SPARTANBURG METHODIST COLLEGE

General Catalog

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This catalog is prepared for the convenience of the students, faculty, and staff of Spartanburg Methodist College. This document does not represent a contract between the College and its students. The College reserves the right to alter the contents of this publication as circumstances dictate. When changes are necessary, every reasonable effort will be made to notify students of such changes. Official copies of changes will be filed in the Office of the Registrar, the Office of Academic Affairs, and on-line (www.smcsc.edu).

Spartanburg Methodist College admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, creed, religion, sex, age, national or ethnic origin, disability, veteran status, sexual orientation, or any legally protected status in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs. The College is an Equal Opportunity Employer.

S034-1656245

ACADEMIC CALENDAR
2026-2027
FALL SEMESTER

Tuesday	July 21	Community Assistant Check-In & Move-In
Monday	July 27	Fall Season Athletes Check-In & Move-In
Monday-Wednesday	August 3-5	Commuter Check-In
Wednesday	August 5	Early Arrival Check-In & Move-In
Thursday & Monday	August 6 & 10	Faculty Workshops
Saturday	August 8	New Resident Check-In & Move-In
Monday	August 10	Returning Resident Check-In & Move-In
Tuesday	**August 11**	**First Day of Classes SMC Online – August Term Begins (EP1)**
Friday	August 14	CONVOCATION (11:00 AM)
Tuesday	August 18	Last Day to Register or Drop/Add by 3:30 PM
Monday	September 7	Labor Day Holiday College closed
Wednesday	September 30	Mid-term grades due; "I" grades cleared
Thursday - Friday	October 1-2	Fall Break (No Academic Classes)
Monday	October 12	Last Day to Withdraw from Course with a "W"
Wednesday	October 14	In-Season Athletes Registration opens
Thursday	October 15	Out-of-Season Athletes Registration opens
Monday	October 19	Senior Registration opens
Thursday	October 22	Junior Registration opens
Tuesday	October 27	Sophomore Registration opens
Monday	November 2	Freshman Registration opens
Monday	November 9	New Student Registration opens
Tuesday	November 17	Last Day to Withdraw, FA, or Reinstate
Tuesday	November 24	Last Day of Classes
Tuesday	November 24	Residence Halls close 5 PM
Wednesday	November 25	No classes held; SMC closed
Thursday – Friday	November 26-27	Thanksgiving Holidays
Sunday	November 29	Residence Halls open 12 noon
Monday	November 30	Study Day
Tuesday – Friday	December 1-4	Final Examinations
Friday	December 4	Residence Halls close 5 PM
Monday	December 7	Grades Due – 12:00 noon
Thursday	December 10	Commencement – 6:30 PM
Wednesday	December 16	College closed

2026-2027
SPRING SEMESTER

Monday	January 4	College re-opens at 8:00 AM
Thursday-Friday	January 7-8	Commuter Check-In
Thursday	January 7, 11	Faculty Workshop
Monday	January 11	All Resident Check-In & Move-In
Monday	January 11	New Student Orientation
Tuesday	**January 12**	**First Day of Classes**
Monday	January 18	MLK, Jr. Holiday; College Closed
Tuesday	January 19	Last Day to Register or Drop/Add by 3:30 pm
Thursday	March 4	Mid-term Grades Due; "I" Grades Cleared
Monday – Friday	March 8-12	Spring Break
Monday	March 15	Classes Resume
Tuesday	March 16	Last Day to Withdraw from Course with a "W"
Thursday	March 18	In-Season Athlete Registration Opens
Friday	March 19	Out-of-Season Athlete Registration opens
Monday	March 22	Senior Registration opens
Thursday	March 25	Junior Registration opens
Friday	March 26	Good Friday Holiday; College Closed
Tuesday	March 30	Sophomore Registration opens
Monday	April 5	Freshman Registration opens
Monday	April 12	New Student Registration opens
Tuesday	April 13	Pioneer Scholars' Day
Tuesday	April 20	Last Day to Withdraw, FA or Reinstate
Tuesday	April 27	Last Day of Classes
Wednesday	April 28	Study Day
Thursday - Monday	April 29-May 3	Final Examinations
Tuesday	May 4	Residence Halls close for non-graduating students 12 noon
Tuesday	May 4	Grades Due – 12:00 noon
Thursday	May 6	Faculty Workshop
Friday	May 7	Sophomore & Senior Celebrations
Saturday	May 8	Commencement – 10:00 AM Residence Halls close at 3 PM

SUMMER 2027
(online only)

Thursday	May 20	Deadline for Transient Application & Permission 5 pm
Monday	May 24	Deadline to Register 1 pm

Monday	May 24	Deadline to Clear Business Office 1 pm
Tuesday	**May 25**	**First Day of Classes (all classes)**
Wednesday	May 26	Last Day to Drop by 5 pm (all classes)
Monday	May 31	Memorial Day Holiday; SMC Closed
Wednesday	June 9	Last Day to Withdraw with a "W" for **Four** Week Classes
Friday	June 18	In Observance of the Juneteenth Holiday; SMC Closed
Monday	June 21	Last Day to Withdraw, FA or Reinstate for **Four** Week Classes
Tuesday	June 22	Last Day to Withdraw with a "W" for **Eight** Week Classes
Tuesday	June 22	Last Day of Classes for **Four** Week Classes
Friday	June 25	Grades Due 12:00 Noon for **Four** Week Classes
Monday - Friday	June 28-July 2	Administrative Offices Closed
Wednesday	July 14	Last Day to Withdraw, FA or Reinstate for **Eight** Week Classes
Saturday	July 17	Last Day of Classes for **Eight** Week Classes
Monday	July 19	Grades Due 12:00 Noon for **Eight** Week Classes

SMC ONLINE DEGREE PROGRAM
2026-2027

FALL SEMESTER 2026
ENROLLMENT PERIOD 1 (August 11 – October 3)

Friday	August 7	Tuition and fees due for EP1 start
Tuesday	August 11	Class Begins
Tuesday	August 18	Last Day to Add/Drop by 3:30 PM
Tuesday	September 8	Last Day to Withdraw with a "W"
Wednesday	September 30	Last Day to Withdraw, FA or Reinstate
Saturday	October 3	End of Term 11:59 pm
Monday	October 5	Grades Due 12:00 Noon

FALL SEMESTER 2026
ENROLLMENT PERIOD 2 (October 6 – November 28)

Friday	October 2	Tuition and fees due for EP2 start
Tuesday	October 6	Class Begins
Tuesday	October 13	Last Day to Add/Drop by 3:30 PM
Tuesday	November 3	Last Day to Withdraw with a "W"
Wednesday	November 25	Last Day to Withdraw, FA or Reinstate
Saturday	November 28	End of term 11:59 pm
Monday	November 30	Grades Due 12:00 Noon

SPRING SEMESTER 2027
ENROLLMENT PERIOD 3 (January 12 – March 6)

Friday	January 8	Tuition and fees due for EP3 start
Tuesday	January 12	Class Begins
Tuesday	January 19	Last Day to Add/Drop by 3:30 PM
Tuesday	February 9	Last Day to withdraw with a "W"
Wednesday	March 3	Last Day to Withdraw, FA or Reinstate
Saturday	March 6	End of term 11:59 pm
Monday	March 8	Grades Due 12:00 Noon

SPRING SEMESTER 2027
ENROLLMENT PERIOD 4 (March 9 – May 1)

Friday	March 5	Tuition and fees due for EP4 start
Tuesday	March 9	Class Begins
Tuesday	March 16	Last Day to Add/Drop by 3:30 PM
Tuesday	April 6	Last Day to Withdraw with a "W"
Wednesday	April 28	Last Day to Withdraw, FA or Reinstate
Saturday	May 1	End of term 11:59 pm
Monday	May 3	Grades Due 12:00 Noon

SUMMER SESSION 2027
ENROLLMENT PERIOD 5 (May 25 – July 17)

Friday	May 21	Tuition and fees due for EP5 start
Tuesday	May 25	Class Begins
Tuesday	June 1	Last Day to Add/Drop by 3:30 PM
Tuesday	June 22	Last Day to Withdraw with a "W"
Wednesday	July 14	Last Day to Withdraw, FA or Reinstate
Saturday	July 17	End of term 11:59 pm
Monday	July 19	Grades Due 12:00 Noon

The College reserves the right to change the academic calendar.

TABLE OF CONTENTS

Absences **69**
Academic Calendar **3-6**
Academic Degrees **33**
Academic Grievance Procedures **79**
Academic Regulations **66**
Academic Suspension **74**
Accessibility Resources **157**
Accreditation **12**
Admissions **20**
Associate Degrees **39-44**
Baccalaureate Degrees **45-64**
Basic Degree Requirements **36**
Confidentiality of Permanent Records **76**
Course Descriptions **86**
Credit Hour Definition **66**
Credits from Other Colleges, Universities, and Other Sources **27**
Experience Success **154**
Experience Community **155**
Experience Involvement **156**
Experience Wellness **157**
Facilities **14**
Federal Loan Programs **147**
Fees and Charges **142**
Final Examinations **68**
Finances and Financial Aid **142**
Financial Aid Grants **147**
Grading System **68**
History and Mission **10,11**
Institutional Relationships **12**
International Student Admissions **22**
Monthly Payment Plans **143**
Probationary Admissions **21**
Refunds **144**
Requirements to Retain Financial Aid **148**
SMC Online **36**
Student Programs and Services **154**
Students with Disabilities **26**
Transfer Student Admissions **21**
Work Study Program **147**

Index **178**
Personnel **164**
Campus Map ..... **inside back cover**

INTRODUCTION

HISTORY

Spartanburg Methodist College was founded as Textile Industrial Institute in 1911 by Dr. David English Camak, a visionary Methodist minister. At its founding as a work-study cooperative, TII served young adults working in area textile mills by offering high-school level courses in preparation for advanced education or employment. In this first cooperative education program in the country, students worked a week and then took classes for a week. This arrangement enabled the school to provide resources for education and for life.

In 1927, the first two years of college-level work were added to the curriculum to provide graduates with an associate degree in liberal arts for transfer to senior-level colleges. The continued relationship between TII and local business and industry led to the development of associate degrees that prepared students for immediate employment.

In 1940, the high school classes were dropped from the TII curriculum. In 1942, Textile Industrial Institute became Spartanburg Junior College, and for the next twenty-five years focused its efforts on providing associate degrees designed for transfer into a wide variety of bachelor-degree programs. Beginning in 1965, the College began a cycle of growth during which over three-fourths of the present campus buildings were erected or renovated, the curriculum was broadened and strengthened, student enrollment doubled, and new expertise was added through faculty growth and development. In 1974, Spartanburg Junior College became Spartanburg Methodist College.

Since its founding, the College has been affiliated with the mission work of the United Methodist Church and its forebear, the Methodist Episcopal Church, South. The relationship between the College and the church has continued across the years through the General Board of Global Ministries and the Board of Global Ministries of the South Carolina Annual Conference. The College's name attests to the pride the institution's trustees, faculty, staff, and student body take in working and studying at a college based on the traditional values of the church and the United States of America.

In 2018, the College again responded to student needs by creating its first bachelor's degree and its first fully online associate degree. Both programs strengthen Spartanburg Methodist College's mission to provide students with education opportunities to reach their career goals.

Today, Spartanburg Methodist College serves a highly diverse student body from several states, as well as from various countries around the world. The College seeks to serve the educational needs of its student body by enabling each student to meet the challenges of a technologically based future. Spartanburg Methodist College offers a variety of educational programs to meet the needs of the traditional college student and of the non-traditional working adult.

MISSION STATEMENT

Mission

Our mission is to equip our students with the knowledge, skills, virtues, and mindset needed to thrive personally, create positive change in their communities, and lead purposeful lives. Through a transformative liberal arts education, practical career skills, and holistic support, we empower students to confidently pursue the future they've imagined for themselves.

Vision

We will deliver an exceptional education that fuses the empowerment of the liberal arts with crucial career skills. Our innovative approach will pave the way for students to harness boundless possibilities and conquer any obstacles that come their way, both now and in the future. With a resolute commitment to their success, we will stand shoulder-to-shoulder with our graduates, providing unwavering support, steadfast encouragement, and an inexhaustible well of wisdom to propel them to achieve their aspirations.

THE SMC HONOR CODE

Spartanburg Methodist College, as an institution of higher education related to the United Methodist Church, strives to maintain an atmosphere of living and learning based on faith and responsibility in a Christian community. The Honor Code governs life on the campus and within the College community. It is a vital element of the College's role as a respected institution of higher education.

The College has basic expectations regarding social and academic behavior for faculty, staff, and students. These expectations are founded on a firm understanding of the following:

- the importance of truthfulness
- academic and personal integrity
- intellectual honesty
- respect for the educational process
- respect for the individual

Members of the SMC community will not engage in and will discourage others from cheating, plagiarizing, lying, or any inappropriate behavior in the academic setting; and will not engage in and will discourage others from any inappropriate social conduct that violates college policy and the laws that govern all citizens of the state and nation.

EDUCATIONAL OPPORTUNITIES

Spartanburg Methodist College offers six associate degrees and six baccalaureate degrees. Specific details about each degree program may be found on pages 37-66 in this catalog.

To meet the demands of a diverse student body, the College has structured its academic programs to provide an excellent general education for all of its students: the traditional college-age students who live on or commute to the campus from home as well as non-traditional students who attend the College.

STATEMENT ON ACADEMIC FREEDOM

Academic freedom is essential to the teaching/learning process in the classroom and the co-curricular environment. Academic freedom is fundamental for the protection of the rights of the instructor in teaching and the rights of the student in learning.

Instructors and students are vital members of a community of scholars. Instructors are entitled to academic freedom in the classroom in discussing the subject matter of the course but should be careful not to introduce controversial material which has no relation to the subject. At the same time, students are entitled to freedom in the classroom to question, in a spirit of academic collegiality, the subject matter which has been introduced.

NON-PROFIT STATUS

Spartanburg Methodist College is a not-for-profit corporation chartered under the laws of the State of South Carolina for the purpose of offering educational programs for men and women. The purpose of the College is set forth in the charter and the bylaws which govern the College. These documents are available for examination upon request.

INSTITUTIONAL RELATIONSHIPS

Spartanburg Methodist College is related to the South Carolina Conference of the United Methodist Church, which provides a measure of financial assistance to the College on a voluntary basis. This support makes possible some of the College's services. The College also has a historic relationship with the General Board of Global Ministries, which was the principal supporter and control authority of the institution until 1961, when the real estate title was conveyed to the Board of Trustees.

Spartanburg Methodist College is governed by a volunteer Board of Trustees consisting of both United Methodists and others, both laity and clergy. The Board is solely responsible for policies governing operation of the College and the legal and financial activities related to programs and services offered by the College. Even though the membership of the Board is elected by the South Carolina Conference of the United Methodist Church, the Board exercises independent judgment.

ACCREDITATION

Spartanburg Methodist College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Spartanburg Methodist College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the status of Spartanburg Methodist College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

The University Senate of the United Methodist Church also accredits the College.

INSTITUTIONAL MEMBERSHIPS

Spartanburg Methodist College is affiliated with the following:

American Association of Collegiate Registrars and Admissions Officers
The American College Testing Program
American Society for Microbiology
Association of Governing Boards of Universities and Colleges
Carolinas Association of Collegiate Registrars and Admissions Officers
The College Entrance Examination Board
Council on Independent Colleges
South Carolina Independent Colleges and Universities, Inc.
National Association of Colleges and Business Officers
National Association of Independent Colleges and Universities
The National Junior College Athletic Association
South Carolina College Student Personnel Association
Southern Association of Collegiate Registrars and Admissions Officers
Southern Association for College Student Affairs

TITLE IX & EQUAL OPPORTUNITY

The Office of Title IX & Equal Opportunity addresses complaints of discrimination based on sex in educational programs and activities that receive financial assistance. This office also addresses concerns regarding equal opportunity for all students, faculty, and staff members on campus. Training and programming on these topics are provided by this office.

The Title IX & Equal Opportunity Office is located on the second floor of the Student Center in Suite 24. The telephone number is 864-699-4642.

LOCATION AND FACILITIES

Location

Our 88-acre, beautifully wooded campus is located within very easy driving distance to South Carolina's coast and North Carolina's slopes, as well as the cities of Asheville, Atlanta, Charleston, and Charlotte. With an average of 226 sunny days a year, Spartanburg attracts visitors and residents from around the world. Seven institutions of higher learning make it an officially designated college town, while world headquarters for global corporations like Advance America, QS/1 Data Systems, Denny's restaurants, and Milliken help make it a true international city.

FACILITIES (See Campus Map on inside back cover)

1. **Phil Buchheit Administration Building –** Constructed in 1966, enlarged in 1979, renovated in 1995, and expanded with the addition of a new lobby in 1998, this facility houses administrative offices for the President, Executive Vice President for Business Affairs, and Registrar and their staff. The Advising Center and Financial Aid offices are also located in this facility. Named in honor of Mr. Philip A. Buchheit, a generous supporter and strong leader who served on the Spartanburg Junior College Board of Trustees, 1960 – 1974.

2. **The Marsha and Jimmy Gibbs Welcome Center and Phyllis Buchheit Board Room -** Constructed in 2007 and updated in the summer of 2021, the Marsha and Jimmy Gibbs Welcome Center provides an inviting space for prospective students and families to meet the admissions team as they begin to explore the opportunities SMC represents for their futures. The Phyllis Buchheit Board Room was named for Mrs. Phyllis Buchheit DeLapp, who provided generous support to SMC until her passing in 2022.

3. **Charles P. Hammond Hall -** As the first building on campus, this facility was named for Charles P. Hammond, a staunch supporter of Textile Industrial Institute, the precursor to Spartanburg Methodist College, and the first Chairman of the Board of Trustees of the College. Hammond Hall was constructed by the students of TII in 1913 and serves as a coed residence hall with room accommodations for 70 students. The bathroom annex was constructed in 1960. The last surface renovation was completed in 2015.

4. **William G. Willard Hall** – Opened in 1967, this facility was made possible in part by a generous gift from Mr. William G. Willard, a member of the Spartanburg Junior College Board of Trustees and Chairperson of the Buildings and Grounds Committee. Willard Hall is a coed residence hall for 72 students and has three floors. Currently the 1st floor is home to the Student Success Center, Suite 12, Accessibility Resources, Suite 13, and Community Wellness Center, Suite 14.

5. **Rembert Bennet Burgess Student Center –** Built in 1965, this building has two floors. The first floor houses the campus dining room, and the Fireplace Room. The second floor is home to our student development team (SMCX). The second floor was remodeled in 2020 and has eighteen offices, three open meeting areas, one large conference room, a lounge, and a flex space. There is also a post office for the distribution of mail to students, faculty, and staff. This building was named in memory of Dr. Rembert Bennett Burgess, the second President of the College.

6. **Walter S. Montgomery Science Building –** Erected in 1967, and named for Walter S. Montgomery, then President of Spartan Mills and avid supporter of the establishment of Textile Industrial Institute. This building houses classrooms and faculty offices on the first floor, while the second floor holds the laboratories, workrooms, and faculty offices.

7. **Frank Walker Building –** Constructed in 1935 and partially renovated in 2013-2014, this three-story building contains classrooms, student computer laboratories, independent learning center that includes a computer-assisted instruction laboratory and tutorial services. Faculty, Accessibility Resources, and Support Services Staff are in the Walker Building. The establishment of this building was made possible through a generous bequest from W. Frank Walker, thus being named in memory of him.

8. **William S. Moore Student Athletic Activities Building –** Built in 1939 and renovated in 1998, this facility was named for William S. Moore, an alumnus and former Chairman of the Board of Trustees of the College. The facility is used for physical education classes, intramurals, and as a practice area for men's and women's intercollegiate teams. The William S. Moore Student Athletic Activities Building is also the site of several student activities throughout the year. The basement of this facility houses the maintenance department offices, work areas, and storage space.

9. **Montgomery Science Annex –** Renovated in Summer 2011, this building houses a microbiology lab. The laboratory was made possible through generous grant funds from Fullerton Foundation and the J M Smith Foundation**.**

10. **The Moore Family Fitness Center** – The fitness center opened in January of 2019 and houses aerobic and strength training equipment. The fitness center is open to all students, faculty, and staff and includes showers and changing facilities.

11. **Sand Volleyball Court –** This outdoor facility is adjacent to the Moore Fitness Center and enjoyed by our students regularly during the academic year.

12. **Vera Davis Parsons Hall –** Erected in 1981, this coed residence hall provides living space for 48 students. This building was named for Vera Davis Parsons, a former Trustee of the College whose generosity helped make the establishment of this facility a reality.

13. **Eliza Judd Hall –** Opened in 1929, Judd Hall is a women's residence with 24 suites housing 48 students. The facility was named to honor Eliza Attleton Judd, a benefactor to the College. It was partially renovated in 2016. Judd has a spacious lobby, and a coffee shop called "The Cellar". Also located in Judd Hall is the **Ballard Center**. The Ballard Center houses the Professional Development program and provides space for students to meet, interact, and study at all hours. The Center was made possible through a generous gift by Ted Ballard in honor of his wife, Ruth Ballard.

14. **Bridges Residence Hall** – Constructed in 2003 and made possible by a generous gift from Ms. Susan Bridges in honor of her family. This coed, three-story, 93-bed facility offers two-, three-, and four-person suites that include a commons area and bathroom in each suite. Special rooms have been designated for students with disabilities. The central lobby provides a setting for meetings, workshops, and extracurricular activities. An elevator serves all three floors.

15. **Sparrow Residence Hall** – Constructed and opened in 2006, this facility was made possible in part from a generous gift from Mr. John Sparrow. It is dedicated to the memory of his parents and in honor of his family. Sparrow is a three-story coed, 117-bed residence hall. The suites are arranged in three-person and four-person units. Each suite includes a commons area, a private bath, and individual bedrooms/study areas. Special rooms have been designated for students with disabilities. A spacious lobby and an inviting courtyard offer students relaxed living space. An elevator serves all three floors.

16. **James S. Barrett Learning Center –** This facility bears the name of James S. Barrett, the fourth President of the College who spearheaded the College's expansion in the mid-1970's. This facility houses the **David E. Camak Auditorium** with a seating capacity of 458, named for the College's founder, and the **Jesse L. Bridges Arena** with a seating capacity of 706. Bridges Arena has dressing facilities, training and exercise rooms, and offices for the athletic administration and coaching staff. Bridges Arena was renovated in 2020 with new patron seating, scoreboards, and a new maple flooring system with enhanced graphics.

17. **Eva S. Grant Softball Field –** Constructed in 1989 with improvements added in 2025, this field was named in memory of Eva S. Grant, 1918-1991, an alumna and Trustee of the College.

18. **Olin D. Johnston Outdoor Athletic Facility –** Named in honor of the late Mr. Johnston who was a graduate of Textile Industrial Institute and served as Governor of South Carolina and as a U.S. Senator, this facility was originally laid out in the mid 1970's. It consists of the Fred Nash Soccer Field, the C.B. (Slim) Mooneyham Baseball Field, and the William C. Buchheit Tennis Complex. Renovation work was begun in 1995 and was completed in 1999. Stadium lighting was added to the Mooneyham Baseball Complex in 2013. A new press box was added to Nash Stadium in 2025.

19. **Collen Perry Keith Fountain –** Constructed in 2016 and given by the Board of Trustees to honor former President Colleen Keith.

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20. **Edgar H. Ellis Jr. Hall –** Constructed in 2012, the building houses 9 classrooms, academic offices, including the office of the Provost, The Write Place, bookstore, and an auditorium seating 275 that can also serve as classroom space. The building was made possible by donors to the College's "Pioneering the Future" capital campaign. The building is named in honor of Dr. Edgar H. Ellis, Jr., a United Methodist minister, trustee, alumnus (SJC class of 1956), and strong advocate of Spartanburg Methodist College.

21. **H. Lester Kingman Hall -** Erected in 1968, this building is a coed residence hall with 60 rooms which houses 120 students. Renovations started in 1991 and were completed in 1994. The **Campus Safety Department** is in the basement. This facility was named in honor of H. Lester Kingman, the third President of the College.

22. **Marie Blair Burgess Learning Resources Center –** Built in 1947 and renovated and enlarged in 1974, this building was named as a memorial to Marie Blair Burgess, the deceased wife of Rembert Bennet Burgess, the second President of the College. The LRC houses the library, multi-media center, and offices for the library staff. Renovation of the first floor was completed in 2014. The **Vassey Information Technology Center** is in the basement of the LRC. The center is named in memory of Mr. and Mrs. Herbert W. Vassey and houses the office of the computer services and the human resources teams.

23. **Davis Mission Chapel –** Constructed in 1976, the Chapel seats 140 and houses the Office of the Chaplain, a meditation room, and the Pioneer Pantry for students. The Chapel is used for personal devotion and meditation, dramatic performances, small concerts, and other events as well as the regularly scheduled worship services of the campus. The establishment of this facility was made possible by generous gifts from Vera Davis Parsons, a member of the Board of Trustees. The Mission Chapel was named the Wilton Milton Davis Chapel in honor of Ms. Parsons's father.

24. **38 Mill Road** – This residential house is the current office location for the men's and women's golf program.

25. **39 Mill Road –** This residential house is the current office location for the softball, track and cross-country programs.

26. **40 Mill Road** – This residential house is now the current office location for the Institutional Development team and the VP for Facilities.

ADMISSIONS

ADMISSIONS

GENERAL INFORMATION

In keeping with its Mission, Spartanburg Methodist College is committed to equal opportunity for all academically qualified students. The College does not discriminate on the basis of race, sex, religion, creed, age, national or ethnic origin, or physical handicap in the administration of its educational policies, admissions policies, assignment of residence hall facilities, use of physical facilities, scholarships and loan programs, and the granting of financial aid and scholarships. Student admission categories include first-time freshmen, transfer students, re-admit students, transient students, special students, international students, and dual enrollment students.

FRESHMAN ADMISSIONS

Spartanburg Methodist College admits students with clear goals, strong academic ability, positive attitudes, good study habits, and a record of achievement. The College's environment and instructional services prepare students for continued study in its bachelor's programs.

In making admission decisions, the College examines high school grade point average. The philosophy of the institution is to admit men and women who demonstrate reasonable promise of benefiting from the College's educational programs of study.

Spartanburg Methodist College's admissions and advisement procedures include placement in programs of study and specified courses to provide the best opportunity to earn an associate degree or bachelor's degree.

FRESHMAN ADMISSIONS PROCEDURES

1. Applicants must have earned a high school diploma or its equivalent (e.g., GED) prior to enrollment.

2. Students must complete the formal application for admission. The application is available on the College's web site: https://www.smcsc.edu/admissions/apply/.

3. Students must request official copies of their high school records and all college transcripts be sent to the Spartanburg Methodist College Office of Admissions. High school transcripts (including class rank) can be obtained from the high school counselor, and college transcripts from the registrar at previously attended institutions. Applicants with a GED, HiSET, or TASC must submit an official exam score report or certification of high school equivalency. After graduating, students must also request that their high school send a final official transcript certifying graduation to the Office of Admissions.

4. Students can submit results from the Scholastic Aptitude Test (SAT Code 5627) or from the American College Testing program (ACT Code 3878) but are NOT required to at any point in the enrollment process.

5. Students who have completed dual enrollment classes must request the institution they took these classes through to send an official copy of their transcript directly to SMC.

6. All applicants who are not in high school at the time of application will be verified through the National Student Clearinghouse for prior enrollment records.

7. Students must submit the Free Application for Federal Student Aid (FAFSA) in a timely manner for processing. The Spartanburg Methodist College Financial Aid Office uses this information to make financial aid awards to prospective students.

ONLINE PROGRAM ADMISSIONS PROCEDURES

Students pursuing an online degree follow the same application process as traditional students of their specific student type; however, online applicants may be required to verify their identity during the admissions process.

DUAL ENROLLMENT

Spartanburg Methodist College offers a dual enrollment program for academically talented high school juniors and seniors to earn college credit while completing high school. Students must have a cumulative 3.00 GPA in college preparatory courses, and course selections must be approved by the Registrar.

PROBATIONARY ADMISSIONS

Some applicants may be admitted as probationary students when their high school or college level performance indicates that there may be problems in successfully completing college-level work at SMC. These students may be required to take Transitional Studies courses. They must enroll in 12 credit hours and earn a minimum term 2.0 GPA in their first semester. These students are regular students who are eligible for financial aid, including federal aid, state aid, and institutional aid. Students admitted as probationary students must make satisfactory progress to continue enrollment.

SPECIAL STUDENT ADMISSIONS

Special Students may register for no more than 6 semester hours per term and may earn a maximum of 12 semester hours while in this category. **No federal, institutional, or state financial aid will be awarded to students in this category.** Admission credentials must be submitted when Special Students decide to enter a specific degree program, and the credits earned as Special Students will be reviewed by the Registrar for the appropriateness of application to the selected program.

TRANSFER STUDENT ADMISSIONS

Associate Degree-Seeking Students:

Prospective transfer students may apply for admission for entry at the beginning of any term. Students transferring to the College from other institutions must be eligible for re-admission to the institution last attended. Students on academic probation at their former institutions may petition Spartanburg Methodist College for

probationary admission. Students admitted on probation are permitted one semester to demonstrate their academic capabilities and must meet Spartanburg Methodist College's academic progress standards. (See information on **Academic Progress Standards** in this catalog.) Transfer students must secure a letter of good standing from the last institution attended if the final GPA is below 2.00, or if good academic standing is not indicated on the College transcript.

Students seeking to transfer to the College must complete an admissions application and submit official transcripts from all former colleges. Students who have earned fewer than 16 transferable semester hours of college-level credit must also submit a high school transcript showing the date of graduation and meet all other freshman admission requirements. Students who transfer in 16 or more hours to SMC may still be required to submit their high school transcript for financial aid purposes.

The Registrar evaluates the official college transcripts for acceptance of courses and credits from other regionally accredited colleges and universities.

BA Degree-Seeking Students:

Prospective transfer students must have earned an AS or AA degree from a regionally accredited college or earned the equivalent (60 hours) with a minimum of a 2.0 GPA.

TRANSFER STUDENTS WITH PRIOR ACADEMIC SUSPENSIONS POLICY

Students who have faced prior academic suspensions from other institutions may be admitted to Spartanburg Methodist College as a transfer student under specific conditions. They must have been out of school for at least five years from their last suspension and complete the standard admissions application, disclosing any past conduct violations for case-by-case evaluation. The applicant must also submit official final transcripts from any institutions attended. Once all documentation is received by the Admissions Office, an admissions decision will be communicated to the student. Admitted students will be placed on probation in a full-time load (12 credit hours or more) (6 hours if the student starts EP2, EP4, or EP5) and must earn a minimum term 2.0 in their first term. The student will be required to engage in academic support programs and regular advising.

TRANSIENT STUDENT ADMISSIONS

Students enrolled in other colleges or universities may attend Spartanburg Methodist College as transient students. A Transient Application Form must be submitted. Transient students must provide their current college's Transient Permission Form to take particular courses offered at Spartanburg Methodist College. The permission form must be signed/approved by the Academic Dean or the Registrar of the parent college. No other credentials are required.

INTERNATIONAL STUDENT ADMISSIONS

International students must submit the following to the Office of Admissions: an application for admission; an official English translation of secondary-level work or any post-secondary work (student athletes must submit through InCred); an official report of the Test of English as Foreign Language (TOEFL), or the Michigan English Language Assessment Battery (MELAB), or the Michigan Test of English Language Proficiency (MTELP) or Duolingo. An applicant

should be proficient in the use of the English language as defined by a minimum score of 525 (paper-based test), 195 (computer-based test) or 70 (internet-based test) on the TOEFL, 80 on the MELAB, or 85 on the MTELP or 105 on the Duolingo to be ready for the regular college curriculum.

Generally, international students who take ESL courses must have a minimum score of 450 (paper-based test), 133 (computer-based test) or 45 (internet-based test) on the TOEFL, 70 on the MELAB, or 50 on the MTELP.

The Scholastic Aptitude Test (SAT Code 5627) and the American College Testing program (ACT Code 3878) are also accepted.

A photocopy of the student's passport photo page needs to be sent to the Office of Admissions.

An affidavit of total financial support either notarized or issued by a bank official must be filed before matriculation at the College. The financial declaration must cover the net amounts necessary for a total of approximately $34,570 U.S. dollars per year. A valid student visa must be in the applicant's possession *prior* to arrival on campus.

Students must complete the medical history form and provide SMC their immunization records. All of these documents should be in English.

International students must complete the application process at least three months prior to their initial enrollment at the College. Such students must also make a deposit of $75.00 to the College to confirm their plans to attend.

SMC is authorized under Federal law to enroll nonimmigrant alien students.

DEADLINE GUIDANCE FOR INTERNATIONAL STUDENTS

Fall Starts:

Priority Deadline: June 1

To meet the priority deadline, **SMC Admissions** must receive all required documents for student acceptance and international processing by June 1. This includes official final college transcripts for transfer students. The **Final High School Transcript** must be submitted through **InCRED** using the Course-by-Course Credential Evaluation option and received by June 20.

Last Chance Deadline: June 20

The same requirements as the Priority Deadline apply, except all required documents must be received by June 10. This includes official final college transcripts for transfer students. The deadline for the receipt of the **Final High School Transcript** through **InCRED** remains June 20. Students meeting this deadline are not guaranteed to be finalized, but effort will be made to complete the process.

Note for Transfer Students Enrolled in Summer School:

Fall start transfer students enrolled in summer school will require conversation to consider the timeliness of receiving the official final college transcript relative to issuing the I-20 and completing the international student transfer process.

Spring Starts:

Priority Deadline: November 1

For spring starts, **SMC Admissions** must receive all required documents for student acceptance and international processing by November 1. This includes the receipt of the **Final High School Transcript** submitted through **InCRED** using the Course-by-Course Credential Evaluation option. *Note: See the details below for the possibility of transferring to SMC for a spring start.*

Last Chance Deadline: November 10

The same requirements as the Priority Deadline apply, except all required documents, including the **Final High School Transcript** through **InCRED**, must be received by November 10. Students meeting this deadline are not guaranteed to be finalized, but effort will be made to complete the process.
Note: See the details below for the possibility of transferring to SMC for a spring start.

Note for Spring Semester Transfer Students:

Due to the shortened time between the fall and spring semesters, international students currently enrolled in a U.S. college in the fall, in good standing with U.S. Immigration (ICE), who wish to transfer to **SMC** in January, will require special consideration. Several factors impact this process:

- The date **SMC** receives the final official college transcript.
- When the original college releases the **I-20** to **SMC**, relative to when **SMC** closes for the Christmas break.
- The Program End Date on the student's original **I-20.**
- The expiration date of the student's visa and passport.
- Whether the student leaves the U.S. during the Christmas break.

If the student leaves the U.S., they may not be able to re-enter. Various factors need to align to issue an **I-20** for a transfer student if the college transcript is not received by the Priority or Last Chance deadlines.

CONDITIONAL ADMISSION FOR INTERNATIONAL STUDENTS

Eligibility for Conditional Admission

To be considered for conditional admission, international applicants must:

1. Submit a completed SMC application for admission.

2. Provide translated official academic transcript(s) that meet SMC's minimum GPA and curriculum standards. Official translation must come through InCred for athletes. Students can select the Basic High School "in progress" Evaluation ($95) for conditional acceptance. WES translation is accepted for non-student athletes.

3. Official Test Scores (e.g., TOEFL, Duolingo, SAT or ACT scores).

4. Submit Support Affidavit issued by a bank and International Student Certification of Finances document. The final declaration must cover the net amounts necessary for a one-year period.

5. Current Passport.

6. Transfer students must supply a current copy of their passport, Visa and college transcripts.

Applicants may be conditionally admitted pending completion of the following:

- Submission of translated official final transcript(s) through InCred. **Students must select the Course-by-Course Evaluation for final transcripts ($190).** If students choose the $95 option for conditional admission, they will be allowed to pay the difference to obtain the course-by-course evaluation.

- Final college transcripts if applicable.

RIGHT TO REFUSE ADMISSION

An applicant may be declared eligible for admission, registration, enrollment, or re-enrollment at SMC only after satisfying all requirements established by the institution. The institution may consider the character and qualifications of the applicant in making admission decisions. In order that this examination and appraisal may be made, the applicant shall furnish to the institution such biographical and other information, as may be required by the institution.

SMC reserves the right to refuse admission to:

1. An applicant whose admission would cause the institution to exceed its maximum capacity;
2. An applicant whose transcript is from an unaccredited institution; or
3. An applicant who is otherwise ineligible for admission.

Students who indicate they have been convicted are required to submit a personal statement, letters of recommendation, and may be subject to a background check.

TUITION POLICY FOR SENIOR CITIZENS

Tuition Waiver for Senior Citizens – South Carolina residents age 60 or over who are not employed full time may audit a course at no charge on a space-available basis or may enroll in a course for academic credit, on a space-available basis, for a reduced fee of $100 per course. Seniors are limited to one course per semester with this policy. An application is required.

Senior Citizens may register on the last 2 days of late registration. Please refer to the calendar in this Catalog (pp. 3-6).

STUDENTS WITH DISABILITIES THAT AFFECT ACADEMIC PERFORMANCE

Spartanburg Methodist College provides reasonable accommodations for students with documented disabilities. To ensure that accommodations are in place by the first day of classes, requests for accommodations and appropriate documentation of the disability should be submitted in writing to the Accessibility Resources Office at least six (6) weeks prior to the semester in which the student begins classes. No accommodations are made without the appropriate documentation. Typically, such documentation includes the following:

For students with learning disabilities, autism spectrum disorder, and/or ADHD:

An evaluation of the student's disability which has been completed within three to five (3-5) years of the date on the admissions application by a licensed psychologist or certified school psychologist. Documentation for ADHD may include evaluations done to diagnose the disability or a letter from the student's treating professional stating the diagnosis and any functional limitations the student may have as related to the disability.

For students with physical disabilities:

A medical evaluation by a licensed physician of the student's physical disability completed within three (3) years of the date on the admissions application.

For students with psychological or psychiatric disabilities:

A letter from the student's treating professional stating the diagnosis and any functional limitations of the condition. The letter must have been written within the past six (6) months from the time of submission. Periodic updates of the student's current functionality may be required as well.

Since the needs of each student are different, the accommodations for each student must be specifically determined for that student. Among the typical accommodations accorded SMC students are the use of extended testing times, assistance with note taking or permission to record lectures, and audio or reading of tests. In addition, tutoring services are available for all SMC students.

IMPORTANT NOTICE:

1. **Accommodations granted in high school or by another college do not automatically follow students to Spartanburg Methodist College.**

2. **Students must make formal written requests for accommodations and provide the appropriate documentation as outlined above. Accommodations for a disability may be requested by completing the Intake Form found at https://www.smcsc.edu/the-experience/experience-wellness/.**

RE-ADMISSION

Students in good standing who withdraw voluntarily during the academic year may apply for re-admission at the beginning of any term. Students who left the College under academic suspension, disciplinary suspension, directed withdrawal, or other unusual situations may reapply under terms established at the time of their

leaving the College as well as the conditions and procedures in force at the time of application. Appeals by students who left for academic reasons must be submitted in writing to the Provost. Appeals for re-admission by students who left for disciplinary or behavioral reasons must be submitted in writing to the Dean of Students.

Students seeking re-admission who have attended other colleges in the interim must submit an official transcript of course work from each college attended. Also, students who have been away from Spartanburg Methodist College for three (3) years or more must meet graduation requirements in place at the time of their re-admission.

RE-ADMISSION FOR VETERANS

Spartanburg Methodist College follows the Higher Education Opportunity Act (HEOA)§487 regarding readmission for service members.

The HEOA prohibits denying readmission to service members due to their service. Students readmitted under this policy retain their previous academic status. Exceptions apply to veterans with dishonorable or bad conduct discharges or court-martial sentences. Tuition or fee increases during the service member's absence are waived for the first academic year upon return, provided they return within five years.

This policy covers active-duty members of the uniformed services, including the National Guard and Reserve, serving more than 10 days. Proof of service during the absence is required.

CREDITS FROM OTHER COLLEGES, UNIVERSITIES, AND OTHER SOURCES

Spartanburg Methodist College accepts academic credits earned at other regionally accredited colleges and universities throughout the United States. In addition, the College may award credit for Prior Learning Assessment (PLA) such as Workplace Experiences, Professional Certifications, Non-Credit Coursework, Foreign Language Competency, Military Service, Graduation from a Criminal Justice Academy, the Advanced Placement Program, the International Baccalaureate Programme, and through the College Level Examination Placement Program (CLEP). All credits awarded from all sources will appear on the official academic transcript with a grade of "CR," but will not affect the grade point average at Spartanburg Methodist College. **No more than a cumulative total of 75 percent of the total associate degree or bachelor's degree will be accepted from other colleges, universities, and other PLA sources.**

CREDITS FROM OTHER COLLEGES AND UNIVERSITIES

The College generally accepts credits from other regionally accredited colleges and universities under the following conditions:

1. The College has received an official transcript showing the credit hours earned and final grades from each course.

2. The course must be a college level course and the content must be similar to or the same as that of a Spartanburg Methodist College course to transfer as a direct equivalent course. College level courses

that are not equivalent to SMC courses may transfer to SMC to fulfill elective requirements of a degree program. The course(s) must comply with the Spartanburg Methodist College definition of a credit hour. A credit hour is defined as not less than one hour of classroom or direct faculty instruction (excluding final exams) and a minimum of two hours out of class student work and reflection time each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time not less than three weeks.

3. Applied Science degree coursework will not transfer to Spartanburg Methodist College.

4. A grade of C or better is recorded for each course to be transferred. (Grades of "D" are not accepted for transfer of credit.)

5. Courses and credit hours earned at another institution are entered on the official academic transcript, but quality points earned for grades earned at other institutions are not computed in the grade point average at Spartanburg Methodist College.

6. No more than a cumulative total of 75 percent of the total associate degree or bachelor's degree will be accepted from other colleges, universities, and other sources.

7. Transfer credit will not be awarded for remedial courses.

8. Transfer credit may not be awarded to currently enrolled students who do not receive transient permission in advance of taking a course or courses.

CREDIT FOR PRIOR LEARNING ASSESSMENT

The College may accept credits from Prior Learning Assessment (PLA) sources. While college credits awarded through PLA will be counted as coursework to satisfy degree requirements at SMC, these credits may not transfer to other colleges if a student elects to enroll elsewhere. Each PLA opportunity is specifically detailed in the following scenarios. **A maximum of 30 credit hours from all PLA sources can be applied toward completing degree requirements. Credit from the PLA sources of Workplace Experience, Professional Certifications, Non-Credit Coursework and Foreign Language Competency will not be added to the student's academic transcript until Spartanburg Methodist College credit has been earned.**

CREDIT FOR WORKPLACE EXPERIENCE

Currently enrolled students may be awarded credit through documented work and life experiences in the field in which a degree is being pursued. The Student Application for Prior Learning Assessment (PLA) must be submitted to the Registrar, listing the credit for which the student is applying through Workplace Experience. The Registrar will determine the department chair best qualified to evaluate the student's knowledge and experience. At this department chair's discretion, a portfolio and/or written examination will be utilized to make a recommendation to the Registrar. The final determination of academic credit awarded rests with the Registrar.

A maximum of 12 credit hours can be awarded specifically for workplace experience.

A portfolio-based workplace experience credit evaluation requires review by an appropriate faculty member in a discipline related to the work experience. Supporting evidence is required for any credit to be awarded through PLA. Students seeking credit for prior learning through a portfolio analysis should consider the following supporting evidence:

- An updated resume
- Letters from supervisors verifying responsibilities
- Job descriptions
- Examples of work performed

The portfolio should contain a narrative addressing the specific courses for which the student believes they should receive credit for prior learning. The student should use the current SMC course catalog for this purpose. It may also be advantageous for the student to obtain the current course syllabi to understand how their experiences relate to the learning outcomes of the course(s). The portfolio should be assembled in a manner that is easily accessible to the reader. The portfolio should include the Student Application for Prior Learning Assessment and either a table of contents or an inventory list of what is included in the portfolio. Credit awarded will not be added to the student's academic transcript until SMC credit is earned.

CREDIT FOR PROFESSIONAL CERTIFICATIONS

Currently enrolled students may be awarded credit for external industry certifications. The Student Application for Prior Learning Assessment must be submitted to the Registrar, listing the credit for which the student is applying along with the Certification and information to justify the awarding of credit. The Registrar will determine the department chair best qualified to determine what course credit may be awarded. At the department chair's discretion, it will be determined what information is necessary to decide on the credit to recommend. A recommendation by the department chair will be made to the Registrar using the application form. The Registrar will maintain a record of these decisions so the credit awarded can be standardized for future granting of credit. The final determination of academic credit awarded rests with the Registrar. Credit awarded will not be added to the student's academic transcript until SMC credit is earned.

CREDIT FOR NON-CREDIT COURSEWORK

Currently enrolled students may receive credit for non-credit coursework. Similar to professional certifications, documented non-credit coursework may be used as Prior Learning Assessment credit and may include continuing education or other job-related non-credit. The Student Application for Prior Learning Assessment must be submitted to the Registrar, listing the credit for which the student is applying along with information to justify the awarding of credit. The Registrar will determine the department chair best qualified to determine what course credit may be awarded. AT the department chair's discretion, it will be determined what information is necessary to decide on the credit to recommend. A recommendation by the department chair will be made to the Registrar using the application form. The final determination of academic credit awarded rests with the Registrar. Credit will not be added to the student's academic transcript until SMC credit is earned.

CREDIT FOR FOREIGN LANGUAGE COMPETENCY

Currently enrolled students may be awarded credit for foreign language competency in certain languages. The Student Application for Prior Learning Assessment must be submitted to the Registrar, listing the credit for which the student is applying along with the information to justify the awarding of credit. The Registrar will determine the department chair best qualified to determine what course credit may be awarded. At the department chair's discretion, it will be determined what information is necessary to decide on the credit to recommend, including oral or written examination. A recommendation by the department chair will be made to the Registrar using the application form. The final determination of academic credit awarded rests with the Registrar. Credit awarded will not be added to the student's academic transcript until SMC credit is earned.

CREDIT FOR MILITARY SERVICE

Credit for military service may be awarded for active military service as follows: up to three semester hours for six months' active duty followed by active participation in a reserve unit; and up to six semester hours for 24 months' active duty.

Credit may be awarded for educational experiences in the military in accordance with the recommendations published by the American Council on Education and will be consistent with the policy on the transfer of credit. Students should submit an official transcript from the Joint Military Transcript (JMT) System for consideration.

CREDIT FOR CRIMINAL JUSTICE ACADEMY GRADUATION

The College accepts as credit toward graduation the following *courses from the federal and state criminal justice academies:* CRMJ 230, Policing and PHED 121, Wellness. The Chairperson of the Criminal Justice department at SMC has reviewed learning outcomes of courses offered at the Academy to arrive at the awarding of the degree credit. In order to receive these credits, graduates of the Academy must provide documentation of successful completion of course work at SCCJA upon admission to Spartanburg Methodist College. These hours may not transfer to other colleges if a student elects to transfer.

CREDIT FOR ADVANCED PLACEMENT PROGRAM (AP)

The College awards credit for scores of 3 or higher on tests taken in approved subject areas in the Advanced Placement (AP) Program. Select tests require a score higher than 3. No credit is given for scores of 1 or 2. Prospective students interested in AP credit should contact their high school guidance counselors for testing information.

CREDIT FOR INTERNATIONAL BACCALAUREATE PROGRAMME

The College awards credit for scores of 4 or higher on higher level International Baccalaureate (IB) examinations for certain subject areas (contact the Registrar for a specific list of subject areas). No credit is given for scores of 1-3.

CREDIT FOR COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Students may earn credit through the College Level Examination Program (CLEP). The College may award up to 15 semester hours of credit through the College Level Examination Program (CLEP) for courses in the Spartanburg Methodist College curricular offerings. The appropriate CLEP test in foreign language may be used to earn credit if the student earned credits in that foreign language in high school. Contact the Registrar for further information.

ACADEMIC DEGREES

ACADEMIC DEGREES

GENERAL INFORMATION ABOUT ACADEMIC PROGRAMS

Spartanburg Methodist College considers each degree to be an academic program. To fulfill its mission, Spartanburg Methodist College offers multiple degree options. But the College offers a unique curricular experience no matter the degree. This academic experience is distinguishable in many ways.

One distinguishing factor of the Spartanburg Methodist College learning experience is that each new student is enrolled in an associate's degree program before entering a bachelor's degree program. This 2+2 model allows a student to complete two degrees in four years. The associate degrees are all designed to matriculate into bachelor's degrees offered at Spartanburg Methodist College. However, if a student chooses to transfer to further their education elsewhere, the student has completed a whole associate's degree rather than just two years of college courses.

A second distinguishable feature is the career orientation of the student's educational experience. Each bachelor's degree-seeking student completes a core of Professional Development courses (18 hours). The Camak Core bridges the gap of connecting a strong liberal arts foundation with career-based skills. The Camak Core's final aspect is a capstone project designed to challenge students to utilize their knowledge and skills attained throughout their time at SMC.

SMC focuses on each student as an individual in their learning experience. For each of the degree programs, students are assigned a full-time advisor. The advisor provides guidance to students in the selection of courses and in setting short- and long-term academic goals. In addition, SMC faculty provide additional mentorship to students in their degree programs and beyond. This holistic learning model ensures that the student has every opportunity to attain their own unique educational career goals.

GENERAL EDUCATION COURSES

Each associate degree program includes a core of courses to fulfill the College's mission to provide a liberal arts education. The core constitutes a minimum of thirty (30) semester hours. The general education program requires core courses designed to meet specific general education competencies in Oral Communication, Computer Literacy, Wellness, Written Communication, with the remaining semester hours distributed as follows: a designated minimum of 7 semester hours in natural sciences/mathematics; 3 semester hours of social/behavioral sciences; and 6 semester hours of humanities/fine arts.

Social and behavioral sciences shall be interpreted to mean Anthropology 101; Economics (BSAD 201, 202); Political Science (POLS) 202, 203); Psychology (PSYC 101, 201); Sociology (SOCI 101, 202, 203); Social Work (SOWK 201); History (HIST 101, 102, 201, 202, 210, 220, 230, 240; other than that course used for the History requirement).

Humanities courses are fulfilled by any 200 level English (ENGL) course, Religion (except RELI 230 & 240), and Philosophy courses.

Fine Arts courses are any ARTS, MUSI, or DRAM courses.

Mathematics (MATH 112 or higher) meets the core requirement.

Natural science courses in Biology, Chemistry, Physics, and Physical Science fulfill the College's science requirement.

The Oral Communication requirement is fulfilled through completion of Public Speaking (SPCH 201).

The Written Communication requirement is fulfilled through completion of English Composition I and English Composition II (ENGL 101 and ENGL 102).

The Wellness requirement is fulfilled through completion of one of the following courses: HEALTH (HLTH 101, 201, 240); Physical Education (PHED 121).

The Computer Literacy requirement is fulfilled through completion of Introduction of Computer Technology (CSCI 101).

Bachelor of Arts students are required to demonstrate competency in a Foreign Language at the 102 level. If a student cannot demonstrate competency, six (6) semester hours in a single foreign language are required.

Bachelor of Science students are required to complete additional math and/or science coursework. Six (6) additional semester hours beyond the general education requirement for an associate's degree from the natural sciences/mathematics area must be completed to fulfill a Bachelor of Science general education requirement. Bachelor of Science students do not have a Foreign Language requirement.

GENERAL EDUCATION STUDENT LEARNING OUTCOMES

Through the core courses of the general education program, Spartanburg Methodist College prepares students to achieve the following Student Learning Outcomes (SLO's):

Critical Thinking: SMC graduates use critical thinking to approach new information and ideas. Critical thinking is characterized by analyzing data/evidence, making inferences, applying data/evidence, and forming interpretations.

Oral Communication: SMC graduates communicate orally using logical organization and effective delivery. Oral communication is a prepared, purposeful presentation designed to increase knowledge, to foster understanding, or to promote change in the listeners' attitudes, values, beliefs, or behaviors.

Quantitative Skills: SMC graduates apply basic computational and mathematical skills to analyze and solve both practical and abstract problems in various situations. Graduates correctly interpret data, determine reasonableness of results, and apply results to draw conclusions. SMC graduates follow procedures that enable them to reach correct and consistent results.

Research: SMC graduates retrieve, analyze, and interpret research materials and use appropriate reporting methods to synthesize information as the foundation for creating original works. Appropriate reporting methods include respecting proper documentation conventions, following discipline-specific formatting, using paraphrases and quotations correctly, and avoiding plagiarism.

Written Communication: SMC graduates communicate clearly, coherently, and effectively in their writing. Clear, coherent, and effective writing is characterized by being audience appropriate, easily understood, organized, and grammatically correct.

ACADEMIC ADVISEMENT PROGRAM

The Spartanburg Methodist College Academic Advisement program ensures that every student has access to a knowledgeable Academic Advisor to answer questions about the College. Academic advisors work with students both individually and in groups to support learning, growth, and success. Academic advisors are committed to helping students succeed. Students can expect advisors to

- Be familiar with the SMC programs and services.
- Help students make the best use of strengths and overcome weaknesses.
- Help students make realistic decisions about goals.
- Assist students in selecting and registering for classes.
- Help students make a plan to graduate and transfer.
- Encourage student responsibility for student decisions.
- Help students develop long-range and short-term goals.
- Provide appropriate emotional support when necessary.
- Encourage positive student attitudes, self-worth, and interpersonal skills.
- Respect student confidentiality.

CAREER DEVELOPMENT

Career Development provides coaching, internship opportunities, and job search support to help students identify, explore, and prepare for their career options. This includes career and major exploration programs, resume, interview, internship and job search preparation. Additionally, Career Development hosts a series of events each semester including opportunities to connect with employers and grad schools, workshops, and panel presentations for a variety of career interests.

Career Development is located on the second floor of the Student Center.

DEGREE PROGRAM DECLARATIONS

Students are placed in one of the degree programs based upon the choices declared on their admission application. The degree choice may be changed or reaffirmed at registration. To change the degree choice, students must complete an Academic Petition form available in the Registrar's Office. Students should discuss the desired change with their academic advisor. Students must return the completed petition to the Registrar, who effects the change.

Changes in degree declarations are processed during the pre-registration and advisement period or during the validation of registration. Degree declarations may not be changed more than once in a semester. **In changing from one degree program to another, students may find that some semester hours earned in one degree may not apply to the other degree. Therefore, students are advised that changing degree declarations may require additional course work to graduate.**

CATALOG DEGREE COMPLETION

Students must follow the requirements for their chosen degree programs in effect at the time they enter Spartanburg Methodist College. Students may elect to change to a catalog published after admission. A change of catalog declaration must be requested from and approved in writing by the Registrar. However, students must meet all requirements in one specific catalog. Students have a maximum period of three years from the beginning of their study at the College to complete the degree requirements for associate degrees and five years for bachelor's degrees, whether using the original catalog or a mutually agreed upon subsequent catalog.

Students who have not been enrolled for a period of three years or more and who have been granted re-admission must meet the academic requirements in effect as stated in the catalog at the time of their re-entry to Spartanburg Methodist College. (See information on **Cancellation of Degree Programs** in this catalog.)

BASIC DEGREE REQUIREMENTS

In order to be awarded a degree by Spartanburg Methodist College, students

1. Must pass all required courses in the specific degree program.

2. Must complete the required number of credit hours for the degree program.

3. Must complete at least 25 percent of credit hours at SMC for an associate degree and for a bachelor's degree; the last semester's work must be completed with SMC credit.

4. Must attain a cumulative grade point average of 2.0 or higher on all work completed at SMC in courses numbered 101 or higher.

SMC ONLINE

Welcome to SMC Online, where we understand the diverse needs of today's working adults seeking to earn a college degree. Our online degree programs are designed to provide flexibility, accessibility, and high-quality education that empowers students to achieve their academic goals. Whether balancing work, family, or other commitments, students can earn an associate and/or bachelor's degree anytime, anywhere through SMC Online.

SMC Online programs operate on eight-week terms, offered during five yearly entry points: two fall terms, two spring terms, and one summer term. Each term students may take up to two courses, for a total of thirty semester credit hours per academic year. This structure supports both full- and part-time study while allowing students to progress efficiently through their degree requirements. SMC Online also offers credit transfer from regionally accredited institutions and Prior Learning Assessment (PLA) opportunities to help students accelerate their path to graduation.

SMC Online degrees are intentionally designed to provide stackable credentials. Students may begin with an associate degree and continue seamlessly into a bachelor's degree, with each academic milestone enhancing skill development and employability. Students pursuing an online degree follow the same application process as traditional students of their specific student type; however, online applicants may be required to verify their identity during the admissions process.

In addition to a rigorous academic curriculum, all SMC Online bachelor's degree programs include a required professional development component known as the **Camak Core**. This six-course block focuses on both hard and soft skills identified as essential by today's employers, including communication, leadership, teamwork, and professional competencies. The Camak Core is designed to help students apply academic knowledge effectively in real-world professional settings and enhance career readiness across disciplines. With comprehensive student support services, dedicated faculty, innovative learning resources, and integrated professional development, SMC Online is committed to supporting students at every stage of their academic and professional journey.

DISCLOSURE OF INSTITUTIONAL GRADUATION/COMPLETION AND TRANSFER-OUT RATES

Spartanburg Methodist College is pleased to provide the following information regarding our institution's graduation/completion and transfer-out rates. The information is provided in compliance with the Higher Education Act of 1965, as amended. The rates reflect the graduation, completion, and transfer-out status of students who enrolled during the 2018-2019 school year and for whom 150 percent of the normal time-to-completion has elapsed. The cohort year is 2018-2019 due to the addition of a four-year degree.

During the fall semester of 2019, 502 first-time, full-time degree-seeking undergraduate students entered Spartanburg Methodist College. After six years, 44 percent graduated from our institution or completed their program, and another 31 percent transferred to other higher education institutions, for a total success rate of 75 percent.

While reviewing this information, bear in mind the graduation and transfer-out rates are based on three years of attendance that equates to 150 percent of our longest program. Graduation and transfer-out rates do not include students who left the school to serve in the armed forces, on official church missions, or the federal service of the federal government. Students who died or were totally and permanently disabled are also excluded. However, students who withdrew for personal or medical reasons must be included in our cohort and are reflected in the category considered unsuccessful.

Questions related to this report should be directed to the Vice President for IT and Analytics.

APPLICATION FOR GRADUATION

Students who wish to apply for graduation must do so not later than the drop/add week of the semester in which requirements are completed. For summer school graduates, the application for graduation must be submitted during the spring semester drop/add period. Students must have a cumulative GPA of 1.85 when the application for graduation is submitted. The graduation fee is non-refundable.

EARNING A SECOND DEGREE

Students may earn a second associate degree by completing all requirements for the second degree, including 12 semester hours earned at Spartanburg Methodist College beyond those required for their first degree.

Students may earn a second bachelor's degree by completing all requirements for the second degree, including 30 semester hours credit earned at Spartanburg Methodist College beyond those required for the first degree. Students may earn a second Bachelor of Arts in Multidisciplinary Studies degree with concentrations by completing all requirements for two new concentrations, including 30 semester hours credit at Spartanburg Methodist College beyond those required for the first degree.

Financial Aid for a second degree may be limited.

GRADUATION CEREMONY

Spartanburg Methodist College holds a graduation ceremony in May and December of each year. Participation requires that the student must have earned their degree without pending coursework. The ceremony in May is designed solely for those who earn their degree in that year's spring semester. The ceremony in December is designed solely for those who earn their degree in that year's summer school or that year's fall semester.

UPPER-LEVEL COURSE REQUIREMENTS

A student must earn a minimum of 12 term credit hours prior to enrolling in a 300/400 level course. A 300/400 level course will not satisfy a requirement in both the associate and bachelor's degrees.

ALTERNATIVE COURSE REQUIREMENTS

Students who transfer to Spartanburg Methodist College after having completed 24 or more credit hours at another accredited college or students classified as non-traditional students (21 years old at time of first term) are exempt from the completion of the SMC 101-201 required sequence of courses. Because this exemption does not entail exemption of credit hours for these courses, students must earn an additional 2 hours through elective hours. During the first advisement session, students should plan these hours with their advisors.

ACCELERATED LEARNING PROGRAM IN ENGLISH

Spartanburg Methodist College evaluates the reading and writing skills of incoming students on the basis of academic performance and subsequently places them in appropriate courses. Some students will be required to take an Accelerated Learning Program workshop as a co-requisite to first-composition, ENGL 101. The purpose of this 1-credit hour workshop is to improve students' skills and increase their opportunity for success in college-level work. Students may appeal placement into the Accelerated Learning Program by written petition to the English Department Chair. The Department Chair's decision may be appealed to the Dean of English and Humanities, whose decision is final.

MATH PLACEMENT

Spartanburg Methodist College evaluates incoming students on the basis of high school academic performance in math to determine their appropriate beginning college level math course. Students may appeal their math placement by written

petition to the Math and Computer Science Department Chair. The decision of the Department Chair may be appealed to the Dean of Math and Sciences, whose decision is final.

CANCELLATION OF DEGREE PROGRAMS

The College does not guarantee that a degree program will be continued if enrollment declines below the level necessary to sustain the program. When the College cancels a degree program, enrolled students are permitted to complete the program.

ASSOCIATE IN ARTS DEGREE

The Associate in Arts degree maximizes flexibility in providing students with several elective course choices. The degree places a strong emphasis on the humanities and the social sciences. This degree prepares students for a wide range of bachelor's degree options. This degree is offered in the on-ground and online programs. The following courses and subject concentrations are required for the Associate in Arts degree:

Subject/Course Requirement	Semester Hours
General Education Requirements	
Written Communication	
English 101, 102	6
Oral Communication	
SPCH 201	3
Computer Literacy	
CSCI 101	3
Wellness	
PHED 121, Health 101, 201, or 240	3
Humanities/Fine Arts	
Fine Arts (any ARTS, DRAM, or MUSI)	3
Any 3-credit hour 200-level ENGL course	3
RELI 103, 211, 212, 215, or 220	3
Social/Behavioral Sciences	
HIST 101, 102, 112, 201, or 202	3
History or Social Science	3
Social Science	6
Natural Science/Mathematics	
Mathematics (112 or higher)	3 or 4
Science	8
Program Requirements	
Religion (any RELI other than RELI requirement)	3
Literature (any LITR other than LITR Requirement), Philosophy, or any ARTS, DRAM, or MUSI (other than Fine Arts Requirement)	
Other Degree Requirements	
SMC 101, 201[1]	2
Electives	8
Total	60

[1]See catalog paragraph "Alternative Course Requirements" for transfer and non-traditional students' requirements, p. 38. For online students, SMC 120 is required in place of SMC 101 & 201.

ASSOCIATE IN BUSINESS DEGREE

The Associate in Business degree is designed for students planning to earn a baccalaureate degree or begin a career in business. This degree is offered in the on-ground and online programs. The following courses and subject concentrations are required for the Associate in Business degree:

Subject/Course Requirements	Semester Hours
General Education Requirements	
Written Communication	
English 101, 102	6
Oral Communication	
SPCH 201	3
Computer Literacy	
CSCI 101	3
Wellness	
PHED 121, Health 101, 201, 240	3
Humanities/Fine Arts	
Any 3-credit hour 200-level ENGL course	3
RELI 103, 211, 212, 215, or 220	3
Social/Behavioral Science	
HIST 101, 102, 112, 201, or 202	3
Natural Science/Mathematics	
MATH 112	3
MATH 120, 121, 150, 210, 221, or 222	3 or 4
Science	4
Program Requirements	
BSAD 101, 103, 201, 202, 205, 206, and 211	21
Other Degree Requirements	
SMC 101, 201[1]	2
Electives (MATH 210 recommended)	3
Total	60

[1]See catalog paragraph "Alternative Course Requirements" for transfer and non-traditional students' requirements, p. 38. For online students, SMC 120 is required in place of SMC 101 & 201.

ASSOCIATE IN CRIMINAL JUSTICE DEGREE

The Associate in Criminal Justice degree prepares students either to enter one of the many career fields in criminal justice or law enforcement or pursue additional education. Students planning to move on to a baccalaureate program should consult with their academic advisors and plan their courses. The Associate in Criminal Justice degree relies upon a strong core of liberal arts and social science courses and includes criminal justice courses essential to the student's success in the career field. This degree is offered in the on-ground and online programs. The following courses and subject concentrations are required for the Associate in Criminal Justice degree:

Subject/Course Requirement	Semester Hours
General Education Requirements	
Written Communication	
English 101, 102	6
Oral Communication	
SPCH 201	3
Computer Literacy	
CSCI 101	3
Wellness	
PHED 121, Health 101, 201, 240	3
Humanities/Fine Arts	
Any 3-credit hour 200-level ENGL course	3
RELI 103, 211, 212, 215, or 220	3
Social/Behavioral Science	
HIST 101, 102, 112, 201, or 202	3
Social Science	6
Natural Science/Mathematics	
Mathematics (112 or higher)	3 or 4
Science	4
Program Requirements	
CRMJ 101, 230, 250, 270, 280, and 290	18
Other Degree Requirements	
SMC 101, 201[1]	2
Electives	3
Total	60

[1]See catalog paragraph "Alternative Course Requirements" for transfer and non-traditional students' requirements, p. 38. For online students, SMC 120 is required in place of SMC 101 & 201.

ASSOCIATE IN FINE ARTS DEGREE

The Associate in Fine Arts degree is designed for students planning to earn a baccalaureate degree. Students should plan their program of study with a fine arts advisor. This degree is offered in the on-ground program. The following courses and subject concentrations are required for the Associate in Fine Arts degree:

Subject/Course Requirements	Semester Hours
General Education Requirements	
Written Communication	
English 101, 102	6
Oral Communication	
SPCH 201	3
Computer Literacy	
CSCI 101	3
Wellness	
PHED 121, Health 101, 201, 240	3
Humanities/Fine Arts	
Any 3-credit hour 200-level ENGL course	3
RELI 103, 211, 212, 215, or 220	3
Social/Behavioral Science	
HIST 101, 102, or 112	3
Natural Science/Mathematics	
Mathematics (112 or higher)	3 or 4
Science	8
Program Requirements	
ARTS, DRAM, MUSI (choose one outside of specific discipline) or ENGL 206	3
ARTS, DRAM, MUSI to be chosen in consultation with advisor, within the student's discipline(s) of choice	12
Social Science or PHIL 201	6
Other Degree Requirements	
SMC 101, 201[1]	2
Electives	2
Total	60

[1]See catalog paragraph "Alternative Course Requirements" for transfer and non-traditional students' requirements, p. 38.

ASSOCIATE IN RELIGIOUS STUDIES DEGREE

The Associate in Religious Studies degree is designed for students who plan to earn the baccalaureate degree. The degree also serves those students who plan to work as lay leaders in local church ministry. This degree is offered in the on-ground and online programs. The following courses and subject concentrations are required for the Associate in Religious Studies degree:

Subject/Course Requirement	Semester Hours
General Education Requirements	
Written Communication	
English 101, 102	6
Oral Communication	
SPCH 101	3
Computer Literacy	
CSCI 101	3
Wellness	
PHED 121, Health 101, 201, 240	3
Humanities/Fine Arts	
Any 3-credit hour 200-level ENGL course	3
Any 200-level or higher RELI or PHIL	3
Social/Behavioral Science	
HIST 101, 102, 112, 201, or 202	3
History or Social Science	3
Social Science	3
Natural Science/Mathematics	
Mathematics (112 or higher)	3 or 4
Science	8
Program Requirements	
Religion 103	3
Religion 215	3
Religion 211, 212, or 220	3
Religion 211, 212, or 220	3
Religion 230 or 240	3
Other Degree Requirements	
SMC 101, 201[1]	2
Electives	2
Total	60

[1]See catalog paragraph "Alternative Course Requirements" for transfer and non-traditional students' requirements, p. 38. For online students, SMC 120 is required in place of 101 & 201.

ASSOCIATE IN SCIENCE DEGREE

The Associate in Science degree provides the foundational coursework necessary for pursuing a bachelor's degree program in the fields of science, technology, engineering, and mathematics (STEM) and also health-related fields. The Associate in Science degree is weighted more heavily toward mathematics and science disciplines. This degree is offered in the on-ground program. The following courses and subject concentrations are required for the Associate in Science degree:

Subject/Course Requirements	**Semester Hours**
General Education Requirements	
Written Communication	
English 101, 102	6
Oral Communication	
SPCH 201	3
Computer Literacy	
CSCI 101	3
Wellness	
PHED 121, Health 101, 201, 240	3
Humanities/Fine Arts	
Any 3-credit hour 200-level ENGL course	3
RELI 103, 211, 212, 215, or 220	3
Social/Behavioral Science	
HIST 101, 102, 112, 201, or 202	3
Social Science	3
Natural Science/Mathematics	
MATH 112, 120, 121, 122, 150, 210, 221, or 222	6 or 8
Science (Other than PSCI or BIOL 106)	8
Program Requirements	
Science (Other than PSCI or BIOL 106) **or** MATH (from list above) or CSCI (not CSCI 101)	3 or 4
Other Degree Requirements	
SMC 101, 201[1]	2
Electives	14
Total	60

[1]See catalog paragraph "Alternative Course Requirements" for transfer and non-traditional students' requirements, p.38.

BACHELOR OF ARTS IN BUSINESS ADMINISTRATION DEGREE

The Bachelor of Arts in Business Administration degree provides an option for students who are interested in business. The degree allows acceptance from multiple associate (not Applied Science) degree programs (some prerequisites may be necessary to complete upper-level coursework). All students in this degree complete a business core (18 credit hours). The student also selects one concentration (18 credit hours each) from the following four tracks: Accounting, Marketing and Sales, Management and Entrepreneurship, and General Business. This degree is offered in the on-ground program.

I.	**Associate Degree[1]**	**60 credit hours**
II.	**Camak Core**	**18 credit hours**
	PDEV 301 Professional Communications	3
	PDEV 310 Professional Development and Leadership	3
	PDEV 320 Community Discovery and Engagement	3
	PDEV 400 Applied Technology	3
	PDEV 410 or 415 Semester Internship or PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
	PDEV 430 Capstone	3
III.	**Business Core**	**18 credit hours**
	BSAD 302 Business Analytics and Management Science	3
	BSAD 305 Business Ethics	3
	BSAD 310 Business Management	3
	BSAD 320 Business Marketing	3
	BSAD 340 Business Finance	3
	BSAD 460 Business Law	3
IV.	**Concentrations Areas**	**18 credit hours**
	Student must select one concentration area from Accounting; Marketing and Sales; Management and Entrepreneurship or General Business.	
	Accounting track	
	BSAD 330 Managerial Accounting	3
	BSAD 331 Intermediate Accounting I	3
	BSAD 332 Intermediate Accounting II	3
	BSAD 430 Tax Accounting	3
	BSAD 431 Accounting Information Systems	3
	BSAD 435 Auditing	3
	BSAD 490-99 Special Topics in Business may substitute for a requirement upon approval by the Department Chair	
	Marketing and Sales track	
	BSAD 321 Consumer Behavior	3
	BSAD 322 Marketing Research	3
	BSAD 323 Social Media Marketing	3
	BSAD 421 Marketing Communications	3

BSAD 450 Professional Sales	3
BSAD 451 Professional Branding	3

BSAD 490-99 Special Topics in Business may substitute for a requirement upon approval by the Department Chair

Management and Entrepreneurship Track

BSAD 311 Operations Management	3
BSAD 312 Organizational Behavior	3
BSAD 323 Social Media Marketing	3
BSAD 410 Entrepreneurship I	3
BSAD 411 Entrepreneurship II	3
BSAD 415 Supply Chain Management	3

BSAD 490-99 Special Topics in Business may substitute for a requirement upon approval by the Department Chair

General Business Track

BSAD 201*	3
BSAD 202*	3
BSAD 205*	3
BSAD 206*	3
Any 300/400 Course	3
Any 300/400 Course	3

*If course was earned in associate degree, take any course to replace Associate hours (GB Track only).

V. Electives **6 credit hours**

Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.

120 credit hrs.

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN BUSINESS MANAGEMENT DEGREE

The Bachelor of Arts in Business Management degree is intended for students who have an interest in the managerial aspects of business. Open to students from any associate degree offered at SMC, this degree emphasizes a core of business courses rooted in management. This degree is offered in the online program.

I.	**Associate Degree[1]**	**60 credit hours**
II.	**Camak Core**	**18 credit hours**
	PDEV 301 Professional Communications	3
	PDEV 310 Professional Development and Leadership	3
	PDEV 320 Community Discovery and Engagement	3
	PDEV 400 Applied Technology	3
	PDEV 415 Career-Based Experience or PDEV 410 Semester Internship or PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
	PDEV 430 Capstone	3
III.	**Business Management Core**	**30 credit hours**
	BSAD 101 Introduction to Business*	3
	BSAD 201 Principles of Macroeconomics*	3
	BSAD 202 Principles of Microeconomics*	3
	BSAD 205 Accounting I*	3
	BSAD 206 Accounting II*	3
	BSAD 211 Business Statistics for Decision Making*	3
	BSAD 310 Business Management	3
	BSAD 320 Business Marketing	3
	BSAD 350 Human Resource Management	3
	BSAD 460 Business Law	3
	*If course was earned in associate degree, substitute one of the following courses: BSAD 305, BSAD 311, BSAD 312, BSAD 321, BSAD 323, BSAD 410, BSAD 411, BSAD 415, SPMG 340, SPMG 440	
IV.	**Required Electives**	**6 credit hours**
	Students will take 6 hours at the 300- or 400-level from any subject area.	
V.	**Electives**	**6 credit hours**
	Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.	
		120 credit hrs.

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN CRIMINAL JUSTICE DEGREE

The Bachelor of Arts in Criminal Justice degree prepares students for employment in the criminal justice field by developing practical, job-related skills grounded in evidence-based practices. The program fosters a growth mindset and emphasizes the values of honesty and integrity while strengthening critical thinking, communication, and analytical abilities. Graduates are prepared to serve as ethical professionals who make a positive impact in their agencies and communities. This degree is offered in the online program.

Degree Program Prerequisites: Students who enter the BA in Criminal Justice must have passed the following course: CRMJ 101.

I. Associate Degree[1] — 60 credit hours

II. Camak Core — 18 credit hours

PDEV 301 Professional Communications	3
PDEV 310 Professional Development and Leadership	3
PDEV 320 Community Discovery and Engagement	3
PDEV 400 Applied Technology	3
PDEV 410 or 415 Semester Internship or PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
PDEV 430 Capstone	3

III. Criminal Justice — 30 credit hours

Students must take:
CRMJ 301 – Research Methods

Students will choose 27 credits from the following courses:
CRMJ 310 Criminal Investigation and Forensics
CRMJ 315 Juvenile Justice
CRMJ 320 Victimology
CRMJ 325 Women in Criminal Justice
CRMJ 370 Community Corrections
CRMJ 410 Criminal Law and Procedure
CRMJ 415 Death Penalty
CRMJ 425 Race, Ethnicity, and Crime
CRMJ 430 A History of Crime and Punishment
CRMJ 440 Comparative Crime and CJ Systems
CRMJ 450 Criminal Justice Policy

IV. Required Electives — 6 credit hours

Students will choose 6 credits from the following courses:
ARTS 302 Visual Art and Communication
BSAD 312 Organizational Behavior
ENGL 250 Professional Writing
POLS 202 American National Government
PSYC 300 Social Psychology
PSYC 310 Abnormal Psychology
PSYC 355 Community Psychology
RELI 215 World Religions
RELI 315 Exploring Spiritual Traditions

V. Electives **6 credit hours**

Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.

120 credit hrs.

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN GENERAL STUDIES DEGREE

The Bachelor of Arts in General Studies degree is designed to emphasize maximum elective opportunity and matriculation flexibility. Students select courses from a combination of three primary areas in addition to electives. This degree offers the most flexibility for students who have prior college and career experience. The degree is also a natural fit for working professionals. This degree is offered in the online program.

I. Associate Degree[1] 60 credit hours

II. Camak Core 18 credit hours

PDEV 301 Professional Communications	3
PDEV 310 Professional Development and Leadership	3
PDEV 320 Community Discovery and Engagement	3
PDEV 400 Applied Technology	3
PDEV 410 Semester Internship *or*	
PDEV 415 Career Based Experience *or*	
PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
PDEV 430 Capstone	3

III. English and Humanities Core 12 credit hours
(other than the courses that satisfy the associate degree requirements)

Choose from:
- Any 200 level or higher English (ENGL) courses
- Any 200 level or higher Religion (RELI) courses
- Any 200 level or higher Philosophy (PHIL) courses
- Any 200 level or higher Arts (ARTS) courses
- Any Music (MUSI) courses
- Any Drama (DRAM) courses
- Public Speaking (SPCH 201)

IV. Business and Social Sciences Core 12 credit hours
(other than the courses that satisfy the associate degree requirements)

Choose from:
- Any 200 level or higher Business (BSAD) courses
- Any 200 level or higher Political Science (POLS) courses
- Any 200 level or higher Psychology (PSYC) courses
- Any 200 level or higher Sociology (SOCI) courses
- Social Work (SOWK 201)
- Any 200 level or higher History (HIST) courses
- Any 200 level or higher Criminal Justice (CRMJ) courses

V. Math and Natural Sciences Core 6 credit hours
(other than the courses that satisfy the associate degree requirements)

Choose from:
- Mathematics (MATH 112 or higher) courses
- Any Biology (BIOL) courses
- Any Chemistry (CHEM) courses
- Any Physics (PHYS) courses

Any Physical Science (PSCI) courses
Any 102 level or higher Computer Science (CSCI) courses
Any 200 level Health (HLTH) or PHED 121 courses
Any 200 level or higher Sport Management (SPMG) courses
Medical Terminology (MEDI 201)

VI. Required Electives **6 credit hours**
(other than the courses that satisfy the associate degree requirements)

Choose from:
Any 200 level or higher courses in any discipline

VII. Electives **6 credit hours**

Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.

Total Degree Requirements –
The Bachelor of Arts in General Studies requires a minimum of 30 semester hours credit at the 300 or higher level.

120 credit hours

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN HUMANITIES DEGREE

The Bachelor of Arts in Humanities is intended to connect students to a wide range of professions through development of career-related skills. These skills include the areas of creativity, critical thinking, data analysis, and communication. The degree promotes flexibility by offering elective options and easy matriculation from multiple associate degree programs. This degree is offered in the on-ground program.

I. Associate Degree[1] 60 credit hours

II. Camak Core 18 credit hours

PDEV 301 Professional Communications	3
PDEV 310 Professional Development and Leadership	3
PDEV 320 Community Discovery and Engagement	3
PDEV 400 Applied Technology	3
PDEV 410 Semester Internship or	
PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
PDEV 430 Capstone	3

III. Interdisciplinary Humanities Core 6 credit hours

HUMA 301 Critical Thinking in the Humanities	3
HUMA 430 Humanities Senior Seminar	3

IV. Multidisciplinary Humanities Core 9 credit hours

Students will take one course (3 credit hours) at the 300- or 400-level from three different Humanities subject areas. *Humanities subject areas include: Art, Communication, Drama, English, History, Humanities, Music, Philosophy, and Religion*

V. Upper-level Humanities Electives 15 credit hours

Students will take 15 additional hours at the 300- or 400- level from any Humanities subject area(s). Courses may come from one subject area or any combination of subject areas. *Humanities subject areas include: Art, Communication, Drama, English, History, Humanities, Music, Philosophy, and Religion*

VI. Additional Humanities Electives 6 credit hours

Students will take 6 additional hours from any Humanities subject area(s) other than the courses that satisfy the associate degree requirements. Courses may come from one subject area or multiple subject areas. *Humanities subject areas include: Art, Communication, Drama, English, History, Humanities, Music, Philosophy, and Religion*

VII. Electives 6 credit hours

Competency in Foreign Language at the 102 (SPAN 140 For heritage Spanish speakers) or higher level is required.

Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.	
	_____
	120 credit hours

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN MULTIDISCIPLINARY STUDIES DEGREE

The Bachelor of Arts in Multidisciplinary Studies degree is designed to accept students from multiple associate (not Applied Science) degree programs. The student selects two concentrations (18 credit hours each) from the following: business, criminal justice, education, English, history, information technology, psychology, and religion. This degree offers a student flexibility and the option of studying more than one area of interest. This degree is offered in the on-ground and online programs. The modality of each concentration is indicated below.

I. **Associate Degree[1]** **60 credit hours**

II. **Camak Core** **18 credit hours**

PDEV 301 Professional Communications	3
PDEV 310 Professional Development and Leadership	3
PDEV 320 Community Discovery and Engagement	3
PDEV 400 Applied Technology	3
PDEV 410 Semester Internship *or*	
PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
PDEV 430 Capstone	3

III. **Two Areas of Concentration 18 cr. Hrs. from each concentration**

<u>BUSINESS – on-ground and online</u>

Students must take the following five courses:

BSAD 302 Business Analytics and Management Science
BSAD 305 Business Ethics
BSAD 310 Business Management
BSAD 320 Business Marketing
BSAD 340 Business Finance

Students will choose one of the following courses:

BSAD 311 Operations Management
BSAD 312 Organizational Behavior
BSAD 321 Consumer Behavior
BSAD 322 Marketing Research
BSAD 323 Social Media Marketing
BSAD 330 Managerial Accounting
BSAD 331 Intermediate Accounting I
BSAD 332 Intermediate Accounting II
BSAD 341 Principles of Investing
BSAD 370 Intermediate Macroeconomics
BSAD 371 Intermediate Microeconomics
BSAD 410 Entrepreneurship I
BSAD 411 Entrepreneurship II
BSAD 415 Supply Chain Management and Logistics
BSAD 421 Marketing Communications
BSAD 430 Tax Accounting
BSAD 431 Accounting Information Systems
BSAD 435 Auditing

BSAD 441 Corporate Finance
BSAD 450 Professional Sales
BSAD 451 Professional Branding
BSAD 460 Business Law
BSAD 470 Managerial Economics
BSAD 471 Money and Banking
BSAD 490-499 Special Topics in Business

CRIMINAL JUSTICE – on-ground and online

There are no prerequisites for students entering the Criminal Justice concentration.

Students must take the following course:

CRMJ 301 Research Methods

Students will choose five of the following courses:

CRMJ 310 Criminal Investigation and Forensics
CRMJ 315 Juvenile Justice
CRMJ 320 Victimology
CRMJ 340-349 Special Topics in Criminal Justice
CRMJ 370 Community Corrections
CRMJ 410 Criminal Law and Procedure
CRMJ 415 Death Penalty
CRMJ 425 Diversity Issues and Justice
CRMJ 430 A History of Crime and Punishment
CRMJ 440 Comparative Crime and Criminal Justice Systems
CRMJ 450 Criminal Justice Policy

EDUCATION – on-ground

There are no prerequisites for students entering the Education concentration.

Students must take the following courses:

EDUC 301 Introduction to Education
EDUC 310 Child and Adolescent Development
EDUC 420 Educational Psychology
EDUC 430 Classroom Management and Instructional Design

Students will choose two of the following courses:

EDUC 350 Technology in Education
EDUC 360 Special Education Foundations
EDUC 370 Literacy and Learning Across Content Areas
EDUC 380 Educational Assessment

NOTE: The Education concentration does not lead to teacher certification.

ENGLISH – on-ground

Concentration prerequisites: Students who enter the English concentration must have passed the following courses:

ENGL 101, ENGL 102, a 200-level literature course – NOTE: Students without a 200-level literature may enroll in ENGL 301 for their first semester concurrently with a 200-level literature course. All other 300- and 400-level English courses require the completion of the 200-level literature course.

Students must take the following course:

ENGL 301 Introduction to English Studies

Students will complete 15 credit hours from the following courses:

ENGL 305 Medieval Literature
ENGL 306 Advanced Creative Writing Workshop
ENGL 310 Early Modern Literature
ENGL 315 History of the English Language
ENGL 320 Studies in Nineteenth-Century Literature
ENGL 330 Contemporary Writers
ENGL 350 Women's Rhetorics
ENGL 360 Technical Writing
ENGL 370 Studies in Nonfiction Writing
ENGL 410 Literature and Gender
ENGL 415 Southern Literature
ENGL 420 Studies in Ethnic Literature
ENGL 430 Rhetorics of Style and Argument
ENGL 435 Rhetoric, Writing, and Digital Media
ENGL 440-449 Special Topics in Literature
ENGL 450 Topics in Film Studies
ENGL 460-469 Popular Literature Genres

HISTORY – on-ground

Students must take one of the following courses:

HIST 310 Ancient Rome
HIST 330 Jewish History
HIST 340 A Global History of Warfare
HIST 360 Ethnohistory of North American Indians
HIST 420 The Holocaust and Genocide
HIST 490-499 Special Topics in History

Students will choose five of the following courses:

HIST 240 African American History
HIST 310 Ancient Rome
HIST 315 Ancient Sports and Spectacles
HIST 320 Renaissance and Reformation
HIST 325 Women and Gender from Antiquity through the Middle Ages

HIST 330 Jewish History
HIST 340 A Global History of Warfare
HIST 360 Ethnohistory of North American Indians
HIST 362 The American Frontier
HIST 420 The Holocaust and Genocide
HIST 430 A History of Crime and Punishment
HIST 441 The First World War
HIST 442 The Second World War
HIST 490-499 Special Topics in History

INFORMATION TECHNOLOGY – online

There are no perquisites for students entering the Information Technology concentration.

Students must take the following courses:

CSCI 301 Foundations of Information Technology
CSCI 302 Programming Fundamentals
CSCI 303 Web Development
CSCI 401 Database Design & Data Analytics
CSCI 402 Cybersecurity Principles
CSCI 403 Operating Systems & Networking

PSYCHOLOGY – on-ground and online

Concentration Prerequisites and Corequisites: Students who enter the Psychology concentration must have passed the following course: Prerequisite: PSYC 101. Psychology 201 is strongly encouraged as it is a pre or corequisite for some 300 level and all 400 level Psychology courses.

Students must take the following course:

PSYC 330 Research Methods in the Behavioral Sciences.

Students will choose five of the following courses:

PSYC 300 Social Psychology
PSYC 310 Abnormal Psychology
PSYC 313 Organizational Behavior
PSYC 315 Drugs, Rehab, and Treatment
PSYC 320 Theories of Personality
PSYC 331 Research Methods in the Behavioral Sciences II
PSYC 335 Theories of Counseling
PSYC 340 Expressive Therapies
PSYC 350 Health Psychology
PSYC 355 Community Psychology
PSYC 365 Cognitive Psychology
PSYC 400 Behavior Modification
PSYC 410 Psychology of Learning and Memory
PSYC 415 Psychology of Attachment
PSYC 420 Early Childhood Mental Health: How Children Develop
PSYC 425 Psychology of Child Maltreatment
PSYC 430 Psychology of Child Pathologies and Disorders

PSYC 435 The Psychology of the Exceptional Child
PSYC 490-99 Special Topics in Psychology

RELIGION – on-ground

There are no prerequisites for students entering the Religion concentration.

Students will choose six of the following courses:

RELI 310 The Life and Legacy of Paul
RELI 315 Exploring Spiritual Traditions: Pilgrimage
RELI 320 Christian Ethics
RELI 325-329 Theology in Literature and Film
RELI 330 Ministry with Youth
RELI 335 The Torah
RELI 340 Religion in America from 1800
RELI 410 Early Christian Literature
RELI 413 Apocalyptic Literature
RELI 415-419 Women in Religion: Women in the Christian Tradition
RELI 420 Christian Theological Tradition
RELI 425 Religion in an Age of Counterculture
RELI 430 The Life and Work of the Minister
RELI 440 Introduction to Christian Worship
RELI 490-499 Special Topics in Religion

IV. **Electives** **6 credit hours**

Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.

120 credit hrs.

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN PROFESSIONAL WRITING AND DIGITAL COMMUNICATIONS DEGREE

The Bachelor of Arts in Professional Writing and Digital Communications prepares students for careers in written communication. Students may also pursue graduate education in Communication or Journalism. The student completes 24 credit hours in English, along with 12 credit hours spread across the disciplines of business and the arts. This degree is offered in the on-ground program.

Degree Program Prerequisites and Corequisites: ENGL 250 must be taken as a prerequisite or corequisite to ENGL 360, ENGL 370, ENGL 430, and ENGL 435. Students are encouraged to take ENGL 206, ENGL 211, and BSAD 101 in the Associate Degree.

I.	**Associate Degree[1]**	**60 credit hours**
II.	**Camak Core**	**18 credit hours**
	PDEV 301 Professional Communications	3
	PDEV 310 Professional Development and Leadership	3
	PDEV 320 Community Discovery and Engagement	3
	PDEV 400 Applied Technology	3
	PDEV 410 Semester Internship *or*	
	PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
	PDEV 430 Capstone	3
III.	**English Core**	**18 credit hours**
	ENGL 301 Introduction to English Studies	3
	ENGL 306 Advanced Creative Writing Workshop ***or***	
	ENGL 370 Studies in Non-Fiction Writing	3
	ENGL 315 History of the English Language	3
	ENGL 360 Technical Writing	3
	ENGL 430 Rhetorics of Style and Argument	3
	ENGL 435 Rhetoric, Writing, and Digital Media	3
IV.	**Electives Core**	**18 credit hours**
	English Electives:	
	Students will choose two ENGL courses at the 300- or 400- level	6
	Arts Electives:	
	Students will choose two of the following courses:	6
	ARTS 211 Computer Graphics	
	ARTS 302 Visual Art and Communication	
	ARTS 310 New Media	
	Business Electives:	
	Students will choose two of the following courses:	6

BSAD 101 Introduction to Business
BSAD 305 Business Ethics
BSAD 320 Business Marketing
BSAD 323 Social Media Marketing
BSAD 421 Marketing Communications
BSAD 451 Professional Branding

V. Electives **6 credit hours**

Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.

120 credit hours

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN PSYCHOLOGY DEGREE

The Bachelor of Psychology is intended for students interested in pursuing careers in a variety of fields or have an interest in pursuing graduate education in psychology. Each student will complete 36 credit hours of psychology courses. This degree is offered in the on-ground and online programs.

Degree Program Prerequisites and Corequisites: Students who enter the BA in Psychology must have passed the following course: Prerequisite: PSYC 101. PSYC 201 is strongly encouraged as it is a pre or corequisite for some 300 level and all 400 level Psychology courses.

I. Associate Degree[1] 60 credit hours

II. Camak Core 18 credit hours

PDEV 301 Professional Communications	3
PDEV 310 Professional Development and Leadership	3
PDEV 320 Community Discovery and Engagement	3
PDEV 400 Applied Technology	3
PDEV 410 Semester Internship *or*	
PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
PDEV 430 Capstone	3

III. Psychology Core 6 credit hours

PSYC 330 Research Methods in Behavioral Sciences	3
PSYC 331 Research Methods in the Behavioral Sciences II	3

IV. Psychology Electives 30 credit hours

Students may choose any of the following with at least 12 credits of 400-level courses:

PSYC 300 Social Psychology	3
PSYC 310 Abnormal Psychology	3
PSYC 313 Organizational Behavior	3
PSYC 315 Drugs, Rehab, and Treatment	3
PSYC 320 Theories of Personality	3
PSYC 335 Theories of Counseling	3
PSYC 340 Expressive Therapies	3
PSYC 350 Health Psychology	3
PSYC 355 Community Psychology	3
PSYC 365 Cognitive Psychology	3
PSYC 400 Behavior Modification	3
PSYC 410 Psychology of Learning and Memory	3
PSYC 415 Psychology of Attachment	3
PSYC 420 Early Childhood Mental Health	3
PSYC 425 Psychology of Child Maltreatment	3
PSYC 430 Psychology of Child Pathologies and Disorders	3
PSYC 435 The Psychology of the Exceptional Child	3
PSYC 490-99 Special Topics in Psychology	3

V. Electives **6 credit hours**

Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.

120 credit hours

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF ARTS IN SPORT MANAGEMENT DEGREE

The Bachelor of Arts in Sport Management is intended to prepare students for careers in the sport industry. Students who have an interest in sports as it relates to business are the audience for this degree. Each student completes 30 credit hours in sport management, along with 12 hours of elective credits. This degree is offered in the on-ground and online programs.

I.	**Associate Degree[1]**	**60 credit hours**
II.	**Camak Core**	**18 credit hours**
	PDEV 301 Professional Communications	3
	PDEV 310 Professional Development and Leadership	3
	PDEV 320 Community Discovery and Engagement	3
	PDEV 400 Applied Technology	3
	PDEV 410 Semester Internship *or*	
	PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
	PDEV 430 Capstone	3
III.	**Sport Management Core**	**30 credit hours**
	SPMG 210 Introduction to Sport Management	3
	SPMG 220 Social Issues in Sport	3
	SPMG 310 Sport Governance and Ethics	3
	SPMG 320 Sport Event Management	3
	SPMG 330 Sport Marketing	3
	SPMG 340 Sport Communication	3
	SPMG 410 Fiscal Management in Sport	3
	SPMG 420 Sport Liability and Risk Management	3
	SPMG 430 Sport Facility Management	3
	SPMG 440 Sport Administration	3
IV.	**Required Electives**	**6 credit hours**
	Students will choose any two courses from 300- or 400- level courses.	
V.	**Electives**	**6 credit hours**

Competency in Foreign Language at the 102 (SPAN 140 for heritage Spanish speakers) or higher level is required. Up to six elective hours may be used to achieve Foreign Language competency; otherwise, elective hours must be taken at the 300 level or higher.

120 credit hours

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

BACHELOR OF SCIENCE IN EXERCISE SCIENCE DEGREE

A Bachelor of Science in Exercise Science prepares students to pursue their passion for human performance, fitness, and health promotion. Students will study fitness-related subjects such as kinesiology, exercise physiology, strength and conditioning, and weight training, providing a strong foundation for careers in athletic training, personal training, strength and conditioning, physical therapy, and related fields. This degree is offered in the on-ground program.

Degree Program Prerequisites: Students who enter the BS in Exercise Science must have passed the following courses: BIOL 101, BIOL 210, BIOL 211, CHEM 101, HLTH 240, MATH 112 and PSYC 101.

I.	**Associate Degree[1]**	**60 credit hours**
II.	**Camak Core**	**18 credit hours**
	PDEV 301 Professional Communication	3
	PDEV 310 Professional Development & Leadership	3
	PDEV 320 Community Discovery & Engagement	3
	PDEV 400 Applied Technology	3
	PDEV 415 Career-Based Experience or 410 Semester Internship or	
	PDEV 411, 412, 413 Internships I, II, III (1 hour each)	3
	PDEV 430 Capstone	3
III.	**Exercise Science Core**	**32 credit hours**
	EXSC 210 Introduction to Exercise Science	3
	EXSC 320 Applied Anatomy and Kinesiology	4
	EXSC 330 Health Promotion and Behavior Change	3
	EXSC 340 Exercise Physiology	4
	EXSC 410 Exercise Testing and Prescription	3
	EXSC 420 Strength and Conditioning	3
	EXSC 430 Exercise for Special Populations	3
	EXSC 440 Specialist Certification Preparation	3
	HLTH 101 First Aid and Personal Safety	3
	PHED 130 Weight Training	1
	SPMG 420 Sport Liability and Risk Management	3
IV.	**Required Electives**	**10 credit hours**
	Students will take 10 hours from any level courses.	
		120 credit hours

[1]Associate degree (not Applied Science) or equivalent from a regionally accredited college or university (60 credit hours of general education courses & 2.0 GPA).

ACADEMIC REGULATIONS

ACADEMIC REGULATIONS

ACADEMIC CALENDAR

Spartanburg Methodist College operates a nine-month academic year on a two-semester calendar. Each semester is approximately 15 weeks long, plus a week of examinations. In fall and spring semesters, students normally take four or five major academic courses. Weekday classes on Monday-Wednesday-Friday normally meet for 50-minute periods. Tuesday-Thursday classes normally meet for 75-minute periods as do some Monday-Wednesday afternoon classes. Occasionally, classes are taught in one period of 165 minutes weekly. Under unusual circumstances, special courses may be taught at irregular times as recommended by the appropriate division chairperson and approved by the Provost.

The 11 o'clock hour on Mondays, Wednesdays, and Fridays has been set aside so that students and College personnel may attend various campus meetings and the College's weekly Chapel service.

SUMMER COLLEGE CALENDAR AND CREDITS

Spartanburg Methodist College offers one summer term. Students may not carry more than two 3-hour or 4-hour courses.

Students may attend summer classes at Spartanburg Methodist College or at another accredited college or university. Credit hours earned elsewhere may be transferred to the College with the prior transient approval of the Registrar and/or the Provost. Hours and quality points earned for such courses are not computed as a part of the student's grade point average at Spartanburg Methodist College. (See information on **Acceptance of Credits from Other Colleges, Universities, and Other Sources** in this catalog.) (Note: LIFE Scholarship recipients who wish to take summer courses at another college must consult with SMC's Office of Financial Aid regarding the impact of those courses on the SMC grade-point average.)

DEFINITION OF A CREDIT HOUR

A "credit hour" is defined as "*not less than one hour of classroom or direct faculty instruction (excluding final exams) and a minimum of two hours out of class student work and reflection time each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time not less than three weeks*."

TRANSIENT PERMISSION

A currently enrolled student may receive Transient Permission from the Registrar or Provost to take specified courses at another regionally accredited college or university. These courses fall under the policy concerning transfer credit. (See information on **Credits from Other Colleges and Universities** in this catalog, p. 27).

CLASSIFICATION OF STUDENTS

Students are classified according to the number of semester hours earned, at the following semester hour intervals:

Semester Hours Earned	Classification
0-29	Freshman
30-59	Sophomore
60-89	Junior
90 or above	Senior

During fall and spring semesters, full-time students are enrolled for 12 or more semester hours, while students enrolled in fewer than 12 semester hours are considered part-time.

INTERNAL TRANSFER

SMC students who wish to internally transfer to a bachelor's degree must complete the BA Intent Form during the last semester of their associate degree. To be accepted into a bachelor's degree program, the student must have earned their associate degree or the equivalent (60 hours) with a minimum of a 2.0 GPA.

In some cases, a student may receive an Early Acceptance into a bachelor's degree program if they require less than 12 hours during the final semester of their associate degree and have a minimum of a 2.0 GPA. The determination of Early Acceptance will be made by the Director of Student Advising & Persistence in conjunction with the Director of Financial Aid & Enrollment Services.

CREDIT HOUR OVERLOADS

Requests to take more than 18 hours during a regular semester, or more than 7 hours in a summer session, must be approved by the student's advisor and the Provost or Registrar. Consideration will be given to the student's circumstances and GPA. An approval generally may be granted if the student has a cumulative grade point average of 3.50 or higher.

Requests to enroll in more than two courses in one enrollment period must be approved by the student's advisor and the Provost or Registrar. Consideration will be given to the student's circumstances and GPA. Due to the shortened and accelerated nature of the SMC Online program, circumstances must merit an exception to the two-course per enrollment period plan. Requests may be granted if the student has a cumulative grade point average of 3.50 or higher.

ON-CAMPUS ONLINE COURSE REQUIREMENTS

Traditional aged students may register for on-campus online classes. Consult with your advisor.

AUDITING COURSES

Individuals may audit courses with the consent of the instructor and the Registrar upon completion of an application and payment of the designated audit fee and on a space-available basis. Fees are not discounted for auditing. (See the current

Fees section of this Catalog.) Auditors may register on the last two days of registration.

Auditing a course consists of attending classes and listening. Completion of assignments, tests, and exams is not required. No credit is awarded for audited courses. Auditors may not receive academic credit via credit by examination for an audited course. No course may be audited more than once. The College reserves the right to determine whether a course is appropriate for auditing; no audits are permitted in studio courses or independent study-type courses.

INDIVIDUALIZED COURSES

Under some circumstances, selected courses may be taught on an individualized basis. Such scheduling is rare and must be approved at least 30 days in advance by the instructor involved, the appropriate division chairperson, and the Provost.

FINAL EXAMINATIONS

Final examinations are scheduled during the examination period by the Provost. **Attendance at final examinations is mandatory.** Make-up examinations are allowed only for emergency situations or situations beyond the student's control. Student requests for permission to take make-up examinations must be approved by the instructor of the course and the appropriate department chairperson. A student cannot be mandated to take more than two final examinations in a single day. In the event of such an occurrence, instructors should allow a make-up examination on a different day. The student must contact the professor no later than one week before the final day of class. The student and professor will work together to find an alternate exam time.

GRADING SYSTEM

Grading is a matter of professional judgment of faculty members as long as it is done within the guidelines of the approved grading policy and in accord with the distributed syllabus. **Only the faculty member can change a grade once it has been assigned.** The College has an established academic grievance procedure in cases of disputes about grading. (See information on **Academic Grievance Procedure for Students** in this catalog – p. 79).

The following grading system is used to assign grades based on academic performance and/or registration status:

GRADE	QUALITY POINTS	MEANING
A	4	Excellent – 90 - 100
B	3	Good – 80 - 89
C	2	Satisfactory – 70 – 79
D	1	Passing but not satisfactory – 60 – 69
F	0	Failure – Below 60
W	Not applicable – Does not affect GPA	Withdrew from a course not later than the date specified in the College calendar as the last day to withdraw from a course with a "W"

WP	Not applicable – Does not affect GPA	Withdrew from a course while still passing after the date specified in the College calendar as the last day to withdraw from a course with a "W"
WF	Affects GPA as an "F"	Withdrew from a course while failing after the date specified in the College calendar as the last day to withdraw from a course with a "W"
FA	Affects GPA as an "F"	Assigned by an instructor at any time during the semester when a student has more than the allowable absences as stated in the course syllabus.
I	Not applicable – Does not affect GPA	See paragraph below for explanation of Incomplete
NC	Not applicable – Does not affect GPA	Designates an unsatisfactory level of performance (below 70) in selected classes

Incomplete: A designation of "I" will be given only when work is not completed because of illness or other acceptable circumstances beyond the student's control. An "I" is not given simply because an assignment was not completed or the student wanted more time to try to improve the grade. It is the responsibility of the student who receives a grade of "I" to make the arrangements to complete the missing work**. The work must be completed and a grade turned in by the faculty member by the midpoint of the following semester, or for an eight-week online Degree Program course by the last day of the following Enrollment Period, as specified in the College calendar. If the work is not completed by that date, the faculty member will assign a grade of "F" for the course.**

Quality Points and GPA: Each letter grade is assigned a specific number of quality points (see chart on preceding page). The number of quality points awarded for each grade is multiplied by the number of credit hours for a course. For example, an "A" in a three-hour course would earn 12 quality points (3 hrs @ 4 qp = 12). To calculate a cumulative GPA, divide the total number of quality points earned by the total number of credit hours attempted.

Failure due to Absences (FA): Spartanburg Methodist College is not an attendance-taking institution and keeps no official attendance records. Attendance requirements are determined by the individual faculty member for application to students in their courses. Academic success is directly related to attendance and participation in class; therefore, students are encouraged and expected to attend all class sessions, laboratories, and class-related functions of all courses for which they are enrolled. If an instructor who takes attendance wishes to issue a punitive grade for excessive absences, the instructor's policy must be included in the course syllabus, to include the maximum number of allowable absences following the guidelines below.

CLASS MODEL	CLASS EXAMPLE	ABSENCES ALLOWED
1	TR or MW classes	4
2	MWF classes	6
3	Labs that meet once a week*	2
4	Labs that meet twice a week*	4
5	PE classes meeting TR for part semester	2
6	PE classes meeting MWF for part semester	3
7	PE classes meeting once per week	2
8	SMC 101	3
9	ENGL101ALP-Accelerated Learning Program	3
10	MATH 221/MATH 222 (4 hrs)	8
11	16 Week online courses	3 weeks
12	8 Week online courses	2 weeks
13	4 Week online courses	1 week

*If a student misses over 6 classes for MWF course (4 for TR), then the faculty member may give the student an FA grade. If a student misses more than 2 labs (4 for Microbiology because it meets twice a week), then the faculty member may give the student an FA grade.

If an instructor elects to give a student an FA grade, they must submit an Academic Petition Form to the Registrar's Office along with attendance records to substantiate the issuance of the grade. The issuance of an FA grade by a faculty member will not trigger a withdrawal action by the College unless the student has all unearned grades determined at the end of the semester. If extenuating circumstances exist, students may appeal in writing to the faculty member for reinstatement to the class in question, if the course is still underway. If the problem is not resolved at that level, the student may appeal to the instructor's department chair.

Make-up work: Absences for personal illness, death of an immediate family member, official representation of the College, or performance compelled by higher civil or military authority should be discussed with the faculty member in advance of the classes being missed if at all possible. The discussion is critical for students involved in intercollegiate athletics and other scheduled College events which will take the student out of class. Students must make arrangements with the appropriate faculty member(s) for make-up course work. Make-up work will be arranged at the convenience of the faculty member as to time, place, and format. As long as students follow the preceding guidelines, instructors will not issue any grade penalty, or failure due to absences (FA), for students who are absent while representing SMC in an official capacity.

DROP/ADD PERIOD AND INDIVIDUAL COURSE WITHDRAWALS

Drop/Add: During the drop/add period (as defined in the academic calendar for each term/module) and after consultation with their advisor, students may drop courses without academic record (i.e., the courses are not listed on the transcript). Students may also add a course at this time by consulting with their advisors and registering for the additional course. Students who register during the drop/add period, and therefore join a class late, will not be considered absent prior to their enrollment in the course, if the faculty member takes attendance. Students who enroll after classes begin (during the official drop/add period) are responsible for contacting faculty within one week of adding a class to make specific arrangements for making up class work missed during the drop/add period. Faculty will assist students who

enroll during drop/add. The College will administratively drop a student from all of his or her course(s) if he or she has not attended or participated in any registered classes, and/or the student's financial obligations have not been met, during the drop/add period.

Administrative Course Drop-Census Period: The College will administratively drop students from individual courses at the end of the drop/add period of a fall/spring course, or of a summer course, if they have not attended or participated in that course during the drop/add census period. Participation is defined as attending a class; submitting an assignment; taking an exam; participating in a study group, group project, or online discussion assigned by the College. It does not include logging into an online class portal without further participation. Courses that are administratively dropped for non-attendance or non-participation will receive no grade and will not appear on the transcript. Student-initiated course withdrawals are permitted and are addressed below. All course administrative drops will be reported to the Financial Aid Office and Business Office to determine the impact on the student's charges and aid package for the semester. If the student's enrollment status drops below full-time during the census period, a student's charges and aid package may be adjusted if the student was initially charged and awarded aid for full-time enrollment for the semester.

Student-Initiated Course Withdrawals: Students may withdraw from a course with a grade of "W" after the drop/add period so long as that withdrawal occurs by the deadline that appears in the College calendar at the beginning of this catalog. A "W" grade will appear on the student's transcript for this course attempt.

To withdraw from a course, students must first consult with their advisor and complete the Academic Petition Form. This form must be signed by the advisor, the instructor, and the student. Upon completion of the form, the student must turn it in to the Registrar's Office for final signature and processing. A request for the assignment of a grade of "W" for extenuating circumstances after the "W" date specified in the calendar requires written documentation from the student and final approval rests with the Provost.

After the "W" period ends, students may withdraw from a class with a grade of "WP" or "WF." It's the responsibility of the instructor to assign the appropriate grade. The "WP" and "WF" grades will be recorded on the student's transcript as attempted courses. Students should remember that a grade of "WF" is counted as an "F" when their GPA is computed.

When residential students withdraw or are withdrawn from a course during the semester and the number of cumulative semester hours in progress drops below 12 hours, students may not continue to reside in College housing without the approval of the Dean of Students. Students are advised that dropping below full-time enrollment may have a negative impact upon their financial aid and housing with the College. **Students contemplating reducing their load below 12 hours in a given semester should consult with a member of the financial aid staff before they drop any classes.**

RELIGIOUS ACCOMMODATION FOR CLASS ATTENDANCE

It is the policy of Spartanburg Methodist College to reasonably accommodate students so that they do not experience an adverse academic consequence when sincerely held religious beliefs or observances conflict with academic requirements. Absence from classes or examinations for religious reasons does not relieve students of their responsibility for any part of the coursework required

during the period of absence. It is the obligation of students to provide faculty with reasonable notice of the dates of religious holidays on which they will be absent, preferably at the beginning of the semester. It is incumbent on students who miss a class to catch up on any material discussed and assignments given during that class period.

STUDENT ACCOUNT HOLD POLICY

Student Holds Policy and Procedure: Holds are placed on student accounts when students have not completed paperwork or processes required by the College or have not paid a bill. A hold may prevent a student from registering for courses.

Placement of Holds: Holds may be placed on student accounts throughout the semester as needed. Individual offices will be allowed access to place holds on student accounts. Students will be notified through both their self-service portal and SMC email account when a hold has been established.

Removal of Holds: Once requirements have been satisfied, holds may be removed manually on individual student accounts. Only a member of the area for which a hold was placed will be able to remove the hold. (Example: Only Financial Aid members can remove Financial Aid holds, etc.) Additionally, an automated process will run on a nightly basis removing holds when a requirement has been satisfied.

Here are a few examples of holds: Business Office Hold (has outstanding balance owed to the Business Office); Financial Aid Hold (needs to turn in documentation to the Financial Aid Office); Immunization Hold (needs to turn immunization form in to Health Services); Advising Hold (needs to see advisor); Registrar Hold (has academic related hold).

REPEATING A COURSE

Beginning with courses attempted in the fall of 2022 semester, students may repeat any course previously attempted in which the student earned a "D" or "F" grade. Only courses with "D" and "F" grades may be repeated. The original course and the repeat course must be taken at Spartanburg Methodist College. All attempted courses and grades will appear on the transcript, but only the higher grade will calculate into the cumulative credit hours earned and the grade-point average.

While a grade of "D" is a passing grade, students should note this grade indicates the lowest level of passing work and **most senior colleges and universities do not give transfer credit for courses in which the grade of "D" has been earned.** Students who plan to transfer should ascertain the transfer policy of the senior college or university of choice regarding acceptance of credit for which a grade of "D" has been earned in order to determine the desirability of repeating the course at Spartanburg Methodist College. Students should also determine whether the transfer college computes grade-point averages for admission by using all semester hours attempted since this practice has an effect on grade-point and admission decisions. A "D" grade represents unsatisfactory work, and students are strongly encouraged to repeat the course. This advice is especially important for foundation courses which provide information necessary for satisfactory performance at the next course level.

Note: Federal financial aid regulations limit the number of times a student may repeat a course and receive federal financial aid for that course.

- If a student received a "W" or an "F" in a course:
    - A student is allowed to repeat the same course and received federal financial aid (in addition to assuming the office's Satisfactory Academic Progress is met) until a "D" grade or better is earned for the class.
    - Once the student has achieved a "D" grade or better, a student can repeat the same course a second time and still receive federal financial aid.
- If a student elects to take a repeat class within the same course a third time:
    - Once a "D" grade or better has been earned, the class cannot be factored into federal financial aid enrollment eligibility.
    - This rule applies whether or not a student received federal financial aid in earlier enrollments of the course.

ACADEMIC HONORS

The **President's Honor List** and the **Dean's Honor List** are compiled at the end of each semester. Graduation with Honors is computed at the time of graduation. Courses numbered 100 or below are not counted in determining Academic Honors.

1. **President's Honor List:** Students earn this honor by achieving a grade-point average (GPA) of 3.80 or better on a full course load (12 hours or above) with no grade lower than a "C."
2. **Dean's Honor List:** Students earn this honor by achieving a grade-point average (GPA) of at least 3.25 and no higher than 3.79 on a full course load (12 hours or above) with no grade lower than a "C."
3. **Honor Graduates:** Associate degree graduates and bachelor degree graduates with superior overall grade-point averages (GPA) will graduate with honors as follows:

Summa Cum Laude	3.80 – 4.00
Magna Cum Laude	3.65 – 3.79
Cum Laude	3.50 – 3.64

4. **Phi Theta Kappa:** A national honor society for associate degree seeking students which stresses academic excellence, leadership, fellowship, and service. Students must have earned at least 16 hours toward an associate degree at Spartanburg Methodist College, have achieved a grade-point average of 3.5 or higher, be of good moral character, and possess recognized good qualities of citizenship.
5. **Psi Beta:** A national honor society in Psychology for associate degree seeking students which promotes scholastic achievement, builds a sense of community and identity, enhances leadership skills, encourages research, provides greater opportunity for student-faculty interaction outside the classroom, and benefits the campus and community through programs and services. A GPA of 3.25 and having earned no less than a "B" in General Psychology (PSYC 101) and/or Developmental Psychology (PSYC 201), completion of at least 12 academic hours, and a high standard of personal behavior and integrity will merit one an invitation to Psi Beta.
6. **Sigma Kappa Delta**: A national honor society in English for associate degree seeking students which is dedicated to advancing the study of language and literature, developing skills in creative and analytical writing, and bringing students together with other outstanding scholars

and professionals in the discipline. Students must have completed a minimum of one college course (excluding developmental courses) in English language or literature, have no grade lower than a B in English, have a minimum grade point average of 3.3 (on a 4.0 scale) in general scholarship, and have completed at least one semester or two quarters of college course work for a cumulative total of twelve semester hours.

NOTIFICATION OF SEMESTER GRADES

Spartanburg Methodist College students receive their grades at the end of each academic term through their student portal.

ACADEMIC PROGRESS, PROBATION, AND SUSPENSION

A student will be placed on academic probation after any fall or spring semester in which the student does not meet the following Satisfactory Academic Progress scale listed below. Note that GPA is not "rounded up."

Semester Hours Attempted	Cumulative GPA
1-15	1.20
16-30	1.40
31-45	1.60
46-59	1.80
60+	2.00

Semester hours attempted include all graded courses, transitional studies courses, courses with I grade, Pass/Fail courses, withdrawn courses, and transfer courses accepted by Spartanburg Methodist College. An official semester withdrawal with all "W" or "WP" grades will not result in academic probation or suspension.

It is strongly recommended that students placed on academic probation should repeat courses in which "D" and "F" grades have been earned. The student's following semester schedule must be registered by the academic advisor for careful planning.

If a student on academic probation does not earn the required GPA in the next enrolled semester, based on the Academic Progress scale, the student will be placed on academic suspension. Academic suspension is meant to separate the student from enrollment for at least one semester, and all pre-registered courses for any subsequent semesters will be dropped. However, if extenuating circumstances exist, a student may appeal the suspension for the next semester or any subsequent semester. If a student chooses to appeal suspension, a letter of appeal must be sent to the Registrar or Provost to address the circumstances and to outline the strategies planned to make an academic recovery. Approved appeals are based on the likelihood of academic recovery, and the College retains the right to impose additional conditions upon suspended students who may have an approved appeal, such as enrolling in summer school at Spartanburg Methodist College. The decision of the Provost regarding appeals for re-admission is final. Re-admitted students who do not meet the scale for good standing in the following semester will be placed back on academic suspension.

Probation and Suspension notes will appear on the academic transcript after the semester in which either is earned.

RESTRICTIONS FOR STUDENTS ON ACADEMIC SUSPENSION

Students on Academic Suspension are not allowed to participate in College sponsored activities for the period for which the student is on suspension. Visits to campus should be limited to official business during office hours.

DIRECTED WITHDRAWAL FROM THE COLLEGE

The College reserves the right to direct the withdrawal of students who have been placed on academic and/or social probation (as defined in *The College Catalog* and/or *The Student Handbook*) or whose attitude or behavior is not in accord with the ideals and standards of the College. These circumstances are separate and distinct from sanctions imposed through the College discipline system. Under Directed Withdrawal, specific charges will not be necessary. Such evaluation may take place at any time. A Directed Withdrawal may be from one or more courses, or from the semester. Withdrawal grades may be "W", "WP", or "WF", depending on the date and circumstances of the Directed Withdrawal.

Under the College discipline system, suspension or dismissal from the College may be imposed as sanctions for violations of College regulations. See *The Student Handbook* for a complete description of the discipline system.

Students directed to withdraw from the College may be eligible to transfer to the institution of their choice but are not generally eligible to return to Spartanburg Methodist College. The conditions of the directed withdrawal and the conditions under which students may apply for re-admission, if re-admission is a possibility, may be set at the time of the withdrawal and/or at the time the application for re-admission is considered.

RESTRICTIONS FOR STUDENTS ON DISCIPLINARY SUSPENSION

Students on disciplinary suspension or expulsion are disenrolled from the College and ineligible to participate in any course, activity, or program affiliated with Spartanburg Methodist College. Students on disciplinary suspension or expulsion may not return to campus for any reason without written permission from the Dean of Students or their designee. A Conduct Hold will be placed on the account of any student who is disciplinarily removed from the College which will prevent registration and/or readmission until the hold is released based on case-specific stipulations.

VOLUNTARY WITHDRAWAL FROM THE COLLEGE

Students voluntarily withdrawing during a term must obtain a withdrawal form from the Registrar and return the completed form to the Office of the Registrar. Students are responsible for making satisfactory arrangements for all financial obligations to the College, including the Business Office, Office of Financial Aid, Office of Student Development, and Library. Students failing to complete the withdrawal process will not be given an honorable withdrawal, and grades of "F" or "FA" will be applied to all courses in progress when they leave.

Students will be allowed to withdraw from the College without academic penalty up to the date indicated on the College calendar, and the grade of "W" will be recorded on the student's permanent record for each course. After the academic penalty period begins, grades will be recorded as "F," "WP," "WF," or "FA." Students who are forced to withdraw because of illness or other catastrophic circumstances may have grades of "W" recorded for all or some courses with the

permission of the Provost. Written documentation must support appeals for "W" grades. Grades of "FA" earned prior to a medical withdrawal *may* not be reversed to grades of "W." Students who withdraw and wish to return in a later term must apply for re-admission and provide the College with a letter from a doctor to support readmission.

STUDENTS CALLED TO ACTIVE MILITARY DUTY

The policy of Spartanburg Methodist College is to work with students called to active military duty on a case-by-case basis. If the student is able to complete the course work early, then the appropriate grades will be awarded. If the student is in good standing with the College and has a reasonable chance of completing that work upon returning to the College, the student will be awarded incomplete grades for the course work and given adequate time (under no circumstances longer than 12 months) to finish the work when the active duty is over. If it is not possible to complete the course work in a reasonable time to be defined solely by the College, then the College permits such students to withdraw without penalty and refunds to those students' tuition and fees paid from their own resources. Students wishing to utilize this policy should contact the Office of Academic Affairs at 587-4256.

SPARTANBURG METHODIST NOTICE OF FERPA RIGHTS

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An eligible "student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution at any age.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Spartanburg Methodist College ("Institution") receives a request for access. A student should submit to the Registrar a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

   A student who wishes to ask Spartanburg Methodist College to amend a record should write the Registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed.

   If Spartanburg Methodist College decides not to amend the record as requested, Spartanburg Methodist College will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before Spartanburg Methodist College discloses personally identifiable information (PII) from the student's

education records, except to the extent that FERPA authorizes disclosure without consent.

Spartanburg Methodist College discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official typically includes a person employed by Spartanburg Methodist College in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of Spartanburg Methodist College who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Spartanburg Methodist College.

Upon request, Spartanburg Methodist College also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Spartanburg Methodist College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

   Student Privacy Policy Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202

Some public information can be released to a third party without the express written consent of the student. This public information is known as "Directory Information." Students who prefer that Directory Information not be released must inform the Registrar to that effect in writing no later than 30 days after the first day of the first semester of enrollment. The student may rescind the request at any time. Spartanburg Methodist College considers the following to be "Directory Information":

Name
Mailing Address (local and permanent)
Phone number (local and permanent)
Email address
Date and Place of Birth
Field of Study
Dates of Attendance
Enrollment Status
Major Field of Study
Most Recent Educational Institution attended
Degree, Honors, and Awards received
Participation in Officially Recognized Activities or Sports

See the list below of the disclosures that postsecondary institutions may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosure to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, § 99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student ---

- To other school officials, including teachers, within Spartanburg Methodist College whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31 (a)(1)(i)(B)(1) – (a)(1)(i)(B)(3) are met. (§99.31(a)(1))

- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34 (§ 99.31 (a)(2))

- To authorized representatives of the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State- supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31 (a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31 (a)(4))

- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31 (a)(6))

- To accrediting organizations to carry out their accrediting functions. (§ 99.31 (a)(7))

- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31 (a)(8))

- To comply with a judicial order or lawfully issued subpoena. (§ 99.31 (a)(9))

- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31 (a)(10))

- Information the school has designated as "directory information" under § 99.37. (§ 99.31 (a)(11))

- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of § 99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§ 99.31 (a)(13))

- To the general public, the final results of a disciplinary proceeding, subject to the requirements of § 99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§ 99.31 (a)(14))

- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§ 99.31 (a)(15))

SPECIAL NOTE TO PARENTS: Spartanburg Methodist College, in compliance with FERPA, generally does not release education records as defined by FERPA (including but not limited to grade reports, transcripts, housing records and residential room assignments) without written consent of the student.

TRANSCRIPTS

All correspondence requesting transcripts must be addressed to the Registrar. Transcripts may be requested through our website at www.smcsc.edu/transcripts. There is a fee of $8.35 for electronic requests. Alternatively, a request may be made in writing to the Registrar's Office. A fee of $5.00 is charged for each non-electronic transcript. Any transcript issued to the student is clearly marked "Issued to Student." Official transcripts requested for other colleges, universities, or employers bear the College seal and are mailed directly to the designated institution or firm. Only the student can request the release of the transcript.

ACADEMIC GRIEVANCE PROCEDURE FOR STUDENTS

The Academic Grievance procedure is provided to resolve student grievances pertaining to academic matters resulting from actions of faculty members or administrators. Various circumstances may serve as legitimate grounds for student academic grievances. A student may raise an academic grievance at any time during the semester and up to 30 days after the last official day of a semester (last date of

final exams). The list of academic grievances below is not all inclusive but provides examples of the types of complaints that might be appropriately grieved:

1. Errors in the calculating or recording of examination grades or the computation of final grades contrary to the faculty member's stated grading policy.

2. A faculty member's gross deviation from College policies in conducting classes, examinations, or grading.

3. A faculty member's failure to announce grading policies and attendance policies or changing such policies so that they are outside College policies.

4. Failure of a faculty member to grade, return, and discuss tests or assigned work prior to subsequent tests.

5. Discriminatory grading on the basis of conditions other than academic criteria.

6. Capricious, demeaning, or arbitrary actions by a faculty member that might markedly affect a student's performance.

Procedures for Redress: Students who allege an academic grievance shall attempt to resolve the matter by informal discussion with the faculty member or administrator involved. If the outcomes of these discussions are not satisfactory, the complaint may be continued according to the following procedures:

1. The student **must** submit a written statement of complaint to the involved instructor or administrator no later than **14** days after the end of the semester in which the grievance occurs. This statement must describe the specific complaint the student is making. It must also include the change the student is seeking. Upon receiving the written complaint, the faculty member/administrator will schedule a conference with the student within seven days of receipt of the written complaint to attempt to resolve the grievance.

2. If a resolution of the problem is not achieved in Step 1 above, the student may pursue the grievance in writing to the department chairperson. (In the event that the instructor involved is also the department chairperson, the department chairperson should contact the dean of the school, who will assign an alternative department chairperson to hear the appeal.) The department chairperson will attempt to resolve the issue with the instructor and student.

3. If still not satisfied that a fair and equitable solution has been reached, the student may direct the written grievance, together with the appropriate documentation, to the Dean of the school. The Dean of the school will attempt to resolve the issue with the instructor and student.

4. The Dean shall inform the student of the outcome of the petition in writing within seven class days from receipt of the student's complaint. The decision of the Dean is final.

A record of the grievances is maintained in the office of the Department Chair or Dean of the School, depending on the level at which the grievance was resolved.

GRIEVANCES OF ALLEGED DISCRIMINATION RELATING TO SEX, RACE, CREED, NATIONAL ORIGIN, AGE, OR PHYSICAL HANDICAP

Spartanburg Methodist College is committed to equal opportunity for all students. Questions and/or concerns about alleged discrimination relating to race, color, creed, religion, sex, age, national origin, disability, veteran status, sexual orientation, or any legally protected status should be referred to the Office of Academic Affairs, Ellis Hall, Room 225. The telephone number is (864) 587-4256.

TITLE IX

TITLE IX of the Education Amendments of 1972 states, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance." TITLE IX applies to all areas of campus life including athletics, counseling, student recruitment and admissions, financial aid, scholarships, course offerings and access, employment, and housing and residential services. Some areas of topic include sex-based harassment, which encompasses sexual assault and other forms of sexual violence; treatment of pregnant and parenting persons; treatment of LGBTQI+ persons; discipline; single-sex education; and employment.

Inquiries concerning the application of Title IX should be directed to the Title IX Coordinator at the following confidential email account: smctix@smcsc.edu. The office is located on the 2nd floor of the Student Center in Suite 24.

ACADEMIC INTEGRITY POLICY

The decision to report any offence is at the sole discretion of the instructor. The offence may be handled entirely within the course as the instructor sees fit. However, instructors are encouraged to report violations of the academic integrity policy to the Office of Academic Affairs to help ensure a student does not repeatedly engage in the same or similar offences.

Further, instructors are encouraged to check for previous violations on file with the Office of Academic Affairs before meting out consequences for academic dishonesty. Instructors may choose to assess penalties with past infractions and the surrounding circumstances in mind.

Instructors are encouraged to include the information below on their syllabi. If reported by the instructor, the following penalties apply:

- First Violation: The form explaining the date, time, circumstances, and any evidence of the violation will be filled out by the reporting instructor and kept on file with the Office of Academic Affairs. Instructors will notify the student that the college is now aware of the infraction and explain the consequences of subsequent violations. Instructors must attach any relevant documentation and provide the student with a copy of the form and evidence via email.

- Second Violation: Upon a second violation, the student is subject to academic integrity probation by the Provost. The student will be required to meet with a member of the Academic Judicial Board and the Instructor where they will be reminded of the seriousness of the offense and warned about the consequences of a third violation. The student's signature is required on the form. Failure to attend the meeting will be construed as an admission of guilt. The student will remain on academic integrity probation for the remainder of the semester and one subsequent semester. If there are no more violations during that time, the student will be removed from academic integrity probation. Instructors must attach any relevant documentation and provide the student with a copy of the form and evidence via email.

- Third Violation; The student is subject to expulsion from SMC by the Provost. Instructors must attach any relevant documentation and provide the student with a copy of the form and evidence via email.

These guidelines do not replace the current appeals process whereby students may dispute a charge of academic misconduct to (in order) the professor, the department chair, the dean of the school, the Academic Judicial Board, and the Provost. Should any of those appeals be granted, a note would be made in the Office of Academic Affairs file explaining the circumstances and outcome of the appeal.

GRIEVANCE PROCEDURE FOR ALLEGATIONS OF CHEATING, PLAGIARISM, OR INAPPROPRIATE ACADEMIC CONDUCT

The Academic Judicial Board has the authority to hear cases involving:

1. Allegations of cheating, plagiarism, or other inappropriate academic conduct in violation of the SMC Honor Code.

2. Allegations of inappropriate behavior in an academic setting.

Procedures for Redress: Before the Academic Judicial Board becomes involved, the faculty member and affected student(s) must first attempt to resolve any matter regarding dishonesty or other inappropriate behavior.

1. If a faculty member alleges the student to be guilty of a violation, the faculty member will discuss allegations with the student. If the faculty member determines the allegations to be substantiated, the faculty member may request from the Provost evidence of any previous violations or academic dishonesty on the part of that student. The faculty member may require extra work, assign a grade deemed appropriate or recommend to the Department Chair and to the Provost that the student be withdrawn from the course. The faculty member must communicate this to the student, Department Chair, and Provost in writing within 72 hours of the meeting. If the student accepts the faculty member's actions, the decision and consequences will be communicated in writing by the faculty member to the Department

Chair and the Provost, so that a notation can be made in the student's file. No further action is necessary.

2. If the student disagrees with the faculty member's decision and wishes to pursue the matter further, the student must submit a written statement explaining the circumstances to the instructor and the Department Chair within 72 hours of being notified of the faculty member's decision. In the event that the instructor involved is also the department chairperson, the department chairperson should contact the Provost, who will assign an alternative department chairperson to hear the appeal.

3. The Department Chair will attempt to resolve the matter. This may include investigation of the incident and discussions with all parties involved. The Department Chair will notify the student, faculty member, and Provost of his/her decision in writing within 72 hours. If the student accepts the decision of the Department Chair, the decision and consequences will be communicated in writing by the Department Chair to the Provost so that a notation can be made in the student's file. No further action is necessary.

4. If the student disagrees with the Department Chair's decision, the student must submit a written statement to the Provost within 72 hours explaining the circumstances. The Provost will review the statement and refer the matter to the Chair of the Academic Judicial Board within 72 hours of review. The Chair of the Academic Judicial Board will then set a date and time for a hearing and all parties will be notified in writing, as soon as practicable.

   NOTE: If a request for a hearing is received within the last 10 days of a semester, the student will receive an "Incomplete" for the course in question, and the matter will be dealt with during the next semester.

5. The Academic Judicial Board will hear any testimony and may review any documents, including the student's file, it deems necessary. Parents, attorneys, or others not directly involved in the case, are not permitted to attend the hearing or address the Board. When the Board is satisfied that it has heard all relevant information, all parties except members of the Board will be excused so that the Board may begin deliberations. The Board will determine, by simple majority vote, if the student is responsible for a violation. The Chair of the Academic Judicial Board will vote in the event of a tie.

6. The Chair of the Academic Judicial Board will notify the faculty member, Department Chair, and the Provost in writing of the Board's decision within 72 hours of concluding the hearing.

7. The Provost will notify the student in writing of the Academic Judicial Board's decision. There is no appeal for the student beyond this stage. If the student has further concerns, they may be communicated to the Provost as information.

8. All records of the Grievance Process will be kept in the office of the Provost.

COURSE DESCRIPTIONS

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Note: *Not all courses are offered every semester.*

AMERICAN SIGN LANGUAGE

ASLA-101: AMERICAN SIGN LANGUAGE I. 3 hours
An introductory course in American Sign Language. A study of the basic principles of ASL and an introduction to the culture of the hearing-impaired community. This course counts as a foreign language credit.

ASLA-102: AMERICAN SIGN LANGUAGE II. 3 hours
A continuation of American Sign Language I. This course counts as a foreign language credit.
Prerequisite: ASLA 101.

ANTHROPOLOGY

ANTH-101: CULTURAL ANTHROPOLOGY. 3 hours
An introduction to the basic concepts, terminology, and research in cultural anthropology. Focus is upon cultural comparisons of social institutions in various societies from early preliterate to modern non-Western and Western societies.

ART

ARTS-201: ART APPRECIATION. 3 hours
An introduction to the visual arts of the Western World with emphasis on artists and art produced from prehistoric to contemporary times. Course content also considers processes, vocabulary, and materials.

ARTS-202: DRAWING I. 3 hours
An introduction to the discipline of drawing and skills and techniques in a variety of drawing media. Emphasis on composition, design, and creative ideas. This course will meet for 1.5 hours for every 1 hour of credit granted.

ARTS-203: DRAWING II. 3 hours
An exploration of new skills and techniques in drawing while perfecting skills and techniques introduced in ARTS-202. This course will meet for 1.5 hours for every 1 hour of credit granted.
Prerequisite: ARTS-202 or permission of instructor.

ARTS-204: PAINTING I. 3 hours
An introduction to the discipline of painting and skills and techniques in a variety of painting media. Emphasis on composition, design, and creative ideas. This course will meet for 1.5 hours for every 1 hour of credit granted.

ARTS-205: PAINTING II. 3 hours
An exploration of new skills and techniques in painting while perfecting skills and techniques obtained in ARTS-204. This course will meet for 1.5 hours for every 1 hour of credit granted.
Prerequisite: ARTS-204 or permission of instructor.

ARTS-206: FUNDAMENTALS OF TWO-DIMENSIONAL DESIGN.
3 hours

This course is designed to help students develop creative answers to design problems using principles and elements of two-dimensional design such as balance, rhythm, scale/proportion, shape/volume, value/color, unity/variety, and illusion of space, etc. This course will meet for 1.5 hours for every 1 hour of credit granted.

ARTS-207: DIGITAL PHOTOGRAPHY. 3 hours

This course is a study of the principles, terminology, techniques, tools, and materials of digital photography. Students are required to provide their own digital camera with manual settings, and a tripod. This course will meet for 1.5 hours for every 1 hour of credit granted.

ARTS-208: DIRECTED STUDY IN STUDIO ART I. 3 hours

An intense course in studio art in which students will be given the opportunity to further develop skills and explore various techniques in a selected medium. Projects will emphasize developing individual concepts and creative solutions to visual problems. This course will meet for 1.5 hours for every 1 hour of credit granted.
Prerequisite: ARTS 203 or ARTS 205 and permission of instructor.

ARTS-209: DIRECTED STUDY IN STUDIO ART II. 3 hours

A continuation of intense course work in studio art. Students will further develop skills and explore techniques in a select medium. Students are allowed to take this course only if they cover different topics than those covered in ARTS 208. This course will meet for 1.5 hours for every 1 hour of credit granted.
Prerequisite: ARTS 208 and permission of instructor.

ARTS-210: FUNDAMENTALS OF THREE-DIMENSIONAL DESIGN.
3 hours

An introduction to visual thinking and principles of three-dimensional design, including form, volume, and space. This course will meet for 1.5 hours for every 1 hour of credit granted.

ARTS-211: COMPUTER GRAPHICS I. 3 hours

An introduction to the hardware and software used in creating graphic design and illustration. This course will meet for 1.5 hours for every 1 hour of credit granted.

ARTS-301: ART AND RELIGION. 3 hours

This course is a focused study of artistic styles and techniques which have been used as a part of spiritual and religious practice. Students will study different historical and contemporary uses of art as a part of religious practice. Art forms may include mandalas, icon writing, automatic drawings, mosaic designs, sculpture, narrative illustrations, and other art forms that have been incorporated into various religious and contemplative spiritual traditions. Emphasis will be placed on the process of art making and an academic understanding of the context and practice of each religious artistic practice.

ARTS-302: VISUAL ART AND COMMUNICATION. 3 hours

From businesses, governments, protesters, and religious groups, visual language is a powerful tool to influence and persuade viewers into action. This course is a focused study of artistic styles and techniques which have been used as a part of persuasive visual communications. Students will study different historical and contemporary uses of art and design as rhetorical devices. Art forms may include political cartoons, propaganda posters, portraiture, photography, printed images, protest art, graffiti, and other art forms that have been incorporated into various persuasive campaigns.

Emphasis will be placed on the process of art making and an academic understanding of the context and practice of using art to communicate visually. Special attention will be given to developing an ethical understanding of how art can be used and misused to influence others.

ARTS-310: NEW MEDIA. 3 hours
Students will complete a series of projects to develop advanced skills in digital and time-based media and techniques exploring digital collage, computer animation, and interactive design. Projects will include digital collage and digital layout, time-based media, including video art and performance, while developing digital editing skills. Serial, sequential, and other forms of narrative visual communication will be explored through writing, illustration, and story boarding.

ARTS-490-499: SPECIAL TOPICS IN ART. 3 hours
This course will explore varied topics in the field of art. Topics may include courses in visual arts, art history, studio art, etc. Course may be repeated for credit when topic varies.

BIOLOGY

BIOL-101: PRINCIPLES OF BIOLOGY I. 4 hours
An introduction to biological principles emphasizing the study of biological systems at the cellular level. Topics include basic chemistry, biochemistry, scientific method, cell structure, photosynthesis, cellular respiration, inheritance, molecular biology, and biotechnology. Laboratory.

BIOL-102: PRINCIPLES OF BIOLOGY II. 4 hours
An introduction to fundamental biological principles, including evolution, classification, basic plant and animal anatomy and physiology, and ecology. Laboratory required.
Prerequisite: BIOL-101 or permission of instructor.

BIOL-105: BIOLOGY, A HUMAN APPROACH. 4 hours
An introduction to the anatomy and physiology of humans. Ten human systems and their interrelations are studied. Applications to health and disease are discussed. Laboratory.
Prerequisite: BIOL-101 or permission of instructor

BIOL-106: ISSUES IN HUMAN BIOLOGY. 4 hours
An introduction to the basic structure and function of humans from the molecular level to the organ system level, including applications to health and disease. Topics also include issues of current interest in genetics, biotechnology, human impacts on the environment, and bioethics. This course is for non-majors and does not meet the prerequisite for other biology courses. Laboratory required.

BIOL-201: BOTANY. 4 hours
A survey of the plant kingdom and an introduction to their classification, physiology, morphology, genetics, and ecology. The interrelationships between plants and humans, such as agriculture, horticulture, and genetic engineering, will also be explored. Laboratory work and field investigations required.
Prerequisite: BIOL-101 or BIOL-102 or permission of instructor.

BIOL-202: ZOOLOGY. 4 hours
A survey course including the protozoan and animal kingdoms from the simplest one-celled organisms to the mammals. Topics include cell division, development,

morphology, physiology, and reproductive cycles. Emphasis on the taxonomic progression. Laboratory.
Prerequisite: BIOL-101 or 102 or 105 or permission of instructor.

BIOL-203: INVERTEBRATE ZOOLOGY. 4 hours
The study of invertebrate animals. Topics include principles of development, phylogeny, classification, morphology, physiology, and reproduction. Laboratory.
Prerequisite: BIOL 101 or 102 or permission of instructor.

BIOL-205: ENVIRONMENTAL SCIENCE. 4 hours
A course designed to incorporate fundamental biological and ecological principles (including energy production/flow/use, nutrient cycling, climax communities – terrestrial and aquatic, and population biology) into a study of the interrelationship between humans and the environment. These interrelationships include the study of pollution (air, soil, water), management of resources, ethics, and policy/decision making.

BIOL-210: HUMAN ANATOMY and PHYSIOLOGY I. 4 hours
The course will include a review of appropriate general and organic chemistry, cell structure, cell reproduction, and metabolism. The gross and microscopic anatomy and the physiology of the tissues (histology), the integumentary, skeletal, muscular, and nervous (including sense organs) systems of humans will be studied in depth. Emphasis will be placed on relationships between structure and function and interrelationships among organ systems in health disease. Laboratory required.

BIOL-211: HUMAN ANATOMY and PHYSIOLOGY II. 4 hours
This course is a continuation of BIOL 210: Human Anatomy and Physiology I. The course will include a brief review of appropriate topics from BIOL 210. The gross and microscopic anatomy and the physiology of the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems of humans will be studied in depth. Emphasis will be placed on relationships between structure and function and interrelationships among organ systems in health and disease. Laboratory required. *Prerequisite: BIOL 210 or its equivalent or permission of the instructor.*

BIOL-230: MICROBIOLOGY. 4 hours
An introduction to microorganisms, including their identification, structure, metabolism, genetics, and ecology. Emphasis on bacteria, viruses, and pathogenic microorganisms. Laboratory required.
Prerequisite: BIOL 210 or permission of the instructor.

BIOL-280: HUMAN PATHOPHYSIOLOGY. 3 hours
This course focuses on the pathophysiology of human disease processes, including inflammation and tissue repair, degeneration, altered immunity, neoplasia, congenital anomalies, acquired or inherited conditions, and circulatory, metabolic and endocrine disorders. Pathophysiological changes at the cellular, tissue, organ, organ system, and multi-organ system will be examined. In addition, there will be an emphasis on clinical manifestations, diagnosis, treatment, and prevention of the disease processes being studied. Prior knowledge of anatomy and physiology is required. Does not satisfy a lab science requirement.
Prerequisites: BIOL 210 and BIOL 211.

BIOL-302: CELL BIOLOGY. 4 hours
This course will encompass a broad area of eukaryotic cellular biology including: the synthesis and function of macromolecules such as DNA, RNA, and proteins;

control of gene expression; organelle structure and function; biomolecular structure and function; and cellular communication. Emphasis will also be placed on the correlation between relevant human disorders and cellular function. Laboratory required.
Prerequisites: BIOL 101 or BIOL 210.

BUSINESS ADMINISTRATION

BSAD-101: INTRODUCTION TO BUSINESS. 3 hours
This course outlines a concise overview of the world of business. Emphasis is placed on the following topics: common business systems; ownership; risk; production; finance and the financial system; marketing; human resources; and the effect of government in business. The primary objective is to introduce students to the world of business and formulate an opportunity to define and apply the language of business to various endeavors in which businesses operate.

BSAD-103: PERSONAL FINANCE. 3 hours
This course equips students with the knowledge and tools to make informed decisions regarding both their current and future financial goals. Topics covered include: Goal Setting, Planning and Budgeting, Time Value of Money, Financial Instruments and Institutions, Credit Management, Tax Management, Insurance, Wealth Accumulation and Retirement/Estate Planning.

BSAD-105: BUSINESS COMMUNICATIONS. 3 hours
Designed to prepare students to communicate effectively in the business community. Emphasis on the clear, concise style necessary to business writing. After a basic review of grammar, the course covers styles of business letters, memoranda, short reports, and oral reports. *Course not currently offered.*

BSAD-201: PRINCIPLES OF MACROECONOMICS. 3 hours
Provides a fundamental understanding of the economy as a whole. Introduces the student to facts, concepts, and analytical methods of economics in a free market system.

BSAD-202: PRINCIPLES OF MICROECONOMICS. 3 hours
Introductory analysis of economics of the individual units or markets in the economy. Emphasis is on market pricing, cost, and output determination within different market structures.

BSAD-205: ACCOUNTING I. 3 hours
This course in the fundamentals of financial accounting involves principles upon which the accountant relies to determine a firm's net income and financial position for financial reporting. Covered topics include the accounting cycle, the application of principles involving common business transactions and the preparation and use of financial statements.

BSAD-206: ACCOUNTING II. 3 hours
A continuation of Business Administration 205. Accounting II is an introduction to managerial and production accounting concepts and principles. Covered topics include financial analysis, costing methods, cost-volume-profit analysis, and planning and control.
Prerequisite: BSAD-205 or its equivalent.

BSAD-211: BUSINESS STATISTICS FOR DECISION MAKING
3 hours

This course provides an introductory overview of the use of statistics in the business world. Topics covered include basic descriptive statistics, elementary probability, binomial distribution, normal distribution, sampling methods and distribution, hypotheses tests, and statistical applications in business. There is an emphasis on the use of Excel, interpretation of results and decision making as it applies to the business environment.

BSAD-212: BUSINESS ANALYTICS. 3 hours

The purpose of this course will cover linear regression and multiple regression. Students will learn linear programming in both excel and POM/QM. This course provides a continued foundation in inventory management, forecasting, queuing analysis, and network flow models. All information will provide an opportunity for students to understand the application in the business setting.
Prerequisite: MATH 112.

BSAD-219: BUSINESS SYSTEMS THEORY AND DESIGN. 3 hours

An overview of computer-based management systems, the role of the computer in decision-making, and the flow of information from an input design perspective. Emphasis is placed on the theory and design of business systems rather than systems in general.
Prerequisite: CSCI-217 or permission of instructor.

BSAD-302: BUSINESS ANALYTICS AND MANAGEMENT SCIENCE
3 hours

This course provides an introduction to business analytics, building on statistical and analytical models learned in BSAD-211 as applied to business decision making. Topics covered include linear programming, regression and multiple regression, inventory management, forecasting, queuing analysis, network flow modeling, transportation, and assignment problems. This course will emphasize research study design, including proposing a methodology for analysis, interpretation of research study results, and communicating the results of a research investigation to management and/or research community.
Prerequisite: BSAD-211

BSAD-303: MACROECONOMICS – BABA. 3 hours

This course is designed specifically for students entering the BABA degree who have not completed a macroeconomics class at the associate level. Students will complete course work at the 300 level. Course content provides a fundamental understanding of the economy as a whole. Introduces the student to facts, concepts, and analytical methods of economics in a free market system.

BSAD-304: MICROECONOMICS – BABA. 3 hours

This course is designed specifically for students entering the BABA degree who have not completed a microeconomics course at the associate level. Students will complete course work at the 300 level. Course content covers an introductory analysis of economics of the individual units or markets in the economy. Emphasis is on market pricing, cost, and output determination within different market structures.

BSAD-305: BUSINESS ETHICS. 3 hours

This course provides students with an understanding of the complex environment in which managers confront ethical decision-making. Students will learn how to integrate ethics into key strategic business decisions. Emphasis is placed on:

Importance of Business Ethics; Stakeholder Relationships, Social Responsibility and Corporate Governance; Emerging Business Ethics Issues; The Institutionalization of Business Ethics; Ethical Decision Making; Individual Factors: Moral Philosophies and Values; Organizational Factors: Moral Philosophies and Values; Developing an Effective Ethics Program; Managing and Controlling Ethics Program; Globalization of Ethical Decision Making; Ethical Leadership; Sustainability: Ethical and Social Responsibility Dimensions. This will highlight new legislation affecting business ethics, with up-to-date examples provided by case studies, and a simulation to provide real life experiences.

BSAD-306: ACCOUNTING I – BABA. 3 hours
This course is designed specifically for students entering the BABA degree who have not completed accounting principles at the associate level. Students will complete course work at the 300 level. This course in the fundamentals of financial accounting involves principles upon which the accountant relies to determine a firm's net income and financial position for financial reporting. Covered topics include the accounting cycle, the application of principles involving common business transactions and the preparation and use of financial statements.

BSAD-307: ACCOUNTING II – BABA. 3 hours
This course is designed specifically for students entering the BABA degree who have not completed accounting principles at the associate level. Students will complete course work at the 300 level. Course content is a continuation of fundamental accounting principles that deals with managerial and production accounting. Emphasis on partnerships and corporations. Requires more in-depth analysis than Accounting I.
Prerequisite: BSAD-205 or BSAD 306.

BSAD-310: BUSINESS MANAGEMENT. 3 hours
This course covers the foundations of the management process: Planning, Organizing, Leading and Controlling, as well as current issues affecting managers and their environment, such as: globalization, diversity, ethics, innovation, information technology, and social responsibility.
Prerequisite or Corequisite: BSAD 101.

BSAD-311: OPERATIONS MANAGEMENT. 3 hours
This course will provide the foundation of operations management as a big-picture view of operations in all types of organizations. Manufacturing and service operations will be discussed to demonstrate techniques of operations management, which can assist the manager in achieving long term business success. Concepts covered include key operational decisions firms need to make, key process metrics, flow diagrams and bottlenecks, inventory management, forecasting, and lean operations.
Prerequisite: BSAD 212 or BSAD 302 with a minimum grade of "C."

BSAD-312: ORGANIZATIONAL BEHAVIOR. 3 hours
Organizational Behavior is an insightful journey towards understanding individuals in the workplace. It opens doors to the various relationships one can find, build and experience within an organization and how these relationships affect individual's behaviors. The concepts on motivation, reward, leadership, and empowerment will allow students to learn and understand the art of dealing, handling, and living with individuals from all walks of life. Students can only receive credit for either BSAD 312 or PSYC 313. The Department prefix cannot be changed after credit is earned.

BSAD-320: BUSINESS MARKETING. 3 hours
This course will provide a broad foundation of important marketing principles. Topics covered will include marketing strategy and environments, global marketing, Internet marketing, customer relationships, marketing research, segmentation and targeting, consumer behavior, branding, sales promotion, and pricing.

BSAD-321: CONSUMER BEHAVIOR. 3 hours
Marketing attempts to influence the way consumers behave. These attempts have implications for the organizations making them, the consumers they are trying to influence, and the society in which these attempts occur. This course is designed to provide students with a usable, managerial understanding consumer behavior. This understanding can make us better consumers, better marketers, and better citizens.

BSAD-322: MARKETING RESEARCH. 3 hours
This course is an overview and practical application of contemporary methods for gathering, analyzing, and preparing market research for use in management decision making. Research methodology includes specific topic areas as the research process, primary and secondary data, qualitative and quantitative research methods, statistical analysis, and utilization of technology.
Prerequisite: BSAD 212 or BSAD 302 with a minimum grade of "C."

BSAD-323: SOCIAL MEDIA MARKETING. 3 hours
Social media is important to businesses around the world. In this course, students will learn the importance of social media marketing, its importance in the business world, and identify best social media marketing practices. Topics covered include identifying social media target markets, developing social media strategies, and creating and implementing a social media marketing plan.

BSAD-330: MANAGERIAL ACCOUNTING. 3 hours
This course examines the principles, techniques, and uses of accounting in the planning and control of business organizations from a managerial and cost perspective with emphasis on ethics. Topics covered include the budgetary process and related performance evaluation techniques, cost-volume-profit relationship, product costing methods including activity-based costing, and analysis methods for short- and long-term decision making. Related theories and applications will also be explored.
Prerequisite: BSAD 206 with a minimum grade of "C".

BSAD-331: INTERMEDIATE ACCOUNTING I. 3 hours
Intermediate Accounting I provides an in-depth study of financial accounting. Students will expand their understanding of the environment and ethics of financial accounting, the accounting process, the preparation and analysis of the financial statements, the application of the revenue recognition principle, the time value of money, and an exploration of the asset side of the balance sheet.
Prerequisite: BSAD 206 with a minimum grade of "C."

BSAD-332: INTERMEDIATE ACCOUNTING II. 3 hours
Intermediate Accounting II continues an in-depth study of financial accounting by moving the focus to the Liabilities and Equity side of the Balance Sheet. Topics covered will include: Current Liabilities and Contingencies, Bonds and Long-Term Notes, Leases, Income Taxes, Pensions, Shareholder Equity, Accounting Changes, and reporting for GAAP and IFRS.
Prerequisite: BSAD 331 with a minimum grade of "C."

BSAD-340: BUSINESS FINANCE. 3 hours
This course is designed to introduce the key concepts of finance in business environments, such as the time value of money, asset valuation, and risk and return. These concepts are used heavily in corporate finance as well as in day-to-day lives, including borrowing money to buy a car or saving money to buy a home.
Prerequisite: BSAD 201; BSAD 212 or BSAD 302 with a minimum grade of "C".

BSAD-341: PRINCIPLES OF INVESTING. 3 hours
This course offers an introduction to investments, including analysis, portfolio management, and capital markets. Designed to provide the basic concepts and principles of investing, the course examines investment policies, types of securities, factors that influence price changes, timing purchases/sales, preparing investment programs to meet objectives, investment risk and return, and portfolio balancing. Instruction also includes an overview of the securities market and its behavior, including sources of information about the various instruments traded, procedure of trades, and the relevant mechanics and techniques of the market.
Prerequisite: BSAD 201.

BSAD-350: HUMAN RESOURCE MANAGEMENT. 3 hours
This course will provide an overview of human resource management, with emphasis in human resource planning and strategy, personnel selection, equal employment opportunity, training, performance appraisal, compensation, and contemporary issues. The course has been developed for the student of business management whose job will involve responsibility for managing people in a global environment.

BSAD-370: INTERMEDIATE MACROECONOMICS. 3 hours
Intermediate Macroeconomics teaches students how to apply models to aid in analyzing certain aspects of the economy. Students will apply economic models in order to allocate resources. Topics emphasized include national income accounting, growth and policy, aggregate demand and aggregate supply, unemployment, monetary/fiscal policy, and financial markets.
Prerequisite: BSAD 201.

BSAD-371: INTERMEDIATE MICROECONOMICS. 3 hours
Intermediate Microeconomics teaches students how to apply models to aid in the decision-making process by firms and how markets allocate resources. Topics emphasized include game theory, the effect of government intervention that can help or hurt markets, consumer theory behavior, and how market structures can affect choices and social welfare.
Prerequisite: BSAD 202.

BSAD-410: ENTREPRENEURSHIP I. 3 hours
This course explores creating a new venture and how entrepreneurs working inside and outside of existing business organizations identify potential opportunities for new ventures. The focus in this course is entrepreneurial management and the nature of the entrepreneurial process. This course will explore how something is created from nothing, examining the cross-pollination between entrepreneurship and marketing, economics, technology, financing, logistics and operations, human resource management, ethics, and other key areas.

BSAD-411: ENTREPRENEURSHIP II. 3 hours
This course focuses on launching a new venture and the tasks that a new business owner must complete in the first 100 days of launching a business. Examples include securing the proper business licenses and permits, setting up a bookkeeping

system, negotiating a lease, buying insurance, entering into contracts with vendors, recruiting and hiring employees, making the first sale, finding the proper work-life balance, and so forth. Broader issues such as developing a business model and building a brand will be touched upon.
Prerequisite: BSAD 410.

BSAD-415: SUPPLY CHAIN MANAGEMENT AND LOGISTICS.
3 hours
This course is designed to introduce the key concepts of logistics and supply chain management. Focus will be on the framework for supply chain management, transportation, and warehousing activities. Students will also learn how the physical, financial, and information portions of a supply chain work together to optimize the flow of goods throughout the entire global supply chain.
Prerequisite: BSAD 212 or BSAD 302 with a minimum grade of "C".

BSAD-421: MARKETING COMMUNICATIONS. 3 hours
This course will explore dynamic and revolutionary changes in integrated marketing communication (IMC). IMC will explore as to the purpose, and role in marketing. There will be a focus on students learning how to analyze the communication process from objectives through planning, development, implementation, to evaluation. Measures of program effectiveness is also a main focus.

BSAD-430: TAX ACCOUNTING. 3 hours
This course is designed to teach students the fundamental principles governing the federal tax system in the United States as it relates to individual taxpayers. At the conclusion of this course, students will be able to demonstrate and understanding of how tax law is developed and administered at the federal level, identify filing requirements and conduct research regarding tax topics, describe the responsibilities of tax professionals, apply tax planning strategies such as income shifting and timing, explain the criteria for determining filing status and dependent qualifications, distinguish between different types of income and how they are reported and taxed, identify allowable deductions for individuals, calculate federal income tax for individuals, and identify tax credits and penalties.
Prerequisite: BSAD 206 with a minimum grade of "C."

BSAD-431: ACCOUNTING INFORMATION SYSTEMS. 3 hours
This course will provide students exposure to the design, implementation and improvement of business systems through the use of technology specifically related to the field of Accounting. At the conclusion of this course, students will be able to define the role of AIS in capturing and assessing essential accounting information, apply the concepts of Business Process modeling Notation (BPMN) and Unified Modeling Language (UML) in creating and analyzing business processes, describe the basic components of business intelligence and how they are utilized in a firm, define Big Data Analytics, utilize the AMPS Model, employ the uses of excel, Tableau and Power BI in Data Analytics, explain how AIS supports Corporate Governance, explain relevant congressional legislation, and describe the risks related to information security and systems integrity.
Prerequisite: BSAD 206 with a minimum grade of "C"; Co- or Prerequisite: BSAD 330.

BSAD-435: AUDITING. 3 hours
This course is an introduction to independent audit principles and procedures. Students will explore the value of conducting high-quality independent financial statement audits with a focus on risk management, ethics, internal controls, and fraud detection. Topics covered include basic audit principles, the auditor's

responsibilities and legal liability, auditing standards, audit evidence, planning and executing the audit of each accounting cycle, and completing the audit.
Prerequisite: BSAD 330 & BSAD 331. Co-requisite or Prerequisite: BSAD 332.

BSAD-441: CORPORATE FINANCE. 3 hours
This course is an exploration of the financial management of firms. Topics include analysis of financial statements, financial forecasting, capital budgeting, working capital management, and long-term financing decisions. This course is designed to give students the knowledge and skills necessary to make crucial financial decisions in business.
Prerequisites: BSAD 201; BSAD 212 or BSAD 302 with a minimum grade of "C."

BSAD-450: PROFESSIONAL SALES. 3 hours
This course develops selling skills and sales management capabilities. Areas of focus include: preparation, prospecting, interviewing, trial closes, handling objections, closing, after-sales support, recruitment, selection, motivation, training and development, and other sales management topics.

BSAD-451: PROFESSIONAL BRANDING. 3 hours
Professional Branding is a diverse and dynamic process. This course focuses on integrated brand promotion (IBP). This course explores integrated brand promotion including planning, the creative process, message preparation, advertising campaigns, message strategy, copywriting, art direction, and production from a business perspective.

BSAD-460: BUSINESS LAW. 3 hours
This course provides students with an understanding of basic business law issues sufficient to: identify and discuss the legal implications of business decisions, formulate policies and practice procedures designed to minimize risk of liability and litigation, work effectively with counsel, cultivate effective, long-term business and professional relationships based on character, competency, and communication.

BSAD-470: MANAGERIAL ECONOMICS. 3 hours
Managerial Economics deals with the application of microeconomic principles to key management decisions within organizations. Topics include supply and demand analysis, market equilibrium, production and costs, market structure, pricing, and uncertainty. The course is designed to develop your knowledge of how markets operate and improve your ability to make sound economic decisions.
Prerequisite: BSAD 201, 202.

BSAD-471: MONEY AND BANKING. 3 hours
Money and Banking provides an analysis of the Federal Reserve System and monetary policy. It looks at the role of money in the determination of National Income and the role of banks and other financial institutions in transferring consumer and business savings into investment. Also, the fundamentals of international finance and the balance of payments are covered. Application of these principles will be the heart of this course.
Prerequisite: BSAD 201.

BSAD-490-499: SPECIAL TOPICS IN BUSINESS. 3 hours
The Special Topics course has its content determined by the instructor; thus, the focus will be different every offering as it will be based on the particular instructor's preference. A professor might choose to develop an experiential opportunity, focus on an industry, or isolate a specific specialty in business to explore. This course may be taken more than once for credit if the content differs.

CHEMISTRY

CHEM-101: GENERAL CHEMISTRY I. 4 hours
A study of the facts and principles of chemistry as related to an understanding of matter about us. Atomic structure is presented as a basis for the periodic nature of the elements and the resulting properties of compounds. Phenomena related to solids, liquids, and gases are presented with an emphasis on problem solving. Laboratory with exercises that parallel text material.
Prerequisite: MATH-103or MATH 104 or permission of instructor. (Recommended for majors in chemistry, physics, pre-med, and engineering.)

CHEM-102: GENERAL CHEMISTRY II. 4 hours
A continuation of Chemistry 101. Redox reactions, solution chemistry, including acid-base equilibrium and solubility, thermodynamics, nuclear chemistry, and organic chemistry are some of the major topics. Laboratory exercises include qualitative analysis. Laboratory.
Prerequisite: CHEM-101 or its equivalent. (Recommended for majors in chemistry, physics, pre-med, and engineering.)

CHEM-105: INTRODUCTORY CHEMISTRY I. 4 hours
An introductory-level course covering the fundamental concepts of chemistry. It is designed to provide a sound theoretical background and an understanding of the relationships of chemistry to society in general and the health-related professions in particular. Students will be exposed to the practical aspects of chemistry that relate to the health sciences and the environment. (Not recommended for majors in chemistry, engineering, pre-med, pharmacy, physical therapy, or bio-chemistry.)
Prerequisite or Corequisite: MATH-103 or MATH 104 or permission of instructor.

CHEM-106: INTRODUCTORY CHEMISTRY II. 4 hours
A systematic study of organic compounds including their properties and reactions and their role in biochemistry, the chemistry of living systems. This course will include a review of inorganic chemistry concepts, including structure of the atom, chemical bonding, physical and chemical properties and the periodic table, the states of matter, equilibrium, and energy changes.

CHEM-201: PRINCIPLES OF ORGANIC CHEMISTRY I. 4 hours
A study of fundamentals of organic chemistry which include the nomenclature, preparations, and reactions of hydrocarbons (both aliphatic and aromatic). Also included are studies of alcohol, ethers, and stereochemistry. Laboratory.
Prerequisite: CHEM-102.

CHEM-202: PRINCIPLES OF ORGANIC CHEMISTRY II. 4 hours
Continuation of Chemistry 201 includes interpretation of spectra, nomenclature, preparations, and reactions of aldehydes, ketones, amines, and carboxylic acid. Macro and biomolecular topics will also be covered. Laboratory.
Prerequisite: CHEM-201.

COMMUNICATIONS

COMM-310: INTERPERSONAL COMMUNICATION. 3 hours
An exploration of the principles and practices of interpersonal communication with a focus on developing effective communication skills that can be applied in various contexts. Topics may include verbal and nonverbal communication, talking and listening, conflict resolution, cultural differences in communication, and building and maintaining relationships.

COMM-490-499: SPECIAL TOPICS IN COMMUNICATION. 3 hours
This course will explore varied topics in the field of communication. Topics may include courses in mass communication, intercultural communication, organizational communication, interpersonal communication, etc. Course may be repeated for credit when topic varies.

COMPUTER SCIENCE

CSCI-101: INTRODUCTION TO COMPUTER TECHNOLOGY. 3 hours
Introductory course in computer literacy and computer appreciation with emphasis on personal and business applications. Topics include components of a business computer system, database management, file organization, word processing, and spreadsheets. Laboratory.

CSCI-301: FOUNDATIONS OF INFORMATION TECHNOLOGY. 3 hours
This course provides an overview of the fundamental concepts, tools, and trends in information technology. Students will explore the role of IT in business, education, healthcare, and society. Topics include hardware and software components, operating systems, networking basics, cybersecurity principles, data management, cloud computing, and emerging technologies. Emphasis is placed on the ethical use of technology, digital literacy, and critical thinking in evaluating technological solutions.

CSCI-302: PROGRAMMING FUNDAMENTALS. 3 hours
This course introduces the foundational principles of computer programming using a high-level programming language. Students will learn core concepts including variables, data types, control structures, functions, arrays/lists, and basic object-oriented programming. Emphasis is placed on logical thinking, problem-solving, and algorithm development.

CSCI-303: WEB DEVELOPMENT. 3 hours
This course provides an introduction to the design and development of interactive websites using modern web technologies. Students will learn the foundational building block principles of responsive design, accessibility, and user experience. Emphasis is placed on structuring content, styling with cascading stylesheets, adding interactivity with scripting, and deploying web pages.

CSCI-401: DATABASE DESIGN AND DATA ANALYTICS. 3 hours
This course introduces students to the principles of relational database design and foundational data analytics techniques. Students will learn how to design, implement, and manage databases. Topics include data modeling, normalization, entity-relationship diagrams, and database management systems. The analytics portion covers data collection, cleaning, and visualization using tools. Emphasis isp laced on using data to support decision-making and solve real-world problems across disciplines.

CSCI-402: CYBERSECURITY PRINCIPLES. 3 hours
This course provides an introduction to the fundamental concepts, practices, and challenges of cybersecurity. Students will explore the principles of information security, including confidentiality, integrity, and availability, as well sa common threats such as malware, phishing, and social engineering. Topics include network and system vulnerabilities, encryption basics, risk management, security policies, ethical hacking, and cybersecurity laws and ethics. Students will analyze real-world security

breaches and learn strategies for protecting digital assets in personal, academic, and professional settings.

CSCI-403: OPERATING SYSTEMS AND NETWORKING. 3 hours
This course introduces students to the fundamental concepts of computer operating systems and computer networks. It explores how operating systems manage hardware and software resources and how networking enables communication between systems. Topics include process and memory management, file systems, user interfaces, and system security. In the networking portion, students will learn about network architecture, protocols, IP addressing, and data transmission across local and wide area networks.

CRIMINAL JUSTICE

CRMJ-101: INTRODUCTION TO CRIMINAL JUSTICE. 3 hours
This course surveys the components of the criminal justice system: law enforcement, courts, and corrections. Additionally, basics of criminal law, measures of crime, criminology, and constitutional issues are explored. Fore the beginning student interested in a career in the criminal justice field.

CRMJ-220: INTRODUCTION TO FORENSIC SCIENCE. 3 hours
An introductory course with emphasis on the terminology and techniques used in forensic science. Topics will include: physical evidence, fingerprint evidence, trace evidence, toxicological evidence, arson and explosive evidence, drug evidence, ballistics, and DNA testing.
Prerequisite: CRMJ 101 or permission of the program director.

CRMJ-230: POLICING. 3 hours
This course delves into who the police are, what they do, the problems they face, and the reforms and innovations that have taken place.
Prerequisite: CRMJ-101 or permission of the program director.

CRMJ-235: DRUGS IN AMERICAN SOCIETY. 3 hours
This course is a comprehensive study on drugs in the American society covering the historical, sociological, and law enforcement perspectives as well as focusing on the physical and psychological signs and effects.

CRMJ-250: COURTS. 3 hours
This course serves as a broad overview to the criminal court system, including charging suspects, pretrial proceedings, trials and evidence, appeals, and post-conviction reviews. Special attention is given to the causes and costs of wrongful convictions. The course also examines the duties and functions of the actors in the criminal justice system: victims, offenders, juries, judges, prosecutors, and defense attorneys.
Prerequisite: CRMJ-101 or permission of the program director.

CRMJ-270: CORRECTIONS. 3 hours
This course uncovers the hidden segment of the criminal justice system. The course examines custodial and community correctional systems, goals, and practices throughout history and in modern times. Correctional programs, prisoner reentry, special populations of prisoners, and the death penalty will be discussed. Issues affecting living and working in prison will be emphasized.
Prerequisite: CRMJ-101 or permission of the program director.

CRMJ-280: CRIMINAL JUSTICE ETHICS. 3 hours
This course emphasizes the development of the ethical decision-making skills that are essential in the field of criminal justice. Students will learn and apply philosophical principles and theories that are the foundation of ethical decision-making to the latest challenges and issues in criminal justice.
Prerequisite: CRMJ 101 or permission of the program director.

CRMJ-290: CRIME AND CRIMINOLOGY. 3 hours
This course introduces students to the various theories of criminal behavior through the classical and modern positive schools of criminological theory. Students will explore the extent and the patterns of crime through these perspectives and utilize them for making predictions about future criminal behavior and the most efficient ways to interrupt the crime process.
Prerequisite: CRMJ-101 or permission of the program director.

CRMJ-301: RESEARCH METHODS. 3 hours
Introduces students to the basic concepts of research in the field of criminal justice. Students develop an understanding of qualitative and quantitative techniques used to conduct and analyze criminal justice research. Emphasis is placed on preparing students to read, understand, and evaluate the quality of research studies.
Prerequisite: CRMJ 101

CRMJ-310: CRIMINAL INVESTIGATION AND FORENSICS. 3 hours
Students learn the terminology and techniques used in criminal investigations and forensic science. Topics include securing and recording the crime scene; collection of crime scene evidence; and scientific analysis of fingerprint, firearm, drug, trace, toxicological, and biological evidence.
Prerequisite: CRMJ 101

CRMJ-315: JUVENILE JUSTICE. 3 hours
Examines the history, measurement, process, and theories of juvenile justice and offending. Students will explore developmental risks and protective factors, preventing delinquency and recidivism, and youth gangs. The course will feature the juvenile justice system, including the roles of police, pretrial services, juvenile court, and juvenile corrections. In this course, the juvenile system encompasses juveniles as offenders and victims.

CRMJ-320: VICTIMOLOGY. 3 hours
This course is a comprehensive study of victimization and the relationship between victims, offenders, and the criminal justice system. Students will learn about the history of victimology; theories explaining victimization; consequences and costs of victimization; victims' cooperation and conflict with police, lawyers, judges, juries, and corrections officials and victims' rights and remedies. Effects of murder, robbery, domestic violence, and child victimization will be discussed.

CRMJ-325: WOMEN AND CRIMINAL JUSTICE. 3 hours
This course explores women as offenders, as victims, and as criminal justice personnel both within the U.S. and in other countries. It does so by examining the many issues associated with these three areas of exploration through the lens of criminology and other disciplines that seek to describe, explain, and prevent female offending and offending against females, as well as the sometimes hostile reception females receive in the world of work within the field of criminal justice and the military.

CRMJ-340-349: SPECIAL TOPICS IN CRIMINAL JUSTICE. 3 hours
The Special Topics course has its content determined by the instructor; thus, the focus will be different every offering as it will be based on the particular instructor's preference. A professor might choose to develop a theme, focus on a time period, or isolate a specific genre as examples. This course may be taken more than once for credit if the content differs.

CRMJ-370: COMMUNITY CORRECTIONS. 3 hours
Examination of correctional alternatives to incarceration including probation, parole, and intermediate sanctions. Special attention is paid to important issues, related to case management and offender reintegration such as court conditions, risk/need assessment, and related case management strategies.

CRMJ-410: CRIMINAL LAW AND PROCEDURE. 3 hours
Involves the convergence of law enforcement, courts, legislation, and the Constitution. Students study constitutional rights of individuals and limitations on police authority as interpreted by the courts. Additionally, students study crime definitions and elements of crime as written by legislatures and interpreted by courts. Substantive law of South Carolina is emphasized.
Prerequisite: CRMJ 101

CRMJ-415: DEATH PENALTY. 3 hours
Explores all facets of capital punishment, including constitutionality, process, goals, public opinion, arbitrariness, costs, wrongful convictions, and effects on members of the criminal justice system.

CRMJ-425: DIVERSITY ISSUES AND JUSTICE. 3 hours
Critically examines diversity issues in the U.S. criminal justice system. Special emphasis will be given to race, gender, class, and ethnicity as they impact the development and operation of the criminal justice system. Students will also learn how these concepts influence the broader social, political, and economic domains which affect criminal justice processes.
Prerequisite: CRMJ 101 or permission of the program director.

CRMJ-430: A HISTORY OF CRIME AND PUNISHMENT. 3 hours
This course analyzes the history of crime, punishment, justice, and the political use of legal codes from the Ancient Mediterranean to the present. It will also examine specific forms of punishment, ranging from the medieval dungeon to the modern penitentiary. Major topics will include Greek and Roman law, the enforcement of slavery, Enlightenment ideology, and the history of civil liberties. Students can only receive credit for either HIST 430 or CRMJ 430. The Department prefix cannot be changed after credit is earned.

CRMJ-440: COMPARATIVE CRIME AND CRIMINAL JUSTICE SYSTEMS. 3 hours
Examination of criminal behavior patterns, trends, and the criminal justice system in the United States and how they compare to other countries around the world.

CRMJ-450: CRIMINAL JUSTICE POLICY. 3 hours
In this criminal justice capstone course, students will review and evaluate research of crime and criminal justice policies throughout the entire criminal justice system. Additionally, students will analyze methods of crime control beyond the criminal justice system, including at the individual, family, household, community, and

school levels as well as environmental manipulation. Liberal and conservative explanations of crime trends will be examined.
Prerequisite: CRMJ 301

DRAMA

DRAM-101: DRAMA APPRECIATION. 3 hours
Survey of the general function of theater as art, developing a basis for understanding, evaluating, and criticizing drama. This course includes units on such topics as theater history, acting, make-up, set construction, stage lighting, and play analysis.

DRAM-102: INTRODUCTION TO ACTING. 3 hours
Introduction to fundamentals of acting methods, styles, development of techniques and practices of acting. Speech and movement training included.

DRAM-111: DRAMA WORKSHOP I. 1 hour
Participation in the production of a play, either as actor or crew member.

DRAM-112: DRAMA WORKSHOP II. 1 hour
Continuation of Drama Workshop I.

DRAM-113: DRAMA WORKSHOP III. 1 hour
Continuation of Drama Workshop II.

DRAM-114: DRAMA WORKSHOP IV. 1 hour
Continuation of Drama Workshop III.

DRAM-201: MAKEUP FOR STAGE AND SCREEN. 3 hours
Students will learn makeup techniques used on stage and on screen including highlighting and shadowing, old age, historical makeup styles, burns and scars and fantasy/animal effects.

DRAM-202: ORAL INTERPRETATION. 3 hours
Exploration of the art of oral interpretation of literature, while training to communicate the world of literature to an audience.

DRAM-211: DRAMA WORKSHOP V. 1 hour
Continuation of Drama Workshop IV.

DRAM-212: DRAMA WORKSHOP VI. 1 hour
Continuation of Drama Workshop V.

DRAM-213: DRAMA WORKSHOP VII. 1 hour
Continuation of Drama Workshop VI.

DRAM-214: DRAMA WORKSHOP VIII. 1 hour
Continuation of Drama Workshop VII.

DRAM-310: THEATRICAL IMPROVISATION. 3 hours
An advanced level acting course covering basic skills of improvisation through developing longform performance skills. Course will culminate with a public performance.

DRAM-320: INTRODUCTION TO FILMMAKING. 3 hours
Introduction to Filmmaking teaches students the basic techniques of screenwriting, directing, acting, shooting, and editing silent films. Students engage in a series of exercises that help them understand the fundamentals of filmmaking and become familiar with the skills needed to tell a visual story that takes an audience on an emotional journey.

DRAM-490-499: SPECIAL TOPICS IN THEATRE AND FILM. 3 hours
This course will explore varied topics in the fields of theatre and film. Topics may include courses in theatre production, filmmaking, theatre history, etc. Course may be repeated for credit when topic varies.

EDUCATION

EDUC-301: INTRODUCTION TO EDUCATION. 3 hours
An overview of the American educational system, including its history, philosophies, legal and ethical issues, and current trends. Students explore the roles and responsibilities of educators, the structure of schools and diverse learning environments. Designed to provide a foundational understanding of the teaching profession. Field observations may be required. Students enrolled in this course must pass a SLED criminal history background check before starting field observations, for which there is a nominal fee. Other requirements as outlined by the participating school district may need to be completed before students are allowed to begin observation hours.

EDUC-310: CHILD AND ADOLESCENT DEVELOPMENT 3 hours
Examines human development from birth through adolescence with an emphasis on cognitive, emotional, social, and physical growth. Includes a focus on developmental theories and their applications in educational settings. *Prerequisite: PSYC 101.*

EDUC-350: TECHNOLOGY IN EDUCATION 3 hours
Introduces current and emerging educational technologies. Students will gain practical experience integrating digital tools to enhance teaching, learning, and assessment. Emphasis is placed on ethical and effective technology use in K-12 classrooms.

EDUC-360: SPECIAL EDUCATION FOUNDATIONS 3 hours
Provides an introduction to special education, including historical perspectives, legal mandates, and service delivery models. Covers characteristics of exceptional learners and instructional strategies to support diverse learning needs in inclusive settings.

EDUC-370: LITERACY AND LEARNING ACROSS CONTENT AREAS. 3 hours
Focuses on strategies for developing reading, writing, and critical thinking skills across subject areas. Emphasized the integration of literacy into content instruction in grades K-12. Includes assessment techniques and instructional interventions.

EDUC-380: EDUCATIONAL ASSESSMENT. 3 hours
Covers formal and informal assessment methods used in K-12 education. Students learn how to design, administer, and interpret assessments to inform instruction and support student learning. Topics include data literacy, standardized testing, and formative assessment.

EDUC-420: EDUCATIONAL PSYCHOLOGY. 3 hours
Focuses on psychological principles related to learning and teaching. Topics include motivation, learning theories, classroom assessment, and individual differences. Emphasis is placed on applying theory to classroom practice. *Prerequisite: EDUC-301 and PSYC 101.*

EDUC-430: CLASSROOM MANAGEMENT AND INSTRUCTION DESIGN. 3 hours
Prepares students to design effective instruction and manage classroom environments. Topics include lesson planning, instructional strategies, student engagement, and proactive behavior management techniques. Field observations may be required. Prerequisite: EDUC 301. Students enrolled in this course must pass a SLED criminal history background check before starting field observations, for which there is a nominal fee. Other requirements as outlined by the participating school district may need to be completed before students are allowed to begin observation hours.

ENGLISH

ENGL-100: ENGLISH BASICS. 3 hours
Provided for students who lack the basic writing skills needed for English 101. The course is designed to remove students' deficiencies and enhance chances for academic success through review and instruction in usage, syntax, punctuation, mechanics, and paragraph development, and to develop content-area reading skills and comprehension. *Placement is dependent upon established criteria*. (May not be used for elective credit toward graduation at SMC. Quality points for 100-level courses are not calculated into grade-point averages. This course does not transfer to other colleges.)

ENGL-101: ENGLISH COMPOSITION I. 3 hours
Instruction in the academic skills of English composition, including a review of basic English grammar, spelling, and punctuation. By critically reading and utilizing the writing process of prewriting, writing, revising, and editing essays, students should increase their ability to use written language effectively. Library orientation is required. *Placement is dependent upon meeting established criteria or concurrent enrollment in ENGL101ALP.*

ENGL-101ALP: ACCELERATED LEARNING PROGRAM. 1 hour
ENGL 101ALP directly supports the course requirements and work of ENGL 101. Offering two additional contact hours per week, the workshop provides supplemental writing instruction and individualized support toward the completion of ENGL 101 assignments. Topics reinforced from ENGL 101 include engaging in the writing process, analyzing the rhetorical situation, using active reading strategies, improving grammar and punctuation, and using research effectively, as well as developing time management, organization, and study skills. Placement is dependent upon established criteria. *Co-requisite: ENGL 101.*

ENGL-102: ENGLISH COMPOSITION II. 3 hours
Instruction in the critical/persuasive skills of English composition and an introduction to literature. By composing essays and a research paper in edited standard American English and in an acceptable format, students will demonstrate the ability to think critically and express themselves persuasively. For a review of basic grammar, spelling, punctuation, and exposition, students may be referred to the Writing Center at the discretion of the instructor.
Prerequisite: ENGL-101 or its equivalent.

ENGL-201: BRITISH LITERATURE I. 3 hours
Survey of British literature from the Middle Ages through the Eighteenth century, with emphasis on historical movements, tracing the development of the thought of each period as expressed by representative authors.
Prerequisite: ENGL-102 or its equivalent or permission of the instructor.

ENGL-201T: BRITISH LITERATURE I WITH SMC ABROAD. 3 hours
Survey of English Literature from its beginning through the New-Classical Period, with emphasis on historical movements, types of literature, principal authors, and outstanding works of each period. This course requires several readings and assignments prior to the embedded trip abroad to Great Britain for two weeks.
Prerequisite: English 102 or its equivalent or permission of the instructor.

ENGL-202: BRITISH LITERATURE II. 3 hours
Survey of British literature from the Romantic Period (c. 1785) to the present time, with emphasis on historical movements, tracing the development of the thought of each period as expressed by representative authors.
Prerequisite: ENGL-102 or its equivalent or permission of the instructor

ENGL-203: AMERICAN LITERATURE I. 3 hours
Survey of American Literature from Colonial times to the Civil War era with emphasis on historical periods, showing literary developments through representative authors and works.
Prerequisite: ENGL-102 or its equivalent or permission of the instructor.

ENGL-204: AMERICAN LITERATURE II. 3 hours
Survey of American Literature from the Civil War era to the present with emphasis on historical periods, showing literary developments through representative authors and works.
Prerequisite: ENGL-102 or its equivalent or permission of the instructor.

ENGL-206: CREATIVE WRITING. 3 hours
Designed to develop perceptions, skills, and disciplines fundamental to writing short stories, poems, personal essays, and plays. Readings in contemporary literature are used chiefly as models. The literary magazine is compiled and published through this class.
Prerequisite: ENGL-101.

ENGL-210: READINGS IN WORLD LITERATURE. 3 hours
Survey of literature of both western and non-western cultures from ancient to modern times. Literary works may be selected based on a thematic approach or a major authors approach.
Prerequisite: English 102 or its equivalent or permission of the instructor.

ENGL-211: JOURNALISM WORKSHOP I. 1 hour
The basics of writing for a newspaper with emphasis on news and feature articles, proofreading, and newspaper layout, as well as the group dynamics of publishing a newspaper. The college newspaper is compiled and published through this class.

ENGL-212: JOURNALISM WORKSHOP II. 1 hour
Continuation of Journalism Workshop I. The college newspaper is compiled and published through this class.

ENGL-213: JOURNALISM WORKSHOP III. 1 hour
Continuation of Journalism Workshop II. The college newspaper is compiled and published through this class.

ENGL-214: JOURNALISM WORKSHOP IV. 1 hour
Continuation of Journalism Workshop III. The college newspaper is compiled and published through this class.

ENGL-215: JOURNALISM WORKSHOP V. 1 hour
Continuation of Journalism Workshop IV. The college newspaper is compiled and published through this class.

ENGL-216: JOURNALISM WORKSHOP VI. 1 hour
Continuation of Journalism Workshop V. The college newspaper is compiled and published through this class.

ENGL-217: JOURNALISM WORKSHOP VII. 1 hour
Continuation of Journalism Workshop VI. The college newspaper is compiled and published through this class.

ENGL-218: JOURNALISM WORKSHOP VIII. 1 hour
Continuation of Journalism Workshop VII. The college newspaper is compiled and published through this class.

ENGL-250: PROFESSIONAL WRITING. 3 hours
This course introduces the practice of writing in the workplace. Students practice writing individual and collaborative documents for business and industry, including emails, memos, letters, and proposals. Students analyze and create materials for presentations and for online communication. The course emphasizes writing appropriately for target audiences, using effective writing processes (revising and editing), designing accessible and readable documents (text and graphics), and writing with a clear, concise style.
Prerequisite: English 102.

ENGL-301: INTRODUCTION TO ENGLISH STUDIES. 3 hours
This course is designed to introduce students to English as a discipline, including practice in research methods, analysis of primary texts and literary criticism, and writing for an academic audience. An overview of literary theory is included. *This course is required for all students in the English concentration and should be taken as soon as possible in the junior year.*
Prerequisite or Corequisite: A 200-level literature course.

ENGL-305: MEDIEVAL LITERATURE. 3 hours
This course examines literature including prose, poetry, and drama, from 500-1500. This course engages students in advanced literary study through reading and writing about medieval literature, as well as researching literary criticism relevant to such literature. Students will explore how the cultural, historical, and political contexts shaped medieval literature and the impact medieval literature had in turn during the early, high, and late Middle Ages.
Prerequisite: A 200-level literature course.

ENGL-306: ADVANCED CREATIVE WRITING WORKSHOP. 3 hours
Advanced Creative Writing Workshop builds on skills developed in ENGL-206: Creative Writing. The course examines the creative process in depth by

emphasizing the relationships among reading, reflecting, writing, critiquing, and revising. Students in this course produce a portfolio of original creative compositions. *Prerequisite: ENGL 206.*

ENGL-310: EARLY MODERN LITERATURE. 3 hours
This course examines British prose, poetry, and drama from 1500-1660. This course engages students in advanced literary study through reading and writing about early modern literature, as well as researching the literary criticism relevant to such literature. Students will develop their close-reading skills, investigate how literature shaped culture (and vice versa) during the Tudor, Stuart, and Interregnum periods in English history and develop an awareness of major critical approaches to early modern literature.
Prerequisite: A 200-level literature course.

ENGL-315: HISTORY OF THE ENGLISH LANGUAGE. 3 hours
This course provides a survey of the history of the English language, in addition to an introduction to the field of linguistics as it applies to the study of English. Attention is given to the historical, political, social, and cultural events that have shaped the evolution of English from its origins to the present day. The course examines the mechanisms of language change, as well as the social and cultural implications of this change.
Prerequisite: A 200-level literature course.

ENGL-320: STUDIES IN NINETEENTH-CENTURY LITERATURE. 3 hours
An examination of significant works by selected writers from the nineteenth century. Topics may include the c. 1785-1832 Romantic Period, the c. 1832-1901 Victorian Age, and American Realism. Because *Studies in Nineteenth-Century Literature* is a historically and culturally based course, assigned readings and complementary presentations will demonstrate how contemporary literary expression reflected British and/or American life in good times and in bad.
Prerequisite: A 200-level literature course.

ENGL-330: CONTEMPORARY WRITERS. 3 hours
This course examines literature from 1950 to the present. Topics for analysis may include the influence of the Cold War, counter-culture movements, postmodern thought, multiculturalism, changing gender roles/identities, environmentalism, globalization, the post-911 period, and electronic media.
Prerequisite: A 200-level literature course.

ENGL-350: WOMEN'S RHETORICS. 3 hours
A rhetorical examination of women's discourse through the study of speeches, essays, and other texts and visual artifacts. An analysis of rhetorical strategies in these texts and visual artifacts will include exploring cultural, historical, religious, and political contexts and situating these texts within the history of feminism.
Prerequisite: A 200-level literature course.

ENGL-360: TECHNICAL WRITING. 3 hours
An intensive study of technical style and information design in various formats, modes, and platforms. Students gain experience developing technical reports, iterating user documentation, and representing complex information to varied audiences.
Prerequisite or Corequisite: English 250.

ENGL-370: STUDIES IN NONFICTION WRITING. 3 hours
This is a writing-intensive course that provides students with a foundation for composition in various nonfiction genres. The course includes nonfiction genres such as personal essays, memoirs, travel writing, biographical profiles, blogs, user guides, grant proposals, case studies, and infographics. Students will plan, create, workshop, and revise nonfiction documents and effectively learn to incorporate the foundations of storytelling into nonfiction writing in consideration of their purpose, audience, medium, and genre.
Prerequisite or Corequisite: ENGL 250.

ENGL-410: LITERATURE AND GENDER. 3 hours
Literature focusing on issues of sex, gender, gender identity, and sexual orientation, including works from writers of diverse identities. Particular attention will be paid to constructions of femininity and masculinity, LGBTQ issues, and social systems and values.
Prerequisite: A 200-level literature course.

ENGL-415: SOUTHERN LITERATURE. 3 hours
This course explores the regional literature, history and cultures of the American South. Texts cover a wide variety of themes, literary techniques, authors, and topics.
Prerequisite: A 200-level literature course.

ENGL-420: STUDIES IN ETHNIC LITERATURE. 3 hours
An examination of literature by ethnic and other minorities from different historical periods, showing literary developments through representative authors and works. Texts may be selected on the basis of an historical survey, a theme, or a collection of major authors as examples.
Prerequisite: A 200-level literature course.

ENGL-430: RHETORICS OF STYLE AND ARGUMENT. 3 hours
This course introduces students to the theory and practice of using stylistic devices and rhetorical strategies in order to persuade public and academic audiences in a variety of written genres. Students will learn how to use language strategically and eloquently while also developing an understanding of the ethics of stylistic choices, developing the practice of evaluating and using sources, and developing the use of logic and argumentative strategies to write convincing, persuasive texts.
Prerequisite or Corequisite: ENGL 250.

ENGL-435: RHETORIC, WRITING, AND DIGITAL MEDIA. 3 hours
This course includes a survey of key texts in research and analysis methods in rhetoric and composition and social and digital media studies. Students will read, analyze, and compose various types of digital media which may include or draw upon blogs, museum exhibits, archival collections, visual and textual expressions of art, fiction, non-fiction, or texts for the workplace. As creative composers, students will apply rhetorical strategies and digital skills by publishing multimodal projects in different online formats for a targeted audience. They will use critical thinking to analyze the effectiveness of writing in a variety of rhetorical contexts.
Prerequisite or Corequisite: ENGL 250.

ENGL-440-447: SPECIAL TOPICS IN LITERATURE. 3 hours
The Special Topics course has its content determined by the instructor; thus, the focus will be different every offering as it will be based on the particular instructor's preference. A professor might choose to develop a theme, focus on a time period, or

isolate a specific genre as examples. *This course may be taken more than once for credit if the content differs.*
Prerequisite: A 200-level literature course.

ENGL-448-449: SPECIAL TOPICS IN LITERATURE WITH SMC ABROAD.
3 hours
The Special Topics course has its content determined by the instructor; thus, the focus will be different every offering as it will be based on the particular instructor's preference. A professor may choose to develop a theme, focus on a time period, or isolate a specific genre as examples. This course requires reading and assignments in addition to the embedded study abroad trip for 1-2 weeks. This course may be taken more than once.
Prerequisite: A 200-level literature course.

ENGL-450: TOPICS IN FILM STUDIES. **3 hours**
This course focuses on film analysis, with an emphasis on how films convey stories, ideas and thought; how they reflect their social or historical context. With knowledge of basic formal components such as screenwriting, directing, cinematography, performance, sound and editing, students will analyze the development of film history and the industry, the evolution of film aesthetics, and the cultural significance of particular films. Films may be chosen on the basis of a focus on genre, film directors, culture, nationality, time period, or literature-to-film adaptation.
Prerequisite: A 200-level literature course.

ENGL-460-469: POPULAR LITERARY GENRES. **3 hours**
An examination of literature in a specific genre of popular literature, such as detective fiction, fantasy, science fiction, romance, thrillers, horror, mystery, young adult literature, children's literature, etc. Particular attention will be paid to conventions of and trends in the genre as well as to significant or influential authors and texts. This course may be taken more than once for credit if the content differs.
Prerequisite: A 200-level literature course.

ENGLISH AS A SECOND LANGUAGE

ESL-099: ENGLISH AS A SECOND LANGUAGE I. **3 hours**
A writing course designed for non-native students. Primary emphasis is on the fundamentals of sentence and paragraph writing, including an intensive review of basic grammar. Speaking and listening drills are included as a secondary focus. Laboratory. (May not be used for elective credit toward graduation from SMC. Quality points for 099 level courses are not calculated into grade-point averages. This course does not transfer to other colleges.)

ESL-100: ENGLISH AS A SECOND LANGUAGE II. **3 hours**
English as a Second Language II is an intensive writing course designed primarily for non-native students who have achieved basic competency in English according to scores on the TOEFL, but are not yet fluent in English. It is designed to help foreign students achieve a level of English language proficiency which will prepare them for success in English Composition. Various ESL techniques will be used to refine writing skills. Beginning with a concentrated review of English structure and pronunciation with stress upon common problems for non-native speakers, the course will emphasize logical development of ideas in essay construction. Minor emphasis is placed on speaking and listening skills. All non-native students are normally required to pass this course prior to taking English 101

unless an exception is made by the Vice President for Academic Affairs or Registrar. (May not be used for elective credit toward graduation from SMC. Quality points for 100-level courses are not calculated into grade-point averages. This course does not transfer to other colleges.)

ESLR-099: ENGLISH AS A SECOND LANGUAGE READING I.
3 hours

A reading class designed especially for non-native speakers of English, ESL Reading 099 develops reading comprehension skills and vocabulary in the English language in order to enhance opportunities for academic success. Focus is on building skills by involvement and experimentation with the English language. (May not be used for elective credit toward graduation from SMC. Quality points for 099-level courses are not calculated into grade-point averages. This course does not transfer to other colleges.)
Prerequisite: Non-native speaker of English.

ESLR-100: ENGLISH AS A SECOND LANGUAGE READING II.
3 hours

Designed to further develop the ESL student's comprehension along with oral and written expression of the English language. Emphasis is on applying comprehension strategies and critical thinking to textbook passages. Designed to further enhance reading comprehension along with oral and written expression of the English language. (May not be used for elective credit toward graduation from SMC. Quality points for 100-level courses are not calculated into grade-point averages. This course does not transfer to other colleges).
Prerequisite: Non-native speaker of English; successful completion of ESLR-099.

EXERCISE SCIENCE

EXSC-210: INTRODUCTION TO EXERCISE SCIENCE. 3 hours

The course focuses on careers and potential graduate school options in exercise science. Students are introduced to basic concepts in exercise science such as terminology and types of exercises, such as aerobic and resistance training. The course introduces fundamental concepts on the role of exercise in the prevention and treatment of chronic diseases. The course also provides a history of exercise science with key researchers and training techniques.

EXSC-320: APPLIED ANATOMY AND KINESIOLOGY. 4 hours

A course bridging the gap between anatomy and physiology and their connection to exercise. The primary focus is on the muscles, bones, nerves, planes of movement, and joint actions. Components of biomechanics of human movement are also included in this course. Laboratory required. *Prerequisite: BIOL 211.*

EXSC-330: HEALTH PROMOTION AND BEHAVIOR CHANGE.
3 hours

The course focuses on the major health behavior change theories and applications, particularly focusing on adoption of exercise behaviors including sport/performance psychology. Coursework will emphasize the major wellness components of fitness, nutrition, prevention, safety, and behavior modification and how these components can be introduced into the worksite. Health Promotion will also focus on financial and administrative issues associated with worksite health promotion. *Prerequisites: PSYC 101, HLTH 240.*

EXSC-340: EXERCISE PHYSIOLOGY. 4 hours
A course focusing on the body's response to exercise. The main topics of the course are bioenergetics (energy systems), cardiovascular, pulmonary, hormonal, and neuromuscular physiological adaptations to exercise, including testing components for each. The course also incorporates adaptations of the environment on exercise such as heat, cold, altitude, air pollution, and even microgravity/space exploration. Laboratory required. *Prerequisites: EXSC 320.*

EXSC-410: EXERCISE TESTING AND PRESCRIPTION. 3 hours
This course covers basic concepts in exercise testing and programming. The primary topics include initial client assessment, informed consent, heart disease risk classification, and determining the need for healthcare provider clearance prior to exercise. Additionally, exercise prescriptions and programming for healthy adults vs. athletes or special populations will be incorporated. *Prerequisites: EXSC 340, MATH 112.*

EXSC-420: STRENGTH AND CONDITIONING. 3 hours
This course is specific to the types of athlete strength and conditioning, including developing exercise programming around sport periodization training such as off-season, pre-season, and in-season, for a variety of sports. The course includes content on Olympic-style weightlifting, agility, specialized testing, sports supplements, and ergogenic aids. *Prerequisites: EXSC 340, PHED 130.*

EXSC-430: EXERCISE FOR SPECIAL POPULATIONS. 3 hours
This is a course focusing on exercise programming for persons with controlled chronic diseases and for special groups such as youths, senior adults, and pregnancy. The curriculum includes learning about risk factors, pathophysiology, and exercise prescription with programming for persons with chronic illness. *Prerequisites: BIOL 101, CHEM 101, EXSC 410.*

EXSC-440: SPECIALIST CERTIFICATION PREPARATION. 2 hours
This course is designed to prepare students for taking their national certification examinations. *Prerequisites: EXSC 410, EXSC 420.*

FRENCH

FREN-101: ELEMENTARY FRENCH I. 3 hours
An introductory course in modern standard French, designed to help students acquire basic conversational skills, understand grammatical patterns, and improve pronunciation. The course is intended for students who have had little or no experience in the study of French. A one-hour-per-week laboratory is required. *Placement is dependent upon meeting established criteria. Course not currently offered.*

FREN-102: ELEMENTARY FRENCH II. 3 hours
A continuation of French 101, with continued emphasis on conversation, grammar, and pronunciation. A one-hour-per-week laboratory is required. *Placement is dependent upon meeting established criteria or satisfactory completion of FREN 101. Course not currently offered.*

FREN-201: INTERMEDIATE FRENCH I. 3 hours
An intermediate course in modern standard French, designed to help students acquire additional expertise in conversation, grammar, and pronunciation. Students are also introduced through lectures, class participation, and readings, to French geography, history, and culture. The course is intended for students with two or more years in the

study of French. A one-hour-per-week laboratory is required. *Placement is dependent upon meeting established criteria or satisfactory completion of FREN 102. Course not currently offered.*

FREN-202: INTERMEDIATE FRENCH II. 3 hours
A continuation of French 201, with additional emphasis on conversation, grammar, and pronunciation. Lectures, class participation, and selected readings help students gain knowledge of geography, history, and culture. The course is intended for students who have successfully completed French 201, or who through previous experience, have developed sufficient expertise in French. A one-hour-per-week laboratory is required. *Placement is dependent upon meeting established criteria or satisfactory completion of FREN 201. Course not currently offered.*

GERMAN

GERM-101: ELEMENTARY GERMAN I. 3 hours
An introductory course in modern standard German, designed to help students acquire basic conversational skills, understand grammatical patterns, and improve pronunciation. The course is intended for students who have had little or no experience in foreign-language study. A one-hour-per-week laboratory is required. *Placement is dependent upon meeting established criteria.*

GERM-102: ELEMENTARY GERMAN II. 3 hours
A continuation of German 101, with continued emphasis on conversation, grammar, and pronunciation. A one-hour-per-week laboratory is required. *Placement is dependent upon meeting established criteria or satisfactory completion of GERM 101.*

HEALTH

HLTH-101: FIRST AID AND PERSONAL SAFETY. 3 hours
Fundamental first-aid techniques and practice are introduced, including methods of handling specific wounds, respiratory emergencies, CPR, drug abuse cases, burns, etc. An opportunity to work toward American Red Cross First Aid/Adult CPR Certification.

HLTH-201: HEALTH EDUCATION. 3 hours
Study of the human body, personal and community health, safety and first aid, communicable diseases, and sanitation.

HLTH-240: NUTRITION. 3 hours
This course discusses nutritional needs across the human life span and strategies for promotion and maintenance of health. Concepts include the classes of nutrients and their nutritional guidelines, dietary recommendations, links to disease, and physiological uses in the body.

HISTORY

HIST-101: HISTORY OF WESTERN CIVILIZATION I. 3 hours
Broad survey of historical development of Western cultures, ideas, and institutions from prehistoric times through the Renaissance.

HIST-102: HISTORY OF WESTERN CIVILIZATION II. 3 hours
Broad survey of political, economic, social, cultural, and intellectual development of Western civilization since the Renaissance.

HIST-112: MODERN WORLD HISTORY. 3 hours
The study of political, social, economic, and cultural developments in World History since 1500.

HIST-201: HISTORY OF THE UNITED STATES I. 3 hours
General survey of social, economic, political, and cultural development of the United States from colonial times to 1865.

HIST-202: HISTORY OF THE UNITED STATES II. 3 hours
General survey of social, economic, political, and cultural development of the United States from 1865 to the present.

HIST-210: INTRODUCTION TO AFRICAN HISTORY. 3 hours
This course is an examination of several traditional sub-Saharan African societies and their political and economic transformation in the pre-colonial, colonial, post-independence, and modern periods from about 1000 CE to present. Topics include tribal Africa, inner Africa and the Congo region, Dutch and English colonialism, slavery and the slave trade, Apartheid, and the modernization of African countries. (Will not satisfy the 3-hour HIST requirement.)

HIST-220: INTRODUCTION TO LATIN AMERICAN HISTORY. 3 hours
This course is a political, economic, and cultural analysis of the development and global impacts of Latin American countries from the pre-colonial period to present. (Will not satisfy the 3-hour HIST requirement.)

HIST-230: INTRODUCTION TO MIDDLE EASTERN HISTORY. 3 hours
The course analyzes the evolution of diverse social, political, economic, environmental, and cultural patterns in the Middle East. Emphasis is placed on the development of historical, geographical, and religious constructs and their impact on rural, urban, and global relationships from the development of Islam to present. (Will not satisfy the 3-hour HIST requirement.)

HIST-240: AFRICAN AMERICAN HISTORY. 3 hours
This course examines the history of Black people on the land which is now known as the United States of America. It will focus primarily on how African American history has evolved over time. In accounting for the perspectives and experiences of Black people, this course will challenge students to think about the assumptions and methodologies that historians employ to understand US History broadly. It will raise fundamental questions about American democracy, American freedom, and American life. It will examine how Black people have shaped American culture, politics, and society by focusing on major topics, such as the transatlantic slave trade, racial segregation, Black military service, the Jazz Age, the war on drugs, and presidential politics.

HIST-310: ANCIENT ROME. 3 hours
This course covers the history and culture of ancient Rome from its foundations to the political disintegration of the Roman Empire in the fifth and sixth centuries CE. This course will also consider how Ancient Rome continues to influence our modern world.

HIST-315: ANCIENT SPORTS AND SPECTACLES. 3 hours
This course explores the history of sports and spectacles in the ancient world. Some topics include the development and significance of the Olympic Games for the Greeks, the rise of the brutal gladiator spectacles of the Romans, and the training and

social status of ancient athletes. This course will also consider the influence of the ancient sports and entertainment on the modern world.

HIST-320: RENAISSANCE AND REFORMATION. 3 hours
This course provides an in-depth study of the Renaissance and Reformation periods, ranging from about 1200 C.E. to 1648. Major topics include the post-Bubonic Plague era, rise of Florence and Venice, republicanism, Renaissance culture, denominational divisions with the Catholic Church, and the Thirty Years War.

HIST-325: WOMEN AND GENDER FROM ANTIQUITY THROUGH THE MIDDLE AGES. 3 hours
This course examines the different ways in which gender played a role in societies from Antiquity through the Middle Ages. We will approach the topic chronologically (Ancient Egypt, Greece, Rome, Late Antiquity, Middle Ages) and thematically (religion, power & politics, intellectual life, urban & rural).

HIST-330: JEWISH HISTORY. 3 hours
This course is a study of Jewish history from development of Jewish communities in the Ancient World to Zionism. Topics include the Ancient Hebrews, the Jewish diaspora, Jews in Medieval Europe, the Pogroms, the Holocaust, and post-World War II identity.

HIST-340: A GLOBAL HISTORY OF WARFARE. 3 hours
This course examines the history of military thought with an emphasis on leadership and strategy. A variety of topics in military history, including philosophies of warfare, guerilla tactics, famous leaders in military history, and technological innovation and war. It will examine warfare in terms of international impacts and critical thinking in times of crisis. Pertinent wars discussed will include, but are not limited to, the American Revolution, the Punic Wars, Vietnam, the World Wars, the Shogunate conflicts, and the Zulu and Boer conflicts.

HIST-360: ETHNOHISTORY OF NORTH AMERICAN INDIANS. 3 hours
This course represents an ethnohistorical approach to North American Indians from the Precolumbian era through Wounded Knee. It focuses primarily on cultural evolution and political shifts through contact by examining major themes in acculturation, assimilation, and resistance, as well as archaeological and folklorist approaches to the Native past.

HIST-362: THE AMERICAN FRONTIER. 3 hours
This course traces and examines the role of the frontier in American history from the post-Revolutionary years to about 1900. It begins with an analysis of westward expansion from the Northwest Ordinance beyond the original thirteen colonies and ends with the urbanization of American culture with the rise of Chicago. Major topics include, but are not limited to, Lewis and Clark, the War of 1812, Indian Removal, the development of the Southwest and Oregon Trail, the Texas Question, the role of the Civil War in expansion, the Old West and cowboys, and the industrialization of America.

HIST-420: THE HOLOCAUST AND GENOCIDE. 3 hours
This course centers around the Holocaust and Nazi efforts to destroy Jewish peoples and others deemed “undesirable.” Central themes include social and political movements, resistance, misconceptions, denial, as well as law and justice. In addition, this course explores the modern origins of the term “genocide,” as well as its

definitions and variations, and comparatively examines further cases such as the Armenians in the Ottoman Empire, Stalin's Soviet Union, Mao's China, Rwanda, and more.

HIST-430: A HISTORY OF CRIME AND PUNISHMENT. 3 hours
This course analyzes the history of crime, punishment, justice, and the political use of legal codes from the Ancient Mediterranean to the present. It will also examine specific forms of punishment, ranging from the medieval dungeon to the modern penitentiary. Major topics will include Greek and Roman law, the enforcement of slavery, Enlightenment ideology, and the history of civil liberties. Students can only receive credit for either HIST 430 or CRMJ 430. The Department prefix cannot be changed after credit is earned.

HIST-441: THE FIRST WORLD WAR. 3 hours
This course will cover the decades before the First World War and will finish during the inter-war period. The course will start with the European developments of the late nineteenth century as they built up to the start of the First World War and will end around the 1920s, looking at the consequences of the war and the origins of a coming second world conflict. Focus will be placed on the social, political, and personal impacts of the war, with less attention given to battles and strategy, and European viewpoints will be explored more so than American.

HIST-442: THE SECOND WORLD WAR. 3 hours
The course will start with a brief review of the First World War (1914-18) and will continue with an analysis of the buildup to the Second World War. Special attention will be given to the social, political, and personal impacts of the war along with observations of battlefields and strategy. The course will conclude with the peace process and the early tensions of the Cold War up to the 1950s. Focus will be given primarily to European viewpoints more so than American.

HIST-490-499: SPECIAL TOPICS IN HISTORY. 3 hours
The Special Topics course has its content determined by the instructor; thus, the focus will be different every offering as it will be based on the particular instructor's preference. A professor might choose to develop a theme, focus on a time period, or isolate a specific genre as examples. This course may be taken more than once for credit if the content differs.

HUMANITIES

HUMA-301: CRITICAL THINKING IN HUMANITIES. 3 hours
This interdisciplinary course will develop analytical thought tools that are used within the humanities. Students will learn argument forms and reasoning methods, with the ability to use these constructively in both written and verbal communication.

HUMA-310: INTRODUCTION TO MODERN HISPANIC CULTURE. 3 hours
This course offers a broad survey of the key cultural topics essential to understanding modern Hispanic culture. Students will explore culture through the lens of historical, sociological, and anthropological frameworks.

HUMA-311: INTRODUCTION TO CONTEMPORARY SPANISH CULTURE. 3 hours
This course offers a broad survey of the key cultural topics essential to understanding contemporary (20th and 21st century) Spanish culture. Students will explore culture

through the lens of historical, sociological, and anthropological frameworks that are unique to Spain.

HUMA-390-399: CROSS-CULTURAL EXPERIENCES. 1-3 hours
This course covers a specific topic in the Humanities and involves an experiential component. This cross-cultural experience may include international or domestic travel, a visit to a cultural event, or other activities designed to expose students to the world around them. This course will also help students realize what it means to be a global citizen.

HUMA-430: HUMANITIES SENIOR SEMINAR. 3 hours
An interdisciplinary course in which students draw on their studies in humanities to examine a major challenge in society, analyzing causes, effects, and existing responses before proposing new responses. This course should be taken during the student's final year in the humanities degree program.
Prerequisite: HUMA 301.

HUMA-490-499: SPECIAL TOPICS IN HUMANITIES. 3 hours
This course will explore varied topics in the disciplines of humanities. Topics may include specific themes, time periods, cultures, etc. Course may be repeated for credit when topic varies.

LIBRARY

LIBR-101: INFORMATION DISCOVERY. 1 hour
This one-credit hour entry-level elective provides students with essential research and information literacy skills critical for academic success. Students will learn fundamental techniques for effective library research, database navigation, and scholarly information retrieval.

MATHEMATICS

MATH-100: BASIC ALGEBRA. 3 hours
Begins with an intensive review of basic arithmetic concepts. Other topics covered include algebraic principles, including exponents; special products and factoring; linear equations and inequalities, and the rectangular coordinate system. Designed to help remove skill deficiencies and enhance chances for academic success. *Placement is dependent upon established criteria*. Students may be required to have intensive computer-assisted instruction as part of this course. (May not be used for elective credit toward graduation from SMC. Quality points for 100-level courses are not calculated into grade-point averages. This course does not transfer to other colleges.)

MATH-103: COLLEGE ALGEBRA. 3 hours
Study of such topics as complex numbers, graphing, negative and rational exponents, algebraic expressions, systems of equations, quadratics, and fractional expressions. Math 103 is especially designed to support continuation in Mathematics 121. Helps remove algebraic skill deficiencies to enhance the likelihood of success in higher mathematics courses. *Placement is dependent upon meeting established criteria or satisfactory completion of MATH-100.*

MATH-104: PRINCIPLES OF ALGEBRA. 3 hours
This course is a study of such topics as complex numbers, graphing, negative and rational exponents, algebraic expressions, systems of equations, quadratics, and fractional expressions. Other topics covered could include algebraic principles, such

as exponents; special products and factoring; linear equations and inequalities; and the rectangular coordinate system.

MATH-112: INTRODUCTORY STATISTICS. 3 hours
This course is a study of elementary probability, sampling, and descriptive statistics. Correlation, regression, binomial and normal distributions, discrete and continuous random variables, hypothesis testing, and confidence intervals are also studied.

MATH-115: EXPLORATIONS IN MATHEMATICS. 3 hours
This course will allow students to explore different areas of college-level mathematics. Students will learn the relevance of mathematics through real-life applications. Emphasis will be placed on critical reasoning, problem-solving, and the clear communication of mathematical ideas. Topics will be chosen from the mathematics of finance, mathematical modeling, probability and statistics, voting theory, infinity, and logic.

MATH-120: PRECALCULUS ALGEBRA. 3 hours
This course is a study of such topics as polynomial, rational, logarithmic and exponential functions, inequalities, systems of equations and inequalities, matrices, determinants, and solutions of higher degree polynomials, and conics. *Placement is based upon meeting established criteria or satisfactory completion of MATH 103 or MATH 104.*

MATH-121: ELEMENTARY FUNCTIONS I 3 hours
Study of concepts of functions and graphs, polynomials of one variable, conic sections and properties, exponential and logarithmic functions. *Placement is based upon meeting established criteria or satisfactory completion of MATH-103.*

MATH-122: PRECALCULUS TRIGONOMETRY. 3 hours
This course is a study of such topics as circular functions, trigonometric functions of rotations and angles, trigonometric identities and equations, inverse trigonometric functions, polar coordinates, vectors, and applications. *Placement is based upon meeting established criteria or satisfactory completion of MATH-103 or MATH 104.*

MATH-150: ACCELERATED PRECALCULUS. 4 hours
This course covers fundamental principles of precalculus algebra and precalculus trigonometry essential to the study of calculus. Emphasis is placed on functions and their graphs including polynomials, rational functions, exponential and logarithmic functions, conics, trigonometric functions, limits, and continuity. *Placement is based upon meeting established criteria or satisfactory completion of MATH 120 or MATH 121 or MATH 122.*

MATH-207: FINITE MATHEMATICS I. 3 hours
Designed primarily for students of business, management, and social sciences. Topics include sets, percentages, and solving linear equations. Application includes such areas as solution of financial problems involving various interest rates and other related business topics.

MATH-210: CALCULUS FOR BUSINESS AND SOCIAL SCIENCE. 3 hours
A survey of the concepts of differential and integral calculus with applications from business, management, and social sciences. Topics include functions, linear models, limits, continuity, rates of change, derivatives of algebraic functions, optimization, exponential and logarithmic functions, anti-differentiation, and the fundamental

theorem of calculus. (Not for majors needing MATH-221, such as Math Engineering and Pre-med, etc.). *Placement is based upon meeting established criteria or satisfactory completion of MATH-120 or MATH 121 or MATH 150.*

MATH-212: ADVANCED STATISTICS. 3 hours
The course is a continuation of Math 112. Topics include: estimation of parameters, formulation and testing of hypotheses, multiple and non-linear regression, contingency tables, analysis of variance, special distributions, and an introduction to nonparametric statistics.
Prerequisite: Math 112 with a minimum grade of "C."

MATH-221: CALCULUS I. 4 hours
This course is a study of such topics as limits, derivatives of basic rational and trigonometric functions, chain rule, differentials, implicit differentiation, and various applications of derivatives (related rates and max.-min. problems; curve sketching). Introduction to anti-differentiation, followed by the definite integral and some of its applications. *Placement is based upon meeting established criteria or satisfactory completion of MATH-120 or MATH-121 and MATH 122; or MATH-150.*

MATH-222: CALCULUS II. 4 hours
Continuation of MATH-221. Further applications of definite integrals are covered, followed by thorough study of the natural logarithm function, exponential function, and calculus of inverse trigonometric functions. Various techniques of integration are examined, followed by improper integrals, L'Hospital's rule, indeterminate forms, sequences, and infinite series.
Prerequisite: Satisfactory completion of MATH-221 or permission of the instructor.

MATH-223: CALCULUS III. 4 hours
This course covers analytic geometry and advanced calculus in both two-and three-dimensional space. It begins with a study of the four conic sections, the polar-coordinate system, then 3-space, and vectors. Applications include such topics as arc length, motion, continuity, gradients, directional derivatives, maxima and minima of functions of two variables, multiple integrals, volume, and surface area. *Prerequisite: Satisfactory completion of MATH-222 or permission of the instructor.*

MATH-225: DIFFERENTIAL EQUATIONS. 4 hours
An introduction to the study of first-order and higher-order equations and their applications to physical models. Topics include exact, series, and numerical solutions; solutions by means of Laplace transforms; and solutions of systems of differential equations.
Prerequisite: Math 223 or permission of the instructor.

MEDICAL TERMINOLOGY

MEDI-201: MEDICAL TERMINOLOGY. 3 hours
This course will introduce students to medically oriented terminology, including roots, prefixes, suffixes, combining forms, and common abbreviations. In the course, emphasis will be placed on building, analyzing, and pronouncing terminology related to anatomy, physiology, pathology, diagnoses, medical procedures, pharmacology, and instrumentation.

MILITARY SCIENCE

MILI-111: INTRODUCTION TO ROTC AND THE US ARMY I. 1 hour
Intended primarily for freshmen. Provides a basic orientation to ROTC and the US Army. Course topics include the role and structure of Ary, military customs and courtesies, and basic marksmanship. Optional laboratory each week.

MILI-112: INTRODUCTION TO ROTC AND THE US ARMY II. 1 hour
Continuation of MILI-111. Further introduces the student to the Army, basic military skills, and mountaineering/rough terrain skills. Topics include recent military operations, introduction to leadership, and basic mountaineering techniques. Optional laboratory each week.

MILI-211: ROTC BASIC MILITARY SKILLS I. 2 hours
Designed for sophomores who have previously taken MILI-111 and MILI-112. Introduction to basic military skills utilized by all members of military forces. Topics include first aid, communications, nuclear, biological and chemical operations, and leadership techniques and applications. Optional laboratory each week.

MILI-212: ROTC BASIC MILITARY SKILLS II. 2 hours
Continuation of MILI-211. Topics include military map reading, army weapons, and fundamentals of physical training. Mandatory laboratory each week.

MUSIC

MUSI-101: CHORUS. 1 hour
Choral ensemble acts as a representative of the College. The Chorus performs a variety of music for College functions, churches, and other activities locally and statewide.

MUSI-102: CHORUS. 1 hour
Continuation of MUSI-101.

MUSI-103: CHORUS. 1 hour
Continuation of MUSI-102.

MUSI-104: CHORUS. 1 hour
Continuation of MUSI-103.

MUSI-105: CHORUS. 1 hour
Continuation of MUSI-104.

MUSI-106: CHORUS. 1 hour
Continuation of MUSI-105.

MUSI-107: CHORUS. 1 hour
Continuation of MUSI-106.

MUSI-108: CHORUS. 1 hour
Continuation of MUSI-107.

MUSI-111: APPLIED VOICE. 1 hour
Individual course of instruction designed to teach proper techniques of vocal production, diction, and effective performance, along with building a vocal repertoire.

Includes one 30-minute private lesson and one seminar-type performance class per week. (May be repeated for four semesters for credit.)
Permission of the instructor.

MUSI-112: APPLIED VOICE. **1 hour**
Continuation of MUSI-111.

MUSI-113: APPLIED VOICE. **1 hour**
Continuation of MUSI-112.

MUSI-114: APPLIED VOICE. **1 hour**
Continuation of MUSI-113.

MUSI-115: CLASS VOICE. **1 hour**
Introduction to the techniques of proper vocal production. Emphasis on learning to sing in various vocal styles. Includes regular seminar-type performances for class.

MUSI-116: CLASS VOICE. **1 hour**
Continuation of MUSI-115.

MUSI-117: INSTRUMENTAL ENSEMBLE. **1 hour**
Instruction in various wind instruments, strings, and hand bells.

MUSI-118: INSTRUMENTAL ENSEMBLE. **1 hour**
Continuation of MUSI-117.

MUSI-119: INSTRUMENTAL ENSEMBLE. **1 hour**
Continuation of MUSI-118.

MUSI-120: INSTRUMENTAL ENSEMBLE. **1 hour**
Continuation of MUSI-119.

MUSI-121: APPLIED PIANO. **1 hour**
Individual instruction in piano. Includes one 30-minute private lesson per week. Instructor will select repertoire as well as scales and appropriate music theory exercises which suit the student's skill level.

MUSI-122: APPLIED PIANO. **1 hour**
Continuation of MUSI-121.

MUSI-123: APPLIED PIANO. **1 hour**
Continuation of MUSI-122.

MUSI-124: APPLIED PIANO. **1 hour**
Continuation of MUSI-123.

MUSI-125: AUDITIONED CHORUS (Troubadours). **1 hour**
An auditioned choral ensemble, which will meet for rehearsals twice a week for a total of 2 1/2 hours. Preparing more challenging repertoire than the larger choral ensemble (SMC Singers), this ensemble will travel to more churches and other venues as representatives of the College than will be required of the larger group.

MUSI-126: AUDITIONED CHORUS (Troubadours). **1 hour**
Continuation of MUSI-125.

MUSI-127: AUDITIONED CHORUS (Troubadours). 1 hour
Continuation of MUSI-126.

MUSI-128: AUDITIONED CHORUS (Troubadours). 1 hour
Continuation of MUSI-127.

MUSI-130: MUSIC THEORY I. 3 hours
This course is the study of diatonic harmony through writing and analysis, including note recognition in both staves, major key signatures, modes, intervals, rhythmic and melodic reading, solfege, triads, relative and parallel minor, and basic chord progressions.
Prerequisite: Permission of the instructor.

MUSI-131: MUSIC THEORY II. 3 hours
This course continues the study of diatonic harmony through writing and analysis, including triads in inversions, parallel sixth chords, part writing, cadences and phrases, motives, non-chord tones, suspensions, lead sheet/figured bass, pedal point, and advanced solfege.
Prerequisite: MUSI 130.

MUSI-140: CLASS GUITAR. 1 hour
Introductory classroom instruction in classical guitar technique, with an emphasis in both the proper technique and development of reading and interpretation of standard repertoire for the instrument.

MUSI-141: CLASS GUITAR. 1 hour
Continuation of MUSI-140.

MUSI-142: CLASS GUITAR. 1 hour
Continuation of MUSI-141.

MUSI-143: CLASS GUITAR. 1 hour
Continuation of MUSI 142.

MUSI-150: APPLIED GUITAR. 1 hour
Individual course of instruction in classical guitar technique, with an emphasis in both the proper technique and development of reading and interpretation of standard repertoire for the instrument. Includes 1 private 30-minute lesson per week.

MUSI-151: APPLIED GUITAR. 1 hour
Continuation of MUSI-150.

MUSI-152: APPLIED GUITAR. 1 hour
Continuation of MUSI-151.

MUSI-153: APPLIED GUITAR. 1 hour
Continuation of MUSI-152.

MUSI-201: MUSIC APPRECIATION. 3 hours
Introduction to music, including vocabulary, history, and literature of music; designed to give an opportunity to develop appreciation of serious music.

MUSI-203: ELEMENTS OF MUSIC. 3 hours
Study of various elements of music necessary to enable the student to read music notation, understand basic choral structures, keys, and cadences in their written and keyboard applications.

MUSI-211: APPLIED VOICE. 1 hour
Continuation of MUSI-114.

MUSI-212: APPLIED VOICE. 1 hour
Continuation of MUSI-211.

MUSI-213: APPLIED VOICE. 1 hour
Continuation of MUSI-212.

MUSI-214: APPLIED VOICE. 1 hour
Continuation of MUSI-213.

MUSI-215: CLASS VOICE. 1 hour
Continuation of MUSI-116.

MUSI-216: CLASS VOICE. 1 hour
Continuation of MUSI-215.

MUSI-217: INSTRUMENTAL ENSEMBLE. 1 hour
Continuation of MUSI-120.

MUSI-218: INSTRUMENTAL ENSEMBLE. 1 hour
Continuation of MUSI-217.

MUSI-219: INSTRUMENTAL ENSEMBLE. 1 hour
Continuation of MUSI-218.

MUSI-220: INSTRUMENTAL ENSEMBLE. 1 hour
Continuation of MUSI-219.

MUSI-221: APPLIED PIANO. 1 hour
Continuation of MUSI-124:

MUSI-222: APPLIED PIANO. 1 hour
Continuation of MUSI-221.

MUSI-223: APPLIED PIANO. 1 hour
Continuation of MUSI-222.

MUSI-224: APPLIED PIANO. 1 hour
Continuation of MUSI-223.

MUSI-225: AUDITIONED CHORUS (Troubadours). 1 hour
Continuation of MUSI-128.

MUSI-226: AUDITIONED CHORUS (Troubadours). 1 hour
Continuation of MUSI-225.

MUSI-227: AUDITIONED CHORUS (Troubadours). 1 hour
Continuation of MUSI-226.

MUSI-228: AUDITIONED CHORUS (Troubadours). 1 hour
Continuation of MUSI-227.

MUSI-230: MUSIC THEORY III. 3 hours
This course continues the study of mostly diatonic harmony through advanced writing and analysis, including diatonic seventh chords, voice leading of 7th chords, seventh chord inversions, chromaticism, secondary dominants/functions, modulation and key relationships, common tone/chord modulation, and survey of forms.
Prerequisite: MUSI 131.

MUSI-231: MUSIC THEORY IV. 3 hours
The final level of Music Theory explores diatonic and non-diatonic harmony through advanced writing and analysis, including mode mixture, borrowed harmony, Neopolitan and Augmented Sixth Chords, writing, reading, and resolution of altered dominants, 9th, 11th, and 13th chords, Chord Succession vs. chord Progression, Late 19th Century Counterpoint and Harmony, 20th Post Tonal Theory, and a final orchestrated and notated composition project.
Prerequisite: MUSI 131 or permission of the instructor.

MUSI-240: CLASS GUITAR. 1 hour
Continuation of MUSI-143.

MUSI-241: CLASS GUITAR. 1 hour
Continuation of MUSI-240.

MUSI-242: CLASS GUITAR. 1 hour
Continuation of MUSI-241.

MUSI-243: CLASS GUITAR. 1 hour
Continuation of MUSI-242.

MUSI-250: APPLIED GUITAR. 1 hour
Continuation of MUSI-153.

MUSI-251: APPLIED GUITAR. 1 hour
Continuation of MUSI-250.

MUSI-252: APPLIED GUITAR. 1 hour
Continuation of MUSI-251.

MUSI-253: APPLIED GUITAR. 1 hour
Continuation of MUSI-252.

MUSI-310: INTRODUCTORY MUSIC CONDUCTING. 3 hours
This applied music course is for students possessing basic music skills and will develop facility in the basic conducting of singers and instrumental ensembles in classrooms, churches, and community ensembles. Students will master accurate and consistent conducting patterns and tempos in common meters, accurate cuing of

singers and instrumentalists, and rehearsal and performance management. Choice of new music and its introduction to performers will be carefully considered.
Prerequisite: MUSI 131 or permission of instructor.

MUSI-490-499: SPECIAL TOPICS IN MUSIC. 3 hours
This course will explore varied topics in the field of music. Topics may include courses in music history, music production, music composition, music conducting, music performance, etc. Course may be repeated for credit when topic varies.

PROFESSIONAL DEVELOPMENT (CAMAK CORE)

PDEV-301: PROFESSIONAL COMMUNICATIONS. 3 hours
This course will focus on various modes of professional and business writing, understanding cultures and work environments, teamwork, interpersonal communications, and other skills relevant to preparing for a professional internship. Students will identify, communicate, secure, and plan for their internship experiences with the instructor.

PDEV-310: PROFESSIONAL DEVELOPMENT AND LEADERSHIP. 3 hours
Students will learn the basics of career preparation, management, and personal and business finance. Students will examine their personal values and goals. Students will study models of effective leadership, identify their leadership styles, develop leadership goals, and evaluate their own leadership. Particular attention will be given to professional ethics in this course.
Prerequisite: PDEV 301.

PDEV-320: COMMUNITY DISCOVERY AND ENGAGEMENT. 3 hours
This course will focus on the culture, politics, people, economics, and history that create distinct communities. Students will research a local community to gain an understanding of significant issues that affect it, then work in teams to produce a professional presentation proposing a solution. Examples of social, civic, and business entrepreneurship that might be used to enact that solution will be examined.
Prerequisite: PDEV 301.

PDEV-400: APPLIED TECHNOLOGY. 3 hours
Students will complete hands-on projects designed to improve their professional usage of social media, Web, and other beneficial technologies. Students will engage in professional data collection and analysis. Technologies may be intentionally targeted to address a cohort's area of professional interest.
Prerequisite: PDEV 301 & 320.

PDEV-410: SEMESTER INTERNSHIP. 3 hours
Students will complete one internship consisting of a minimum of 120 hours of work in a professional setting relevant to areas of professional interest. The internship should be well-documented, and the students will complete a self-assessment of their work. Site supervisors will provide a job description and outline of responsibilities prior to the beginning of the internship, as well as a written assessment of each student's work at midterm and upon completion. Internship must be approved by the instructor prior to registering for the course.

**A student must complete the internship approved documentation prior to registering for this course. Upon approval, the student will be able to register for the course.*
Prerequisite: PDEV 301.

PDEV-411, 412, 413: INTERNSHIPS I, II, AND III. 1 hour each
Students will complete one internship consisting of a minimum of 40 hours of work in a professional setting relevant to areas of professional interest. The internship should be well-documented, and the students will complete a self-assessment of their work. Site supervisors will provide a job description and outline of responsibilities prior to the beginning of the internship as well as a written assessment of each student's work upon completion. Internship must be approved by the instructor prior to registering for the course.
**A student must complete the internship approved documentation prior to registering for this course. Upon approval, the student will be able to register for the course.*
Prerequisite: PDEV 301.

PDEV-415: CAREER-BASED EXPERIENCE. 3 hours
Students design and complete one career-based work experience in an area relevant to their professional goals. Qualifying experiences include but are not limited to internships, practicums, fieldwork, and directed projects. The work is completed under the supervision or coordination of an approved career-based mentor, employer, or supervisor, a professional with a demonstrated level of expertise or experience in the related career field. This course can substitute for PDEV 410 (411-413) for SMC Online students.
Prerequisite: PDEV 301.

PDEV-430: CAPSTONE. 3 hours
Through the capstone course, students will choose a project which explores a campus, local, national, or global topic. Students are expected to address a challenge or implement an opportunity using skills gained as an SMC student. Students will collaborate with partners from campus and/or the community to assist with the project. The project culminates with a detailed explanation through a written report and an oral presentation.
Prerequisite: PDEV 301, 310, 320, and 400.

PHILOSOPHY

PHIL-201: INTRODUCTION TO PHILOSOPHY. 3 hours
An introduction to the main problems of philosophy and its methods of inquiry, analysis, and criticism. Works of important philosophers will be read and discussed.

PHIL-211: CONTEMPORARY MORAL ISSUES. 3 hours
The course addresses moral issues confronting men and women in contemporary society. Topics vary but may include discussion of problems related to abortion, sexual morality, drugs, euthanasia, war, social engineering, punishment of criminals, and free-speech issues.

PHIL 490-499: SPECIAL TOPICS IN PHILOSOPHY. 3 hours
This course will explore varied topics in the field of philosophy. Topics may include philosophical themes, historical periods, key figures, etc. Course may be repeated for credit when topic varies.

PHYSICAL EDUCATION

PHED-101: BASIC OFFICIATING. 1 hour
Instruction in the rules and proper officiating procedures for football, basketball, baseball, softball, and volleyball. *Course not currently offered.*

PHED-102: GOLF. 1 hour
Instruction in golf history, skills, techniques, strategy, rules, and playing courtesies.

PHED-103: TENNIS. 1 hour
Instruction in tennis history, basic skills, techniques, rules, and playing courtesies of singles and doubles games.

PHED-104: PHYSICAL FITNESS. 1 hour
Mechanical techniques of running, execution of various lifts, and physiological benefits of a training program.

PHED-105: ARCHERY. 1 hour
Instruction in archery history, shooting, techniques, scoring, care of equipment, laws, and safety.

PHED-106: FOLK AND SQUARE DANCE. 1 hour
Introduction to various kinds of folk and square dances. Locomotor control, cultural understandings, and social interactions will be facilitated. *Course not currently offered.*

PHED-107: TEACHING OF PHYSICAL ACTIVITIES FOR CHILDREN. 1 hour
Instruction in games of low organization, lead-up games, relay games, rhythms, and movement activities. *Course not currently offered.*

PHED-108: VOLLEYBALL. 1 hour
Instruction in volleyball history, basic skills, techniques, rules, playing strategy, and values of participation.

PHED-109: RACQUETBALL. 1 hour
Mostly three-wall and some four-wall racquetball; history, basic skills, rules, strategy, and safety precautions. An additional fee may be charged. *Course not currently offered.*

PHED-110: BASKETBALL. 1 hour
Instruction in basketball history, basic skills, knowledge, techniques, rules, and playing strategy.

PHED-111: SNOW SKIING. 1 hour
Instruction in basic skills, knowledge, techniques, fundamentals, control of body movements, study of proper equipment, and safety. An additional fee will be charged. May not register for Snow Skiing and Snowboarding in the same semester.
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PHED-112: ADVANCED SNOW SKIING. 1 hour
Development of advanced skills, knowledge, techniques, fundamentals, control of body movements, and safety. An additional fee will be charged. May not register for Snow Skiing and Snowboarding in the same semester. *Prerequisite: PHED-111*

PHED-113: SOFTBALL. **1 hour**
Instruction in history, throwing and fielding techniques, proper footwork, pitching, hitting, and defensive position play for both slow-pitch and fast-pitch softball.

PHED-114: BOWLING. **1 hour**
Instruction in bowling history, equipment, skills, techniques, scoring, rules, and playing courtesies. An additional fee may be charged.

PHED-115: AEROBICS. **1 hour**
Strenuous fitness-oriented activity course using various continuous dance routines with music. *Course not currently offered.*

PHED-116: BEGINNING SWIMMING. **1 hour**
Instruction in basic water safety skills, including four basic strokes, floating, and diving. American Red Cross swimming outline will be followed. An additional fee may be charged. *Course not currently offered.*

PHED-117: LIFEGUARD TRAINING. **1 hour**
American Red Cross Course outline for lifeguard training will be followed; opportunity to work toward completion of lifeguard certificate. An additional fee may be charged. *Prerequisite: Advanced swimmer-level skills or permission of instructor.* Note: For American Red Cross Lifeguard Training Certification, candidates must have current ARC First Aid/CPR, HLTH 101 (or equivalent) certifications by the end of the course. *Course not currently offered.*

PHED-118: JOGGING. **1 hour**
A strenuous, fitness-oriented course designed to improve cardio-vascular fitness and running techniques, and to increase distance running. Instruction is given in proper stretching and warm-up and cool-down procedures, safety practices and self-evaluation for weight control, flexibility, and fitness improvement.

PHED-119: SELF-DEFENSE. **1 hour**
Instruction in the basic techniques of self-defense, including philosophy, mental attitude, physical conditioning, and practice of self-defense techniques. *Course not currently offered.*

PHED-120: SOCCER. **1 hour**
Instruction in fundamental skills for game performance, history, rules, and strategy. Instruction in conditioning is included.

PHED-121: PHYSICAL FITNESS AND WELLNESS. **3 hours**
Physical Fitness and Wellness provides theoretical knowledge, fundamental concepts, and practical experience in the principles, assessment, development, and lifelong maintenance of personal wellness. This course presents a focus on effecting positive changes in personal health behaviors for improved quality of life.

PHED-122: ANGLING. **1 hour**
Instruction in basics of angling, including equipment selection, lures, bait, and description of various fish. Instruction includes casting and use of equipment. *Course not currently offered.*

PHED-123: BACKPACKING/CAMPING. **1 hour**
Instruction offers practical and applied experience in group living and camp craft, including camping trips and outdoor cooking, living in the out-of-doors; gear

selection, map and compass reading, hiking, and first aid and safety procedures. *Course not currently offered.*

PHED-124: BEGINNING DANCE. 1 hour
Introductory course designed to expose students to a variety of dances, including jazz, ballroom, shag, line, and country/western dances. The class introduces modern dance technique and movement improvisation. *Course not currently offered.*

PHED-125: YOGA. 1 hour
Basic Yoga class appropriate for all fitness levels. Improves posture, core strength, overall muscle tone, flexibility, and concentration.

PHED 127: SNOWBOARDING. 1 hour
Emphasis on basic knowledge and skills of snowboarding, techniques, fundamentals, control-of-body movements, use of equipment, and safety concerns. An additional fee will be charged. May not register for Snowboarding and Snow Skiing in the same semester.

PHED-128: ADVANCED SNOWBOARDING. 1 hour
Emphasis on advanced knowledge and skills of snowboarding, techniques, fundamentals, control-of-body movements, use of equipment, and safety concerns. An additional fee will be charged. May not register for Snowboarding and Snow Skiing in the same semester. *Pre-requisite: PHED 127.*

PHED-130: BEGINNING WEIGHT TRAINING. 1 hour
An introductory course designed to teach the basic concepts of weight training for muscular strength and endurance. Its goal is to provide students with knowledge about the principles involved in weight training and the health-related components of fitness through a variety of exercises.

PHED-150: TAPING AND WRAPPING FOR ATHLETIC INJURIES. 1 hour
Introduction to basic taping and wrapping techniques used in the prevention and treatment of athletic injuries. Techniques used for the upper and lower extremities are covered. No previous athletic training experience required. This course does not satisfy the PHED requirement for graduation. *Course not currently offered.*

PHYSICAL SCIENCE

PSCI-101: ASTRONOMY AND PHYSICS. 4 hours
An introduction to astronomy and physics. Topics in astronomy include the measurements of time and space, the solar system, sun, stars, and galaxies. Topics in physics include mechanics, electricity and magnetism, waves, sound, and light. Integrated laboratory work.

PSCI-102: METEOROLOGY AND CHEMISTRY. 4 hours
An introduction to meteorology and chemistry. Topics in meteorology include the structure of the atmosphere, winds, clouds, air masses, fronts, storm systems, and climate. Topics in chemistry include the elements, periodical chart, chemical compounds, chemical reactions, and radioactive elements. Integrated laboratory work.

PSCI-104: INTRODUCTION TO ASTRONOMY. 4 hours
This course will be an introduction to Astronomy. Topics included will be the study of time and space, the solar system with emphasis on the Earth and other planets, the Moon, Sun, stars, and galaxies. Current topics in astronomy will also be discussed. Integrated lab work and night viewing will also accompany this class.

PSCI-105: INTRODUCTION TO PHYSICAL SCIENCE. 4 hours
This course will be an introduction to Physical Science with an emphasis on classical and modern Physics and Chemistry. Some of the topics included will be Mechanics, Thermodynamics, Electricity and Magnetism, Waves, Sound and Optics. Integrated Lab work.

PHYSICS

PHYS-101: INTRODUCTORY GENERAL PHYSICS I. 4 hours
An introductory course designed to accommodate students not majoring in pure science or engineering. Topics covered are mechanics, sound, and heat. Laboratory.
Prerequisite or Corequisite: MATH-120 or MATH 121 or MATH 150 or permission of instructor.

PHYS-102: INTRODUCTORY GENERAL PHYSICS II. 4 hours
Continuation of PHYS-101. Topics covered are electricity, magnetism, light, and modern physics. Laboratory.
Prerequisite: PHYS 101 or permission of instructor.

PHYS-222: MECHANICS AND WAVE PHENOMENA. 4 hours
Calculus-based physics designed to accommodate science majors and engineering students. Topics covered: Vectors, laws of motion, rotation, vibratory and wave motion. Laboratory.
Prerequisite or Corequisite:MATH-221 or permission of instructor.

PHYS-223: ELECTRICITY AND MAGNETISM, OPTICS, AND MODERN PHYSICS. 4 hours
Continuation of PHYS-222. A second-semester calculus-based physics course to accommodate science majors and engineering students. Physics principles are emphasized as is their application in problem solving. Topics covered: electricity, magnetism, electromagnetism, optics, and modern physics. Laboratory.
Prerequisite: PHYS-222.

POLITICAL SCIENCE

POLS-202: AMERICAN NATIONAL GOVERNMENT. 3 hours
Introductory survey of American government. Emphasis on topics in American politics, public opinion, political parties, elections, congressional/presidential politics, judicial politics, and the Constitution of the United States.

POLS-203: STATE AND LOCAL GOVERNMENT. 3 hours
Introduction to state government with emphasis on legislative, executive, and judicial branches; state constitutions; local governments and their relationship with state government. Particular emphasis is given to South Carolina.

PSYCHOLOGY

PSYC-101: GENERAL PSYCHOLOGY. 3 hours
Introduction to facts, principles, and scientific approaches in study of behavior. Emphasis on basic terminology.

PSYC-107: HUMAN POTENTIAL SEMINAR. 1 hour
Objectives are to help students become more self-affirming, self-motivating, and self-determining. Exploration of the means by which a student's self-concept, value awareness, and self-motivation may be strengthened.

PSYC-201: DEVELOPMENTAL PSYCHOLOGY. 3 hours
Introduction to life-span developmental psychology, providing an overview of the physical, cognitive, emotional, and social developmental changes from conception to death and dying as these relate to the study of psychology or the teaching of children, youth, or adults.
Prerequisite: PSYC-101.

PSYC-300: SOCIAL PSYCHOLOGY. 3 hours
A study of everyday life which explores the causes and consequences of people's thoughts, feelings, and behavior of themselves and of others which provide fundamental concepts of expanding and enriching understanding of self, the social sphere, and events around the world.
Prerequisite: PSYC 101.

PSYC-310: ABNORMAL PSYCHOLOGY. 3 hours
A study of the nature and development of abnormal thoughts, feelings, and behaviors, including mental illnesses and the methods of therapy, research, and theoretical approaches appropriate to these.
Prerequisite: PSYC 101.

PSYC-313: ORGANIZATIONAL BEHAVIOR. 3 hours
Organizational Behavior is an insightful journey towards understanding individuals in the workplace. It opens doors to the various relationships one can find, build and experience within an organization and how these relationships affect individual's behaviors. The concepts on motivation, reward, leadership, and empowerment will allow students to learn and understand the art of dealing, handling, and living with individuals from all walks of life. Students can only receive credit for either BSAD 312 or PSYC 313. The Department prefix cannot be changed after credit is earned.
Prerequisite: PSYC 101.

PSYC-315: DRUGS, REHAB, AND TREATMENT. 3 hours
Survey of causes, assessment, family systems, prevention, intervention, and treatment of substance abuse. Exploration on commonly used and abused substances, how different populations utilize these, and common psychological disorders in which substance use and abuse can often occur.
Prerequisite: PSYC 101.

PSYC-320: THEORIES OF PERSONALITY. 3 hours
A study of theories of personality to explain the consistent behavior patterns and intrapersonal processes originating within the individual through the psychoanalytic approach, the trait approach, the biological approach, the humanistic approach, the behavioral/social learning approach, and the cognitive approach.
Prerequisite: PSYC 101.

PSYC-330: RESEARCH METHODS IN THE BEHAVIORAL SCIENCES. 3 hours

An introductory course focused on the major methods and techniques of research in the social and behavioral sciences. The goal is to provide students with the knowledge and skills necessary for the critical evaluation of social and behavioral sciences research.
Prerequisite: PSYC 101 and Prerequisite or Corequisite: MATH 112.

PSYC-331: RESEARCH METHODS IN THE BEHAVIORAL SCIENCES II. 3 hours

A research-oriented seminar that builds on PSYC-330 by providing students the opportunity to collect and analyze data and discuss the implications of their research. The culmination of the course is a research report, including a review of the pertinent literature, methods, results, and discussion, written in the format required by the American Psychological Association.
Prerequisite: PSYC 101 and PSYC 330.

PSYC-335: THEORIES OF COUNSELING. 3 hours

An introduction to the basic theories and therapeutic techniques of counseling with increased focus on the integrative perspective and the benefits of utilizing multiple types of therapy to assist others. Theoretical assumptions, techniques, and applications are examined and compared through case analyses and application of other teaching methods.
Prerequisite: PSYC 101.

PSYC-340: EXPRESSIVE THERAPIES. 3 hours

A foundational course of the history, theories and basic applications of expressive therapies. Topics included are play therapy, art therapy, drama therapy, integration of play and sandplay therapy, dance/movement therapy, music therapy, photography in play therapy, poetry therapy, and theoretical basis of integrating the different types of expressive therapy into education, community, and counseling settings.
Prerequisite: PSYC 101; Prerequisite or Corequisite: PSYC 201and PSYC 335.

PSYC-350: HEALTH PSYCHOLOGY. 3 hours

A biopsychosocial approach of the study of psychological principles and research to the enhancement of health and the prevention and treatment of illnesses.
Prerequisite: PSYC 101.

PSYC-355: COMMUNITY PSYCHOLOGY. 3 hours

Survey of the theoretical aspects of community psychology. Topics include, but are not limited to, the ecological levels of analysis, core values and roles in community psychology, community research, and diversity in the helping professions, with special emphasis on self-reflection of the student in analyzing social issues in a variety of community settings.
Prerequisite: PSYC 101.

PSYC-365: COGNITIVE PSYCHOLOGY. 3 hours.

An introduction to the branch of psychology that explores mental processes such as thinking, perception, memory, attention, language, problem-solving, and decision-making. The goal is to provide students with an understanding of how we receive and process information from the environment and how the treatment of this information leads to our responses.
Prerequisite: PSYC 101.

PSYC-400: BEHAVIOR MODIFICATION. 3 hours
A study of applying learning principles, treatment procedures, and techniques to assess and improve behavior and foster healthy individual functioning.
Prerequisite or Corequisite: PSYC 201 and PSYC 330.

PSYC-410: PSYCHOLOGY OF LEARNING AND MEMORY. 3 hours
A comprehensive approach to the study of learning and memory as a result of experiences interacting with people and the world, and a record of past and enduring information.
Prerequisite or Corequisite: PSYC 201 and PSYC 330.

PSYC-415: PSYCHOLOGY OF ATTACHMENT. 3 hours
An introductory overview of the core issues of attachment from a diverse theoretical and variety of methodological standpoints.
Prerequisite or Corequisite: PSYC 201 and PSYC 330.

PSYC-420: EARLY CHILDHOOD MENTAL HEALTH. 3 hours
A study of infant and early childhood mental health that is broad-based and multidisciplinary, focused on prenatal and early years of development which include neurodevelopmental, language, conceptual, emotional, social-relational, and family systems variables. Course work includes theory, philosophy, case studies, and best practices within the scope of psychology including childcare, child advocacy, and effective teaching methods in the education of young children.
Prerequisite or Corequisite: PSYC 201 and PSYC 330.

PSYC-425: PSYCHOLOGY OF CHILD MALTREATMENT. 3 hours
A broad-based and multidisciplinary instruction on how to understand, recognize, and identify child maltreatment – focusing on child abuse and neglect. Provided is a framework of dynamic ideas on how to assist child-victims and their families within the scope of psychology including: childcare, child advocacy, and effective teaching methods in the education of young children.
Prerequisite or Corequisite: PSYC 201 and PSYC 310 and PSYC 330.

PSYC-430: PSYCHOLOGY OF CHILD PATHOLOGIES AND DISORDERS. 3 hours
A review of disorders in childhood by understanding the different models of abnormality, assessment, and diagnosis. Additional focus is on appropriate interventions for varying childhood pathologies.
Prerequisite or Corequisite: PSYC 201and PSYC 310 and PSYC 330.

PSYC-435: THE PSYCHOLOGY OF THE EXCEPTIONAL CHILD. 3 hours
A comprehensive study of theory, philosophy, and best practices utilizing proven principles in psychology specifically addressing current relevant issues of childcare, child advocacy, and the teaching and education of the exceptional child.
Prerequisite or Corequisite: PSYC 201 and PSYC 330.

PSYC-490-499: SPECIAL TOPICS IN PSYCHOLOGY. 3 hours
The special topics course has its content determined by the instructor; thus the focus will be different every offering as it will be based on the particular instructor's preference. A professor might choose to develop a theme, focus on a specific element of psychology, or isolate a specific interest of the field of psychology.
Prerequisite or Corequisite: PSYC 201 and PSYC 330.

RELIGION

RELI-103: INTRODUCTION TO RELIGIOUS THOUGHT. 3 hours
Introduction to the nature and definition of religion as a dimension of human life. Examines various concepts, experiences, and practices which are manifestations of the impact of religion within culture.

RELI-211: OLD TESTAMENT. 3 hours
Introduction to the literature of the Old Testament. Attention to the meaning of literature at the time of writing, the effect of the material on the development of Judaism and Christianity, as well as an interpretation of meaning and significance for the present day.

RELI-212: NEW TESTAMENT. 3 hours
Introduction to the literature of the New Testament involving a close study of the birth of Christianity and the Church. The New Testament is studied in light of its relation to the Old Testament and relevance to the Twenty-First Century.

RELI-215: WORLD RELIGIONS. 3 hours
An introduction to the major religions of the world, including but not limited to Judaism, Christianity, Islam, Hinduism, and Buddhism. Attention will be given to the beliefs, practices, history, and sociology of each, with emphasis being placed on the religion's function in culture.

RELI-220: THE LIFE OF JESUS. 3 hours
A study of the portrait of Jesus of Nazareth as given in the Synoptic Gospels, the Gospel of John, and in consideration of the extra-biblical material. His acts and teaching will be analyzed in relation to the First Century through the Twenty-First Century.

RELI-230: INTRODUCTION TO CHRISTIAN FAITH. 3 hours
The major convictions/doctrines of the Christian faith are examined historically, systematically, and biblically. Relation to their relevancy for the Twenty-First Century will be explored as well. (Will not satisfy the 3-hour RELI requirement.)

RELI-240: HISTORY OF CHRISTIANITY. 3 hours
A general survey of the Christian Church from the days of Christ and the Apostles to the present day. Great leaders, movements, and councils will form the backdrop of the overview. (Will not satisfy the 3-hour RELI requirement.)

RELI-310: THE LIFE AND LEGACY OF PAUL. 3 hours
This course is a study of the Apostle Paul from both scriptural and later Christian traditions. The course will involve in-depth study of biblical literature as well as Paul's influence on Christian theology and history.

RELI-315: EXPLORING SPIRITUAL TRADITIONS: PILGRIMAGE. 3 hours
Contemporary persons are rediscovering that the time-honored practices of revered, sacred traditions have much to teach us. This experiential course will explore some of this wisdom and practices. Traditions may include Native American, Daoism, Buddhism, Judaism, Celtic spirituality, and monasticism/contemplative traditions. Course may be repeated for credit when topic varies.

RELI-320: CHRISTIAN ETHICS. 3 hours
This course will seek to explore Christian Ethics through a thorough examination of the biblical material that deals with the subject of ethics and morality in the context in which it was originally written. Additionally, a study of the various interpretations of Christian Ethics in a contemporary context will be examined against the backdrop of social change and demand.

RELI-325-329: THEOLOGY IN LITERATURE AND FILM. 3 hours
An exploration of seminal theological themes and social justice issues in literature and film through the analysis of literary and theological texts. Popular culture literary works and film may include *Harry Potter, Lord of the Rings, Les Miserables,* and others. Students may take the course for credit more than once when the topic varies.

RELI-330: MINISTRY WITH YOUTH. 3 hours
This course is an introduction to the theology and practice of ministry with youth in a Christian context. Students will learn to connect adolescent cultural development and spiritual development while articulating a personal philosophy of youth ministry and a ministry plan.

RELI-335: THE TORAH. 3 hours
A study of the Torah, the first five books of the Bible. This course will involve a critical evaluation of the background, structure, and message of the Torah as well as an examination of interpretations from both rabbinical literature and modern scholars.

RELI-340: RELIGION IN AMERICA FROM 1800. 3 hours
This course will study religion in the United States from 1800 to the present. Special attention will be given to significant movements, personalities, and events that have shaped religion in America.

RELI-410: EARLY CHRISTIAN LITERATURE. 3 hours
This course will study the Christian literature from approximately 96 AD to approximately 400 AD. As much of the earliest literature was written under the threat of martyrdom, initially the study of this literature will be against the backdrop of persecution. Additionally, a study of this literature will be examined for its usefulness in the contemporary Christian context, finding relevance in the post-biblical teaching.

RELI-413: APOCALYPTIC LITERATURE. 3 hours
This course will be an in-depth study of Jewish and Christian apocalyptic literature with a foray into other religious apocalyptic traditions as time allows. The historical importance and contemporary relevance of apocalyptic literature will also be explored.

RELI-415-419: WOMEN IN RELIGION: WOMEN IN THE CHRISTIAN TRADITION. 3 hours
This course examines the lives and writings of women from various religious traditions. Specifically, the course focuses on women who dared to defy societal and religious constraints and stereotypes, as well as examine their religious, cultural, and societal contributions. Students may take the course for credit more than once when the topic varies.

RELI-420: CHRISTIAN THEOLOGICAL TRADITION. 3 hours
This course is an introductory study in systematic theology from the perspectives of the various Protestant denominations, the Roman Catholic traditions, and the Eastern Orthodox traditions. The course will include, but is not limited to, theology proper, God, Creation, Angelology, Christology, Pneumatology, Soteriology, and

Eschatology. These topics will be studied historically, but also how these topics are interpreted and used in a contemporary context.

RELI-425: RELIGION IN AN AGE OF COUNTERCULTURE. 3 hours
This course examines the connections between the counterculture and diverse religious groups, ideas, and practices during the 1960s and 1970s. The course will also explore the continuing influence of countercultural norms and styles on religion in contemporary America.

RELI-430: THE LIFE AND WORK OF THE MINISTER. 3 hours
This course examines the Church and its vocational ministry, including the spiritual development of the minister, foundational ministerial tasks, and congregational leadership.

RELI-440: INTRODUCTION TO CHRISTIAN WORSHIP 3 hours
This course examines the corporate worship of the Church, including historical models, practices, and theological content with regard to music, readings, and congregational participation, as well as the implementation of additional art forms in worship.

RELI-490-499: SPECIAL TOPICS IN RELIGION. 3 hours
This course will explore varied topics in the field of religious studies. Topics may include specific religious themes, specific historical periods, key figures, etc. Course may be repeated for credit when topic varies.

SOCIAL WORK

SOWK-201: INTRODUCTION TO SOCIAL WORK. 3 hours
This survey course will provide an introduction to the profession of social work and social work roles within the social welfare system. It will include the nature, function, and types of social work practice, and acquaint the student with the history, scope, and values of the profession.

SOCIOLOGY

SOCI-101: INTRODUCTORY SOCIOLOGY. 3 hours
An introduction to concepts and principles of sociology. Emphasis placed on using the sociological perspective to observe and make sense of the social world.

SOCI-202: SOCIAL PROBLEMS. 3 hours
An examination of a variety of social problems experienced in contemporary society. Topics include problems of inequality, families, and education.
Prerequisite: SOCI-101.

SOCI-203: SOCIOLOGY OF THE FAMILY. 3 hours
An exploration of courtship, marriage, and families. Emphasis placed on understanding and appreciation of the diversity of family life.
Prerequisite: SOCI-101.

SPANISH

SPAN-101: ELEMENTARY SPANISH I. 3 hours
An introductory course in modern standard Spanish, designed to help students acquire basic conversational skills, understand grammatical patterns, and improve

pronunciation. The course is intended for students who have had little or no experience in foreign-language study.
Placement is dependent upon meeting established criteria.

SPAN-101-ABR: SPANISH 101 ABROAD. 3 hours
SPAN-101-ABR is the first course of a two-semester sequence: Spanish 101 and 102 at Spartanburg Methodist College. This class is designed to introduce the student to the basics of the Spanish language, which entails not only the knowledge of grammatical structures but also awareness of the cultural context within which the language is spoken.

SPAN-102: ELEMENTARY SPANISH II. 3 hours
A continuation of SPAN-101, with continued emphasis on conversation, grammar, and pronunciation.
Placement is dependent upon meeting established criteria or satisfactory completion of SPAN 101.

SPAN-102-ABR: SPANISH 102 ABROAD. 3 hours
Spanish-102-ABR is the second course of a two-semester sequence: Spanish 101 and 102 at Spartanburg Methodist College. This class is designed to build upon knowledge obtained in SPAN 101 and to increase students' ability in the Spanish language, which entails not only the knowledge of grammatical structures but also awareness of the cultural context within which the language is spoken.
Prerequisite: SPAN 101 or SPAN 101 ABR.

SPAN-140: SPANISH FOR HERITAGE SPEAKERS. 3 hours
This course is intended for students who speak Spanish fluently and will use that fluency to develop a more thorough understanding of the grammatical and linguistic intricacies of the language. Through course readings, videos, class debates, written assignments, and presentations, students will learn to use their own language in real-world situations and better appreciate their heritage and identity.

SPAN-201: INTERMEDIATE SPANISH I. 3 hours
An intermediate course in modern standard Spanish, designed to help students acquire additional expertise in conversation, grammar, and pronunciation. Students are also introduced, through lectures, class participation, and readings, to Spanish geography, history, and culture. The course is intended for students with two or more years in the study of Spanish.
Placement is dependent upon meeting established criteria or satisfactory completion of SPAN 102 or 140.

SPAN-202: INTERMEDIATE SPANISH II. 3 hours
A continuation of SPAN-201, with additional emphasis on conversation, grammar, and pronunciation. Lectures, class participation, and selected readings help students gain additional knowledge of geography, history, and culture. The course is intended for students who have successfully completed SPAN-201, or through previous experience, have developed sufficient expertise in Spanish.
Placement is dependent upon meeting established criteria or satisfactory completion of SPAN 201.

SPEECH

SPCH-103: ORAL COMMUNICATION. 3 hours
A study of major concepts of verbal communication with examination of verbal skills necessary for competent student work as it applies to areas such as lectures,

discussions, reports, seminars, and forums. Interpersonal and group communication experiences underscore student participatory approach to the subject.

SPCH-201: PUBLIC SPEAKING. 3 hours
Introduction to basic principles of voice control, diction, and effective communication. Each student prepares and presents a series of short extemporaneous speeches along with a series of impromptu speeches that help the student become a more competent speaker. At least one prepared speech will be video-taped to encourage self-analysis.

SPORT MANAGEMENT

SPMG-210: INTRODUCTION TO SPORT MANAGEMENT. 3 hours
An overview of the field of sport management with emphasis placed on history, philosophy, ethics, program evaluation, current trends, and career opportunities.

SPMG-220: SOCIAL ISSUES IN SPORT. 3 hours
An introduction to the concept of sport in society. This course examines issues and patterns of social behavior with regards to sport and leisure, including the ethics, psychology, and behavior in sport, sport as an American and international institution, and sport as portrayed in popular, culture including art and literature.

SPMG-310: SPORT GOVERNANCE AND ETHICS. 3 hours
The course is a study of the primary components of governance in sport and the ethical principles guiding these components. Topics include historical development, organizational structure, policy implementation, sanctions, ethical reasoning and decision-making, and the interaction of current value systems with professional, amateur, and community sport organizations.

SPMG-320: SPORT EVENT MANAGEMENT. 3 hours
The course is designed to provide awareness and allow practice of the key elements of successful sporting events. The strategy and tactics of planning and hosting sport events are explored. Assisting in the operation of sport events outside the regular class time is a required component of this course.

SPMG-330: SPORT MARKETING. 3 hours
The study and application of marketing theory through the industry of sport. Concepts to be studied include the uniqueness of sport as a product, the 4 P's of Marketing applied to sport, sponsorship, and sales.

SPMG-340: SPORT COMMUNICATION. 3 hours
An examination of the role of public relations and the media in sport. Special emphasis is placed upon career application subjects such as the role of the sports information director, sports writing, press releases, press conference presentations, and social media platforms.
Prerequisite: PDEV 301.

SPMG-410: FISCAL MANAGEMENT IN SPORT. 3 hours
The basic principles of finance and economics are studied within the sport context. Budgeting, revenue streams, and emerging financial trends in sports are primary topics of the course.

SPMG-420: SPORT LIABILITY AND RISK MANAGEMENT. 3 hours
A course focused on the areas of law intersecting the sport management environment. An introduction to the U. S. legal system is presented to introduce the

concepts of case law, tort law, and contract law. The application of law to risk management strategy is a primary emphasis of the course.

SPMG-430: SPORT FACILITY MANAGEMENT. 3 hours
The study of the planning, constructing, and operation of sports facilities. Elements of site selection, design, project management, crowd control, concessions operations, event ticketing, and risk management are topics covered in this course.

SPMG-440: SPORT ADMINISTRATION. 3 hours
A course building upon the primary management principles and their application to the sport environment. Students will employ effective management and leadership theory in sport settings using the Four Functions of Management.

STUDENT EXPERIENCE

SAS 101: STRATEGIES FOR ACADEMIC SUCCESS. 1 hour
A course designed to support students in recovering academically at SMC. The primary focus of the course will be on skills that promote academic and personal success. Topics will include self-assessment, motivation, goal-setting, time management, research and study skills, and campus resources. Students will develop and follow a learning plan to address their particular challenges and needs. *This course is offered in the spring semester only and may not be offered every year.*

SMC-101: THE FRESHMAN YEAR EXPERIENCE. 1 hour
The seminar course is designed to help students make a successful transition to challenges of the college environment, to lay the foundation for a successful social and academic experience in college, to develop a sense of the purpose and values of Spartanburg Methodist College, to develop an appreciation of the liberal arts as a foundation for life and learning and of the role of faith in life. This course is not offered in summer school.

SMC-120: ORIENTATION TO ONLINE LEARNING. 3 hours
This course is an introduction to learning in the online environment. Topics include the learning management system, library resources, and other support mechanisms within the program. This course will also include an introduction to SMC policies and procedures relevant to the online degree program. Required for SMC Online associate students. Substitution for SMC 101.

SMC-201: THE SOPHOMORE YEAR EXPERIENCE. 1 hour
An expansion of SMC-101 and introduction to career exploration and preparation tools.
Prerequisite: SMC 101.

INDEPENDENT STUDIES

INDP-250: INDEPENDENT STUDY. 1-4 hours
Special contract course composed of significant travel, research, or in-depth directed study arranged with the individual instructor. All projects must be *approved in advance by the Academic Affairs and Curriculum Committee,* which will assign credit up to four semester hours for each project approved for independent study credit and by the Provost, who assigns instructional duties. A maximum of four semester hours of Independent Study credit may be applied as electives toward degree requirements.

INDIVIDUALIZED STUDIES.

Occasionally circumstances may warrant that an approved course offering be taught on an individual basis; such scheduling is rare. Individualized Studies must be approved at least 30 days in advance by the instructor involved, the division chairperson, and the Provost.

FINANCES AND FINANCIAL AID

FINANCES AND FINANCIAL AID

Spartanburg Methodist College provides quality educational experiences at a reasonable cost. Only part of the cost of a student's education is paid through tuition and fees. The remaining funds are provided in financial aid through support of the South Carolina Conference of The United Methodist Church, gifts from Trustees, friends, industry, and alumni of the College, as well as from the College's endowment income and tuition grants from various state and federal programs. The cost to the student is kept as low as possible through careful management of all of the resources available. Spartanburg Methodist College has a comprehensive financial aid assistance program and works with students to obtain grants, scholarships, and other forms of aid. The College believes that its costs are competitive with those of other private institutions of higher education in the state of South Carolina. The various charts below list the fees full-time students will incur for the 2026-2027 school year. Information on costs for part-time students is also included in this section of the catalog.

FEES FOR THE 2026-2027 ACADEMIC YEAR

YEARLY EXPENSES	FULL-TIME RESIDENTIAL STUDENTS	FULL-TIME NON-RESIDENTIAL STUDENTS
TUITION	$19,200	$19,200
ROOM/BOARD	$10,200	N/A
TECHNOLOGY FEE	$1,000	$1,000
STUDENT ACTIVITY FEE	$650	$650
ACADEMIC RESOURCE FEE	$1,000	$1,000
WELLNESS FEE	$400	$400
CAPITAL FEE	$800	$800
TOTAL	**$33,250**	**$23,050**

PLEASE SEE BELOW FOR ADDITIONAL FEES THAT MAY APPLY. SEE WEBSITE FOR THE MOST CURRENT TUITION AND FEE SCHEDULE.

OTHER ESTIMATED EXPENSES

Major medical hospitalization insurance is not provided. Each student is urged to check family insurance plans to ensure adequate extended coverage.

DEPOSITS

Students planning to enroll must make a deposit of $75 before they begin classes to reserve their space in the classes. The deposit is non-refundable.

ALL-INCLUSIVE FULL-TIME TUITION

Students enrolled in 12 credit hours or more per semester are considered full-time and have access to all traditional or on-line courses offered that semester.

OTHER SPECIAL FEES

Special fees as follows may be applicable:

Background check fee for EDUC 101	$8
Graduation	$100
HLTH 101-American Red Cross Cert. Fee	$38.20
Individual music lesson fee	$215
Replacement ID card	$10
Replacement of lost room key(s)	$100
Science lab fee	$25
PDEV classes	$20-$35
Studio Art	$50

ONLINE PROGRAM FEES

Online courses are eight weeks in length and are offered at $375 per credit hour. Each semester holds two eight-week terms. Electronic books will be included in the per credit hour charge. In the Fall and Spring terms, an academic resources fee of $500 will apply regardless of the number of hours attempted. In the Summer terms, an academic resource fee of $250 will apply regardless of the number of hours attempted.

CHARGES FOR PART-TIME STUDENTS

Students taking fewer than 12 semester hours in the fall or spring semester are considered part-time students and are charged as follows in 2026-2027:

Tuition **$800 per semester hour**

In addition, all fees for the semester will apply regardless of the number of credit hours attempted.

PAYMENT OF ACCOUNTS

The College requires full payment of tuition and fees upon registration at the beginning of each semester unless a payment plan has been set-up (See "Monthly Payment Plans" below). In addition to financial aid awards and checks, students may pay their bills with cash, wire transfers, American Express, Discover Card, Visa or Mastercard.

A degree will not be awarded to students with unpaid financial accounts.

MONTHLY PAYMENT PLAN

Spartanburg Methodist College provides a monthly payment plan to assist students and their families with managing their financial resources to pay for the student's education. For a small enrollment fee each semester, students and families may select bank draft or credit card payment options. For more information on the payment plan option, please contact the Business Office.

Withdrawal/Refund/Federal Return of Funds Policies

Official Withdrawals

A student who withdraws from all courses before completing the payment period must officially withdraw from the College. A student officially withdraws by beginning the College's withdrawal process and submitting the required withdrawal information to the Registrar's Office.

For return of Title IV Funds (R2T4) purposes, the withdrawal date is generally the date the student begins the official withdrawal process or otherwise provides official notification to the College of the intent to withdraw. The College's refund policy is applied based on the official withdrawal date to determine whether any institutional charges will be adjusted.

Unofficial Withdrawals

At the end of each semester, the College reviews federal financial aid recipients who received no passing grades to determine whether the student earned the failing grades or ceased attendance without officially withdrawing.

If the College determines that a student ceased attendance without officially withdrawing, the student is considered an unofficial withdrawal for R2T4 purposes. The withdrawal date is the midpoint of the payment period unless the College documents a later date of academically related activity that may be used as the withdrawal date. A student who completed the payment period and earned failing grades is not considered to have withdrawn for R2T4 purposes.

Students who do not officially withdraw are not eligible for an institutional refund or adjustment of tuition, fees, housing and food, or other charges based on withdrawal. This policy does not affect the College's obligation to complete an R2T4 calculation and make any required adjustments to Title IV aid.

Refund Policy

Spartanburg Methodist College considers enrollment in at least one course a contract binding the student for charges for the semester. To receive an institutional refund based on withdrawal, a student must officially withdraw from the semester as outlined under Official Withdrawals above. Applicable tuition, fees, food & housing charges will be refunded according to the schedules below. Failure to properly check out of a residence hall may result in additional charges. If a refund calculation date falls on a day the College is closed, the date will move forward to the next day the College is open. No institutional refund will be issued to a student compelled to leave the College for disciplinary reasons.

On-Campus Students for a Fall or Spring Semester

Length of Enrollment	Percentages of charges refunded
1st week of the semester	100%
2nd week of the semester	75%
3rd week of the semester	50%
4th week of the semester	25%
After the 4th week	0%

Online Students for a Fall or Spring Semester

Length of Enrollment	Percentages of Charges Refunded
1st week of the semester	100%
After the 1st week of the semester	0%

Summer Refund Policy for All Students

If a student officially withdraws prior to the course start date, the student is eligible for a full tuition credit for that course. After the drop/add date, no institutional refund will be issued.

Application of Refunds and Credit Balances

For a student who receives Title IV aid the College's institutional refund calculation and the federal Return of Title IV Funds (R2T4) calculation are separate. Any required adjustment to Title Iv aid will be made in accordance with the R2T4 policy below. Any resulting credit on the student's account will first be applied as permitted to outstanding charges owed to the College, with any remaining credit balance handled in accordance with applicable requirements.

When applicable, refunds attributable to non-Title IV aid will be returned to the sponsoring agencies or programs in the following priority, not to exceed the amount awarded:

1. SMC Scholarships
2. Private (Alternative) Loans
3. Tuition Waivers
4. Outside or Community Scholarships
5. State Merit Based Scholarships (Palmetto Fellows and LIFE)
6. S.C. Tuition Grant
7. Other aid or assistance
8. Lottery Tuition Assistance

Return of Title IV Funds (R2T4) Policy

Federal regulations require the College to determine the amount of Title IV aid a student has earned when the student withdraws from all courses before completing the payment period. Title IV aid includes Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), Federal Direct Subsidized and Unsubsidized Loans, and Federal Direct PLUS Loans.

The amount of Title IV aid earned is based on the percentage of the payment period the student completed before withdrawing. If the student withdraws after completing more than 60% of the payment period, the student is considered to have earned 100% of the Title IV aid for that period. If the student withdraws at or before the 60% point, the College calculates the amount of earned and unearned Title IV aid in accordance with federal Return of Title IV Funds (R2T4) requirements.

The following dates represent the 60% point of each semester, and a student must attend **through** this date to earn 100% of their federal aid:

Term	Fall 2026	Spring 2027	Summer 2027
Semester (On-Campus)	10-14-26	03-13-27	
Enrollment Period 1	09-11-26	N/A	
Enrollment Period 2	11-06-26	N/A	
Enrollment Period 3	N/A	02-12-27	
Enrollment Period 4	N/A	04-9-27	
Enrollment Periods 1 & 2	10/15/2026	N/A	
Enrollment Periods 3 & 4	N/A	3/18/2027	
8 Week			6/25/2027
4 Week			6/10/2027
Enrollment Period 5			6/25/2027

When an R2T4 calculation results in unearned Title IV aid, the College and, when applicable, the student are responsible for returning the required amounts in accordance with federal regulations. The return of Title IV funds may result in a balance owed to the College after financial aid is adjusted.

Any balance owed to the College is subject to the College's payment and registration policies. If a student is required to return Title IV grant funds, the student must resolve any resulting federal overpayment in accordance with federal requirements to maintain eligibility for Title IV aid.

Types of Financial Aid Available and Application Procedure

Spartanburg Methodist College students may qualify for financial assistance on financial need and/or merit. Financial need is defined as the difference between the budgeted cost of education and the amount of resources the student and/or the family can be reasonably expected to contribute for college expenses as determined by filing the Free Application for Federal Student Aid (FAFSA).

Aid to students with financial need comes in three forms: (1) grants and scholarships which do not have to be repaid; (2) loans which do have to be repaid but at attractive interest rates; and (3) work or campus service through which students make direct contribution to their own education. These three types of aid are usually combined to make up the Financial Aid Offer.

The College also provides merit-based academic scholarships to students based on high school GPA, class rank, and SAT/ACT scores. The criteria for scholarships vary, but most require recipients to maintain specific criteria as indicated in the subsequent section on the **Requirements to Retain Academic and Other Institutional Grants** in this catalog. Good citizenship is also required to maintain any College scholarship.

Summer School

Students should reach out to the Financial Aid Office to determine if they have eligibility remaining for summer courses. The types of aid that may be available are Pell Grant, Lottery Tuition Assistance, and Student Loans.

Eligibility Requirements and Determination of Need

Students must apply and be accepted for admission to one of the regular College programs to qualify for financial assistance. Students who are either part-time, enrolled in a special non-degree program, transient from another institution, or provisionally admitted under a waiver of regular College academic standards do not normally qualify for Federal Loan or institutional financial aid programs. Each student in these categories should check with the Financial Aid Office about eligibility. The Free Application for Federal Student Aid (FAFSA), must be completed on an annual basis by July 1 for the following fall semester.

Students applying for need-based financial aid must file a Free Application for Federal Student Aid (FAFSA). This form may be completed on-line at www.studentaid.gov. **Responsibility for obtaining and filing the FAFSA and providing correct information belongs solely to the student and/or the family.** Eligibility for federal aid programs, (Pell Grant, Supplemental Educational Opportunity Grant, Federal Work-Study, and Direct Loans), is established by the FAFSA. Since these awards and loans cannot be made without a need analysis, interested students should complete the application early in the admissions process before the student enrolls. The amount of financial aid will be determined by the regulations of the aid source and the student's qualifications for each aid program.

FEDERAL PROGRAMS

The Federal Grant Program:

https://studentaid.gov/understand-aid/types/grants/pell

The Federal Supplemental Educational Opportunity Grant (SEOG) Program:

https://studentaid.gov/understand-aid/types/grants/fseog

The Federal Work-Study (FWS) Program:

https://studentaid.gov/understand-aid/types/work-study

SOUTH CAROLINA GRANTS AND SCHOLARSHIPS

The South Carolina Tuition Grants Program:

https://sctuitiongrants.org/

S. C. LIFE Scholarship

https://che.sc.gov/index.php/students-families-and-military/scholarships-and-grants-sc-residents

S.C. Lottery Tuition Assistance Program (LTAP):

https://che.sc.gov/index.php/students-families-and-military/scholarships-and-grants-sc-residents

S. C. Palmetto Fellows Scholarship:

https://che.sc.gov/index.php/students-families-and-military/scholarships-and-grants-sc-residents

FEDERAL LOAN PROGRAMS

Federal Direct Subsidized/Unsubsidized Loan:

https://studentaid.gov/understand-aid/types/loans/subsidized-unsubsidized

Federal Direct PLUS Loan:

https://studentaid.gov/understand-aid/types/loans/plus/parent

SATISFACTORY ACADEMIC PROGRESS (SAP)

Students who receive financial aid through federal programs, the S.C. Tuition Grant, S.C. Lottery Tuition Assistance, or SMC Institutional Scholarships must maintain satisfactory academic progress (SAP) toward their degree. The Financial Aid Office is responsible for monitoring each student's progress to ensure they are on track to complete their program within a reasonable time frame. This policy is separate from the academic standards set by the College. Eligibility for financial aid is based on a cumulative review of the student's academic history, and prior receipt of financial assistance does not impact eligibility. A student's SAP status is initially evaluated upon the submission of the *Free Application for Federal Student Aid* (FAFSA) and subsequently reviewed at the conclusion of each semester attended. Students can view their SAP status, details, and history in Self Service.

Communication with Students

- A student's SAP status will be evaluated at the end of each semester in which they are enrolled.
- If there is a change in your SAP status, you will receive a notification via your SMC email account.
- Students are responsible for regularly checking both their email and announcements in Self Service to stay updated on their financial aid and SAP status.

Qualitative Standard (Completion Rate and Grade Point Average (GPA))

- Students must maintain a minimum completion rate of 67% meaning they must successfully earn at least 67% of the cumulative credit hours they attempt. SMC rounds the completion rate to the nearest whole number: 66.5% and above is rounded up, while below 66.5% is rounded down.
- Withdrawing from a class(es) after the drop/add period will negatively impact a student's completion rate and may affect future financial aid eligibility.

- Courses with grades of F, FA, W, WF, WP and I are not considered complete and will not count toward the completion rate.
- Additionally, students are required to maintain a minimum cumulative GPA based on the number of credit hours attempted:

# Hours Attempted	Minimum GPA
1-15 Hours	1.20
16-30 Hours	1.40
31-45 Hours	1.60
46-59 Hours	1.80
60+ Hours	2.00

- Students may repeat a course, but all attempts will be factored into the completion rate calculation. Repeated courses will also be included in the GPA according to SMC's academic policy.
- Prerequisite and remedial/developmental courses count toward both the qualitative and quantitative calculations. A student is no longer eligible for financial aid for prerequisite or remedial courses once they have attempted 30 credit hours of these courses.
- If a student's completion rate falls below 67% or if their cumulative GPA is below the required minimum based on the number of credit hours attempted, they will be placed on financial aid warning. (See the "Warning" section for more details.)

Quantitative Standard (Length of Eligibility)

- Students may receive financial aid for 150% of the published length of their program of study.
- Students who have attempted 150% of the published required credit hours for their program of study will be placed on financial aid suspension.
- Transfer hours are included in the total hours attempted at SMC when assessing the length of eligibility.
- Students may repeat a course, but repeated courses will count toward the length of eligibility.
- A student who has completed the academic requirements for a program but has not yet earned the degree is not eligible for additional financial aid funds for that program.
- To reestablish eligibility, a student must have an approved appeal and be placed on appeal probation. (See the "Appeals" section for more details.)

Warning

- The minimum credit hour completion rate and GPA standard are assessed at the end of each semester. If a student does not meet the required GPA and/or complete the minimum number of credit hours, they will be placed on financial aid warning for the next semester attended.
- Financial aid eligibility remains in effect during the warning period.
- If, after the warning period, a student does not meet the minimum credit hour completion rate or GPA requirement, they will be placed on financial aid suspension.

Appeals

- Appeals for financial aid suspension are reviewed by the Financial Aid Appeals Committee and must be submitted to the Financial Aid Office by the last day of drop/add for the semester in which the student intends to enroll.
- Students are permitted a maximum of two (2) appeals, and the SAP Appeal form can be accessed through Self Service under Checklist>Complete Required Documents. If the SAP Appeal form is not available, please notify the Financial Aid Office via email at finaid@smcsc.edu, and a form will be added to your account. All appeals and supporting documentation must be submitted through Self Service.
- Appeals must include an explanation from the student outlining why satisfactory progress was not made and what has changed to ensure the student will meet the standards moving forward. Acceptable extenuating circumstances may include prolonged hospitalization during the academic year, a death in the family, a change in work hours conflicting with the class schedule, or other extenuating circumstances directly affecting academic performance. Documentation of these circumstances is required, and appeals will not be considered without sufficient documentation.
- Appeals regarding length of eligibility (attempted maximum number of credit hours) must include an academic plan that details the requirements the student must meet to ensure SAP standards are achieved by a specific time or to ensure the student graduates.
- If the Committee determines that justifiable evidence of extenuating circumstances exists, a student may receive an extension of financial aid eligibility and be placed on appeal probation.

Appeal Probation

- During the probationary period, students must take at least 6 credit hours, complete 100% of the attempted hours, and meet all stipulations set by the Financial Aid Appeals Committee. If the student does not meet these stipulations, they will be placed on financial aid suspension. (See "Suspension for Failing to Meet Probationary Stipulations" for more details.)
- If a student meets the probationary stipulations but has a minimum cumulative GPA or completion rate that does not meet minimum requirements, they will remain on appeal probation and must continue to meet probationary stipulations.
- If a student meets the probationary stipulations, achieves the minimum required GPA and maintains a completion rate of at least 67% of the cumulative hours attempted, they will be removed from financial aid probation and must continue to adhere to this policy.

Suspension for Failing to Meet Probationary Stipulations

- To reestablish eligibility, a student must submit and have an approved appeal **after** completing a semester at SMC without financial assistance. During the semester without financial aid, the student must enroll in at least 6 credit hours, complete 100% of the attempted hours, and earn the minimum required GPA.
- Exceptions to this policy will only be considered if the student encountered extenuating circumstances during the probationary period that hindered

their ability to meet the stipulations. Documentation of these circumstances is required, and the student's appeal will not be considered without sufficient documentation. Federal regulations specify that students may not submit subsequent appeals for the same reason as a previous appeal.

- Acceptable extenuating circumstances include prolonged hospitalization during the probationary period, a death in the family, a change in work hours conflicting with the class schedule, or other circumstances directly affecting academic performance. However, being a single parent or working full-time while attending school are not considered extenuating circumstances, as students are made aware prior to the probationary period of the requirements to meet stipulations.
- Students are advised to solve any difficulties prior to registering for a probationary period.

REQUIREMENTS TO RETAIN ACADEMIC AND OTHER INSTITUTIONAL GRANTS

Spartanburg Methodist College academic scholarship programs require students to meet Satisfactory Academic Progress. Athletic, leadership, and other service awards require satisfactory participation in the program through which the award was made in order for it to continue. Athletic scholarships also require students to meet academic requirements set by the College's Athletic Association. Students who lose their athletic eligibility also lose their athletic scholarships at the same time. All aid from Spartanburg Methodist College sources requires good citizenship established by compliance with the Standards of Conduct and other behavioral expectations described in *The Student Handbook*.

It is the policy of Spartanburg Methodist College to fairly and equitably evaluate institutional aid considering all other sources of financial assistance. Spartanburg Methodist College reserves the right to reduce and/or cancel institutional aid if a student received sufficient financial assistance from other sources (federal, state, or private gift aid). Institutional offers for full comprehensive or tuition-only scholarships will be evaluated based on the value of tuition, fees, and housing & food, not on set dollar amounts. The values set forth represent the policy of the institution and individual costs of attendance. Any request for reconsideration must be directed to the attention of the Director of Financial Aid.

Spartanburg Methodist College will not permit the receipt or refund of institutional grants or scholarships above direct costs (tuition, mandatory fees, and housing & food, if on campus) and expenses directly related to a student's degree (i.e. lab fees, etc.). All non-institutional sources of grant/scholarship aid (federal, state, private, veteran's benefits, vocational rehabilitation benefits, outside scholarships, etc.) will be counted toward direct costs before calculating institutional aid. Institutional aid cannot be refunded to students.

OTHER RESOURCES FOR STUDENTS

Veterans Education and Dependents Benefits are available to qualified veterans and dependents and also dependents of deceased or disabled veterans. Application forms may be obtained online at www.va.gov., or at local Veterans Administration offices.

Vocational Rehabilitation is a service to develop the working skills of disabled persons who have reasonable expectations of becoming employed. Such

persons may apply for financial aid to attend Spartanburg Methodist College. Students who might qualify for vocational rehabilitation aid to attend college should contact the Office of Vocational Rehabilitation in their respective county for additional information.

Private Student Loans are different from federal student loans in that they are not guaranteed by the federal government, require a credit check, and often a co-signor. Terms and conditions vary significantly depending on the lender. Students should carefully consider their needs, and then select a loan product that best meets their individual situation. When researching private loans, they should pay close attention to the borrower benefits, fees, interest rates, and repayment requirements.

VA PENDING PAYMENT COMPLIANCE POLICY

In accordance with Title 38 US Code 3679 subsection (3), Spartanburg Methodist College has adopted the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. Spartanburg Methodist College will not:

- Prevent nor delay the student's enrollment, or
- Assess a late penalty fee to the student, or
- Require the student to secure alternative or additional funding, or
- Deny the student access to any resources available to other students who have satisfied their tuition and fee bills to the institution, including but not limited to access to classes, libraries, or other institutional facilities.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class, and
- Provide written request to be certified, and
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

STUDENT PROGRAMS AND SERVICES

STUDENT PROGRAMS AND SERVICES

THE SMC EXPERIENCE

Spartanburg Methodist College offers various Student and Professional Development programs that create an engaging culture of student success from enrollment to employment. Through the SMC Experience, students can develop various skills and knowledge that support them in their academic, career, and community involvement journeys. In addition, students who engage in campus life and leadership opportunities have a sense of belonging and support on campus and in the classroom to achieve their academic, personal, and career goals.

To create a safe and healthy campus community, SMC expects and encourages students to develop responsible self-direction and positive standards of conduct that promote personal freedom and foster respect for others' freedoms and rights. Therefore, students who enroll at Spartanburg Methodist College are expected to understand and honor the specific regulations governing campus life and live by them as community members. The complete Student Conduct Code can be found in *The Student Handbook*.

The SMC Experience includes Success, Community, Involvement, and Wellness Programs.

EXPERIENCE SUCCESS

Experience Success prepares students for success in college and their career after college.

Advising

To support students in this process, SMC students have one advisor that supports them throughout their education at SMC. Advisors work with students to plan and achieve their goals at SMC and beyond. This includes scheduling classes, academic success, deciding on a major, and introductory career planning. Advisors work with students individually and in groups to pair them with available resources to ensure their success at SMC.

The Advising Office is located in the Buchheit Administration Building.

First-Year Programs

SMC offers a variety of programs to support students in a successful start to their college experience. All first-year students are required to participate in a one-day Summer Orientation. This program helps students become acquainted with campus resources and helps them start their college experience on the right path to success! Students meet fellow incoming students, get to know the campus, and meet with various faculty and staff around campus who will be vital to a smooth first semester at SMC. Summer Orientation occurs throughout June and July for students starting SMC in the Fall, and in January for new Spring semester students.

SMC 101 is a required Freshman Year Experience course. The course is designed to help students transition from high school to college. During SMC 101,

students will study the fundamentals of academic success, goal setting, and introductory career exploration.

For more information about First-Year Programs, contact your advisor.

Student Success

The Student Success Center offers one-on-one support, workshops, and programs to help students inside and outside of the classroom on topics including time management and study skills. Additionally, Student Success provides individualized assistance to students who need course-specific assistance or wish to improve academic standing, study skills, or learning efficiency through peer tutoring and 24-hour online tutoring services.

Experience Success is located on the first floor of Willard.

EXPERIENCE COMMUNITY

A healthy and robust community is vital to supporting student success. We aim to foster a safe, healthy, supportive campus community for residential and commuting students. Experience Community includes Community Life, Title IX, and Equal Opportunity, and Campus Safety.

Community Life

Spartanburg Methodist College takes pride in its residential program, which provides comfortable and convenient housing for all students. Payment for living on campus includes utilities, unlimited use of washers and dryers, internet access, basic furniture, and food service in the dining hall. Students should expect to have a roommate. Even though conditions may temporarily leave a student without a roommate, the College reserves the right to place students as necessary to manage the residence halls effectively. Trained staff supervise residence halls and work closely with students to provide a positive living-learning experience.

Students must live on campus unless they meet approved exemption criteria as listed in *The Student Handbook*.

The students at Spartanburg Methodist College are members of the college's community with rights and responsibilities. The College has expectations regarding our students' behavior as community members. These expectations reach beyond the classroom setting into aspects of daily life decisions. All students are responsible for conducting themselves per the Standards of Conduct and the SMC Honor Code. Community Life educates students about community expectations and student conduct. If a student fails to comply with stated community expectations and standards, learning, personal growth, and development are facilitated through a restorative conduct process.

Community Life is located on the second floor of the Student Center.

Campus Safety

The Campus Safety Department at SMC is an official police department that aims to provide a safe campus community. Our Campus Police Officers are certified through the South Carolina Criminal Justice Academy and State and South Carolina State Constables through the South Carolina Law Enforcement Division

(SLED) to make an arrest, write traffic citations, and conduct investigations off campus, if necessary. The Department also employs SLED Certified Security Officers to provide additional security on Campus.

Students can receive a Student ID and/or register a personal automobile with the College. Parking is available in designated areas for registered automobiles. A complete list of parking and automobile policies is located in *The Student Handbook*. The College assumes no liability for vehicle damage by providing parking spaces on the campus.

The Campus Safety Office is located in the basement of Kingman Residence Hall. The Campus Safety Department at Spartanburg Methodist College operates 24 hours a day, seven days a week. The telephone number is 864-587-4003.

EXPERIENCE INVOLVEMENT

Community Involvement aims to create a fun and vibrant campus community by hosting a wide variety of activities for all students. Involvement activities encourage students to foster community, identity, and leadership skills. The Student Activities Board, Student Government Association, Campus Recreation, and other student clubs and organizations work together to provide an engaging student life experience for the SMC Community.

Experience Involvement Offices are located in The X on the second floor of the Student Center.

Campus Recreation

Campus Recreation offers experiences that enrich students' lives through fitness, sport, adventure, and play. All SMC students can utilize the Moore Family Fitness Center, the Moore Basketball Gym, and participate in Intramural Sports.

All SMC students have free access to the Moore Family Fitness Center and Moore Basketball Gym. The fitness center is a 4,000 square foot facility with cardio equipment, weights, an aerobics room, and various workout classes. The basketball gym is a 6,500-square-foot facility with a full-sized basketball court with stadium seating on both sides.

Intramural programs provide an opportunity for interested students to participate in a variety of team and individual sports seasons throughout the year.

Student Activities Board

The Student Activities Board (SAB) is a student-led activities board that plans a wide range of activities throughout the school year. Through a diverse range of activities, SAB fosters an inclusive and engaged campus community and aims to create vibrant activities for all SMC students.

Student Government Association

The Spartanburg Methodist College Student Government Association (SGA) guarantees student representation within the College community. The SGA is open to all students and includes representatives from the residential and commuting populations. One primary function of the SGA is to provide an avenue for student involvement in issues that impact their campus community. SMC students have an

opportunity through SGA to express concerns to the administration and to participate in planning community service opportunities and educational programs.

Clubs and Organizations

Clubs and organizations serve to promote student involvement and leadership development outside the classroom setting. Spartanburg Methodist College students are encouraged to participate in clubs and campus organizations that offer cultural, intellectual, and social growth opportunities. SMC strives to provide various options for student participation and involvement in campus life and the college community.

EXPERIENCE WELLNESS

Community Wellness is dedicated to our students' physical, mental, and emotional health and well-being. Experience Wellness provides free counseling, accessibility services, and a Wellness Center.

We strongly recommend that students are covered by their health insurance as individuals or as part of family coverage. Athletes are required to have comprehensive health insurance. All full-time students are covered by an accident policy that provides secondary coverage in coordination with other applicable insurance coverage the student and/or family has in force.

Wellness Center

The Wellness Center includes access to some basic medical supplies, a relaxation room, and plant library available to students.

SMC also offers 24/7 access to telehealth resources through Academic Live Care which allows students to connect with doctors, counselors, psychiatrists, and nutritionists in an online format. Students can access Academic Live Care services through mySMC.

Counseling

Personal counseling is available for all SMC students to enhance their academic success. Individual appointments can be made to discuss stress, depression, relationships, college life adjustments, and other mental health or personal concerns. These services are confidential and offered at no cost to students. In addition, referrals are made to other professionals in the community if additional medical or psychological help is necessary. To schedule an appointment, email wellnessgroup@smcsc.edu.

Counseling Center Offices are located in Willard Hall, Suite 14.

Accessibility Resources

Accessibility Resources provides students with disabilities appropriate accommodations to ensure equal access to college courses and activities. Students who wish to receive accommodations must provide documentation of their disabilities and meet with a staff member of Accessibility Resources to arrange accommodations.

Accessibility Resources is located on the first floor of Willard.

FOOD SERVICES

The dining facility is operated by the Spartanburg Methodist College Dining Services. Resident students must subscribe to the meal plan unless they are under a physician's dietary prescription and Dining Services cannot meet the terms of that prescription. All residents have the same meal plan as part of the comprehensive Room/Board fee. Commuting students may purchase a meal plan through Dining Services. In addition, commuting students may also purchase flex dollars to be used at any of the on-campus dining venues.

LEARNING RESOURCES CENTER

The Marie Blair Burgess Learning Resources Center offers a comprehensive collection of resources for students, faculty, and staff to utilize, including print resources, electronic resources, computing resources, and online access to various research tools.

The Library offers approximately 500,000 ebooks, 28,000 physical items (books, DVDs) and over 100 databases which not only provide access to full text articles and journals but we also offer streaming media and interactive tests for vocational certifications, and interview practice (Mometrix). Students, faculty, and staff may also request materials from other South Carolina academic libraries via PASCAL (Partnership Among South Carolina Academic Libraries).

Over 87 online research databases are available 24/7 through the library's Website at library.smcsc.edu and can be accessed from both on and off campus. These databases provide access to thousands of full-text articles from various academic journals, magazines, and newspapers.

The library also provides wireless access, computer stations for student use, two printers, and a photocopier.

Librarians are happy to assist with any questions regarding library resources and services. A 24-hour chat support service is available on our website.

INDEPENDENT LEARNING CENTER

The Independent Learning Center (ILC), located on the first floor of the Walker Building, provides individualized assistance to students who wish to improve academic standing, study skills, or learning efficiency. Students who use the ILC do so to master course material or to complete projects for their classes. The ILC offers the following service:

Multimedia Computer Lab: This facility is utilized by classes and individuals for completion of course work or assignments. These computers are a part of the campus local area network and may be used to access the Internet. Faculty routinely assign additional work in the labs in such subject areas as foreign languages, mathematics, English, and computer science.

POLICY ON USING CAMPUS TECHNOLOGY

The policy of Spartanburg Methodist College is to provide students, faculty, and staff appropriate access to a full range of technological tools to facilitate the learning process. Toward that end, the College provides users with an orientation to computer services and a password to enable access to the Internet and electronic mail. As an institution of higher education, the College offers these services for educational purposes only and does not condone the use of its computer resources for non-educational purposes. The College specifically forbids the downloading of sexually explicit materials from the Internet and subsequent transmissions of such materials.

Users who violate this policy are subject to the provisions of the appropriate SMC Code and will be appropriately disciplined. In addition, the computer privileges of such individuals may be suspended for a period of time as determined by the Provost.

THE WRITE PLACE

The Write Place offers support for any writing-related assignment and at any stage of the writing process, including brainstorming, outlining, essay development, editing, locating and incorporating sources, and formatting. Tutors can also offer assistance with professional documents or creative writing work.

Located in Ellis 218, The Write Place is open Monday through Thursday and hours are posted each semester. Students may also request an appointment via Microsoft Bookings.

CAMPUS MINISTRY

Since its establishment in 1911, Spartanburg Methodist College has regarded religious activity and study as central to its life. Students are encouraged to grow in their religious life through worship and study. SMC is affiliated with the United Methodist Church, and strives to unite education and a spiritual life.

In addition to required and elective academic courses in religion, the College provides a variety of opportunities and programs for worship, study, and service. The Campus Ministry program is under the direction of the Chaplain of the College, who coordinates denominational and interdenominational activities and conducts weekly worship services for the College community. Religious Life also provides educational presentations about various religious groups. At the center of the campus, the Mission Chapel is the location of many of the services and is available to students and staff for meditation and prayer. The Chapel also contains the Pioneer Pantry, a food resource for students struggling with food insecurity, the Rack, a professional clothing resource, and a lactation space for nursing mothers.

The Campus Ministry program includes formal Bible study groups, choral and instrumental opportunities, organizations for fellowship and service, weekly Chapel services, and other special services. Campus Ministry recognizes several Faith Development Organizations that are active on campus, including CRU, Young Life, and FCA. These activities have a common goal of helping students find meaning in their faith through fellowship and service.

STUDENT PUBLICATIONS

All publications of Spartanburg Methodist College belong to and are financed by the College. The College serves as publisher and expects accuracy and good taste in all publications. A statement, *Guidelines for Student Publications of the College*, is provided to advisors and student staff members to assist in the production of these publications.

The online newspaper, *The Trailblazer*, is published by students in the Journalism Workshop course. Articles cover matters of interest to the campus-wide community, including campus events, entertainment, sports, and local and world news. Editorials on issues confronting the College community are also published. All students, faculty, and staff are welcome to submit articles to *The Trailblazer*.

Published in the spring of each year, *The Blue Granite Review* is the College's literary/visual arts journal which publishes short stories, poetry, creative nonfiction, and visual art produced by Spartanburg Methodist College students.

All full-time students enrolled for both semesters of the academic year receive College publications.

INTERCOLLEGIATE ATHLETICS

Spartanburg Methodist College is a member of the National Association of Intercollegiate Athletics (NAIA), Appalachian Athletic Conference (AAC), and The Southern States Athletic Conference (beach volleyball only). Men's intercollegiate sports include baseball, basketball, cross country, golf, soccer, track and field, and volleyball. Women's intercollegiate sports include basketball, beach volleyball, cross country, golf, soccer, softball, track and field, and volleyball.

Athletics works to support the mission of the College and integrates SMC's guiding principles in developing our student-athletes: achievement in all areas of endeavor, integrity in all our dealings, and service for the greater good.

SMC THEATRE

Students have the opportunity to develop their talents in both acting and technical theatre through the production of at least one play or musical each semester. Students involved in SMC Theatre productions, either acting or backstage, are enrolled in the Drama Workshop class each semester they participate. The Drama Club also fosters interest in theatre by sponsoring on-campus activities and attending area theatre productions.

SMC SINGERS

Spartanburg Methodist College supports a Chorus for students with musical interest and talent. The SMC Singers perform at selected functions of the College and in two choral concerts each year.

TROUBADOURS

The College sponsors an auditioned choral ensemble, which prepares more challenging repertoire than the SMC Singers. This ensemble will travel to churches and various other venues as representatives of the College.

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PERSONNEL

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Colby Stuart ..... Assistant Baseball Coach

Blake Jackson ..... Men's Basketball Coach
TBD ..... Assistant Men's Basketball Coach
Reid Walling ..... Women's Basketball Coach
Donivan Dyson ..... Assistant Women's Basketball Coach
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Michael Johannes..... Asst. Men's & Women's Cross County/Track & Field Coach
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Elijah Todd ..... Assistant Men's & Women's Golf Coach
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INDEX

A

Absences 69
Academic Advisement Program 35
Academic Calendar 3-6; 66
Academic Degrees 33
Academic Freedom 12
Academic Grievance Procedure for Students 79
Academic Honors 73
Academic Integrity Policy 81
Academic Progress, Probation and Suspension 74
Academic Regulations 66
Accelerated Learning Program in English 38
Accessibility Resources 157
Accreditation 12
Administrative and Support Staff 164
Admissions 20
Advisement and Transfer Information 35
Advising 154
All-Inclusive Full Time Tuition 142
Alternative Course Requirements 38
American Sign Language 86
Anthropology 86
Art 86
Associate in Arts Degree (on-ground & online) 39
Associate in Business Degree (on-ground & online) 40
Associate in Criminal Justice Degree (on-ground & online) 41
Associate in Fine Arts Degree (on-ground) 42
Associate in Religious Studies Degree (on-ground & online) 43
Associate in Science Degree (on-ground) 44
Auditing Courses 67
Automobiles 156

B

BA in Multidisciplinary Studies Degree (on-ground & online) 54
BA in Business Administration Degree (on-ground) 45
BA in Business Management Degree (online) 47
BA in Criminal Justice Degree (online) 48
BA of General Studies Degree (online) 50
BA of Humanities Degree (on-ground) 52
BA in Psychology Degree (on-ground & online) 61
BA in Professional Writing & Digital Communications Degree (on-ground) 59
BA in Sport Management Degree (on-ground & online) 63
BS in Exercise Science Degree (on-ground) 64
Basic Degree Requirements 36
Biology 88
Board of Trustees 164
Buckley Amendment 76
Business Administration 90

C

Calendar 3-6
Camak Core (Professional Development) 124
Campus Facilities 14

Campus Ministry 159
Campus Recreation 156
Campus Safety 155
Campus Technology 159
Cancellation of Degree Programs 39
Career Development 35
Catalog Degree Completion 36
Census Period 71
Charges for Part-Time Students 143
Chemistry 97
Classification of Students 67
Clubs and Organizations 157
Commencement (see Graduation Ceremony) 38
Communications 97
Community Life 155
Computer Labs 158
Computer Science 98
Conditional Admissions for International Students 24
Counseling 157
Course Descriptions 86
Credit Hour Definition 66
Credit Hour Overloads 67
Credit for Advanced Placement Program (AP) 30
Credit for College Level Examination Program (CLEP) 31
Credit for Criminal Justice Academy Graduation 30
Credit for Foreign Language Competency 30
Credit for International Baccalaureate Programme 30
Credit for Military Service 30
Credit for Non-Credit Coursework 29
Credit for Prior Learning Assessment 28
Credit for Professional Certifications 29
Credit for Workplace Experience 28
Credits from Other Colleges, Universities, and Other Sources 27
Credits from Other Colleges and Universities 27
Criminal Justice 99

D

Deadline Guidance for International Students 23
Dean's Honor List 73
Definition of a Credit Hour 66
Degree Program Declarations 35
Degree Requirements 36
Deposits 142
Directed Withdrawal from the College 75
Disabilities 26
Disclosure of Institutional Graduation/Completion & Transfer Out Rates 37
Drama 102
Drop/Add Period and Individual Course Withdrawals 70
Dual Enrollment 21

E

Earning a Second Degree 37

Education 103
Educational Opportunities 11
Eligibility Requirements and Determination of Need 146
English 104
English as a Second Language 109
Exams 68
Exercise Science 110
Experience Success 154
Experience Community 155
Experience Involvement 156
Experience Wellness 157

F

FERPA (Family Educational Rights and Privacy Act of 1974) 76
Facilities 14
Faculty 168
Failure due to Absences (FA) 69
Failure to Maintain SAP 148
Federal Grant Program 147
Federal Loan Programs 147
Federal Programs (Financial Aid) 147
Fees 142
Final Examinations 68
Finances and Financial Aid 142
Financial Aid Probation 150
Financial Aid Suspension 150
Financial Aid Warning 149
First-Year Programs 154
Food Services 158
French 111
Freshman Admissions 20
Freshman Admissions Procedures 20
Freshman Status 67

G

General Education Courses 33
General Education Student Learning Outcomes 34
General Information About Academic Programs 33
General Information About Admissions 20
German 112
Grading System 68
Graduation Application 37
Graduation Ceremony 38
Graduation/Completion and Transfer-Out Rates 37
Grievances of Alleged Discrimination 81
Grievance Procedure for Allegations of Cheating 82

H

Health 112
Health Services 157
History 112
History of the College 10

Honor Code....11
Honor Graduates....73
Humanities....115

I

Incompletes....69
Independent Learning Center....158
Independent Studies....138
Index....178
Individualized Courses....68
Individualized Studies....139
Institutional Memberships....13
Institutional Relationships....12
Intercollegiate Athletics....160
Internal Transfer....67
International Baccalaureate Programme....30
International Student Admissions....22

J

Junior Status....67

L

Learning Resources Center....158
Library....116
LIFE Scholarship....147
Location and Facilities....13
Lottery Tuition Assistance Program....147

M

Make-up Work....70
Math Placement....38
Mathematics....116
Medical Terminology....118
Military Duty....76
Military Science....119
Military Service Credit....30
Mission Statement....11
Monthly Payment Plan....143
Music....119

N

Non-Profit Status....12
Notification of Semester Grades....74

O

On-Campus Online Course Requirements....67
Online Program Fees....143
Online Program Admissions Procedures....21, 36
Other Estimated Expenses....142

Other Financial Aid Resources for Students 151
Other Special Fees 143

P

Palmetto Fellows Scholarship 147
Part-time Student Charges 143
Payment of Accounts 143
Personal Counseling 157
Personnel 164
Phi Theta Kappa 73
Philosophy 125
Physical Education 126
Physical Science 128
Physics 129
Policy on Cancellation of Degree Programs 39
Policy on Using Campus Technology 159
Political Science 129
President's Honor List 73
Private Student Loans 151
Probationary Admissions 21
Procedures for Redress for Academic Grievances 80
Professional Development (Camak Core) 124
Psi Beta 73
Psychology 130

Q

Qualitative Standards Financial Aid 148
Quality Points and GPA 69
Quantitative Standards Financial Aid 149

R

Re-admission 26
Re-admission for Veterans 27
Re-establishing Financial Aid Eligibility 150
Refund Policies 144
Religion 133
Religious Accommodation for Class Attendance 71
Repeating A Course 72
Requirements to Retain Federal, State, and Institutional Financial Aid 148
Requirements to Retain Academic and Other Institutional Grants 150
Residence Halls 155
Restrictions for Students on Academic Suspension 75
Restrictions for Students on Disciplinary Suspension 75
Right to Refuse Admission 25

S

SMC 101 and 201 155
SMC Experience 154
SMC Online 36
SMC Singers 160
SMC Theatre 160
Satisfactory Academic Progress (SAP) 148

Second Associate Degree....37
Senior Citizens....25
Senior Status....67
Sigma Kappa Delta....73
Social Work....135
Sociology....135
Sophomore Status....67
South Carolina Grants and Scholarships....147
Spanish....135
Spartanburg Methodist College Notice of FERPA Rights....76
Special Credit Options for Prior Learning....28
Special Student Admissions....21
Speech....136
Sport Management....137
Standards of Academic Progress....74
Student Account Hold Policy....72
Student Activities Board (SAB)....156
Student Experience....138
Student Government Association....156
Student Programs and Services....154
Student Publications....160
Student Success....155
Students Called to Active Military Duty....76
Students with Disabilities....26
Summer College Calendar & Credits....66
Summer Session....4-6

T

Time Frame for Financial Aid....145
Title IX....81
Title IX and Equal Opportunity....13
Transcripts....79
Transfer Student Admissions....21
Transfer Students with Prior Academic Suspensions Policy....22
Transient Permission....66
Transient Student Admissions....22
Troubadours....161
Tuition Policy for Senior Citizens....25
Tutoring Services....155
Types of Financial Aid Available....146

U

Upper-Level Course Requirements....38

V

VA Pending Payment Compliance Policy....151
Veterans Education & Dependent Benefits....151
Veterans Readmission....27
Vision of the College....11
Vocational Rehabilitation....151
Voluntary Withdrawal from the College....75

W

Wellness Center 157
Withdrawal/Refund/Federal Return of Funds Policies 144
Withdrawal from the College 75, 76
Withdrawal from Courses 71
Work-Study Program 147
Writing Center (The Write Place) 159