduces the student to the function and procedures of state and federal administrative agencies. The rule-making, investigatory, adjudicatory and enforcement functions of such agencies are studied. The limited role of judicial review is also explored. Quarter Credit Hours 4.5

### **LAW4040 CRIMINALISTICS**

The course provides the student with a broad outline of key topic areas that encompass the study of forensic science. It emphasizes the application of forensic sciences and its role in criminal investigation. Topics include the scope, history and basic methods of evidence recognition, collection, identification and preservation. Basic forms of physical evidence most commonly encountered at crime scenes are discussed along with their respective value in the investigative process. Prerequisite: LAW3075. (PT) Quarter Credit Hours 4.5

### **LAW4050 ADVANCED TOPICS IN CRIMINAL JUSTICE**

This course is a forum for special offerings focusing on special issues and emerging areas of criminal justice. The course is taught by faculty members and visiting experts in the areas of focus. Topics covered (which may change each offering) may include (by way of illustration and not limitation) public and private security, victimology, child abuse and neglect, and organized crime. Prerequisite: LAW2050, junior status. Quarter Credit Hours 4.5

### **LAW4060 ADVANCED TOPICS IN CRIMINALISTICS**

This advanced course presents specific topics in the advanced study of forensic science over two terms. Students are presented with the application of advanced and specialized areas of forensic science encountered during criminal investigations. Topics include advanced topics of forensic pathology, pattern and impression evidence, questioned documents, cyber technology, forensic applications of the social science, and legal and ethical issues in forensic science. Prerequisites: LAW4040. Quarter Credit Hours 4.5

### **LAW4080 CRIMINAL JUSTICE SENIOR SEMINAR**

This course presents an overview and analysis of the American criminal justice system in a capstone seminar format. The course examines criminal and constitutional law, criminology, law enforcement and investigation, courts, corrections and juvenile justice through the use of critical thinking, research, writing and discussion. Prerequisite: LAW4030. Quarter Credit Hours 4.5

### **LAW4099 CRIMINAL JUSTICE INTERNSHIP**

Selected Criminal Justice students serve a one-term internship in an approved criminal justice facility such as police department, correctional facility, juvenile correction facility, probation and parole department or private security facility. The internship is designed to give students the opportunity to apply their formal education to actual work situations. The student intern works under the supervision of a criminal justice professional. The student intern shall maintain a written log throughout the term of the internship.

To be eligible for this internship, students must: 1) maintain a cumulative grade point average of 2.75 during the entire pre-program application process, 2) have completed 130 hours of course work, 3) have appropriate elective or internship credit available in their degree audits, and 4) have the sponsorship of a faculty advisor. Quarter Credit Hours 4.5–13.5

## **MANAGEMENT**

### **MGMT1001 PRINCIPLES OF MANAGEMENT**

This course is a general survey of management that focuses on planning, organizing and controlling. At the end of this course, the student should demonstrate an awareness and insight into the various aspects of management. Quarter Credit Hours 4.5

### **MGMT2001 HUMAN RESOURCES MANAGEMENT**

This course is the study of personnel management in organizations. The student learns basic functions of procuring, developing, maintaining and utilizing a labor force to meet the entry-level requirements for employment in personnel work. The course supplies students with an understanding of the personnel department. (HO) (PT) (SL) (WI) Quarter Credit Hours 4.5

### **MGMT2020 ORGANIZATIONAL BEHAVIOR**

This course surveys organizational theory. Focus is on individual and team behavior with an emphasis on developing team-building skills. Additional topics include structure, size, technology, power relationships, and how organizations survive, decline, grow and change. Quarter Credit Hours 4.5

### **MGMT2030 SERVICE AND PRODUCTION OPERATIONS MANAGEMENT**

This course acquaints students with the fundamentals of operations management in both goods and services industries. The course recognizes the changing face of operations, from an internally-focused supportive function to a strategic part of the enterprise value chain. The course explores five major areas: process analysis, total quality management, alternative production systems, supply chain management, and new product development. Prerequisite: ENTR1001 or MGMT1001. (PT) Quarter Credit Hours 4.5



### **MGMT2040 PURCHASING AND SUPPLY CHAIN MANAGEMENT**

This course examines the dynamic field of production and the management of the entire supply chain. Major areas of study include purchasing's role in the organization, global sourcing, new models for supplier involvement and management, and new product development. The role of purchasing and total quality management is a pervasive theme throughout the course. Students are exposed to the theoretical and practical issues to prepare them for the National Association of Purchasing Managers (NAPM) certification exam. Prerequisite: ENTR1001 or MGMT1001. (PT) Quarter Credit Hours 4.5

### **MGMT3030 MANAGERIAL TECHNOLOGY**

This course surveys the relationship of technology to the managerial process. Topics include computer and communications systems, information systems, decision support systems and expert systems. Students are required to show their understanding of these technologies. Students are also exposed to typical approaches and managerial practices through demonstrations, case studies, simulations and hands-on exercises. Prerequisite: ENTR1001 or MGMT1001. Quarter Credit Hours 4.5

### **MGMT3040 PROCESS AND QUALITY MANAGEMENT**

The course thoroughly examines the concept of quality and the tactical approaches used to manage quality improvement efforts in organizations. Students are exposed to theoretical and practical issues to prepare them for quality process management. Prerequisites: MGMT2030, MATH2001. (PT) Quarter Credit Hours 4.5

### **MGMT3050 COMPENSATION AND BENEFIT MANAGEMENT**

This course studies all aspects of compensation. Topics include the pay model, determining consistency, job analysis, skill-based structures, external competitiveness, designing pay levels, pay for performance, performance appraisals, employee benefits and the government's regulatory role. Linkage of compensation strategies to recruiting is also investigated. Prerequisite: MGMT2001. (PT) Quarter Credit Hours 4.5

### **MGMT3060 HUMAN RESOURCES TRAINING AND DEVELOPMENT**

This course exposes students to training and development in a global, competitive environment. The course covers how to use employee talents effectively through new work designs (such as work teams), new technologies (such as computer-assisted manufacturing systems), and the latest "hot topics" in the training area. Prerequisite: MGMT2001. (PT) Quarter Credit Hours 4.5

### **MGMT3070 CONTEMPORARY MANAGEMENT**

This advanced course applies both behavioral science and management techniques to foster and increase productivity, quality and job satisfaction. Practical skill exercises, case studies and site visits enhance learning. Contemporary Management intentionally does not duplicate the theoretical and conceptual background contained in earlier courses, such as MGMT2020. Prerequisite: MGMT2001. (PT) Quarter Credit Hours 4.5

### **MGMT4001 PROCESS PLANNING AND CONTROL**

This course offers a quantitative approach to management problems which enables students to "get their feet wet" in the disciplines of quantitative methods used to improve organizational performance. Prerequisite: MATH2001. (PT) Quarter Credit Hours 4.5

### **MGMT4020 STRATEGIC MANAGEMENT**

This Department of Management course deals with environmental analysis, strategy formulation, strategy implementation and evaluation and control, all with an enterprise view of the firm. Students learn via team projects and case studies. It is recommended that students complete all Related Professional Studies courses before attempting this capstone series course. Prerequisites: ACCT3020 or ACCT3023 or ACCT3031 or ACCT4012, senior status. (HO) (PT) Quarter Credit Hours 4.5

### **MGMT4030 SENIOR MANAGEMENT SEMINAR**

This Department of Management course sharpens analytical skills and decision making, polishes business communications, and enhances teamwork abilities. The course is designed as a seminar in the truest sense, as the onus for success rests heavily on the student. It is recommended that students complete all related professional studies courses before attempting this capstone series course. Prerequisites: MGMT4020, senior status. (PT) Quarter Credit Hours 4.5

### **MGMT4050 OPERATIONS MANAGEMENT STRATEGY**

This course examines the operations function as an organization's source for sustainable, competitive advantage. The concept of operations is viewed from the perspective of the firm's entire value chain. Particular attention is devoted to evolving organizational forms. The impact of technology and domain choice on operations is examined in significant depth. Prerequisites: MGMT2030, MGMT4020. (PT) Quarter Credit Hours 4.5

### **MGMT4070 HUMAN RESOURCES MANAGEMENT STRATEGY**

This course examines the human resources function as an organization's source for sustainable, competitive advantage. Case studies, team exercises, game strategies and other human resource strategic problems demonstrate the importance of the formulation, implementation and evaluation of a management decision. Prerequisites: MGMT2001, MGMT3060. (HO) (PT) Quarter Credit Hours 4.5

### **MGMT4099 MANAGEMENT INTERNSHIP**

The Management Internship offers students an experiential learning opportunity to experience the management of an authentic business. Students study firsthand the challenges, nuances and everyday expectations associated with a variety of management functions within a business. They are expected to apply previous management course work and research to onsite tasks. Through the internship and reflective assignments, students improve their understanding of what it takes to manage a business. The internship provides students with knowledge of the particular demands and expectations specific to managing a business. Students gain academic credit for work experience in management.

To be eligible for this internship, students must: 1) maintain a cumulative grade point average of 2.75 during the entire pre-program application process, 2) have completed 130 hours of course work, 3) have appropriate elective or internship credit available in their degree audits, and 4) have the sponsorship of a faculty advisor.

Quarter Credit Hours 4.5–13.5

## **MARKETING**

### **MRKT1001 PRINCIPLES OF MARKETING**

This introductory course presents the basic principles and practices of marketing. Topics include marketing orientation, external environments, ethical codes of conduct, and the importance of marketing to the business firm, our world economy and global culture. Case studies, field projects, a marketing simulation and using the Internet as a business and professional resource are utilized in the delivery of this course. An emphasis is placed on marketing strategy; image and branding, target markets, product, price, distribution and promotion. (WI) Quarter Credit Hours 4.5

### **MRKT1002 CONSUMER BEHAVIOR**

The purpose of this course is to introduce the student to the various facets of consumer behavior, including the decision making process, problems, needs and goals, the consumer's search for information, and the evaluation of the purchase decision. Prerequisite: MRKT1001 or HOSP3050. (WI) Quarter Credit Hours 4.5

### **MRKT1011 PRINCIPLES OF PROFESSIONAL SELLING**

This course is a hybrid of theory and training. Students learn about buying processes and personalities, and how to target, prospect, approach and interview customers in order to determine unmet needs and potential opportunities. Consultative selling replaces the outdated transactional approach to selling. Students learn through role-plays and skills-based training to build relationships with customers and other business partners in a relationship-oriented world. (PT) Quarter Credit Hours 4.5

### **MRKT2012 SALES MANAGEMENT**

This course teaches students about the strategic role of the selling function within the business unit. Students learn the basic concepts of determining market potential, forecasting sales, designing sales territories, setting quotas, structuring the sales team, and recruiting, selecting, leading and motivating both inside and outside sales people. The course focuses on the "field" (district) level of sales management. Prerequisite: MRKT1011. Quarter Credit Hours 4.5

### **MRKT2020 BUSINESS TO BUSINESS MARKETING**

The course is a study of business-to-business marketing, marketing of services and channels of distribution required for all buying and selling processes. This course compares and contrasts the institutional, economic and behavioral aspects of business. Prerequisite: MRKT1001 or HOSP3050. Quarter Credit Hours 4.5

### **MRKT2050 QUALITATIVE RESEARCH**

The course provides a broad overview of qualitative market research methods. Covering such exploratory techniques as focus groups, in-depth interviews and observations, this course familiarizes students with the appropriate uses and limitations of qualitative market research. Students use qualitative market research techniques to gain preliminary insight into decision-making problems and opportunities. Prerequisite: MRKT1001. (WI) Quarter Credit Hours 4.5

### **MRKT3005 BRAND MARKETING**

This course examines the role of a brand as an asset to an organization and the advantages of creating strong brands. Emphasis is placed on the creation, measurement and strategic applications of brand equity. Topics covered include choosing brand elements, designing supporting marketing programs, leveraging secondary associations, building brand portfolios, and adjusting brand strategy over time and geographic boundaries. Particular emphasis is placed on the role of promotional mix elements in the communication of brand equity. Prerequisite: MRKT1001 or HOSP3050. Quarter Credit Hours 4.5

### **MRKT3011 DIRECT MARKETING**

This course teaches students the elements of direct marketing as an integrated part of a total marketing program. Students learn how newspapers, magazines, telephone, radio, TV, cable, direct mail, catalogs and new electronic media are used in direct marketing programs. Plans, measurement and accountability are covered. Prerequisites: MRKT1001 or HOSP3050 and junior status. (WI) Quarter Credit Hours 4.5

### **MRKT3020 PRODUCT DEVELOPMENT**

This course examines the role of product development as a function of an integrated marketing system. Students explore the synergy of design and technology to create consumer value. Topics covered include innovation, concept generation, global sourcing and manufacturing processes. Prerequisites: MRKT1001, MRKT1002. Quarter Credit Hours 4.5

### **MRKT3040 E-COMMERCE**

This course focuses on the development and management of electronic marketing strategies through interactive media and on-line channel networks. Emphasis is placed on three distinct classes of e-Commerce applications: business-to-consumer, business-to-business, and intra-organizational. Prerequisite: MRKT1001 or HOSP3050. (PT) Quarter Credit Hours 4.5

### MRKT3055 QUANTITATIVE RESEARCH

This course is a continuation of MRKT2050 and provides an overview of contemporary topics in quantitative research such as competitive intelligence, survey design and scale measurement. Students use current technology and software tools to create, distribute, analyze and interpret qualitative data. Together with MRKT2050, students learn modern market research techniques that are used to make sound business decisions. Prerequisites: MRKT2050, MATH2001, junior status. (WI) Quarter Credit Hours 4.5

### MRKT3084 CUSTOMER CARE STRATEGIES

This course is designed to change student perceptions of customer service. Students compare and contrast “minimum standards” with surpassing the customer’s expectations of value. Students learn to focus their creativity and energy on developing attitudes and using systems that will increase customer satisfaction and lead to customer referral. Students learn about the systems and technology that drive the best organizations, at all levels, at any stage of customer relations. Quarter Credit Hours 4.5

### MRKT3085 CUSTOMER RELATIONSHIP MANAGEMENT (CRM)

This course concentrates on understanding and anticipating the needs of an organization’s current and potential customers with a focus on customer relations management (CRM). Students investigate leading ideas and practices in the field of customer retention and support through analyzing first-hand success stories. Topics covered include strategic planning, standards and measurements, acquisition, retention and profitability. Students learn about CRM as a concept that links people, process and technology to optimize an enterprise’s revenue by providing maximum customer satisfaction. (WI) Quarter Credit Hours 4.5

### MRKT4001 STRATEGIC MARKETING

Developing and implementing an exciting, cohesive and effective marketing strategy adaptable to a changing business environment is a must for career preparation and meaningful placement in the world of marketing. This capstone course develops skills essential to anticipating and responding to the changing needs of customers and markets in our global economy and culture. It thoroughly explores marketing strategy using a combination of texts, readings, visiting speakers, Internet sites, cases, a marketing simulation and field assignments. It is recommended that all students complete all related professional studies courses before attempting this capstone course. Prerequisites: MRKT1002, MRKT2050, MRKT3005, MRKT3055, senior status. (PT) (WI) Quarter Credit Hours 4.5

### MRKT4030 INTERNATIONAL MARKETING

This course deals with various differences in cultural, economic and legal factors as they relate to the marketing process. This is a systematic treatment of marketing on a global scale, extending basic principles into foreign marketing requirements. Prerequisites: MRKT1001 or HOSP3050 and junior status. (HO) (PT) Quarter Credit Hours 4.5

### MRKT4099 MARKETING INTERNSHIP

The marketing internship provides students with the opportunity to gain academic credit for completing internships with marketing firms, corporations, or governmental entities. Eligible students may apply for a marketing internship assignment. This assignment is an industry experience that allows students to gain academic credit for an invaluable work experience in the marketing industry. Upon completion of this term-long course, students have an understanding of the demands and expectations of the industry, as well as the role played by the agency, the client, and media organizations.

To be eligible for this internship, students must:

- 1) maintain a cumulative grade point average of 2.75 during the entire pre-program application process, 2) have completed 130 hours of course work, 3) have appropriate elective or internship credit available in their degree audits, and 4) have the sponsorship of a faculty advisor.

Quarter Credit Hours 4.5–13.5

## RETAIL

### RTL1005 RETAILING

This course is designed to introduce the student to the field of retailing. Emphasis is placed on basic principles of the retail environment, retail operations and retail administration. Career paths and leadership styles are incorporated into this course. Current conditions and newer concepts and practices in the field are highlighted, with special attention focused on industry terminology. Quarter Credit Hours 4.5

### RTL1020 THE BUSINESS OF FASHION

This introductory course is designed to increase students’ powers of observation, research and analysis of fashion. Students learn the vocabulary of the field, the structure of the industry, domestic and foreign designers, and historical as well as contemporary influences on fashion. The motivations of dress, theories of fashion adoption and the fashion lifecycle are explored as sources of information to establish fashion statements and forecast fashion trends. Quarter Credit Hours 4.5

### RTL2050 FASHION PROMOTION

The theory of fashion promotion is explored as it relates to the selling of fashion merchandise to the public. This course explores the nature of the fashion promotion industry and its use of the various media used to make the consumer aware of current trends and styles. The text addresses itself to the career-minded student who wants to be involved in the marketing, merchandising and promotion of fashion. Quarter Credit Hours 4.5

### RTL3010 MERCHANDISE BUYING

This course provides the student with the principles that govern the movement of merchandise. Students are expected to know the environmental factors that influence the behavior of consumers and the techniques for determining and predicting merchandise cycles. This course outlines the merchandising activities and marketing trends of those industries involved with the production and providing of goods in the marketplace. The options of the buyer in making merchandise budgets, plans and decisions are presented. This background provides the basis for examining the merchandising activities and decisions expected of a buyer at the retail level. Buying activities are compared for a variety of retail settings. Prerequisite: RTL1005. Quarter Credit Hours 4.5

### RTL3020 MERCHANDISE MATHEMATICS

This course is designed to examine the philosophies, theories and techniques underlying the allocation of merchandise investments, control of sales and control of inventory (including planning and pricing) in retail stores. The course approaches retail management from the standpoint of the retail businessperson and is intended to serve as a tool for the student of retailing or merchandising. Prerequisite: RTL1005. (PT) Quarter Credit Hours 4.5

### RTL3030 COMPARATIVE RETAIL STRATEGIES

This course is designed to analyze and compare retail merchandise and management techniques used in specialty store, department store, chain store and mass merchandising operations. A case study approach is used in evaluating merchandise and management decisions in a variety of cases involving issues, types of operations and levels of management. Prerequisite: RTL2063. (HO) (PT) (WI) Quarter Credit Hours 4.5

### RTL3060 FASHION FORECASTING

This course introduces the student to the field of fashion forecasting. Emphasis is on the framework of fashion forecasting, fashion and market dynamics of fashion forecasting and utilizing these dynamics in the global retail workplace. Current conditions, concepts, practices and research in the retail field are focused on throughout the course with special attention placed on industry terminology; case studies utilizing market research and competitive analysis are incorporated into this course. Prerequisites: RTL1005, RTL1020. Quarter Credit Hours 4.5

### RTL3070 TEXTILE DESIGN FOR THE APPAREL AND HOME FURNISHINGS INDUSTRY

This hands-on course is an introduction to basic textile design techniques used by designers and manufacturers. Topics include motif development, croquis design and repeat patterns. Methods of surface printing include direct painting, stenciling and block printing. Basic weaving or knitting patterns, embroidery, beading and applique are also explored. Students develop an appreciation for the historic and cultural value relevant to each method, and create collections of textile samples as they solve design problems. Quarter Credit Hours 4.5

## College of Culinary Arts

## BAKING & PASTRY ARTS

### BPA1010 FUNDAMENTAL SKILLS AND TECHNIQUES

This course provides students with fundamental cooking and baking techniques, knife skills, piping skills and mixing methods. Emphasis is placed on proper receiving, handling and identification of fruits and other ingredients used in the pastry kitchen. (HO) Quarter Credit Hours 3.0

### BPA1015 CLASSIC PASTRY

This course is designed to give the student fundamental working knowledge of the traditional methods of producing puff pastry, pâte à choux, creams and custards. This course also includes practical techniques of platter design and presentations. Students plan, organize, and set up pastry buffets. (HO) Quarter Credit Hours 3.0

### BPA1020 PIES AND TARTS

This course is designed to provide students with the knowledge of traditional methods of producing pies and tarts. Emphasis is on the production of basic pie dough, short dough, pâte sablée and a variety of pie and tart fillings. (HO) Quarter Credit Hours 3.0

### BPA1025 COOKIES AND PETITS FOURS

This course provides students with a fundamental working knowledge of the traditional methods of producing cookies and petit fours. Fundamentals of production, finishing techniques and platter presentations are introduced. (HO) Quarter Credit Hours 3.0

### BPA1030 HOT AND COLD DESSERTS

This course is designed to provide students with skills in the production of churned and still-frozen desserts, composed frozen desserts and the production of hot desserts enhanced by a frozen component. (PT) (HO) Quarter Credit Hours 3.0

### BPA1035 CHOCOLATES AND CONFECTIONS

This course provides students with the skills and knowledge of chocolate tempering methods. Hand-dipped and molded pralines and truffles (candies) are produced utilizing different chocolates, fillings and decorating techniques. Emphasis is placed on the history and manufacturing techniques of the different qualities in chocolate. (HO) Quarter Credit Hours 3.0

### BPA1040 INTRODUCTION TO CAKES

This course provides students with the skills and knowledge of producing cakes, butter creams and icings. Each student is taught proper mixing methods, assembling, icing and finishing techniques of a variety of cakes. (HO) Quarter Credit Hours 3.0

### BPA1045 PRINCIPLES OF ARTISAN BREAD BAKING

This course provides an introduction to the skills and techniques of artisan bread production. Products covered include commercially yeasted breads, rolls and savory quick breads. Properties and characteristics of ingredients, the baker’s percentage system and scaling methods are studied, as well as proper mixing techniques, controlled fermentation, and baking methodology. (HO) Quarter Credit Hours 3.0

### **BPA1050 VIENNOISERIE**

This course provides students with the knowledge and application of the principles and techniques of viennoiserie production. Yeasted and enriched breads, laminated doughs and quick breads are introduced in this class. Properties and characteristics of ingredients, the baker's percentage system and scaling methods are introduced. Emphasis is placed on mixing techniques, controlled fermentation, hand shaping skills and baking methodology. (HO)  
Quarter Credit Hours 3.0

### **BPA1060 HOW BAKING WORKS**

This course introduces a basic understanding of how baking works through an understanding of the ingredients used in baking and pastry. Students run experiments in order to learn about ingredients and to understand how ingredients change during production as well as their interaction with other ingredients. (HO)  
Quarter Credit Hours 3.0

### **BPA2010 SPECIALTY CAKES**

Students build on their fundamental skills of icing cakes in creating special occasion cakes. Emphasis is placed on developing skills in making various flowers out of modeling chocolate, marzipan and gum paste. Students are introduced to covering and glazing special occasion cakes with rolled fondant and build their piping skills through intricate patterns and techniques. Prerequisite: BPA1040. (PT) (HO)  
Quarter Credit Hours 3.0

### **BPA2015 ENTREMETS AND PETITS GATEAUX**

This course provides students with advanced methods of creating entremets and petits gâteaux that are contemporary and industry relevant. Different components and modern finishing techniques are applied in creating molded entremets and petits gâteaux. Prerequisite: BPA1040. (HO)  
Quarter Credit Hours 3.0

### **BPA2020 PLATED DESSERTS**

This course covers preparation and presentation of individual hot and cold plated desserts, using a variety of traditional and modern plating techniques. Plate design, station organization, à la minute service, flavor, textural components and portion control are emphasized. Prerequisites: BPA1015, BPA1030. (HO)  
Quarter Credit Hours 3.0

### **BPA2025 ADVANCED ARTISAN BREAD BAKING**

This course introduces students to the advanced skills and techniques of artisan bread production, which includes commercially and naturally leavened breads; decorative breads, crackers and flat breads are included. Properties and characteristics of grains other than wheat and sustainability are covered. The baker's percentage system, scaling ingredients, mixing techniques, controlled fermentation, hand shaping skills and baking methodology are reviewed. Prerequisite: BPA1045. (HO)  
Quarter Credit Hours 3.0

### **BPA2030 SUGAR ARTISTRY**

Students are introduced to various sugar artistry techniques, including pastillage, poured, pulled and blown sugar. Emphasis is on the planning and production of individual showpieces using various shaping and molding methods. (HO)  
Quarter Credit Hours 3.0

### **BPA2626 PASTRY ARTS INTERNSHIP**

This intermediate level work-experience course is designed to provide students with a hands-on learning experience in the food service industry. Students apply theoretical knowledge of baking & pastry arts, demonstrate practical skills of production, and practice professionalism in a university-approved industry setting. Upon completion of this term-long course, students have a broader understanding of the demands and expectations of the food service industry while improving their skills in baking & pastry arts. A minimum GPA of 2.75 may be required for certain site selections. Prerequisites: Completion of all freshman-level courses; Sophomore status.  
Quarter Credit Hours 6.75–13.5

## **CULINARY ARTS**

### **CUL1315 STOCKS, SAUCES AND SOUPS**

Students are introduced to simmering, emulsifications and knife skills. Lectures, demonstrations and production focus on stocks, sauces, soups and related ingredients. The proper use of knives, tools, smallwares and equipment is emphasized. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL1325 ESSENTIALS OF DINING ROOM**

Students are introduced to front-of-the-house (FOH) operations and professional dining service techniques. Etiquette, quality service, positive guest relations, effective communication skills and guest check handling are emphasized. Students actively perform hot and cold food and beverage service using various service techniques. Students are prepared and take the Federation of Dining Room Professionals Associate Certification exam as an outcome assessment. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL1335 TRADITIONAL EUROPEAN CUISINE**

Students are introduced to the cooking techniques of braising and stewing. Lecture, demonstration and production revolve around traditional European cuisine, ingredients and plate presentations. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL1345 INTRODUCTION TO BAKING & PASTRY**

Production includes basic breads and rolls, laminated dough, muffins, quick breads, cookies and pies. Proper use of the baker's scale, liquid measurement and equipment identification are a primary focus for this course. (HO)  
Quarter Credit Hours 3.0

### **CUL1355 NEW WORLD CUISINE**

Students are introduced to cooking techniques of grilling/broiling, roasting and deep-frying. Lecture, demonstration and production revolve around North, Central and South American cuisine, ingredients and plate presentations. The proper use of knives and basic vegetable cuts is emphasized. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL1365 PRINCIPLES OF BEVERAGE SERVICE**

The course combines introduction and application of beverage, bartending and service. Students are introduced to the identification, production, and service of nonalcoholic beverages, beer, wine, spirits, cordials, cocktails, mixed drinks and coffee. Students are introduced to sensory evaluation of beverages. This class incorporates and requires the student taking an industry recognized alcohol training intervention procedures certification program. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL1375 NUTRITION AND SENSORY ANALYSIS**

Students are introduced to the cooking techniques of steaming and poaching. Lecture, demonstration and production revolve around nutritional analysis of menus and recipes, and the sensory properties of food. The focus is on production of flavorful and nutritionally balanced entrées, vegetables and grains. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL1385 FUNDAMENTALS OF FOOD SERVICE PRODUCTION**

Students are introduced to cooking techniques of baking, sautéing and shallow frying. Lecture, demonstration and production focus on fats, oils, seasonings, flavoring and plate presentation. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL1395 PURCHASING AND PRODUCT IDENTIFICATION**

Students engage in identifying and handling various fresh, frozen, canned, dry ingredients and sundry items. Food service purchasing, receiving, handling, storage, issuing and evaluation processes are discussed and demonstrated. Purchasing automation, computerized purchasing and HACCP systems are discussed and demonstrated in this course. (HO)  
Quarter Credit Hours 3.0

### **CUL1405 SKILLS OF MEATCUTTING**

Purchasing, receiving, evaluating and proper storage procedures are discussed. Emphasis is placed on primal and sub-primal cuts, federal inspections, grading, yields, and the classification of meats, poultry and game. Laboratory activities include hands-on fabrication of pork, beef, poultry and lamb. (HO)  
Quarter Credit Hours 3.0

### **CUL2215 GARDE MANGER**

Students are introduced to modern and traditional techniques in the preparation of cold entrées, pâtés, terrines, galantines, chaud-froid and ice carving. Students plan, organize and set up buffets. This course also concentrates on the practical techniques of platter design and presentations. Prerequisite: Sophomore status. (HO)  
Quarter Credit Hours 3.0

### **CUL2225 CLASSICAL FRENCH CUISINE**

Students are introduced to the preparation of Cuisine Classique. Techniques learned in freshman culinary classes are applied and refined. Emphasis is placed on French menu terminology, techniques and sauces. Prerequisite: Sophomore status. (HO) (PT)  
Quarter Credit Hours 3.0

### **CUL2235 ADVANCED DINING ROOM PROCEDURES**

Students are exposed to advanced table service techniques, tableside preparation, and the importance of team service and guest satisfaction. Students apply team service utilizing various service techniques. Students are introduced to wines of Old World wine regions as well as wines of the Southern Hemisphere and the laws regulating them. Students are also introduced to methods of merchandising food and beverage. Prerequisites: CUL1325, sophomore status. (HO)  
Quarter Credit Hours 3.0

### **CUL2245 INTERNATIONAL CUISINE**

This course reinforces the techniques of grilling, deep-frying/shallow-frying, stir-frying, simmering, braising/stewing and steaming through the menu production of foods from around the world. The cuisines of China, Japan, Korea, Thailand, Vietnam, Philippines, India, Malaysia, Pakistan, the Middle East, Northern Africa, Greece, Turkey, Italy, Spain, Portugal, the Caribbean, Central America and South America are explored. Prerequisite: Sophomore status. (HO)  
Quarter Credit Hours 3.0

### **CUL2255 ADVANCED PATISSERIE/DESSERT**

Emphasis is placed on the production of creams, ice creams, sorbets, mousse, chocolate, strudel, filo (phyllo), sauces and plated desserts. Daily presentation of individual desserts and creative plate presentation are featured. Prerequisites: CUL1345, sophomore status. (HO)  
Quarter Credit Hours 3.0

### **CUL2386 CULINARY ARTS INTERNATIONAL EXCHANGE**

The Ireland International Exchange program combines practical and educational learning experience. Emphasis is placed on providing students with hands-on learning in preparing and serving food and beverages. The practical training takes place in some of Ireland's most prestigious hotels. The educational learning takes place in regional education centers.

The France International Exchange program takes place at Ecole Supérieure de Cuisine en Française. The academic curriculum develops a student's practical and cognitive skills through the planning and preparation of entire meals. Cultural culinary experiences enhance the program through various field trips, seminars and demonstrations. Prerequisite: Completion of all freshman-level course work.  
Quarter Credit Hours 13.5

### **CUL2626 CULINARY ARTS INTERNSHIP**

This intermediate level work-experience course is designed to provide students with a hands-on learning experience in the food service industry. Students apply theoretical knowledge of culinary arts, demonstrate practical skills of production, and practice professionalism in a university-approved industry setting. Upon completion of this term-long course, students have a broader understanding of the demands and expectations of the food service industry while



improving their skills in the craft of culinary arts. A minimum GPA of 2.75 may be required for certain site selections. Prerequisites: Completion of all freshman-level courses; Sophomore status. Quarter Credit Hours 6.75–13.5

#### **CUL3020 FOUNDATIONS OF WINE AND SPIRITS**

This course introduces the student to a systematic sensory approach to wines and spirits and develops the student's ability to describe them in a marketable way. The course teaches a fundamental understanding of the relationship between climate, terrain, soils and grape varieties and the differentiation between quality levels of wine and spirits. Approximately 70 wines are tasted. Quarter Credit Hours 4.5

#### **CUL3233 A PERUVIAN CULINARY EXPERIENCE**

This course seeks to demonstrate the richness of Peruvian cuisine by recognizing the basic characteristics that are part of Peruvian food and culture. The course will provide the demonstration of techniques, classroom practice, and provide students with real world experiences in the wide range of food and beverages, culture, and nuances of ancient Peruvian and South American cuisine, traditional, contemporary and avant-garde. Prerequisites: A.S. degree in Culinary Arts or Baking & Pastry Arts, approval of the dean. Quarter Credit Hours 13.5

#### **CUL4045 SPIRITS AND MIXOLOGY MANAGEMENT**

This course offers the student an advanced understanding of spirits, liqueurs, cocktails and mixology to design and supervise a successful bar operation. Spirits, liqueurs, cocktails and mixology principles are discussed within cultural, historical and business context. Advanced sensory analysis, cocktail recipe creation and production methods, inventory, cost analysis and merchandising are major components of this course. Alcohol liability and server training are reviewed. Students take the International School of Mixology Bartending Certificate. Prerequisite: Junior status. Quarter Credit Hours 4.5

### **FOOD SERVICE MANAGEMENT**

#### **FSM1065 FOOD SAFETY AND SANITATION MANAGEMENT**

Students explore the fundamentals of food safety and environmental sanitation. This course looks at the origins of foodborne illness and the implementation of HACCP. Students must pass a national sanitation exam that is recognized by the Conference for Food Protection to fulfill the graduation requirement. (HY) Quarter Credit Hours 1.5

#### **FSM2025 FOOD AND BEVERAGE COST CONTROL**

Food and Beverage Cost Control is an introductory course designed to acquaint the student with the control problems of the food and beverage industry. Emphasis is placed on profit planning through menu planning, the control cycle and forecasting. Prerequisite: MATH0001 or concurrent or placement. (HO) (WI) Quarter Credit Hours 4.5

#### **FSM2045 INTRODUCTION TO MENU PLANNING AND COST CONTROLS**

This course allows the student to learn and to apply the skills of professional menu development while learning the importance and use of the proper tools and documents needed to control food and beverage costs and to analyze sales. This course introduces various food service concepts, explores labor and overhead expenses and introduces the income statement as a method of evaluating business success. Prerequisite: MATH0001 or concurrent or placement. (HO) Quarter Credit Hours 4.5

#### **FSM3035 SUPERVISION FOR FOOD SERVICE PROFESSIONALS**

This course is designed to allow the student to learn and to explore human resource management theory and procedures as it applies to the food service industry. Students learn proper procedures to hire, train, motivate and discipline employees, as well as to perform employee appraisals. Current human

resource management issues and current labor legislation law are discussed as they apply to preparing future chefs and managers for successful leadership roles in the food service industry. (HO) (PT) (WI) Quarter Credit Hours 4.5

#### **FSM4070 THE BUSINESS OF ALCOHOL DISTRIBUTION, RETAIL AND SALES**

This course offers the student a comprehensive overview of the costs of producing, distributing and selling licensed alcoholic beverages in the US and the relationship between costs, profit margins and sales. Each segment of the 3-tiered distribution system will be analyzed and the legal aspects of producing, distributing and selling licensed beverages will also be examined. Internet sales and the challenge it poses to the current system will also be evaluated. The impact of the current system on the consumer and how the consumer's needs are addressed will be focus of the course. Prerequisite: CUL1365 or FSM2055 or MRKT1001. (OL) Quarter Credit Hours 4.5

### **NUTRITION**

#### **NUTR2001 INTRODUCTION TO NUTRITION**

This course emphasizes the principles of nutrition, and the six basic nutrients and related health concepts. Various eating behaviors, recommended dietary intakes, and tools for diet planning are explored. Students create an in-depth computerized personalized nutrient profile, which is self-analyzed for nutritional adequacy. (GS) Quarter Credit Hours 4.5

## **The Hospitality College**

### **FOOD SERVICE MANAGEMENT**

#### **FSM1001 INTRODUCTION TO THE FOOD SERVICE FIELD**

This introductory course examines career opportunities, organizational structures, history and human resource management in the food service industry. Specific segments are also examined in commercial, industrial and institutional areas of food service. Quarter Credit Hours 4.5

#### **FSM1065 FOOD SAFETY AND SANITATION MANAGEMENT**

Students explore the fundamentals of food safety and environmental sanitation. This course looks at the origins of foodborne illness and the implementation of HACCP. Students must pass a national sanitation exam that is recognized by the Conference for Food Protection to fulfill the graduation requirement. (HO) (HY) Quarter Credit Hours 1.5

#### **FSM2055 BEVERAGE APPRECIATION**

This intermediate course refines the student's knowledge of beverages served in a variety of hospitality operations. Emphasis is placed on beverage sensory perception and food pairings. Students develop and analyze strategies to effectively manage, market and set standards for beverage operations. Both alcoholic and non-alcoholic beverages are examined. Prerequisite: Sophomore status. (OL) Quarter Credit Hours 4.5

#### **FSM2065 ESSENTIALS OF INTERNATIONAL FOOD AND BEVERAGE**

This course introduces the student to the significance of food and beverage as it relates to the travel/tourism and hospitality industry. Students build a fundamental knowledge to effectively communicate with travel/tourism/hospitality planners and food service staff. Emphasis is placed on linking food, wine and tourism, and the impact related to tourism destination development internationally. This course also examines international service styles, cultural etiquette, food terminology, and basic food and wine pairings. Prerequisite: FSM1065. Quarter Credit Hours 4.5

#### **FSM2080 FOOD SERVICE OPERATIONS**

This intermediate-level course is designed to complete a student's foundation in purchasing as well as food and beverage operational controls. Emphasis is placed on mastering the purchasing cycle functions and back-of-the-house menu management systems. Students also develop income statements and utilize spreadsheet applications to analyze food and beverage operations. Students use current technology to develop income statements and manage back-of-the-house operations. Prerequisite: ACC10121 or concurrent. Quarter Credit Hours 4.5

#### **FSM2085 HOTEL FOOD AND BEVERAGE OPERATIONS**

This course is designed to introduce the student to the roles and standard operating procedures used for food and beverage operations in lodging settings. Emphasis is placed on food preparation techniques, basic purchasing procedures, kitchen and dining equipment, product identification and guest service styles and standards used in various lodging operations. Corequisite: FSM1065 or concurrent. Quarter Credit Hours 4.5

#### **FSM2095 HOTEL FOOD AND BEVERAGE CONTROLS**

This course is designed to complete a student's foundation in purchasing and food and beverage operational controls. Emphasis is placed on methods used by hotel managers in order to increase food and beverage operational profits through maximizing revenues and controlling costs. Students also develop income statements and utilize spreadsheet applications to analyze food and beverage operations. Prerequisite: FSM2085 or CUL1395. Quarter Credit Hours 4.5

#### **FSM2099 FOOD SERVICE MANAGEMENT INTERNSHIP**

This course is a requirement for all students in the Restaurant, Food & Beverage Management degree program. The internship provides in-depth experience in food and beverage operations. Rotational assignments incorporate both front- and back-of-the-house operations. Prerequisites: CUL1385, FSM1065, approved sanitation certificate. (SL) Quarter Credit Hours 13.5

#### **FSM3001 FOOD SERVICE MANAGEMENT SYSTEMS AND HUMAN RESOURCE APPLICATIONS**

This course is intended to prepare the students to apply sound human resource management principles to situations encountered within the hospitality industry. Students examine the complex and integrated nature of the hospitality industry and how various segments, such as lodging and tourism, impact the management and operation of food service establishments. Prerequisite: CUL2626 or CUL2386 or BPA2626. (PT) (OL) Quarter Credit Hours 4.5

#### **FSM3012 ADVANCED MENU ANALYSIS**

This course focuses on researching current market trends and discovering their impact on commercial food service operations. Students analyze the effectiveness of current menu designs to specific operational data. Students also apply basic menu design techniques to enhance classroom assignments. Prerequisite: FSM2080 or FSM3001 or SEE3008. (OL) Quarter Credit Hours 4.5

#### **FSM3020 DINING SERVICE MANAGEMENT**

This intermediate course concentrates on the comprehensive study of dining service operations within the food and beverage industry. Emphasis is placed on human resource development, staffing, facility design, internal marketing, and fiscal accountability. Prerequisite: FSM2080 or FSM3001 or SEE3008. Quarter Credit Hours 4.5

#### **FSM3030 FACILITIES DESIGN AND ANALYSIS**

This intermediate course introduces students to the fundamentals of facilities planning for the commercial, institutional and industrial food service industry. Students are introduced to the need for proper planning, layout and design of production and service areas. Students become familiar with computer systems designed in restaurant planning. The major portion of the course is student involvement in individual projects on kitchen layout. Prerequisite: FSM1001 or HOSP1001 or SEE1001 or A.S. degree in Culinary Arts or Baking & Pastry Arts. Quarter Credit Hours 4.5

#### **FSM4040 ON-SITE FOOD SERVICE**

This upper-level course emphasizes the contract or noncommercial segment of the food service industry. The traditional contract fields of business/industry, university/school, healthcare, recreation areas and catering are explored in depth. Contracts for these food service areas are evaluated from the client, contractor, guest and unit manager's perspectives. Prerequisite: FSM2080 or FSM3001 or SEE3008. (OL) Quarter Credit Hours 4.5

#### **FSM4060 HOSPITALITY OPERATIONS MANAGEMENT**

This upper-level capstone course combines a working knowledge of food production techniques and management skills necessary to operate a food service facility. Students further enhance their skills in a small-quantity food service setting in which they have full control over the food service operation. Prerequisites: FSM2080 or FSM2095, senior status. (PT) Quarter Credit Hours 9.0

#### **FSM4061 ADVANCED FOOD SERVICE OPERATIONS MANAGEMENT**

This upper-level capstone course concentrates on integrating critical competencies of management in a small food service setting. Emphasis is placed on menu development, marketing, staff scheduling, production planning and implementation, service and fiscal accountability. Students manage the food and beverage service operations. Prerequisites: FSM2080 or FSM2095 or FSM2099 or FSM3001, senior status. (PT) (HY) Quarter Credit Hours 4.5

#### **FSM4880 BEVERAGE OPERATIONS MANAGEMENT**

This upper-level course examines the creation and management of a beverage operation. Planning topics include concept, identification of target market and creating a bar business. The creation of a business plan is discussed. Management topics include bar layout and operations, trend identification and product selection, basic production methods, costing and pricing, inventory methods and human resources management. The creation of wine lists, beer lists and cocktail menus is also discussed. Responsible Beverage Service is stressed. Prerequisite: CUL4045 or FSM2055. (OL) Quarter Credits Hours 4.5

### **HOSPITALITY MANAGEMENT**

#### **HOSP1001 THE HOSPITALITY FIELD**

This course is an introduction to the various segments within the hospitality industry (lodging; food service; travel and tourism; and sports, entertainment and event management). The course is intended to prepare the student to apply sound management principles to the challenges encountered within the industry. Quarter Credit Hours 4.5

#### **HOSP1008 CUSTOMER/GUEST SERVICE MANAGEMENT**

This introductory course is a study of customer/guest service management within the hospitality industry. Emphasis is placed on the development of service standards, the problem solving process, data gathering techniques, technological methods and fiscal accountability. Students take an industry-recognized responsible alcohol service exam. Prerequisite: FSM1001 or HOSP1001 or MGHI1000 or SEE1001. Quarter Credit Hours 4.5

#### **HOSP1010 FRONT OFFICE OPERATIONS**

This course familiarizes students with the front office department of the hotel. Emphasis is placed on guestroom availability, reservation processing, guest registration, night audit and check-out procedures through a computerized property management system. Students focus on all aspects of the unique relationship between the front office and other departments in the hotel. Prerequisite: FSM1001 or FSM3001 or HOSP1000 or SEE1001. Quarter Credit Hours 4.5

#### **HOSP1080 TECHNOLOGY IN THE TOURISM/ HOSPITALITY INDUSTRY**

This introductory course provides a comprehensive hands-on learning skill with the various information systems in the hospitality industry. Students gain basic knowledge in the use of property management systems, Global Distribution Systems, Point of Sale systems, Internet distribution systems and any other current technology available to the travel/tourism and hospitality industry. Prerequisite: HOSP1001, TRVL1010 or TRVL1011. Quarter Credit Hours 4.5

#### **HOSP2011 HOSPITALITY SALES AND MEETING MANAGEMENT**

This course familiarizes students with the scope of sales, meeting and event management within the hospitality industry. The reciprocal relationship between selling and service is presented within the context of hospitality marketing practices. Prerequisite: FSM3001 or HOSP1008 or TRVL2040. (HO) Quarter Credit Hours 4.5

#### **HOSP2020 RESORT MANAGEMENT**

This course provides a detailed study of management techniques used in the management of resort properties and their recreational facilities. The physical development of resort properties is also investigated. Prerequisite: FSM1001 or FSM3001 or HOSP1001 or SEE1001. Quarter Credit Hours 4.5

#### **HOSP2030 HOSPITALITY HUMAN RESOURCES AND DIVERSITY LEADERSHIP**

Operational and staff managers in today's hospitality-related businesses often manage a diverse group of employees and are responsible for compliance with employment laws and human resource policies. Therefore, managers must be knowledgeable about laws and best practices when working with their employees. This course helps students develop managerial knowledge and skills in several areas of human resource management including recruiting, interviewing, selection, orientation, training, performance evaluation and management, discipline, terminations, and employee and union relations. Prerequisite: Sophomore status. (PT) (WI) (HO) Quarter Credit Hours 4.5

#### **HOSP2050 INTERNATIONAL TOUR AND HOTEL OPERATIONS**

This course is taught only on a campus outside of the United States during a term abroad program. The course focuses on cultural, political, legal, and economic forces and their impact on tourism and how hospitality management practices differ among countries. Students plan and participate in a variety of tours and professional site visits in order to gain first-hand knowledge of the international travel experience. Prerequisites: Must be accepted in Term Abroad Program, junior year status. Quarter Credit Hours 9.0

#### **HOSP2099 HOTEL INTERNSHIP**

This internship is designed to give the student practical experience in both lodging and food and beverage areas. Rotational assignments incorporate both front and back-of-the-house operations. It includes day, evening and weekend shifts. Prerequisites: HOSP1008, HOSP1010 or HOSP1011, FSM1065, FSM2085, approved sanitation certificate. (PT) Quarter Credit Hours 13.5

#### **HOSP3020 TRADE SHOW/EXPOSITION MANAGEMENT**

This course is designed to give the student practical experience in developing a trade show or exhibition with special emphasis on pre-planning, budget preparation, advertising and/or public relations, and exhibit setup, including exhibit registration, booth accommodations and assignments, draping, audiovisual, programming and wrap-up. A directed work project may be incorporated into this course. Prerequisite: FSM3001 or HOSP2011 or SEE2020 or TRVL2040. Quarter Credit Hours 4.5

#### **HOSP3033 HOTEL PROPERTY OPERATIONS**

This course introduces the student to the role of the property operations manager in a lodging context. Essential elements of engineering, housekeeping and safety are studied. The student is introduced to technical, managerial, financial and legal issues related to these departments. The environmental impact of activities in this area of management is highlighted. The course content has application to other settings as well. Prerequisite: HOSP2099 or permission of department chair. (PT) Quarter Credit Hours 4.5

#### **HOSP3040 MANAGING QUALITY SERVICES**

This upper-level course is designed to acquaint the student with the principles of total quality management and how they affect organizations and employees within those organizations. This course stresses problem-solving and decision-making skills using analytical tools and case studies. A directed work project may be incorporated into this course. Prerequisite: Junior status. (HO) (SL) Quarter Credit Hours 4.5

#### **HOSP3045 MANAGEMENT OF VACATION OWNERSHIP (TIMESHARE) RESORTS**

This course covers concepts and issues related to the marketing and management of vacation ownership (timeshare) properties. Owner-manager relationships are highlighted. Additionally, important financial issues related to initial development, budget management and renovations are covered. Best practices of leading companies are examined. Contrasts are made among typical lodging properties, traditional resorts, full ownership resorts, destination clubs and fractional ownership resorts. Prerequisite: HOSP1010 or HOSP2020. Quarter Credit Hours 4.5

#### **HOSP3050 HOSPITALITY STRATEGIC MARKETING**

This is an upper-level course dealing with the broad scope of hospitality marketing placing emphasis on the analysis, structure and strategy of the hospitality marketing department, departmental budgeting, allocation of resources, market research, media selection and effectiveness of the marketing plan. Case studies and assigned readings examine current marketing issues. A directed work project may be incorporated into this course. Prerequisite: Junior status. (HO) (PT) (OL) Quarter Credit Hours 4.5

#### **HOSP3055 FRANCHISING OPPORTUNITIES**

This course focuses on business format franchising. Students gain experience in evaluating franchise offerings, as well as evaluating their own suitability to be franchisees. The advantages and disadvantages of franchising are reviewed, analyzed and discussed. The concepts are relevant for any student interested in becoming an owner of a franchised business. Prerequisites: HOSP3050 or MRKT1001, ACCT3020 or ACCT3025. Quarter Credit Hours 4.5

#### **HOSP3060 PRIVATE CLUB MANAGEMENT**

This upper-level course examines the private club industry and its specific challenges. Emphasis is placed upon the manager's role with the governing board, membership, staff and management of the clubhouse and recreation activities. Prerequisite: FSM1001 or FSM3001 or HOSP1001 or SEE1001. Quarter Credit Hours 4.5

#### **HOSP3065 HOSPITALITY SECURITY AND RISK MANAGEMENT**

This course is designed to familiarize the student with the various elements of risk management throughout the hospitality industry. It is intended to supply the student with a strong foundation in the elements necessary to provide a safe and secure venue and to reduce ownership liability. Prerequisite: Junior status. Quarter Credit Hours 4.5

#### **HOSP3077 REVENUE MANAGEMENT**

This course examines and illustrates the strategies, principles and techniques of revenue management as they relate to lodging, travel/tourism, food service and facilities management. The relationship between accurate forecasting, overbooking, reservation systems, marketing issues, pricing and e-Commerce as they relate to financial decision making are investigated. Students are required to analyze revenue management scenarios. Prerequisite: ECON2002 or HOSP1010. (PT) Quarter Credit Hours 4.5

### **HOSP3092 DIRECTED WORK EXPERIENCE II**

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised non-paid industry setting. The focus of the experience revolves around a specific industry-based project. Prerequisite: Approval of the dean. Quarter Credit Hours 9.0

### **HOSP3098 DIRECTED WORK EXPERIENCE III**

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised non-paid industry setting. The focus of the experience revolves around a specific industry-based project. Prerequisite: Approval of the dean. Quarter Credit Hours 13.5

### **HOSP3191/HOSP3291/HOSP3391 DIRECTED WORK EXPERIENCE I**

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised non-paid industry setting. The focus of these experiences revolves around a specific industry-based project. Prerequisite: Approval of the dean. Quarter Credit Hours 4.5

### **HOSP3810 SPA MANAGEMENT**

This course examines the growing segment of spas and spa services within hospitality operations. Strategies for the design and development of a successful spa concepts are discussed with emphasis placed on management, marketing and fiscal performance. Prerequisite: Junior status. Quarter Credit Hours 4.5

### **HOSP3850 NEGOTIATIONS AND AGREEMENTS**

This intermediate-level course explores a variety of hospitality industry negotiations and interactions. The course discusses the skills necessary to recognize situations within the hospitality industry which call for bargaining. This course also articulates the development of agreed elements necessary to properly record the outcomes of the negotiation process, the numerous agreements/contracts that are prevalent in the hospitality industry, and the implementation and management of agreements and contracts. Prerequisite: LAW2001 or LAW2010. Quarter Credit Hours 4.5

### **HOSP4011 HOSPITALITY MANAGEMENT CONSULTING**

This is an upper-level course designed to give students insight into management consulting for enterprises in the hospitality industry. Using a variety of teaching methods, including the case study approach, simulated consulting assignments are introduced into the classroom to fine-tune the critical thinking and decision-making abilities of the student. The spectrum of management consulting providers, ranging from large international firms to sole practitioners, are reviewed. Prerequisites: ACCT3020 or ACCT3025 or FISV3001, HOSP3050. Quarter Credit Hours 4.5

### **HOSP4012 DEVELOPING AND MANAGING A SMALL HOSPITALITY LODGING PROPERTY**

This course is designed to familiarize the student with the challenges and rewards of the entrepreneurial development and management of a small lodging property. Concepts for establishing the business, financial operations, daily operational procedures, and marketing the business are covered. Prerequisites: ACCT3020 or ACCT3025, HOSP3050 or MRKT1001. Quarter Credit Hours 4.5

### **HOSP4020 CULTURAL DIVERSITY MANAGEMENT**

This course focuses on the issues related to domestic and international multi-cultural management. Students examine the synergistic opportunities presented by the diverse workforce and develop strategies that respect and value individual differences. Prerequisite: SOC2001 or SOC2020 or SOC2901. Quarter Credit Hours 4.5

### **HOSP4060 HOSPITALITY MANAGEMENT SEMINAR**

This is a senior-level capstone course designed to give students insight into hospitality strategy. Using a variety of teaching methods including the case study approach, realism is introduced into the classroom, improving the critical thinking and decision-making ability of the student. The course is also designed to integrate appropriate computer-based

simulation and applications programs into management theory. A directed work project may be incorporated into this course. Prerequisite: ACCT3020 or ACCT3025, HOSP3050 or MRKT1001. (OL) (PT) Quarter Credit Hours 4.5

### **HOSP4099 HOSPITALITY INTERNSHIP**

Eligible students may apply for a selective Hospitality Internship assignment. These internship assignments allow students to gain academic credit for an invaluable work experience within their chosen profession. Upon completion of this term-long course, students have a more global understanding of the demands and expectations of business and industry. Prerequisites: Junior status, 2.75 GPA for domestic internship or 3.25 GPA for international internship, elective credits available, completed application. Quarter Credit Hours 4.5–13.5

## **INTERNATIONAL HOTEL AND TOURISM MANAGEMENT**

### **IHTV3010 INTERNATIONAL HOSPITALITY MANAGEMENT**

The purpose of this intermediate course is to acquaint students with the skills of a global hospitality manager, where students study principles of international hospitality management: marketing, human resource management, financial issues and operational risk management. An historical approach is taken in exploring the development of multinational hospitality corporations. Prerequisite: HOSP2030. Quarter Credit Hours 4.5

## **SPORTS/ENTERTAINMENT/EVENT MANAGEMENT**

### **SEE2015 LEADERSHIP IN RECREATION/LEISURE SETTINGS**

This course explores leadership qualities, styles and group dynamics. Students examine a selection of program activities and guidelines for presenting and developing them effectively. Focus is on developing, leading and evaluating activities based on varying participant requirements. Aspects of group facilitation, activity sequencing and debriefing are discussed. Quarter Credit Hours 4.5

### **SEE2020 EVENT MANAGEMENT**

This course introduces students to the methods and techniques utilized in planning, organizing, promoting and delivering major events and the role of events in generating a tourist market. (HO) Quarter Credit Hours 4.5

### **SEE2030 THE ENTERTAINMENT INDUSTRY**

This course is designed to provide students with core knowledge of the diverse and dynamic entertainment industry. The topics explored through this course include the historical development of the entertainment industry, current trends and industry regulations, theater and the arts, music, cinema, sports entertainment, television, and alternative entertainment. Issues related to industry best practices, effective artist/performer management and entertainment event production are also discussed. Prerequisite: HOSP1001 or FSM1001 or FSM3001 or SEE1001. Quarter Credit Hours 4.5

### **SEE2040 OUTDOOR RECREATION PLANNING**

This course provides an introduction to the concept of outdoor recreation, outdoor recreation planning, and the specific use of our environment for recreation by individuals, private agencies and government agencies. The study of federal programs including the National Park Service is an integral part of this course. Quarter Credit Hours 4.5

### **SEE2070 THE GAMING INDUSTRY**

This introductory course is designed to familiarize students with the many facets of the entire gaming industry. Topics to be covered include the history of gambling, common forms of gambling, major gaming destinations, career paths, gaming industry leaders, regulation and licensing, and basic organization of a casino resort. Current trends and issues in the industry are also discussed. Quarter Credit Hours 4.5

### **SEE3015 MANAGING GAMING OPERATIONS**

This advanced course is designed to familiarize the student with basic knowledge about managing casino properties. Discussions include casino financial management, organizational structure, gaming terminology, casino design, and special emphasis on casino marketing. International and Internet gaming markets are also explored. A field trip to a pre-selected casino is mandatory. Prerequisite: SEE2070. Quarter Credit Hours 4.5

### **SEE3041 SPECIAL EVENT PROTOCOL**

Students in this course examine the specifics of social and professional business etiquette and the event protocol. Official protocol and the order of precedence for governmental, military and social organizations are investigated as well. The unique challenges presented by official ceremonial events such as state dinners, flag ceremonies, inaugurations, dedications, graduations, parades, state and military funerals, and memorial services, etc. are discussed and students formulate effective strategies for managing such events. Prerequisite: SEE2020 or HOSP2011 or FSM3001. Quarter Credit Hours 4.5

### **SEE3042 WEDDINGS & CEREMONIES**

This course examines the unique aspects of planning and executing various ceremonial events such as weddings (traditional and non-traditional), bar/bat mitzvahs, quinceanera parties, debutante balls, anniversaries and civilian funerals. Special emphasis is placed on adapting the traditional event cycle to the challenges presented by these social life-cycle events and the numerous ethnic and religious traditions associated with them. Industry best practices for custom event design including décor, entertainment, catering and budgeting are explored. In addition, strategies for attracting, managing and retaining clients are discussed. Prerequisite: SEE2020 or HOSP2011 or FSM3001. Quarter Credit Hours 4.5

### **SEE3045 MEDIA RELATIONS**

This upper-level course develops the skills necessary to proactively interact with the mass communication media. Case studies are utilized in a laboratory environment. Emphasis is placed on the ethical responsibilities of a spokesperson and the experience needed to relate to the communication media in a variety of situations. Prerequisites: ENG1021 or ENG1921, ENG1030 or ENG1930. (PT) Quarter Credit Hours 4.5

### **SEE3055 INTERNATIONAL SPECIAL EVENT MANAGEMENT**

This upper-level course, taught only on a campus outside of the United States during a study abroad program, focuses on the development, planning and management of international special events. Emphasis is placed on research and development, site selection, social and cultural issues, marketing and sponsorship, and human resource management. In addition, the challenges presented by producing an event in a non-domestic venue are explored in detail. Prerequisites: SEE2020, acceptance in study abroad. Quarter Credit Hours 9.0

### **SEE3060 CONCERT AND EVENT PRODUCTION**

This course focuses on event and concert tour production. Emphasis is placed on managing a show on stage, back stage and on the road. In addition, tools for set building, lighting, sculpting sound with microphones and mixers, reviewing basic electrical formula, performance contracts, technical riders and a production checklist are explored. Prerequisites: SEE2010, SEE2030. Quarter Credit Hours 4.5



## TRAVEL-TOURISM

### TRVL1001 INTRODUCTION TO TRAVEL-TOURISM

This introductory course focuses on industry terminology and careers through a study of travel components which include: retail and wholesale agencies, tour management, customer relations, marketing and sales, as well as hotel, cruise, airline and resort related travel opportunities. Quarter Credit Hours 4.5

### TRVL1010 DESTINATION GEOGRAPHY I

This introductory course is designed to acquaint the student with important destinations in the U.S., Canada, Mexico, South America and the Caribbean. The course discusses cultural, recreational and social significance to the traveler. Quarter Credit Hours 4.5

### TRVL1011 DESTINATION GEOGRAPHY II

In addition to significant destinations and attractions in Europe, Asia and Africa, this course stresses more the cultural values related to international travel and the significance of travel to the international economy. Quarter Credit Hours 4.5

### TRVL1035 TRAVEL INFORMATION SYSTEMS

This course provides a comprehensive, hands-on system learning experience. Students become proficient in the use of current Airline Reporting Corporation (ARC) documentation, simulated CRS systems, Internet resources, as well as other technologies used for the management of related travel services. Students are able to understand the technological interactions within a Global Distribution System. (GDS) (HO) Quarter Credit Hours 4.5

### TRVL2030 TOUR MANAGEMENT

This course is designed for students planning careers in tour guiding or tour operations. Topics include tour operations, components of a tour, tour management positions, characteristics of a professional tour guide, the psychology of tour management and internal communications. Quarter Credit Hours 4.5

### TRVL2040 TRAVEL SALES MANAGEMENT

This course emphasizes service as an integral part of the selling process. The reciprocal relationship between selling and service is presented within the context of the total travel sales effort. Prerequisite: FSM1001 or HOSP1001 or SEE1001. (SL) (WI) Quarter Credit Hours 4.5

### TRVL2099 TRAVEL-TOURISM AND HOSPITALITY INTERNSHIP

The travel-tourism and hospitality internship affords students the opportunity to combine previous academic courses with a practical approach to various travel industry segments and operations. Students receive hands-on experience while on rotation through Johnson & Wales University approved sites. Sites include the Rhode Island State House, T.F. Green Airport, Collette Vacations, Providence Warwick Convention and Visitors Bureau, AAASNE (American Automobile Association Southern New England), and the Radisson Hotel or Johnson & Wales Inn. The culmination of the internship experience is a tour to a selected international destination, where each student researches, negotiates and develops a highly anticipated journey. Prerequisite: HOSP1010 or HOSP1080 or TRVL1035. (PT) Quarter Credit Hours 13.5

### TRVL2801 WORLD GEOGRAPHY FOR TOURISM AND HOSPITALITY

This course is designed to provide the student with the knowledge and skills necessary to work and travel in a global environment. Students explore both current and emerging destinations from around the world. The course discusses the cultural, recreational and social significance to the traveler and the economy. Quarter Credit Hours 4.5

### TRVL2810 AVIATION AND AIRLINE INDUSTRY MANAGEMENT

This course familiarizes students with the U.S. and international airline industry. The course focuses on the organization and management functions of the airlines, and emphasizes the application of class material to current industry issues. Prerequisite: Sophomore status. Quarter Credit Hours 4.5

### TRVL3010 DYNAMICS OF TOURISM

This is a management-oriented course covering the economic, cultural and social functions in the planning and development of the tourism industry. Emphasis is placed on organizational concepts. Quarter Credit Hours 4.5

### TRVL3020 ECOTOURISM

This upper-level course explores an emerging dimension of tourism: ecotourism. Students investigate the impact of specific environmental issues on tourism, including water pollution, air pollution, habitat destruction, etc., and focus on the impact of tourism on the physical, biological and cultural environment. The role of the tourism industry as it relates to the provision of ecotourism experiences is also discussed. Quarter Credit Hours 4.5

### TRVL3030 INTERNATIONAL POLICIES OF TOURISM

This is an intermediate-level course which is designed to provide the student with an increased understanding in the area of international tourism development. Emphasis is placed on the definitive study of the essential components for a successful national tourism program. Prerequisite: TRVL3010. (HO) Quarter Credit Hours 4.5

### TRVL3040 ADVENTURE, SPORT AND NATURE-BASED TOURISM

This course provides the student with a solid foundation of knowledge related to adventure, sport and nature-based tourism and focuses on key considerations necessary for its successful implementation. The course also offers an opportunity for a field project. Prerequisite: FSM2099 or FSM3001 or HOSP2099 or SEE2020 or TRVL2099. Quarter Credit Hours 4.5

### TRVL3801 WINTER RESORT AND ADVENTURE MANAGEMENT

This course provides the student with a solid foundation of knowledge related to the winter adventure resort and focuses on all aspects of operation and program development. The course also offers opportunities for a field project. The class is an inter-term offering between the winter and spring terms only. Students are required to participate in all off-campus activities with the designated industry partners. Prerequisite: Sophomore status. Quarter Credit Hours 4.5

### TRVL4011 DESTINATION MANAGEMENT ORGANIZATION

This course integrates the administrative functions of a destination management or marketing organization (DMO). The interrelationships of operations, marketing and finance are analyzed and evaluated. A directed work project may be an integral part of this course. Prerequisite: HOSP3050 or MRKT1001. (HO) (WI) (PT) Quarter Credit Hours 4.5

## School of Arts & Sciences

## ART

### ART2010 INTRODUCTION TO FILM

This course is designed to give students an in-depth introduction to the motion picture medium. Students gain an understanding of the technical aspects of filmmaking and the ways in which movies express meaning through cinematography, production design, actor performance, editing, sound design and narrative. The ideology of film and film theory are also explored. Prerequisite: ENG1021 or ENG1921. Quarter Credit Hours 4.5

### ART2020 INTRODUCTION TO ART

This course provides an introduction to the understanding and appreciation of art. Emphasis is placed on the visual arts of painting, sculpture and architecture. The course covers the basic principles of design, form, and techniques as well as a general chronological history of art from ancient to contemporary works. Students are encouraged to respond actively to works of art through class discussions, museum visits and class projects. Prerequisite: ENG1021 or ENG1921. Quarter Credit Hours 4.5

### ART2030 MUSIC APPRECIATION

This survey course of the history of music covers the elements of music, terminology, composition, form and style. It also explores the instruments, voices and ensembles that interact to create the art of music, focusing on periods of music after 1500 — Renaissance, Baroque, Classical, Romantic and Modern. American musical theater, jazz and music of world cultures are also studied. Emphasis is on developing critical listening skills and an appreciation of music of many genres. Prerequisite: ENG1021 or ENG1921. Quarter Credit Hours 4.5

## ECONOMICS

### ECON1001 MACROECONOMICS

This course is designated as the first of two courses serving as an introduction to economics. It is a survey course covering the foundations of economics and focusing on macroeconomic concepts and issues such as the features and goals of capitalism, the market system, national income, business cycles, macroeconomic theories, and monetary and fiscal policy. (GS) (OL) Quarter Credit Hours 4.5

### ECON2002 MICROECONOMICS

This course consists of microeconomic principles and issues. Course content examines and analyzes both the product and resource markets with emphasis on demand, supply and elasticities. In addition, the costs of production and the basic market models of firms' short run and long run operations are discussed. Other topics covered include various current domestic microeconomic problems, as well as international economic issues such as international trade and foreign exchange. Prerequisite: ECON1001. (GS) Quarter Credit Hours 4.5

### ECON2010 ECONOMIC GEOGRAPHY

The purpose of this course is to provide an understanding of the economic resources at our disposal and the natural conditions under which the utilization of these resources may be achieved. Locations, characteristics and relationships of economic activities are presented to permit better insight into present world economic problems. The sources, applications and problems of energy are examined in order to better understand today's energy problems. Prerequisite: ECON1001 or ECON1901. (GS) Quarter Credit Hours 4.5

### ECON3030 MANAGERIAL ECONOMICS

This course introduces business students to the application of economic principles at the decision-making level in a business organization. This course demonstrates how economic concepts can be applied to decisions involving business strategy and the attainment of organizational objectives. Prerequisites: ECON2002, MGMT1001. Quarter Credit Hours 4.5

### ECON3070 CONTEMPORARY ECONOMIC ISSUES

This course is a topical examination of current macroeconomic and microeconomic issues that impact the U.S. economy. Course content examines and analyzes topics such as government finance, health care, the environment, energy, poverty and welfare, social economic issues, the housing market, terrorism, casino gambling, and the stock market. Prerequisite: ECON1001, ECON2002. Quarter Credit Hours 4.5

## ENGLISH

### ENG0001 WRITING WORKSHOP

This course fulfills the university's graduation writing requirement. Students review sentence structure, paragraph development and essay organization with the goal of applying these skills to the classroom and the workplace. Prerequisite: PT writing skills evaluated at the "developing" level. (OL) Quarter Credit Hours 0.0

### ENG1001 AN INTRODUCTION TO LITERARY GENRES

This course prepares students to read, analyze and write about the major literary genres: poetry, fiction and drama. Students are exposed to a variety of forms and styles in each genre from a wide range of historical periods. Literary selections represent a diverse group of classic and contemporary writers, poets and playwrights. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (SL) (WI) (OL) Quarter Credit Hours 4.5

### ENG1020 ENGLISH COMPOSITION

This course provides students with basic writing skills in a variety of genres and contexts. Instruction begins with a review of the fundamentals of writing through the use of personal narratives. The focus widens to forms of public writing as well as more informative and research-based writing. Research techniques and MLA documentation are covered. Class work includes lecture, writing workshops, and peer critique. Course requirements include a memoir, profile, rhetorical analysis essay, informative report, correspondence, collaborative writing project and final exam. (WI) Quarter Credit Hours 4.5

### ENG1021 ADVANCED COMPOSITION AND COMMUNICATION

This course is a continuation of ENG1020 English Composition. Building on the research and audience skills from ENG1020, students develop more complex and rhetorically advanced papers. All work, written and oral, is aimed at persuading an audience, and instruction begins with the essential components of a logically constructed and articulated argument. Critical thinking skills are reinforced throughout the course, as students develop, peer critique, and present projects to the class. Research and MLA skills are expected of students, and all projects require research from a variety of sources. At the end of the course, in addition to a final exam, students present a representative portfolio of their writing. Prerequisite: ENG1020. (WI) Quarter Credit Hours 4.5

### ENG1030 COMMUNICATION SKILLS

This is an introductory course which focuses on communication skills essential to career and personal success. Emphasis is placed upon awareness of and adaptation to the audience, ethical responsibility and cultural diversity. Students progress in gradual stages, gaining an understanding of the communication process along with confidence and experience in numerous speaking, listening and small group interactions. (PT) (SL) Quarter Credit Hours 4.5

### ENG2010 TECHNICAL WRITING

This course focuses on a practical approach to technical exposition, such as proposals, project reports, feasibility studies, abstracts, and technical correspondence delivered in both hard copy and electronic formats. Prerequisite: ENG1020 or ENG1920. (HO) (PT) (WI) Quarter Credit Hours 4.5

### ENG2030 INTRODUCTION TO NEWSWRITING

This course provides students with a practical introduction to basic news and feature writing and emphasizes writing for the specific fields of business, culinary, hospitality and technology. (HO) (WI) Quarter Credit Hours 4.5

### ENG3030 INTRODUCTION TO FOOD WRITING

This course provides students with an opportunity to concentrate on food writing for cookbooks, magazines, newspapers and Web sites. Students are introduced to the protocol for getting published while learning how to develop and compose food stories and restaurant reviews. Subjects taught include interview techniques, query letters and tailoring food articles to various publications. (HO) (WI) Quarter Credit Hours 4.5

### ENG3050 INTRODUCTION TO TRAVEL WRITING

Students focus on the history of travel writing, article writing as a specific commercial genre, research skills, descriptive personal narrative, and integrating works with various forms of mixed media including: photography, computer graphics and maps. This course explores the reasons and mediums for travel writing. Prerequisite: ENG1020 or ENG1920. Quarter Credit Hours 4.5

## FRENCH

### FREN1001 CONVERSATIONAL FRENCH I

This course is an introduction to the French language, with emphasis on vocabulary acquisition, basic grammar construction and oral communication. Students who have studied more than one year of this language are required to take the foreign language placement exam. Quarter Credit Hours 4.5

### FREN1002 CONVERSATIONAL FRENCH II

This lower, intermediate-level course is designed to further develop conversational ability by expanding both the vocabulary and exposure to French-speaking cultures. This course concentrates greatly on advanced verb forms and idiomatic expressions. Prerequisite: FREN1001 or equivalent placement score. Quarter Credit Hours 4.5

### FREN1003 CONVERSATIONAL FRENCH III

This advanced intermediate course is designed to perfect the usage of advanced grammar through extensive conversational drill, directed reading, composition and laboratory practice. Prerequisite: FREN1002 or equivalent placement score. Quarter Credit Hours 4.5

### FREN1901 FRENCH I HONORS

This intensive, honors-level course is an introduction to the French language, with heavy emphasis placed on vocabulary acquisition, on basic grammatical constructions and on effective oral communication. Students are also exposed to several French-speaking cultures. Quarter Credit Hours 4.5

### FREN1902 FRENCH II HONORS

This course is an intensive, honors-level course and is a continuation of French I Honors. Emphasis is placed on oral and written communication skills based on a strong foundation of grammar and vocabulary building. There is a focus on the culture of the French-speaking countries. Prerequisite: FREN1901 or equivalent placement score. Quarter Credit Hours 4.5

## GERMAN

### GER1001 CONVERSATIONAL GERMAN I

This course is an introduction to the German language, with emphasis on vocabulary acquisition, basic grammar construction and oral communication. Students who have studied more than one year of this language are required to take the foreign language placement exam. Quarter Credit Hours 4.5

### GER1002 CONVERSATIONAL GERMAN II

This course is for advanced beginners in German language, building upon the basic speaking, listening, reading and writing skills covered in German I. Students' vocabulary is expanded to 2,000 commonly used vocabulary words used in conjunction with the present and perfect tenses, adjectives and adverbs. In addition to grammar, students are exposed to many aspects of life in present-day Germany, Switzerland and Austria. Prerequisite: GER1001 or equivalent placement score. Quarter Credit Hours 4.5

### GER1003 CONVERSATIONAL GERMAN III

This advanced intermediate course in German language is designed to further develop conversational ability by expanding the vocabulary covered in German II. In addition to grammar, students are exposed to the many aspects of life in present-day Germany, Switzerland and Austria. Prerequisite: GER1002 or equivalent placement score. Quarter Credit Hours 4.5

## HISTORY

### HIST2001 WORLD HISTORY TO 1500

This survey of people and their cultures focuses on the two major historical traditions (Western and East Asian) from pre-history to 1500. The varying political events, institutions, technologies and cultures of the East and West are highlighted. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

### HIST2002 WORLD HISTORY SINCE 1500

Major developments in world history from the 16th century and on are considered, with an emphasis on the impact of ideas and influences from Asia and the New World upon European culture and society and the European impact upon Asia, Africa and the Americas. The various periods and kinds of revolution — industrial, democratic, political, technological, military and cultural — are surveyed. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

### HIST3001 U.S. HISTORY FROM COLONIAL TIMES TO 1876

This course is a survey and analysis of United States history and those institutions which contributed to the evolution of the American nation from colonial times through the period of the Civil War and Reconstruction. Particular attention is given to the Puritan influence upon American character, the American Revolution, the creation of the federal Constitution, western settlement, the nature of slavery and the breakdown of the American political system resulting in civil war. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

### HIST3002 U.S. HISTORY SINCE 1877 (TO THE PRESENT)

This course is a survey and analysis of United States history and those institutions which contributed to the evolution of the American nation since Reconstruction. Emphasis is placed on the rise of industrialization, urbanization and immigration; the coming of imperialism, the development of American foreign policy, the rise of big business; the growth of reform movements as seen in Populism, Progressivism and the New Deal; the Women's Movement, the Civil Rights Movement and recent developments. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

### HIST3010 MODERN HISTORY

This course provides an in-depth analysis of the major ideas and forces in the Western world during the 20th century. It reviews significant figures and events, as well as the seminal forces that have led to current conditions. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

### HIST3020 A MULTICULTURAL HISTORY OF AMERICA

In this class students survey the broad currents of American history through the lens of immigration, race and ethnicity. Beginning with the colonization of North America, students study the experiences of Native Americans and immigrants from diverse points of origin across four centuries. Students use firsthand narratives, period fiction, contemporary journalism, and historical scholarship to interrogate the shifting nature of American identity from colonial "contact" through the present day. Prerequisite: ENG1020 or ENG1920. Quarter Credit Hours 4.5

### **HIST4010 CONTEMPORARY AMERICAN HISTORY: THE U.S. IN A GLOBAL AGE**

This course deals with United States foreign policy in the post-WWII period. It traces the development of the U.S. policy of containment and how this policy led to the involvement in Vietnam. The Vietnam War is discussed in detail. Attention is also given to U.S. policy in the Middle East and Latin America. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

### **HIST4020 AMERICAN GOVERNMENT**

This course involves an examination of the political and governmental system of the United States, the principles upon which it is founded, and the institutions and systems which comprise it. Topics to be discussed are constitutional foundations, federalism, political parties, public opinion, interest group activities, civil liberties and decision-making in institutions of American national government, such as Congress, the presidency and the Supreme Court. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

### **HIST4030 R.I. STATE INTERNSHIP PROGRAM**

This course is designed to provide students with an opportunity to experience firsthand the workings of a chosen state agency. Dozens of sponsors representing all aspects of state government assist interns to understand how particular agencies function to service the needs of the citizens of Rhode Island. The interns also attend weekly seminars to gain an understanding of all the major branches of state and local government. Please note: This is a four-month program. Prerequisite: ENG1020 or ENG1920. Quarter Credit Hours 4.5

## **HUMANITIES**

### **HUM3050 SCIENCE AND CIVILIZATION: PROGRESS AND PROBLEMS**

This course explores the social, political and historic contexts and implications of several scientific and technological developments through a variety of genres including textbooks, newspaper and magazine articles, film, music, art, literature and the Internet. This is an interdisciplinary course cross-listed as HUM3050, SCI3050 and SOC3050. Prerequisites: ENG1020 or ENG1920, successful completion of any SCI course, sophomore status. (OL) Quarter Credit Hours 4.5

### **HUM3070 VISUAL LITERACY AND THE SOCIOLOGY OF PERCEPTION**

Human perception of the social world is studied from both a communications and sociological perspective. Elements of "picture-based media" as a means of molding cultural perceptions, social biases, and personal views of reality are studied. Through a series of exercises, students critically examine images in art, still photographs, television, advertising, film, and documentaries to determine their sociological messages. Using the language of visual literacy and an understanding of perception, students test assumptions about their world. This is an interdisciplinary course cross-listed as HUM3070 and SOC3070. Prerequisite: Junior status. Quarter Credit Hours 4.5

## **LEADERSHIP STUDIES**

### **LEAD2001 FOUNDATIONS OF LEADERSHIP STUDIES**

This course draws upon a variety of research-based theories and applications germane to the study of leadership. Theoretical paradigms of motivation are discussed and applied to communication styles, decision making, risk taking, team building, conflict resolution, negotiation, diversity and inclusion. Leadership traits, leadership styles and roles are examined in the context of ethics, power and social responsibility. Prerequisite: Sophomore status. (HO) (SL) Quarter Credit Hours 4.5

### **LEAD2010 SPECIAL TOPICS IN LEADERSHIP**

The field of leadership studies encompasses a wide and complex range of topics. This course presents students and faculty alike with a unique opportunity to examine revolving areas of current and relevant leadership theories and practices. Areas of specialized leadership interest include, but are not limited to: Global Issues, Women in History (LEAD2011), Power and Leadership (LEAD2012), Entrepreneurial, Sub-Saharan Leadership or Business and Religion. Prerequisite: LEAD2001 or LEAD2901. Quarter Credit Hours 4.5

### **LEAD2901 HONORS FOUNDATIONS OF LEADERSHIP STUDIES**

This upper-level course seeks to integrate fundamental leadership principles with their practical application in business and/or community settings. Students engage in in-depth assignments designed to expand their leadership development as both individuals and team members. They also develop comprehensive projects that address important and relevant leadership issues. Quarter Credit Hours 4.5

### **LEAD2920 HONORS INTERCAMPUS COURSE IN PHILANTHROPY I**

This is the first in a series of three honors courses. The honors intercampus courses on philanthropy (I, II, III) span the full academic year and include campus-based preparation (see prerequisites), an internship with a local foundation/philanthropic organization, and a common statewide seminar. The course works to bring a diverse group of students from colleges and universities in Rhode Island together for community-based experiential education focusing on public sector workforce development in the fields of philanthropy and grant making. Prerequisite: Permission of leadership chairperson. Quarter Credit Hours: 4.5

### **LEAD2921 HONORS INTERCAMPUS COURSE IN PHILANTHROPY II**

This is the second in a series of three honors courses. The honors intercampus courses on philanthropy span the full academic year and include campus-based preparation (see prerequisites), an internship with a local foundation/philanthropic organization, and a common statewide seminar. The course works to bring a diverse group of students from colleges and universities in Rhode Island together for community-based experiential education focusing on public sector workforce development in the fields of philanthropy and grant making. Prerequisite: Successful completion of LEAD2920. Quarter Credit Hours 4.5

### **LEAD3010 LEADERSHIP THROUGH FILM AND LITERATURE**

This course is an examination of contemporary theories pertaining to leadership in group, organizational and societal settings. The content of the course draws from the humanities as viewed through film and literature selections to illustrate different leadership styles and concepts. The course is based on the premise that leadership, like literature and film, is an art form whose effectiveness is enabled and enhanced through visual presentation. Prerequisite: LEAD2001 or LEAD2901 or SEE2015 or permission of instructor. (WI) Quarter Credit Hours 4.5

### **LEAD3020 CREATIVE LEADERSHIP**

Creativity can be a valuable tool for leadership in the 21st century. The objective of this course is to develop and to enhance one's own creativity, allowing each individual the opportunity to become a more productive leader of tomorrow. Extensive classroom participation and a variety of activities allows each student to experience personal growth and to influence the growth of others. Prerequisite: LEAD2001 or LEAD2901 or SEE2015 or permission of instructor. (HO) (WI) Quarter Credit Hours 4.5

## **LITERATURE**

### **LIT2030 AFRICAN-AMERICAN LITERATURE**

This course examines African-American literature in a variety of genres from its conception in the days of slavery to contemporary times. Emphasis is placed on the historical and social significance of major works of African-American literature, as well as on the unique artistic contributions of African-American authors to the American literature canon. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (SL) (WI) Quarter Credit Hours 4.5

### **LIT2040 AMERICAN LITERATURE I**

This course acquaints students with American literature from its Puritan origins through the mid-19th century. Students study representative authors, poets and playwrights and are exposed to a variety of forms, styles and genres. Special attention is paid to the formation of the American literary tradition. This course fulfills part of the Literature Concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) Quarter Credit Hours 4.5

### **LIT2050 AMERICAN LITERATURE II**

This course acquaints students with American literature from the Civil War to the present. Students study representative authors, poets and playwrights and are exposed to a variety of forms, styles and genres. Special attention is paid to the development of our national identity through literary experience. This course fulfills part of the Literature Concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) Quarter Credit Hours 4.5

### **LIT3001 STUDIES IN DRAMA**

This is an introductory course in the history of drama. Critical analyses of literary elements are conducted in the context of genres from the ancient Greeks to contemporary drama. Both written works and performances are examined and analyzed. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) (HO) Quarter Credit Hours 4.5

### **LIT3015 FOOD IN FILM AND LITERATURE**

This course is designed to acquaint the student with the art forms of film and literature with a focus on food as its primary subject. The course focuses on the important books, essays, short stories, plays and films that have made major achievements in film and literature. Students develop the critical skills necessary to increase their understanding of the experience of film and literature. This course fulfills part of the Literature Concentration requirement. Prerequisite: ENG1020 or ENG1920. (HO) (WI) (OL) Quarter Credit Hours 4.5

### **LIT3020 STUDIES IN THE SHORT STORY**

This course prepares students to read, analyze, and write about the short story from different critical perspectives. Students study representative authors and are exposed to a variety of forms and styles of the short story from a wide range of historical periods. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) (HO) Quarter Credit Hours 4.5

### **LIT3030 STUDIES IN POETRY**

This course prepares the student to read, analyze and write about poetry from different critical perspectives. Students study representative poets and are exposed to a variety of forms and techniques of poetry from the Middle Ages to the contemporary. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) (HO) Quarter Credit Hours 4.5

### **LIT3040 SPORTS IN FILM AND LITERATURE**

This course focuses on the significant inspiration of athletic endeavors upon the literary and cinematic imagination. Writers of fiction and non-fiction, prose writers, and poets have discovered in the athletic experience a useful metaphor to express the very purpose and meaning of life. Modern film explores both the realism and romanticism of sports in popular culture. This course is designed to acquaint the student with the essence of games as myth and metaphor and develop an appreciation of the historical context in which the stories are constructed



and heard. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1021 or ENG1921. (WI) Quarter Credit Hours 4.5

#### **LIT4010 SCIENCE FICTION**

This course analyses the evolution of science fiction from its early origins to the present. Fantastic and futuristic elements of plot are examined as social commentary. A variety of styles in several genres are studied, including traditional science fiction, fantasy, horror and cyberpunk. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) (HO) Quarter Credit Hours 4.5

#### **LIT4030 MULTI-ETHNIC LITERATURE**

This course introduces students to fiction, autobiography, poetry, drama and many other forms of literature by writers from many racial and ethnic backgrounds including African American, Asian American, Latino, Chicano, American Indian and more. Emphasis is placed on the historical context in which the writings have evolved as well as the problems encountered by these various cultural groups as they intersect with American culture. Through reading the literature of many cultures and countries, students search for the common themes that unite humanity across the globe. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) (HO) Quarter Credit Hours 4.5

#### **LIT4040 SHAKESPEARE**

This course presents an introduction to the world of William Shakespeare by examining the historical contexts of his work, his life and his theatre. Works read and analyzed during the course are representative of Shakespeare's achievements in history, tragedy, comedy and poetry. Students trace Shakespeare's continuing relevance and influence on modern art and thought. This course fulfills part of the Literature concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI) (HO) Quarter Credit Hours 4.5

## **MATHEMATICS**

#### **MATH0001 BASIC MATHEMATICS**

Students are assigned to this course based on placement tests given prior to taking MATH1020 or MATH1002. The course is designed to teach students the basic mathematical concepts and methods that prepare them for studying college-level mathematics. Topics include a review of basic arithmetic, an introduction to algebra, and problem-solving techniques. Quarter Credit Hours 1.5 (Institutional)

#### **MATH1002 A SURVEY OF COLLEGE MATHEMATICS**

This course is designed to teach students the basic mathematical concepts and methods that will assist them in using mathematics in both their personal and professional lives. Topics include problem solving, sets, probability, statistics, consumer mathematics, and the rudiments of college algebra. Prerequisite: MATH0001 or placement. (HO) (PT) (HY) Quarter Credit Hours 4.5

#### **MATH1009 FUNDAMENTALS OF TECHNICAL MATHEMATICS**

This course provides the student with a survey of basic algebraic and geometric techniques necessary for School of Technology majors. Among the various topics presented are functions and graphs, linear equations and systems of equations, factoring, algebraic fractions and quadratic equations. A review of measurement and topics in introductory statistics are also included. Prerequisite: Placement. (HO) Quarter Credit Hours 4.5

#### **MATH1012 MATHEMATICS I**

This course is a continuation of MATH1009. This course provides the student with advanced algebraic techniques and an introduction to trigonometry. Among the various topics presented are trigonometric functions and graphs, vectors, oblique triangles, exponents, radicals, complex numbers, and exponential and logarithmic functions. Prerequisite: MATH1009 or placement. (HO) (PT) Quarter Credit Hours 4.5

#### **MATH1013 MATHEMATICS II**

This course is a continuation of MATH1012. Topics include systems of non-linear equations, equations of higher degree, matrices, inequalities, variation, sequences and the Binomial Theorem, and additional topics in geometry and trigonometry. Prerequisite: MATH1012. (HO) Quarter Credit Hours 4.5

#### **MATH1020 COLLEGE ALGEBRA**

This course provides students with a working knowledge of the basic elements of college algebra. Topics covered include functions, exponents and radicals, the solution of linear and quadratic equations, inequalities, matrices and systems of linear equations. Prerequisite: MATH0001 or placement. (HO) (PT) Quarter Credit Hours 4.5

#### **MATH1040 CALCULUS I**

This course provides students with an introduction to the basic elements of differential and integral calculus. Topics include functions and limits, continuity, differentiation and its applications, relative extrema, and an introduction to integration. Prerequisite: MATH1013 or equivalent or placement. (PT) Quarter Credit Hours 4.5

#### **MATH1041 CALCULUS II**

This course is a continuation of MATH1040. Topics include a detailed treatment of the calculus of transcendental functions, formal integration methods, improper integrals, infinite series, and further topics in analytic geometry. Prerequisite: MATH1040. Quarter Credit Hours 4.5

#### **MATH1930 QUANTITATIVE ANALYSIS I**

A continuation of Algebra, this course begins with the study of linear equations and their applications to business and economics. Matrices are covered in detail. Linear programming, quadratic models and a brief introduction to differential calculus are also presented. Prerequisite: MATH1020 or equivalent, or permission of department chair, or placement. (PT) Quarter Credit Hours 4.5

#### **MATH1931 QUANTITATIVE ANALYSIS II**

A continuation of MATH1930, this course further examines the applications of the derivative such as maxima and minima, and marginal analysis. Both indefinite and definite integration are discussed along with their application to business and economics. Partial differentiation and functions of several variables are also presented. Prerequisite: MATH1930 or equivalent, or permission of department chair. Quarter Credit Hours 4.5

#### **MATH2001 STATISTICS**

This course is designed to provide students with the basic statistical concepts and techniques that will assist them in both their personal and professional lives. Topics include measures of central tendency and dispersion, probability distributions of both discrete and continuous random variables, sampling distributions, estimation theory, and an introduction to hypothesis testing. Prerequisite: MATH1002 or MATH1020 (minimum grade of C in MATH1002 or MATH1020 required for hybrid sections of MATH2001) or equivalent. (HO) (OL) Quarter Credit Hours 4.5

#### **MATH2005 SPECIAL TOPICS IN MATHEMATICS**

This course presents a specialized area of mathematics in great detail. Each academic year, a specialized topic is chosen which is of interest to both students and faculty. Typical specialized topics which may be chosen include, but are not limited to, number theory, numerical analysis, matrix theory, mathematical logic, abstract algebra and geometry. Prerequisite: MATH1002 or equivalent. Other prerequisites may vary from year to year. Quarter Credit Hours 4.5

#### **MATH2042 CALCULUS III**

This course is a continuation of MATH1041. It is designed to provide students with a detailed treatment of the calculus of functions of several variables and vectors. Topics include vector algebra, vector-valued functions, partial derivatives, vector differential calculus, and the integration of vector fields including the Divergence Theorem and Stokes' Theorem. Prerequisite: MATH1041. Quarter Credit Hours 4.5

#### **MATH2043 ORDINARY DIFFERENTIAL EQUATIONS**

This course introduces the student to the field of ordinary differential equations. Topics include methods for solving linear differential equations and their applications, series solutions of linear differential equations, the solution of systems of linear differential equations along with their applications, and phase plane methods for nonlinear systems. Prerequisite: MATH1041. Quarter Credit Hours 4.5

#### **MATH3020 DISCRETE MATHEMATICS**

This course is designed to give students the basic mathematical concepts and methods that are prevalent in information science. Topics include sets, relations and functions, elementary graph and network theory, trees, matching algorithms, network flows, counting techniques, and recurrence relations. Prerequisite: MATH1013 or MATH1020, or consent of department chair. Quarter Credit Hours 4.5

#### **MATH4025 ADVANCED MATHEMATICAL METHODS**

This course is an introduction to the advanced mathematical methods prevalent in engineering and the physical sciences. Topics include Fourier Series, Fourier Transforms, and partial differential equations, along with their applications. Prerequisite: MATH2043. Quarter Credit Hours 4.5

## **PHILOSOPHY**

#### **PHIL3015 HISTORY OF PHILOSOPHY**

This is a survey of the development of Western philosophic thought. A clear sense is gained of the relative richness and poverty of philosophic interpretation of different periods. The thinking and works of outstanding philosophers of each period are considered, and the major schools of philosophic thought and their adherents are reviewed. Some of the major problems of philosophy are examined: appearance versus reality, determinism versus free will, knowledge and existence, body-mind relations, truth and error, good and evil, space and time, reality and what we can know. Prerequisite: ENG1020 or ENG1920. Quarter Credit Hours 4.5

#### **PHIL3020 CRISIS AND CONTROVERSY: A CRITICAL THINKING APPROACH**

This course encourages students to use critical thinking skills in order to make decisions, solve problems, develop new ideas, evaluate arguments and tolerate ambiguity while exploring complex social questions. Emphasis is placed on understanding the elements of reasoning, imposing criteria and intellectual standards upon reasoning, and assessing individual thinking processes. Students hone critical thinking skills by actively engaging the study of social conflicts and controversies that operate at individual, communal and global levels. Prerequisite: ENG1020 or ENG1920. (PT) (HO) (SL) Quarter Credit Hours 4.5

#### **PHIL3040 ETHICS OF BUSINESS LEADERSHIP**

This course examines the basic principles of ethics and their philosophical foundations, particularly as they apply to institutions, environments, leadership and other activities and pursuits of business. It examines those aspects of human behavior which can be labeled right and wrong. It considers the moral obligations of leaders and followers when discussing actual cases from a variety of business organizations that have presented management and subordinates with difficult moral dilemmas. It considers also the particular responsibilities of leadership in fostering and implementing ethical awareness within a corporate culture. Prerequisite: ENG1020 or ENG1920. (PT) (HO) (OL) Quarter Credit Hours 4.5

## POLITICAL SCIENCE

### PSCI3001 INTRODUCTION TO POLITICAL SCIENCE

Political science is the rigorous and disciplined study of government and politics. This is a “gateway” course designed to reveal to students the ubiquity of political phenomena in their lives. The workings of politics, viewed alternatively as the authoritative allocation of values, or as the study of who gets what, when, where, why and how, are studied in a variety of incarnations, in small and large groups, and in private and public dress. The rational choice perspective is used to formulate and analyze theoretical issues in political analysis. Prerequisite: Sophomore status. (WI) Quarter Credit Hours 4.5

### PSCI3005 CONTEMPORARY POLITICAL IDEOLOGIES

A small but powerfully influential set of political ideologies have dominated, and continue to dominate, social and political events throughout the world in the last and this century. Robust ideologies (democracy, nationalism, Islam, and their variants) have impelled their followers to produce the deaths of millions, and continue to control the destinies of hundreds of millions. This course endeavors to make sense of a century of ideological struggle, with the hope of understanding the continuing relevance of political ideology in fashioning the fate of peoples and nations. Prerequisite: Sophomore status. (WI) Quarter Credit Hours 4.5

### PSCI3010 INTRODUCTION TO WORLD POLITICS

This course provides a comprehensive introduction to the study of world politics. Analytical tools and philosophical doctrine are first discussed to lay a foundation for understanding the driving forces in international relations. The chronic nature of war and ceaseless search for peace are discussed next, with special emphasis on 20th century history. Next examined are the theory and practice of economic relations among advanced industrial economies, and the pace of development in the third world, or the “South.” Special problems posed by multiethnic and multinational diversity within nations are an important theme of the course. Other possible topics, time allowing, include different historical and possible future systems of international relations; imperialism; cold war politics; national security theory, including deterrence, and the success of international political and monetary organizations. Prerequisite: Sophomore status. (WI) Quarter Credit Hours 4.5

## PSYCHOLOGY

### PSYC2001 INTRODUCTORY PSYCHOLOGY

This course is designed to allow the individual student the opportunity to develop an understanding of human behavior in its origins, development and manifestations. The three major theories — psychoanalysis, behaviorism and humanism — are presented so that students are knowledgeable in their major tenets. Students also determine their own view of these schools and why they find them acceptable or unacceptable. The course also proposes to alert the student to signs and symptoms of mental distress in themselves, their families, friends and co-workers. What to do about stress is also considered in terms of seeking the simplest solution first. Applications of this information on both a personal and professional level are introduced and discussed. Prerequisite: Sophomore status. (HO) (SL) (OL) Quarter Credit Hours 4.5

### PSYC2002 ABNORMAL PSYCHOLOGY

This course examines the major theoretical approaches to mental and emotional disorders. Included are definitional criteria and current treatment programs for both children and adults. Prerequisites: PSYC2001 or PSYC2901, sophomore status. Quarter Credit Hours 4.5

### PSYC2010 PERSONALITY

This course is designed to acquaint the student with the more salient and prevailing theories of personality. The major psychophilosophical problems that arise in considering personality anchor the discussion of each theory throughout the course. Application of theories to current life situations are also discussed. Prerequisites: PSYC2001 or PSYC2901, sophomore status. Quarter Credit Hours 4.5

## PSYC2020 INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY

This course emphasizes the psychological principles involved in group performance, power, leadership styles and behavioral motivation. It includes discussion and analysis of organizational research and the application of the results to businesses and industrial situations. It is designed to assist the business student in incorporating psychological knowledge into his or her managerial and leadership style in order to increase on-the-job productivity. Prerequisites: PSYC2001 or PSYC2901, sophomore status. Quarter Credit Hours 4.5

### PSYC2030 DEVELOPMENTAL PSYCHOLOGY

This survey course is designed to introduce the student to the concepts, theories and recent research in the area of the human lifespan from conception to late adulthood. The integrative process of physical, cognitive, and psychosexual development during significant periods of maturation are examined. Prerequisites: PSYC2001 or PSYC2901, sophomore status. Quarter Credit Hours 4.5

### PSYC2040 PSYCHOLOGICAL ISSUES OF ADDICTION AND COMPULSIVE BEHAVIOR

This course examines the various types of addictions and accompanying compulsive behaviors and symptomatology related to these disorders. It focuses on problems related to the addictive process. Topics include but are not limited to: compulsive gambling, alcohol and substance abuse, sexual addictions, eating disorders and other compulsive behaviors. Relevant topics such as the addictive process and personality are addressed along with the familial effects and psychosocial impact of addiction on business and industry. Various treatment approaches and methods of recovery are discussed. Methods of awareness, identification and distinction between various compulsive disorders and addiction along with the biopsychosocial model of addiction are delineated. Prerequisite: PSYC2001 or PSYC2901. Quarter Credit Hours 4.5

### PSYC3001 SOCIAL PSYCHOLOGY

This course features a study of individual behavior in relation to the social stimuli of modern life. The course involves the extension of general psychological principles and methods in the study of social behavior. Prerequisites: PSYC2001 or PSYC2901, sophomore status. (WI) Quarter Credit Hours 4.5

### PSYC2901 HONORS INTRODUCTORY PSYCHOLOGY

The honors section of Introductory Psychology is designed to expand and enrich the students' first experience in psychology. Besides accomplishing all the course objectives of the non-honors sections, honors students are expected to analyze, synthesize and evaluate complex psychological concepts and information. A major topic in psychology (such as stress, health, peace or violence) is investigated each term within the context of each unit. The class engages in a collaborative project or design and conducts an action research project centered on the psychological topic under investigation. Prerequisites: Enrollment in university Honors Program or permission of department chair, MATH2001, sophomore status. Quarter Credit Hours 4.5

## RELIGION

### REL2001 COMPARATIVE STUDY OF WORLD RELIGIONS: AN INTERDISCIPLINARY APPROACH

This course introduces the students to the world's great religions; Hinduism, Buddhism, Judaism, Christianity and Islam are emphasized. The focus is interdisciplinary and includes history, cultural traditions and textual analysis of each religion's literature in relation to these religions. (WI) Quarter Credit Hours 4.5

## SCIENCE

### SCI1011 GENERAL PHYSICS I AND LAB

This course introduces students to vector algebra and the basic principles of classical mechanics. Conservation of energy, momentum, and Newton's laws are examined. Related laboratory projects are included. Prerequisite: MATH1013 or taken concurrently. Quarter Credit Hours 4.5

### SCI1012 GENERAL PHYSICS II AND LAB

This course involves a study of the basic laws of physics and their uses as applied to wave propagation and energy distributions in solids, liquids and gases. Investigation of the thermal properties of solids, liquids and gases and the factors that influence the way in which these materials behave as heat is added to them, are included. Reflection and refraction concepts are applied to optical systems (geometric optics). Diffraction and interference are discussed. Related laboratory projects are included. Prerequisite: SCI1011. Quarter Credit Hours 4.5

### SCI1015 INTRODUCTION TO LIFE SCIENCE

This course describes key biological and chemical principles that apply to all living things. Evolution and natural selection are studied as an explanation for the history of life on Earth. Students examine cells and cell functions, genetics, as well as structure and function of the systems of the human body. Application of scientific methodology is included. (HO) Quarter Credit Hours 4.5

### SCI1021 GENERAL CHEMISTRY

This is a comprehensive course for those fields requiring knowledge of general chemical concepts. Emphasis is given to applied areas of interest where aspects of atomic and molecular structure and function are particularly important. Topics covered include stoichiometry of chemical reactions, energy interrelationships between reactants, atomic structure, and chemical bonding. Prerequisite: MATH1012 or its equivalent, or permission of the department chair. (HO) Quarter Credit Hours 4.5

### SCI2005 INTRODUCTION TO BOTANY

This course provides a comprehensive description of the structure, physiology and reproduction of plants of economic value. Focus is on the relationship between plants and humans, including the role of plants as food sources such as rice, corn and wheat, as well as industries which are plant based. The importance of plants in maintaining environmental balance is also discussed with an emphasis on topics of current interest. (HO) Quarter Credit Hours 4.5

### SCI2010 NUTRITION

This course in basic human nutrition examines metabolic energy derived from carbohydrates, proteins and lipids. Pathways for the utilization of this energy to build new biomolecules, including nucleic acids, are discussed, as are the consequences of nutrient deficiencies. Ways to achieve and maintain nutrient balance are a central part of the course. The significance of vitamins and minerals and possible toxicity due to overabundance is also discussed. (HO) (OL) Quarter Credit Hours 4.5

### SCI2011 PHYSICS I AND LAB

This course is a calculus-based approach to the basic laws of physics and its applications in the study of classical physical mechanics. The conservation of energy, momentum and Newton's laws are analyzed. Students perform laboratory experiments based upon classroom presentations. Prerequisite: MATH1040. Quarter Credit Hours 4.5

### SCI2012 PHYSICS II AND LAB

Reflection, refraction, diffraction and interference concepts applied to optical systems are presented in this class. Wave and energy distributions in liquids, solids and gases are analyzed according to the basic physics laws. A calculus approach is used to analyze the factors which influence the behavior of these concepts. Prerequisites: SCI2011 or SCI1011, MATH1040 (may take concurrently). Quarter Credit Hours 4.5

#### SCI2020 EXERCISE PHYSIOLOGY

This course introduces topics in the physiology and anatomy of exercise, cardiovascular fitness, nutrition and weight control. Emphasis is placed on understanding the scientific basis for a wellness program. (HO) Quarter Credit Hours 4.5

#### SCI2031 ANATOMY AND PHYSIOLOGY

This basic course covers the anatomy and physiology of the human organism, based on the cell, tissue, organ and system structures of the body. An integral part of this course is the learning of medical terminology. (HO) Quarter Credit Hours 4.5

#### SCI2040 MARINE BIOLOGY

This course is an introduction to the biological and physical aspects of the marine environment, including a survey of the organisms that inhabit the world's oceans, their ecology, species evolution and distribution, and the human impact of commercial marine-related industries. Of particular interest are seafood, shellfish, and marine plants as marine food sources, as well as the shipping and maritime industries. (HO) Quarter Credit Hours 4.5

#### SCI2045 INTRODUCTION TO GENERAL AND ORGANIC CHEMISTRY

This course examines the chemistry of carbon-containing molecules relevant to biological systems such as the human body, beginning with basic atomic structure, chemical bonding and reactions, and the chemistry of acids, bases, buffers and salts. Organic chemistry of all functional groups are examined, including saturated/unsaturated hydrocarbons, aldehydes and ketones, carboxylic acids, amines and alcohols. Emphasis is given to those compounds of biochemical importance. Quarter Credit Hours 4.5

#### SCI3010 ENVIRONMENTAL SCIENCE

This course presents major scientific concepts dealing with the biological and physical nature of the world we live in. A major theme is the impact of human population and economic growth on the biodiversity and ecosystems of our planet, considering how sustainable use of the world's resources may be achieved for both developing and developed nations. Topics such as energy, air, water or resource use, land use and agriculture are discussed. (HO) Quarter Credit Hours 4.5

#### SCI3030 INTRODUCTION TO ECOLOGY

This course combines biology and other sciences to study how living things interact with each other and with their non-living environment. Topics such as competition and predation, the one-way flow of energy, and the cycling of nutrients through ecological communities are examined. Other topics such as biodiversity, major terrestrial and aquatic biomes, succession, and the methods and goals of environmental conservation are discussed. (HO) Quarter Credit Hours 4.5

#### SCI3040 BIOCHEMISTRY

This course introduces basic concepts of chemistry and organic/biological chemistry with emphasis on applications of chemistry to human biology, structure of biological molecules and metabolism. Typical topics include chemical bonds and energy, electrolytes, structure and metabolism of carbohydrates and lipids, protein and enzyme function, and structure and function of nucleic acids. Prerequisite: SCI1015, SCI2045. (HO) Quarter Credit Hours 4.5

#### SCI3050 SCIENCE AND CIVILIZATION: PROGRESS AND PROBLEMS

This course explores the social, political and historic contexts and implications of several scientific and technological developments through a variety of genres including textbooks, newspaper and magazine articles, film, music, art, literature and the Internet. This is an interdisciplinary course cross-listed as SCI3050, SOC3050 and HUM3050. Prerequisites: ENG1020 or ENG1920, successful completion of any SCI course, sophomore status. (OL) Quarter Credit Hours 4.5

#### SCI4060 FOOD MICROBIOLOGY

Food Microbiology introduces students to a wide variety of topics regarding the biology of food and water associated microorganisms. Important topics include: all varieties of microbial agents of food and water borne disease, characteristics of important species of food spoilage microbes, identification and control of disease agents associated with food and water, beneficial microbial action, microbial genetics and bacterial genomics. The interaction of microbes with the human digestive and immune systems will also be studied. Prerequisites: SCI1015 or SCI1915, SCI2031, senior status or permission of the instructor. SCI4061 should be concurrent. (HO) Quarter Credit Hours 4.5

#### SCI4061 FOOD MICROBIOLOGY LAB

Food Microbiology Lab is a laboratory companion course coordinated with SCI4060. Using live cultures, students examine the properties of various microbes and factors which contribute to their control and their contamination of foods. Unknown microbes are identified using both traditional and genetic microbiological techniques. Beneficial microorganisms are also studied. Students master microscopy using compound light microscopes. Prerequisites: SCI1015 or SCI1915, SCI2031, senior status or permission of the instructor. SCI4060 should be concurrent. Quarter Credit Hours 2.25

### SOCIOLOGY

#### SOC2001 SOCIOLOGY I

This course provides an introduction to sociology with the focus of study on how humans interact within a society, both as individuals and in groups. Stress is placed on sociological methods and paradigms. Prerequisite: Sophomore status. (HO) (SL) (OL) Quarter Credit Hours 4.5

#### SOC2002 SOCIOLOGY II

This course is a continuation of Sociology I focusing on patterns of behavior or institutions that our culture has established. Emphasis is placed on studying those institutions which are essential to the survival of the individual and the group. Prerequisites: SOC2001 or SOC2901; sophomore status. (SL) Quarter Credit Hours 4.5

#### SOC2010 SOCIOLOGY OF DIGITAL ENVIRONMENTS

This course provides an introduction to the digital world as both a setting of social interaction and as a social and historical phenomenon. Attention is given to the ways that virtuality has both transformed and been influenced by other institutional domains such as family, media, art and work. This focus on the digital world advances students' sociological understanding of the human experience. Prerequisite: Sophomore status. Quarter Credit Hours 4.5

#### SOC2020 CULTURE AND FOOD

This is a course on the sociology of food. Students are challenged to think and rethink the place of food in the human experience. The course explores how the discipline of sociology, and its borrowing from anthropology and other fields, examines food as a cultural and social artifact and how food and social identity intersect. Prerequisite: Sophomore status. (HO) (SL) (WI) (OL) Quarter Credit Hours 4.5

#### SOC2025 CULTURAL TAPESTRY: PERSPECTIVES IN DIVERSITY

This course approaches the study of diversity by offering students an opportunity to understand the meaning of difference from a multitude of perspectives. Students study how categories of diversity are created, the experience of being perceived as different in society, and the consequences of difference as gauged by the allocation of privilege and resources to differing groups within society. Such categories as race, ethnicity and national identity, socioeconomic status, gender differences, sexual orientation, learning styles and religious affiliation are addressed. Similarities between ethnic groups and cultures are also examined. The sociological paradigms/perspectives are also utilized in the study of diversity. Students shape a presentation that addresses diverse subject matter in an experiential manner. As the course concludes, attention is directed

towards identifying strategies that can be employed both on a macro-level in society and on a micro-level within the students' realm of influence, to broaden the acceptance of differing perspectives in a pluralistic society. Prerequisites: SOC2001 or SOC2901; sophomore status. Quarter Credit Hours 4.5

#### SOC2035 SOCIOLOGY OF AGING

Aging is a life-long process that affects individuals, families and cultures across the globe. It encompasses a multitude of dimensions — physiological, emotional, cognitive, economic and interpersonal — that influence a person's physical and social well-being. This course examines aging from multiple perspectives and addresses the roles that individuals, families, service industries, and government play in attempting to meet the needs of this growing population. Prerequisites: SOC2001 or SOC2901, sophomore status. Quarter Credit Hours 4.5

#### SOC2040 COMMUNITY LEADERSHIP: AN APPLIED SOCIOLOGY

This interdisciplinary course [sociology, leadership and service learning] provides students with the opportunity to combine theoretical learning with actual volunteer work at a non-profit organization. Through student initiated placement at one of many pre-designated sites, students are exposed to various aspects of the not-for-profit industry including administrative, fundraising, and community outreach responsibilities as well as having personal contact with the organization's clientele. Students are also expected to utilize leadership skills by initiating a substantial agency-based project, in conjunction with their on-site supervisor, that will serve as a tangible contribution to the overall organization. (SL) (WI) Quarter Credit Hours 4.5

#### SOC2050 CULTURES OF AFRICA

This course gives students a grounding in the cultures of Sub-Saharan Africa. Students consider how the lives of Africans have been shaped by many forces: geographic, economic, religious, historical, political, linguistic and social. They become more familiar with many Sub-Saharan African cultures by examining films, television programs, literature and newspapers from around the continent, in addition to more traditional academic sources. Prerequisites: SOC2001 or SOC2901; sophomore status. Quarter Credit Hours 4.5

#### SOC2060 DEVIANT BEHAVIOR

The purpose of this course is to provide students with a clear understanding of the nature and meaning of deviance. Students learn what is considered the norm in society, what is outside the norm, and is relative in nature. Theoretical explanations, cross cultural references and in-depth analyses of deviant behavior are studied from the three dominant sociological paradigms. Who defines deviance, what is deviant, why deviance persists, the effect of labels, and the personal and social effects of deviance are discussed. Prerequisites: SOC2001 or SOC2901; sophomore status. Quarter Credit Hours 4.5

#### SOC2901 HONORS SOCIOLOGY I

This honors course is a reading-intensive introduction to sociology. Students are introduced to the basic concepts and propositions underlying the sociological perspective and are taught to apply this perspective in an analysis of events taking place in contemporary society. The focus of study is how humans interact within a society, both as individuals and as members of groups. Stress is placed on sociological methods and on the terminology used. The attention to both the macro-issues of stratification, inequality and social structure, as well as the micro-issues of socialization, acculturation and the social construction of reality are combined with "real-life" events, making the learning process even more relevant. Prerequisites: Enrollment in the university's Honors Program or permission of department chair; sophomore status. Quarter Credit Hours 4.5



### **SOC3010 SOCIAL ISSUES IN CONTEMPORARY AMERICA**

This course is designed to provide the student with a realistic understanding of contemporary social issues. The focus of the course is on the origins, nature and interrelationships between the various topics. Students are encouraged to consider people and conditions in society that pose problems, and to attempt to develop solutions to those problems. Prerequisites: SOC2001 or SOC2901; sophomore status. (SL)  
Quarter Credit Hours 4.5

### **SOC3050 SCIENCE AND CIVILIZATION: PROGRESS AND PROBLEMS**

This course explores the social, political and historic contexts and implications of several scientific and technological developments through a variety of genres including textbooks, newspaper and magazine articles, film, music, art, literature and the Internet. This is an interdisciplinary course cross-listed as SOC3050, SCI3050 and HUM3050. Prerequisites: ENG1020 or ENG1920, successful completion of any SCI course, sophomore status. (OL)  
Quarter Credit Hours 4.5

### **SOC3070 VISUAL LITERACY AND THE SOCIOLOGY OF PERCEPTION**

Human perception of the social world is studied from both a communications and sociological perspective. Elements of "picture-based media" as a means of molding cultural perceptions, social biases, and personal views of reality are studied. Through a series of exercises, students critically examine images in art, still photographs, television, advertising, film and documentaries to determine their sociological messages. Using the language of visual literacy and an understanding of perception, students test assumptions about their world. This is an interdisciplinary course cross-listed as HUM3070 and SOC3070. Prerequisite: Junior status.  
Quarter Credit Hours 4.5

## **SPANISH**

### **SPAN1001 CONVERSATIONAL SPANISH I**

This course is an introduction to the Spanish language. Emphasis is placed on vocabulary acquisition, basic grammar construction and oral communication.  
Quarter Credit Hours 4.5

### **SPAN1002 CONVERSATIONAL SPANISH II**

This advanced elementary-level course is designed to further develop conversational ability by expanding both the vocabulary and the exposure to Spanish-speaking cultures. This course concentrates greatly on advanced verb forms and idiomatic expressions. Prerequisite: SPAN1001 or SPAN1011 or equivalent placement score.  
Quarter Credit Hours 4.5

### **SPAN1003 CONVERSATIONAL SPANISH III**

This advanced intermediate course is designed to perfect the usage of advanced grammar through extensive conversational drill, directed reading, composition and laboratory practice. Prerequisite: SPAN1002 or equivalent placement score.  
Quarter Credit Hours 4.5

### **SPAN1011 CONVERSATIONAL SPANISH I: SPECIALIZED VOCABULARY**

This course is designed as an introduction to the Spanish language and is tailored specifically to the needs of culinary and hospitality students. Emphasis is placed on basic sentence structure and oral communication, skills that students can use in the workplace. (HO) (OL)  
Quarter Credit Hours 4.5

### **SPAN1901 SPANISH I HONORS**

This intensive, honors-level course is designed as an introduction to the Spanish language. Heavy emphasis is placed on vocabulary acquisition, on basic grammatical constructions and on effective oral communication. Students are also exposed to several Spanish-speaking cultures.  
Quarter Credit Hours 4.5

### **SPAN1902 SPANISH II HONORS**

This course is an intensive, honors-level course and is a continuation of Spanish I Honors. Emphasis is placed on oral and written communication skills based on a strong foundation of grammar and vocabulary building. There is also a focus on the culture of the Spanish-speaking world. Prerequisite: SPAN1901 or equivalent placement score.  
Quarter Credit Hours 4.5

## **School of Technology**

### **CAD**

#### **CAD1000 COMPUTER-AIDED DRAFTING I**

This course presents students with the terminology, system hardware, disk operating system, AutoCAD software, and various screen displays necessary to perform the basic computer aided drafting functions.  
Quarter Credit Hours 6.0

#### **CAD1100 COMPUTER-AIDED DRAFTING I LAB**

Related lab projects are developed from CAD 1000 Computer Aided Drafting I to enhance student ability to reinforce drafting concepts, software commands, and file management. Prerequisite: Must be taken concurrently with CAD1000. (PT)  
Quarter Credit Hours 1.0

#### **CAD1020 COMPUTER-AIDED DRAFTING II**

This is an intermediate-level course in which students produce drawings in the various phases of architectural, electronic, and mechanical CAD. These drawings are produced in two- (2) dimensional views using features of the AutoCAD main menu. Students become familiar with accessing and using the drawing editor with advanced commands and an emphasis on productivity, an introduction to line and menu customization, 3D wireframe/surface/solid modeling and analysis. Related lab projects are included. Prerequisite(s): CAD1000, CAD1100 or permission of department chair.  
Quarter Credit Hours 6.0

#### **CAD1120 COMPUTER-AIDED DRAFTING II LAB**

Related lab projects are developed from CAD1020 Computer Aided Drafting II to enhance student ability to reinforce drafting concepts, software commands and file management. Prerequisites: CAD1000, CAD1100; must be taken concurrently with CAD1020. (PT)  
Quarter Credit Hours 1.0

#### **CAD1030 COMPUTER-AIDED DRAFTING III**

This is an advanced-level course in which students use commands and techniques related to 3-D modeling and analysis, and parametric drafting using several parametric modeling software packages to create parts, assemblies and drawings to industry standards. Related lab projects are included. Prerequisites: CAD1020, CAD1120.  
Quarter Credit Hours 6.0

#### **CAD1130 COMPUTER-AIDED DRAFTING III LAB**

Related lab projects are developed from CAD1030 Computer Aided Drafting III to enhance student ability to reinforce drafting concepts, software commands and file management. Prerequisites: CAD1020, CAD1120; must be taken concurrently with CAD1030. (PT)  
Quarter Credit Hours 1.0

#### **CAD2000 PORTFOLIO DEVELOPMENT**

Students are required to prepare a portfolio containing a selection of their best drawings from each of the basic drafting principles. Students present their portfolios to the instructor for critique and grading. Prerequisites: CAD2020, CAD2040. (WI)  
Quarter Credit Hours 1.5

### **CAD2020 MECHANICAL CAD**

This course develops standard industry practices used in CAD for mechanical applications. Basic drafting topics include, but are not limited to, multiview projection, dimension theory and GD&T, sections, auxiliary views, pictorial drawings, basic machine parts, cams, gears, threads and fasteners. Students develop drafting conventions through sequences and revisions. Related lab assignments are based on individual projects and team projects. Prerequisites: CAD1030, CAD1130. (PT)  
Quarter Credit Hours 4.5

### **CAD2030 PRINCIPLES OF DESIGN**

This course is an introduction to the fundamental elements of the design process, basic objectives of analysis, construction, and evaluation of engineering problem solving. Some topics developed, include, but are not limited to, the design team, components of design theory, creativity, open-ended problem solving, alternative solutions, and the positioning of design in the product development scheme. Prerequisite(s): CAD1030, CAD1130 or permission of department chair. (PT)  
Quarter Credit Hours 4.5

### **CAD2040 ARCHITECTURAL CAD**

This course develops standard industry practices used in CAD for architectural applications. Basic drafting topics introduced include, but are not limited to, residential, commercial, structural applications for floor plans, foundation plans, elevations, sections, details and pictorial drawings. The use of national, state and local codes is integrated with theory. Related lab assignments are based on individual projects and team projects. Prerequisites: CAD1020, CAD1120.  
Quarter Credit Hours 4.5

### **CAD2050 COMPUTER-AIDED NETWORK DESIGN**

This course is an introduction to computer-aided design of logical and physical network layouts. The core of this course is basic networking documentation control and standardization as used in industry to develop a generic method of system and product development and revision procedures. Topics developed include, but are not limited to, standardization procedures within an organization, schematic and block diagrams of networks, bill of materials, revision of drawings, use of universal symbols, NEC codes, floorplans and blueprints, and use of Internet sources to obtain information and send and receive electronic files. Prerequisite: ITEC1020 or permission of department chair. (PT)  
Quarter Credit Hours 6.0

### **CAD2055 INTRODUCTION TO BUILDING INFORMATION MODELING (BIM)**

This course is an introduction to Building Information Modeling (BIM), which is an Architectural parametric application, from design concept to managing a completed facility. This course integrates theory and lab experiences using industry software to develop digital building models. Topics to be covered but not limited to, include, the history of BIM, developing building models, extracting documents and modifying building elements, presentation graphics and annotations, and integrating best practices of project management. Prerequisite: Sophomore status.  
Quarter Credit Hours 4.5

### **CAD2059 INTRODUCTION TO COMPUTER-INTEGRATED MANUFACTURING (CIM)**

This course presents students with the terminology and practical experience of following the development of a product through concept, design development, manufacturing and product distribution. Topics covered include, but are not limited to, computer aided design, concurrent engineering, "just-in-time" manufacturing, materials and product management, and communication of ideas from sales representatives to production engineers. Prerequisites: CAD1030, CAD1130.  
Quarter Credit Hours 4.5

#### **CAD2061 CAD APPLICATIONS**

This course develops standard industry practices used in CAD for applications related to plumbing, electrical/ electronic, HVAC, welding and sheet metal fabrication. The use of ANSI standards and building code applications are the basis for development of individual and team projects. Prerequisites: CAD1030, CAD1130. (PT)  
Quarter Credit Hours 4.5

#### **CAD3000 ENGINEERING GRAPHICS AND LAB**

This course is an introduction to computer-aided design drafting for 3D parametric applications, using related equipment and software. The core of this course is basic engineering documentation control and standardization as used in industry to develop a generic method of system and product development and revision procedures. Related topics developed, include, but are not limited to, standardization procedures within an organization, schematic and block diagrams of networks, bill of materials, revision of drawings, use of universal symbols, and use of Internet sources to obtain information and send and receive electronic files.  
Quarter Credit Hours 6.0

#### **CAD3070 INTRODUCTION TO CAD/CAM AND LAB**

This course is a continuation of CAD1030, building on the general concepts of parametric modeling and applying the methodology of using parameters to create dynamic 3D models. The models are then transformed into manufacturing models using concepts of two- and three-axis machine tool paths. Concepts of computer numerical control machine technology (CNC), rapid prototyping and simulation modeling software are used. Prerequisite: CAD1030 or ENGN3020 or permission of department chair.  
Quarter Credit Hours 6.0

### **COMPUTER GRAPHICS**

#### **CGRA2020 WEB SITE DESIGN CONCEPTS**

Students are introduced to the tools and processes of Web page development. Students utilize industry-standard software when designing, coding and building Web sites. Instruction includes immersion project-based study, client interaction and group design critique. Students are introduced to site planning, best practice and development cycle methods. Students produce a digital portfolio of Web design elements and development work. Prerequisite: CSIS1000 or CSIS1020 or CSIS1030 or CSIS1040. (PT)  
Quarter Credit Hours 4.5

#### **CGRA2030 MULTIMEDIA APPLICATIONS I**

Students are introduced to multimedia concepts and best practices for implementation in various industry settings. The course work focuses on the incorporation of sound, graphics, color, text and other elements into industry-standard multimedia software. Use of multimedia as a tool for ideal communications is implemented. Scripting is introduced and used throughout the multimedia course sequence as a tool for multimedia project development. Students learn the various uses for multimedia and how they are implemented within the industry. Prerequisite: FIT1000 or FIT1012.  
Quarter Credit Hours 4.5

#### **CGRA3040 INFORMATION ARCHITECTURE AND CONTENT PLANNING**

This course provides an overview of planning and designing information for dynamic and interactive media solutions. Whether designing a Web site, an interactive tutorial, or a multimedia program, this course provides an introduction to design and planning strategies, tools and techniques. The course introduces software and technology used as tools in the planning process. It covers industry standard approaches to visualizing information flow and planning user interactivity. Strategies for communication goals and requirements are reviewed. Content development and revision control for different communication problems, including linear text, hypertext, simulation and video are covered. Essential pre-production techniques such as flowcharting, storyboarding, scripting, publishing layout, mock-up and prototyping are introduced. Content management techniques are reviewed. Students should possess a solid knowledge of computer and Internet use. Prerequisite: FIT1014 or FIT1020. (HO) (PT)  
Quarter Credit Hours 4.5

#### **CGRA3050 DESKTOP PUBLISHING**

This course introduces students to the fundamental principles of desktop publishing. Using current industry standard software, students learn the essential design concepts and work flow practice used in desktop publishing. In-class demonstrations and lectures involve the introduction of design theory and practical applications of desktop publishing. Students are required to produce various types of documents using course software. Assignments are completed in class, with some assignments requiring out-of-class work. Prerequisite: FIT1000 or FIT1012 or FSM2080 or HOSP1008 or SEE3010. (HO) (PT)  
Quarter Credits Hours 4.5

### **COMPUTER SCIENCE**

#### **CSIS1000 PROBLEM SOLVING AND PROGRAMMING CONCEPTS**

This introductory course teaches students the fundamentals of problem solving in computer programming. Students learn to use both textual and graphics algorithms as problem-solving tools. In hands-on learning exercises, students work from a problem statement, conduct a task analysis to solve the problem, decide what data is needed to solve the problem, create a visual representation of their solution, and then convert the visual representation to a textual step-by-step statement of their solution. Students use a range of tools currently used in industry, including functional decomposition diagrams, flowcharts, UML diagrams, use cases, metadata charts, data flow diagrams and pseudocode. (PT)  
Quarter Credit Hours 4.5

#### **CSIS1020 FUNDAMENTALS OF C PROGRAMMING**

This introductory programming course teaches students how to program in the C computer language, a fundamental skill for technology professionals. Students learn how to design and develop computer programs using standard strategies and techniques used in industry. Topics covered include how programs are structured, how arrays and strings are processed, and how files are manipulated. Prerequisite: FIT1012. (PT)  
Quarter Credit Hours 4.5

#### **CSIS1040 FUNDAMENTALS OF VISUAL BASIC**

This course provides an introduction to visual programming and GUI development. Students learn to use a multitude of visual tools, statements, properties and events to create and execute applications in a Visual Studio.NET environment. File access for various file types is presented. Relational databases are examined in relation to how they are created and can be accessed using visual basic programming. Prerequisite: FIT1012 or equivalent. (PT)  
Quarter Credit Hours 4.5

#### **CSIS1060 GUI CONCEPTS**

This course provides students with an understanding of a Graphical User Interface environment. Students are introduced to how Windows works with the file hardware. All students customize and configure the Windows environment. Topics include ini file, program, window, control panel, device managers, terminal, paintbrush, creating shortcuts and X windows. Prerequisite: FIT1000 or FIT1012.  
Quarter Credit Hours 4.5

#### **CSIS1070 DIAGNOSTICS AND MAINTENANCE**

This course provides students with the knowledge and expertise to isolate faults in computer systems, using the desktop computer as a model. Using the systems approach, students learn the subsections of a computer system and their functions. Typical problems with each subsection and the impact of these problems on the operation of the entire system are discussed. The course introduces students to diagnostic software and fault analysis techniques through out-of-class work using standard tools and representative computer diagnostic software. Prerequisite: FIT1000 or FIT1012. (PT)  
Quarter Credit Hours 4.5

#### **CSIS2020 BUSINESS PROGRAMMING I WITH COBOL**

This course provides students with an understanding of the use of programming in the business community. Students learn how to program statements, translate into standard operations for generating reports, and use files in a business environment. Students also examine how various types of storage and programming structures are implemented in the programming language. In addition, students perform problem solving in the area of simple business functions, and design, chart, code, debug, test, execute and document programs. Topics include accessing files, decision structure, looping structures, report design, program structure, data types, data manipulation, tables and control break processing. Prerequisite: CSIS1000 or CSIS1020 or CSIS1030 or CSIS1040.  
Quarter Credit Hours 4.5

#### **CSIS2025 INTRODUCTION TO SERVER-SIDE TECHNOLOGIES**

This course emphasizes the fundamentals of server-side Web development using industry-standard high-level environments. Students are introduced to concepts and practices including functionality, typical applications in a business setting, technologies and terminology. Client-side interaction is covered to the extent of making Web forms that connect to a data source with some JavaScript used for field validation. Server application and system architecture is emphasized. Prerequisites: CSIS1020 or CSIS1030 or CSIS1040 or DME1060 (PT).

#### **CSIS2030 DATABASE CONCEPTS**

This course introduces students to the function of a database environment. The importance of databases to modern systems development provides the motivation for examining data structures and models as they relate to user needs. Relational data models are emphasized along with query languages and user-friendly packages. The various data structures and file storage techniques used with hierarchical, network and relational data management issues are developed. Out-of-class assignments are completed by all students. Prerequisite: FIT1014 or FIT1020. (PT)  
Quarter Credit Hours 4.5

#### **CSIS2045 INTRODUCTION TO OPERATING SYSTEMS**

This course includes a survey of the functional characteristics of complex operating systems and an introduction to the basic techniques of operating systems design. The course discusses the topics of hardware configuration, channel operation, interrupts, register functions, multiprogramming, multiprocessing, timesharing and JCL. Prerequisite: CSIS1020 or CSIS1030 or CSIS1040. (PT)  
Quarter Credit Hours 4.5

#### **CSIS2050 ADVANCED PROGRAMMING CONCEPTS**

This course introduces students to the concepts of system and language interfacing. Students create programs that interface with computer hardware and with other programming languages. Topics include terminate and stay resident programs, device drivers and diagnostic software. Prerequisite: CSIS1020. (PT)  
Quarter Credit Hours 4.5

#### **CSIS2070 BUSINESS PROGRAMMING II WITH COBOL**

Students write business-level programs to solve intermediate-level financial and business problems. They are introduced to such subjects as subscripting, indexing, sorting, complex file handling, and creating server-side applications. Students are also introduced to the selection criteria for choosing between different file organizations and the interaction of business software with Web pages and relational databases. Students implement and test their developed programs. Prerequisite: CSIS2020. (PT)  
Quarter Credit Hours 4.5

## **CSIS2080 DATABASE DESIGN**

The use of fourth and fifth generation tools in database environments is becoming more prevalent. This course provides a foundation for that systems development effort by systematically examining the procedures and tools used in designing a database. This course emphasizes the relational model. Students study normal forms, decomposition, synthesis, semantic modeling, network and hierarchical models. Out-of-class assignments are completed by all students. Prerequisite: CSIS2030.  
Quarter Credit Hours 4.5

## **FOUNDATIONS IN TECHNOLOGY**

### **FIT1000 INFORMATION TECHNOLOGY FOR BUSINESS PROFESSIONALS I**

This course provides basic understanding of computer equipment and procedures necessary for business professionals. Students gain practical knowledge of operations and terminology of computer systems as well as hands-on use of word processing, digital presentations, spreadsheet software and using the Internet. Computer-based assessment software may be used as both a learning and skills measurement tool. (PT)  
Quarter Credit Hours 4.5

### **FIT1005 INTRODUCTION TO KEYBOARDING**

This course is designed to introduce or reinforce keyboarding skills necessary to prepare documents used in the business world. The students learn the keys and techniques to produce error-free documents.  
Quarter Credit Hours 1.5

### **FIT1012 DIGITAL TECHNOLOGY FOR BUSINESS**

This course focuses on the practical use of technology tools in the digital workspace. Students gain hands-on experience in Digital Citizenship, basic technical literacy, collaboration tools, mobile connectivity and other technical solutions. Student learning is focused on project-based solutions of realistic workplace scenarios.  
Quarter Credit Hours 4.5

### **FIT1014 SOLVING BUSINESS PROBLEMS WITH TECHNOLOGY**

This course is a follow-up to Digital Technology for Business. Students gain advanced experience in core technology topics as well as new topics relevant to the technology field. Additional topics may include introduction to scripting and programming languages, databases and data mining, and contemporary digital presentation environments. Student learning is focused on project-based solutions to realistic workplace scenarios.  
Quarter Credit Hours 4.5

### **FIT1020 INFORMATION TECHNOLOGY FOR BUSINESS PROFESSIONALS II**

This course presents microcomputer applications chosen on the basis of local market demand. Students gain a working knowledge of spreadsheet skills and apply those skills to problem-solving cases. Students are also introduced to databases with a focus on creating a simple database as well as manipulating data to produce meaningful reports. Computer-based assessment software is used as both a learning and skills measurement tool. Prerequisite: FIT1000 or FIT1012 or equivalent. (PT)  
Quarter Credit Hours 4.5

### **FIT2020 ADVANCED COMPUTER BUSINESS APPLICATIONS**

This course presents intermediate and advanced microcomputer applications skills chosen on the basis of demand in local markets. A major part of the course involves "hands-on" laboratory use of software for managing graphic, numerical or text-based data in "what if" business simulations, with emphasis placed on Core and Expert Level Microsoft Office Specialist certification skills in spreadsheet, word-processing and personal information management software. Computer-based assessment software is used as both a learning and skills measurement tool. Learned skills are applied in hands-on lab assignments. Prerequisite: FIT1014 or FIT1020 or permission of instructor. (PT)  
Quarter Credit Hours 4.5

## **INFORMATION TECHNOLOGY**

### **ITEC1000 HELP DESK CONCEPTS**

This introductory course provides students with an overview of the topics relevant to working at a help desk or customer support center. Four major components are covered: people, processes, technology and information. Emphasis is placed on the design and management of each component as an integral and mandatory part of the support function.  
Quarter Credit Hours 4.5

### **ITEC1020 INTRODUCTION TO DATA COMMUNICATIONS**

This is an introductory course in the concepts and components of a data communications system. Hardware and software features are reviewed to present the elements of and interactions in a data communications network. Communications interfaces, industry standards and communications protocols are presented in reference to understanding the actual throughput of data in a communications environment. Students are introduced to network topologies and their various application areas. Prerequisite: FIT1000 or FIT1012. (PT)  
Quarter Credit Hours 4.5

### **ITEC2080 NETWORK DEVICES**

This course develops students' knowledge of computer networks and how they work in business and industry. Students become familiar with the three basic kinds of computer networks (LANs, WANs, MANs) and the protocols that help those networks function. They are introduced to methods of developing protocols, including interpretation of standards, finite state machines, and state-full transition. Students also become familiar with various equipment types and design criteria that are currently used in industry. In homework and lab assignments, students develop skill competencies needed to troubleshoot systems and solve day-to-day business problems with networks. Students connect, configure and program a range of network devices; work with network protocol analyzers, and map the path of a data packet on a network. Prerequisite: ITEC1020. (PT)  
Quarter Credit Hours 4.5

### **ITEC2090 IT CALL MANAGEMENT SYSTEMS**

This course explores in detail the processes and the underlying related technologies and techniques that are used in industry settings in order to deliver better customer support. Students gain practical knowledge in an industry-standard call management software package. Through a combination of lecture and lab-based work, they become familiar and adept in activities related to telephone customer service skills, call logging, call and work assignment, problem issue monitoring and management, report creation and utilization, and asset management. Prerequisite: ITEC1000. (PT)  
Quarter Credit Hours 4.5

### **ITEC3020 INFORMATION SCIENCE I**

This course provides a general introduction to information science. Topics include an introduction to information systems, the role of information in organizations and decision making, and the role of computers in information processing. Prerequisite: FIT1000 or FIT1012.  
Quarter Credit Hours 4.5

### **ITEC3040 SYSTEMS ANALYSIS**

This course presents a systematic approach to the development of business systems. By following this approach, students learn to design business systems that efficiently meet the goals and objectives of management. A major element of this course is a team project, where students utilize the systems approach in analyzing and designing a business system. This class is highly recommended for non-computer majors as well as required for majors in this program. Prerequisite: FIT1014 or FIT1020. (HO) (PT) (WI)  
Quarter Credit Hours 4.5

## **ITEC3050 INFORMATION SECURITY**

This course presents all aspects of computer and information security, including data encryption, zero-knowledge based proofs, public key coding and security procedures. This course makes students aware of the various threats to computers and data and identifies methods and techniques for providing countermeasures to those threats. Prerequisite: FIT1000 or FIT1012. (HO) (PT)  
Quarter Credit Hours 4.5

## **ITEC3070 SYSTEMS MODELING AND SIMULATION**

This course addresses the process of modeling systems, including business systems, network systems, dynamic vehicle systems and client-server systems, to name a few. The modeling process is the prerequisite for the simulation and subsequent analysis, design and assessment of a system with respect to specific performance criteria. The roles of modeling in simulation are presented within the context of the systems engineering process. Modeling encompasses everything from functional through mathematical modeling; simulation includes the development and use of software for systems analysis and design. Team projects from students' areas of interest are an integral part of the course. Prerequisite: MATH2001. (PT)  
Quarter Credit Hours 4.5

## **ITEC3075 NETWORK SECURITY**

This course provides the students with a comprehensive introduction to the field of network security. Critical network security aspects are identified and examined from the standpoint of both the user and the attacker. Network vulnerabilities are examined, and mitigating approaches are identified and evaluated. Concepts and procedures for network risk analysis are introduced. Network architectures and protocols and their impact on security are examined. TCP/IP security is examined in conjunction with the IPsec and IKE protocols. Integration of network and computer security is introduced. The course also discusses the building of trust networks, key management systems, and physical network security. The course emphasizes the implementation of intrusion detection and prevention methods. Prerequisites: ITEC2080, ITEC3050 (PT)  
Quarter Credit Hours 4.5

## **ITEC3080 INFORMATION MANAGEMENT**

Information management techniques are presented with an emphasis on file-accessing methods, database systems, text retrieval systems, paperless computing and the Internet. The management of records on stand-alone and networked systems is examined along with the issues relative to managing information on the World Wide Web. Students are made aware of the various theories and options available for text and information storage and retrieval. Security and communication issues are covered along with the issues related to the World Wide Web. Prerequisite: ITEC3020. (HO) (PT)  
Quarter Credit Hours 4.5

## **ITEC3085 SYSTEMS DESIGN**

This course is both a theoretical approach to the development of information systems as well as an immersion into the real-world implementation in the context of a business case. The student learns the basic design tools, as well as gains an appreciation for the larger context of the organization in which the application generates value. Readings and case studies highlight the need to consider systems integration issues, external constraints in the form of regulatory issues, organizational process change, learning and training requirements as well the development of a systems maintenance and obsolescence plan. Prerequisite: ITEC3040. (PT)  
Quarter Credit Hours 4.5



## PROJECT MANAGEMENT

### PRMG2010 INTRODUCTION TO PROJECT MANAGEMENT

This course gives students an understanding of project management practices, concepts, and tools using projects in the real world. Students focus on successfully organizing a single project using the knowledge areas associated with the project life cycle. Learning to identify potential projects based on strategic business planning, they produce portions of a basic project plan, scope statement, work breakdown structure, and Gantt charts. Other course topics discussed in a broader context include forming and leading a project team, project manager competencies, project organization, time and resource management, cost management, quality management, human resource management, communications management, and risk management.

Quarter Credit Hours 4.5

### PRMG3010 ADVANCED PROJECT MANAGEMENT

This course trains students to initiate, plan, execute, monitor, control and close a project in the real world. Using a real world project plan, students become competent in the following areas of project management: project integration, project scope, project time, project cost, project quality, project human resources, project communications, project risk management. They practice these skills individually and in teams, applying them to a real-world project. They also gain understanding of the application of project management processes. Prerequisite: PRMG2010.

Quarter Credit Hours 4.5

## TECHNOLOGY EXPERIENTIAL EDUCATION

### TECX2010 SOPHOMORE TECHNOLOGY INTERNSHIP

This is a hands-on, career related experience that allows sophomore students supervised practical training within their respective majors. These activities can be performed either within a university-operated facility or at external host firms in team or individual format. Prerequisite: Permission of instructor.

Quarter Credit Hours 4.5

### TECX4020 TECHNOLOGY SOLO PROJECT

This course allows each student to design, build, implement or research an actual technology project related to his or her degree program. Under the supervision of a faculty advisor, each student selects an appropriate project (often from a list of project requests submitted to the School of Technology), sets a completion schedule, reports on project progress, and finally writes an extensive final report on the results of the project. Students defend their work and report in an oral presentation before a faculty panel. Prerequisites: ITEC3000, senior status.

Quarter Credit Hours 4.5

### TECX4045 TECHNICAL SOLUTIONS TEAM I

In this class, students act as part of a working technology project team. During the term prior to the beginning TSTI, each student applies for a position on a particular team working on a specific project; only students accepted for such positions will be admitted into the course. Students begin TSTI with a series of lectures and workshops that familiarize them with the project methods and protocols used by TSTI. They then work under the supervision of a faculty project manager and subject matter advisors. Teams submit their work for regular phase reviews; set and conform to explicit schedules for project work; monitor and assure project quality; assess and mitigate project risks; draft, update and maintain all project documentation; and are ultimately responsible for the outcome of the project. This course is one of several options in the School of Technology for students to fulfill their experiential education requirements. Prerequisite: PRMG2010.

Quarter Credit Hours 4.5

### TECX4046 TECHNICAL SOLUTIONS TEAM II

This course is an optional continuation of TECX4045, Technical Solutions Team I working on new or previously started projects. Students work in cross-functional teams under the supervision of faculty project managers and subject matter advisors. Teams submit their work for regular phase reviews; set and conform to explicit schedules for project work; monitor and assure project quality; assess and mitigate project risks; draft, update and maintain all project documentation; and are ultimately responsible for the outcome of the project. This course is one of several options in the School of Technology for students to fulfill their experiential education requirements. Prerequisite: TECX4045.

Quarter Credit Hours 4.5

## Study Abroad

### ABRD4080 OVERSEAS EXCHANGE PROGRAM

This refers to courses of varying credit amounts used by students participating in overseas exchange programs at a foreign institution through an exchange agreement with JWU. Students apply for the exchange program through the Study Abroad Office, which determines the partner institution from the available options based on a student's academic department, and approves a planned course of study at the foreign institution. Typically, students study upper-level courses in their major, combined with cultural and/or language courses, depending on the location. Students register at JWU for the appropriate ABRD4080 course(s) during the term(s) they will be on exchange. Prerequisite: 2.75 cumulative GPA and 90 quarter credit hours completed prior to departure.

ABRD4083 Quarter Credit Hours 4.5

ABRD4086 Quarter Credit Hours 9.0

ABRD4088 Quarter Credit Hours 18.0

ABRD4089 Quarter Credit Hours 13..5



## ACCREDITATIONS & AFFILIATIONS

Johnson & Wales University (JWU) is accredited by the New England Association of Schools & Colleges, Inc. (NEASC), through its Commission on Institutions of Higher Education. This accreditation encompasses the university's four campuses in Providence, R.I.; North Miami, Fla.; Denver, Colo.; and Charlotte, N.C. Inquiries regarding JWU's accreditation status should be directed to the University Compliance Office, One Cookson Place, Sixth Floor, Providence, RI 02903; or at 401-598-1423. Individuals may also contact: Commission on Institutions of Higher Education, New England Association of Schools and Colleges, 209 Burlington Road, Bedford, MA 01730-1433, 617-271-0022, e-mail: cihe@neasc.org.

Legal control is vested in the Board of Trustees of Johnson & Wales University.

The university is approved for the training of veterans. JWU is an institutional member of Service Members Opportunity Colleges.

The university is authorized under federal law to enroll non-immigrant alien students.

JWU is listed in the Education Directory of Colleges & Universities issued by the U.S. Department of Education.

The State of Rhode Island has chartered Johnson & Wales University as a nonprofit degree-granting institution of higher learning.

Johnson & Wales University will make available for review to any enrolled or prospective student, upon request, a copy of the documents describing the institution's accreditation, approval or licensing. This information may be obtained by contacting the University Compliance Office, One Cookson Place, Sixth Floor, Providence, RI 02903; or at 401-598-1423.

The Providence Campus Culinary Nutrition program is accredited by the Commission on Accreditation for Dietetics Education (CADE) of the American Dietetics Association, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 312-899-0040 ext. 5400. The Providence Campus Didactic Program in Dietetics (DPD) meets the standards of education set by CADE.

The Master of Arts in Teaching program at the School of Education is accredited by the Rhode Island Department of Education. Graduates of the M.A.T. may apply for dual certification in one of the following:

- Elementary Education & Elementary Special Education
- Elementary Education & Secondary Special Education
- Business Education & Secondary Special Education
- Food Service Education & Secondary Special Education

The following triple certification requires additional fieldwork and an additional eight weeks of student teaching:

- Elementary Education & Elementary Special Education & Secondary Special Education

JWU, its faculty, and members of the administrative staff hold affiliations with numerous organizations, including:

### General University Affiliations

Academy of International Business  
 Academy of Management  
 American Association for Higher Education  
 American Association of Collegiate Registrars and Admissions Officers  
 American Association of Presidents of Independent Colleges and Universities  
 American Association of University Women  
 American Bar Association  
 American Booksellers Association  
 American College Personnel Association  
 American Corporate Counsel Association  
 American Council on Education  
 American Counseling Association  
 American Culinary Federation  
 American Dietetic Association  
 American Educational Finance Association  
 American Educational Research Association  
 American Hotel & Lodging Association  
 American Hotel & Lodging Education Foundation  
 American Institute of Certified Public Accountants  
 American Institute of Wine and Food  
 American Library Association  
 American Management Association  
 American Marketing Association  
 American Payroll Association  
 American Planning Association  
 American Psychological Association  
 American Society for Curriculum Development  
 American Society for Training and Development  
 American Statistical Association  
 American Wine Society  
 Associated Press  
 Association for the Advancement of Computing in Education  
 Association for Career and Technical Education (ACTE)  
 Association for Institutional Research  
 Association for Multicultural Counseling and Development  
 Association for Student Judicial Affairs  
 Association of College & Research Libraries  
 Association of College & University Facility Officers  
 Association of College & University Telecommunications Administrators  
 Association of Governing Boards of Universities and Colleges  
 Association of Independent Colleges & Universities of Rhode Island  
 Association to Advance Collegiate Schools of Business (AACSB)  
 International  
 Better Business Bureau  
 Boy Scouts of America  
 Bread Bakers Guild of America  
 Bristol County Convention and Visitors Bureau  
 Business Network International  
 Business Professionals of America  
 Business Volunteers for the Arts  
 Campus Compact  
 Career College Association  
 Career Counselors Consortium  
 Center for Academic Integrity  
 Choristers Guild  
 Coalition of Library Advocates  
 The College Board  
 College & University Professional Association for Human Resources  
 Confrerie de la Chaine des Rotisseurs  
 Consortium of Rhode Island Academic & Research Libraries  
 Cooperative Education Association  
 Council for the Advancement and Support of Education (CASE)  
 Crossroads Rhode Island  
 Dorcas Place  
 East Bay Chamber of Commerce  
 East Bay Tourism Council  
 Eastern Association of Colleges and Employers Inc.  
 The Education Partnership  
 Educause  
 Employment Management Association

Escoffier Society  
 European Council of Hotel Restaurant & Institutional Education  
 European Council of Independent Schools  
 Fall River Chamber of Commerce  
 Family, Career and Community Leaders of America  
 Future Business Leaders of America  
 Future Farmers of America  
 Girl Scouts of America  
 Greater Attleboro Chamber of Commerce  
 Greater Providence Chamber of Commerce  
 Higher Education Library Information Network  
 The Honorable Order of the Golden Toque  
 Institute for International Human Resources  
 Institute of International Education  
 Institute of Management Accountants  
 Interfaith Counseling Center  
 Interfaith Health Care Ministries  
 International Association of Assembly Managers  
 International Association of Business Communicators  
 International Association of Culinary Professionals  
 International Association of Hotel School Directors  
 International Career Counselors  
 International Council on Hotel, Restaurant and Institutional Education  
 International Food Service Editorial Council  
 International Food Service Executives Association  
 International Hotel & Restaurant Association  
 International Special Events Society  
 James Beard Foundation  
 Junior Achievement  
 Kiwanis  
 Landmark Restaurants Advisory Board  
 Leadership Rhode Island  
 Malaysian American Commission on Education Exchange  
 Marriott Hospitality High School Education Committee  
 Massachusetts Bar Association  
 Modern Language Association  
 Multicultural Foodservice & Hospitality Alliance  
 National Advisory Committee on Institutional Quality and Integrity for the U.S. Department of Education  
 National Alliance for Business  
 National Association for Counseling and Development  
 National Association for Developmental Education  
 National Association of Catering  
 National Association of College & University Attorneys  
 National Association of College & University Business Officers  
 National Association of College Admissions Counselors  
 National Association of College Stores  
 National Association of Colleges & Employers  
 National Association of Educational Procurement  
 National Association of Female Executives  
 NAESA — Association of International Educators  
 National Association of Independent Colleges and Universities  
 National Association of Social Workers  
 National Association of Student Financial Aid Administrators  
 National Association of Student Personnel Administrators  
 National Business Educators Association  
 National Clearinghouse for Leadership Programs  
 National Commission for Cooperative Education  
 National Conference for Community and Justice  
 National Council of Teachers of English  
 National DECA Inc.  
 National Education Association  
 National Jewish Medical and Research Center  
 National Restaurant Association  
 National Restaurant Association Educational Foundation  
 National Society for Experiential Education  
 National Society of Fundraising Executives  
 National Staff Development Council  
 New England Association for Cooperative Education and Field Experience  
 New England Association of College Admissions Counselors  
 New England Association of Collegiate Registrars and Admissions Officers  
 New England Association of Schools and Colleges Inc. (NEASC)  
 New England Board of Higher Education  
 New England Business Educators Association  
 New England Faculty Development Consortium  
 New England Innkeepers' Association  
 New England Library Association  
 New England Library Network  
 New England Museum Association (NEMA)  
 New England Regional Council of Hotel, Restaurant and Institutional Education  
 The Noble Academy of Empress St. Theodora Inc., U.S.A.  
 Northeast Association for Institutional Research  
 Phi Delta Kappa  
 Professional Organization & Development Network  
 The Providence Foundation  
 Providence Public Library  
 Providence/Warwick Convention and Visitors Bureau  
 Public Relations Society of America  
 Publicity Club of New England  
 Radcliffe Culinary Friends  
 Research Chefs Association  
 Rhode Island Association of Admissions Officers (RIAAO)  
 Rhode Island Association of Institutional Researchers  
 Rhode Island Association of Student Financial Aid Administrators  
 Rhode Island Association of Colleges for Teacher Education  
 Rhode Island Bar Association  
 Rhode Island Business Educators Association  
 Rhode Island Campus Compact  
 Rhode Island Commodores  
 Rhode Island Community Food Bank  
 Rhode Island Counseling Association  
 Rhode Island Department of Education  
 Rhode Island Higher Education  
 Rhode Island Higher Education Telecommunication Association  
 Rhode Island Historical Society  
 Rhode Island Hospitality and Tourism Association  
 Rhode Island Library Association  
 Rhode Island Payroll Association  
 Rhode Island Registrars Association  
 Rhode Island Society of Certified Public Accountants  
 Rhode Island Student Loan Authority  
 Rhode Island Technology Council  
 Rhode Island Telecommunications Association  
 Rhode Island Public Expenditure Council  
 Rotary Club of Providence  
 Salvation Army  
 Save the Bay  
 Skills-USA  
 Small Business Development Center  
 Society for College and University Planning  
 Society for Human Resource Management (SHRM)  
 Society Organized Against Racism in Higher Education  
 Society of Wine Educators  
 Studiorum Universitas Constantiniana (The Constantinian University)  
 Tuition Management Systems  
 United States Department of Education  
 United Way of Rhode Island  
 University Continuing Education Association (UCEA)  
 Volunteer Center of Rhode Island  
 WaterFire Providence Board of Directors  
 Weybosset Street Community Centers  
 Women Chefs & Restaurateurs  
 Women's Foodservice Forum  
 World Association for Hospitality & Tourism Training  
 World Future Society  
 Young Men's Christian Association



## MORE THAN CAREER SUCCESS

### The JWU Difference

Johnson & Wales University is a recognized leader in career education for driven students seeking a competitive advantage in the global economy. Our pioneering education model combines academics with hands-on learning, related work experiences, leadership opportunities and career services. Our industry-experienced faculty brings real-life knowledge to the classroom, adding mentorship, networking opportunities and current business practices to the academic experience.

Founded in 1914, JWU is a nonprofit, private, accredited institution with distinct campuses in Providence, R.I.; North Miami, Fla.; Denver, Colo.; and Charlotte, N.C. More than 16,000 students from all 50 states and 96 countries are pursuing accredited undergraduate and graduate degrees in business, hospitality, culinary arts, technology and education. Our graduates join a network of more than 80,000 alumni from 140 countries.

A variety of undergraduate degree programs permit students to select the educational path best suited to their career interests and objectives. Graduate programs leading to the degrees of master of arts in teaching, master of education, master of business administration, and doctor of education are also offered at JWU's Providence Campus. For details on these programs, request the graduate and doctoral catalogs or visit [www.jwu.edu/graduate](http://www.jwu.edu/graduate).

Other features of the JWU difference include our career-focused programs, hands-on learning, a suite of career services and a variety of opportunities for students to build their leadership skills.

### Career-focused Programs

JWU's educational approach is designed to help students identify a field of interest and acquire the knowledge, skills and experience to excel in that field. Students develop academic schedules and work experience plans relevant to their career goals, starting in their first term. To learn more about our undergraduate programs of study in business, hospitality, culinary arts and technology, see pages 10–43 or visit [www.jwu.edu](http://www.jwu.edu).

#### *The John Hazen White School of Arts & Sciences*

Today's employers want employees who, along with specialized job skills, have the ability to think critically, communicate clearly, manage ethically and contribute to the community. To meet these needs, JWU offers a wide selection of liberal arts courses including logic, psychology, communication skills, leadership studies, environmental science and ethics. Our students take at least one-third of their credits in arts and sciences to help develop the skills necessary for long-term career progression.

Many courses offered by the School of Arts & Sciences are designated writing intensive (WI). The Writing Across the Curriculum program at JWU was developed to integrate the "writing to learn" concept across all majors. Students are encouraged to use writing both to learn and to communicate, and as a tool to develop and refine skills needed for professional success.

Students at JWU may study a subject in more depth by electing 13.5 quarter credit hour concentrations. See Page 98 for a complete list of the concentrations offered.

To learn more about the School of Arts & Sciences at JWU, including honors courses, cultural events programming, internships and study abroad programs, visit [www.jwu.edu](http://www.jwu.edu).

#### *Study Abroad and International Programming*

The university responds to the increasingly global nature of business by fostering multiculturalism and providing an international educational experience. An important component of this experience is the opportunity to study abroad. Students choose from a range of study abroad options including four-week summer programs, three-month spring term programs, or four-to-five month independent exchanges. Each has its own academic focus and prerequisites. After selection into a program, students engage in orientation and academic pre-departure work before embarking on their immersion into foreign cultural and business settings. In some cases, JWU faculty lead the program and travel with students. In other cases local hosts lead the program, but in all programs students participate in a rigorous study and travel experience. These study abroad experiences increase students' global awareness as they explore their program's specific academic focus. Course delivery consists of lecture, industry visits and cultural excursions. The Study Abroad Office guides eligible students to register for the appropriate course(s) specific to their program.

Visit [www.jwu.edu/studyabroad](http://www.jwu.edu/studyabroad) for program information and applications. Interested students may contact the Study Abroad Office at 401-598-1406 for personal study abroad counseling.

In addition to study abroad, students can participate in on-campus experiences that add an international component to their education. Opportunities vary by campus. Contact your campus international advisor for more information.

#### *Four-Term Schedule*

While most schools' academic calendars are divided into two semesters, Johnson & Wales University's academic year is divided into three terms. These 11-week sessions enable students to take two or three classes at a time, instead of the usual four or five. Plus we offer a fourth session in the summer for certain programs.

#### *Upside-Down Curriculum*

JWU students take classes in their major from day one. From their first term they are immersed into courses and experiences directly related to their field of study, which also means getting a head start on their career choice.

#### *Academic Support*

The Center for Academic Support is dedicated to providing students every opportunity for success by offering tutoring and workshops. Special needs students can also find assistance with reasonable accommodations at the center. Certain accommodations require more time to arrange; students are urged to provide as much advance notice as possible to the center. These services are available without extra charge to all Johnson & Wales students.

### **Learning by Doing**

Experiential education plays a major role in every student's JWU education. Through hands-on learning and work experiences related to their field of study, students may learn more about their chosen field, gain on-the-job experience, and develop networking contacts for future employment. Examples of hands-on learning include internships, study abroad, and directed work experiences. Applying classroom knowledge to real-life settings advances students toward careers by providing self-confidence and the skills and knowledge necessary to hit the ground running.

#### *Work Experience Programs*

Through the types of work experience programs described below, JWU students gain valuable career skills by integrating their classroom studies with practical work experiences in a field related to their academic and career goals.

### **Internships**

Internships are term-long work experiences in a student's field of study for which the student earns academic credit. Internships

- are conducted in a university-approved, professional setting under supervision
- meet specific educational objectives based on the academic program requirements
- are administered and monitored by Experiential Education & Career Services
- may be paid or unpaid
- provide an in-depth work experience in a professional role at the employer's organization. They will have the opportunity to develop professional skills and positive work-related habits while gaining first-hand insight into an organization's operation.

### **Directed Work Experiences**

Directed work experiences provide an opportunity to apply newly acquired skills and knowledge in a supervised, non-paid industry setting. The experience focuses on a specific industry-based or functional area-based project.

Refer to specific programs of study on Pages 10–43 for examples of the work experiences that JWU provides its students. Opportunities to participate vary by campus.

#### *University-owned or -operated Practicum Educational Facilities*

Unlike other colleges and universities, JWU is in a unique position to offer students hands-on learning in a variety of industry-related businesses. The following practicum educational facilities are owned or operated by JWU and provide students with internships in their field of study.

The **Radisson Hotel Providence Airport**, located in Warwick, R.I. near T.F. Green State Airport, offers internships in restaurant, food service and lodging operations.

In the T.F. Green State Airport, the university's **Information Booth** helps travelers to Rhode Island find their way to the state's best attractions, as well as lodging and transportation options. Staffed by travel-tourism internship students, this facility serves the public in a unique way.

Located in the Taco Center for Business and the Arts & Sciences, **The Larry Friedman International Center For Entrepreneurship** houses a resource center for students and entrepreneurs. The center provides space, technology and access to professors and Small Business Development Center professionals.

The **University Bookstores**, operated by Barnes & Noble College Bookstores Inc., are also facilities for internships for Fashion Merchandising & Retail Marketing students to learn about catalog operations and merchandising.

The **Johnson & Wales Inn**, located in nearby Seekonk, Mass., and open to the public, provides culinary, hotel and restaurant interns with experience in all areas of hotel operations. Culinary and hotel interns are also exposed to food service operations in Audrey's Restaurant and in banquet and room service departments.

Equine students study horse care and management at the **Center for Equine Studies**, a JWU-owned stable, paddock and ring in Rehoboth, Mass., reserved for the university's exclusive use, with limited space for students to board their own horses.

In **School Of Technology Labs** including the Feinstein Center for Technology & Design, students perform graphics, Web, programming, networking, database and other technology-based services for a number of clients.

**Johansson's Bakery Café** is the retail store for the International Baking & Pastry Institute and is located in South Attleboro, Mass. Johansson's signature cakes and baked goods are also available through the Johnson & Wales Inn in Seekonk, Mass. Here, internship students gain firsthand experience in production, retail selection, retail sales, marketing and merchandising of high-quality pastries and baked goods.

In the **University Finance and Accounting Office**, accounting students have the opportunity to gain experience in a variety of accounting and financial functions including student payroll, accounts payable, accounting clerk functions in inventory and sales reporting, general ledger, financial reporting and budgeting, and accounting cycle functions.

The food service industry spans a range of operational facilities and outlets. Johnson & Wales University provides a variety of food service outlets that serve as practicum educational facilities for students participating in internships. The spectrum of food service operations varies from high quantity, volume production to specialized coffee and retail outlets. Some of the practicum educational facilities available for internships include:

**City Burger**, located at the corner of Chestnut and Pine streets, is the best place to grab a fresh-ground hamburger, hand-cut fries and a milkshake.

**Harbor View** at the Harborside Campus is a quantity-food facility. It serves a wide variety of fresh foods daily.

**Market Place** is located in the John Hazen White Center at the corner of Pine and Chestnut streets. It serves great food cooked to order, and features Nature's Bounty Grill, where all items are sustainable, all natural or organic.

**Red Sauce**, located in the Academic Center at the Harborside Campus, serves a variety of sandwiches paninis, calzones, salads and pizzas.

**Snowden Dining Center** is located on Weybosset Street, and specializes in a variety of grilled-to-order items and made-to-order signature sandwiches.

**Starbucks®** store, operated by Johnson & Wales University pursuant to a license from Starbucks Corporation, is located next to City Burger at the corner of Chestnut and Pine streets. Menu items include coffee, tea and pastry selections.

The **Weybosset Street Café**, located on the corner of Page and Weybosset streets, features a variety of sandwiches, personal pizzas, juices and energy drinks.

## Career Services

At JWU, we're dedicated to building careers. Unlike other universities, our approach is designed to help students identify a field of interest and acquire the knowledge, skills and experience to excel in that field.

Experiential Education & Career Services offers a variety of work programs and career services to assist students in building career skills to obtain employment and independently navigate their careers.

Career services components include

- a career capstone course for juniors and seniors that prepares them to navigate the job search process.
- career workshops that allow students to select specific skill-building topics.
- networking opportunities with industry professionals through on-campus recruiting events.
- career coaching resources providing personalized mentoring on a variety of career-related topics.
- work experience programs designed to provide practical experience in a student's chosen field of study while they earn academic credit.
- an online job posting system ([jwu.experience.com](http://jwu.experience.com)) that students can use to search for jobs.

Hundreds of employers, representing the business, hospitality culinary and technology fields, visit campus each year to participate in recruiting events and serve as guest lecturers and classroom speakers. These activities provide students with a real-world view of industry as well as opportunities to connect with industry professionals and career options.



# About Johnson & Wales University

## History of the University

The special approaches to career education at Johnson & Wales University (JWU) have evolved for more than 90 years and continue to adapt as the university responds to the changing needs of business and industry. JWU was founded as a business school in 1914 in Providence, R.I. by Gertrude I. Johnson and Mary T. Wales. From its origins as a school devoted to business education, JWU has grown to a junior college, to a senior college, and ultimately to university status.

The university is well established because of its strong commitment to specialized business education and the high ideals of its founders. In 1993, JWU received regional accreditation from the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges (NEASC). Accredited since 1954 by the Accrediting Council for Independent Colleges and Schools (ACICS), the university consolidated its institutional accreditation efforts under NEASC on June 30, 2000.

In 1963, the State of Rhode Island granted a charter which authorized the university to operate as a nonprofit, degree-granting institution of higher learning and to award associate degrees in the arts and sciences. In 1970, the State of Rhode Island approved a revision in the university's charter to award baccalaureate degrees. In 1980, the governor and General Assembly of the State of Rhode Island granted a legislative charter to the university, authorizing the awarding of advanced degrees.

The charter was amended in 1988, changing the institution's name to Johnson & Wales University. In 1992, the governor of the State of Rhode Island signed into law a new legislative charter with university status.

A new career emphasis was introduced at JWU in 1972 and 1973, when the university announced the addition of new associate degree programs in the fields of hospitality and culinary arts. This proved to be one of the most far-reaching changes in the educational expansion of the university, leading to additional two- and four-year degree programs in the hospitality and food service fields.

In 1984, a JWU campus was established in Charleston, S.C., which offered a variety of two- and four-year programs in food service, hospitality and travel-tourism. A JWU campus opened in Norfolk, Va. in 1986. It offered one- and two-year food service programs.

In 1985, graduate degree programs were introduced at the university. The Alan Shawn Feinstein Graduate School now offers an M.B.A. degree program in Global Business Leadership with concentrations in accounting, financial management, international trade, marketing and organizational leadership. It also offers an M.B.A. degree program in Hospitality with concentrations in event leadership and marketing. A Certificate of Advanced Graduate Study (C.A.G.S.) is offered in finance, hospitality and human resources.

The School of Education offers an M.A.T. in Teacher Education leading to certification in business education, culinary arts, food service education, elementary education, elementary special education or secondary special education. It also offers an M.Ed. in Teaching and Learning, an M.Ed. in Early Childhood Administration and Leadership, and an Ed.D. in Educational Leadership.

In 1992, a joint educational agreement allowed the university to begin programs on the campus of the Institute of Higher Marketing (IHM) Business School in Göteborg, Sweden. JWU established a formal, independent learning site there from 1994–2004, giving business and hospitality students the opportunity to complete one year of study in Sweden and finish their degrees at one of the university's domestic campuses.

Also in 1992, JWU opened a campus in North Miami, Fla., offering two- and four-year food service, business and hospitality programs.

That year also marked the university's formal establishment of the College of Business, The Hospitality College, the College of Culinary Arts and the School of Technology. A new emphasis on general studies was introduced in 1992 as well, with the development of the School of Arts & Sciences.

The university's School of Technology also offered courses in Worcester, Mass. from 1992–2002.

In 1993, JWU opened a campus in Vail, Colo., which offered an accelerated associate degree program in culinary arts to college graduates. That year also marked the beginning of a four-year bachelor's degree offering in culinary arts.

In 1995, the university created an International Hotel & Tourism Management program which offers unprecedented opportunities in international hotel management education. Students from around the world may choose from a variety of options both at JWU and abroad.

Technology programs offered by the university include Network Engineering, Graphic Design & Digital Media, Computing Technology Services, Engineering Design and Configuration Management, and Technology Services Management.

September 2000 marked the opening of the Denver, Colo. campus, which offers two- and four-year degrees in baking & pastry arts, culinary arts, hospitality, business and criminal justice, as well as the "Garnish Your Degree" accelerated associate degree program originally offered in Vail. In 2000, the Vail Campus was merged with the Denver Campus.

In 2002, the university made a strategic decision to consolidate its smaller Charleston and Norfolk campuses to build a campus in Charlotte, N.C. JWU's Charlotte Campus opened in fall 2004 and offers associate and bachelor's degree programs in business, culinary arts and hospitality. The Charleston and Norfolk campuses officially closed in May 2006.

In keeping with its tradition of focusing on the best interests of students and responding to industry, it was determined in April 2006 that beginning with the 2008–2009 academic year, JWU's College of Business and The Hospitality College would move away from offering associate degrees and instead have students customize their education through specializations or concentrations at the baccalaureate level alone. This decision did not impact the College of Culinary Arts and the School of Technology where the two-year degree continues to be relevant.

Each year the university grows in program offerings and physical facilities. At the same time, JWU also grows in recognition and prestige, making contributions to the community, government and industry.

## The Mission Statement of the University

The mission of Johnson & Wales University is to empower its diverse student body to succeed in today's dynamic world by integrating general education, professional skills and career-focused education. To this end, the university employs its faculty, services, curricula and facilities to equip students with the conceptual and practical tools required to become contributing members of society.

## Purposes of the University

Johnson & Wales University supports the following purposes in accordance with the mission:

- to enroll students with potential from varied backgrounds and to give them every opportunity to excel in their academic and professional lives;
- to develop and assess sound programs and curricula that allow students to attain proficiencies in general education and relevant professional disciplines;
- to evaluate and assess regularly the rigor of all academic programs;
- to provide experiential education opportunities that are curriculum-driven and include practical experiences for students in every program;
- to support diversity in the curricula, activities and services for students, and in the employment of faculty and staff;
- to provide students with opportunities that support intellectual development, personal growth and civic engagement;
- to monitor the external and internal environment of the university through regular and effective planning and assessment;
- to hold each academic, administrative and support department accountable for the achievement of the mission;
- to plan for and provide facilities and resources that meet the needs of students, faculty and staff.

## Core Values

Johnson & Wales University is

### Student Centered

We are strongly student centered, stressing personal development as well as career management skills.

### Experientially Based

We integrate hands-on learning with a career-focused curriculum, to enable our students to gain real-world experience.

### Industry Relevant

We are industry relevant, focusing both on the needs of our students and the needs of our students' future employers.

### Employment Focused

Our business is developing employment-ready, motivated graduates for world-class employers in all industries.

### Globally Oriented

We respond to the increasingly global nature of business by fostering multiculturalism and providing an international educational experience.

## Outcomes Assessment Statement of Purpose

The definition of a well-educated college graduate will continue to evolve throughout this new millennium. In accordance with our mission to empower students to succeed in today's dynamic world, and to become contributing members of society, Johnson & Wales University integrates general education, professional skills and career-focused education.

Johnson & Wales University is committed to outcomes assessment. Faculty and students are therefore part of an ongoing effort to determine and refine the effectiveness of instruction and learning.

# The Providence Campus

## The Campus

The Downcity Campus is anchored by Gaebe Commons, a popular hub of student activity, and surrounded by a variety of shops, restaurants, cafés, music venues and a picturesque riverfront. This campus is home to students in the College of Business, The Hospitality College and the School of Technology.

The nearby Harborside Campus sits on 80 scenic acres along Narragansett Bay, and houses the College of Culinary Arts, the Alan Shawn Feinstein Graduate School, the School of Education, the Harborside Recreation Center (home of the NCAA Division III Wildcats), and the Culinary Arts Museum at JWU. Residential facilities are located throughout Providence, Cranston and East Providence. JWU provides free shuttle bus service between the campuses and residence halls.

### *Academic Facilities and Administrative Offices — Downcity Campus*

**The Academic Center** at 138 Mathewson Street houses the School of Technology and features classrooms; the media/graphics department; computer, engineering and science laboratories; faculty offices; the dean's office and the Alan Shawn Feinstein Technology & Design Center.

**The Citizens Bank Center for Student Involvement** at 232 Weybosset Street houses Student Activities (including the *Campus Herald* and *Johnsonian* yearbook offices), Greek Councils, the Office of New Student Orientation & Support Programs, Parent Relations Office and Spiritual Life.

**Cookson Place**, located at One Weybosset Hill, houses the central administration office of the university on the sixth floor. It is also the home of the University Bookstore, located on the first floor.

**3 Davol Square**, located at the corner of Point and Eddy streets, contains the University Alumni Relations Office, the University Creative Services Group, University Admissions and National Student Organizations.

**The Del Sesto Building**, located at 274 Weybosset Street, houses Information Technology Operations.

The **John Hazen White Center for Arts & Sciences**, located at 30 Chestnut Street (the corner of Pine and Chestnut streets), contains the departments of English, English as a Second Language (ESL), Humanities, Mathematics and Social Sciences, as well as the Language Laboratory and Arts & Sciences classrooms. It also houses dining facilities, Inactive Records, the Center for Academic Support for the Downcity Campus, the Leadership Development Center, the Experiential Education & Career Services Office for the Downcity Campus, the dean's office and faculty offices.

**Johnson Hall**, located at 59 Chestnut Street, includes the Accounting department, faculty offices, several accounting classrooms, City Burger (a snack bar and grill for students, faculty and staff) and Starbucks®.

The **Richmond Building** is located at 270 Weybosset Street. It currently houses the Information Technology department, Dining Services, the Employee Development Institute, and the Rhode Island Small Business Development Center.

The administrative and operations headquarters for the **Office of Campus Safety & Security**, as well as Student IDs, are located at 264 Weybosset Street.

The **Student Services Center**, located at 274 Pine Street, houses Student Academic & Financial Services, International Student Services and Study Abroad. Hours are Monday–Thursday 8:30 a.m.–6 p.m., Friday 8:30 a.m.–4:30 p.m. and some Saturday mornings.

The **Taco Center for Business and Arts & Sciences**, located at 10 Abbott Park Place, houses classrooms and faculty offices for the Economics department, the Science department and the Larry Friedman International Center for Entrepreneurship. The Alan Shawn Feinstein Community Service Center and the Honors Program office are on the fifth floor.

**Wales Hall**, located at 8 Abbott Park Place, houses the fitness center, shower and locker rooms on the lower level; the Pepsi Forum auditorium, Student Payroll department, Health Education and the Gender Equity Center on the first floor. The second floor houses the Chancellor's Office, the Student Counseling Center and Community Relations. The third floor houses the Health Services Office for the Downcity Campus. The fourth and fifth floors are home to JWU's Human Resources and Payroll departments.

The **Xavier Complex**, located at 259 Pine Street at Broad and Claverick streets, houses classrooms, faculty offices, a variety of computer and word processing labs, and Xavier Auditorium. This complex also houses The Hospitality College and most of the College of Business.

The Hospitality College deans, chairs and faculty reside on the lower three floors. The Statler Dining Room, a hospitality kitchen lab, is on the first floor.

The College of Business deans, and chairs and faculty for the Equine Studies, Management, Marketing and Legal Studies departments reside on the upper three floors.

Xavier Hall in the Xavier Complex includes an interdenominational chapel and the Intercultural Center, the Office of Online Learning, as well as a residence hall with laundry facilities.

**The Yena Center**, located at 111 Dorrance Street in Downcity Providence, houses the Office of the President and Providence Administration, main library and library administrative offices, all Admissions offices (except Culinary), the Alumni Relations Office for the Providence Campus, Advancement Relations for the Providence Campus, the Office of Communications



and Media Relations, Catering and Special Events, and the university's Accounts Payable, Accounting and Procurement departments.

*Academic Facilities and Administrative Offices — Harborside Campus*

**The Center for Culinary Excellence**, located at 333 Shipyard Street, is where the College of Culinary Arts is based. This includes the deans' and administrative offices for the College of Culinary Arts, the University Office of Culinary Education, College of Culinary Arts faculty offices, the Coors Brewing Laboratory and the International Baking & Pastry Institute.

The center includes hot and cold kitchens, bakeshops and pastry shops, dining rooms, meatcutting and meat processing rooms, receiving and storeroom, an oenology and beverage service laboratory, and culinary purchasing offices.

The **David Friedman Center**, located at 1 Washington Avenue, includes College of Culinary Arts faculty offices, hot and cold kitchens, bakeshops and pastry shops, a dining room, receiving and storeroom.

**Harbor View**, located at 1150 Narragansett Boulevard in Cranston, houses a large student dining hall, kitchen and bakeshop labs and a residence hall with laundry facilities.

The **Harborside Academic Center (HAC)**, at 265 Harborside Boulevard contains administrative offices for Culinary and Graduate Admissions. It also houses department faculty offices for the John Hazen White School of Arts & Sciences, and Food Service Academic Studies.

Academic facilities include classrooms, the chocolate and sugar lab, the baking technology lab and the university's Harborside Bookstore (operated by Barnes & Noble College Bookstores Inc.). CAFE, the Culinary Arts Foodservice Exposition, is an addition to the Harborside Academic Center and features state-of-the-art kitchens and laboratories, bakeshops, a food science and product development lab, and the Cintas Dining Room used by culinary arts students. HAC also contains Red Sauce dining area, a microbiology lab, a multimedia center, the HAC Amphitheater, the Office of Culinary Special Services and the Harborside Computer Center, containing 156 computers, five computer labs and an administrative staff area.

The **Harborside Recreation Center**, located at 305 Shipyard Street, houses the Health Services Office for the Harborside Campus, Athletics Office, two gymnasiums, student life programming space, game room, fitness center, the Office of Student Activities, the Office of the Vice President of Student Affairs, the Student Conduct Office and a convenience store.

**The Friedman Center**, located at 321 Harborside Boulevard, houses several student services departments that have been located together for student convenience.

These offices and their hours of operation include

**Experiential Education & Career Services**

Monday–Friday, 8:30 a.m. to 4:30 p.m.

**Student Academic & Financial Services**

Monday–Thursday, 8:30 a.m. to 6 p.m.

Friday 8:30 a.m. to 4:30 p.m.

Saturday 9 a.m. to noon (first Saturday of each month)

Also located in this building are the Alan Shawn Feinstein Graduate School, the School of Education, the Learning Center for Academic Support, Residential Life, the Culinary Arts Museum at JWU, the Harborside Campus Library, Printing & Mailing Services, the Harborside Substation of Campus Safety & Security, the warehouse, the administrative offices of Facilities Management, the Facilities Engineering and Maintenance departments, two classrooms and offices on the second floor.

**The Alumni House**, at 1146 Narragansett Boulevard in Cranston, is utilized for distinguished visiting professor lodging.

*University Library Network*

The Johnson & Wales University Library Network is comprised of the libraries of the Providence, R.I.; North Miami, Fla.; Denver, Colo.; and Charlotte, N.C. campuses. An important aspect of the network is the access it provides to resources, services and facilities shared by the Higher Education Library Network (HELIN), a consortium of academic, law, and health sciences libraries in southern New England.

The main Johnson & Wales University Library facility in Providence occupies the first two floors of The Yena Center at 111 Dorrance Street. It houses the largest of the University Library Network's book, periodical and audiovisual resource collections, as well as the administrative offices of the university dean of libraries. Other resources include access to numerous online databases, computer workstations, group study rooms, private study carrels, soft seating, an electronic classroom and wireless Internet connectivity throughout the facility. During the academic year the library's hours are Monday through Thursday, 7:30 a.m. to midnight; Friday, 7:30 a.m. to 7 p.m.; Saturday, 10 a.m. to 6 p.m.; and Sunday, 11 a.m. to midnight. Professional reference services are available Monday through Thursday, 8 a.m. to 10 p.m.; Friday and Saturday, 8 a.m. to 5 p.m.; and Sunday, noon to 10 p.m. Note that schedules are subject to change during exam weeks, term breaks, holidays and over the summer.

Library collections and services at the Harborside Campus are located in The Friedman Center at 321 Harborside Boulevard and primarily support the curricula for the College of Culinary Arts and the School of Education, with ancillary resources available for the Alan Shawn Feinstein Graduate School. Like its downcity affiliate, this facility provides access to online databases, computer workstations, group study rooms and wireless Internet connectivity, as well as numerous books, periodicals and audiovisual resources. In addition, this library holds an important collection numbering in the thousands of restaurant menus from around the world. Hours of operation during the academic year are Monday through Thursday, 8 a.m. to midnight; Friday, 9 a.m. to 10 p.m.; Saturday, 10 a.m. to 6 p.m.; and Sunday, 11 a.m. to midnight.

Professional reference services are available Monday through Thursday, 8 a.m. to 10 p.m.; Friday 9 a.m. to 5 p.m.; Saturday 10 a.m. to 5 p.m. and Sunday, noon to 10 p.m.

#### *Culinary Arts Museum*

Located in The Friedman Center at 315 Harborside Boulevard on the Harborside Campus, the **Culinary Arts Museum at JWU** is an educational resource for Johnson & Wales University, the community-at-large, food scholars and the food service industry. The Culinary Arts Museum at JWU seeks to both preserve and interpret the broad culinary and hospitality heritage addressed by the university. It is a showcase for the work of students, faculty, alumni and distinguished visiting chefs. Through exhibitions and special events, the museum strives to interpret the evolution of food preparation and presentation, the development of culinary equipment and technology, the diverse menus offered and the places where people dine.

Current and upcoming exhibits include “Diners: Still Cookin’ in the 21st Century,” “Serving the World with Worcester Dining Cars,” “Country Fair to Culinary Olympics,” “Kitchen Stoves and Ranges: From the Open Hearth to the Microwave,” and “Dinner at the White House.”

Operated by JWU, admission to the museum is free for JWU students, staff and faculty.

#### *Computer Laboratories*

Johnson & Wales University has computer labs available for students to use e-mail, Internet Explorer, Microsoft Office, uconnect, and more. Additional labs are available to students enrolled in classes that teach specialty software or technology.

Students must have an active JWU e-mail account to access lab computers. Documents can be saved to student-acquired USB drives or documents can be attached to and sent through e-mail. Students cannot save files onto computers in the labs.

Lab hours and a complete list of software installed at each location are available at [www.jwu.edu](http://www.jwu.edu). Click on Student Life, then select the Providence Campus.

Lab locations are:

#### **Downcity Campus**

Academic Computer Labs  
Academic Center – 4th floor  
138 Mathewson Street, Providence, R.I.  
(598-1504)

Hours of operation: Mon.–Thurs., 6:30 a.m.–10 p.m.;  
Fri., 8 a.m.–4 p.m.; Sat., 10 a.m.–6 p.m.; Sun., 12 p.m.–6 p.m.

#### Xavier Computer Labs

Xavier Academic Complex – 2nd floor  
259 Pine Street, Providence, R.I.  
(598-1537)

Hours of operation: Mon.–Thurs., 6:45 a.m.–9:45 p.m.;  
Fri.–Sat., 8 a.m.–3:45 p.m.; Sun., noon–8 p.m.

#### **Harborside Campus**

Harborside Computer Labs  
Harborside Academic Center  
265 Harborside Boulevard, Providence, R.I.  
(598-1592)

Hours of operation: Mon.–Wed., 8 a.m.–10:45 p.m.;  
Thurs., 8 a.m.–9:45 p.m.; Fri., 8 a.m.–6:45 p.m.;  
Sat, 10 a.m.–4:45 p.m.; Sun, noon–7:45 p.m.

#### *Harborside Convenience Store*

The Harborside Convenience Store is located in the Delaney Complex adjacent to the Harborside Recreation Center and near the Harborside bus stop. The store offers a large variety of snacks, juices, ice cream and amenities, plus a made-to-order deli. Convenient meal plans are also available from 9 p.m. to midnight. The store is open Monday through Saturday, 8 a.m. to 1 a.m. and Sunday, 10 a.m. to midnight.

# Additional JWU Programs and Campuses

## Online Learning

The university offers a limited number of online courses to students enrolled at any JWU campus. Courses with an online option are identified in the Course Descriptions and Programs of Study sections of the catalog. Policies pertaining to online courses are available in the Providence Campus Student Handbook. Students interested in registering for an online course should consult with their academic counselor.

This catalog does not apply to students enrolled in online-only degree programs.

The university offers online degree completion programs for individuals with associate degrees in culinary arts and baking & pastry arts. For more information on these programs, contact the Online Admissions Office at 1-800-225-2454, ext. 2300 or visit [www.jwu.edu/onlinelearning](http://www.jwu.edu/onlinelearning). In Rhode Island, call 401-598-2300.

## Graduate Degree Programs

Johnson & Wales University's Providence Campus also offers graduate degree programs from the Alan Shawn Feinstein Graduate School and the School of Education. Approximately 900 students from 64 countries enroll in JWU graduate programs.

### Programs offered

*Alan Shawn Feinstein Graduate School*

MASTER OF BUSINESS ADMINISTRATION IN GLOBAL  
BUSINESS LEADERSHIP with concentrations in

Accounting  
Financial Management  
International Trade  
Marketing  
Organizational Leadership

MASTER OF BUSINESS ADMINISTRATION IN  
HOSPITALITY with concentrations in

Event Leadership  
Marketing

CERTIFICATE OF ADVANCED GRADUATE STUDY (CAGS) in:

Finance  
Hospitality  
Human Resources Management

*School of Education*

MASTER OF ARTS (M.A.T.)

Teacher Education leading to certification in  
Business Education and Secondary Special Education  
Elementary Education and Elementary Special Education  
Elementary Education and Secondary Special Education  
Elementary Education and Elementary/Secondary  
Special Education  
Food Service Education

MASTER OF EDUCATION (M.ED.)

Teaching and Learning (designed for practicing teachers)

DOCTOR OF EDUCATION

Educational Leadership (Elementary-Secondary)  
Educational Leadership (Higher Education)

### For a catalog and more information:

#### Business Programs

Graduate Admissions  
Johnson & Wales University  
8 Abbott Park Place, Providence, RI 02903  
1-800-DIAL-JWU ext. 1015  
Ph: 401-598-1015, Fax: 401-598-1286  
E-mail: [gradschool@admissions.jwu.edu](mailto:gradschool@admissions.jwu.edu)  
Web: [www.jwu.edu/graduate](http://www.jwu.edu/graduate)

#### Education Programs

School of Education  
Johnson & Wales University  
8 Abbott Park Place, Providence, RI 02903  
1-800-DIAL-JWU ext. 1993  
Ph: 401-598-1993, Fax: 401-598-1162  
E-mail: [soe@admissions.jwu.edu](mailto:soe@admissions.jwu.edu)





## JWU Campuses

In an effort to expand its educational outreach, Johnson & Wales University has established several additional campuses. For more information, please consult the catalog for each campus at [www.jwu.edu](http://www.jwu.edu). Click on Academics, then Academic Calendar.

The North Miami Campus offers undergraduate culinary arts, hospitality and business programs. This campus is conveniently close to the tourism-rich areas of Fort Lauderdale and Miami, offering a superb setting for a JWU education. For more information about Johnson & Wales' North Miami Campus, contact the Admissions Office, Johnson & Wales University, 1701 N.E. 127th Street, North Miami, FL 33181, 1-866-JWU-FLORIDA (598-3567) or go to [www.jwu.edu/northmiami](http://www.jwu.edu/northmiami).

JWU's campus in Denver, Colo. offers undergraduate culinary arts, hospitality and business programs. Denver, named the "second best city in America to work and live" by *Fortune* magazine, offers an exciting range of cooperative education opportunities in fine restaurants and mountain resorts. For more information about Johnson & Wales' Denver Campus, contact the Admissions Office, Johnson & Wales University, 7150 Montview Boulevard, Denver, CO 80220, 1-877-JWU-DENVER (598-3368) or go to [www.jwu.edu/denver](http://www.jwu.edu/denver).

JWU's campus in Charlotte, N.C. offers undergraduate culinary arts, hospitality and business programs. Though Charlotte is the second largest business center in the United States, it maintains a distinctive small town feel. It offers easy access to beaches, mountains, an international airport, and is a hub of athletic and cultural activity. For more information about Johnson & Wales' Charlotte Campus, contact the Admissions Office, Johnson & Wales University, 801 West Trade Street, Charlotte, NC 28202, 1-866-JWU-CHARLOTTE (598-2427) or go to [www.jwu.edu/charlotte](http://www.jwu.edu/charlotte).

For more information on programs of study options at Johnson & Wales University's Day Program or campuses in North Miami, Fla.; Denver, Colo.; and Charlotte, N.C.; call Admissions. Program offerings vary between campuses for day and continuing education programs. Catalogs are available.

## APPLYING FOR ADMISSION

Johnson & Wales University seeks students who have a true desire for practical career preparation in their chosen fields and who have the ability to achieve academic success.

Johnson & Wales University's Division of Adult & Continuing Education has a rolling admissions policy. Anyone with a high school diploma or equivalent education as certified by their state department of education is eligible to apply for admission to a degree program as a non-matriculating student. Non-matriculating students may take up to two courses prior to applying for matriculation status.

Due to the technical standards and requirements essential to certain technical programs at the university, applicants with special needs or disabilities should inquire of the Center for Academic Support prior to enrolling at the university. For more information about technical standards see Page 49. Copies of the technical standards applicable to various programs are available from the Center for Academic Support.

### Application Procedure

Applications for admission should be completed in full and sent to Adult & Continuing Education Admissions, Johnson & Wales University, 8 Abbott Park Place, Providence, RI 02903. You may also apply online at [www.jwu.edu/apply](http://www.jwu.edu/apply).

There is no deadline for submitting applications, but students are advised to apply as early as possible before their intended date of enrollment to ensure full consideration. An official application form can be found in this catalog. No application fee is required.

In completing the application form, students must indicate the term in which they wish to enroll. Applications are accepted for terms beginning in September, December, March and June. There are no culinary or baking & pastry arts courses offered during the summer term. However, students in these majors may take academic courses in the summer term. If students are applying for a bachelor of science degree program, they are required to indicate their choice of an associate degree on their application for admission.

After completing the application form, students are responsible for requesting that their high school guidance office forward to the university an official copy of the secondary school record for admissions consideration. A transcript release form is available in the back of this viewbook catalog. Specific verification documents must be submitted to the Adult & Continuing Education Admissions Office.

### High School Completion Verification

Graduation from high school or equivalent education as certified by state departments of education is required for undergraduate admission. Graduation verification documents must be submitted to the admissions office. Verification documents include at least one of the following: a letter from an authorized high school administrator, a high school diploma recognized by their state department of education or a G.E.D. certificate. For additional methods of verification of high school completion for home-schooled students, see Page 86. It is the student's responsibility to provide verification of high school completion. Without such verification, the student may not be allowed to register for the current term or continue enrollment.

When possible, Johnson & Wales University would prefer to receive the applicant's high school transcripts at the same time as the application for admission. Transfer students must also submit official transcripts from all colleges attended.

### Minimum Grade Requirements

For certain technology majors, a 'B' average or better in math is required. Other majors may have specific grade requirements.

### Admissions Decision

The rolling admissions policy of the university makes it possible to notify students of the admissions decision, of their acceptance or of any additional conditions necessary for admission, soon after all of their academic records have been received and reviewed.

The university may revoke any student's acceptance or enrollment if any information or documentation provided by the student is false or incomplete or if the university learns of any past or present misconduct by the student that would affect the student's ability to represent and uphold the high standards of the university.

### Advanced Placement Credit

Students entering Johnson & Wales University with an Advanced Placement test score of "3" or greater will be granted 4.5 quarter credits for the equivalent JWU course. Students must submit an official AP Grade Report from the College Board Advanced Placement Program. For more information about AP credit contact the University Testing & Transfer Office.

### Transfer Students

Transfer students are eligible to apply for most JWU majors; however, they are not guaranteed credit. Credit is usually granted for courses completed with a grade of "C" or better (with a numeric value of 2.00) at another accredited institution (U.S. Department of Education). Grades of "pass" are also acceptable for transfer if credit was awarded (and a grade of "P" has the numeric value of 2.00 or greater). Credits earned in developmental and remedial courses or CEUs are nontransferable. Transfer credit evaluations are based on previous college work as it relates to the student's intended field of study.

As with prospective freshmen, acceptances are made on a rolling basis as an application becomes complete.

Transfer candidates must submit official college transcripts from all colleges previously attended prior to enrolling at JWU. Students must also submit final official high school transcripts.

It is the responsibility of those candidates who are currently attending another college to have their updated transcripts sent to JWU as soon as final grades become available and no later than the first term of enrollment. If official transcripts or other requested materials are not received within that designated time period, tentative transfer credit will be forfeited.

The university reserves the right to substitute courses at the discretion of the department chairs, directors or deans.

#### *Home-schooled Students*

Home-schooled students will be required to provide a high school transcript and a copy of their ACT or SAT test scores. Both the grades on the transcript and the ACT/SAT test scores will be reviewed to determine admissions and scholarship eligibility. Combined SAT scores of 1000 (reading and math, 500 each) or ACT equivalent are required for admittance.

A home-schooled student must be able to document that he or she has completed high school. Verification documents for home-schooled students include at least one of the following:

- a high school diploma recognized by their state department of education;
- a G.E.D. certificate

or, with respect to home-schooled students who are above the compulsory age of school attendance,

- a secondary school completion credential for home school (other than a high school diploma or its recognized equivalent) provided for under state law;

or

- if state law does not require a home-schooled student to obtain the credential described in the preceding bullet, a certification that the student has completed a secondary school education in a home school setting that qualifies as an exemption from compulsory attendance requirements under state law.

It is the student's responsibility to provide verification of high school completion. Without such verification, the student may not be allowed to register for the current term or continue enrollment.

#### *Facts for Military*

Johnson & Wales University is approved for the training of veterans in accordance with the rules and regulations administered by the U.S. Department of Veteran's Affairs.

Eligible veterans should contact the Department of Veterans Affairs toll free at 1-888-442-4551 or online at [www.gibill.va.gov](http://www.gibill.va.gov).

## **International Students**

International students applying to Johnson & Wales University's Adult & Continuing Education programs must provide proof of resident alien status to the Adult & Continuing Education Admissions Office. Those who cannot provide this information should apply to the Johnson & Wales University Day Program. For information on application to the day program, please request an international viewbook/catalog from International Admissions.

#### *Articulation Agreements*

JWU is proud to have a large number of international articulation agreements and transfer credit equivalencies in place with schools and programs which facilitate student transfer to Johnson & Wales University for bachelor's degree completion. The university is continuously working to develop partnerships with schools around the world for the purpose of offering diverse educational opportunities for transfer students. International Articulation Agreements include

At-Sunrice Global Chef Academy, Singapore  
CIBT School of Business (AH&LA Hospitality Management Diploma), China  
Woosong University, Korea  
Taylor's University College, Malaysia  
Barbados Community College, Barbados  
Bermuda College, Bermuda  
College of the Bahamas, Bahamas  
DCT, International Hotel & Business Management School, Switzerland  
Seojeong College, Korea  
Turks and Caicos Islands Community College (TCICC), Turks & Caicos Islands

In addition, JWU recognizes and grants transfer credit exemptions for a number of diplomas and qualifications provided by accredited colleges, universities and educational organizations throughout the world. Some of these include

Educational Institute of the American Hotel & Lodging Association (E.I. of AH&LA)  
Caribbean Examinations Council — Advanced Proficiency (CAPE) Examinations  
ACT Education Solutions Ltd. — Global Assessment Certificate (GAC)  
EDEXCEL International, Higher National Diplomas (HND)  
Industrie — und Handelskammer (IHK), Germany — Professional Diplomas in Culinary Arts, Hotel Management, Restaurant Management  
National Council for Hotel Management and Catering Technology (IHMCTAN), India — Hotel Management Diploma  
Faiite Ireland, National Tourism Development Authority, Ireland — Certificate in Professional Cookery

## **English Language Proficiency**

Applicants whose native language is not English must provide proof of English proficiency. English language proficiency is required for admission to all programs of study at Johnson & Wales University, regardless of country of citizenship or residency.

English Language Placement testing for new ESL students will be given before the beginning of each term. JWU uses the students' scores from this testing to place students into the appropriate level of ESL. The Institutional TOEFL will be also offered to students who score at a high level in their ESL placement tests, to be determined by the English Language Institute's departmental policy.

## **TOEFL Requirements**

Johnson & Wales University recognizes the TOEFL (Test of English as a Foreign Language) as proof of English proficiency. TOEFL scores must be received as official ETS scores. The Johnson & Wales University Designated Institution (D.I.) code is: 3465. This code should be used on your TOEFL registration form so that your scores will be sent to us directly.



Minimum TOEFL requirements (all levels, undergraduate and graduate) are as follows:

TOEFL score of 80 (Internet-based or IBT)

TOEFL score of 550 (pen/paper or PPT)

Individual section scores must also meet minimum score requirements.

Acceptable proof of English proficiency may also include one of the following comparable English proficiency examinations:

- IELTS (Cambridge), Band 6.5
- ELS Level 112 Certificate of Completion and Academic Report
- City & Guilds Pitman ESOL Examinations – Higher Intermediate or Expert Level
- The London Tests of English LTE, Level 4 (Advanced)
- MELAB (Michigan English Language Battery) – 77
- S.T.E.P. Eiken – (Society for Testing English Proficiency) – Grade 1

Other English language examination results will also be considered, and experience studying in the English language, as documented through school transcripts, will be taken into consideration.

To meet English proficiency requirements, all English language examination results must be submitted on an official test transcript which is no more than two years old.

## Standardized Testing After Admission

**PLACEMENT TESTS (NON-CREDIT, NO FEES):** These tests are administered for placement purposes only to all new students, including transfer students, upon entrance. In situations where two or more levels of a subject are required for graduation, the student's academic career in this subject begins at the level determined by the placement test. This is particularly true when a student has previous academic experience in a subject. Placement tests are currently administered to determine math and foreign language placement. For a student placing out of all required levels of a foreign language, departmental policy and recommendation will determine if a Departmental Challenge Examination is in order for credit.

## Prior Learning Assessment

**PORTFOLIO ASSESSMENT:** Students may earn credits for the knowledge or skills they have mastered outside the classroom through volunteer work, employment, travel programs, organizations or other comparable sources.

To apply for a Portfolio Assessment, students must meet the university's residency requirements and complete the Portfolio Development non-credit seminar. This seminar will meet for three two-hour sessions. Students must discuss this option with an academic counselor before they are eligible to enroll.

The seminar assists students with the development of a portfolio that describes and documents how the learning took place. The completed portfolio is submitted to the appropriate department designee for review. The assessor will review the portfolio and either validate the student's learning by awarding college credits, request additional information, or deny the request for credits. Portfolios will not be returned to the students; they become property of the university.

Once the seminar is completed, eligible students, in consultation with an academic counselor, may submit additional portfolios. Refer to the Standardized Testing and Prior Learning Assessment Brochure, available at Student Academic & Financial Services for more information on required fees.

**CLEP EXAMINATION (FOR-CREDIT, WITH FEES):** The College-Level Examination Program of the College Board tests are widely accepted national examinations in various subjects. The American Council on Education's recommended score is required to earn credit. JWU subject equivalencies are determined by each department for each exam. These exams are treated as transfer credit for entering freshmen and juniors transferring to JWU, or from one JWU college or school to another. JWU is a national CLEP examination site. Consult the CLEP application for required fees.

**DEPARTMENTAL CHALLENGE EXAMINATIONS (CREDIT BY EXAMINATION: FOR-CREDIT, WITH FEES):** Departmental exams may be taken for specifically designated courses within a department. Because of previous academic and/or work experience, all matriculating students may request such an exam when they feel they have completed the requirements of a specific JWU course. Some testing options require specific criteria in order to take tests. Refer to the Standardized Testing and Prior Learning Assessment Brochure, available at Student Academic & Financial Services, for criteria and fees.

For annual examination schedules with examination dates and application deadlines, refer to the university's Standardized Testing and Prior Learning Assessment Brochure. This brochure may be obtained from Student Academic & Financial Services.

In all cases, the academic department determines policy as it relates to the testing options for each course in the department. Several options may be available to students, and it is recommended that students seek the advice of an academic counselor.

### POLICIES FOR PORTFOLIO ASSESSMENT, CHALLENGE AND CLEP EXAMINATIONS:

1. Portfolio Assessment and Challenge Examinations cannot be repeated if failed.
2. CLEP Exams, if failed, can be repeated in six months.
3. Portfolio Assessment, CLEP Exams and Challenge Exams may not be substituted for a class previously failed or one where a withdrawal (W) or a withdrawal/fail (WF) grade has been issued. They may not be substituted for a class previously taken or a class in which the student is presently scheduled.
4. The standardized examinations or portfolios mentioned above must fall within the residency requirement for each degree.
5. Seminar, application and processing fees are nonrefundable.
6. The university recognizes up to a maximum of 45 quarter credits earned through Prior Learning Assessment.
7. Students must present a valid picture ID when testing.

After being determined eligible to test or enroll in a seminar, students will be notified by e-mail of the time and location of their test or seminar. The Standardized Testing and Prior Learning Assessment Brochure listing course options may be obtained from Student Academic & Financial Services. For additional policies/information for Portfolio, Challenge and CLEP options, refer to the brochure.

## Advanced Culinary Arts Program (ACAP) (for credit, with fees)

Prospective students who possess advanced knowledge and skills in these food-related areas may apply for the Culinary Arts or Baking & Pastry Arts Advanced Standing Examination. The results of the examination are considered in addition to academic records and a letter of recommendation from a food-related employer and/or teacher.

It is generally recommended that applicants have three or more years of full-service documented professional work experience.

Upon successful completion of the ACAP examination, students will be provided with the opportunity to accelerate their program of study by one term and earn 13.5 quarter credits in place of their practicum requirement.

**Students must be accepted for admission to Johnson & Wales University prior to applying for Advanced Standing. Contact the CE Admissions Office for further information.**

## Adult & Continuing Education Admissions Representatives

An Adult & Continuing Education admissions representative will be happy to meet with you and answer any questions you may have about the university, application procedures and financial aid programs. Please call 401-598-2300 or e-mail [ce@admissions.jwu.edu](mailto:ce@admissions.jwu.edu) for assistance. The CE admissions staff visits companies to explain programs, transfer credit arrangements, and any other pertinent admissions information. Please call for more information.

## Notice of Nondiscrimination

Johnson & Wales University does not discriminate unlawfully on the basis of race, religion, color, national origin, age, sex, sexual orientation, gender identity or expression, genetic information, or disability, in admission to, access to, treatment of, or employment in its programs and activities.

(The term "sexual orientation" shall mean and be limited to having an orientation for or being identified as having an orientation for heterosexuality, bisexuality or homosexuality. This Nondiscrimination Policy shall not be interpreted to prohibit Johnson & Wales University from maintaining separate facilities, sports teams, housing, university-based social fraternities and sororities, and other programs and facilities, for males and females, in accordance with the provisions of Section 16-38-1.1 of the General Laws of Rhode Island, as the same may be amended from time to time, or similar laws applicable in other states where the university conducts its operations.)

The following person has been designated to handle inquiries regarding the Nondiscrimination Policy:

University Compliance Officer,  
Johnson & Wales University,  
One Cookson Place, Sixth Floor,  
Providence, RI 02903, 401-598-1423

Inquiries concerning the application of nondiscrimination policies may also be referred to the appropriate governmental agencies listed below:

Office for Civil Rights, U.S. Department of Education,  
Customer Service Team, 400 Maryland Avenue SW,  
Washington, DC 20202-1100, 800-421-3481. This office may refer the matter to a regional Office for Civil Rights.

Rhode Island:

- Equal Employment Opportunity Commission  
John F. Kennedy Federal Building  
475 Government Center, Boston, MA 02203, 617-565-3200
- Rhode Island State Commission on Human Rights  
180 Westminster Street, 3rd Floor Providence, RI 02903-3768  
401-222-2661

Massachusetts:

- Equal Employment Opportunity Commission  
John F. Kennedy Federal Building, 475 Government Center  
Boston, MA 02203, 617-565-3200
- Massachusetts Commission Against Discrimination  
One Ashburton Place, 6th Floor, Room 601  
Boston, MA 02108, 617-944-6000

Florida:

- Equal Employment Opportunity Commission  
One Biscayne Tower, 2 S. Biscayne Boulevard, Suite 2700  
Miami, FL 33131, 305-536-4491
- Florida Commission on Human Relations  
2009 Apalachee Parkway, Suite 200  
Tallahassee, FL 32301, 850-488-7082

Colorado:

- Equal Employment Opportunity Commission  
303 East 17th Avenue, Suite 410  
Denver, CO 80203, 303-866-1300
- Colorado Civil Rights Division  
1560 Broadway, Suite 1050  
Denver, CO 80202-5143, 303-894-2997

North Carolina:

- Equal Employment Opportunity Commission  
129 West Trade Street, Suite 400  
Charlotte, NC 28202, 704-344-6682
- N.C. Human Relations Commission  
116 W. Jones Street, Suite 2109  
Raleigh, NC 27601, 919-807-4420

Mailing Address:

N.C. Human Relations Commission  
1318 Mail Service Center  
Raleigh, NC 27699-1318

# FINANCING YOUR EDUCATION

## Tuition

The following tuition and fees schedule is effective for the 2010–2011 academic year. Tuition is subject to change annually.

General studies courses	\$158/quarter credit hour
Internship	\$320/quarter credit hour
Laboratory courses	\$320/quarter credit hour
Disciplines CUL (Culinary Arts) and BPA (Baking & Pastry Arts) mostly designate laboratory courses.	

Tuition is applicable to all students, including those on approved off-campus programs. For purposes of financial aid eligibility, full-time status is determined on a term basis and consists of a minimum of 12 quarter credit hours per term. When repeating courses already attempted, students may be assessed a fee for those courses. Students are fee assessed tuition upon course registration each term. Summer is considered a separate term.

## Student Health and Accident Insurance

All registered day program and graduate students taking credit hours are covered by a health and accident insurance plan for the terms enrolled during the academic year. Culinary arts continuing education students are covered for accident only under the the university's Accident Only plan. No other continuing education students are covered by any university accident and/or sickness insurance plans. This does not include the summer term. Insurance brochures are available at several locations throughout the university. Refer to the insurance brochure or go to the Gallagher Koster website: [www.gallagherkoster.com](http://www.gallagherkoster.com) for a definition of the effective date of coverage, policy limits, policy termination, and the opportunity to continue coverage over the summer. Online courses do not fulfill this requirement. Students that are not eligible for the university Student Health and Accident program can apply for short-term medical insurance through the Gallagher Koster website: [www.gallagherkoster.com](http://www.gallagherkoster.com).

## Payment Options

### I. Annual Payments

The student may make one payment in full for the entire academic year. Students are responsible for paying all charges in full or making appropriate arrangements by the published due date of August 6, 2010.

### II. Term Payments

Students may choose to make three payments a year, which are payable by the publicized due dates established prior to each term. The due date for September 2010 is August 6, 2010.

### III. Monthly Payments

Students may choose to pay the annual amount due in convenient monthly payments. This option is available through Tuition Management Systems (TMS) at [www.afford.com](http://www.afford.com). There is an enrollment fee to participate. Many such plans are essentially interest free, but some accounts may incur late fees, reinstatement fees or other fees. Students interested in this option must contract with TMS and pay the first payment, in addition to the enrollment fee, by the published due date of August 6, 2010.

All Johnson & Wales University students must fulfill their financial obligations to the university by the published due date of August 6, 2010 (all off-term entrants must meet the financial obligation by the published date for that term).

To meet your financial obligation you must do one of the following by the published due date:

- Make a full term payment
- Contract with TMS and pay the first monthly payment, as well as the enrollment fee
- Have an approved loan which covers the annual balance
- Have an approved payment plan with Student Academic & Financial Services using a combination of the above options

## Refund Policies

**General Policy:** To the extent that any charges due to the university remain unpaid, no refund check will be issued. No tuition or fees will be assessed for terms that the student does not begin. Students who withdraw from the university prior to the end of the academic year will have their financial aid adjusted.\* Institutional grants and scholarships will be reduced in proportion to any tuition credit received as defined in the university's Withdrawal Credit Policy. Full-term eligibility for institutional loans will be credited to the student's account to the extent that any charges are due the university. The distribution formula for the institutional refund to the Federal Student Financial Aid program will be calculated according to federal regulations. The university's Withdrawal Credit Policy applies to all withdrawals from the university, voluntary or involuntary.

Term charges are subject to the university's Withdrawal Credit Policy upon withdrawal from the university. Term charges are defined as tuition, and if applicable, room only, and room and board. Tuition is applicable to all students, including those on approved off-campus programs including study abroad and internships. The official notice of withdrawal from the university may be done in person or by written notification through Student Academic & Financial Services. Refunds are calculated by the date of termination which is based on the date Student Academic & Financial Services receives notification of withdrawal from the student or faculty member. Any refund due will be issued within 45 days after the date that the university was first notified of the withdrawal.



University withdrawal disputes must be submitted online within 30 days after the end of the term during which the student was withdrawn. To submit a dispute, students must complete the appropriate form online. No adjustments to tuition and fees or financial aid will be made until the dispute is researched and either approved or denied. No withdrawal disputes will be considered after 30 days from the end of the term in which the student was withdrawn. Decisions will be made within 10 business days and students will receive notification via the e-mail address provided on the dispute form.

### University Withdrawal Credit Policy

If a student withdraws from Johnson & Wales University prior to the first day of the term, the university will credit 100 percent of the term charges.

If a student terminates during

- the first or second week of the term, the university will credit 90 percent of the term charges, excluding the General Fee and Orientation Fee (if applicable).
- the third or fourth week of the term, the university will credit 50 percent of the term charges, excluding the General Fee and Orientation Fee (if applicable).
- the fifth or sixth week of the term, the university will credit 25 percent of the term charges, excluding the General Fee and Orientation Fee (if applicable).

After the sixth week of the term, students will be responsible for 100 percent of the term charges.

*\* Any student enrolled solely in culinary lab courses, who fails to attempt any of the scheduled courses, will be considered to have withdrawn from the university.*

### Individual Course Withdrawal Policy

Students who withdraw or who are withdrawn from a registered course(s) after the add/drop period but remain registered for at least one other course will not be issued a tuition credit for the dropped course(s). Full charges continue to be applied; refer to the add/drop policy in the Providence Campus Student Handbook. This policy applies to undergraduate, continuing education and graduate students.

## Financial Obligations

Continued enrollment as a student in good financial standing and certain other student benefits (diplomas, transcripts, etc.) are conditional upon fulfilling all financial obligations to the university, including loans in which the university appears as a holder or guarantor.

## STUDENT FINANCIAL SERVICES (SFS)

### Financial Planning

The university realizes that financing an education can be a very complex process for many students. In order to assist students in these matters, Johnson & Wales has established a staff of financial planning counselors. These counselors are available to work with students and their families on an individual basis to help them best utilize their own funds and other available resources to meet educational expenses. For more information and assistance call 1-800-343-2565 or 401-598-1468.

## Financial Aid

To assist students in meeting their educational expenses, Johnson & Wales University offers federal financial assistance — grants and low-interest loans. In many cases, qualified students receive a financial aid package which includes both types of financial aid.

Students participating in Study Abroad programs may be eligible for financial aid. For more information, please contact Student Academic & Financial Services.

### How To Apply

To be considered for financial assistance, complete the paperwork listed below and submit all required documentation as soon as possible after January 1. Students must reapply for financial aid each year. Student Academic & Financial Services holds all information in strict confidence.

#### 1. Personal Identification Number (PIN)

Students and their parents can apply for a PIN at [www.pin.ed.gov](http://www.pin.ed.gov). The PIN allows students and parents to sign the FAFSA electronically and to correct previously processed FAFSA information online. Both the student and at least one parent must apply for a PIN.

#### 2. Free Application for Federal Student Aid (FAFSA)

The Free Application for Federal Student Aid is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). This form must be completed as soon as possible after January 1. The information for financial assistance is then processed by the Federal Processor and sent to the Student Academic & Financial Services Office at the university. **The FAFSA code is 003404.**

#### 3. Independent Students

To be considered independent for financial aid purposes for the 2010–2011 academic year, students must answer “yes” to one of the following questions:

1. Were you born before January 1, 1987?
2. As of today, are you married?  
(Answer yes if you are separated, but not divorced.)
3. At the beginning of the 2010–2011 school year, will you be working on a master’s or doctorate program (such as an M.A., M.B.A., M.D., J.D., Ph.D., Ed.D. or graduate certificate, etc.)?
4. Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?
5. Are you a veteran of the U.S. Armed Forces?
6. Do you have children who will receive more than half of their support from you between July 1, 2010 and June 30, 2011?
7. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2011?
8. When you were age 13 or older, were both your parents deceased, were you in foster care or were you a dependent/ward of the court?
9. As of today, are you an emancipated minor as determined by a court in your state of legal residence?
10. As of today, are you in legal guardianship as determined by a court in your state of legal residence?
11. At any time on or after July 1, 2009, did your high school or school district homeless liaison determine

that you were an unaccompanied youth who was homeless?

12. At any time on or after July 1, 2009, did the director of an emergency shelter program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless?

13. At any time on or after July 1, 2009, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?

Students who cannot answer yes to one of the above questions are considered dependent and must complete their Free Application for Federal Student Aid as a dependent student. Please feel free to contact the Student Academic & Financial Services Office with any questions.

#### 4. Verification and Other Documentation

Student Academic & Financial Services may request additional documentation to verify information provided on the FAFSA (i.e. verification worksheet and untaxed income worksheet). The student and his/her parents may be required to submit signed and dated copies of their Federal Income Tax Returns (1040). The student's financial aid package will not be complete until all requested documentation has been received and reviewed by the Financial Aid Office. In addition, all student loan borrowers must attend an entrance and exit counseling session during which the student will be advised on his/her loan obligations.

### Student Eligibility Requirements

Financial aid will be distributed to the student based upon the student's financial need. All students seeking financial assistance must file a FAFSA with the Federal Processor. The FAFSA form is used to determine the student's financial need.

Financial need is the difference between the cost of the student's education (tuition and fees, room and board, books and supplies, transportation and personal expenses) and the total contribution expected from the student and his/her family. The student's total family contribution is based on an analysis of the information which the student and/or parent supplied on the FAFSA. Some of the items considered are total family income, assets, the number of people in the household, the number of siblings in college, and the student's own resources, such as earnings, savings, and untaxed income which the student may receive. Johnson & Wales University also considers these items when determining eligibility for university funds.

In order to be eligible for financial aid, the student must meet the following criteria:

1. demonstrate financial need;
2. maintain satisfactory academic progress (financial aid will be suspended until satisfactory academic progress is again achieved);
3. be enrolled in an eligible degree or certificate program;
4. be enrolled on at least a half-time (at least 6.0 quarter credit hours) basis (students enrolled on a less-than-full-

time basis may have their financial aid reduced; some students enrolled on a less-than-half-time basis may qualify for a Federal Pell Grant);

5. be a U.S. citizen, permanent resident, or eligible non-citizen;
6. not owe a refund on a Federal Pell Grant or be in default on a Federal Perkins Loan, Federal Subsidized Stafford Loan, Federal Unsubsidized Stafford Loan, Parent Loan for Undergraduate Students (PLUS) or Supplemental Loan for Students (SLS); and
7. sign a Statement of Educational Purpose, a Statement of Registration Status and a Statement on Overpayments and Defaults.

Students are eligible to receive financial aid as long as they maintain Satisfactory Academic Progress as defined on Page 93 and in the Providence Campus Student Handbook. Students who fail to maintain satisfactory academic standing will be notified by Student Academic & Financial Services. All financial aid will be suspended until satisfactory academic progress is again achieved.

### Return of Title IV Funds (federal aid)

When a student withdraws (or becomes withdrawn) during a payment period or period of enrollment, the amount of student financial aid program assistance earned is determined by a specific formula. If the student receives (or the university receives on the student's behalf) less assistance than the amount earned, the student may be able to receive those additional funds. Students who received more assistance than what they earned must return the excess funds.

The amount of federal assistance earned is determined on a pro-rata basis. That is, if a student completes 30 percent of the payment period or period of enrollment, the student earns 30 percent of the federal assistance he or she was originally scheduled to receive. Once the student completes more than 60 percent of the payment period or period of enrollment, the student earns all scheduled federal assistance.

The student's loan monies (subsidized, unsubsidized and PLUS) must be received by Johnson & Wales University before the student's notification date, in order for the money to be considered within the formula. If the student is eligible for a post-withdrawal disbursement, a written notice will be mailed requesting the consent of the borrower to post to the student's account. The amount of institutional assistance earned is based on the week that the student withdraws from the university and follows the percentage the university credits the student's charges (Page 90).

If a student receives excess funds that must be returned, Johnson & Wales University must return a portion of the excess equal to the lesser of

- the student's institutional charges multiplied by the unearned percentage of the student's funds
- the entire amount of the excess funds

If the university is not required to return all excess funds, the student must return the remaining amount. Any loan funds that the student must return, must be repaid by the student (or his or her parents for a PLUS Loan) in accordance with the terms of the promissory note.

If a student is responsible for returning grant funds, the student does not have to return the full amount. Students are not required to return 50 percent of the grant assistance received that is the student's responsibility to pay. Any amount not returned is a grant overpayment and the student must make arrangements with the university or Department of Education to return the funds.

Federal regulations establish the following allocation for students who receive Title IV, HEA program funds:

A refund owed to a student who received funds under any Title IV, HEA program will be returned to the Title IV, HEA programs from which the student received aid in the following order until the amounts received by the student from these programs is eliminated: the Perkins Loan, the Unsubsidized/Subsidized Stafford Loan, the Parent PLUS Loan, the Pell Grant, Academic Competitiveness Grant, the National SMART Grant, the FSEOG program, all other sources of aid, and the student.

## Financial Aid Programs

The following programs are the major financial aid resources available to students. Students may receive assistance from any one of these, or from a combination of all of these programs, in what is called a financial aid package. Student eligibility for these programs is based on completion and submission of the form(s) described in the How to Apply section. Since awards are not automatically renewable, students must reapply each year. Financial aid is awarded on an annual basis and disbursed in three equal installments (fall/winter/spring terms).

### Federal Pell Grant

The Federal Pell Grant is a federally funded entitlement program to assist needy undergraduate students. Eligibility for these grants is determined by the U.S. Department of Education based on the information provided on the FAFSA. Pell recipients can attend at less than half-time status and remain eligible for a portion of their Pell Grant. Students with a previous bachelor's degree are not eligible for a Federal Pell Grant.

The maximum Pell Grant award for the 2009–10 award year (July 1, 2009 to June 30, 2010) was \$5,350. The maximum Pell Grant award can change each award year and depends on program funding. Further information may be obtained by visiting the website of the U.S. Department of Education at <http://studentaid.ed.gov>.

### William D. Ford Federal Direct Subsidized Stafford Loan

This loan program provides low-interest loans to students who demonstrate financial need. A Master Promissory Note for these loans is available on line at [dlenote.ed.gov](http://dlenote.ed.gov). First-time borrowers are required to complete an entrance interview at [dl.ed.gov](http://dl.ed.gov).

Students may borrow up to a maximum of \$3,500 per academic year for the first year of undergraduate study, \$4,500 for the second year and \$5,500 per year for the third and fourth years. The student must begin repayment six months after he/she leaves college or drops below half-time status, and the student's payment will be a minimum of \$50 per month. The amount of the student's monthly payment will be determined based upon the amount of student debt and the length of the repayment period. Please contact Direct Lending at 1-800-557-7394 for more information on repayment options.

### William D. Ford Federal Direct Unsubsidized Stafford Loan

This loan program offers low-interest loans to students who demonstrate little or no "financial need." The terms and loan limits are the same as for the Direct Subsidized Stafford Loan except that the federal government does not pay interest on the borrower's behalf while the borrower is enrolled in school. During that time, the student borrower can choose either to make quarterly interest payments or to "capitalize" interest. "Capitalizing" interest means the lender will add interest accrued to the principal balance. This will eliminate the need for interest payments while in school.

Independent students are also eligible to borrow Federal Unsubsidized Stafford Loans. Students may borrow up to a maximum of \$4,000 per academic year for the first and second years, and \$5,000 per year for the third and fourth years. These amounts are in addition to the Federal Subsidized/Unsubsidized Stafford Loan amounts discussed above.

### William D. Ford Federal Direct Parent Loan Program for Undergraduate Students (PLUS)

The Direct PLUS Program provides loans to parents of dependent students to attend college. PLUS borrowers do not have to demonstrate need, but are subject to a credit analysis by the Department of Education. The parent applying for the loan must fill out a Direct PLUS Master Promissory Note (MPN); an MPN can be completed online at [dlenote.ed.gov](http://dlenote.ed.gov). In addition the parent must complete a Loan Amount Request Form with the university. Repayment of this loan must begin within 30 days of the time the loan is fully disbursed annually, or the borrower can contact the lender to request a deferment. The borrowing limit is the total cost of attendance, minus any financial aid being received.

Stafford Annual Loan Limits		Stafford Aggregate Loan Limits	
Dependent Students	Independent Students	Dependent Students	Independent Students
\$5,500 as freshmen (including up to \$3,500 subsidized or unsubsidized)	\$9,500 as freshmen (including up to \$3,500 subsidized or unsubsidized)	\$31,000	\$57,500
\$6,500 as sophomores (including up to \$4,500 subsidized or unsubsidized)	\$10,500 as sophomores (including up to \$4,500 subsidized or unsubsidized)		
\$7,500 as juniors and seniors (including up to \$5,500 subsidized or unsubsidized)	\$12,500 as juniors and seniors (including up to \$5,500 subsidized or unsubsidized)		
PLUS Annual Loan Limits for Parents of Dependent Students		PLUS Aggregate Loan Limit	
Total cost of attendance minus other financial aid		No aggregate maximum loan limit.	



Johnson & Wales University participates in the William D. Ford Federal Direct Loan Program. All Direct Stafford Loans and parent PLUS loans will be borrowed from the U.S. Department of Education.

Please note that the loan information described in this catalog is based upon the available information as of the date of the production of this catalog. Updated information regarding federal grants and loans may be obtained by visiting the U.S. Department of Education website at <http://studentaid.ed.gov>.

Applications for these loans are available in Student Academic & Financial Services or on the Direct Lending website at [www.ed.gov/office/OSFAP/DirectLoan/index.html](http://www.ed.gov/office/OSFAP/DirectLoan/index.html).

### Rhode Island State Scholarship and Grant Programs

The state of Rhode Island provides scholarships and grants for Rhode Island residents who demonstrate financial need. To apply, you must submit the Rhode Island version of the Free Application for Federal Student Aid (FAFSA) by March 1 for the following academic year. For more information, contact the Johnson & Wales Student Academic & Financial Services Office or the Rhode Island Higher Education Assistance Authority, 560 Jefferson Blvd. Warwick, RI or call 401-736-1170.

## Satisfactory Academic Progress

A student must meet the listed standards while enrolled at Johnson & Wales University. Students in certificate or degree programs may receive financial aid for not more than 150 percent of normal program completion time.

Type of Degree	150 percent Completion Time Credit Limit <i>(includes awarded transfer, attempted and completed credits)</i>
Associate	145 quarter credit hours
Bachelor's	275 quarter credit hours

If a student exceeds the established 150 percent Completion Time Credit Limit before completing all degree requirements, the student will lose (and be ineligible to receive) financial aid for future terms. Programs vary; consult with Student Academic & Financial Services regarding your particular program.

In addition, students must maintain a specific Grade Point Average (GPA) throughout the maximum 150 percent time frame of program completion (see chart below). Credits attempted include awarded transfer, attempted and completed credits.

### Associate Degree

Credits attempted	Required GPA
20.6–41	1.26
41.1–71.5	1.50
72–107.5	1.75
107.6–114.5	2.0
115–144.5	
145+	

### Bachelor's Degree

Credits attempted	Required GPA
20.6–41	1.26
41.1–143.5	1.50
144–215.5	1.75
216–224.5	2.0
225–274.5	
275+	

Students will be reviewed at the end of each enrolled term to determine they are meeting the aforementioned satisfactory academic progress criteria. If a student is nearing stated credit and GPA requirements, the student will be notified in writing and placed on probation for up to three consecutive terms. Following the three terms, if the student has exceeded the 150 percent completion requirement and/or has not met the GPA requirement, the student will not be eligible for financial aid for the future term(s), and will be notified in writing of their loss of eligibility. Students may remain eligible to register classes; however, alternative payment arrangements with Student Academic & Financial Services will need to be made.

Students who have extenuating circumstances during a period of probation may appeal to Student Academic & Financial Services. The appeal must be filed within two weeks upon notification of probation. The Review Committee will then respond to the appeal, in writing, within two weeks of receipt. Specific guidelines can be obtained by contacting Student Academic & Financial Services.



## ACADEMIC INFORMATION

### Class Schedules

Evening classes are offered Monday through Thursday from 6 p.m. to 9:30 p.m. for business, hospitality and technology students. A limited number of classes meet twice per week from 6 p.m. to 7:55 p.m. Saturday classes for students in these programs are generally held from 8:15 a.m. to noon or 1 p.m. to 4:45 p.m. The academic year for culinary arts continuing education classes runs from September through June. Classes are generally scheduled on Saturdays from 8:15 a.m. to noon, and 1 p.m. to 4:45 p.m.; and Sundays from 7 a.m. to 6:30 p.m.

Occasionally, make-up classes are scheduled, due to holidays or other missed days, to meet minimum classroom hour requirements. The dates of these rescheduled classes are available on uconnect. It is possible that at times a course may not be rescheduled and the student will be responsible for all work as outlined in the syllabus. Class cancellations will be posted on the university's Info-Line (JWU-INFO) and the university line for school closings (598-5555).

### Summer Sessions

Optional summer session courses are offered by the university. Individual courses may not be offered in the summer if student interest or enrollment is not sufficient; as a result, summer degree completion cannot be guaranteed. Students matriculating at Johnson & Wales are not granted credit for summer session courses taken at other institutions unless prior permission has been granted by Student Academic & Financial Services.

### Courses Taken at Other Institutions

Undergraduate students requesting to take courses at another institution must submit their requests in writing to obtain prior written approval from Student Academic & Financial Services. The following guidelines must be met:

- The student must have an overall grade point average above 2.25.
- There is a limit of three courses which may be taken during enrollment at the university.
- The course(s) must not be in the major field.
- The student may not have taken the course(s) previously at the university and received a grade of "F," "W," "WF," "I" or "GP."
- Grades of "C" or better (2.00 or equivalent) from an accredited institution may be accepted for transfer.
- The course(s) must be taken within one year of permission being granted.
- Courses cannot be taken locally unless JWU does not expect to offer the class before the student's anticipated graduation date.
- A student will not be granted credit (transfer credit or otherwise) for any academic work done during the period of a disciplinary suspension.

Students must submit a request to take classes elsewhere form (which may be sent by fax or e-mail) which includes their ID number, descriptions of the courses they desire to take at

another institution, the name of the institution, and any other pertinent details of their situation.

Students, as always, are responsible for meeting the requirements of satisfactory academic progress.

### Attendance and Tardiness

All students are expected to attend each meeting of every class in which they are enrolled on time. The maximum number of absences for valid reasons is based on the quarter credit hours for the course, with the exception of experiential education assignments and laboratories, which have their own specific attendance criteria. Absences beyond the stated maximum for each course may jeopardize academic standing or financial aid.

Student Academic & Financial Services should be notified immediately of any necessary prolonged absences. The Providence Campus Student Handbook contains rules and regulations for frequent or prolonged absences from class.

Students are expected to familiarize themselves with attendance requirements outlined in the Providence Campus Student Handbook. The Providence Campus Student Handbook can be found online at [www.jwu.edu](http://www.jwu.edu). Select the Providence Campus, then click on Student Life.

### Full-Time Status

In order for an Adult & Continuing Education student to qualify for full-time status and comply with course completion standards specified by Satisfactory Academic Progress criteria (see Page 93), he or she must schedule for 12.0 quarter credit hours per term unless mitigating circumstances are acknowledged. Students applying for Veteran's Benefits should check with a Veterans Administration representative for credit requirements. For purposes of financial aid eligibility, full-time status is determined on a term basis and consists of 6 quarter credit hours per term.

### Undergraduate Grading System

The grading system is as follows:

Letter Grade	Grade Range	Quality Points
A+	95–100	4.00
A	90–94	4.00
B+	85–89	3.50
B	80–84	3.00
C+	75–79	2.50
C	70–74	2.00
D+	65–69	1.50
D	60–64	1.00
F	0–59	0.00
W	Withdrawal	0.00
WF	Withdrawal/Fail	0.00
WP	Withdrawal/Pass	
I	Incomplete	
NC	No Credit	
GP	Grade Pending	
AU	Audit	
P	Proficiency	
S	Satisfactory	
U	Unsatisfactory	
PL	Prior Learning Assessment	
CX	Challenge Exam Credit	
NG	No Grade	

Grade reports are viewable on uconnect.

**Honors Option (H)**

If a course was taken as an Honors Program requirement, the grade received will be followed by “H” (for example, AH, BH).

**Failure (F)**

Issued if a student maintains required attendance but fails to achieve adequate scholastic progress. The grade is recorded permanently on the student’s academic record. Upon successful completion of the course at a later date, the cumulative average is adjusted to reflect only the passing grade. However, both grades will appear on the academic transcript. This system allows students to recover academically from poor terms and graduate within a reasonable amount of time.

**Withdrawal (W), Withdrawal/Pass (WP), Withdrawal/Fail (WF)**

In order to record attempted credits (including for purposes of determining satisfactory academic progress), a grade of W, WP, or WF is recorded when a student withdraws, or is withdrawn from a culinary/pastry laboratory course due to excessive absences, from a registered course after its add/drop period has ended. Students withdrawing from graduate and postgraduate level courses are eligible for a W grade only. A W is a punitive and failing grade issued at the instructor’s discretion, and is entered permanently into the term and cumulative grade point averages. In order to qualify for a WP, the student must have an estimated grade of 60 or higher at the time of withdrawal. This grade is not entered into the term and cumulative grade point averages. If the estimated grade is below 60, the student will be issued a WF, which is entered into the term and cumulative grade point averages as a failing grade until successful completion of the course at a later date.

**Incomplete (I)**

Issued to students if they are unable to complete course requirements (because of authorized absences due to service commitment or illness). Outstanding work must be completed within two weeks of the final exam class day or the grade will automatically become an “F” and the grade will be included in the grade point average. For classes graded “S/U” (Satisfactory/Unsatisfactory), an Incomplete (“I”) will change to a “U.”

**No Credit (NC)**

A non-punitive designation issued to a student who has been authorized to withdraw from class, or the university, due to extenuating circumstances, or who has withdrawn from the university prior to mid-term.

**Grade Pending (GP)**

A temporary mark given when the completion of course requirements is still underway. A grade pending is not calculated into the cumulative average and is generally used under extreme, extenuating circumstances. If a grade is not submitted to replace the “GP” within one year, it will automatically become an “F.”

**Audit (AU)**

An audit occurs when no academic credit is granted. This grade is not calculated into the cumulative average.

**Proficiency (P)**

Granted for achievement of multiple levels of skills in progression where the self-paced approach is in effect. This grade is not calculated into the cumulative average.

**Prior Learning (PL)**

Students may earn credits for the knowledge or skills they have mastered outside the classroom through volunteer work, employment, travel, professional training and seminars or other comparable sources.

**Satisfactory/Unsatisfactory (S/U)**

Used for designated courses throughout the university.

**Challenge Exam (CX)**

Granted for specifically designated courses upon successful completion of department challenge exams.

**No Grade (NG)**

“No Grade” is issued temporarily when there is no grade provided by the faculty member. This grade is not factored into the student’s GPA. Once a grade is submitted, the cumulative average and transcript will reflect only the new grade. If a grade is not submitted to replace the “NG” within one year, it will automatically become an “F” and the grade will be included in the grade point average.

**Academic and Performance Transcripts**

A transcript is a representation of a student’s entire academic record while at Johnson & Wales. The university employs two types of transcripts: academic and performance. An academic transcript reflects a student’s unabridged academic history at the institution, including all letter grades. A performance transcript identifies the practical skills, including writing, associated with a student’s academic coursework. Skills are graded as “developing,” “validated,” “mastered” or “not tested.” The purpose of a performance transcript is to better represent the practical skills obtained by the student.

Official transcripts are printed on official paper and then placed in sealed envelopes issued directly to the student or authorized designee. Official transcripts may be released only upon written request of the student; this is done in accordance with the Family Educational Rights and Privacy Act (FERPA). The university does not charge a fee for transcripts. Students are only allowed 20 transcripts per year. Official transcripts will not be released if a student is not current in all financial obligations to the university. Transcripts are not official if faxed. Allow three business days for processing. Students intending to pick up transcripts in person must make the request in person at Student Academic & Financial Services or complete a transcript request form.

Unofficial transcripts may be obtained on uconnect.



## Academic Standards

The university expects all students, part time or full time, to meet minimum standards of academic achievement. Students are in good academic standing if they maintain a cumulative GPA of 2.0 or better, which is a graduation requirement. All freshman students begin in good academic standing.

### ACADEMIC PROBATION

The student will be placed on academic probation if his or her GPA is less than 2.0, but higher than suspension standards. All students placed on probation will be counseled by their academic counselor and will be offered appropriate resources. While on probation, a student may matriculate at the university and is eligible for financial aid. Students may matriculate on probationary status for no more than three consecutive terms.

During the time of academic probation, the student's progress is monitored by the Committee on Academic Standing. This committee determines whether to impose academic suspension or permanent academic dismissal if academic achievement standards are not met.

Students on probation who achieve a 2.0 or better GPA will return to good academic standing. Students on academic probation must meet with their academic counselor in order to register for courses. Web registration is not available to students on academic probation until they meet with an academic counselor.

### SUSPENSION

Students will be placed on suspension if the student's GPA is below a 1.00 after the first term; if the student's GPA is below a 1.25 after the second term; if the student's GPA is below a 1.50 after the third term. The suspended student is not allowed to matriculate at the university and is expected to work on academic deficiencies. The student must petition the Committee on Academic Standing in order to reinstate and matriculate at the university. The student must provide documentation of academic improvement.

Suspended students, after one term of non-matriculation, may appeal in writing to the Committee on Academic Standing. Dismissed students may appeal in writing to the Academic Appeals Committee. All letters should be received in Student Academic & Financial Services no later than six weeks after suspension or dismissal. Committee decisions are final.

Students who are reinstated into the university will be placed on "Academic Warning." These students risk permanent dismissal from the university if they are unable to meet the academic guidelines. In addition, students are required to attend a mandatory study skills strategies seminar and tutoring in the content areas. Failure to complete this requirement will result in immediate dismissal.

## Academic Achievement Standards

**Status: first term of enrollment  
(attempting 0-21 credits)**

### End of Term Outcome

below 1.00 = suspension  
1.00–1.99 = 1st term on probation  
2.00 or higher = good standing

**Status: first term on probation**

### End of Term Outcome

below 1.00 = dismissal  
1.00–1.25 = suspension  
1.26–1.99 = 2nd term on probation  
2.00 or higher = return to good standing

**Status: second consecutive term on probation**

### End of Term Outcome

0–1.25 = dismissal  
1.26–1.49 = suspension  
1.50–1.99 = 3rd term on probation  
2.00 or higher = return to good standing

**Status: third consecutive term on probation**

### End of Term Outcome

0–1.50 = dismissal  
1.51–1.99 = suspension  
2.00 or higher = return to good standing

## Repeat of Courses

Undergraduate students will be allowed no more than three (3) attempts to successfully complete each course. Students who passed the course but wish to improve their grade may repeat the course if it is available. The highest grade earned will be calculated into the grade point average.

### Required Courses

Students who fail a course after a second attempt will be assigned an academic standing hold and will be placed on academic probation. Students who fail the same course after a third attempt may be academically dismissed.

Students who attempt the same course three times and earn a combination of "W", "WF" and "F" grades will be assigned an academic standing hold; these students may be subject to academic suspension if the course is not successfully completed during the next course offering.

### Appeals

Appeals regarding academic suspension or dismissal can be made to the Academic Appeals Committee after one term of nonmatriculation if extenuating circumstances exist. A student may appeal only once, and the decision of the committee is final.

### Concentrations

In programs of study that require a concentration, students will be given the following options in the event that they cannot successfully complete a concentration course requirement at the third attempt:

1. Make an alternate concentration course selection (if available) or
2. Select a new concentration to meet degree requirements.

### Courses Not Required

If the attempted course is not a specific degree requirement, the student will be unable to attempt the course again. The student must then select an alternate course to meet degree requirements.

### Graduation Requirements

If the attempted course is a mandated graduation requirement such as Community Service Learning, career management course sequences or Sanitation Certification, the student has nine (9) terms to complete the course.

### Academic Counseling

Academic counselors are available in Student Academic & Financial Services to assist students with preparation for graduation. Their goal is to assist students in evaluating, developing, and maximizing their potential by providing guidance and support.

All students are encouraged to meet with an academic counselor. Such a meeting is required for students experiencing academic difficulty. Appointments are recommended.

### Unit of Credit

The university measures academic progress using the quarter credit hour system. Courses are offered in three formats and may combine two or more of those formats, which are: lecture, laboratory and experiential.

Generally, one quarter credit represents 10 hours of instruction, which includes class lecture and additional activities; one quarter credit hour equals two laboratory hours or three experiential hours. Furthermore, all courses require additional hours of study and preparation outside of the classroom or learning environment.

### Residency Requirement

The undergraduate residency requirement refers to the number of courses and credits students must take at JWU, whether they are transfer students or JWU students acquiring an additional degree. The residency requirement for all students at Johnson & Wales University pursuing an associate degree is a minimum of 31.5 quarter credit hours, half of which must be within the major field. For students pursuing a bachelor's degree, the minimum is 45 quarter credit hours, half of which must be within the major field. Upon review, certain related professional studies courses and program electives may be considered when determining residency. Standardized testing credits are not considered when determining residency requirements. Diploma/certificate candidates will be allowed to transfer a maximum of 9.0 quarter credits (including JWU courses) towards diploma/certificate program requirements.

### Graduation Requirements

Each student is required to submit an online graduation application at least two terms prior to degree completion. Students must file one application for **each** expected degree (i.e. associate, bachelor's, master's). The application ensures that the student's name is printed correctly on the diploma, the diploma is sent to the correct address and the information is reviewed at the end of the correct term.

Graduation requires successful completion of a prescribed sequence of study and a minimum 2.00 grade point average. Students with a cumulative GPA below 2.00 will be in noncompliance with the criteria for good academic standing and may be subject to academic dismissal. Furthermore, as required by their program, all students must successfully complete Career Capstone (CAR0010), and any and all requirements as indicated in the catalog (for example, culinary/pastry/hospitality students are required to take Food Safety and Sanitation Management, FSM1065, and must pass a national certification exam recognized by the Conference for Food Protection to fulfill graduation requirements.)

All associate-level degrees require the completion of a minimum of 90 quarter credits. All bachelor's-level degrees require a minimum of an additional ninety (90) quarter credits, for a total of 180 quarter credits. While most major programs have variations that require slightly more quarter credits for completion, no program requires fewer than the 90/180 quarter credit minimum.

All students must be current in all financial obligations to the university, including tuition, fees and other expenses, before a diploma will be issued.

Permission to participate in commencement exercises does not imply that graduation requirements have been met.

### WRITING REQUIREMENT

Students who graduate with a bachelor of science degree must leave Johnson & Wales with effective writing skills. To help them meet this requirement, all students entering or transferring to the university are required to achieve a minimum score of "validated" in a Performance Transcript assessment prior to graduating with a bachelor of science degree. Depending on the major, these writing skills will be assessed at the completion of either ENG1021 Advanced Composition or ENG2010 Technical Writing. If a "validated" assessment is not achieved at this point, students must successfully complete ENG0001 Writing Workshop, a Performance Transcript Writing course, and achieve a "validated" score. This, in effect, is a graduation writing requirement for all students pursuing a bachelor of science degree from JWU.

### Honors

Eligible degree candidates receive *cum laude*, *magna cum laude* and *summa cum laude* recognition according to their academic program average. Students with the designated GPA are eligible to receive honors as follows: *cum laude*, 3.40–3.60; *magna cum laude*, 3.61–3.80; and *summa cum laude*, 3.81–4.00.

### Transfer and Career Prerequisites

Students who intend to transfer to other colleges or enroll in graduate schools after graduation must determine the requirements of those institutions and plan their programs of study accordingly. Johnson & Wales University makes no claim or guarantee for transfer credit to other academic institutions. Similarly, students who intend to take state or foreign business, trade, or professional licensing examinations should determine the prerequisites of those jurisdictions prior to selecting programs of study. Students who are interested in transferring to JWU should see Page 85 for information on transfer admissions.

## Online Learning

The university offers a limited number of online courses to students enrolled at any JWU campus. Courses with an online option are identified in the Course Descriptions and Programs of Study sections of the catalog. Policies pertaining to online courses are available in the Providence Campus Student Handbook. Students interested in registering for an online course should consult with their academic counselor. This catalog does not apply to students enrolled in online-only degree programs.

The university offers online degree completion programs for individuals with associate degrees in culinary arts and baking & pastry arts. For more information on these programs, contact the Online Admissions Office at 1-800-225-2454 or visit [www.jwu.edu/onlinelearning](http://www.jwu.edu/onlinelearning). In Rhode Island, call 401-598-2300.

## Modern Languages

All students who have studied more than one year of French, German or Spanish are required to take a placement exam. This examination is normally administered during freshman orientation and testing. The placement examination will also be scheduled at the beginning of each term for transfer and other incoming students.

## Dean's List

In recognition of scholastic achievement, full-time students (carrying a minimum of 12 quarter credit hours) at Johnson & Wales who have achieved a term GPA of 3.40 or above receive Dean's List commendation.

## Concentrations

The College of Business offers 13.5 quarter credit hour concentrations in Advertising, Business-to-Business Selling, e-Commerce, Fashion Communications, Fashion Product Development, Finance, Human Resources Management, International Business, Investments, Legal Issues, Management, Marketing Communications, Marketing Management, Marketing Research and Operations Management.

The Hospitality College offers 13.5 quarter credit hour concentrations in Adventure, Sport and Nature Based Tourism; Casino & Gaming Operations; Food & Beverage Management; Resort Management; Sales, Meeting & Event Management; and Travel Agent.

The John Hazen White School of Arts & Sciences offers 13.5 quarter credit hour concentrations in Applied Mathematics, Arts, Biological Science, Career Writing, Environmental Science, Global Perspectives, History, Leadership Studies, Literature, Physical Science, Political Science, Psychology and Sociology. These concentrations allow students to pursue in depth areas of general studies in which they have special interest or aptitude.

The School of Technology offers concentrations in Computerized Drafting, Database Management and Desktop Publishing.

NOTE: Particular majors which are not eligible for specific concentrations are listed in the "notes" section following each concentration's requirements.

Successful completion of a concentration is recorded on the student's transcript upon graduation.

## Academic Honor Societies

**Alpha Beta Kappa** is a national honor society which recognizes superior student academic achievement, character and leadership. The society may also elect a limited number of faculty, staff and alumni as honorary members.

## Academic Functions

**Orientation** for all new Adult & Continuing Education students is held each term before the start of classes. Activities include registration, academic orientation, distribution of photo identification cards and parking permits, and meetings with administration. Orientation also includes placement testing.

**Commencement** is held at the end of each academic year. At these exercises, degree candidates are recognized. Participation in commencement exercises does not imply that graduation requirements have been met.

## Awards

The **Johnsonian Spirit Award** is presented to one culinary arts and one baking & pastry arts continuing education student who demonstrates a genuine spirit of helping others with enthusiasm, within and outside of the classroom.

Outstanding Johnson & Wales University students are nominated to the national publications of **"Who's Who Among Students in American Junior Colleges"** and **"Who's Who Among Students in American Universities and Colleges"** on the basis of academic achievement and leadership in extracurricular university and community activities.





## STUDENT SERVICES

### The Center for Academic Support

The Center for Academic Support offers a variety of services to assist each student in preparation for graduation and career placement. The center's goals are to support students in their efforts to develop and maximize their talents, empower them to direct their own learning, and lead them to pathways of success. With emphasis on success, graduates acquire lifelong behaviors and attitudes which are recognized by employers.

#### Services Offered

- The Learning Center — individual, group, peer and professional tutoring
- Coordinated study groups in residence halls
- Supplemental instruction
- Workshops in stress management, time management, test-taking strategies and other learning strategies
- Accommodations for special needs students with appropriate documentation as described below.

The Center for Academic Support complements students' academic and technical training by sharpening their ability to position themselves in today's competitive marketplace. This is accomplished with programs centered around personal and career success.

#### Learning Centers

The Learning Center in the John Hazen White Center on the Downcity Campus offers students academic assistance in business, hospitality, technology and arts & sciences courses. Writing assistance is also provided, including tutoring for all types of written projects, study skills remediation, and help in researching and designing papers. Tutoring in all first-year courses and most upper-level courses is available.

The Learning Center in The Friedman Center on the Harborside Campus offers students individualized and/or small group tutoring in culinary and pastry laboratory and academic classes, as well as in study skills. Writing laboratories for undergraduate and graduate students are available, including tutoring for all types of written projects, study skills remediation, and help in researching and designing papers.

Contact the Learning Center for more information:  
Downcity 401-598-1485  
Harborside 401-598-1703

#### Tutorial Assistance

The university provides tutorial assistance through the Center for Academic Support. Students are urged to take the initiative in seeking out-of-class help during faculty office hours as well as in the Learning Center.

In addition, peer and professional tutoring is available in math, accounting, writing skills, most major courses and study strategies. Tutors, directed by a learning skills professional, provide individual and/or group sessions as student needs and resources dictate.

#### Special Needs/Disabled Students

JWU is dedicated to providing reasonable accommodations to allow learning disabled, physically disabled and other challenged students to succeed in academic pursuits. While maintaining the highest academic integrity, the university strives to balance scholarship with support services which will assist special needs students in functioning in the university's academic environment.

Because some programs of study at the university have technical standards and requirements, applicants and students with special needs or disabilities should contact the director of the Center for Academic Support at 401-598-4689 to discuss the availability of reasonable accommodations or to obtain documentation guidelines, when appropriate. For more information on technical standards, see Page 49. Available reasonable accommodations for special needs students with appropriate documentation include, but are not limited to

Decelerated Course Load  
Preferential Scheduling  
Individualized Exams  
Note-taking Assistance  
Tape Recorders Allowed in Class  
Digital Texts  
Classroom Relocation  
Housing Accommodations  
Medically Excused Absences  
Support Groups  
Scribes  
Assistive Technology

For further information regarding available reasonable accommodations and the accommodations procedure, please see the Academic Support section of the Providence Campus website at [www.jwu.edu](http://www.jwu.edu) or call the Center for Academic Support at 401-598-4689.

### Adult & Continuing Education Orientation

Johnson & Wales University's orientation program is designed to help students become acquainted with college life and to facilitate a successful first-year experience. Students are introduced to many university administrators, faculty, staff and student leaders who provide valuable information on academic studies, student life and university policies. Information about orientation is mailed to all incoming first-year students.

### Computer and Technology Use

All students are required to comply with the university's Computer and Technology Use Policy, which is accessible at [www.jwu.edu/legal](http://www.jwu.edu/legal).

The university's Computer and Technology Use Policy prohibits students from uploading, downloading, posting, publishing, transmitting, retaining, reproducing, sharing or distributing in any way information, software, movies, music, books, articles or any other material which is protected by copyright or other proprietary right, without obtaining permission of the owner. Violation of this policy may result in the termination of a student's access to the Internet via the university's Internet system and student conduct review actions up to and including dismissal from the university.

In addition, students should be aware that unauthorized distribution of copyrighted material (e.g., songs, music and other materials), such as through peer-to-peer networks, may constitute copyright infringement and subject students to civil and criminal penalties. Copyright infringers could face statutory damages ranging from \$200 to \$150,000 for each work that is infringed as well as potential criminal penalties, including imprisonment in serious cases. Please refer to the Computer and Technology Use Policy for a further description of prohibited activities regarding use of university technology resources.

## English Language Institute

Located in the John Hazen White School of Arts & Sciences, the English Language Institute provides international students with an opportunity to learn English as a Second Language and earn academic credit.

The English Language Institute offers intensive English instruction and weekly enhancement activities for students preparing for admission to undergraduate and graduate degree programs. Instruction is also offered to those students who wish solely to improve their English language skills. For more information, call International Admissions at 598-1074.

## Experiential Education & Career Services

Experiential Education & Career Services offers a variety of work programs and career services to assist students in building career skills to obtain employment and independently navigate their careers.

Career services components include

- a career capstone course for juniors and seniors that prepares them to navigate the job search process.
- career workshops that allow students to select specific skill-building topics.
- networking opportunities with industry professionals through on-campus recruiting events.
- career coaching resources providing personalized mentoring on a variety of career-related topics.
- work experience programs designed to provide practical experience in a student's chosen field of study while they earn academic credit.
- an online job posting system ([jwu.experience.com](http://jwu.experience.com)) that students can use to search for jobs.

Hundreds of employers, representing the business, hospitality culinary and technology fields, visit campus each year to participate in recruiting events and serve as guest lecturers and classroom speakers. These activities provide students with a real-world view of industry as well as opportunities to connect with industry professionals and career options.

### *Work Experience/Internship Programs*

Opportunities are available in the College of Business, The Hospitality College, the College of Culinary Arts and the School of Technology. Internship is designed to provide eligible students with practical work experience in their chosen field of study while they earn academic credit for the experience.

## Health Services

JWU maintains two Health Services offices where health care is provided to students — one for the Downcity Campus at Wales Hall and one for the Harborside Campus at the Harborside Delaney Complex of the Recreation Center.

JWU's nurses provide limited health care services and maintain student medical records. In addition, they may refer students to a physician who is on campus four mornings per week.

JWU's health services are available to commuting students as well as to residents.

### *Medical Records*

Prior to the first term of enrollment, the university requires all new, full-time (registered for 12 credits or more in any term) undergraduate students — residents and commuters alike — to submit proof of a complete physical exam within the past year, including documented proof of two doses of the MMR vaccine, a tetanus-diphtheria booster within the past 10 years, a negative tuberculosis test or chest X-ray within the last six months, three doses of hepatitis B vaccine, and completion of the chicken pox vaccine series or proof of physician-diagnosed disease. Immunizations that are strongly recommended but not required include hepatitis A and meningitis.

For more information about Health Services, consult the Providence Campus Student Handbook.

## Intercultural Center

The Intercultural Center (ICC) was founded in 1993 to encourage efforts to respect, support and educate people of diverse backgrounds. The center exists as an integral part of campus life. Consistent with the mission of the university, its primary focus is to prepare all members of the university's diverse student body to live and work in a world characterized by increasing diversity of every kind.

The ICC is a safe and welcoming environment where all members of the campus community are offered the opportunity to celebrate their cultures and learn about those of others. It strives to bridge cultural gaps and bring together individuals of diverse backgrounds, and works to educate and develop awareness of cultural and personal differences in all people by sponsoring educational programs, events and social activities. This includes developing ongoing relationships with students and student organizations, and promoting programs and services which impact all students and the Johnson & Wales community at large.

The ICC is located in the Xavier Complex, Downcity Campus at 60 Broad Street in the center of the block bordered by 61 Pine Street, Claverick Street, 60 Broad Street and Foster Street. For more information, call 401-598-4776.

## International Center

The International Center, which has two departments (International Student Services and Study Abroad Programs), is located in the Student Services Center on the Downcity Campus. In addition, two international student advisors from the center are located at the Student Academic & Financial Services Office in The Friedman Center at the Harborside Campus.

### *International Student Services*

The main focus of the International Student Services Office is to help international students adhere to USCIS regulations, maintain their student status and access all the benefits permitted by their student visa. However, a variety of other programs and services have been created to assist students from the moment they land at the airport until the day they graduate and beyond. The International Student Services Office offers arrival services, orientation programs and cultural programming for international students and the university community. In addition, information sessions on employment, tax and other cultural adjustment issues are offered regularly at both the Student Services Center and The Friedman Center.

### *Study Abroad Programs*

The Study Abroad Office works with all academic colleges at all campuses to offer a portfolio of study abroad programs to Johnson & Wales students. Program information and applications are available at [www.jwu.edu/studyabroad](http://www.jwu.edu/studyabroad). Providence students can pick up program information at the annual fall Study Abroad Fair or at the International Center. Students attending other campuses can find program information at Student Academic & Financial Services. However, any interested student is encouraged to contact the Study Abroad Office at 401-598-1406 for personal study abroad counseling.

## Parking

In order to park your vehicle on university property, you must have a parking permit. Parking permits are available through the term start/orientation process or you may receive a parking permit from the Campus Safety & Security Office. To receive a parking permit, you must go to Campus Safety & Security and fill out a parking permit application. It is the responsibility of the person applying for the permit to maintain:

- Current university ID
- Valid driver's license
- Proof of minimum liability insurance
- Valid automobile registration

There is no fee charged to Adult & Continuing Education students for this parking permit. Parking is available in designated university parking lots on a first-come, first-served basis, and there is no guarantee of available space. The parking privilege extended to Adult & Continuing Education students does not apply during daytime business hours. Adult & Continuing Education parking is available in university lots after 5 p.m. Monday through Thursday (Friday for make-up classes) and all day Saturday and Sunday. The university is not responsible for any vehicle or its contents while it is parked on university property.

## Personal Counseling

The Student Counseling Center provides a variety of services to students and the university community. These include individual and group counseling, crisis intervention, community referrals,

consultation and psychoeducational programming. An after hours on-call service for psychological emergencies is also available and may be accessed by contacting the Campus Safety and Security Office at 598-1103. Students typically come to the center to discuss problems such as relationship difficulties, family issues, adjustment concerns, depression, anxiety, sexual identity and alcohol/substance abuse issues. These concerns may negatively impact students' quality of life, as well as their ability to succeed academically. The center operates on a short-term treatment model and referrals are made to the community for more long-term or specialized needs.

Services are free and confidential. To schedule an appointment, call 598-1016. The Student Counseling Center has offices on both campuses:

- Downcity Campus – Wales Hall
- Harborside Campus – second floor of The Friedman Center

## Safety & Security

The university's Safety & Security Office is responsible for the enforcement of school policies, security on campus, and providing public safety service for the university's students, faculty and staff. Students are encouraged to take advantage of the services and programs listed on our website at [www.jwu.edu/providence/safety](http://www.jwu.edu/providence/safety).

Safety & Security officers patrol the campus at all times and utilize an integrated electronic access control and digital camera system. Emergency blue-light telephones are strategically located throughout the campus and directly connect callers to the Safety & Security dispatcher on duty. Safety & Security also has the ability to issue timely alerts to the campus community if necessary via an emergency notification mass-messaging system.

The Safety & Security Operations Center is open 24 hours a day, 365 days a year. Students who need help or have questions should call ext. 1103 from a university phone or 401-598-1103 from a non-university phone. Hearing impaired students may call ext. 2140 from a university phone or 401-598-2140 from a non-university phone.

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Johnson & Wales University publishes an Annual Security Report, which discloses information about campus security, and statistics concerning reported crimes that occurred on campus, on university-controlled property, and on public property immediately adjacent to campus. A copy of the report may be obtained from the Admissions Office or Campus Safety & Security Office. You may also visit [www.jwu.edu/providence/safety](http://www.jwu.edu/providence/safety) to view a copy of the most recent Annual Security Report.

The university maintains a log of all fires that occur in on-campus housing. In addition, in compliance with the Higher Education Opportunity Act of 2008, the university will publish annually a fire safety report which will disclose information about the campus fire safety policies and procedures and fire statistics for each residence hall. Once published, copies of the annual fire safety report may be obtained from the Campus Safety & Security Office or by visiting [www.jwu.edu/providence/safety](http://www.jwu.edu/providence/safety).



## STUDENT ACTIVITIES

The Office of Student Activities has two locations: in the Citizens Bank Center for Student Involvement for the Downcity Campus and in the Harborside Recreation Center at the Harborside Campus. Some of the programs and services include

- student clubs and organizations
- sororities and fraternities
- concerts
- comedians
- leadership retreats
- Halloween, Winter and Spring Week events
- Spiritual Life
- lounge area with television and vending machines
- Family Weekend
- Emerging Leader series
- Cultural events

### Recreational Programs

JWU offers a variety of recreational and intramural sports programs. The intramural sports division, which grows in response to student interest, currently includes softball, indoor soccer, basketball, deck hockey, badminton, table tennis, roller hockey, flag football, lacrosse, volleyball and outdoor track.

In addition, there are a number of tournaments and activities, including daily aerobics classes; bowling; introduction to the martial arts; 5-on-5 basketball; billiards tournaments; 3-on-3 basketball; badminton; ballroom, swing and latin dance classes; laser tag and more. Students are encouraged to bring their new ideas and interests to the Recreation Department, located in the Harborside Recreation Center.

### Fitness Programs and Facilities

JWU's two fitness facilities provide an outstanding environment for students to improve their health and well-being. The Downcity Fitness Center in Wales Hall on the Downcity Campus and the Harborside Recreation Center on the Harborside Campus feature fitness professionals dedicated to providing education as well as assistance to help students achieve their fitness goals.

In addition to free individual fitness assessments and a customized workout, the fitness centers contain a full cardio-theater, Nautilus circuit, and a wide variety of free weights and free-weight stations. Both centers are free to students with proper ID.

### Athletic Facilities

#### *Harborside Recreation Center*

Located at the Harborside Campus, the center houses three full-size wood basketball and volleyball courts which showcase a wide variety of intramural and recreational programs, and hosts JWU's NCAA Division III wrestling, men's and women's basketball and volleyball teams. The center also boasts a state-of-the-art fitness center, an aerobics/dance studio, a multi-purpose sport court, and locker room facilities open for use by the entire university community with proper ID.



# UNIVERSITY DIRECTORY

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**Richard Miscovich**, M.B.A., associate instructor; B.A., Michigan  
State University; M.B.A., Johnson & Wales University

**Francis Mullaney**, A.O.S., instructor;  
A.O.S., Culinary Institute of America

**Raymond Olobri**, B.S., instructor; B.S., Roger Williams University

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professor; A.O.S., Culinary Institute of America;  
A.S., Jamestown Community College;  
B.S., M.S., Johnson & Wales University

**Neath Pal**, instructor; Grand Diplome, La Varenne École de Cuisine

**Robert Pekar**, M.A.T., associate professor; A.O.S., Culinary  
Institute of America; A.S., Manchester Community College;  
B.S., M.A.T., Johnson & Wales University

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B.A., New England Culinary Institute

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A.O.S., B.S., Johnson & Wales University

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associate professor; A.A., Massachusetts Bay Community  
College; B.A., North Adams State College;  
M.A.T., Johnson & Wales University

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A.S., B.S., Johnson & Wales University

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culinary labs; B.S., M.B.A., Johnson & Wales University

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B.S., M.A.T., Johnson & Wales University

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A.S., B.S., M.A.T., Johnson & Wales University

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A.S., B.S., M.Ed., Johnson & Wales University

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B.S., University of Maine; M.A., Johnson & Wales University

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A.O.S., Culinary Institute of America;  
B.S., M.A., Johnson & Wales University

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University; M.S., State University of New York — Stony Brook

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B.S., Johnson & Wales University

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A.S., B.S., Johnson & Wales University

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A.S., Johnson & Wales University; B.A., Michigan State University;  
M.Ed., Providence College; Ph.D., Salve Regina University

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B.S., East Stroudsburg University;  
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A.O.S., B.S., M.Ed., Johnson & Wales University

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A.O.S., Johnson & Wales University; B.A., Michigan State University; M.A., Empire State College

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A.S., The Culinary Institute of America; B.S., United States International University; M.A., New York University

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A.S., B.S., M.B.A., Johnson & Wales University

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B.A., Harvard University; M.B.A., University of Rhode Island

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A.O.S., Johnson & Wales University; B.S., University of New Hampshire; M.S., University of Massachusetts

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B.S., M.S., Cornell University

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B.S., Sheffield College, England; M.B.A., University of Scranton; Ph.D., Salve Regina University

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A.S., B.S., M.B.A., Johnson & Wales University

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A.S., B.S., M.S., Johnson & Wales University

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B.S., M.S., University of Nevada, Las Vegas

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B.A., M.Ed., Rhode Island College

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B.S., Bryant College; M.B.A., Johnson & Wales University

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A.S., B.S., M.S., Johnson & Wales University

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B.S., Rhode Island College; M.B.A., Bryant College;  
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M.S., Providence College; Microsoft Certified Application Developer

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A.A.S., Erie Community College; B.S., Buffalo State College;  
M.P.A., University of Rhode Island

**Vidyasagar Sivalingam**, M.S., instructor;  
B.S., PSG College of Technology; M.S., Northeastern University;  
M.S., University of New Haven

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B.S., M.Ed., Rhode Island College

**Charles Miller**, M.A., associate professor; A.A.S., Community College of the Air Force; B.S., M.A., Johnson & Wales University

**Sol Neeman**, Ph.D., professor; B.S., Israel Institute of Technology;  
M.S., Rhode Island College; M.S., Johnson & Wales University;  
Ph.D., University of Rhode Island

**Kathryn Parchesco**, M.S., department chair;  
B.A., Marquette University; M.S., Johnson & Wales University

**David Sanzaro**, M.Ed., assistant professor;  
B.S., M.Ed., Rhode Island College

**Wai Yung**, M.S., instructor; B.S., M.S., University of Rhode Island

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B.S., M.S.E.T., Johnson & Wales University

**Deborah Canning**, M.S., instructor; B.S., Syracuse University;  
M.S., California State University

**Gerianne Chapman**, M.B.A., associate professor;  
A.S., B.S., Johnson & Wales University; B.A., George Washington University; M.B.A., University of Rhode Island

**Elaine Day**, M.A.T., associate professor;  
A.S., B.S., M.A.T., Johnson & Wales University

**Lisa Nademlynsky**, M.B.A., department chair; A.S., B.S., Johnson & Wales University; M.B.A., Providence College

**Diane Santurri**, M.Ed., instructor; B.S., Bryant University;  
M.Ed., Johnson & Wales University

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M.S., Bryant College

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A.S., Community College of Rhode Island;  
B.S., Rhode Island College; M.S., Johnson & Wales University

**Dean Chaffe**, M.S., instructor; M.S., University of Lowell;  
M.S., Worcester Polytechnic Institute

**George Duval**, M.S.E.E., instructor; A.S.E.E., Southern Maine Technical College; B.S.E.E., Johnson & Wales University;  
M.S.E.E., Worcester Polytechnic Institute

**Chris Forcino**, MS, instructor; B.S. University of Rhode Island;  
M.S., Johnson & Wales University

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A.S., B.S., M.B.A., Johnson & Wales University

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A.S., New England Institute of Technology; B.A., M.A., Rhode Island College; M.F.A., Boston University

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**Karen Labonte**, B.S., instructor;  
A.S., B.S., Johnson & Wales University

**David Langevin**, M.S., instructor; B.S., University of Rhode Island;  
M.S., Boston University

**Donna LaPorte**, M.B.A., instructor;  
A.S., B.S., M.B.A., Johnson & Wales University

**Kevin McKenna**, M.B.A., instructor; B.A., Providence College;  
M.B.A., Providence College

**Anthony Moreira Jr.**, B.F.A., instructor; B.F.A., Salem State College

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M.Ed., Rhode Island College

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M.S., University of Rhode Island; M.S., University of Auckland

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A.S., B.A., Rhode Island School of Design

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B.S.C.E.E., M.B.A., University of Rhode Island

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M.A., State University of New York — Albany

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B.S., M.Ed., Indiana University of Pennsylvania

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M.A.T., Providence College

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M.A., Rhode Island College; M.S., Ph.D., Brown University

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B.A., M.A., Rhode Island College

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B.A., Syracuse University; M.S., Salve Regina University

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B.S., M.S., University of Rhode Island

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B.S., University of Rhode Island; M.A., Wesleyan University

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B.S., Emory University; M.S., Ph.D., University of Rhode Island

**Mark Hengen**, M.S.F., associate professor;  
B.S., Michigan State University; M.S.F., Yale University

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B.S., University of Connecticut; M.S., University of Hartford;  
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**Matthew H. McConeghy**, Ph.D., professor; B.A., Duke University;  
M.S., University of Arizona; Ph.D., University of Connecticut

**Pat Overdeep**, M.A., associate professor;  
B.S., University of Rhode Island; M.A., Rhode Island College

**Wendy Peiffer**, Ph.D., assistant professor;  
B.A., Cornell University; Ph.D., Michigan State University

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B.A., M.S., University of Rhode Island

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of Rhode Island; Ph.D., State University of New York — Buffalo

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A.S., B.S., M.S., Johnson & Wales University;  
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(mathematics)

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U.S.S.R.; Ph.D., Institute of Linguistics of the Academy of  
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**Ralph Jasparro**, Ph.D., associate professor; B.A., M.A., Providence College; C.A.G.S., University of Connecticut; Ph.D., Clayton University

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**Audra McPhillips**, B.S.; B.S., Rhode Island College  
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**Mary Murray**, M.E.; B.A., University of Rhode Island; M.E., Rhode Island College  
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**Karen Swoboda**, M.A.; B.A., M.A., University of Rhode Island  
**Gail Van Gorden**, M.Ed., S/L.P.; B.S., Nazareth College; M.Ed., Providence College  
**Kimberly White**, M.Ed.; B.S., M.A., M.Ed., Lesley University

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**Jeannine R. Beauvais**, B.S., Learning Center supervisor; B.S., Johnson & Wales University  
**Florence Eaton**, M.A.T., professional tutor; A.B., Bryn Mawr College; M.A.T., Brown University  
**Hinda Levin-Kreiger**, M.S., special needs advisor; B.A., University of California at San Diego; M.S., University of Rhode Island  
**Mary Magers**, M.S.Ed., M.A., special needs advisor; B.A., Washburn University; M.S.Ed., Kansas University; M.A., University of Missouri at Kansas City  
**Bette Nee**, M.Ed., special needs advisor; B.S., Bridgewater State College; M.Ed., Cambridge College  
**Phyllis Parente**, M.A., special needs advisor; B.S., M.A., Rhode Island College  
**Meryl Precourt**, M.S., special needs advisor; B.S., Boston University; M.S., Lesley College

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**Lisa Pelosi**, M.A., director of communications and media relations, Providence Campus  
**Miriam S. Weinstein**, M.B.A., manager of communications and media relations, Providence Campus  
**Madeline Parmenter**, B.A., communications and media relations specialist, Providence Campus  
**Sandra Hanson**, B.S., communications and media relations associate, Providence Campus  
**Rebecca Reifel**, B.S., communications and media relations associate, Providence Campus

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**Rosita Hopper**, M.L.S., dean of university libraries; B.F.A., University of Illinois; M.L.S., Simmons College

### LIBRARIANS

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**Frederick Brown**, M.L.S., reference management librarian, Harborside; B.S., M.A.T., Johnson & Wales University; M.L.S., University of Rhode Island  
**Erika Frank**, M.L.S., reference librarian; B.A., Granite State College; M.L.S., University of Pittsburgh  
**Barbara Janson**, M.L.S., chief librarian, Harborside; B.A., University of Massachusetts — Dartmouth; B.S., Johnson & Wales University; M.L.S., University of Rhode Island  
**Richard Keogh**, M.L.S., head reference librarian; B.A., Tufts University; M.A., M.L.S., University of Rhode Island  
**Hilary Kraus**, M.L.S., reference management librarian; B.S., Northwestern University; M.L.S., University of Michigan  
**Ariela McCaffrey**, M.L.S., reference and instruction librarian; B.A., Rhode Island College; M.L.S., University of Rhode Island  
**Elizabeth Anne Nelson**, M.L.S., cataloging & interlibrary loan librarian; B.A., Rhode Island College; M.L.S., University of Rhode Island  
**Talia Resendes**, M.L.S., digital services librarian; B.B.A. with M.I.S., Loyola College; P.G. Dip., Auckland University; M.L.S., University of Rhode Island  
**Sue Reynolds**, M.L.S., electronic resource librarian; B.A., University of Rhode Island; M.S., University of Bridgeport; M.L.S., Southern Connecticut State University

## DEAN EMERITA

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\* This is only a partial listing



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Rep \_\_\_\_\_

Date \_\_\_\_\_

**Johnson & Wales University**  
Adult & Continuing Education  
8 Abbott Park Place  
Providence, RI 02903  
1-800-342-5598 or 401-598-2300  
FAX: 401-598-2948

To help offset the expense associated with college applications, the university's policy allows students to apply to Johnson & Wales at no cost.

Applications may be accepted from high school graduates, seniors anticipating graduation and students transferring from other colleges with satisfactory grades. An application for admission is complete when the university receives 1) the completed application form and 2) all applicable high school and college transcripts.

Prior to enrollment, each Culinary Arts, Baking & Pastry Arts and Restaurant, Food & Beverage Management applicant must have a physical examination by his or her own physician. The university provides the medical form.

**PERSONAL INFORMATION** (Please Print or Type)

Social Security Number				Date of Birth				Month			Day		Year		Sex	Male	Female								
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>								
Last Name												First Name												Initial	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Permanent Mailing Address																									
City												State						Zip (include "plus four" digits)							
Phone (include area code)												Day (    )												Evening (    )	
E-mail Address																									

Are you eligible for Veterans Benefits? ☐ Yes ☐ No      Are you a citizen of the United States? ☐ Yes ☐ No

Are you a resident alien? ☐ Yes ☐ No      Resident Alien Number \_\_\_\_\_

Are you intending to file for financial aid through the Free Application for Federal Student Aid (FAFSA)? ☐ Yes ☐ No

Do you have company reimbursement? ☐ Yes ☐ No      Have you previously attended JWU? ☐ Yes ☐ No

**Entrance Date:** I am applying for admission for the term beginning: ☐ Sept. ☐ Dec. ☐ March ☐ Summer\* Year \_\_\_\_\_

*\*Summer term not available for Culinary Arts applicants.*

Select the major code(s) listed below for your choice of program(s) and record the code(s) in the appropriate box(es) below. Bachelor's degree applicants must also indicate the associate degree program choice for their first two years of study, unless selecting Management (accelerated degree).

## Associate Degree Programs

Baking & Pastry Arts	N_BAPA
Computerized Drafting	N_CMDA
Computing Technology Services	N_CMTA
Culinary Arts	N_CULA

## Certificate Programs

Beverage	N_BEVC
Computer-Aided Drafting	N_CADC
Criminal Justice	N_CJSC
Finance	N_FNCC
Human Resource Management	N_HRMC
Management	N_MGTC
Operations Management	N_OPMC
Travel Agent	N_TRAC

## Diploma Programs

Baking & Pastry Arts	N_BAPD
Culinary Arts	N_CULD

## Bachelor's Degree Programs

Accounting	N_ACCT
Baking & Pastry Arts and Food Service Management	N_BKFM
Criminal Justice	N_CJST
Culinary Arts and Food Service Management	N_CAFM
Finance	N_FNCE
Hotel & Lodging Management	N_HTLM
Information Science	N_INFB
Management	N_MGMT
Management (accelerated degree)	N_AMGMT
Marketing	N_MRKT
Restaurant, Food & Beverage Management	N_RFBV
Travel-Tourism & Hospitality Management	N_TRVL

### Non-Degree Programs

Business Administration N\_BADM  
(one-year program; tracks into College of Business  
bachelor's degree)

**Associate Degree**

--	--	--	--	--

**Bachelor's Degree**

--	--	--	--	--

**Certificate Program**

--	--	--	--	--

**Diploma Program**

--	--	--	--	--

### EDUCATIONAL INTEREST

I am applying for: ☐ Evening Division ☐ Culinary Arts Weekend Division ☐ Other

**HOW DID YOU LEARN ABOUT JOHNSON & WALES UNIVERSITY?** (Please check one)

☐ University Letter      ☐ University Representative      ☐ Convention      ☐ Employer ☐ Teacher

☐ JWU Student or Graduate      ☐ Newspaper      ☐ Radio      ☐ Web      ☐ Other

Have you ever been convicted of a felony or had a felony-type charge sustained against you in a juvenile proceeding?

☐ Yes   ☐ No

**EDUCATIONAL AND RECORD BACKGROUND**

Name of High School/GED Center		Year of graduation	
Address	City	State	Zip
Name at time of graduation			

**TRANSFER CREDIT INFORMATION** List most recent schools or colleges attended since high school.

Name of Institution	Attendance Dates	Mo.	Yr.	to	Mo.	Yr.
Address	City		State		Zip	
Program	Degree received					
Name of Institution	Attendance Dates	Mo.	Yr.	to	Mo.	Yr.
Address	City		State		Zip	
Program	Degree received					
Name of Institution	Attendance Dates	Mo.	Yr.	to	Mo.	Yr.
Address	City		State		Zip	
Program	Degree received					

**EMPLOYER**

Company Name			
Address	City	State	Zip
Phone Number (      )			
Position			

**DEGREE AND DIPLOMA PROGRAM APPLICANTS MUST DO THE FOLLOWING:**

1. Request that an official copy of your high school transcript and/or college transcript be mailed to the Adult & Continuing Education Admissions Office, or
2. Present an official copy of Verification of High School Equivalency Diploma.

*Note: Document must be received prior to completion of first term. For your convenience, we have enclosed transcript request forms.*

**CONDITIONS OF ENROLLMENT:**

1. All invoices are payable prior to the beginning of classes. VISA, MasterCard and American Express credit cards are honored.
2. Johnson & Wales University has a tuition refund policy. Please refer to the most recent Johnson & Wales Adult & Continuing Education Catalog.
3. Credit for any completed course is not given until all financial obligations have been cleared.
4. Johnson & Wales University reserves the right to modify its curriculum, tuition rates, program, rules and regulations.
5. The university reserves the right to schedule subjects within the curriculum in the order deemed necessary.
6. The university reserves the right to cancel any course or program announced due to insufficient enrollment.

By submitting this application, I certify to Johnson & Wales University that all information in this application and in my supporting documentation is true, correct, and complete (including the listing of all other colleges or postsecondary institutions attended by me). Johnson & Wales University does not retain all application material submitted by the applicant. I hereby authorize the university to obtain my official high school or secondary school transcript and all college or postsecondary transcripts from the schools and institutions that I have attended. I give permission to the university to contact and share information with issuing institutions or other appropriate third parties for the purpose of verifying any documentation or information I have provided. Any acceptance to the university is conditioned upon the university's right to revoke such acceptance or subsequent enrollment if I provide false or incomplete information or if the university learns of any past or present misconduct by me that would affect my ability to represent and uphold the high standards of the university. Any enrollment at Johnson & Wales University is conditioned upon my satisfaction of all financial obligations incurred by me and my compliance with and upholding of all university policies, rules and regulations. I authorize the university to use my name, image and/or voice (and recordings in which they appear) in any manner or media for university purposes, including, but not limited to, marketing and publicity purposes.

Applicant's Signature	Date
Parent/Guardian's Signature (If applicant is under 18)	Date

*Johnson & Wales University does not discriminate unlawfully on the basis of race, religion, color, national origin, age, sex, sexual orientation, gender identity or expression, genetic information, or disability in admission to, access to, treatment of, or employment in its programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: University Compliance Officer, Johnson & Wales University, One Cookson Place, 6th Floor, Providence, RI 02903, 401-598-1423. Inquiries concerning the application of nondiscrimination policies may also be referred to the Office for Civil Rights, U.S. Department of Education, Customer Service Team, 400 Maryland Avenue SW, Washington, DC 20202-1100, 800-421-3481. Johnson & Wales University publishes an Annual Security Report which discloses information about campus security and statistics concerning reported crimes that occurred on campus, on university-controlled property, and on public property immediately adjacent to campus, and commencing in October 2010, the university will publish an Annual Fire Safety Report which will disclose information about fire safety policies, statistics and procedures. Copies of the reports may be obtained from the Admissions Office or by searching keywords "annual security report" at [www.jwu.edu](http://www.jwu.edu). Completion and graduation rate data for specific cohorts of first-time, full-time undergraduate students is available. Contact the Student Academic & Financial Services Office for assistance with obtaining this information.*



## request for high school transcript release form

Please forward an **official copy** of my high school transcript or G.E.D. transcript to:

**Johnson & Wales University**  
Adult & Continuing Education Admissions  
8 Abbott Park Place  
Providence, RI 02903

*Please Print*

Name *(while in high school)*

Name *(if different from above)*

Current Address

City

State

Zip

Phone (     )

Date of Birth

Social Security Number

High School

City

State

Zip

Program of Study

Year of Graduation

**Thank you for your prompt attention to this request.**

Signature

Date

*Please enclose in a stamped envelope and send to your high school. Photocopy this document if additional copies are needed.*



## request for college transcript release form

Please forward an **official copy** of my college transcript to:

**Johnson & Wales University**  
Adult & Continuing Education Admissions  
8 Abbott Park Place  
Providence, RI 02903

*Please Print*

Name *(while in school)*

Name *(if different from above)*

Current Address

City

State

Zip

Phone (     )

Date of Birth

Social Security Number

College/University

City

State

Zip

Program of Study

Year of Graduation *(if applicable)*

**Thank you for your prompt attention to this request.**

Signature

Date

*Please enclose in a stamped envelope and send to any college previously attended. Photocopy this document if additional copies are needed.*



- Aug. 27** Doctoral semester begins  
**7** Fall term classes begin  
**10** Make-up classes held for:  
-Monday CE + Grad. classes  
-Day culinary & baking labs

SEPTEMBER '10						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 8-9** No classes; Family Weekend  
-Family Weekend is Oct 8-10  
**11** No classes; Columbus Day  
**12** Monday class schedule  
**15** Make-up classes held for:  
-Tuesday CE + Grad. classes  
-Day culinary & baking labs

OCTOBER '10						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 5** Winter term payment deadline  
**12** Make-up classes held for:  
-Day culinary & baking labs  
**15-20** Fall term final week  
**15-16** Reading days (no classes)  
for M/W + T/Th day classes  
**17-18** Final exams for M/W + T/Th  
day classes  
**18** Culinary & baking labs end  
**22-27** Thanksgiving & term break  
**28** Fall term CE culinary &  
baking labs end  
**30** Winter term classes begin

NOVEMBER '10						
S	M	T	W	Th	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**Career Fairs & Panels:**  
Contact *Experiential Education & Career Services* for information about on-campus recruiting, career fairs and events, scheduled throughout the year.

- 3** Make-up classes held for:  
-Monday CE + Grad. classes  
-Day culinary & baking labs  
**11** Doctoral semester ends  
**17** Holiday break begins (no  
classes); note: residence halls  
close Dec. 17 at noon & re-open  
Jan. 2 at noon

DECEMBER '10						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 1** Holiday break ends  
- CE culinary & baking labs  
resume on the 2nd; all other  
classes resume on the 3rd  
**7** Doctoral semester begins  
**17** No classes; M.L. King Jr. Day  
**18** Monday class schedule  
**21** Make-up classes held for:  
-Tuesday CE + Grad. classes  
-Day culinary & baking labs

JANUARY '11						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 3** Spring Career Expo  
**4** Spring term payment deadline  
**18** Make-up classes held for:  
-Day culinary & baking labs  
**21-26** Winter term final week  
**21-22** Reading days (no classes)  
for M/W + T/Th day classes  
**23-24** Final exams for M/W + T/Th  
day classes  
**24** Culinary & baking labs end

FEBRUARY '11						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH '11						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 1** Priority financial aid deadline to  
submit FAFSA (school code  
003404) for the 2011-2012 year  
**2/28-5** Term break  
**6** Winter term CE culinary &  
baking labs end  
**8** Spring term classes begin  
**11** Make-up classes held for:  
-Monday CE + Graduate classes  
-Day culinary & baking labs

APRIL '11						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 15** Make-up classes held for:  
-Thursday Grad. classes  
**22** No classes; Good Friday  
**24** No classes; Easter  
**May 6** Summer term payment deadline  
(note: summer term is optional)

MAY '11						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**Commencement ceremonies:**  
May 19 = graduate + post-graduate  
May 20 = Student Awards Day  
May 21 = undergraduate

- 12** Reading day (no classes)  
for T/Th day classes  
**12** Thursday Grad. classes end  
**13** Make-up classes held for:  
-Day culinary & baking labs  
**14** Saturday classes end  
Doctoral semester ends  
**16** Reading day (no classes)  
for M/W day classes  
**16-19** Spring term final week  
**17-18** Final exams for T/Th + M/W  
day classes  
**19** Classes end for culinary &  
baking labs + for Friday classes  
Residence halls close at noon  
**20** No classes; Memorial Day Wknd  
**29**

JUNE '11						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 3** Doctoral semester begins  
**6** Summer term classes begin  
Session I classes begin  
**12** Spring term CE culinary &  
baking labs end  
**20** Advanced Standing program  
begins  
**30** Session I classes end

JULY '11						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 4** No classes; Independence Day  
**5** Session II classes begin  
**8** Make-up classes held for:  
-Session II classes  
**8** Fall '11 term payment deadline  
(for new students only)  
**28** Session II classes end

AUGUST '11						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 5** Fall '11 term payment deadline  
(for returning students only)  
**12** Doctoral semester ends  
**13** CE + Graduate classes end  
**20** Summer internships end  
**26** Summer term ends  
Advanced Standing ends  
Doctoral semester begins



JOHNSON & WALES  
UNIVERSITY

Adult & Continuing Education  
Admissions

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[www.jwu.edu/providence/ce](http://www.jwu.edu/providence/ce)  
E-mail: [ce@admissions.jwu.edu](mailto:ce@admissions.jwu.edu)

