

# Campolo College of Graduate and Professional Studies

## 2015 Associate's and Bachelor's Degree Programs

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#### EASTERN UNIVERSITY IS AN EQUAL OPPORTUNITY INSTITUTION

Eastern is committed to providing Equal Educational and Employment Opportunities to all qualified persons regardless of their economic or social status and does not discriminate in any of its policies, programs, or activities on the basis of sex, age, race, handicap, marital or parental status, color, or national or ethnic origin.

#### REGULATION CHANGE

Eastern reserves the right to change its regulations, courses of study, and schedule of fees without previous notice.



An Innovative Christian University with Undergraduate, Graduate,  
Professional, Urban, Seminary and International Programs

# MISSION STATEMENT

## MISSION

Eastern University is a Christian university dedicated to the preparation of undergraduate, theological and graduate students for thoughtful and productive lives of Christian faith, leadership and service. The mission is confirmed and celebrated when graduates believe their way into knowledgeable action that influences their world in substantive ways.

## VISION

Eastern University is dedicated to ideas, inquiry, and the development of people of faith who will enhance the quality of society and the church. Toward that end, Eastern will continue to expand its formative role in the world as a university in which knowledge and wisdom are imbued, Christlike engagement is inspired, and stewardship is modeled.

## THE GOALS OF THE UNIVERSITY

Eastern University is dedicated to the following foundational commitments:

### *To excellence in scholarship and teaching:*

We maintain a high priority on excellence in teaching within the context of exemplary scholarship and research. Guided by our faith in Jesus Christ, who is “the way, the truth, and the life” (John 14:6), we believe in the unity of God’s truth, whether supernaturally revealed or humanly discovered; we value the search for knowledge and understanding in all areas of life. Thus we desire to foster an environment in which:

- Students develop intellectual curiosity, passion, and agility, valuing the life of the mind and life-long learning;
- Students develop their critical thinking, reflection, analysis, and communication skills;
- Students develop knowledge and competencies in the arts, sciences, and professions;
- Faculty are supported in and recognized for scholarship of discovery, integration, application, and teaching.

### *To the whole gospel for the whole world through whole persons:*

We recognize the Bible, composed of the Old and New Testaments, as inspired of God and as the supreme and final authority in faith and life. We submit ourselves to carrying out our mission under its authority and seek to apply biblical principles to all facets of human aspiration and action, including the centrality of personal transformation. We affirm the importance of calling all persons everywhere to personal faith and faithful discipleship in following Jesus Christ as Savior and Lord, including living out the whole gospel in a needy and lost world. Thus we seek:

- To enable students to develop a Christian worldview, grounded in the Scriptures;
- To enable students to discern the ethical consequences of decisions and actions;
- To foster an environment in which all members of the campus community desire and participate in their own Christian formation;
- To develop a campus community where all give witness to a Christian worldview, through action and voice, motivated to explore faithfulness to Christ through Christ-centered study, work, and living.

### *To justice, reconciliation, and transformation:*

In our commitment to sharing the whole gospel to the whole world, we acknowledge with sorrow the brokenness of the world at personal, national, and international levels. Thus we seek to work for Christian transformation, justice, and reconciliation, in all areas of life as these are grounded in our understanding of Christ’s calling to us. We particularly seek to work with and for the poor, oppressed, and suffering persons as part of our Christian discipleship. Thus we seek:

- To provide educational opportunities and financial aid as best we can for those with few or no financial resources to attend a private Christian university;
- To motivate students to assume responsibility for justice and to show a transformative influence — especially regarding social, political, and economic justice;
- To enable all members of the campus community to participate in opportunities for meaningful service, demonstrating love for God and neighbors and working towards justice.

### *To responsible leadership and stewardship*

We believe that our complex society needs leadership in all institutions that is intelligent, informed, insightful, ethical, strategic, and just. We are dedicated to graduating students whose wisdom, Christian values, and skills enable them to lead and manage such institutions, including those that are the most influential. Similarly, we commit to excellence in the leadership of Eastern and in the stewardship of University resources. Further, we believe that we are to care not only for people throughout the world, but also for creation itself a responsible stewards of the environment and other physical resources. Thus we seek:

- To prepare students to live in an interdependent world, aware of societal and global problems and committed to engage in solving them;
- To engender the wisdom and character necessary for sound Christian leadership;
- To inspire all members of the campus community to care for creation as responsible stewards and to model that care in the use of University facilities and resources.

### *To Christian community:*

Our commitments lead us to work towards shaping a campus community that embodies values of Christian witness, caring and compassion, justice and integrity, competence and affirmation. We wish to treat each member of the campus community with fairness, dignity, and respect, seeking a spirit of unity and harmony as we join together to achieve our common mission. Thus we seek:

- To foster genuine community, where individuals show compassion and friendship towards others in the spirit of Christian love;
- To help students increase in self-awareness and in their sensitivity towards others and others’ needs and situations;
- To foster an environment where diversity is appreciated and reconciliation is practiced;
- To equip all members of the campus community to live well with one another, honoring, supporting, and affirming one another.

# AN INTRODUCTION TO EASTERN

Eastern is a co-educational, comprehensive Christian university of the arts, sciences and professions which seeks to provide an education rooted in a unifying Christian worldview.

The University offers courses leading to seminary and doctoral degrees, as well as the graduate degrees of Master of Arts, Master of Business Administration, Master of Science and Master of Education. Undergraduate degrees granted are Associate of Applied Sciences, Associate of Arts, Bachelor of Arts, Bachelor of Science, Bachelor of Social Work and Bachelor of Science in Nursing.

## HISTORY

Eastern University was founded in 1932 as a department of the Eastern Baptist Theological Seminary, which began in Philadelphia, PA, in 1925. This college division was organized for the purpose of supplementing the professional preparation of ministers. In 1938, the Department of Public Instruction of the Commonwealth of Pennsylvania approved the granting of the A.B. and the Th.B. degrees upon the completion of a six-year course of study. In 1948, a third year was added, making a seven-year course leading to the A.B. and B.D. degrees.

After almost twenty years of growth and progress, the Board of Trustees voted on April 17, 1951, to secure a charter and organize Eastern Baptist College as a separate institution. The Charles S. Walton estate was purchased for the college at St. Davids, PA. The purpose of the college was to prepare students not only for the ministry, but for all walks of life. The curriculum was enlarged, the faculty was strengthened, and a co-educational liberal arts college was opened.

Classes began in September, 1952, and the college received accreditation in 1954.

Early in 1972, the legal name of the school was changed to Eastern College: A Baptist Institution. The purpose of this change was to increase its appeal to all evangelical Christians, though the school retains its relationship to the American Baptist Churches in the USA. Eastern continued to grow in size and complexity, and was granted university status in December, 2001. Eastern University reunited with Eastern Baptist Theological Seminary in 2003. Honoring the legacy of its longest-serving President, Gordon Palmer, Eastern Baptist Theological Seminary was renamed Palmer Theological Seminary on July 1, 2005.

The Campolo College of Graduate and Professional Studies is comprised of iterations of college units established to offer undergraduate, graduate and professional studies to adult students. In 1989 the School of Professional Studies was established to offer degree completion programs to adult students. Eastern's first graduate program, the Master of Business Administration, was launched in January 1982. The Graduate Education Department was granted approval by the Pennsylvania Department of Education in spring 1992 to offer a Master of Education in two major areas: Multicultural Education and School Health Services. Associate's, master's and doctoral degree programs gained approval in the following decades.

Today, Eastern University comprises Palmer Theological Seminary, the College of Arts and Sciences, the Templeton Honors College, the Campolo College of Graduate and Profes-

sional Studies, and Esperanza College. Eastern University enrolls over 4,000 students in domestic and international undergraduate, graduate, professional, and theological programs in a variety of delivery formats.

## PURPOSES AND SPECIFIC OBJECTIVES OF EASTERN UNIVERSITY

Trustees, administration, faculty, and staff have sought to shape Eastern University to reflect the following characteristics. These aspects are captured in the University's mission, goals, and vision statements, and have characterized Eastern throughout its rich history.

*Academic and co-curricular programs at Eastern University are planned and carried out in the hope that all members of the University community will:*

- Appreciate that all truth is from God and that Jesus Christ should be acknowledged as the Lord of the intellect;
- Display knowledge of biblical teachings and their application to life situations;
- Seriously consider the claims of Jesus Christ as Savior and Lord;
- Develop a Christian worldview;
- Be committed to excellence in their academic work and to life-long learning;
- Be determined to apply their knowledge in service to others;
- Be equipped with the communication and problem-solving skills which will enable them to participate creatively in society;
- Be aware of their own worth and potential;
- Increasingly develop self-awareness and sensitivity to the needs and feelings of others;
- Be aware of their historical and aesthetic heritage;
- Have a grasp of the wonder of the created universe;
- Develop an appreciation of diversity among individuals and among cultures;
- Be prepared to live in an interdependent world, aware of global problems and dedicated to bringing God's justice and peace to all individuals and societies;
- Exercise Christian stewardship of their time, possessions and bodies.

*To these ends, the College of Graduate and Professional Studies has sought to:*

Attract persons who are:

- Committed to the achievement of these outcomes,
- Capable of participating fully in the life of the University as a community of Christian learners;

Design an environment which fosters:

- Students' management of intellectual and psychological maturation processes in themselves and others,
- Open-minded inquiry and expression of differences of opinion, stimulating all members of the University community to explore new areas of knowledge and

- patterns of thought,
- A sense of personal integrity and recognition of the rights and responsibilities of each individual,
- The assumption by students of increasing responsibility for their own lives,
- The development of policies and procedures that enable all persons associated with the University to know that they are respected and that their opinions are heard;

Develop resources which will ensure:

- Maintenance of the physical facilities necessary for the academic and cocurricular programs in a manner that

demonstrates a sense of stewardship,

- The fiscal health of the institution through a broadening base of support and effective management of human and financial resources.

*Further, the University has been committed to:*

- Effective communication of the purposes and goals of the institution both internally and externally;
- Constructive relations with graduates designed to benefit both the University and the alumni;
- Vigorous pursuit of these goals by all members of the University community;

## DOCTRINAL STATEMENT

### Section I

- We believe that the Bible, composed of Old and New Testaments, is inspired by God and serves as the rule of faith and practice, being the authoritative witness to the truth of God embodied in Jesus Christ.
- We believe in one God eternally existing as Three Persons.
  - We believe in God the Creator, author of all life and our salvation.
- We believe that God created human beings, male and female, in the image of God as an expression of God's eternal love, to live in God's perfect will. As such, human beings are called to be faithful stewards of God's creation and to live in relations with God, each other, and the created world.
  - We believe in God the Spirit, Lord and giver of life who reveals Jesus Christ to human beings to transform them through conversion and sanctification to full humanity as willed by the Creator.
  - We believe that Jesus Christ was conceived through the power of the Holy Spirit, born of the Virgin Mary, and is truly God and truly human.
- We believe that He lived a fully human life as Jesus of Nazareth, who walked with us, ministered to us, and proclaimed the Reign of God.
- Because human beings sinned and suffered the penalty of death, we further believe in the life and death of the Lord for our sins, in the resurrection of His body, in His ascension to heaven, and in His personal and visible future return to the earth.
- We believe that our salvation is received through faith by grace through Jesus Christ, the only and sufficient mediator between God and humanity.
- We believe that Jesus Christ commanded us to be baptized and to partake of the Supper in his name.
  - We believe that baptism is the immersion of a believer in water in the name of God the Father, God the Son, and

God the Holy Spirit, signifying redemption through the death and resurrection of Jesus Christ together with the believer's death to sin and resurrection to newness of life.

- We believe that the Lord's Supper is a commemoration of the Lord's death until he returns.
- We believe that the Church is Jesus Christ's body on earth, called to witness and proclaim the good news of God's Reign and salvation to the world. The Church consists of believers, called by Jesus Christ to worship God, serve one another in a spirit of love and truth, and to proclaim God's Reign—not only through word, but also through deeds of love and justice. As a witness to the Reign of God, the Church embodies God's will to be one in diversity, to care for "the least of these," and to proclaim hope. Therefore, the Church is a light unto the world at all times and in all places.

### Section II

Every member of the Board of Trustees, every administrative officer of the Institution, professor, teacher, and instructor shall annually subscribe over his or her signature to the Doctrinal Statement, excepting only that a non-Baptist individual occupying any of the foregoing positions shall not be required to subscribe to that part of the Doctrinal Statement regarding the mode of water baptism.

### Section III

Whenever a member of the Board of Trustees, administrative officer, professor, teacher or instructor is not in complete accord with the foregoing Doctrinal Statement, he or she shall forthwith withdraw from all connections with the University, and his or her failure to do so shall constitute grounds for immediate removal from such positions by the Trustees.

## ACCREDITATION AND MEMBERSHIPS

Eastern University is accredited by the Middle States Commission on Higher Education (MSCHE), 3624 Market Street, Philadelphia, PA 19104. (267-284-5000) [www.msche.org](http://www.msche.org). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

Eastern University's Bachelor of Nursing program is accredited by the Commission on Collegiate Nursing Education (CCNE), an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation, One Dupont Circle, NW, Suite 530, Washington, DC 20036, (202- 887-6791). [www.aacn.nche.edu](http://www.aacn.nche.edu)

Eastern University's Bachelor of Arts in Athletic Training program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE), 2201 Double Creek Drive, Round Rock, TX, 78664, (512-733-9700). [www.caate.net](http://www.caate.net).

CAATE is not recognized by the Council for Higher Education Accreditation. Successful completion of the CAATE accredited program determines a candidate's eligibility for the Board of Certification (BOC) examination. BOC is recognized by the National Organization for Competency Assurance.

Eastern University's baccalaureate degree programs accredited by Specialized Accrediting Organizations recognized by the Council for Higher Education Accreditation include:

Bachelor of Science in Exercise Science  
Commission on Accreditation of Allied Health  
Education Programs (CAAHEP), 1361 Park Street  
Clearwater, FL 33756 (727-210-2350).  
[www.caahep.org](http://www.caahep.org)

Bachelor of Social Work  
Council on Social Work Education (CSWE), 1701  
Duke Street, Suite 200, Alexandria, VA 22314-3457.  
(703.683.8080). [www.cswe.org](http://www.cswe.org)

Eastern University's programs for the preparation of teachers at the bachelor's and master's level, for the preparation of school counselors and school psychologists at the master's degree level, for school nurses and supervisors at the specialist's level, and for school principals and superintendents at the educational administration level are recognized by the Pennsylvania Department of Education, 333 Market Street, Harrisburg, PA 17126. (717-783-6788). [www.education.state.pa.us](http://www.education.state.pa.us). Eastern University's Loeb School of Education forwards applications to the Pennsylvania Department of Education for final review and issuance of teaching, specialist, and educational administration certifications.

### Memberships

- American Association of University Women
- American Association of Colleges of Nursing
- Association of American Colleges
- Association of Baccalaureate Social Work Program Directors
- Association of Independent Colleges and Universities of Pennsylvania
- College Entrance Examination Board
- Commission on Accreditation of Athletic Training Education
- Commission on Collegiate Nursing Education (of the American Association of Colleges of Nursing)
- Council for the Advancement and Support of Education
- Council for Christian Colleges and Universities
- Council of Independent Colleges
- Council on Social Work Education
- International Assembly of Collegiate Business Education
- National Association of Independent Colleges and Universities
- National Association of State Directors of Teacher Education and Certification
- National League for Nursing
- National League for Nursing Accrediting Commission
- North American Association of Christians in Social Work
- Pennsylvania Higher Education Nursing Schools Association
- Pennsylvania Association of Colleges and Universities (PACU)

### Approvals:

- American Dental Association
- American Medical Association
- Higher Education Department of the University of the State of New York
- U.S. Department of Homeland Security for non-immigrant alien students
- US Department of State for exchange visitors
- Pennsylvania Board of Law Examiners
- Pennsylvania Department of Education
- Pennsylvania State Board of Nursing

It is classified by The Carnegie Foundation for the Advancement of Teaching:

- Master's – Larger Programs

It is approved for Veterans' Education.



## General Education at Eastern University

Undergraduate general education at Eastern University strives to advance the University's mission of preparing students for thoughtful and productive lives of Christian faith, leadership, and service.

General education shapes students who are proficient in essential, college-level skills and enables them to appropriate and give witness to a Christian worldview. This worldview recognizes the unity of God's truth, the importance of character formation and Christian community, the mandate to be stewards of creation and to practice justice, and the call to witness to the fullness of the gospel. Through excellent instruction in a variety of disciplines, a focus on student learning and transformation, and a shared commitment to the values of faith, reason, and justice, general education is ordered toward the service of God and humanity and the care of creation.

Toward these ends, Eastern University has developed a common approach to general education for all students in the Associate of Arts and baccalaureate programs. The learning indicators Eastern University expects students to demonstrate flow out of Eastern's foundational commitments. They are important components in helping students achieve the university's learning goals.

Eastern University aspires to graduate individuals who embody the following characteristics:

### Effective Communication

To be an effective leader and professional, one needs to be able to communicate clearly in a variety of contexts and to a variety of audiences. This requires developing skills in writing, speaking and listening. Moreover, the ability to use technology responsibly and effectively is increasingly important in the digital age in which we are now living.

- *Written Communication* – able to write in a coherent and persuasive manner using the practices of standard American English
- *Oral Communication* – able to communicate orally in clear and coherent language appropriate to purpose, occasion and audience
- *Technological Skills* – able to appropriately use contemporary technology tools for communication and productivity

### Critical Reasoning

We live in a time in which we are bombarded with information. It is vital to develop skills that allow one to sort through information, analyze sources and evidence, reason through problems, and arrive at conclusions that are grounded in fact and conforming to the truth.

- *Argument and Analysis* – able to identify, classify, contextualize, evaluate, and create warranted claims
- *Scientific Reasoning* – able to make claims and predictions about empirical phenomena by collecting and analyzing data

- *Quantitative Reasoning* – able to correctly use numbers, symbols, measurements, and the relationships of quantities to make decisions, judgments, and predictions
- *Information Literacy* – able to identify, obtain, evaluate, and responsibly utilize information through online and traditional research methods

### Cultural and Global Awareness

In the increasingly interdependent world in which we live, it is crucial to understand the historical and cultural forces and movements that have created and continue to shape different perspectives and ways of thinking, knowing, and acting within the human community. This requires an understanding of the traditions that have formed one's own assumptions and viewpoints, as well as an awareness of the beliefs, values and practices of other cultures.

- *Knowledgeable about the Western Tradition* – able to demonstrate understanding of historical, theological, and cultural contexts and interpret key texts and perspectives of the Western intellectual tradition and to situate themselves within that tradition
- *Knowledgeable about Global Diversity* – able to demonstrate understanding of and interact productively within the diversity that characterizes human cultures, particularly those outside of the Western tradition

### Christian Faith and Practice

At Eastern, we desire to form not only life-long learners, but also individuals who are ever more fully being shaped in the image and likeness of Christ. We acknowledge that we are whole persons, whose minds, hearts and bodies are gifts from God. Such gifts demand excellent stewardship, rooted in an understanding of Scripture and cultivated through the practices of Christian discipleship.

- *Biblically Informed* – able to identify essential elements of the historical, cultural, and theological content of all the major divisions of the Bible
- *Formed in Christian Thought* – able to express a reasoned understanding of the Christian faith, its mission, doctrines, traditions, and ways of life as well as reflect critically on one's own life in light of this understanding

### Commitment to Justice

We acknowledge that we live in a broken world that nonetheless can be transformed by the power and grace of God. We believe that God acts through individuals and the institutions they create and inhabit to bring about justice and reconciliation.

- *Knowledgeable in Doing Justice* – able to utilize biblical, theological, and philosophical resources to evaluate perspectives on social, economic, and political justice and to identify personal and structural responses to injustice.

## General Studies Courses

### **BIB 100 BIBLICAL LITERATURE IN CONTEMPORARY CONTEXT 3**

This course provides a general introduction to the story and significance of the Bible, the foundational book of the Christian faith and one of the world's greatest works of literature. Students will examine the Bible's nature, purpose, and authority; its historical narrative, cultural background, literary structure, and main theological concepts. Major emphasis is placed on understanding the overall storyline of the Bible as one grand narrative of redemption. It is intended as a foundation level course, suitable for those who have no previous knowledge of the Bible or Christian thought. *Satisfies the general education requirement for Christian Faith and Practice/ Biblically Informed.*

### **BIO 103 GENERAL BIOLOGY: EARTHKEEPING 4**

Basic concepts of ecology are presented in sufficient detail to allow an examination of our environmental problems within an ecological worldview. There is an emphasis on developing stewardship lifestyles. Laboratory course. *Satisfies the general education requirement for Critical Reasoning/ Scientific Reasoning.*

### **BUSA 202 PRINCIPLES OF MARKETING 3**

Basic principles and practices involved in the distribution of goods and services, market surveys, advertising and salesmanship.

### **BUSA 240 STRATEGIC MARKETING FOR THE NONPROFIT ORGANIZATIONS 3**

Marketing has become an important management tool in nonprofit organizations. This course will give students the opportunity to analyze appropriate marketing models and trends and to apply them to nonprofits in which they work or to which they contribute. It is recognized that students will come to this course with different amounts of exposure to the subject matter. For some, this will be an introduction to marketing in general as well as a study of nonprofit marketing in particular. For others, this course complements the marketing course that is a required component of their degree program. Accordingly, BUSA 240 will provide a general introduction to marketing; however, it will not duplicate the theories or specific assignments in other marketing courses in the *Eastern University Undergraduate Catalog*.

### **BUSA 303 CONSUMER BEHAVIOR 3**

This course examines the relationship between buyer behavior and marketing decision making. Students will develop an awareness of various aspects of consumer motivation and behavior, including social, cultural, psychological, business and environmental influences.

### **BUSA 305 PRINCIPLES OF SALES MANAGEMENT 3**

This course examines the principles underlying the sales process and practical application of these principles to selling institutions. Emphasis is on essential qualities, right mental attitudes and necessary emotional control, as well as good selling skills necessary to sell self, services and products.

### **BUSA 405 INTEGRATED MARKETING COMMUNICATIONS 3**

This course analyzes the numerous methods used to communicate with customers. Organizations in the private as well as the public sectors understand that the ability to communicate effectively and efficiently with their targeted audiences is critical to the long-term success of the organization. Topics such as public relations, selling, and advertising and promotion will be explored. Students will complete the design and implementation of an integrated marketing communication plan.

### **COM 104 INTRODUCTION TO RELATIONAL COMMUNICATION 3**

An introduction to the study of human communication. The nature of communication, how it works and the role it plays in human social relations is introduced and applied to the major contexts of communication: interpersonal, small group, and organizations.

### **COM 201 INTERPERSONAL COMMUNICATION 3**

This course presents the theories, skills, and competencies required to establish and support healthy, ongoing interpersonal relationships.

### **COM 203 GROUP COMMUNICATION AND LEADERSHIP 3**

The focus of this course is on the theories and skills related to the initiation, development and effective conduct of task-focused small groups. The theory and skills of leadership appropriate to small task groups are also emphasized.

### **CSC 210 CONTEMPORARY APPLICATIONS IN COMPUTERS 3**

This course is an overview of contemporary computer issues as it applies to current business procedures. The course emphasizes hands-on experience with common desktop and Internet-based software for creating technology-enhanced projects. Using advanced Internet search techniques and evaluation of sources will also be a component. An important theme of this course also considers the ethical implications of technology's usage and how technology relates to a Christian worldview. *Satisfies the general education requirement for Effective Communication/Technological Skills.*

### **ECON 205 ESSENTIALS OF ECONOMICS 3**

This course is designed to introduce students to the basic principles and tools of microeconomic and macroeconomic analysis, emphasizing the importance of economic literacy in being a responsible citizen and addressing key social issues. Students will become familiar with basic characteristics of market economies, the interaction of supply and demand, the role of government in regulating the economy, the concept of elasticity, marginal analysis in production, an overview of market cycles, unemployment, fiscal and monetary policy, the national debt, inflation, fractional-reserve banking and the role of the Federal Reserve System.

### **ENG 163 RHETORICAL PATTERNS IN WRITING 3**

This course is designed to help students effectively organize thoughts into clear, coherent essays. Understanding of dif-

ferent rhetorical patterns: narration, description, process analysis, cause and effect, compare and contrast, persuasion, and argument will be gained. Course content includes the writing process, essay structure, the execution of a research paper, audience-centered writing, rhetorical patterns, correct writing, and revising strategies.

**ENG 164 CONTEMPORARY GRAMMAR 3**

This course is designed to give students an understanding of the mechanics and structure of contemporary grammar and punctuation. Course content includes parts of speech, sentence structure, phrases, clauses, punctuation, and common grammatical errors. Students are encouraged to ask questions and to bring real writing samples for review and correction.

**ENG 220 STUDIES IN THE NOVEL AND SHORT FICTION 3**

A study of the elements of fiction in short story and novel form, selecting contemporary authors who focus on justice issues and multicultural experience. NOTE: Some sections of this course may include consideration of representative texts from Western or American intellectual tradition. Students in these sections will be encouraged to identify the various contexts of American heritage and discuss the role of stories in personal and cultural identification and understanding.

**FA 110 INTRODUCTION TO MUSIC 3**

This course traces the evolution of musical style through history. It includes the basic elements of music, the instruments of the orchestra, important forms and types of music and representative works of great composers. The course is designed to promote greater enjoyment in music listening.

**HIS 201 U. S. HISTORY TO 1877 3**

Survey of the history of the United States from its colonial beginnings to the close of reconstruction following the Civil War. Political, economic, social and cultural developments will be stressed.

**HSCI 235 NUTRITION AND HEALTH 3**

The goal of this course is to better equip students to evaluate and personalize nutrition information. Emphasis is placed on examining one's food choices and choosing diet and lifestyle patterns that promote health and meet personal nutritional needs. The course relates essential science foundational concepts to special topics in nutrition, explores the major functions of nutrients in the body and the role of nutrients in maintaining health. Additional topics include diabetes, eating disorders, choosing nutritional supplements, fitness and sports and the role of faith in health promotion.

**INST 161 HERITAGE OF WESTERN THOUGHT AND CIVILIZATION 3**

This course surveys the emergence of modern Western civilization to global stature through its literature, philosophy and history—from the French Revolution through the end of the Cold War. It asks how modern Western civilization has incorporated the industrial, intellectual, scientific, and political revolutions of the 19th and 20th centuries. The class is organized around a core of readings in primary sources. *Satisfies the general education requirement for Cultural and Global Awareness/Western Tradition.*

**IS 100 COMPUTERS AND BUSINESS 3**

This course is an introduction to the concepts and components of computer-based management information systems and their integration into organizational processes. Topics include hardware, software, Internet applications, elements of the system design life cycle, and database concepts.

**IS 200 COMPUTER APPLICATIONS IN BUSINESS 3**

The current and future state of hardware and software technology as it relates to the business environment is explored. The objective is to provide the learner with an exposure to technological innovations that aid in the management decision-making process. A further study of information support systems enhances organizational performance.

**MATH 103 MATHEMATICAL IDEAS 3**

The objectives of this course are to develop an appreciation for mathematics, to provide an insight into the methods of reasoning used by mathematicians, and to discuss its historical development. It is intended for the liberal arts student who has had little contact with mathematics. *Satisfies the general education requirement for Critical Reasoning/Quantitative Reasoning.*

**MATH 220 STATISTICS FOR THE SOCIAL AND BEHAVIORAL SCIENCES 3**

Meaning, purposes and processes of statistical methods; selection of representative, parallel or equivalent groups; graphic representation; measures of central tendency; variability; normal distribution; probability; binomial coefficient; random sampling; confidence levels; inference; t-test, analysis of variance; chi square; correlation; Man-Whitney U Test. Theory and practice application of above operations with use of computer where applicable.

**POS 103 AMERICAN GOVERNMENT 3**

Surveys the founding principles of the American political system, the American political culture, and the decision-making processes and institutions of American government. Examines contending theories of American democracy.

**SOC 105 CONTEMPORARY SOCIAL PROBLEMS 3**

Selected social problems such as poverty, ethnic relations, the population explosion, and pollution are examined. How sociological insights can inform Christian value judgments concerning social structural conditions will be emphasized.

**THEO 210 FOUNDATIONS OF CHRISTIAN SPIRITUALITY 3**

This course explores the historic foundations of the Christian spiritual life. It considers key biblical texts and selected classical Christian writings in order to understand the nature and development of mature Christian faith, the connection between faith development and human development, the relationship between Christian faith and the various doubts and conflicts faced by contemporary believers, and the significance of classical spiritual disciplines in the formation of authentic Christian character. *Satisfies the general education requirement for Christian Faith and Practice/Christian Thought.*



## Associate of Arts in Liberal Arts

The 61-credit associate's program is designed to offer adult learners who are 21 years and older the opportunity to earn the liberal arts degree with electives in business and communication studies. Note: ENG 163 and ENG 164 are combined to satisfy the General Education (GE) requirement for Effective Communication/Written Communication; ENG 163 also satisfies the GE requirement for Effective Communication/Information Literacy. Both ENG 163 and ENG 164 must be completed with a grade of C or better.

See General Studies Courses listed at the beginning of the course descriptions in this catalog to select elective courses for the degree program.

### **BIB 100 BIBLICAL LITERATURE IN CONTEMPORARY CONTEXT 3**

This course provides a general introduction to the story and significance of the Bible, the foundational book of the Christian faith and one of the world's greatest works of literature. Students will examine the Bible's nature, purpose, and authority; its historical narrative, cultural background, literary structure, and main theological concepts. Major emphasis is placed on understanding the overall storyline of the Bible as one grand narrative of redemption. It is intended as a foundation level course, suitable for those who have no previous knowledge of the Bible or Christian thought. *Satisfies the general education requirement for Christian Faith and Practice/Biblically Informed.*

### **BIO 103 GENERAL BIOLOGY: EARTHKEEPING 4**

Basic concepts of ecology are presented in sufficient detail to allow an examination of our environmental problems within an ecological worldview. There is an emphasis on developing stewardship lifestyles. Laboratory course. *Satisfies the general education requirement for Critical Reasoning/Scientific Reasoning.*

### **COM 120 PUBLIC SPEAKING 3**

This course introduces students to the theory and practice of public speaking. Students are encouraged to think critically about situation and audience analysis, methods of speech organization, the uses of different types of supporting material, and the effective use of visual aids. Students will learn how to write and deliver effective informative, persuasive, and ceremonial speeches. *Satisfies the general education requirement for Effective Communication/Oral Communication.*

### **CSC 210 CONTEMPORARY APPLICATIONS IN COMPUTERS 3**

This course is an overview of contemporary computer issues as it applies to current business procedures. The course emphasizes hands-on experience with common desktop and Internet-based software for creating technology-enhanced projects. Using advanced Internet search techniques and evaluation of sources will also be a component. An important theme of this course also considers the ethical implications of technology's usage, and how technology relates to a Christian worldview. *Satisfies the general education requirement for Effective Communication/Technological Skills.*

### **ENG 163 RHETORICAL PATTERNS IN WRITING 3**

This course is designed to help students effectively organize thoughts into clear, coherent essays. Understanding of different rhetorical patterns: narration, description, process analysis, cause and effect, compare and contrast, persuasion, and argument will be gained. Course content includes the writing process, essay structure, the execution of a research paper, audience-centered writing, rhetorical patterns, correct writing, and revising strategies.

### **ENG 164 CONTEMPORARY GRAMMAR 3**

This course is designed to give students an understanding of the mechanics and structure of contemporary grammar and punctuation. Course content includes parts of speech, sentence structure, phrases, clauses, punctuation, and common grammatical errors. Students are encouraged to ask questions and to bring real writing samples for review and correction.

### **FA 110 INTRODUCTION TO MUSIC 3**

This course traces the evolution of musical style through history. It includes the basic elements of music, the instruments of the orchestra, important forms and types of music and representative works of great composers. The course is designed to promote greater enjoyment in music listening.

### **HSCI 200 HEALTH PROMOTION AND EMPOWERMENT 3**

This course includes attitudes and life-style practices as they influence healthy lifestyles. Personal health issues, such as personal health practices, fitness, nutrition, safety and emergency measures, mental health, sexuality and family living, will be addressed. Also, aging and wellness will be included.

### **INST 110 LEARNING IN VIRTUAL COMMUNITY 3**

This course serves as the introductory course for the degree. It introduces students to the unique context and skill sets of the accelerated adult online environment, including experiential learning and writing, as well as an orientation to learning within a cohort or community-based model.

### **INST 161 HERITAGE OF WESTERN THOUGHT AND CIVILIZATION 3**

This course surveys the emergence of modern Western civilization to global stature through its literature, philosophy and history—from the French Revolution through the end of the Cold War. It asks how modern Western civilization has incorporated the industrial, intellectual, scientific, and political revolutions of the 19th and 20th centuries. The class is organized around a core of readings in primary sources. *Satisfies the general education requirement for Cultural and Global Awareness/Western Tradition.*

### **INST 222 FOUNDATIONS OF CRITICAL THINKING 3**

This course assists students in developing the ability to reason logically and assess the value and validity of persuasive communication. Topics include components of sound argument, quality of arguments, ambiguity in communication, standards of thinking, identification of assumptions, and examining supportive evidence. This is a foundational

course drawing on the disciplines of philosophy and other disciplines. *Satisfies the general education requirement for Critical Reasoning/Argument and Analysis.*

**INST 270 JUSTICE IN A PLURALISTIC SOCIETY 3**

This interdisciplinary course uses both biblical and philosophical frameworks to examine the complexities of social justice in a pluralistic society. The focus is on the United States with connections to the global community. Principles of social justice are used to explore issues of race, gender and class. emphasis is placed on the student understanding her/his own identity and life situation, including what values, attitudes and knowledge have shaped her/his own worldview. Attention is given to students developing skills in interacting with people from diverse groups and in bringing about social justice in the larger society. *Satisfies the general education requirement for Commitment to Justice/Doing Justice.*

**MATH 103 MATHEMATICAL IDEAS 3**

The objectives of this course are to develop an appreciation for mathematics, to provide an insight into the methods of reasoning used by mathematicians, and to discuss its historical development. It is intended for the liberal arts student who has had little contact with mathematics. *Satisfies the general education requirement for Critical Reasoning/Quantitative Reasoning.*

**OM 370 CROSS-CULTURAL STUDIES 3**

Managing diversity is the major theme of this course with emphasis on cultural sensitivity and empowerment of people to reach their full potential. Readings and interviews are used to explore the values, customs and perceptions of various racial and ethnic groups and the impact on social and economic life. *Satisfies the general education requirement for Cultural and Global Awareness/Global Diversity.*

**SOC 105 CONTEMPORARY SOCIAL PROBLEMS 3**

Selected social problems such as poverty, ethnic relations, the population explosion, and pollution are examined. How sociological insights can inform Christian value judgments concerning social structural conditions will be emphasized.

**THEO 210 FOUNDATIONS OF CHRISTIAN SPIRITUALITY 3**

This course explores the historic foundations of the Christian spiritual life. It considers key biblical texts and selected classical Christian writings in order to understand the nature and development of mature Christian faith, the connection between faith development and human development, the relationship between Christian faith and the various doubts and conflicts faced by contemporary believers, and the significance of classical spiritual disciplines in the formation of authentic Christian character. *Satisfies the general education requirement for Christian Faith and Practice/Christian Thought.*

*See General Studies Courses listed at the beginning of the course descriptions in this catalog to select elective courses for the degree program.*

## *Associate of Arts in Liberal Arts with a concentration in Early Childhood Education*

The associate's degree program is designed to offer adult learners who are 21 years and older the opportunity to earn an associate's degree grounded in the liberal arts tradition. The program consists of 61 credits including 18 credits of courses specific for the concentration to meet degree requirements. Note: ENG 163 and ENG 164 are combined to satisfy the General Education (GE) requirement for Effective Communication/Written Communication; ENG 163 also satisfies the GE requirement for Effective Communication/Information Literacy. Both ENG 163 and ENG 164 must be completed with a grade of C or better.

**BIB 100 BIBLICAL LITERATURE IN CONTEMPORARY CONTEXT 3**

This course provides a general introduction to the story and significance of the Bible, the foundational book of the Christian faith and one of the world's greatest works of literature. Students will examine the Bible's nature, purpose, and authority; its historical narrative, cultural background, literary structure, and main theological concepts. Major emphasis is placed on understanding the overall storyline of the Bible as one grand narrative of redemption. It is intended as a foundation level course, suitable for those who have no previous knowledge of the Bible or Christian thought. *Satisfies the general education requirement for Christian Faith and Practice/Biblically Informed.*

**BIO 103 GENERAL BIOLOGY: EARTHKEEPING 4**

Basic concepts of ecology are presented in sufficient detail to allow an examination of our environmental problems within an ecological worldview. There is an emphasis on developing stewardship lifestyles. Laboratory course. *Satisfies the general education requirement for Critical Reasoning/Scientific Reasoning.*

**COM 120 PUBLIC SPEAKING 3**

This course introduces students to the theory and practice of public speaking. Students are encouraged to think critically about situation and audience analysis, methods of speech organization, the uses of different types of supporting material, and the effective use of visual aids. Students will learn how to write and deliver effective informative, persuasive, and ceremonial speeches. *Satisfies the general education requirement for Effective Communication/Oral Communication.*

**CSC 210 CONTEMPORARY APPLICATIONS IN COMPUTERS 3**

This course is an overview of contemporary computer issues as it applies to current business procedures. The course emphasizes hands-on experience with common desktop and Internet-based software for creating technology-enhanced projects. Using advanced Internet search tech-

niques and evaluation of sources will also be a component. An important theme of this course also considers the ethical implications of technology's usage, and how technology relates to a Christian worldview. *Satisfies the general education requirement for Effective Communication/Technological Skills.*

**EDU 201 INTRODUCTION TO SPECIAL EDUCATION 3**

This course is designed to provide a full overview of the historical analysis of Special Education: classifications/definitions and patterns of behavior, description of assessment and intervention strategies, legislation and litigation, outside forces that influence Special Education, and an introduction to the people in Special Education and their relationship to the system. Students will concentrate on their particular area of education as it relates to Special Education. Ten hours of observation required.

**EDU 205 THE DEVELOPING CHILD 3**

This course provides an overview of the developmental theories and milestones associated with children ages 3 years through 10 years. Physical, cognitive, social and emotional development are viewed in the contexts of the family and formal educational settings. Particular emphasis is placed on the interaction of social and cultural environments of learning and development.

**EDU235 URBAN EDUCATION 3**

This survey course examines major issues in urban education from historical, political, economic, and social perspectives. Students are exposed to the enduring concerns affecting urban communities and schools, explore contemporary challenges to educational equity, and discuss the special needs of urban educators and students.

**EDU 328 EARLY CHILDHOOD: PRINCIPLES AND PRACTICES 3**

This course explores the history, theories and philosophies that shape the field of early childhood education. Various delivery models such as center-based, home-based, early intervention, and faith-based are examined. Emphasis is placed on understanding how developmentally appropriate practice is applied in various settings. Ten hours of field experience is also required for this course.

**EDU 329 EARLY CHILDHOOD: CURRICULUM AND ASSESSMENT 3**

Emphasis on creating an environment conducive to early learning with reference to major early childhood program models and related classroom materials. Methods of assessment will be discussed and utilized with preschool children and programs.

**EDU370 LITERATURE FOR CHILDREN AND ADOLESCENTS 3**

An introduction to important juvenile books and their use in meeting the needs of young readers. This course includes principles of selection and important sources of information about preschool through adolescent literature.

**ENG 163 RHETORICAL PATTERNS IN WRITING 3**

This course is designed to help students effectively organize thoughts into clear, coherent essays. Understanding of different rhetorical patterns: narration, description, process analysis, cause and effect, compare and contrast, persuasion, and argument will be gained. Course content includes

the writing process, essay structure, the execution of a research paper, audience-centered writing, rhetorical patterns, correct writing, and revising strategies.

**ENG 164 CONTEMPORARY GRAMMAR 3**

This course is designed to give students an understanding of the mechanics and structure of contemporary grammar and punctuation. Course content includes parts of speech, sentence structure, phrases, clauses, punctuation, and common grammatical errors. Students are encouraged to ask questions and to bring real writing samples for review and correction.

**INST 110 LEARNING IN VIRTUAL COMMUNITY 3**

This course serves as the introductory course for the degree. It introduces students to the unique context and skill sets of the accelerated adult online environment, including experiential learning and writing, as well as an orientation to learning within a cohort or community-based model.

**INST 161 HERITAGE OF WESTERN THOUGHT AND CIVILIZATION 3**

This course surveys the emergence of modern Western civilization to global stature through its literature, philosophy and history—from the French Revolution through the end of the Cold War. It asks how modern Western civilization has incorporated the industrial, intellectual, scientific, and political revolutions of the 19th and 20th centuries. The class is organized around a core of readings in primary sources. *Satisfies the general education requirement for Cultural and Global Awareness/Western Tradition.*

**INST 222 FOUNDATIONS OF CRITICAL THINKING 3**

This course assists students in developing the ability to reason logically and assess the value and validity of persuasive communication. Topics include components of sound argument, quality of arguments, ambiguity in communication, standards of thinking, identification of assumptions, and examining supportive evidence. This is a foundational course drawing on the disciplines of philosophy and other disciplines. *Satisfies the general education requirement for Critical Reasoning/Argument and Analysis.*

**INST 270 JUSTICE IN A PLURALISTIC SOCIETY 3**

This interdisciplinary course uses both biblical and philosophical frameworks to examine the complexities of social justice in a pluralistic society. The focus is on the United States with connections to the global community. Principles of social justice are used to explore issues of race, gender and class. emphasis is placed on the student understanding her/his own identity and life situation, including what values, attitudes and knowledge have shaped her/his own worldview. Attention is given to students developing skills in interacting with people from diverse groups and in bringing about social justice in the larger society. *Satisfies the general education requirement for Commitment to Justice/Doing Justice.*

**MATH 103 MATHEMATICAL IDEAS 3**

The objectives of this course are to develop an appreciation for mathematics, to provide an insight into the methods of reasoning used by mathematicians, and to discuss its historical development. It is intended for the liberal arts



student who has had little contact with mathematics. *Satisfies the general education requirement for Critical Reasoning/Quantitative Reasoning.*

**OM 370 CROSS-CULTURAL STUDIES 3**  
Managing diversity is the major theme of this course with emphasis on cultural sensitivity and empowerment of people to reach their full potential. Readings and interviews are used to explore the values, customs and perceptions of various racial and ethnic groups and the impact on social and economic life. *Satisfies the general education requirement for Cultural and Global Awareness/Global Diversity.*

**SOC 105 CONTEMPORARY SOCIAL PROBLEMS 3**  
Selected social problems such as poverty, ethnic relations, the population explosion and pollution are examined. How sociological insights can inform Christian value judgments concerning social structural conditions will be emphasized.

**THEO 210 FOUNDATIONS OF CHRISTIAN SPIRITUALITY 3**  
This course explores the historic foundations of the Christian spiritual life. It considers key biblical texts and selected classical Christian writings in order to understand the nature and development of mature Christian faith, the connection between faith development and human development, the relationship between Christian faith and the various doubts and conflicts faced by contemporary believers, and the significance of classical spiritual disciplines in the formation of authentic Christian character. *Satisfies the general education requirement for Christian Faith and Practice/Christian Thought.*

*See General Studies Courses listed at the beginning of the course descriptions in this catalog to select elective courses for the degree program.*

## ***Bachelor of Arts in Criminal Justice***

In keeping with Eastern University's mission of faith, reason, and justice, the mission of the 51-credit BA in Criminal Justice program is to provide students with an education that is grounded in the liberal arts and prepares them for entry-level careers, career advancement, or graduate study. Anchored in the Christian worldview, this program is driven by a restorative justice perspective that emphasizes prevention and restoration, with a commitment to human redemption on the domestic and global levels. The program is designed for adult learners who are 21 years and older who bring prior college credits to complete the 121-credit bachelor's degree.

*General Education (GE July 2013) is integrated into the Criminal Justice Major. In addition, students must complete some GE courses outside the major.*

**CMJ 105 INTRODUCTION TO CRIMINAL JUSTICE 3**  
Examines how the criminal justice system operates. Focuses on the concept of punishment, the role of the police and

the attorney, bail, trials, pleas, sentencing, and corrections. Critiques the system from a "value-committed" justice perspective.

**CMJ 205 INTRODUCTION TO POLICING 3**  
This course provides a comprehensive view into the foundations of policing in the United States today. The course is designed to offer students a balanced and up-to-date overview of who the police are and what they do, the problems they face, and the many reforms and innovations that have taken place in policing. It will cover the critical role of the beat cop, the fundamental problems in policing, the career path of police officers, and a level-by-level overview of police organizations. An additional goal is to present a comprehensive and contemporary overview of what it means to be a police officer. Prerequisite: SOC 100 or CMJ 105 or permission of the instructor.

**CMJ 215 VICTIMOLOGY 3**  
This course is designed to aid in investigating the relationship between crime and its impact on victims' lives. This course will facilitate victimization study, including the relationship between victims and offenders, the interactions between victims and the criminal justice system, and the connections between victims and other societal groups and institutions. Finally, this course investigates the ways in which each of us, as citizens in a global community, can aid in the healing and restoration of those whose lives have been shattered by crime. Emerging issues such as victim impact statements, victim assistance programs, victim directed sentencing and victim offender reconciliation will be addressed. Prerequisite: CMJ 105 or permission of the instructor.

**CMJ 220 RESTORATIVE JUSTICE 3**  
Restorative Justice is an approach within criminal justice that examines the dynamics, philosophy, and historical evolution of a biblical model of justice and how it can be applied to the current criminal justice system, focusing on restoring harms caused by crime to victims, communities, and offenders. This introductory course examines the responsibilities of each of the principals in the restorative process and includes a biblical perspective. The role of the Christian community in implementing and monitoring changes is explored. Prerequisite: CMJ 105 or permission of the instructor. *Satisfies the general education requirement for Commitment to Justice/Doing Justice.*

**CMJ 305 COMPARATIVE CRIMINAL JUSTICE SYSTEMS 3**  
This course concentrates on crime and criminal justice systems around the world. These systems will be compared and contrasted with the criminal justice system in the United States. Students will develop an appreciation for the diversity in cultures, religions, politics, and other external forces that affect the various criminal justice systems. Pre-requisite: CMJ 105 or permission of the instructor. *Satisfies the general education requirement for Cultural and Global Awareness/Global Diversity.*

**CMJ 310 CORRECTIONAL SYSTEMS 3**  
Correctional Systems examines the evolution of and debates concerning community and non-community based correc-



tional programs; relationships between correcting, reforming, rehabilitating, and punishing; tensions between protection of public safety and rights of the accused; evaluation of incarceration, probation, parole, diversion, alternate, and restorative justice programs; issues in "proactive" and "reactive" debate. Prerequisite: CMJ 105 or permission of the instructor.

**CMJ 315 CRIMINOLOGY 3**

Criminology is a theory course designed to review and analyze the major criminological theories. Students will analyze causes of criminal behavior, recommend treatment of offenders and contemplate the integration of causation and treatment with the Christian worldview. Prerequisite: CMJ 105 or permission of the instructor.

**SOC 100 INTRODUCTION TO SOCIOLOGY 3**

An introduction to the sociological study of society. Focus is on basic sociological concepts, methods, and perspectives in understanding social processes, social structure, social institutions, and social change.

**SOC 105 CONTEMPORARY SOCIAL PROBLEMS 3**

Examines major social problems such as poverty, inequality, drug abuse, and crime in contemporary society. Sociological perspectives and Christian insights are brought to bear in the analysis of the problems and how to address them.

**SOC 220 SOCIAL STATISTICS 3**

An introduction to descriptive and inferential statistics employed in the social sciences. This course emphasizes the organizing, calculating, and interpreting of data. Counts as a math option in the general core. Credit earned only once for BUSA 221, MATH 220, PSY 220 or SOC 220.

**SOC 245 SOCIALIZATION AND GROUP RELATIONS 3**

Explores how people socially construct their reality, values, and worldviews through socialization. It also examines group processes to understand how socialization influences people's roles in these processes. Prerequisite: Minimum grade of C in SOC 100.

**SOC 318W RESEARCH METHODOLOGY 3**

A survey of research methods employed in the social sciences. Emphases include theory construction, measurement and data gathering techniques, sampling, data analysis, and research ethics. Prerequisite: Six credit hours in sociology with minimum grades of C. *Satisfies the general education requirements for Quantitative Reasoning.*

**SOC 402 CLASSICAL SOCIOLOGICAL THEORY 3**

An introduction to sociological theory with an emphasis on its early major figures. While a number of classical thinkers are considered, major attention is given to Marx, Durkheim, and Weber. One important aim of this course is to expose students to the original writings of these thinkers. Emphasis is given to the relevance of theory in the organization and understanding of social life and the pursuit of social change. Prerequisite: Minimum grade of C in SOC 100 and junior standing.

**SOC 418 SENIOR SEMINAR 3**

This culminating senior experience is a topical seminar that assesses students' overall understanding of sociology and challenges them to integrate their sociological knowledge and Christian faith when thinking about contemporary social issues. Prerequisite: Minimum grade of C in SOC 402 and 404 or by permission of the instructor.

**CHOOSE THREE ELECTIVE COURSES FROM:**

**CMJ 321 CRIME AND DELINQUENCY 3**

A critical analysis of trends, patterns, and explanations of crime and delinquency. Special attention is given to understanding the connections between social, economic, cultural, and political factors on the one hand and criminal and delinquent behavior on the other. Prerequisite: CMJ 105 or permission of the instructor.

**SOC 340 URBAN SOCIOLOGY 3**

Addresses some of the basic concepts and questions of urban sociology. Major topics include the origins and growth patterns of cities; the social composition of the city; urban community and neighborhood; comparative analysis of cities; kinship, friendship, and acquaintance networks; and urban issues/problems. Special emphasis on the cities of Philadelphia, New York, and Boston.

**SOC 495 SOCIOLOGY INTERNSHIP 3**

Internship provides a supervised work experience in a related field of sociology for those students desiring an opportunity for "hands-on" experience in an area of their choice. Prerequisite: Minimum grade of C in SOC 100 and must be at least a junior. Three credits may apply to the major or minor.

**POS 103 AMERICAN GOVERNMENT 3**

Surveys the founding principles of the American political system, the American political culture, and the decision-making processes and institutions of American government. Examines contending theories of American democracy.

**POS 200W COMPARATIVE GOVERNMENT 3**

Comparative analysis of leading governments of other nations contrasted with each other and the government of the United States. Political institutions, political parties, and electoral processes will be examined. Writing-intensive course. Prerequisite: Minimum grade of C in POS 103.

**POS 318 CONSTITUTIONAL LAW I 3**

Introduction to the role of law in our society. Looks at the nature of legal decision making, then at various actors in the system: lawyers, judges, police and jurors. The adversary process is analyzed.

**POS 342 CONSTITUTIONAL LAW II 3**

A study of the U.S. Supreme Court and its special role in American government and society. Leading court opinions in separations of powers, federalism and civil liberties and civil rights are analyzed. Recommended for students interested in law school. Prerequisite: POS 103.

**PSY 100 GENERAL PSYCHOLOGY 3**

A summary and overview of the field of psychology as the scientific study of human behavior including research issues, theoretical approaches, and selected areas of study. Offered in fall and spring.

**SWK 251 CHILD WELFARE 3**

A study of problems experienced by families and children and the services designed to meet them. Attention will be given to traditional services dealing with problems such as child abuse and marital conflict, as well as less traditional services dealing with problems such as adolescent flight, spouse abuse, and addictions.

\*Prerequisite POS 103.

## *Bachelor of Arts with a major in Organizational Leadership*

The purpose of the 45-credit major is to produce graduates with the capacity to understand and lead strategic change and renewal in organizations. Drawing from Judeo-Christian and ethical perspectives, the curriculum challenges students to apply critical thinking and collaborative skills in identifying the costs and consequences of planned change. The program is designed for adult learners who are 21 years and older who bring prior college credits to complete the 121-credit bachelor's degree.

General Education (GE July 2013) is integrated into the Organizational Leadership major. Oral Communication, Argument and Analysis, Scientific and Quantitative Reasoning, Information Literacy, Biblically Informed, Formed in Christian Thought, and Knowledgeable in Doing Justice are important components flowing out of Eastern's foundational commitments. In addition, students must complete some GE courses outside the major.

**INST 222 FOUNDATIONS OF CRITICAL THINKING 3**

This course assists students in developing the ability to reason logically and assess the value and validity of persuasive communication. Topics include components of sound argument, quality of arguments, ambiguity in communication, standards of thinking, identification of assumptions, and examining supportive evidence. This is a foundational course drawing on the disciplines of philosophy and other disciplines. *Satisfies the general education requirement for Critical Reasoning/Argument and Analysis.*

**INST 270 JUSTICE IN A PLURALISTIC SOCIETY 3**

This interdisciplinary course uses both biblical and philosophical frameworks to examine the complexities of social justice in a pluralistic society. The focus is on the United States with connections to the global community. Principles of social justice are used to explore issues of race, gender and class. Emphasis is placed on the student understanding her/his own identity and life situation, including what values, attitudes and knowledge have shaped her/his own worldview. Attention is given to students developing skills in interacting with people from diverse groups and in bringing about social justice in the larger society. *Satisfies the general education requirement for Commitment to Justice/Doing Justice.*

**INST 350 JUDEO CHRISTIAN PERSPECTIVES ON LEADERSHIP 3**

Examples of Old and New Testament leadership are studied in the context of God's relationship with humankind throughout the Bible narrative. Application of contemporary leadership theories will be emphasized. Students com-

pare and contrast leaders in the Bible with examples of leadership in their professional and personal lives. Prerequisite: INST 270

**OL 220 STATISTICAL ANALYSIS AND DECISION MAKING 3**

Encountering statistics is inescapable in a world of ubiquitous information and rapid change. The ability to analyze, interpret, and apply statistical information is included among the critical skills necessary for strategic leaders to make informed decisions. As such, the course provides a relevant context for introducing students to statistical concepts including descriptive statistics, probability, inferential statistics, correlation, and regression. Ample discussion and practice will supplement comprehensive lecture material.

**OL 261 SECONDARY RESEARCH AND WRITING 3**

The analysis, synthesis, and evaluation of information from secondary and primary sources is discussed and practiced. A special emphasis is placed on locating information using Warner Memorial Library electronic databases; reading strategically; writing for academic audiences; and documenting source material in American Psychological Association (APA) format.

**OL 310 LEADERSHIP FORMATION AND DEVELOPMENT 3**

Students will reflect on and evaluate individual leadership style, values, beliefs and areas for leadership development in the context of the Christian faith. Study of leadership theories will include particular examination of ethical, spiritual, authentic, and servant leadership approaches along with discussion of implications for organizational practice.

**OL 320 RESEARCH IN ORGANIZATIONS 3**

The scientific method of exploring and understanding phenomena is examined in the context of organizational studies. Examples of published research will be analyzed, interpreted, and evaluated to acquaint students with contemporary and traditional methods of investigating organizational phenomena. Important philosophical assumptions associated with quantitative and qualitative approaches to research will be considered along with the role of diagnostic inquiry in organizations.

**OL 336 FINANCIAL CONCEPTS FOR NON-FINANCIAL LEADERS 3**

Basic financial concepts are presented to enable students to effectively use accounting data, financial statements, budgets, and financial reports. Course participants will be able to estimate costs and prepare project budgets while communicating more effectively with accountants and financial specialists.

**OL 340 MANAGING ETHICS IN ORGANIZATIONS 3**

Fundamental issues involved in relating personal ethical values to the complex moral dilemmas faced by leaders are introduced. Beginning with a consideration of the relationship between values and worldviews, the course proceeds to examine different modes of ethical analysis and to explore problems associated with ethical relativism,

professional ethics, conflicts of interest, and social responsibility.

**OL 350 ORGANIZATIONAL THEORY 3**

The theoretical foundations of organizations are introduced and examined. Special emphasis will be placed on understanding organizations as complex open systems that interact strategically with multiple stakeholders. Students apply concepts and principles to cases that illustrate the structural, cultural, and technological aspects of organizations.

**OL 360 ESSENTIALS OF PROJECT MANAGEMENT 3**

The project life cycle, planning and control processes, and people management aspects of project management are presented. Students develop foundational knowledge and skill in managing projects while balancing constraints involving project scope, quality, schedule, budget, resources, and risk.

**OL 380 COMMUNICATION STRATEGIES OF THE LEADER 3**

Students will develop and demonstrate communication skills appropriate for a variety of audiences and contexts including interpersonal, small group, public speaking, and online situations. The importance of communicating vision as well as framing organizational issues effectively will be highlighted. Prerequisite: INST 222.

**OL 410 BEHAVIORAL DYNAMICS IN ORGANIZATIONS 3**

Socio-psychological aspects of organizations are examined relative to overall work performance, decision making, conflict resolution, team learning, innovation and change. Group tasks are supplemented with opportunities for individual and interpersonal reflection as consideration is given to issues related to work-life balance and the role of personal faith in the workplace.

**OL 440 STRATEGIC CHANGE 3**

The role of strategy in organizational decision making, development, and change is examined. A distinction will be drawn between strategies and tactics as the formulation, implementation, and continual evaluation of strategy in organizations will be emphasized. Special attention will be placed on the concept of strategic thinking as students assess and develop personal competency in this area.

**OL 485 ORGANIZATIONAL LEADERSHIP CAPSTONE COURSE 3**

Students will apply knowledge and skills developed in previous courses to authentic cases involving opportunities for planned change. Systematic and systemic analysis of an organization's current state and desired state will be conducted as students work collaboratively to initiate and sustain momentum toward a strategic change initiative. Final project deliverables include a comprehensive proposal and presentation to key stakeholders.

*See General Studies Courses listed at the beginning of the course descriptions in this catalog to select general education and elective courses for the degree program.*

## ***Bachelor of Arts in Youth Ministry Leadership***

The Eastern University Youth Ministry major exists to equip, guide and nurture students who are exploring ways to seize this strategic opportunity through holistic, relevant youth ministry. The program is designed for adult learners who are 21 years and older who bring prior college credits to complete the 121-credit bachelor's degree.

*General Education (GE July 2013) is integrated into the Youth Ministry Major. Scientific Reasoning, Quantitative Reasoning, Knowledgeable about Global Diversity and Knowledgeable in Doing Justice are important components flowing out of Eastern's foundational commitments. In addition, students must complete some GE courses outside the major.*

**THEO 210 FOUNDATIONS OF CHRISTIAN SPIRITUALITY 3**

This course explores the historic foundations of the Christian spiritual life. It considers key biblical texts and selected classical Christian writings in order to understand the nature and development of mature Christian faith, the connection between faith development and human development, the relationship between Christian faith and the various doubts and conflicts faced by contemporary believers, and the significance of classical spiritual disciplines in the formation of authentic Christian character. Prerequisite: BIB 101, 102; minimum grade of C in BIB 101, 102.

**THEO 240 THEOLOGICAL THINKING 3**

A survey of the main themes of Christian theology from both systematic and biblical perspectives. Special emphasis is on the development of responsible theological thought. Such topics as the basis of authority, the nature of God, human nature, the person and work of Christ, the Holy Spirit and the Church will be treated. Prerequisite: BIB 101, 102; minimum grade of C in BIB 101, 102.

**YMIN 101 INTRODUCTION TO YOUTH MINISTRY 3**

This course will be a study of the physical and emotional development of adolescents, and the development of a philosophy of ministry with adolescents, with guidelines and discussion relating to the implementation of a program of ministry within the framework of the local church as well as in various other contexts.

**YMIN 102 THE GOSPEL AND ADOLESCENT CULTURE 3**

This course will survey various elements of the youth culture and the adolescent experience while considering ways that these elements of culture and experience are addressed by the Gospel of Christ. The course will feature discussion of traditional adolescent issues and a survey of curricula and materials that address these issues.

**YMIN 202W YOUTH MINISTRY AND EVANGELISTIC STRATEGY 3**

The ministry of outreach and evangelism is a critical component of any effective youth ministry. This course will examine the biblical bases for evangelistic ministry, the essential components of the evangelistic message, and will survey various modes and means of personal and group



evangelism. This course will also focus on developing significant writing skills or students in the major.

**YMIN 203 YOUTH MINISTRY IN THE WILDERNESS 3**  
This course will explore the value and rationale for youth ministry in the context of wilderness camping. Special emphasis will be placed on the logistics of group camping in the wilderness setting, and how to plan and execute such a trip. Course participants will learn ways of using the wilderness experience for group building, leadership development and personal spiritual growth. The context of the course is a two-week wilderness trip that will include backpacking, rock-climbing and whitewater rafting. The class is offered every other year in APJL as part of the required residency program. Additional fees.

**YMIN 205 YOUTH MINISTRY AND THE SMALL GROUP PROCESS 3**  
By learning and participating in a small group, students will gain the basic skills necessary for facilitating small groups in a youth ministry context. Through this experience, students will learn how to create an atmosphere where youth can meet together regularly and become committed to each other, to the group, and to growing together in their faith in Christ. Principles of biblical interpretation and Bible study activities appropriate to youth ministry will be explored. Prerequisites: Minimum grades of C in YMIN 101, 102.

**YMIN 207 YOUTH MINISTRY PROGRAMMING SKILLS 3**  
This course is designed to train students in skills necessary for effective youth ministry. This phase of the skills curriculum will focus on creativity, learning styles, event planning, communication skills and techniques. The course will utilize a laboratory approach that begins with instruction and moves into hands-on participation. Offered in fall. Prerequisite: Minimum grade of C in YMIN 101.

**YMIN 303 YOUTH MINISTRY IN THE URBAN SETTING 3**  
The objective of this course is to give students a vision for youth ministry in an urban environment. Students will not only have opportunity to see and experience various approaches to urban youth ministry, but will also be challenged to explore their attitudes toward cross-cultural ministry, racism and poverty. Prerequisites: Minimum grades of C in YMIN 101, 102.

**YMIN 305 YOUTH MINISTRY ADMINISTRATION 3**  
This course will focus on some of the “nuts-and bolts” areas of everyday youth ministry in the parish and para-church setting. Topics examined will range from organizing and administering a youth program to counseling teenagers, the dynamics of team ministry and working with programs. Other practical concerns that will be given attention are finances and budgeting, church staff relationships and promotional skills. Offered every spring. Prerequisites: Minimum grades of C in YMIN 101, 102, 207.

**YMIN 315, YMIN 415 FIELD PLACEMENT I & II 2, 2**  
Each youth ministry major is required to complete a total of 320 hours (4 credits) of field placement. This allows a stu-

dent to practice and sharpen performance skills in the only setting where they finally count, in ministry with the youth themselves. Field placement credits may be earned through summer internships, one-year, fulltime ministry internships through part-time placements during the school semester. Opportunities range from working with Young Life or some other para-church ministry, to inner-city ministry, to ministry in a traditional church setting.

**YMIN 402 DISCIPLING YOUTH 2**  
Beginning with a biblical definition of Christian discipleship, special attention is given to identifying what Christian discipleship looks like in the adolescent culture. Students review various components of a ministry of discipleship and examine strategies of discipling youth. The course uses lecture, classroom discussion, independent research and a five-day field trip to view various youth discipleship ministries. Students will be charged an additional fee to cover extra food and housing costs for the travel component of the course. Due to the unusual nature of this course, it is offered every other year in APJL as part of the required residency program. Prerequisites: Minimum grades of C in YMIN 101, 102.

**YMIN 404 SENIOR SEMINAR 2**  
Using a seminar format, special focus and attention will be given to questions that often emerge in youth ministry: At what point does parental responsibility override a confidential youth-youth minister relationship? How does one handle various problems of discipline? What is the relationship between para-church and local church youth programs? The course will utilize a case-study approach in exploring some of these issues. The Culminating Senior Experience (CSE) project will be part of this course. Prerequisites: Minimum grades of C in YMIN 305.

**YMIN 406 YOUTH MINISTRY SKILLS CLINIC 2**  
This course will be designed to give students opportunities to exercise their skills in speaking to teenagers. Students will focus on creative teaching methods, curriculum design and various approaches to Bible study (topical, textual, etc.). Class sessions will consist largely of student presentations and care-full group critique of those presentations. Prerequisites: Course is open to youth ministry majors who are in their junior or senior year and have successfully (minimum grades of C) completed YMIN 101, 102, 207 or who have permission of the instructor.

## *Bachelor of Science with a major in Business Administration*

The purpose of this 39-credit major is to provide key growth opportunities including global awareness and complex thinking; strategic planning, ethical reasoning and decision making; transformational leadership; project management; business process analysis; and identification/development of human and social capital. The program is designed for adult learners who are 21 years and older who bring prior college credits to complete the 121-credit bachelor's degree.

General Education (GE July 2013) is integrated into the Business Administration major. Written and Oral Commu-



nication, Technological Skills, Scientific and Quantitative Reasoning, and Information Literacy are important components flowing out of Eastern's foundational commitments. In addition, students complete GE courses outside the major.

See General Studies Courses listed at the beginning of the course descriptions in this catalog to select general education and elective courses for the degree program.

**BUS 300     MARKETING     3**

This course introduces the student to the broad field of marketing and activity that aims to develop goods and services to satisfy the needs and desires of customers. Marketing decision-making in for-profit and not-for-profit organizations emphasizes the analysis of customer needs and desires; segmenting of markets; developing product, promotion, price and distribution strategies; and the relationship among consumers, business and government.

**BUS 308     ACCOUNTING     3**

This course introduces the student to basic concepts and principles in accounting. In addition, students are expected to apply these concepts and principles in analyzing the financial health of an organization and devising strategies to ensure ethical decision-making with regard to accounting practices.

**BUS 311     ETHICAL PRINCIPLES OF  
MANAGEMENT     3**

This course introduces students to the relationship between business and society and integrates the major themes of this topic with principle concepts related to ethics and management. Students explore and relate their personal ethical values to the complex moral dilemmas faced by managers.

**BUS 320     MICROECONOMICS     3**

This introductory course focuses on the analysis of economic decision making in the context of public and private enterprises. The course develops the economic framework necessary to evaluate production opportunities, cost analysis and price determination in competitive and non-competitive markets.

**BUS 321     OPERATIONS MANAGEMENT     3**

This course emphasizes the optimum deployment of productive resources in industrial, commercial and institutional settings. Quantitative analytical techniques are used to explore topics related to decision theory, capacity planning, project management, inventory control and quality control.

**BUS 340     HUMAN RESOURCE MANAGEMENT     3**

This course analyzes the problems, strategies, and procedures used to assess and manage human resources in organizations. Special attention will be given to evaluation of abilities and performance; effective recruitment and selection; motivation techniques; and developing human resources.

**BUS 350     BUSINESS LAW     3**

This course provides a basic understanding of (1) the nature, functions and limitations of law and legal systems; (2) the basic relationship among justice, ethics, legal systems and

social structure; and (3) the relationship among society, law and business activity. Further, it is designed to enlighten with respect to rules, principles, standards and doctrines of law fundamental to a free enterprise system. The course covers the substantive areas of constitutional law, torts, contracts, and property and estate law.

**BUS 360     FINANCE     3**

This course introduces the basic concepts and techniques employed by financial managers. Topics include the environment in which financial decisions are made; time value of money; concept of value versus price; bond and stock valuation; risk and return; the capital asset pricing model; financial ratios calculations and capital budgeting.

**BUS 361     RESEARCH METHODS I     3**

This course introduces students to fundamental concepts related to the type of research that will be done through their Organizational Change Proposal. Topics include basic research design and measurement and the strengths and weaknesses of the various approaches available to the organizational problem solver.

**BUS 362     RESEARCH METHODS II     3**

This course reinforces the concepts introduced in Research Methods I and introduces students to the next phase in analyzing organizational problems. In particular, topics related to data analysis and interpretation will be explored relative to the types of research design a student may choose from in completing their Organizational Change Proposal.

**BUS 390     ORGANIZATIONAL BEHAVIOR     3**

The behavioral aspects of management are examined at the macro and micro levels. Specific areas of concern such as motivation, decision making, leadership, and conflict resolution are studied both theoretically and experientially.

**BUS 480     STRATEGIC MANAGEMENT     3**

This course explores the strategic planning process by focusing on in-depth analyses of organizations and their environments. Students integrate material from all other business and related courses to prepare written and verbal analyses of the strategic management of various types of organizations.

**BUS 485     ORGANIZATIONAL CHANGE  
PROPOSAL PRESENTATION     3**

The Organizational Change Proposal serves as an opportunity for students to apply knowledge and skills developed in the Business Administration program to authentic problems in businesses and organizations in their communities. Using the systems model of planned change, students analyze organizational inputs, target elements of change, and final outputs that reflect the change and how it will be managed and sustained over time.

*See General Studies Courses listed at the beginning of the course descriptions in this catalog to select general education and elective courses for the degree program.*

## *Bachelor of Science with a major in Early Childhood Education*

This accelerated cohort program is designed to offer qualified working adults the opportunity to complete a bachelor's degree in early childhood (66 credits). Students who complete all degree requirements, augmented core requirements, maintain a grade point average of 3.0 with successful completion of PAPA and/or PECT tests in their certification areas, and student teaching, will qualify for the Pennsylvania teaching certification. (Students who come from AA programs in Early Childhood Education from Eastern University partners are subject to amended course schedules).

General Education (GE July 2013) is integrated into the Early Childhood Education major. Technological Skills, Argument and Analysis, and Global Diversity are important components flowing out of Eastern's foundational commitments. In addition, students complete GE courses outside the major.

### **BIB 100 BIBLICAL LITERATURE IN CONTEMPORARY CONTEXT 3**

This course provides a general introduction to the story and significance of the Bible, the foundational book of the Christian faith and one of the world's greatest works of literature. Students will examine the Bible's nature, purpose, and authority; its historical narrative, cultural background, literary structure, and main theological concepts. Major emphasis is placed on understanding the overall storyline of the Bible as one grand narrative of redemption. It is intended as a foundation level course, suitable for those who have no previous knowledge of the Bible or Christian thought. *Satisfies the general education requirement for Christian Faith and Practice/ Biblically Informed.*

### **EDU 200 FOUNDATIONS OF EDUCATION 3**

This course looks at the social foundations of education in American life, the historical foundations of American educational philosophies and current tension points in American education. Twenty hours of observation in a school classroom are required for this course.

### **EDU 201 INTRODUCTION TO SPECIAL EDUCATION 3**

This course is designed to provide a full overview of the historical analysis of Special Education: classifications/ definitions and patterns of behavior, description of assessment and intervention strategies, legislation and litigation, outside forces that influence Special Education, and an introduction to the people in Special Education and their relationship to the system. Students will concentrate on their particular area of education as it relates to Special Education. Ten hours of observation required.

### **EDU 205 THE DEVELOPING CHILD 3**

This course provides an overview of the developmental theories and milestones associated with children ages 3 years through 10 years. Physical, cognitive, social, and emotional development are viewed in the contexts of the family and formal educational settings. Particular emphasis is placed on the interaction of social and cultural environments on learning and development.

### **EDU 211 EDUCATIONAL PSYCHOLOGY 3**

This course investigates psychological theories and research findings regarding development, learning and cognition, motivation, and social behavior. It also covers techniques and practices in assessing student learning. The focus is on the practical relevance of this material for elementary and secondary education settings.

### **EDU 231 COMPUTERS IN THE CLASSROOM 3**

A course designed to acquaint the teacher with the uses of computers in modern classrooms. Topics include word processing, grade books, data bases, LOGO, and evaluations of educational software. A hands-on course based in the computer lab.

### **EDU 301 EVALUATION AND ASSESSMENT OF CHILDREN IN INCLUSIVE CLASSROOMS 3**

This course is intended for teachers who plan to be certified in Special Education and those who will be teaching in schools where special education students are included in the regular classroom (inclusive education). The course examines the assessment and evaluation processes for all students with special emphasis on the special education students. Historical, philosophical and legal considerations for special education assessment and evaluation are included.

### **EDU 306 SCIENCE AND HEALTH FOR CHILDREN 3**

Content, methods and materials which relate to the teaching of science and health in the elementary school.

### **EDU 308 SOCIAL STUDIES AND ARTS FOR CHILDREN 3**

This is a skills course which stresses creative ways to incorporate multi-cultural, multi-ethnic, and global issues into the teaching of social studies. Students prepare teaching units for classroom presentation using resources which facilitate group involvement in all the arts and content areas.

### **EDU 310 MATH FOR THE TEACHER OF CHILDREN 3**

This is a hands-on course designed to incorporate basic mathematical concepts necessary for the teacher of children and the application of those concepts to teaching.

### **EDU 328 EARLY CHILDHOOD: PRINCIPLES AND PRACTICES 3**

This course explores the history, theories and philosophies that shape the field of early childhood education. Various delivery models such as center-based, home-based, early intervention, and faith-based are examined. Emphasis is placed on understanding how developmentally appropriate practice is applied in various settings. Ten hours of field experience is also required for this course.

### **EDU 329 EARLY CHILDHOOD: CURRICULUM AND ASSESSMENT 3**

Emphasis on creating an environment conducive to early learning with reference to major early childhood program models and related classroom materials. Methods of assessment will be discussed and utilized with preschool children and programs.

**EDU 380 COMMUNICATION ARTS FOR CHILDREN 3**

The content, methods and materials for teaching oral and written language skills. Listening, speaking and creative and practical writing, as well as the related skills of spelling, handwriting, choral speaking, grammar and usage are stressed. A process approach to writing is practiced.

**EDU 382 METHODS OF CLASSROOM MANAGEMENT 3**

Course provides practical classroom management techniques for pre-service teachers. Various strategies and specific interventions from strategies will be examined. Therapeutic and preventive measures are dealt with as they pertain to the classroom. A 20-hour observation/ field placement in an approved setting is required.

**EDU 384 INCLUSIVE EDUCATION 3**

This course examines the concept of Inclusion and what it means to both the special educator and the general educator. Students will learn to use effective teaching techniques for inclusion students in the general education classroom and examine the various ways special and regular educators can work effectively together.

**EDU 400 LITERACY FOUNDATIONS FOR THE PRIMARY GRADES 3**

This course focuses on beginning reading and the interrelated language arts. Emphasis will be given to the cognitive/constructivist perspective of reading that addresses reading and writing as processes of constructing meaning. Students will examine the developmental stages of reading, writing and spelling as well as the four systems of language. Students will learn integrative instructional strategies to teach phonemic awareness, linguistic patterns, phonics, comprehension, vocabulary, fluency, as well as using technology to enhance instruction and curriculum-based assessment. The scope of the course covers a historical perspective, reading theory, curriculum-based instruction and instructional alignment with state standards and the PA Literacy Framework. Appropriate current research literature will also be investigated. Students will tutor a child (grades K-3) for a minimum of 10 hours during the semester.

**EDU 401 LITERACY FOUNDATIONS FOR INTERMEDIATE GRADES 3**

This course will focus on the reading and writing processes within the context of literature-based reading instruction across the curriculum for grades 3-6. Methods/Strategies/Materials for teaching the interrelated language arts will be stressed. Emphasis will be given to comprehension, spelling, vocabulary, grammar, handwriting, creative expression, varying reading rate according to purpose and difficulty and technology to enhance instruction as well as curriculum-based assessment. A variety of current research literature will also be investigated. Students will develop a literacy unit demonstrating alignment with state standards and will evaluate materials and literacy programs. Students will attend a professional meeting and/or become members of a professional education organization. Prerequisite: EDU 400

**EDU 412 TEACHING ENGLISH AS A SECOND LANGUAGE 3**

This course is appropriate for the classroom teacher who has non-English speaking students in the class. It provides an overview of the methodology for teaching English as a Second Language. It provides students a thorough understanding of the nature of teaching and learning ESL. Materials learned in EDU412 will enable students to demonstrate knowledge and skills necessary to appreciate and to interact productively amid the cultural diversity that characterizes God's world.

**EDU 417 MULTICULTURAL EDUCATION 3**

In this interactive course, students will examine various social science perspectives on multiculturalism and apply theories and principles to educational practices. Students are expected to develop an in-depth understanding of multiculturalism at an individual and a societal level; to examine critical issues in multicultural education; to enhance sensitivity toward children from diverse backgrounds; and to integrate their knowledge and sensitivity into applicable instructional plans. Students will explore their own multicultural past via the cultural autobiography method, write critical responses to reading assignments and produce a creative project to be implemented in instructional settings. Experiential learning, reflection and dialogue are integral strategies of instruction.

**EDU 418 FAMILY AND COMMUNITY COLLABORATION 3**

Children need supportive adults, as well as other children; adults need a supportive community, including other adults; and children are the core of society, nurtured by it and for it. This class utilizes ecological systems theory as a model for organization and demonstrates the influence of changes over time on contexts in which children grow. It includes the contexts in which children develop, the relationships of the people in those contexts, and the interactions that take place within and between contexts. Students will be able to articulate and apply a Christian worldview to the profession of teaching.

**INST 270 JUSTICE IN A PLURALISTIC SOCIETY 3**

This interdisciplinary course uses both biblical and philosophical frameworks to examine the complexities of social justice in a pluralistic society. The focus is on the United States with connections to the global community. Principles of social justice are used to explore issues of race, gender and class. Emphasis is placed on the student understanding her/his own identity and life situation, including what values, attitudes and knowledge have shaped her/his own worldview. Attention is given to students developing skills in interacting with people from diverse groups and in bringing about social justice in the larger society. *Satisfies the general education requirement for Commitment to Justice/Doing Justice.*

**THEO 210 FOUNDATIONS OF CHRISTIAN SPIRITUALITY 3**

This course explores the historic foundations of the Christian spiritual life. It considers key biblical texts and selected classical Christian writings in order to understand the nature and development of mature Christian faith, the connection be-



tween faith development and human development, the relationship between Christian faith and the various doubts and conflicts faced by contemporary believers, and the significance of classical spiritual disciplines in the formation of authentic Christian character. *Satisfies the general education requirement for Christian Faith and Practice/Christian Thought.*

See General Studies Courses listed at the beginning of the course descriptions in this catalog to select general education and elective courses for the degree program.

## **Bachelor of Science in Nursing (for Registered Nurses)**

The courses in this 49-credit major are offered in an accelerated format. RNs strengthen leadership and interpersonal skills, as well as acquire computer literacy, ethical decision making, and communication skills. Students have the ability to select their own clinical practicum experiences. This bachelor's degree combines transfer courses from the student's pre-licensure nursing program, liberal arts foundations and advanced nursing courses to meet the minimum of 121 semester credits. The program is accredited by the Commission on Collegiate Nursing Education.

General Education (GE July 2013) is integrated into the Nursing major. Written and Oral Communication, Technological Skills, Argument and Analysis, Scientific and Quantitative Reasoning, Information Literacy, Formed in Christian Thought and Knowledgeable in Doing Justice are important components flowing out of Eastern's foundational commitments. In addition, students complete GE courses outside the major.

### **BIB 100 BIBLICAL LITERATURE IN CONTEMPORARY CONTEXT 3**

This course provides a general introduction to the story and significance of the Bible, the foundational book of the Christian faith and one of the world's greatest works of literature. Students will examine the Bible's nature, purpose, and authority; its historical narrative, cultural background, literary structure, and main theological concepts. Major emphasis is placed on understanding the overall storyline of the Bible as one grand narrative of redemption. It is intended as a foundation level course, suitable for those who have no previous knowledge of the Bible or Christian thought. *Satisfies the general education requirement for Christian Faith and Practice/Biblically Informed.*

### **INST 271 JUSTICE IN CARING FOR VULNERABLE POPULATIONS 3**

This is an interdisciplinary course that employs biblical and philosophical frameworks to examine the complexities of social justice within the United States health care system. Principles of social justice will be identified as issues of ethnic group membership, gender, and class. Participants in the course will explore these issues as they occur within the context of health care for vulnerable populations, health disparities, and health literacy. *Satisfies the general education requirement for Commitment to Doing Justice.*

### **MATH 220 STATISTICS FOR THE SOCIAL AND BEHAVIORAL SCIENCES 3**

Meaning, purposes and processes of statistical methods; selection of representative, parallel or equivalent groups; graphic representation; measures of central tendency; variability; normal distribution; probability; binomial coefficient; random sampling; confidence levels; inference; t-test, analysis of variance; chi square; correlation; Man-Whitney U Test. Theory and practice application of above operations with use of computer where applicable. This course does not count toward the requirements for the major or minor in mathematics.

### **NURS 210 HEALTH CARE ETHICS AND CHRISTIAN NURSING 3**

In a world where legal, financial, scientific, religious, societal and personal concerns converge when making health care decisions, nurses must be prepared to critically reflect, choose, and guide others in these directions. Participation in this course will provide students the opportunity to explore the foundations of ethical reasoning as well as address how Christian faith molds nursing practice. The course will offer the student an opportunity to examine and evaluate the various factors and relationships that impact health care decisions. Prerequisite: NURS 215.

### **NURS 215 SCHOLARLY WRITING IN NURSING 3**

Scholarly writing in nursing communicates knowledge, expertise, and advances the profession. This course explores the process of scholarly writing and provides students the opportunity to develop their writing skills. Students will practice the craft of academic writing and become effective writers by the end of the course. Prerequisite: NURS 301.

### **NURS 301 HEALTH CARE INFORMATICS 3**

This course will examine technology and its impact upon nursing and the health care industry. The students will explore how computers are utilized in education, practice, administration and research. Students will review software for its applicability in nursing and health care. Students will learn about word processing, electronic mail, computerized literature searches, Internet research, and electronic presentation software. Prerequisite: ENG 102.

### **NURS 302 THEORETICAL FOUNDATIONS OF NURSING 3**

An overview of the historical, political, conceptual and theoretical development of the profession of nursing, within a context of the Christian tradition. Special attention is given to the scientific nature of the profession as well as the characteristics of its professional practitioners. Prerequisite: NURS 215.

### **NURS 303 PSYCHOSOCIAL-SPIRITUAL ASSESSMENT 3**

This course focuses on psychosocial-spiritual assessment of individuals at all ages of the life span. Topics include culture/ethnicity, sexuality, stress, loss/grief, group process, communication, values, family theory, crisis theory, alternate health care modalities, and bioethical issues. Pre- or corequisite: NURS 302.



**NURS 305 PHYSICAL ASSESSMENT 3**

This course combines a holistic approach to nursing care of clients with the sciences of anatomy and physiology to obtain an accurate assessment of patient needs. Pre- or corequisites: minimum grade of "C" in NURS 302, Anatomy and Physiology I, II.

**NURS 306 HEALTH PROMOTION AND HEALTH EDUCATION IN NURSING PRACTICE 3**

This course is designed to focus on the role of the practicing nurse in the promotion of health and the provision of health education. Students will explore the concepts of health promotion and disease prevention as the challenge of the 21st century. Students will also have the opportunity to discuss and apply teaching and learning theories. The central role of the nurse as a primary health educator will be explored. Prerequisite: NURS 305.

**NURS 401 POPULATION FOCUSED NURSING: A GLOBAL APPROACH 3**

This course focuses on critical historical landmarks in public health nursing, essential existing nursing roles in population-focused care of individuals, families, and aggregates in a variety of local and global community settings. The course will engage students in the process of exploration vis-à-vis community assessment skills and epidemiological principles that guide public health policy, funding, and programming. National and international, public, private, and faith-based population-focused organizations will be examined, as well as national and international policies, goals, and efforts that address global health issues from both a holistic nursing practice perspective and a Christian world view. Prerequisite: NURS 306.

**NURS 402 LEADERSHIP IN NURSING PRACTICE 3**

Principles of leadership related to the organization and delivery of nursing care are studied within this course. Organizational management, power, decision making, and change theories are examined in relationship to the independent role of the nurse. Prerequisite: NURS 404.

**NURS 404 NURSING RESEARCH 3**

The research process is examined as systematic problem-solving for the improvement of health care. Emphasis is placed on analysis and evaluation of research findings for application to nursing practice. Prerequisites: MATH 220 (statistics) and NURS 401.

**NURS 405 SENIOR SEMINAR/PRACTICUM 4**

The seminar focuses on the process of leadership, teaching/learning, and accountability and responsibility for scholarly pursuits. Topics addressed are student-selected areas of importance to the profession. Seminar leadership and participation is based on a synthesis of knowledge derived from theory and research. The practicum component requires the student to collaborate with a faculty advisor and an agency resource person in the design and implementation of an individualized practicum. A change project is required. Students share clinical experiences in the seminar setting. (2 hours/ week class, 40 hours per semester clinical practicum.) (Prerequisite: NURS 402.)

**NURS 480 NURSING CAPSTONE: THE ART OF NURSING 3**

Throughout this capstone course the larger questions related to the aesthetics of the discipline of nursing practice will be explored. Shared personal experiences of illness (phenomenological perspective) derived from the literature will illuminate responses to both illness and healthcare providers. These insights guide us toward self-healing and the facilitation of healing in others. In addition, creative and purposeful strategies for leadership and outcomes evaluation that enhance nurses' ability to do the work necessary to manifest healing environments will be examined. Content related to end-of-life care is addressed using resources from the End of Life Nursing Educational Consortium (ELNEC). Prerequisite: NURS 405

**OM 370 CROSS-CULTURAL STUDIES 3**

Managing diversity is the major theme of this course with emphasis on cultural sensitivity and empowerment of people to reach their full potential. Readings and interviews are used to explore the values, customs and perceptions of various racial and ethnic groups and the impact on social and economic life. *Satisfies the general education requirement for Cultural and Global Awareness/Global Diversity.*

## *Bachelor of Science in Nursing (pre-licensure for college graduates)*

By the year 2020, the U.S. health care industry expects to see a shortage of 800,000 registered nurses, just as the aging baby-boomer population increases its demand on medical services. With this in mind, Eastern University has developed a pre-licensure program to help students who have non-nursing bachelor's degrees prepare for a nursing career. Three years of credit is transferred from the first degree. The BSN Two2 curriculum incorporates teaching strategies that support and encourage adult learning. The program faculty are experienced professionals who stay current with the latest developments in nursing and health care. The prerequisites of the program are a 3.0 GPA, a bachelor's degree from an accredited college/university and courses in Anatomy and Physiology I and II, Microbiology, Chemistry, Statistics, and Nutrition. This program received full approval of the Pennsylvania State Board of Nursing.

**BIB 100 BIBLICAL LITERATURE IN CONTEMPORARY CONTEXT 3**

This course provides a general introduction to the story and significance of the Bible, the foundational book of the Christian faith and one of the world's greatest works of literature. Students will examine the Bible's nature, purpose, and authority; its historical narrative, cultural background, literary structure, and main theological concepts. Major emphasis is placed on understanding the overall storyline of the Bible as one grand narrative of redemption. It is intended as a foundation level course, suitable for those who have no previous knowledge of the Bible or Christian thought. *Satisfies the general education requirement for Christian Faith and Practice/ Biblically Informed.*

**NURS 250 ACADEMIC NURSING ESSENTIALS 3**

This course introduces students to the language of nursing, critical thinking, and the essential academic skills necessary for success in nursing. Students will explore nursing history, evidence based practice, scholarly communication both oral and written, and the nursing process. Students will also examine the role of technology and its impact on nursing practice, privacy, confidentiality, and health care.

**NURS 310 PATHOPHYSIOLOGY/PHARMACOLOGY 4**

This course focuses on core concepts of alterations of human homeostatic processes and pharmacokinetics, pharmacodynamics, and pharmacotherapeutics. Causes of pathophysiology in select body systems are discussed along with corresponding physical effects and responses. Pharmacologic therapeutic agents are discussed in relation to their effects on body systems experiencing disease pathology throughout the lifespan. Nursing responsibilities regarding safe medication administration, client teaching, laboratory data analysis, and current research trends in pharmacology for the treatment of human diseases are discussed. Ethical/legal and cultural considerations of medication administration are discussed. Prerequisites: Minimum grades of C in NURS 301 and NURS 320.

**NURS 320 INTRODUCTION TO PROFESSIONAL HOLISTIC NURSING 4**

This course explores the historical and theoretical foundations of the profession of nursing from a Christian worldview. Special attention is given to the caring, scientific and artistic nature of the profession as well as the characteristics of its professional practitioners. Key roles of the nurse include care provider, designer/manager/coordinator of care, and member of a profession are explored. Emphasis is placed on the synergy of the body, mind and spirit that is essential to consider when providing nursing care to individuals throughout the lifespan. By looking at the holistic nature of persons, nurses can develop comprehensive therapeutic strategies. By exploring diverse psychosocial, spiritual, sexual, and cultural dimensions of persons, nurses can tailor their interventions to meet the needs of clients seeking mental and physical health.

**NURS 340 FUNDAMENTALS OF NURSING PRACTICE 5**

In this course, students learn to use knowledge from the liberal arts and sciences as a basis for the development of professional values for holistic nursing practice. The fundamentals of the nursing process and of basic clinical nursing skills are taught as caring behaviors within a Christian worldview. Course content areas include communication skills, legal and ethical considerations for holistic nursing care, assessment of basic health needs, and select psychomotor skills needed for beginning nursing practice. In addition, students learn information management skills of documentation, medical terminology, and abbreviations. Students then practice and hone these skills in the clinical setting. Prerequisites: Minimum grades of C in NURS 301 and NURS 320.

**NURS 350 HEALTH PROMOTION, HEALTH EDUCATION, AND PHYSICAL ASSESSMENT 5**

This course is focused on the concepts of health promotion and the skills of physical assessment. Students learn the key elements of nursing assessment, which include performing a health history, physical assessment, and psychosocial-spiritual assessment throughout the lifespan. Emphasis is given to the role of the professional nurse in health promotion and the provision of health education. Students have the opportunity to discuss and apply teaching and learning theories through the identification of client education needs. Students also participate in health promotion projects. Prerequisites: Minimum grades of C in NURS 301 and NURS 320.

**NURS 360 NURSING CARE OF ADULTS I 4**

In the classroom, emphasis is placed on the use of knowledge within a Christian worldview for health promotion and the prevention of illness involving selected body systems. Students utilize the nursing process by applying nursing assessment data for holistic identification and prioritizing client health problems, formulating client goals, development and use of nursing interventions, and evaluation of client goal achievement throughout the lifespan. This first clinical practicum will give students the opportunity to demonstrate beginning competence in skills necessary for the professional nurse in outpatient, long-term care, and acute care settings. Prerequisites: Minimum grades of C in NURS 310, NURS 340 and NURS 350.

**NURS 370 NURSING CARE OF ADULTS II 4**

This course emphasizes the application of nursing care to clients experiencing health problems that require increasingly intensive care. Students are introduced to hospitalized adults in various states of illness. Holistic nursing care concepts are emphasized through further development of communication skills, physical assessment skills, application of the nursing process, and critical thinking skills. The clinical practicum is designed to facilitate transition into the acute care setting. Students are given the opportunity to demonstrate competence as a provider/designer/coordinator/manager of care roles in acute care clinical settings for clients throughout the lifespan. Prerequisites: Minimum grades of C in NURS 360, NURS 380, NURS 390 and NURS 404.

**NURS 380 NURSING CARE IN MENTAL HEALTH AND ILLNESS 4**

This course focuses on theory and practice of nursing in mental health and illness from a holistic, caring, relationship-centered perspective. The historical, theoretical, empirical, legal, and ethical foundations of nursing in mental health and illness are discussed. Emphasis is placed on neuroscience, theories of human behavior and nursing theories applied to situations involving mental health and illness. The epidemiology and clinical course of major mental disorders as experienced by the whole person are central to the course. Consideration is given to issues in care, interventions, and the mental health of special populations. Opportunities to demonstrate critical thinking and practice nursing skills involving mental health and illness in a variety of community and mental health care settings

are provided. Prerequisites: Minimum grades of C in NURS 310, NURS 340 and NURS 350.

**NURS 390 MATERNAL-CHILD NURSING CARE 4**

This course provides the theoretical and clinical base for nursing care of the childbearing family throughout the childbearing year. Emphasis is placed on holistic care from a Christian worldview for the childbearing woman, her baby, and the family. Attention is given to the diverse needs of women and families with respect to differences in age, culture, and psychosocial attributes. Course content includes: maternal and newborn care, selected women's health issues, contemporary issues and trends, global issues in the care of women and newborns, and the nurse's role in the care of childbearing families. Clinical experiences provide opportunities for the student to participate in the care of the woman and her baby during the antepartum, intrapartum, and postpartum periods. Prerequisites: Minimum grades of C in NURS 310, NURS 340 and NURS 350.

**NURS 402 LEADERSHIP IN NURSING PRACTICE 3**

Principles of leadership related to the organization and delivery of nursing care are studied within this course. Organizational management, power, decision making, and change theories are examined in relationship to the independent role of the nurse. Prerequisites: Minimum grades of C in NURS 360, NURS 380, NURS 390 and NURS 404.

**NURS 403 HOLISTIC FAMILY/COMMUNITY NURSING PRACTICE 4**

This course focuses on health care needs of families and communities. Epidemiological principles are emphasized. Students identify need(s) for change and design nursing strategies to meet these needs. Students participate with other health care providers in delivering family/ community health care and service as advocates for health care consumers. The clinical practicum will provide students with the opportunity to provide nursing care in community health settings. Prerequisites: Minimum grade of C in NURS 360, NURS 380, NURS 390, and NURS 404.

**NURS 404 NURSING RESEARCH 3**

The research process is examined as systematic problem solving for the improvement of health care. Emphasis is placed on analysis and evaluation of research findings for application to nursing practice. Prerequisites: Minimum grades of C in NURS 310, NURS 340 and NURS 350.

**NURS 440 NURSING CARE OF ADULTS III 4**

This course focuses on caring for clients and families who are experiencing critical and complex health problems that may be life-threatening. Students use critical thinking skills in the planning and delivery of health care needs to acutely ill adults and their families. Students are given the opportunity to demonstrate competence as provider/ designer/ coordinator/ manager of care roles in critical care settings. 96 clinical hours. Prerequisites: Minimum grades of C in NURS 370, NURS 402, NURS 403 and NURS 450.

**NURS 450 PEDIATRIC NURSING CARE 4**

This course focuses on the role of the nurse as the provider of optimum care to the pediatric client and family. A developmental approach to the management of children from birth through adolescence is used. Course content incorporates a comprehensive view on normal growth and development throughout childhood, health promotion and maintenance and the management of acute and chronic childhood dysfunctions. A holistic approach is utilized which encompasses family dynamics, developmental tasks, health beliefs, cultural, spiritual, educational and economic issues. Appropriate methods of client/family teaching, anticipatory guidance, nursing support and guidance are taught as well as demonstrated by the student. Clinical experiences provide opportunities for the student to participate in the care of children and their families. Prerequisites: Minimum grades of C in NURS 360, NURS 380, NURS 390 and NURS 404.

**NURS 460 NURSING CARE AND CHRONIC ILLNESS 4**

This course focuses on holistic nursing practice in situations involving the chronically ill of all ages. In the classroom, emphasis is placed on health promotion, maintenance, and restoration for clients and families with chronic illnesses and disabilities. The clinical practicum will provide students with the opportunity to demonstrate advanced competence in skills necessary for the professional nurse in outpatient, long-term care, and (low acuity) acute care settings. Prerequisites: Minimum grades of C in NURS 370, NURS 402, NURS 403 and NURS 450.

**NURS 480 CAPSTONE: THE ART OF NURSING 3**

Throughout this capstone course the larger questions related to the aesthetics of the discipline of nursing practice will be explored. Shared personal experiences of illness (phenomenological perspective) derived from the literature will illuminate responses to both illness and healthcare providers. These insights guide us toward self-healing and the facilitation of healing in others. In addition, creative and purposeful strategies for leadership and outcomes evaluation that enhance nurses' ability to do the work necessary to manifest healing environments will be examined. Content related to end-of-life care is addressed using resources from the End of Life Nursing Educational Consortium (ELNEC).

**NURS 485 SYNTHESIS OF NURSING KNOWLEDGE 4**

This course provides the opportunity for synthesis of academic, evidence-based, and clinical nursing knowledge gained during the prerequisite nursing courses. Students will apply knowledge to clinical practice through the use of simulation and problem based learning. This course will assist students to prepare for successful completion of the NCLEX-RN® and achievement of licensure as a professional nurse. Prerequisites: Minimum grades of C in NURS 370, NURS 402, NURS 403 and NURS 450.



# STUDENT ACCOUNT INFORMATION

## SCHEDULE OF STUDENT CHARGES

The schedule of student charges varies according to the program selected. Specific costs and payment schedules are found at [www.eastern.edu/offices-centers/student-accounts-office/tuition-fees](http://www.eastern.edu/offices-centers/student-accounts-office/tuition-fees).

## ADVANCE DEPOSIT

All undergraduate CCGPS students are required to pay an advance deposit of \$75. This payment will hold a place for the student and be applied to tuition costs.

## FINANCIAL RESPONSIBILITY

Full payment of a student's financial account is expected. Failure to fulfill payment obligation may result in late payment fees, monthly service charges, suspension from classes, withholding of registration from future sessions, release of transcripts, grades, and diploma. Eastern University will apply approved state grants, Eastern University grants and scholarships toward the payment of tuition, fees, books, room, insurance, and/or any other charges billed by Eastern University. **PLEASE NOTE:** A 1.5% Monthly Service Charge will be added to all accounts that become delinquent.

In cases of serious delinquency of financial obligation, the student's account may be placed with a collection agency and ultimately may be listed with one or more credit bureaus. In addition to the delinquent balance, the student will be responsible for any and all monthly service charges accrued on the student's account and any costs, which may range from 25% to 50%, associated with placing the account with a collection agency. If it becomes necessary to litigate an account, all costs of litigation will be added to the balance of the student's account.

## ADDITIONAL FINANCIAL REQUIREMENTS FOR INTERNATIONAL STUDENTS

International students will need to provide documentation of financial support equivalent to one year of total expenses in the United States. The financial documents required are: 1) an affidavit of support or a letter of intent to support from a sponsor; and 2) an accompanying bank statement which indicates that the required amount of funds is available. All documents must be in English with monies listed in U.S. currency.

An accepted graduate international student will be required to submit a \$5,000.00 (U.S.) advance deposit before Eastern will issue a Certificate of Eligibility (I-20).

## LATE PAYMENT FEE

When a student is registered in a timely manner, Eastern University will provide a bill through the student's CASH-

Net portal on [my.eastern.edu](http://my.eastern.edu) in advance of the payment date. When a student account is not paid by the bill due date, a late payment fee may be assessed to the student's account. The semester-based late payment fee is \$110.00 per semester and the session-based late payment fee is \$55.00 per academic session.

## LATE REGISTRATION

The last date to register for each academic session is published in the calendars at the end of this catalog. Late registrations will be processed on a case-by-case basis, but students whose appeals are granted will forfeit priority in class selection and may experience delays in student services. *Full payment is due upon accepted late registration.*

## MONTHLY SERVICE CHARGE ON DELINQUENT ACCOUNTS

A *Monthly Service Charge of 1.5%* will be added to all accounts that become delinquent. In addition, the Monthly Service Charge is added to all delinquent accounts that are carrying past due balances. The Monthly Service Charge is added to accounts just prior to the mailing date of the Monthly Account Statements.

If you pay your bill on one of our multiple payment options *and* your payments are kept current, you will *not* be billed the Monthly Service Charge.

**Payment Plan** information is available on Eastern's Web site, <http://www.eastern.edu/centers/student-accounts-office/payments-options-0>.

## TUITION

The cost of educating a student at Eastern far exceeds tuition charges. Gifts, grants, endowment and other sources of income supplement student payments to insure a quality educational program.

Modest annual increases in student charges should be anticipated to sustain and advance academic programming.

## POLICY ON RELEASE OF ACADEMIC CREDENTIALS FOR PAST DUE ACCOUNTS

It is Eastern's policy to withhold grade reports, transcripts, diplomas and possibly future registrations anytime there is an outstanding amount due on a student's account. A "hold" does not preclude participation in graduation ceremonies.

## WITHDRAWAL AND REFUND OF TUITION SEMESTER-BASED PROGRAMS

Any student who wishes to drop or withdraw from all courses in the semester is required to notify the Office of the Registrar (610.341.5853). Please note that the first day of classes is counted as the first day of scheduled classes for the entire institution without regard for the start date of individual classes.

Students who wish to drop or withdraw from all courses are eligible for a tuition refund based on the following schedule:



# STUDENT FINANCIAL AID INFORMATION

Withdrawal during the regular semester:	
the first two weeks	100%
(Dropped from transcript)	
the third week	50%
after three weeks	0%

## NON-SEMESTER COURSES AND RESIDENCIES

Any student who wishes to drop or withdraw from a course or the program is required to notify the Office of the Registrar (610.341.5853). Notification will be sent from the Office of the Registrar to appropriate University offices, resulting in a calculation of any remaining balance, change in Title IV Federal Aid, or Eastern University Aid, or refund.

When the course work is presented in an accelerated sequential format, students who wish to drop a course in an academic session (for example, the October – January session) are eligible for a refund of tuition and fees based on the following schedule:

On or before the end of the first week	
of the course	100%
After the first week of the course	0%
(Withdraw – “W” grade assigned)	

## FOR COURSES IN THE FOLLOWING ACADEMIC SESSION:

### OCJA, JAAP, APJL OR JLOC

Given the blended nature of accelerated course work and for the purpose of this policy, all courses start on the Monday of the schedule, regardless if the first meeting of the on-ground portion of the class meets later in the week. Courses that extend across the session will be considered as part of the first portion of the session and must be dropped in the first week of the session to be considered for the refund.

## MONTHLY ACCOUNT STATEMENT

On or about the 15th of every month, an account statement will be generated. Eastern University and CASHNet provide online billing and payment services. The Monthly Account Statement is a reflection of all financial transactions including late penalties and service charges posted to your account up to the date on which it is generated.

Please keep in mind that it often takes a week or more from the time the payment is mailed until it is reflected on your account.

**Please Note:** If the financial aid that you are anticipating is not reflected in your monthly statement, please contact the Financial Aid Office directly at 610.225.5102.

## MAILING POLICIES

The Student Accounts Office sends all billing, statement, and warning correspondence to the student’s secure Eastern University e-mail address.

Policies and procedures pertaining to federal, state and institutional student financial aid are located on the Financial Aid Office Web page [www.eastern.edu/offices-centers/financial-aid-office](http://www.eastern.edu/offices-centers/financial-aid-office)

In order to receive any type of financial assistance, a student must:

- Be fully accepted as a matriculated student in a degree or an elementary or secondary teacher certification program
- Be enrolled at least half-time
- Have made satisfactory academic progress at the end of the previous academic year
- Have applied for financial aid by the published deadline each year aid is requested

Financial Assistance is not available for:

- Provisionally accepted students
- Students enrolled as non-degree students
- Courses being taken for personal enrichment

## FEDERAL DIRECT STAFFORD LOAN PROGRAM

The Free Application for Federal Student Aid (FAFSA) must be submitted each academic year in order to participate in the Federal Direct Stafford Loan Program. In addition, students must complete and submit a *Federal Direct Stafford Loan Master Promissory Note* (MPN) and the *Federal Direct Stafford Loan Entrance Counseling* before the loan may be certified.

**INTERNATIONAL STUDENTS** may apply for a Federal Direct Stafford Loan if they are considered to be an eligible non-citizen and have a valid SSN and a valid Student Aid Report (SAR) from filing the Free Application for Federal Student Aid (FAFSA).

**PRIVATE ALTERNATIVE LOAN PROGRAMS** are available for students unable to participate in the Federal Direct Stafford Subsidized and Unsubsidized Loan Program or students interested in additional funding.

## SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

The Satisfactory Academic Progress (SAP) Policy at Eastern University has three components:

1. Completion of a Specified Percentage of All Credits Attempted
2. Specified Cumulative Grade Point Average (CGPA)
3. Completion of degree requirements is 150% of the published program length

Standards can be found on the Financial Aid web site at <http://www.eastern.edu/financial-aid-office/satisfactory-academic-progress>.

# ACADEMIC POLICIES AND PROCEDURES

## WITHDRAWAL FROM ALL COURSES

A student who receives Title IV Federal Financial Aid and wishes to withdraw from ALL courses during an enrollment period must provide notification to the Office of the Registrar (610.341.5853 or [registra@eastern.edu](mailto:registra@eastern.edu)). The change of enrollment status processed by the Office of the Registrar will alert the Financial Aid Office to review the student's record. Students participating in the Federal Direct Stafford Loan Program must complete a Loan Exit Interview online at [www.studentloans.gov](http://www.studentloans.gov). If a student withdraws without notification, the last date of recorded class attendance or the mid-point of the semester will be used as the withdrawal date for financial aid reporting.

A student who is receiving any type of financial assistance and drops a class or withdraws from a class (or classes) should contact the Financial Aid Office to learn how the change in enrollment status will affect financial aid eligibility. 610.225.5102

## LEAVE OF ABSENCE (LOA)

Leave of Absence status is limited to special requirements under Title IV federal financial aid regulations. Students needing to withdraw from ALL courses during an enrollment period should withdraw from the program and apply for readmission at a later date.

## RETURN OF FEDERAL TITLE IV FUNDS

The Financial Aid Office recalculates Federal Title IV financial aid for all students receiving Federal Title IV assistance who withdraw, drop out, are dismissed or take a leave of absence from all courses.

Recalculation is the determination of the percent of Federal Title IV aid that the student is eligible to receive. The calculation takes into consideration the amount of aid awarded, the length of the semester or combined academic sessions and the number of days the student attended prior to his/her removal from classes.

When Federal Title IV aid is returned, the student may owe a balance to the University. Students owing a balance should contact the Student Accounts Office to make payment arrangements. The Student Accounts Office can be reached by calling 610.341.5831.

Federal Title IV aid includes Federal Grants as well as Federal Stafford Loans awarded. The withdrawal date is defined as the actual date that the student begins the withdrawal process or expresses the desire to withdraw from the University. The withdrawal date will be the student's last date of recorded attendance or the midpoint of the semester for a student who leaves without notifying the University.

## NOTIFICATION

The Financial Aid Office sends all financial aid information requests to the student's secure Eastern University e-mail address.

## ADMISSIONS POLICIES

To be admitted to any undergraduate program, the applicant must provide official documents and meet the following eligibility criteria:

- 21 years of age or older (or independent student or graduate of an accredited two-year college)
- High school graduate  
The final high school transcript must be official, show the date of graduation, and be issued by a school district or private school approved by the by the Pennsylvania Department of Education or another state's / country's educational authority. The GED will be accepted in place of a high school transcript if the official test score report and diploma are issued by the Pennsylvania Department of Education or another state's educational authority.
- Demonstrated success in college-level learning if previously enrolled in another college or university as indicated by a minimum overall grade-point average of 2.0.  
(The specific undergraduate program may require a higher standard to comply with professional requirements.)
- Satisfactory interviews, essays, letter of recommendation and other information required by the specific undergraduate program
- Ability to appropriately use contemporary technology tools for communication and online learning as indicated by the signed Disclosure of Online Learning Expectations form

*For applicants who studied in educational systems outside the United States:*

- Official evaluation of academic credentials in English from a NACES member organization is required. An evaluation from World Education Services is preferred.

*For applicants whose language of instruction was not English*

- Minimum Test of English as a Foreign Language (TOEFL) score of 79 (Internet-based) *or*
- Minimum International English Language Testing System (IELTS) score of 6.5 *or*
- Successful completion of Eastern University's Level 3 IESL

NOTE: Students entering Eastern's accelerated undergraduate programs are not eligible for F-1 or J-1 visas.

Admission to Eastern University is not automatic; that is, some applicants who meet or surpass minimum require-

ments may be denied acceptance. Each Eastern program reserves the right to accept or reject any applicant for reasons the University determines to be material to the applicant's qualification to pursue a degree. For example, a violation of integrity and honesty in the application process is a serious offense, considered to be sufficient basis to deny admission.

#### **READMISSION POLICIES**

**Readmission after an absence of less than five years:** Students who withdrew from Eastern University and plan to resume their studies within the five year period following the exit date must apply for readmission through the Office of the Registrar.

*NOTE: Students who have not returned to Eastern within the period of five years or who plan to make significant changes in their programs of study, such as a change of degree objective or major, must apply through the Admissions Office and fulfill the graduation requirements in effect at the time of their return.*

The Application for Readmission form with instructions is provided on the Registrar's Web page . A completed application form must be submitted to the Office of the Registrar at least four weeks prior to the beginning of the readmission session. All official transcripts from other schools attended during the period of absence must be sent to the Office of the Registrar for evaluation. Academic credit for courses and grades earned at other academic institutions may be granted up to the maximum permitted by the specific Eastern University program. Qualified applicants are accepted in good standing or on academic probation once they have paid all past due balances to Eastern University and other schools attended since leaving Eastern. Notification of the readmission decision is communicated to the applicant by electronic mail.

**Readmission after an absence of more than five years or a request to change programs of study:** Students who have not returned to Eastern within the period of five years or who plan to make significant changes in their programs of study, such as a change of degree objective or major, must apply through the Admissions Office. The online application is provided on Eastern's web site [www.eastern.edu](http://www.eastern.edu). The applicant must have paid all past due balances to Eastern University and other schools attended since leaving Eastern and complete all steps in the current admissions process. Official transcripts from other schools attended during the period of absence must be sent to the Admissions Office for evaluation. (Credentials received for past periods of enrollment do not need to be submitted again.) Academic credit for courses completed at other academic institutions may be granted up to the maximum permitted by Eastern University policy. The accepted student must fulfill all graduation requirements in effect at the time of admission to the new degree or major.

#### **INSTRUCTIONAL DELIVERY OF ACCELERATED COURSES**

Courses consist of at least 14 hours of instructional time for each credit awarded. Each undergraduate accelerated course is six weeks in length. Each week of instructional activity begins on Monday and ends the following Sunday at 11:59 p.m.

Courses are delivered in the following formats in addition to on-ground classroom instruction:

**Online** - Online instruction occurs when the learner and the instructor are not in the same physical location, and the instruction is delivered through asynchronous and/or synchronous modalities via the Internet. Synchronous modalities allow individuals to interact online at the same time versus asynchronous modalities that allow individuals to log on at different times.

**Blended** - Blended instruction includes a combination of online (asynchronous and/or synchronous) delivery and on-ground classes (when the learner and the instructor are in the same physical location and meet in real time as scheduled). Online synchronous classes and on-ground classes are offered in real time as scheduled.

#### **STUDENT CLASSIFICATIONS AND DEFINITIONS**

**Guest student** – A guest may register for one or more undergraduate adult intensive courses for personal enrichment or to later qualify for admission as a degree student.

**Degree Student** – A degree student is one who plans to pursue a degree and who has been formally admitted for advanced studies in a particular program.

**Enrolled Student** – A student is enrolled as of the first date of the semester, term or academic session if all admissions requirements have been met, a registration is properly submitted, and payment arrangements have been approved by the Student Accounts Office. The University reserves the right to cancel a student's registration if admission or payment processes are not complete by the end of the full refund period.

**Matriculated Student** – An enrolled student becomes matriculated when accepted into a degree program.

**Provisional Student** – Provisional admission is a temporary classification in which an applicant may remain for a period of **one semester or term**. If the deficiencies that caused the provisional admission are not corrected by the end of the period, the student may be dropped from the program. Note: Financial Aid is not available.

**Undergraduate Student** — An undergraduate student is one who has not obtained a bachelor's degree.

**Second Degree Student** — A second degree student is one who has earned a bachelor's degree and seeks another bachelor's degree in a different program of study.

**Full-time/Part-time Student** — Undergraduate students are full-time when enrolled for at least 12 credits in a traditional semester; they are considered half-time when enrolled for at least six credits in a traditional semester. The 12-week academic sessions (two course blocks) require at least six credits for full-time status.

#### **ACADEMIC CALENDARS**

Dates of course offerings and periods of enrollment are determined by the academic calendars approved by the faculty. *Course blocks* are designated by beginning and ending dates of the 6-week accelerated course periods in the first or second half of *academic sessions*. *Academic sessions and semesters* are designated by calendar names, such as "October to January" or "Fall," and a calendar year to identify standard periods in which courses are offered in accelerated or traditional formats. Academic sessions are 12 weeks and semesters are traditionally 15 weeks in length.

Student enrollment is reported according to the official beginning and ending dates of the academic session or semester, not according to individual course dates. A student's degree date and eligibility to participate in commencement exercises is based on the last date of the final academic session, term, or semester, even if course work is completed prior to that date.

#### **GENERAL EDUCATION AND MAJOR REQUIREMENTS**

Students must complete the General Education requirements in effect at the time they first enroll. If requirements change during a student's enrollment period, the student may submit a petition to the dean to be permitted to complete all new General Education requirements.

Students must complete the requirements of their major in effect at the time of acceptance to the major. If requirements change during a student's enrollment period, the student may submit a petition to the dean to be permitted to complete all new major requirements.

#### **MAXIMUM COURSE LOAD**

Undergraduate students are registered for the sequence of courses designed for their majors. A student may register for one additional course in an academic session with approval of the student's academic advisor. Associate of Arts students are not permitted to enroll in overload credits in their first four academic sessions (equivalent to one academic year) of attendance at Eastern University.

#### **TRANSFER CREDIT**

General education and elective courses may be transferred at the time of admission. Applicants may be asked to submit catalog descriptions, course outlines, texts, or other materials in order to be given the correct course equivalencies on the Credit Evaluation prepared by the Office of the Registrar.

Official transcripts and other documentation are required.

Graduates of regionally accredited (e.g., Middle States Commission on Higher Education) institutions who earned the Associate of Arts or Associate of Science will receive credit for all courses successfully completed in their degree programs. Otherwise, undergraduate transfer credit is accepted for courses with grades of "C" and higher from regionally accredited post-secondary institutions. Technical and pre-professional courses completed at accredited institutions may qualify for up to a maximum of 30 semester hours of transfer credit. Eastern accepts credit for non-collegiate sponsored instruction and training programs as recommended by the American Council on Education. Credit earned through distance learning, departmental exam or experiential portfolio may be accepted in transfer if it is recorded on the transcript of a regionally accredited college or university.

Students may transfer credit earned at post-secondary institutions accredited by one of the following organizations under the conditions specified:

- Accrediting Council for Independent Colleges and Schools (ACICS) - Full credit is granted for courses with grades of "C" or higher posted to an official transcript.
- Association for Biblical Higher Education (ABHE) – Partial credit is granted based on course-by-course evaluation of an official transcript if the student submits a petition and supporting material to the Registrar after completing 24 Eastern University credits with grades of "C" or higher.
- Accrediting Commission for Career Schools and Colleges (ACCSC) or Accrediting Bureau of Health Education Schools (ABHES) - Provisional approval is granted until three students from the same institution earn baccalaureate degrees from EU. Up to 30 elective credits for specialized course work and up to 6 credits for General Education will be considered on a course-by-course basis if the official transcript confirms conferral of a specialized associate degree.

A student may petition for consideration of prior credit earned from a post-secondary institution not accredited by one of the organizations listed above. Course syllabi and other supporting documentation must be provided with the petition. If the student successfully completed at least 24 semester credits at a regionally accredited institution and the courses under consideration are judged meet the University's criteria for quality and college-level learning, partial credit may be awarded up to a maximum of 24 semester credits.

Elective courses to be taken at other regionally accredited institutions during the student's enrollment at Eastern must be approved in advance. Permission forms are available on Eastern's Web site at [www.eastern.edu/offices-centers/office-registrar](http://www.eastern.edu/offices-centers/office-registrar). Course grades and credits for transfer courses approved by the student's program appear on the Eastern



University transcript and the quality points are calculated into the student's cumulative grade-point average.

#### **CREDIT BY EXAMINATION AND**

##### **VALIDATED COLLEGE LEVEL LEARNING**

Eastern University will accept a maximum of 60 semester credit hours from any combination of Advanced Placement (AP), College Level Examination Program (CLEP), DSST, Excelsior College Examinations, International Baccalaureate (IB), and validated college-level learning, including American Council on Education (ACE) recommended credit for military and non-collegiate training programs and licensures. Eastern accepts ACE-recommended minimum passing scores and credit values for AP, CLEP, DSST, Excelsior and IB serves as a CLEP testing center.

##### **CHANGE OF MAJOR AFTER ADMISSION**

Approval to change the major must be granted by the original advisor and the program director of the new major. Some programs have established deadlines for changing majors. It is the student's responsibility to consult with the program advisor to clarify eligibility and procedures.

##### **CLASS ATTENDANCE**

Attendance at all class sessions of accelerated courses is considered a critical element in the accomplishment of learning outcomes.

Class attendance for online courses is defined as an online presence demonstrated by active participation in all threaded discussions and virtual chats as required by the instructor. Failure to fulfill requirements within the parameters of each session will result in the student being marked absent.

It is recognized that class absences are sometimes necessary for extenuating professional or personal reasons. It is for these reasons that policies and procedures are established and published by the departments responsible for each program. Please consult your department's Web page or posted/printed materials for specific attendance expectations for your program.

##### **INACTIVE STATUS AND READMISSION**

A student who withdrew may apply for readmission through the Registrar's Office. The program director must approve the Application for Readmission before a new registration will be accepted.

##### **PROGRAM LENGTH OF UNDERGRADUATE DEGREES**

The program length of the Associate of Arts (AA) is two years of full-time study. Credits earned in Eastern University's AA program, or equivalent credits from other sources, will count as cumulative earned credits for students admitted to bachelor's degree programs.

A student without prior college credit can complete an Eastern University bachelor's degree in four years of full-time study. Therefore, the program length of the bachelor's degree is four years.

#### **ACADEMIC ADVISING AND STUDENT RESPONSIBILITY**

Students are responsible for all courses for which they are registered, except for courses they officially dropped by written notification to the Registrar. Advisors, program directors and the Registrar's representatives make every effort to assist students in satisfying course requirements in the desired time period, but it is ultimately the student's responsibility to meet all academic and financial requirements for the program of study.

##### **DROPPING/WITHDRAWING FROM A COURSE**

- During the first week of a semester or academic session (or the equivalent time in non-traditional enrollment periods), a student may drop a course by submitting written notification to the Office of the Registrar. (See Refund Policy.)
- A grade of "W" will be entered on the academic record of any student who withdraws from a course or the program within the withdrawal period specified in the academic calendar. Courses carrying a grade of "W" receive no credit and are not counted in the grade-point average, even though the student has a financial obligation to pay tuition and fees.
- A student who withdraws from a course after the deadline for "W" without academic penalty will receive a grade of "WF" which is calculated into the grade-point average as zero quality points.
- Students are advised to contact the Financial Aid Office after withdrawing from one or more courses to determine if eligibility for student financial aid has changed. (See Withdrawal From Course in Student Financial Aid Information.)

*NOTE: A student who fails to officially drop/withdraw from a registered course will receive a grade of "F" for the course.*

The ability to withdraw and receive refunds for programs vary based upon the established policies of these courses. Grades of "W" are taken into consideration in the calculation of Federal Title IV eligibility. They are also taken into consideration when determining if a student has made Satisfactory Academic Progress.

##### **DIRECTED STUDY**

Some departments offer a directed study course for students with demonstrated ability and special interests. This course is appropriate when a student has a specialized and compelling academic interest that cannot be pursued within the framework of the regular curriculum or a regular course. Students need to have earned a minimum of 6 credits before attempting directed study.

##### **INDIVIDUALIZED INSTRUCTION**

Individualized Instruction is the teaching of a regular catalog course to a single student. Individualized instruction is offered only when the University has failed to offer a course

according to schedule or with sufficient frequency AND it is needed by a student for a critical reason (e.g., impending graduation or job). Both criteria must be met. Severe course conflicts and other student or faculty emergencies may be approved by the appropriate dean on a case-by-case basis as reasons for individualized instruction if no appropriate substitute course can be found.

**COURSE REPEAT POLICY**

- Undergraduate students must repeat courses for the major in which they received grades of “C-” or below.
- A student who has received a grade of “F” in a required course cannot graduate unless this deficiency is corrected. This course must be repeated the next time it is offered in the regular academic year. The course must be repeated at Eastern.
- When a student repeats a course, only the higher grade is used in calculating the grade-point average, but both grades appear on the transcript.
- Credit is granted once for a repeated course, unless the course description specifically allows accrued credit.
- A course may be repeated twice including withdrawn and failed courses.

**ACADEMIC APPEALS AND GRIEVANCES**

An appeal is defined as a request to a higher authority to change a decision that was made, typically a decision that the student believes adversely affects her/his academic career. A grievance is a complaint or concern of a student regarding a faculty or staff member at the university. For any academic appeal or grievance, if a student is enrolled in class(es) while the case is being heard, the student is responsible for the policies and procedures associated with the class(es).

Students wishing to appeal a course grade should follow the process listed under “Grade/Evaluative Action Appeal Process.” The process for redress of grievances is found in the *Student Handbook*, under “Student Rights, Freedoms, and Responsibilities.”

If a student wishes to appeal an academic decision other than a grade/evaluative action, the student shall make written appeal to Dean of the College in which the student is enrolled. The letter of appeal should include the date of the letter, the student’s full name, the Eastern University student identification number, the action requested, and detailed reasons for the request, including all supporting documentation. The appeal should be complete, since once submitted, the student will not be able to submit further evidence or request reconsideration by the Dean. The Dean may, at his/her discretion, limit his/her review to the written record provided, seek a meeting (in person or telephonically) with the student, and/or draw on a faculty group to review and advise. Within fifteen (15) business days of receipt during the academic year, the Dean will notify the student in writing of the Dean’s decision with respect to the student’s appeal.

**ACADEMIC PETITIONS (REQUEST FOR EXCEPTION TO POLICY)**

If a student wishes to petition for an exception to an academic policy, the student shall petition the Dean of the College in writing. The letter of petition should include the date of the petition, the student’s full name, the Eastern University student identification number, the request (petition) for an exception, and detailed reasons for the request, including all supporting documentation. The petition should be complete, since once submitted, the student will not be able to submit further evidence or request reconsideration by the Dean. The Dean may, at his/her discretion, limit his/her review to the written items provided, seek a meeting (in person or telephonically) with the student, and/or draw on a faculty group to review and advise. Within fifteen (15) business days of receipt during the academic year, the Dean will notify the student in writing of the Dean’s decision with respect to the student’s petition.

*Procedure for Student Appeals to the Provost*

To appeal a decision by an academic dean (including a decision on an academic petition) the student may appeal to the Provost of the University. Within 7 days of the Dean’s transmittal electronically or by mail of his/her decision to the student, the student may appeal the Dean’s decision by sending a letter by certified mail or overnight courier or e-mail with a return receipt requested to the Provost, with a copy to the Dean. In this letter or e-mail of appeal, the student shall state in detail why the decision by the Dean lacks substantial evidence or was capricious or discriminatory. The student shall include the student’s full name, the Eastern University student identification number, the College the student is enrolled in, and an explanation of the grievance and supporting documents.

The Provost may, at his/her discretion, limit his/her review to the written record provided, seek a meeting (in person or telephonically) with the student, and/or draw on a faculty group to review and advise. The Provost shall affirm the decision of the Dean unless the Provost determines that the Dean’s decision is arbitrary and capricious or otherwise lacks substantial evidence, in which case the Provost may remand the matter to the Dean with instructions. The decision of the Provost shall be final.

**GRADING SYSTEM**

Following are the grades and the quality points assigned to each.

<i>Grades</i>	<i>Grade points per semester hour</i>
A+, A, A-	Excellent 4.0, 4.0, 3.7
B+, B, B-	Good 3.3, 3.0, 2.7
C+, C, C-	Fair 2.3, 2.0, 1.7
D+, D, D-	Low Passing 1.3, 1.0, 0.7
F	No Credit/Fail 0
I	Incomplete 0
P	Pass
W	Withdrawn
WF	Withdrawn Failing

### **GRADE PENALTY FOR ACADEMIC DISHONESTY**

When academic honesty is violated, according to the definition adopted by the faculty and whatever additional definition the instructor has published to his/her students, the instructor may choose one of the following penalties according to his/her assessment of the severity of the infraction and any extenuating circumstances:

1. Assign a grade of F or "zero" on the paper, project, or examination but allow re-submission, resulting in a maximum grade of C.
2. Assign a grade of F or "zero" on the paper, project, or examination without the opportunity for re-submission.
3. Assign a grade of F in the course.

In all cases the instructor will forward, in writing, evidence of the academic dishonesty and the academic penalty to the Faculty Representative to Administration.

### **GPA GRADE-POINT AVERAGE CALCULATION**

The total quality points divided by the total credit hours which the student has attempted yields the grade-point average.

### **INCOMPLETE**

The grade "I" is given when a student fails to complete course requirements because of extreme and unforeseen extenuating circumstances that may have affected academic performance. The "I" must be approved by the professor teaching the course. In an effort to provide interim assessment during the incomplete period, the professor will provide a completion outline with a timeline of deliverables during the makeup period. This form must be signed by the professor and student before the end of the semester/session. The incomplete is recorded at the end of the semester/session and must be removed within 60 days. The "I" grade automatically becomes an "F" if the student does not complete course requirements and a change of grade is not submitted within the time frame stipulated above. In the case of persistent or additional extreme and unforeseen extenuating circumstances, an extension of the incomplete or a "W" (Withdrawn) grade may be authorized. An "Exception to Policy" form, available from the Office of the Registrar Web page, [www.eastern.edu/academics/registrar/index.html](http://www.eastern.edu/academics/registrar/index.html), should be completed and submitted to the Dean, along with documentation of the persistent or additional extreme and unforeseen extenuating circumstances. "W" grades will be awarded only for the course the student was passing at the time he/she became incapacitated. Courses carrying a grade of "W" receive no credit and are not counted as hours attempted.

### **GRADE CHANGE POLICY**

A grade awarded other than an "I" is final. Final grades will be changed when a clerical or computational error has been determined. If the student believes there is an error, the student must report the alleged error in writing to the professor as soon as possible. If a grade change is warranted, the instructor must submit a change of grade request to the Registrar.

### **GRADE/ EVALUATION ACTION APPEALS POLICY**

The Grade Appeals Policy applies only to questions of faculty evaluation of student performance. Since evaluation involves issues of judgment, action to revise a grade in the student's favor will not be recommended unless there is clear evidence that the original grade was based on prejudiced or capricious judgment or that it was inconsistent with official policy.

#### *Procedure*

The main concern in any grievance or appeal procedure is to bring reconciliation and growth in ways that enhance community. The first approach to any appeal should be non-adversarial and open, undertaken with careful attention to fostering understanding and problem solving. The expectation is that the majority of appeals can be resolved through a flexible process at the first or second steps outlined here. Students shall have protection against prejudiced or capricious academic evaluation through the publication of clear course objectives, grading procedures, and evaluation methods.

In accordance with Matthew 18, the process of appealing a grade or evaluative action is as follows:

**Step 1:** As stated above, the student should communicate with the instructor for an explanation of the grade or evaluative action. On rare occasions, a student and instructor fail to resolve the grade or evaluative action appeal through these informal measures, and in these cases, the student may then proceed to step 2. However, the formal appeal in Step 2 must begin within four weeks of the beginning of the following semester<sup>1</sup>.

**Step 2:** A student may initiate a formal appeal by completing the Grade/Evaluative Action Appeals Form (Appeals Form) and submitting it to the course instructor. The Appeals Form must be submitted within four weeks of the beginning of the semester<sup>1</sup> immediately following the semester<sup>1</sup> in which the grade/evaluative action was received. The Appeal Form must include all necessary documentation and evidence to support the grade/evaluative action appeal (Note: no additional documentation may be submitted beyond this step). The student should keep a copy of the form and attachments in the event that the student chooses to proceed to Step 3. The instructor will respond to the Appeal Form and accompanying documentation in writing within two weeks of receiving the Appeal Form<sup>2</sup>.

**Step 3:** If the student is still not satisfied with the resolution, the student must make a written<sup>1</sup> request to the instructor involved to submit the Appeal Form and accompanying documentation to the departmental chairperson/program director. The instructor will then forward the Appeal Form and all accompanying documentation to the chairperson/program director of the program. **This written request must be forwarded to the chairperson/program director within one (1) week following the due date of instructor's decision.** The departmental chairperson/program director will sub-

mit a written response to the student within two (2) weeks following the student's written request for an appeal. A copy of the response will be provided to the student, instructor and program Dean.<sup>3</sup>

**Step 4:** If, after receiving a reply from the departmental chairperson/ program director, the student is still not satisfied with the resolution, the student must make a written request to the departmental chairperson/ program director to submit the Appeal Form and accompanying documentation to the program dean. The written request must occur within one (1) week of receiving the departmental chairperson's / program director's decision. Upon receipt of the written request from the student, the departmental chairperson/ program director will inform the program dean that the Appeal Form and accompanying documentation will be forwarded. The student's written request will be attached as a cover page and then forwarded with the Appeal Form and all accompanying documentation to the program dean. The program dean will submit a written response to the student within two (2) weeks following the student's written request for an appeal. A copy of the response will be provided to the student, instructor and program chairperson/ program director.

**Step 5:** If, after receiving a reply form from the program Dean, the student is still not satisfied with the resolution, the student must make a written<sup>1</sup> request to the program Dean to submit the Appeal Form and accompanying documentation to the Academic Appeals Committee. This written request must occur within one (1) week of receiving the Dean's decision. The Dean will then forward the Appeal Form and all accompanying documentation to the Academic Appeals Committee. The student's written request will be reviewed at the next scheduled Academic Appeals Committee meeting. The Academic Appeals Committee will hear a presentation by the student of his/her case and will consider the recommendations from Steps 2, 3 and 4. The Academic Appeals Committee will then decide the merits of the case. The decision of the Academic Appeals Committee will be final.

<sup>1</sup> May be satisfied by use of the eastern.edu email account and becomes a part of the appeals documentation.

<sup>2</sup> If the faculty member involved in the appeal is the departmental chair/program director, the student should go immediately to Step 4.

<sup>3</sup> If the faculty member involved in the appeal is the program Dean, the student should go immediately to Step 5.

<sup>4</sup> Semester refers to the period of time in which the course is instructed and evaluated.

Go to [www.eastern.edu/academic/registrar](http://www.eastern.edu/academic/registrar) to download the Grade/Evaluative Action Appeals Form.

#### **FINAL GRADE REPORTS**

At the end of each semester or other session, students may access their academic records on [www.eastern.edu](http://www.eastern.edu), E-net Student Services or myEastern.

#### **SATISFACTORY ACADEMIC PROGRESS**

Undergraduate students must achieve a minimum 2.0 cumulative grade-point average (GPA) once 55 credits are earned. 2.0 is the minimum grade-point average required for graduation.

Satisfactory academic progress toward graduation is measured by the student's grade-point average relative to cumulative semester credit hours earned (including transfer credits):

- 1.75 GPA meets the minimum standard for less than 25 credits
- 1.85 GPA meets the minimum standard from 25 to 41.99 credits
- 1.95 GPA meets the minimum standard from 42 and 54.99 credits
- 2.00 GPA is required for 55 or more credits

Specific programs may enforce additional policies based on external accreditation and professional standards for satisfactory academic progress.

#### **ACADEMIC PROBATION**

Students who fail to achieve the required grade-point average for their level of credits are placed on academic probation. The Registrar will record the probation at the end of the academic session and students have 180 days in which to return to good academic standing.

#### **DISMISSAL**

Students may be dismissed for failure to maintain the required cumulative grade-point averages and for ethical misconduct. There is no provision for re-admission following dismissal for ethical or academic reasons once the appeal process has been exhausted.

The Dean makes dismissal decisions when it is highly unlikely for the student, under present circumstances, to complete the requirements for graduation.

Students receiving one or more failing grades in a session or semester will have their cases reviewed. The dean has the option to require immediate withdrawal regardless of prior academic performance when there is little or no likelihood of success following two or more failing grades.

Also, a violation of integrity and honesty is a serious offense, considered sufficient basis to terminate enrollment.

#### **APPEAL OF DISMISSAL**

A student may appeal a dismissal decision to the CCGPS Academic Appeals Subcommittee (convened for such appeals, as needed) by submitting an Academic Dismissal Appeal letter. This letter should: 1) explain and document perceived irregularities in the application of the academic dismissal policies and procedures, which had the effect of rendering the dismissal decision arbitrary or capricious, 2) present new information which was not available at the time of the dismissal, and/or 3) explain extreme and unforeseen extenuating circumstances that may have affected academic performance. In the letter, the student should propose plans



to address previous difficulties to ensure future success. All supporting documentation should be included or attached to the letter.

Appeal letters must be received within two weeks of receipt of notification of dismissal. Letters should be sent to the University Registrar, who will forward them to the chairperson of the Academic Appeals Subcommittee. The decision of the Subcommittee following the appeal will be final.

#### **GRADUATION**

Students must provide written notification to the Office of the Registrar of their intention to graduate at least six months in advance of the anticipated graduation date.

In order to graduate, a student must fulfill all requirements for the intended degree, including total semester credits (61 for associate's degrees and 121 for bachelor's degrees); residency requirement (last 32 credits at Eastern); general education core curriculum; major curriculum; and 2.0 cumulative grade-point average.

Degrees are awarded to qualified graduates on January 31, March 31, May 31, August 31, October 31 and December 31 each year. Diplomas are normally distributed by U.S. mail within 60 days following the degree date except when graduates have unpaid bills or other obligations.

Commencement ceremonies are held each May and December. A student whose Degree Award or Candidacy date is January 31, March 31 and May 31 participate in the May Commencement Ceremony (date announced in the annual calendar). Students with Degree Award or Candidacy dates of August 31, October 31 and December 31 participate in the December Commencement ceremony (date announced in the annual calendar). *Participation in the ceremony celebrating the student's graduation is encouraged, but optional. A student may not elect to participate in a ceremony for which he/she is not eligible.*

#### **GRADUATION HONORS FOR BACHELOR'S DEGREES**

In order to recognize the superior scholastic achievement of a student during his/her academic course, the University awards bachelor's degrees with honors. Transfer students are eligible for these honors if they have completed at least 60 semester hours of Eastern University credit.

**Summa cum laude:** cumulative grade-point average of 3.90 or better

**Magna cum laude:** cumulative grade -point average of 3.75 to 3.899

**Cum laude:** cumulative grade-point average of 3.50 to 3.749

**With Distinction** is the designation for graduating students with cumulative grade-point averages of 3.8 or better and 39-59 credits earned at Eastern University.

## **STUDENT SERVICES**

#### **ACADEMIC ADVISING**

Each student is assigned an academic advisor by one's department or school. Depending on the nature of the program, the advisor may be able to assist the student with the following functions: changes of status, requests for Incompletes, petitions for exceptions to policy, grade appeals, graduation clearances, academic plans or programs of study, professional and career advising, and other matters that will contribute to the student's successful and timely completion of his or her chosen program.

#### **STUDENT RESPONSIBILITY**

It is the student's responsibility to be knowledgeable about academic policies, curricula and services of the University, as stated in this publication and posted to [www.eastern.edu](http://www.eastern.edu), particularly with regard to degree requirements. A student experiencing personal and/or academic difficulties should contact her/his program advisor at the earliest possible time to ensure appropriate interventions and remedies.

#### **CAREER SERVICES**

Career Services equips current students and alumni with the tools and skills needed to manage their careers in constantly changing work environments. Services include résumé critique, mock interviews, networking tips, and job search strategies. Helpful online resources, such as articles on job market trends and current salaries as well as a list of career fairs. Contact the Office of Talent and Career Development for more information.

#### **CHAPLAINCY SERVICES**

Opportunities for corporate worship, prayer, and counseling are facilitated by the University Chaplain, Dr. Joseph B. Modica ([jmodica@eastern.edu](mailto:jmodica@eastern.edu) / 610.341.5826).

#### **DATA AND IDENTITY SECURITY**

Eastern has taken a layered approach to IT security. Physical access to enterprise systems is very limited and strictly controlled. Electronic access to those systems and data is dependent upon who the users are and their specific relationship to the University, and what they need to know in order to function in that relationship. The IT infrastructure limits the kind of communication that can reach the systems and from where, both internally and externally. In addition to the University firewall, an intrusion detection system adds another layer of security. Other layers of security are being constantly evaluated.

Identity theft is more likely to happen in ways that are controllable by individual technology users. You can help to protect your own information by following these guidelines:

- Don't answer any e-mail that asks for personal information.
- Make online purchases only at established,

reputable sites.

- Don't leave logins, passwords, PINS and personal information easily accessible to others.
- If you store passwords and financial information on your portable devices, be careful where they are kept and be sure to protect your files.
- Shred personally identifiable records.

#### **E-MAIL SERVICES**

Eastern University issues a unique user name (login), password, and e-mail account to each enrolled student. The Eastern University e-mail account is the primary method of communicating with students about community events, important announcements, and last-minute changes such as class cancellations. Therefore, it is very important to check the Webmail account regularly and/or follow the online instructions to redirect Webmail to a primary e-mail account. For detailed instructions on Web mail, please go to [www.eastern.edu](http://www.eastern.edu) and find Helpdesk – E-mail Support using the Search command.

#### **EMERGENCY AND CRISIS INFORMATION**

In the case of an emergency event, we ask that all community members use their best judgment. We also recommend that each member of this community become familiar with emergency procedures. Call Security at 610.341.1737 for emergencies on the St. Davids campus or building security at other sites.

1. Carry identification, including an emergency contact card, with you at all times.
2. Keep a flashlight, a battery-powered radio and extra prescription medication on hand.
3. If you wear contact lenses, carry glasses with you at all times.
4. Set up a contact plan. Ask someone who lives outside of your area to be your family's contact, and include that phone number on your emergency contact card.
5. If the building you are in is affected, go to another place of safety.
6. As you use your E-Card/key to access buildings, do not allow people unknown to you to enter.

It is advisable to create an account for the EU Emergency Messaging System. Go to [www.eastern.edu](http://www.eastern.edu) and find Safety and Security using the Search command.

#### **FACULTY/ COURSE EVALUATIONS**

Students evaluate instructors and curriculum regularly using an electronic evaluation system. Students receive notifications via their [eastern.edu](http://www.eastern.edu) e-mail addresses informing them that course evaluations are available for completion. Instructions to access the evaluations are provided in the notifications.

#### **ID CARDS (E-CARDS)**

Students must have ID cards in order to use the library, to obtain borrowing privileges at area libraries, and to participate in activities on the St. Davids campus. Students may

also be asked to identify themselves to Security or other University personnel.

#### **INCLEMENT WEATHER AND SCHOOL CLOSING PROCEDURES**

As adult students, you will have to use your own judgment regarding travel conditions from your area. If you determine that it is unsafe to travel and the class has not been cancelled, CCGPS attendance policy will apply.

If the University is closed or classes are delayed due to inclement weather (snow, ice, extreme weather conditions), there are four convenient ways for you to stay informed:

##### *The CCGPS Information Bulletin Board*

The CCGPS Information Bulletin Board (found on our phone system\*) will be updated with information concerning those classes affected.

*\*To access our CCGPS Information Bulletin Board, please call the voice mail system at 610.225.5000; once you hear "Hello, Repartee Messaging System," dial 2834 and the recorded message will begin. The standard message indicates that there are no messages at this time. For those making long distance phone calls, please feel free to dial 1.800.732.7669; at the menu, dial 2834.*

##### *Radio*

###### **Philadelphia Area**

Should we close or delay classes in the Philadelphia area, a radio announcement will be made on KYW News Radio, 1060 AM; our school closing number is listed in Delaware County and is 1207.

###### **Central PA Area**

Should we close or delay classes in the Central PA area, a radio announcement will be made on WARM 103 FM; schools are listed alphabetically, by name, and according to the type of closure (full closing, delay of 2 hours, etc.).

##### *School Closing Information*

Go to [www.eastern.edu](http://www.eastern.edu) and enter School Closing Info into the Search window to review the current status of facilities and operations at campuses and locations operated by Eastern University.

##### *Text Alerts*

If you would like to receive text messages alerting you to class cancellation due to weather closure, sign up for text alerts by going to EU Emergency Messaging System. Fees may apply depending on your mobile phone contract, please contact your wireless provider with any questions.

#### **LIBRARY INFORMATION**

Forty-four (44) TLC (Tri-State College Library Cooperative) libraries are listed on the Eastern Library homepage. Libraries may be used with a letter from Eastern University's Warner library and a valid Eastern ID.

Also, be aware that books may be borrowed through direct interlibrary loan, on a three-day delivery shuttle, from "PALCI E-Borrow", with 36,000,000 titles from 54

libraries in Pennsylvania, New Jersey, and West Virginia. Access is available on the library homepage. [www.eastern.edu/library](http://www.eastern.edu/library)

#### **ONLINE COURSES/BLACKBOARD**

Eastern University uses Blackboard for the e-learning environment. The Blackboard system is easy to navigate and is specifically designed for online and hybrid learning in today's classrooms. This system allows students and faculty access to their courses anytime, anywhere.

In order to access an Eastern University online course, your computer and internet service must meet minimum system requirements.

##### System

XP Service Pack 3, Vista Business or Premium,  
Windows 7, Apple Leopard or above

##### Processor

1 Ghz or better, 2 + Ghz preferred

##### Hard Drive

80 GB for new equipment (20 GB minimum),  
160 + GB preferred

##### Memory/RAM

2 GB, 3 GB preferred

##### Software

Microsoft Office 2007, Microsoft Office for Mac 2008  
(Word, PowerPoint, Excel),  
Current versions of: Anti-virus software (e.g., McAfee  
8.x), Adobe Reader 8.x or higher  
Anti-spyware software for PC (Adaware or  
Spybot, downloadable free from the web)

##### Internet Connection

Dial-up is not permitted  
Broadband connection (DSL, FiOS, cable, etc.)  
Wireless– 802.11 b/g

##### Web Browser

Current version of either: Mozilla Firefox 5.x,  
Internet Explorer 7 or higher  
For Macs: Safari or Mozilla Firefox 5.x  
Java 6.x

##### Communications Tools

Web cam (optional)  
Microphone and headset (needed for Adobe Connect)

The following is the step-by-step process to access your Eastern University online course.

- Open your Internet Browser
- Type in the URL: <http://eastern.blackboard.com>
- A screen will appear with a **“LOGIN”** button
  - Click the **“Login”** Button

It will redirect you to a new screen with two lines for your specific information

- In the **“user name”** box, type the **“user name”** and in the **“password”** box, type the **“password”** that was provided to you by Eastern.

*Remember that everything is case sensitive, so type it exactly as you received it.*

- Click **“LOGIN”** when both your **“user name”** and **“password”** have been typed into the appropriate boxes.

- This should take you to a Welcome page where you will see Eastern University in the top left hand corner, a **“Welcome....”** banner, several boxes of information, and a Tool Box on the left-side of the screen
- Under the **MY COURSES** box you will see any courses you are enrolled in. Place your cursor over the title of the course you would like to enter, left click and this will take you to your course information.

If you have problems accessing your course, please contact your faculty member.

#### **ONLINE GRADES**

Grades are entered by the Registrar as they are received from faculty. Cumulative credits and GPA statistics are updated weekly.

To access student records:

1. Go to [my.eastern.edu](http://my.eastern.edu)
2. Enter your login and password
3. Select Academic Record
4. Select Unofficial Transcript

For additional help, go to [www.eastern.edu](http://www.eastern.edu) and enter Tech Support in the Search window. If you forgot your login and password for myEastern, contact CCGPS Students Service at 610.341.1397 during normal business hours.

#### **PARKING PERMITS FOR ST. DAVIDS CAMPUS**

Vehicle registration forms are completed as a part of the registration process for most CCGPS students. Please refer to the CCGPS Student Services Web site ([www.eastern.edu/gpsserve](http://www.eastern.edu/gpsserve)) for detailed information on how you will obtain a parking permit. Permits should be displayed at all locations to identify the vehicle to the campus or site security. Please abide by posted parking lot restrictions in order to avoid receiving a ticket.

#### **REGISTRATION**

Students enrolled in semester-based programs may use online registration at announced periods. Follow the directions for Online Grades in E-Net, and select the session and year of the effective registration. Click on the Registration button to begin.

Students enrolled in cohort-based programs are registered for the courses in the major program of study, unless there is an interruption in attendance. Students should contact the Registrar's Office to re-register. Tuition rate and fees in effect at that time will apply.

# DISCLOSURES AND STUDENT CONSUMER INFORMATION

## **EQUAL OPPORTUNITY**

Under the provisions of Title VI of the Civil Rights Act of 1965, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Age Discrimination Act of 1975, Eastern University does not discriminate in any of its policies, programs, or activities on the basis of sex, age, race, handicap, marital or parental status, color, or national or ethnic origin.

## **THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**

Students have the right to:

- review education records within 45 days of the day the University receives a request for access.
- request the amendment of education records that are believed to be inaccurate or misleading.
- consent to disclosures of personally identifiable information contained in education records, except to the extent that FERPA (the law) authorizes disclosure without consent.
- file a complaint with the U.S. Department of Education concerning alleged failures to comply with the requirements of FERPA: Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue, SW, Washington, D.C. 20202-4605

## **STUDENT RIGHT TO KNOW AND CAMPUS SECURITY**

In compliance with the Pennsylvania College and University Security Information Act 73 of 1988 and Student Right-to-Know Act of 1990, the Eastern University Campus Security Report is available on Eastern's Web site [http://www.eastern.edu/campus/university\\_wide\\_services/security/index.html](http://www.eastern.edu/campus/university_wide_services/security/index.html) or by request to the Security Office 610.341.1720.

## **VETERANS AND ACTIVE MILITARY PERSONNEL**

Eastern University honors the service and sacrifices of our nation's veteran and active military personnel. University policies recognize the rich educational experiences and unique challenges faced by these men and women admitted to undergraduate degree programs.

**Undergraduate Credit for Military Learning** - Eastern awards undergraduate credit for training programs that have been evaluated for college equivalency by the American Council on Education. Military transcripts are available through the American Council on Education's transcript service.

**Enrollment Certification Services for Educational Benefits** – Eastern's VA representative certifies enrollment for recipients of educational benefits via VA-ONCE.

**College Level Examination Program (CLEP) Testing Services** – Eastern University offers testing sites for current and former military personnel to validate college-level learning acquired through experience and non-collegiate instruction. Credit is awarded for passing scores presented on official CLEP and DSST reports according to college equivalencies recommended by the American Council on Education.

**Requests for Reviews by the Executive Director of Enrollment** – Eastern is committed to providing "military friendly" procedures to these men and women who seek admission to undergraduate degree programs. If active duty, reserve duty or veteran's affairs issues cause a delay in the prospective student's planned enrollment, the applicant may submit a written request to the Vice President for Enrollment for a review of the individual circumstances. The University will make reasonable efforts to offer opportunities for future enrollment without penalty.

**Convenient Communication** – Military personnel admitted to undergraduate programs are welcome to use their private e-mail accounts to correspond with university representative until the first class meeting. All announcements relevant to the upcoming enrollment will be sent to the e-mail account the prospective student specifies in the application for admission. Veterans and active military personnel may need more time to provide documents related to enrollment and financial aid processes, but all materials must be received before the first class meeting.

**Web site Resources** – Online application and payment services are available via [www.eastern.edu](http://www.eastern.edu). Costs, course offerings, financial aid information, forms, policies, procedures and programs of study are among the many resources located on Eastern's Web site.

## **INFORMATION SECURITY**

The Vice President for Administration provides oversight for the University's information security. This plan complies with the Family Educational Rights and Privacy Act (FERPA), the Gramm-Leach-Bliley Act (GLB Act) and the Identity Theft Prevention Program. The intent is to guard against the unauthorized access to, or use of, such information that could result in substantial harm or inconvenience to any student.

The following have been identified as operational areas considered when assessing the risks to the confidentiality and security of student information:

- Employee training and management
- Information systems, including network and software design, as well as information processing, storage, transmission and disposal
- Detection, prevention and response to attacks, intrusions, or other information system failures

Offices with access to confidential student information



include:

- Academic Computing
- Administrative Computing
- Admissions
- Alumni
- Deans
- Faculty
- Financial Aid
- Human Resources
- Institutional Research
- Registrar
- Security
- Student Accounts
- Student Development
- Student Health Center
- Student Services

Each relevant area is responsible to secure student information in accordance with all privacy guidelines. Eastern University will select appropriate service providers that are given access to customer information in the normal course of business and will contract with them to provide adequate safeguards.

#### **STUDENT IMAGES**

Photographs are taken of students engaged in various activities, both in class and out, for use in internal and external publications and media. Enrolled students are considered to have given permission to be photographed unless they request exclusion by submitting a written request to the Executive Director of Communications.

#### **ATHLETIC PROGRAM PARTICIPATION RATES AND FINANCIAL SUPPORT**

Annual notification to enrolled students is provided by the Student Development Office or by request to the Vice President for Student Development 610.341.5822.

#### **DRUG AND ALCOHOL PREVENTION INFORMATION**

Annual notification to enrolled students is provided by the Student Development Office [www.eastern.edu/campus/university\\_wide\\_services/security](http://www.eastern.edu/campus/university_wide_services/security), Public Safety Policies and Procedures pdf or by request to the Vice President for Student Development at 610.341.5822.

#### **GRADUATION AND RETENTION TRENDS**

Annual retention and graduation rates are included in University Facts compiled by the Office of Institutional Research [www.eastern.edu](http://www.eastern.edu) or by request to the Director of Institutional Research at 610.341.5898.

#### **TITLE IX OF THE EDUCATION AMENDMENTS OF 1972**

Eastern University is committed to complying with all State and Federal laws prohibiting discrimination, including Title IX of the Education Amendments of 1972 and its implementing regulations, which prohibit discrimination on the basis of sex and will act to protect students and employees from the negative outcomes of harassment, discrimination and assault and will take action as needed to make the University a safe place to work and learns. The Title IX officer for Eastern University is Bettie Ann Brigham, Vice President for Student Development, 610-341-5823 or [bbrigham@eastern.edu](mailto:bbrigham@eastern.edu).

*Additional student consumer information is available at [www.eastern.edu](http://www.eastern.edu).*

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- Patricia Bleil ('12)**, *Assistant Professor, School of Management Studies* (B.A., University of California, Berkeley; M.B.A., John F. Kennedy University; Ph.D. Eastern University)
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- Darrell F. D. Boyd ('97)**, *Associate Professor of Adult and Community Education* (B.A., Duke University; M.Div., Gordon Conwell Theological Seminary; Ed.D., Nova-Southeastern University)
- Mary T. Boylston ('85)**, *Professor of Nursing* (B.S.N. Villanova University; M.S.N., University of Pennsylvania; Ed.D., Immaculata University)
- David Bronkema ('06)**, *Associate Professor of Economic Development* (B.A., Swarthmore College; M.A., Ph.D., Yale University)
- Heewon Chang ('97)**, *Professor of Education* (B.A. Yonsei University; M.A., Ph.D., University of Oregon)
- Walter Sing-wa Chung ('02)**, *Professor of Counseling Psychology* (B.A., M.S., Southern Illinois University; M.A., Biblical Theological Seminary; Rh.D., Southern Illinois University)
- J. Nathan Corbitt ('92)**, *Professor of Cross-Cultural Studies* (B.M.E., Mars Hill College; M.D.M., Southern Baptist Theological Seminary; D.M.A., Southwestern Baptist Theological Seminary)

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- Lucia Dwyer** ('14), *Assistant Professor of Counseling Psychology* (B.A., Auburn University; M.A., Ph.D., University of Georgia)
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- JoAnn Flett** ('12), *Lecturer* (B.A., Prairie Bible College; M.B.A., Eastern University)
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- Harry Gutelius** ('00), *Lecturer in Education* (B.A., LaSalle University; M.A., St. Joseph's University; Principal Certification, Villanova University; Ed.D., Wilmington University)
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- Mark Lane** ('09), *Lecturer in School of Management Studies* (B.S., Seton Hall University; M.B.A., Rutgers University)
- Michael McFee** ('01), *Associate Professor of Counseling Psychology* (B.A., M.A., Psy.D., Forest Institute)
- Kirk Mensch** ('14), *Associate Professor in Organizational Leadership* (B.S., West Virginia University; M.B.A., Webster University; Ph.D., Regent University)
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- Kathryn S. Pegler** ('11), *Assistant Professor in Education* (B.A., Rosemont College; M.S., Ed.D., St. Joseph's University)
- Mary Anne Peters** ('08), *Professor of Nursing* (B.S.N., Pennsylvania State University; M.S.N., University of Pennsylvania; Ph.D., Widener University)
- Karen Piscopo** ('10), *Lecturer in Education* (B.A., Holy Family College; M.Ed., College of New Jersey)
- Geraldine Remy** ('06), *Lecturer of Nursing* (B.S.N, Gwynedd Mercy College; B.S., Delaware Valley College; M.S.N., University of Pennsylvania; Ph.D., Eastern University)
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- Blonnie Thompson** ('09), *Associate Professor of Management Studies* (B.S., Winston-Salem State University; M.S., Clark-Atlanta University; Ph.D., Wake Forest University)
- Hans Tokke** ('10), *Lecturer in Nonprofit Management* (B.Th., Summit Pacific College; M.Div., M.Professional Studies, Nyack College; M.A., Ph.D., The New School for Social Research)
- Randolph Walters** ('95), *Associate Professor of Counseling Psychology* (B.A., University of West Indies; M.A., Eastern College; M.T.S., Eastern Baptist Theological Seminary; Psy.D., Immaculata University)
- Gwen White** ('98), *Associate Professor, Program Director, Doctor of Arts in Marriage and Family* (B.A., University of California; M.A., Eastern College; Psy.D., Immaculata University)
- Josphat Yego** ('06), *Associate Professor of Education* (B.A. Washington College; M.A. Wheaton College; M.A. Bethel Theological Seminary; Ph.D., Illinois State University)
- William Yerger** ('01), *Associate Professor of Education* (B.S., Bloomsburg University; M.Ed., Bloomsburg University; Ed.D., Lehigh University)

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- Glenn Batdorf** ('10), *Education* (B.A., Albright College; M.Ed., Arcadia University)
- Ivars Bilkins** ('09), *Education* (B.A., M.A., Temple University)
- Rita Borzillo** ('04), *Health Administration* (B.A., Roanoke College; J.D., Widener University)
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- Edith Hartos-Kirchner** ('04), *Education* (B.A., Eastern College; M.Ed., Beaver College)
- Frank Kawtoski** ('06), *Education* (B.S., The Pennsylvania State University; M.A., Ed.D., Lehigh University)
- Gregory McCord** ('98), *Education* (B.S., Kutztown State College; M.Ed., Millersville State College)
- Jean McIntire** ('04), *Education* (B.A., Eastern University; M.Ed., Cabrini College)
- Nicole McKeown** ('13), *Education* (B.S., M.S., St. Joseph's University)
- Harry Mercurio** ('95), *Education* (B.A., West Chester University; M.Ed., Widener University)
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- Robert Stremme** ('92), *Education* (B.A., Eastern College; M.Ed., Pennsylvania State University; doctoral equivalency)
- Kathy Van Horn** ('99), *Counseling Psychology* (B.A., M.Ed., Temple University)

## EMERITUS FACULTY

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- Anthony Campolo**, *Professor of Sociology* (A.B., Eastern Baptist College; B.D., Th.M., Eastern Baptist Theological Seminary; Ph.D., Temple University)
- James Engel**, *Distinguished Professor of Marketing and Research* (B.S., Drake University; M.S., Ph.D., University of Illinois)
- A. Gilbert Heebner**, *Distinguished Professor of Economics* (B.A., University of Denver; M.A., Ph.D., University of Pennsylvania)
- Helen W. Loeb**, *Professor of Education* (B.S., Rowan University; Ed.M., Temple University; Ph.D., Bryn Mawr College)
- Marvin W. Meyer**, *Professor of Biology* (B.A., Wabash College; M.A., Ph.D., Northwestern University)

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- Mark Lane**, *Co-Chair, School of Management Studies* (B.S., M.B.A.)
- Harry Gutelius**, *Associate Dean, Loeb School of Education* (B.A., M.A., Ed.D.)
- Eric Kraihanzel**, *Director, Youth Ministry Leadership* (B.A., M.A.)
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- Thomas A. Dahlstrom**, *Director of Institutional Research* (B.S., M.B.A.)
- Eileen McGovern**, *Director of Assessment* (B.A., M.A., Ph.D.)

## INTERNATIONAL STUDENT SERVICES

- Kathy Kautz deArango**, *Director of International Student and Scholar Services* (B.A., M.Div.)

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- Jonathan O. Beasley**, *Technical Services Librarian* (B.A., M.A., M.A.L.S.)
- Fran Decker**, *Computer Services Librarian* (B.A., M.L.S.)
- Joy Dlugosz**, *Reader Services Librarian* (B.S., M.L.S.)
- Mark Puterbaugh**, *Information Services Librarian* (B.S., M.A.Th., M.S.)
- Andrea Reed**, *Digital and Media Librarian* (B.A., M.L.S.)

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## STUDENT DEVELOPMENT

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Central PA - Harrisburg 750 East Park Drive Harrisburg, PA 17111 Phone: 717.565.1950 Fax: 717.565.1954	Philadelphia – 18th & JFK Blvd. 1800 JFK Boulevard 11th Floor Philadelphia, PA 19103 Phone: 215.557.0090 Fax: 215.557.0901
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St. Davids 1300 Eagle Road St. Davids, PA 19087 Phone: 610.341.5800	Philadelphia – 3 Falls Center Suite 1 3300 Henry Ave. Philadelphia, PA 19129 Phone: 215.769.3102 Fax: 215.848.2651
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## ACADEMIC SCHOOLS/DEPARTMENTS

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Counseling Psychology Department	610.341.1595
Loeb School of Education	610.341.1383
Marriage and Family (Doctoral)	610.341.1596
Nursing Department	610.341.5896
Organizational Leadership (Doctoral)	610.225.5519
School of Leadership and Development	610.341.4394
School of Management Studies	610.225.5722
Urban Studies Department	215.769.3120
Youth Ministry Leadership Department	484.581.1265

## CONTACT INFORMATION

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For prompt and personal attention to specific questions, please consult the following directory.

Admissions	610.341.5972	Financial Aid	610.225.5102
Alumni Affairs	610.341.5961		FAX 610.225.5651
Athletics	610.341.1736	International Student Advisor	610.341.5870
Billing	610.341.5831	Public Relations	610.341.5930
	FAX 610.341.1492	Registrar	610.341.5853
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Career Planning	610.225.5884	Registration Changes (Accelerated Programs)	610.341.1391
Christian Life Activities and Chaplain's Office	610.341.5826		FAX 610.341.5998
College of Graduate and Professional Studies	610.341.1395 FAX 610.341.1468	Registration (Semester Programs)	610.341.5853
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Cushing Center for Counseling and Academic Support	610.341.5837	Student Accounts, Advisor	610.341.1737
E-Mail Help Desk	610.341.5849 acadcomp@eastern.edu	Student Accounts Office	610.225.5114
			610.341.5831
			FAX 610.341.1492
		Student Services	610.225.5721
		Webmaster	610.341.5973

## 2015-2016 SESSION CALENDARS FOR ACCELERATED COURSES

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### *JAAP15*

Last Date to Register for JAAP15 Session	Monday, January 5
First Day of Block 1/Whole Session Classes	Monday, January 19
Last Day to Drop Block 1/Whole Session Course (without charge - end of Week 1)	Monday, January 26
Last Day to Bill JAAP15 Book Purchases to Student Accounts	Saturday, February 7
Last Day to Withdraw Block 1 (without academic penalty- 5:00 PM ET)	Monday, February 16
End of Block 1	Sunday, March 1
First Day of Block 2 Classes	Monday, March 2
Last Day to Drop Block 2 Course (without charge - end of Week 1)	Monday, March 9
Start of Easter Break (Holiday)	Monday, March 30
End of Easter Break (Holiday)	Sunday, April 5
Last Day to Withdraw Block 2 (without academic penalty- 5:00 PM ET)	Monday, April 6
Last Day of the Academic Session	Sunday, April 19

### *APJL15*

Last Date to Register for APJL15 Session	Monday, April 6
First Day of Block 1/Whole Session Classes	Monday, April 20
Last Day to Drop Block 1/Whole Session Course (without charge - end of Week 1)	Monday, April 27
Last Day to Bill APJL15 Book Purchases to Student Accounts	Thursday, May 7
Last Day to Withdraw Block 1 (without academic penalty- 5:00 PM ET)	Monday, May 18
End of Block 1	Sunday, May 31
First Day of Block 2 Classes	Monday, June 1
Last Day to Drop Block 2 Course (without charge - end of Week 1)	Monday, June 8
Start of Summer Break (Holiday)	Monday, June 29
End of Summer Break (Holiday)	Sunday, July 5
Last Day to Withdraw Block 2 (without academic penalty- 5:00 PM ET)	Monday, July 6
Last Day of the Academic Session	Sunday, July 19

### *JLOC15*

Last Date to Register for JLOC15 Session	Monday, July 6
First Day of Block 1/Whole Session Classes	Monday, July 20
Last Day to Drop Block 1/Whole Session Course (without charge - end of Week 1)	Monday, July 27
Last Day to Bill JLOC15 Book Purchases to Student Accounts	Friday, August 7
Last Day to Withdraw Block 1 (without academic penalty- 5:00 PM ET)	Monday, August 17
End of Block 1	Sunday, August 30
First Day of Block 2 Classes	Monday, August 31
Last Day to Drop Block 2 Course (without charge - end of Week 1)	Monday, September 7
Last Day to Withdraw Block 2 (without academic penalty- 5:00 PM ET)	Monday, September 28
Last Day of the Academic Session	Sunday, October 11

## OCJA15

Last Date to Register for OCJA15 Session	Friday, September 25
First Day of Block 1/Whole Session Classes	Monday, October 12
Last Day to Drop Block 1/Whole Session Course (without charge - end of Week 1)	Monday, October 19
Last Day to Bill OCJA15 Book Purchases to Student Accounts	Saturday, November 7
Last Day to Withdraw Block 1 (without academic penalty- 5:00 PM ET)	Monday, November 9
End of Block 1	Sunday, November 22
First Day of Block 2 Classes	Monday, November 23
Last Day to Drop Block 2 Course (without charge - end of Week 1)	Monday, November 30
Last Day to Withdraw Block 2 (without academic penalty- 5:00 PM ET)	Friday, December 18
Start of Christmas Break (Holiday)	Monday, December 21
End of Christmas Break (Holiday)	Sunday, January 3
Last Day of the Academic Session	Sunday, January 17

*Note: The accelerated courses at Eastern University observe Christmas, New Year's Day, Easter and Independence Day holidays. On any other University recognized holiday the scheduled class session will be held online. These holidays are Dr. Martin Luther King, Jr. Day, Memorial Day, Labor Day and Thanksgiving (Wednesday through Friday). Eastern University reserves the right to change this schedule. In the event of a change, advance notice will be given.*

