Guide to Sangamon State University 1973-1974
A message from the President

This Guide to Sangamon State University is less a catalog in the traditional sense than it is an introduction to the programs, degree requirements, and operating style of an exciting young institution. Further information related to course titles, descriptions, and time schedules is available before the start of each semester from the Registrar's Office. This Guide also is designed to offer an overview of the university's expectations with regard to faculty and students. From its beginning, the faculty and staff of SSU have tried to provide realistic career programs and a variety of classroom experiences which display academic integrity and teaching of high quality. The entire curriculum reflects the institution's sensitivity to the changing needs of today's student. This is certainly one of education's central public duties: the maintenance of a necessary tension between old and new, and the ability to bring forth the best of both worlds. Our Guide, we hope, reflects this. We welcome you to Sangamon State University.

Robert C. Spencer
President
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It should be understood that information concerning programs, procedures, requirements, standards, and fees is subject to change without notice. The information in Guide to Sangamon State University is not to be considered final, nor does it constitute a contract between the student and the university.
Academic Calendar 1973-74

FALL SEMESTER 1973
Saturday, August 25
Monday, August 27
Monday, September 3
Saturday, October 20
Wednesday, November 21-24
Saturday, December 22

SPRING SEMESTER 1974
Saturday, January 12
Monday, January 14
Saturday, March 9
Monday, March 11-16
Saturday, May 11
Sunday, May 12

SUMMER SESSIONS 1974
Saturday, May 18
Monday, May 20.
Monday, May 27
Saturday, June 15
Saturday, June 15
Monday, June 17
Thursday, July 4
Saturday, July 13
Saturday, August 10

Registration
Classes Begin
Labor Day Holiday
Mid Point
Thanksgiving Vacation
Classes End

Registration
Classes Begin
Mid Point
Spring Vacation
Classes End
Commencement

Registration
First Session Classes Begin
Memorial Day Holiday
First Session Classes End
Registration for Second Session
Second Session Classes Begin
Independence Day
Mid Point of Second Session
Second Session Classes End
ABOUT SANGAMON STATE UNIVERSITY

Conceived in 1967, and opened in 1970, Sangamon State University is the first of Illinois' two new senior institutions of higher learning. The university offers the final two years of baccalaureate work and study leading to the Master of Arts degree.

Sangamon State was established by the Illinois General Assembly in accordance with the Master Plan developed by the State Board of Higher Education, a document which recognized the need for an innovative response to the growth of the community college system throughout the state and new points of entry for adults and transfer students in the form of upper division and graduate education. Sangamon State is one of three institutions in the Regency Universities System, which is governed by the Board of Regents of the State of Illinois. The others are Illinois State University at Normal, and Northern Illinois University at DeKalb.

In the summer of 1969 the Board of Regents selected Dr. Robert C. Spencer, Dean of the Graduate School at the University of Rhode Island, as the founding president of Sangamon State. President Spencer assumed his duties in September, 1969, and the university opened in interim facilities for the fall term of 1970, with a faculty of 45 and an initial enrollment of approximately 800 students.

On July 6, 1971, the Illinois State Board of Higher Education granted Sangamon State University the authority to award degrees, and the university graduated its first students in December, 1971. The university's first formal commencement—which included the inauguration of President Spencer—occurred in June, 1972.

Authority for the organization and development of Sangamon State University is vested in the President, with appropriate responsibilities delegated to the Vice President for Academic Affairs, Dean of Students, the Vice President for Business Affairs, the Director of University Relations, the Vice President for Planning and Development, and shared with several committees and a system of internal governance.
Sangamon State University operates from two centers—the Main Campus, located near Lake Springfield southeast of the city, and the Capital Campus, in downtown Springfield. The Main Campus consists of a number of attractive interim buildings, and the first permanent structure, the Norris L Brookens Memorial Library, is scheduled for completion in mid-1974. The Board of Higher Education has approved plans for the second phase of the permanent campus, a Public Affairs Center. This complex will expand educational and cultural opportunities for the Springfield community and will serve as a resource for academic programs, and conferences for the state as a whole. Long range campus plans include the construction of additional permanent facilities to complete an educational city environment which reflects the innovative and humane spirit of the university.

PHILOSOPHY AND OBJECTIVES

Sangamon State is a public affairs university. Education for public affairs in this context means more than the training of individual students for public service; it also—and more basically—means the fostering of an active understanding of contemporary social, environmental, technological, and ethical problems, especially as these relate to alternatives in public policy.

This philosophy is emphasized in two central requirements of SSU's curriculum. First, the Applied Study Experience insures that through a supervised off-campus employment or service the student will have an opportunity to apply what has been learned, an application which can help overcome the division that ordinarily exists between the world of the classroom and the world of work. A second manifestation of Sangamon State's commitment to public affairs is the PAC—the Public Affairs Colloquium. The PAC is an examination of issues of contemporary concern, studied in a multidisciplinary fashion. This provides a perspective from which problems may be seen as a whole, in a larger context than that ordinarily provided by one discipline alone.

Sangamon State also emphasizes the liberal arts; it awards only the B.A. and M.A. degrees. The liberal arts are the key to a style of learning which is humane, and at the same time offers the flexibility necessary for professional development in a changing world. The liberal arts degrees also attest to certain competencies in written and verbal expression in problem solving skills, and the analysis of public problems from several viewpoints.
Good teaching is the pre-eminent standard by which
the university, the faculty, and academic programs
should be judged. Sangamon State emphasizes those
modes of instruction which assist the student in devel-
oping independent habits of learning and pathways to
sound thinking and analysis, encouraging individual
study and educational innovation as a means to that
end. An extension of this emphasis on teaching and
learning can be seen in the invitation offered to all
students to determine the course of their studies at
SSU with the assistance and encouragement of a faculty
advisor. The mutual responsibility implicit in the
relationship of student and advisor includes not only
a personal dimension but also an academic responsi-
bility: both student and faculty advisor are responsible
in an unusual degree for what is planned and what
is learned.

Both the liberal arts and the public affairs emphasis
are expressed in the Master Plan of the Illinois State
Board of Higher Education, which asks Sangamon State
University to find “better means of applying existing
knowledge, combining the new, deleting the outmoded,
and providing a flexible framework within which trained,
educated personnel can address themselves to press-
ing social needs.”

THE STUDENT, THE TEACHER,
AND SANGAMON STATE:

A statement about philosophy and operating style.

The educational needs of students should be the major
concern of any university. At Sangamon State several
policies and structures have been designed to reflect
this ideal. Teaching is considered the first work of the
faculty, and the responsibilities given both students
and faculty for the academic success of the university
are unusual: the student and advisor together plan a
course of studies appropriate to the student’s personal
or professional interests. All students are required to
spend some time in the study of public issues. And the
Applied Study Experience allows the undergraduate
student a work experience which is at once personally,
professionally, and academically useful.
THE ACADEMIC ADVISOR

The academic advisor is the student's central contact at Sangamon State University. Each student chooses a faculty advisor to aid in the development of program studies, the formulation of the student's academic prospectus or academic goals, and in the completion of the graduation requirements. The advisor and student work together in requesting appropriate advanced standing, developing the student's focus in a field of concentration, and in mapping out likely courses or educational experiences to be undertaken. As the student's program reaches a conclusion, the student and advisor summarize and evaluate the course of study that has been undertaken. This may take the form of a graduation report or some other appropriate means to bring closure to a student's educational experience at Sangamon. At the graduate level, this will include the problem-solving exercise as described below.

The advisor helps the student interpret the results of the diagnostic testing and its relationship to his own academic and career goals. The diagnostic testing includes academic knowledge, specialized skills, and vocational aptitudes and interests. It is a part of a larger university evaluation process as described on page 24. The diagnostic testing program is not a condition for admission but serves primarily as information to the student and as an aid to the evaluation of the total university's program.

The curriculum and operating style of Sangamon State are designed to place learning at the center of the lives of both students and faculty, acknowledging at the same time the importance of previous experience and professional goals. Academic programs at Sangamon State are based on the premise that the dichotomy which has existed traditionally between the liberal arts and occupational education, or between general education and career education, is an exaggerated one. It is believed that education for a variety of practical occupations the graduate may select can be conducted in the liberal arts spirit and the liberal arts can and should have application in the world generally, instead of being consigned to the realm of the "merely academic."

GETTING INTO SSU

UNDERGRADUATE ADMISSION

Sangamon State University admission procedures and standards encourage a wide variety of students to qualify for and to enter upper division study. In order to establish basic criteria for success, the university
### Tuition and Fees

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<td>Application Fee (non-refundable)</td>
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<td>Late Registration Fee</td>
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<td>Changes in Program Fee</td>
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<td>Transcript of Record Fee</td>
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<td>Activities Fee (full-time)</td>
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<td>(part-time)</td>
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<td>Medical and Hospital Insurance</td>
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<td>Graduation Fee</td>
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<td>Bachelor’s Degree</td>
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<td>Non-instructional Facility Fee</td>
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<td>Student-to-Student-Grant</td>
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Tuition for full-time students (12 or more semester hours, summer 6 or more semester hours)

- (a) Residents of Illinois: $202.00 | $101.00
- (b) Non-residents of Illinois: 532.50 | 266.25

Tuition per semester hour for part-time students (1-11 semester hours, summer 1-5 semester hours)

- (a) Residents of Illinois: 18.00 | 18.00
- (b) Non-residents of Illinois: 45.00 | 45.00

Tuition per semester hour for students in extension courses

- (a) Residents of Illinois: 18.00 | 18.00
- (b) Non-residents of Illinois: 18.00 | 18.00

Fees are subject to change without notice.
asks that all students demonstrate skills in reading, writing and other background preparatory work at a level which qualifies them for upper-division study. Normally, these requirements are met by completing work in general education in a junior or community college, in the lower division of a four-year college or university, by examination and appraisal of professional and life experiences or by combinations of these. Some programs have special requirements which must be satisfied before formal admission takes place. Usually students satisfy these requirements through lower-division study. If general requirements are satisfied but all special program requirements are not met, students may be admitted to the university and by means of independent study and academic advising helped to plan courses of study to meet program requirements. Applicants should check the program descriptions to learn of those programs with special requirements.

WHO MAY APPLY

Admission to undergraduate study at Sangamon State is, generally speaking, open to any graduate of an accredited community college or any transfer student who has completed general education requirements and other preliminary requirements to advanced study at other institutions. In addition, admission is welcomed for those who can demonstrate their competencies and readiness for upper-division study through appropriate proficiency examinations and, in a limited sense, through the evaluation of professional and life experience.

A. Admission of Students From Accredited Community and Junior Colleges

Admission is granted to graduates of accredited community or junior colleges who have earned the Associate in Arts (A.A.) or Associate in Science (A.S.) degree in a program which specifies acceptable general education requirements.

SSU also admits graduates of accredited community or junior colleges which do not specify general education requirements, but who have completed at least 24 to 36 semester hours, or 30 to 45 quarter hours, of study in the social sciences, humanities, and the sciences. Persons who have accumulated 60 semester hours of credit (90 quarter hours) with an average of "C" or better at a junior or community college, but have not earned a degree may be admitted if, in addition to their other work they have completed from 24 to 36 semester hours, or 30 to 45 quarter hours, in the social sciences, humanities, and the sciences.
Students who have earned a degree other than the A.A. or A.S. may apply and be admitted if they can satisfy the minimal general education requirements above. Those who do not meet the general education requirements may apply and be admitted to full standing after appropriate scores have been achieved in proficiency examinations or other appropriate background preparation and evaluations have been made.

B. Students From Accredited Colleges and Universities

Students from accredited colleges and universities must have attained junior standing (60 semester hours or 90 quarter hours), earned a quality point average of “C” or better, and have satisfied the general education requirements specified above.

C. Other Persons

Persons not qualified for admission as stated above, who can demonstrate their ability to do upper division work by proficiency examination in appropriate subject areas or by other university evaluation, may be considered for admission. Inquiries concerning these examinations should be directed to the Office of Admissions and Records.

In the event that a student has earned more than 60 semester hours or 90 quarter hours of work averaging less than “C”, his work will be evaluated for entrance purposes on the basis of the highest earned grades in the 60 or 90 hours appropriate to general education and program objectives.

Students are normally admitted to Sangamon State University with junior standing. Up to one year of additional credit earned in appropriate subject or program areas at a four-year college or university may be transferred by students who present official transcripts describing such credits. Only grades of “C” or better will be accepted to establish advanced standing. To obtain a degree from Sangamon State University, the student must earn the equivalent of two semesters of credit or 60 semester hours in residence at Sangamon State University.

The prospective student may receive an application form by writing to the Office of Admissions, Sangamon State University, Springfield, Illinois 62708.

Applications will not be processed until all appropriate documents have been received. A non-refundable fee of $15.00, payable to Sangamon State University, must be submitted with each application.
Applications should be submitted at least one month prior to the first day of the term or semester in which the student seeks instruction (see Calendar). If it becomes necessary to close admissions before the announced deadline, Sangamon State University will evaluate and act upon applications in view of its faculty and curriculum resources and will admit students in order of receipt of completed applications.

GETTING THROUGH SSU

GENERAL REQUIREMENTS FOR THE B.A. DEGREE

In order to qualify for the Bachelor of Arts degree the student must have attended Sangamon State University full-time for at least one academic year (two semesters); have earned a total of 120 semester hours of credit, 60 of which must be of the upper division level. The upper division level credit requirements for the degree are distributed among public affairs (a minimum of 6 semester hours), applied studies (8-10 semester hours) and concentrated studies (a minimum of 24 semester hours). B.A. candidates are also expected to demonstrate an appropriate level of scholarly competence, as well as the skills required to produce clear, readable reporting documents.

THE BACHELOR OF ARTS DEGREE

Sangamon State awards the Bachelor's degree in the following areas of concentrated study. Program descriptions may be found in the section of this Guide devoted to academic programs.

Humanities
  History
  Literature
  Creative Arts

Science
  Biology
  Physical Sciences
  Mathematical Systems
    Operations Research
    Computer Science
  Mathematics
  Statistics

Social Science
  Psychology
  Economics
  Sociology
  Political Studies
Health
Medical Technology
Nursing
Health Services Management

University Programs
Communication in a Technological Society
Environments and People
Justice and the Social Order
Work/Culture/Society

Individual Option

Professional Programs
Management
   Accounting
   Business
   Public Management
Social Justice Professions
   Law Enforcement
   Corrections
Child, Family and Community Services

Degrees in University Programs
Of special note in the array of disciplinary and professional fields listed above are four University Programs. These multi-disciplinary majors are constructed around issues of pressing contemporary importance. Central to each University Program is an integrative colloquium which introduces the issues, raises significant questions, establishes definitions and integrates the various courses in the program. The following University Programs are currently available:

Communication in a Technological Society is devoted to questions of science and human problems, modes of communication and the social and ethical issues created by technological development.

Environments and People is directed at the questions of man's biological, physical, psychological, social, economic and political environments and the problems they entail.

Justice and the Social Order is concerned with the political process, the functions of government, civil rights, the problems of war, crime, and the role of business and education. Its unifying perspective is an inquiry into the ways in which society is ordered and directed.

Work/Culture/Society focuses on contemporary economic policy, the quality of life, problems of poverty and power and the uses and abuses of leisure.
The Individual Option

The Individual Option is a major concentration designed to provide for students who:

a) desire to integrate an area of study distinct from those defined by established programs;

b) hope to focus on a new problem area or set of studies not found elsewhere in the university’s curriculum and for which faculty competencies and other resources are available.

Generally, Individual Option programs are based on broad topics or problems which interest the student and for which appropriate faculty and other resources can be found. An Individual Option Colloquium is offered for the purpose of exploring and developing each student’s topic and course of study. The student works with his faculty advisor in preparing an individual program of study. All Individual Option Programs are subject to the approval of the university Committee on Curriculum.

COURSE LOAD

Most courses at Sangamon State count for four semester hours. A full-time student usually takes four courses, or 16 semester hours. Any student who wishes to carry more than 18 hours must wait until the normal registration processes for the semester are completed and then register for his overload. He must also submit to the Registrar’s Office a “With Permission of Advisor” form signed by his advisor. Normally, a student completes the baccalaureate degree in two years, attending four semesters and successfully completing 16 credits each semester.

THE PUBLIC AFFAIRS COLLOQUIUM (PAC)

The objective of the requirement of a minimum of six semester hours of Public Affairs Colloquia is to insure that all students have examined major public problems facing our contemporary society. Offered from a list of topics developed by students and faculty members, each colloquium deals with a special topic or problem involving public policy study projects. The university requires that every student take at least two colloquia to qualify for the B.A. degree. These may be taken at any time and may be selected by the student according to his own interests and concerns.

APPLIED STUDY

The Applied Study Experience is a field program dedicated to experiential learning in an off-campus environment. Through employment situations in the working community students have an opportunity to apply theory, to expand their knowledge and to identify additional learning needs. Assignments may be in teaching, business, government, community service, politics,
or any other activity appropriate to the student's educational and/or career goals. Students do not normally participate in the program during their first or last semester at the university.

Unless a petition for waiver is made to the Applied Study Committee the successful completion of an Applied Study assignment is required of all candidates for the Bachelor's degree. Possible conditions for waiver include a long history of academic or work experience, financial hardship or similarly legitimate concerns. In such instances, the student's interests are served by additional course work in lieu of an Applied Study assignment.

A faculty member and a field experience supervisor closely supervise each Applied Study assignment. The evaluation process includes student submission of an experience proposal for faculty approval; visits by the faculty advisor to the student's work site; completion of a substantial, comprehensive journal by the student; and a critical evaluation of the experience by the student, advisor and supervisor, all of whom share the decision whether to grant academic credit on a pass/no-credit basis. Supportive faculty may also be involved in the evaluation process.

CONSTITUTION
REQUIREMENT

The Illinois School Code requires all students graduating from public institutions in Illinois to pass an examination on basic principles, documents, and practices of the governments of the United States and State of Illinois. Successful completion of certain courses at SSU or other institutions may be approved in lieu of a specific examination.

GRADUATE STUDIES
AT SANGAMON STATE

Sangamon State University offers the M.A. degree in a number of traditional disciplinary studies, professional programs, and multi-disciplinary University Programs. Graduate study at SSU may lead to direct entry into the student's chosen career field, or to graduate work leading beyond the Master's degree. Whatever concentration the student chooses, he will find that Sangamon State not only provides him with the freedom
and responsibility it affords all of its students, but also provides advantages of special importance to graduate students: the opportunity for concentrated study, close working relationships with members of the faculty, proximity to the learning resources available in Illinois' capital city, and an excellent university library. It is possible for employed students to earn their M.A. degrees through evening and weekend study.

THE MASTER OF ARTS DEGREE

Sangamon State awards the Master's degree in the areas listed below. Descriptions can be found in the section devoted to Academic Programs.

Humanities
History
Literature
Community Arts Management

Science
Biology
Mathematical Systems
  Operations Research
  Computer Science
  Mathematics
  Statistics

Social Science
Psychology
Economics
Sociology
Political Studies

University Programs (See page 15)
Communication in a Technological Society
Environments and People
Justice and the Social Order
Work/Culture/Society

The Individual Option (See page 16)

Professional Programs
Administration
  Business
  Health
  Education
  Public
    Community Planning and Area Development
Human Development Counseling
Public Affairs Reporting
Social Justice Professions
  Law Enforcement
  Corrections
While admission to graduate study at Sangamon State is as open as possible, requirements for graduation are as demanding as necessary to assure competence in the student’s field of study, proficiency in methods of scholarship, and acquaintance with one or more of the public problems of our time. The latter requirement reflects the public affairs philosophy of Sangamon State, which includes the belief that, regardless of the citizen’s particular field of specialization, he or she should be familiar with the implications of major public issues and problems.

WHO MAY APPLY

Admission to graduate study is open to those who have earned the Bachelor’s degree and have, through their performance as undergraduates, demonstrated their ability to undertake graduate work and to others who demonstrate their academic competence through proficiency examinations.

Inquiries concerning these examinations should be directed to the Office of Admissions and Records.

GRADUATE ADMISSION INSTRUCTIONS

The prospective student may receive an application form by writing to Office of Admissions and Records, Sangamon State University, Springfield, Illinois 62708. Applications cannot be processed unless they are fully completed and all supporting documents received. A non-refundable fee of $15.00, payable to Sangamon State University, must be submitted with each application.

Applications should be submitted at least one month prior to the first day of the semester instruction is to begin (see Calendar). If it becomes necessary to close admissions before the announced deadline, Sangamon State University will evaluate and act upon applications in view of its enrollment and program and curriculum resources, and will admit students in order of receipt of completed applications.

Prospective graduate students who have received the Bachelor’s degree from Sangamon State University, or from another college or university after attending Sangamon State, must make a new application and be admitted to the graduate program.

TRANSFER CREDIT AT THE GRADUATE LEVEL

Sangamon State University will accept up to 12 semester hours of advanced standing toward a graduate degree under the following conditions:

- The work for which the credit is sought is appropriate to and approved by the program to which the student is being admitted.

- The work was done in an accredited institution.
• The work was at graduate level.

• A grade of “B” or better was earned.

• The work was completed within five years of the date of application.

In order to be graduated, Master’s degree candidates at Sangamon State are expected to demonstrate an appropriate level of scholarly competence, the ability to understand and develop research projects, the skills required to produce clear, readable reporting documents, and, in addition, must fulfill university-wide and program requirements.

With few exceptions, each course at Sangamon State counts for four semester hours of credit. A full-time student normally takes four courses, or 16 credits. Any student who wishes to carry more than 18 hours must wait until the normal registration processes are completed and then register for his overload. He must also submit to the Records Office a Request for Overload form signed by his advisor.

In his final semester of work toward the M.A. degree, a student must demonstrate problem-solving capabilities in his area of concentration. An examining committee composed of the student’s advisor, a faculty member chosen by the student, and a faculty member selected by the Vice President for Academic Affairs devises a suitably realistic problem related to his graduation report and submits it to the student, who has one week to devise a strategy for attacking the problem. The student outlines the limitations of his chosen strategy, suggests alternatives, discusses relevant materials, and specifies probable outcomes. The student and his committee decide whether the demonstration of competence is written or oral. Unanimous agreement of the examining committee is required for acceptance of the problem-solving requirement. In the event of disapproval, the committee may ask the student to complete additional work to demonstrate competence, although a student may appeal a negative decision to the Graduation Appeals Committee. This committee then makes a recommendation to the faculty, who decide whether or not the student is to be granted the M.A. degree from Sangamon State University.

The Illinois School Code requires all students graduating from public institutions in Illinois to pass an examination on basic principles, documents, and practices of the governments of the United States and the State of Illinois.
Successful completion of certain courses may be approved in lieu of a specific examination.

Special Students:

a Student-at-Large Program

Sangamon State University encourages persons in the Springfield community who meet the basic requirements of at least two years of college or the equivalent in experience to enroll for individual courses at the university. The special student category permits registration in individual courses without the regular admissions procedures and without a commitment to a particular degree program. The Student-At-Large may be someone who has already received a college degree and has noticed a course of particular interest to him; he may be a person who wants to take a particular course or two for a career update; he may be a person curious about an area which he did not have the opportunity to study in his earlier college work; he may be a person contemplating a return to school for a degree, who is unready to make that commitment, or unsure as to what area to pursue.

The Student-At-Large is not required to pay the application fee or file all of the documents necessary for admission to a degree program. The Student-At-Large will generally not be encouraged to take more than one course each semester and will be asked for clarification of his status before exceeding 16 semester hours. If the Student-At-Large later chooses to become a candidate in a degree program, he will then be required to go through normal admissions procedures and pay the application fee. At that time, the course work taken will be evaluated to determine what credit can be applied to the chosen degree program.
Evaluation—in inevitable and essential within any community, including a university—should encourage good teaching and attach true value to student performance in the classroom. Sangamon State University attempts to measure the student’s real progress in mastery of subject matter, use of his imagination, and problem-solving ability. In keeping with the belief that students who occasionally experience academic problems should not be marked with a sense of failure for their adult lives, the evaluation system at the university allows for second starts and personal renewal and change.

In order to assure as objective and non-punitive judgment of student performance as possible, Sangamon State has promoted from the outset an environment of openness, candor and fairness in faculty-student relationships. At the same time, concrete means are available for students to appeal evaluation decisions which they believe to be unfair.

An open system of evaluation does not mean that a student is denied the opportunity of knowing where he stands, of his relative progress in his studies, and of his probable future opportunities in light of his performance. Many students require incentives beyond the attraction of the subject matter, good teaching and the hope for a college degree; others study better without these pressures. In all cases, Sangamon State attempts in its evaluation process to foster values consistent with the spirit of the institution and the student’s welfare. Grades, when used, record student successes rather than failures.

**THE COURSE ENROLLMENT DECISION**

Each student is asked to notify his instructor within ten weeks of the beginning of each semester whether he wishes to take a course for a letter grade or for credit only. The student is free to mix grade and credit courses, or he may choose to have all courses evaluated uniformly. Whatever his decision on grading, a student may choose...
at any time to complete the requirements for a course or to withdraw from it without penalty. In the case of withdrawal, the student must notify the Records Office three weeks before the end of the semester. Whether he has chosen to study for credit or for credit and grades, the only drawback a student encounters in withdrawing from a course is the extra time and expense required to repeat it or to pursue another more to his liking at his next opportunity.

**EVALUATION SYMBOLS**

Successful completion of a Credit-only course:
S (Satisfactory)
(This denotes “A” or “B” for M.A. candidates)
Successful completion of a Credit-grades course:
A—Excellent
B—Good
C—Passing
(A grade of “C” is not satisfactory for M.A. candidates)

Unsuccessful completion of a Credit-only course:
No mark whatever on permanent record

**WRITTEN EVALUATIONS**

Regardless of the grading system chosen, students are provided by each of their instructors written evaluations of their achievement in each course within a week after the end of the quarter. This extra requirement of the faculty is intended to assure the student the attention and counseling he needs to truly evaluate his skills and progress and to improve future performance.

At the student's request, a student's written evaluations may be incorporated in his permanent record and transcript.

**STUDENT CLASSIFICATION**

Students are classified as follows:
UNDERGRADUATE—A student who has been admitted and has junior or senior standing in a Bachelor of Arts degree program (full-time or part-time).
GRADUATE—A student who has been admitted to a Master of Arts program (full-time or part-time).
NON-DEGREE—A student who has been admitted to the university, but who is not matriculated in a degree program.

**STANDARDIZED TESTING**

The testing program at Sangamon State University is designed to serve the student in identifying his skills and achievement and to measure institutional performance. The program relies mainly upon the College Level Examination Program (CLEP) of the College Entrance Examination Board and the Graduate Record Examination of the Educational Testing Service.

THE CLEP EXAMINATION measures general undergraduate achievement in five basic areas of the liberal
arts (English composition, humanities, mathematics, natural sciences and social sciences).

THE GRADUATE RECORD EXAMINATION, which is designed to measure general scholastic ability at the college senior and graduate level, assists graduate schools in appraising the qualifications of applicants. The advanced tests are designed to measure the candidate's knowledge of materials included in the typical undergraduate program for majors in the field of the test and also his ability to reason with and apply his knowledge of these materials.

The testing program is used in the following ways at Sangamon State:

- To establish eligibility for admission of undergraduate and graduate students who do not meet requirements as measured by degrees, course credits or other standards.*
- To serve as a diagnostic and evaluation device for all students in the formative years of the university.**

If a student fails to complete one-half of his course work in any semester, he will be placed on academic probation. If, after counseling and consultation with his advisor, the student again does not complete at least half of his course work, he will be asked to withdraw from the university.

Sangamon State University wishes to respond to contemporary issues by permitting, upon sufficient notice and with university approval, any group of 10 or more students to work with an instructor on a subject or problem of current or special interest. These courses must have a scholarly approach and involve serious reading and instruction. Undergraduate or graduate credit is granted for these courses depending upon the duration and academic content of the course, the request made by the professor, and the approval of the Curriculum Committee 20 days in advance of the anticipated start of the course.

When a student withdraws from the university within 10 calendar days following the first day of regular classes, he receives a full tuition refund. Intent to withdraw must be made in writing to the Records Office.

Students may withdraw from courses at any time during the first eight weeks of the semester following the first day of class. If a student's status changes from full-time to part-time during the first 10 days after the beginning of class, a partial tuition refund will be granted.

*Student will pay a nominal fee.
**No fee to students.
A student dropping a course or courses should accomplish this procedure through the Records Office.

LATE REGISTRATION
Students may register for classes during the first 10 calendar days after classes begin and will be permitted to enter classes where there is space.

STUDENT ACTIVITY FEE
A student fee of $12.00 per semester for full-time students (six hours or more) and $6.00 per semester for part-time students (less than six hours) has been established. This fee is collected at the time of registration and is earmarked for such activities as films, art exhibits, dances, visiting lecturers and equipment for the Day Care Center.

UNIVERSITY LIFE

THE UNIVERSITY COMMUNITY
The philosophy regarding student life at Sangamon State University has been stated by President Robert C. Spencer in this way:

"We...intend to build a teaching institution, an institution in which the style of inquiry, dialogue with students, the style and method of addressing problems and seeking answers, is productive of the three ends of humane learning, literacy, and culture...This means we shall ask our students to combine their pursuit of the sciences, the social sciences, and the humanities with direct concern about where this knowledge will lead them, and what its implications are for personal growth and community and human welfare."

It is in this spirit that the Office of the Dean of Students works with students in a wide range of activities. All student activities are considered to be an integral part of the educational experience.

UNIVERSITY GOVERNANCE
The university can provide no more productive learning experience for students than participation in its governance. A single organization has been established to help guide the entire university community. The University Assembly, formed in November, 1970, represents the various Sangamon State constituencies. The Assembly includes members elected annually from the student body, the faculty, the staff, ex-officio members of the administration, and the president, who participates as an ex-officio non-voting member.

Three councils, whose members are appointed, operate subject to review by the Assembly: the Council on Academic Affairs, the Council on University Services, and the Council on Campus and Community Services.
The university provides a variety of services to students, including organization of student activities, personal counseling, health services, financial aid and job placement. The Office of the Dean of Students also administers an intramural athletic program. All students, both full- and part-time, have access to these services.

The Office of the Dean of Students maintains an up-to-date list of student housing in the Springfield area. Housing designed specifically for students will be listed as it becomes ready for occupancy, which is expected in the near future. Housing listings are accepted by the university with the understanding that the housing facility is open to persons of all races and religions. Students are free to find their own housing if they choose, and private developers have recently begun developments designed for student occupancy. Such housing will offer students a variety of living environments and will be available in several price ranges.

Professionally trained counselors are available to students who wish to discuss problems related to their work and lives at Sangamon State. In addition, peer group counseling is available to students whose problems might best be dealt with by informed students who volunteer to offer this service. For more information about professional or peer group counseling, contact the Office of the Dean of Students.

The Student Health Service can perform, without charge, many of the non-emergency services that would be provided by a family physician. The university dispensary, which is open from 8:30 a.m. until 5:00 p.m. is staffed by a full-time registered nurse. In addition, a physician and psychiatrist maintain scheduled weekly office hours and are also available for consultation by appointment.
Health services are available to all students, including part-time students. Information contained in a student's health record is confidential and is not released without the student's written permission.

The Health Service staff includes: Dr. Douglas M. Gover, Consulting Physician; Dr. Glen Pittman, Consulting Psychiatrist; and Lynne Price, R.N.

Twice a year, depending upon demand, the university offers a battery of vocational tests (aptitude, vocational interest and personality) available to all interested students, especially for those who are uncertain about their major concentration or who may be considering a change of vocational direction. Four consecutive Saturdays are designated for the tests each semester, the first three for administration, and the fourth for group interpretation of the results with several of the university's counseling psychologists on hand to answer individual questions. Although the service is covered by the student activity fee, it is necessary to sign up for the testing at least a week in advance of the series. Students may utilize the service more than once, but test administrations for an individual should be at least a year apart. For further information, contact the Office of the Dean of Students.

The student health insurance program is administered by the Benefits Office. Students who do not have medical and hospital coverage equivalent to that available in the policy offered by the university are required to obtain such insurance. Costs per semester are $13.00 for the student, $17.00 for the student's spouse, and $12.50 for one or more children. (Figures are subject to change without notice.)

A Day Care Center is operated on the Main Campus by the university for the benefit of students and their children. The center is open from 8:00 a.m. to 6:00 p.m. Monday through Friday. A varied program appealing to the preschool child is offered. Special daily and weekly rates are available; there is also a reduction in rates when more than one child per family is involved.

The Springfield Mass Transit District has cooperated with the university to provide bus transportation for the university community. An inter-campus bus runs regularly between the Main and Capital Campuses. Schedules are available at the Office of the Dean of Students.

State law requires that university personnel and students pay for parking services for their motor vehicles. All students and staff who drive to either campus are
required to purchase a parking decal at the beginning of each semester while attending or working at Sangamon State University. Decals can be purchased at the Bursar's Office located in Room B-91, Main Campus and/or the Bursar's Office at the Capital Campus.

Any questions or additional copies of the policy covering parking may be obtained at the Public Safety Office, Room C-133, Main Campus.

Assessed fees are approximately $7.50 per semester or $20 a calendar year; $.50 for a second car, and $1 for a replacement sticker. (Fees are subject to change without notice.)

PUBLIC SAFETY DEPARTMENT

The Public Safety Department is located in Room C-133 of the Administration Building. Its main function is the safety and security of the university community.

The department is also charged with the enforcement of the rules and regulations as set by the University Assembly, including parking.

As an added service to the university, the department carries out investigations of thefts, lost and stolen items, and/or all complaints of the community. The department is open 7 days a week, 24 hours a day, and if any problem arises, call 786-6690.

BOOK STORE

The campus book store, located in the east wing of the Student Services Building, carries in stock all required textbooks, as well as a wide variety of books of more general interest. There is also a good supply of study aids, stationery, current news magazines and periodicals of general interest. The book store makes every effort to obtain books in print which are not in stock.

In addition to books, the store carries a full line of standard supplies for college students. As students express interest in miscellaneous items, these may be ordered and maintained in stock.

PLACEMENT

The University Relations Office operates a Placement Office staffed by an Alumni and Placement Counselor to assist Sangamon students and graduates in securing full-time employment. The office maintains a file of current job openings and also serves as a source of advice in the preparation of placement credentials and resumes. The office conducts seminars in career counseling. It also publishes lists and catalogues of Sangamon students in selected programs who are seeking employment. These catalogues are distributed to prospective employers throughout the state. Students who anticipate using the services of the Placement Office should contact that office early in their academic career at Sangamon, and at the appropriate time should register as candidates for employment.
Sangamon State University employs an Affirmative Action Officer, whose work it is to assure that the university complies with its own commitments and agreed policies on matters of sex, race, and religious discrimination and with all state and federal affirmative action programs.

I.D. CARDS Each student is issued an identification card, which is required for use of the library and may be requested for identification purposes at university-sponsored events.

CAFETERIA Located in the west wing of the Student Services Building on the Main Campus, the dining area is equipped to seat approximately 250. During the noon hours, hot meals are served, utilizing modern food preparation techniques most commonly used on commercial airlines. There is a rotating menu cycle of three weeks, during which no primary entree is repeated. Certain popular items such as hamburgers and french fries are available on a daily basis. All meals are moderately priced for the average student budget. A variety of vended products, including hot and cold drinks, sandwiches, desserts, pastries, salads, ice cream products, candy, etc., are available at all hours of the day and evening. For those items normally served hot, a microwave oven is provided for quick and efficient heating.

SPRINGFIELD Springfield, the capital of Illinois, is a city of 92,000 people located in Sangamon County, the heart of a rich agricultural area with a population of over 400,000. The city is a diversified community of commerce and agriculture and the center for insurance, government, education, and medical facilities. County and federal offices are located here in addition to the many state buildings. It is an historical city incorporated as a town in 1832 and widely known as the home and burial place of Abraham Lincoln, and the home of poet Vachel Lindsay. The city and the area abound in historical and recreational sites. Tourism is an important industry.

Springfield has a variety of cultural attractions and opportunities, including the Springfield Symphony Orchestra, Municipal Choir, the Municipal Band, the outdoor Municipal Opera, and the Carillon Festival. The Springfield Art Association, the Illinois State Museum Art Gallery and an annual Old Capitol Art Fair are representative of the city's interest in art. The city also boasts a theater guild and children's theater guild, as well as the Copper Coin Ballet, also featuring young people. Widely known guest speakers are featured in the annual Town Hall Series, and concerts
of the Amateur Musical Club feature visiting artists. There are 20 parks in the area which include wildlife sanctuaries and a children’s zoo. Lake Springfield has public beaches and many picnic areas. There are conveniently located public golf courses and tennis courts. The Illinois State Fair, the nation’s largest agricultural fair, is held each year in August. Several horse shows are held annually.

In addition to being the site of Sangamon State University, the city is the home of two junior colleges—Lincoln Land Community College and Springfield College in Illinois—and Concordia Lutheran Seminary.

A medical school under the auspices of Southern Illinois University is to open in 1973 to operate in conjunction with the two hospitals in the city. The state operates the McFarland Zone Center, a part of the pioneer network of community-centered mental health clinics in Illinois.

**STUDENT FINANCIAL AID**

The Office of Financial Aid at Sangamon State University coordinates federal, state, institutional and private financial aid programs. Assistance is available in the form of grants, tuition waivers, scholarships, loans, part-time employment, and veteran’s benefits.

Section I contains descriptions and application procedures for various programs which are not based on financial need. Section II contains descriptions of need-based programs. Section III contains application procedures for need-based programs.

**SECTION I: NON-NEED BASED PROGRAMS**

**Law Enforcement Education Program (LEEP)**

In-service employees of police, courts, and corrections agencies enrolled in courses related to law enforcement can receive grants to cover the cost of tuition, fees, and books. Grant recipients must agree to remain in the service of an employing law enforcement agency for at least two years following completion of their courses.

Loans covering tuition, fees, and books are available to full-time students enrolled in degree programs. Loan recipients must intend to pursue full-time employment in the criminal justice field upon completing courses. The loan is cancelled at the rate of 25% per year of full-time employment in law enforcement.
Applications for the LEEP program are available in the Financial Aid Office and must be submitted prior to registration.

**State Military Waivers**
These awards usually exempt the holder from the payment of tuition and any matriculation, graduation, and activity fee. They are available to Illinois veterans who have served at least one year of active duty in the armed forces and who were legal residents of the State of Illinois when they entered military service, were honorably discharged, and after leaving service returned to Illinois within six months. (SPECIAL NOTE: Illinois veterans who served prior to August 11, 1967, need not meet the requirement for one full year of active duty.) An application for a Military Waiver should be requested from the Financial Aid Office, completed in full, notarized, and submitted along with a copy of the veteran’s DD-214. Illinois veterans may also be eligible for federal assistance and are encouraged to contact the financial aid office prior to registration.

**Veterans’ Benefits**
A veteran of at least 181 days continuous active duty, any part of which occurred after January 31, 1955, is entitled to veterans’ benefits. Veterans are encouraged to contact the Financial Aid Office prior to registration.

**State Teacher Education Waivers**
These awards usually exempt the holder from the payment of tuition and any matriculation, graduation, and activity fee. Students planning to attend Sangamon State who currently hold a State Teacher Education Waiver may transfer their award to Sangamon State. To facilitate the transfer, the Director of Financial Aid should be notified in writing prior to registration. State Teacher Education Waivers granted after October 10, 1969, carry an obligation to teach in Illinois 2 of the 3 years following graduation, or the amounts received must be repaid to the State of Illinois at the rate of 5% interest. Undergraduate students wishing to apply for a teacher education waiver may do so under the following program options:

- Students who rank scholastically in the upper half of their graduating class and/or persons who hold a valid teaching certificate who wish to pursue a career in special education may apply for a Special Teacher Education Waiver to the local County Superintendent of Schools or to the Superintendent of Public Instruction.
Students 21 years old or older, residing in Illinois and accepted at Sangamon State, may apply for an Adult Teacher Education Waiver by submitting ACT test scores to their local County Superintendent of Schools.

**General Assembly Waivers**
These awards usually exempt the holder from the payment of tuition and any matriculation, graduation, and activity fee. Each member of the General Assembly may nominate two persons annually from his district. Interested students should contact their district member of the General Assembly.

**Franklin Life Insurance Company Scholarship Program**
This program was established expressly for use at Sangamon State University. Its purpose is to provide assistance to full-time undergraduate students who are children of Franklin Life Home Office employees. APPLICATIONS MAY BE OBTAINED FROM THE PERSONNEL DIRECTOR OF FRANKLIN LIFE INSURANCE COMPANY.

**Employment Opportunities**
The Office of Financial Aid maintains a bulletin board listing available employment opportunities both on and off campus. Students are encouraged to periodically check the job board and sign the job register indicating their interest in employment opportunities.

**Graduate Assistantships**
A limited number of graduate assistantships providing monthly stipends and a tuition waiver are available for graduate level students. Interested students should contact the office of the Vice President for Academic Affairs.

**SECTION II: Supplemental Educational Opportunity Grants**

**Need Based Programs**
These are federal grants to undergraduate students with exceptional financial need.

**National Direct Student Loans**
These are federal loans to students who have proven financial need. Interest at 3% and repayment begins 9 months after the student ceases attendance.

**Illinois State Guaranteed Loan Program**
This program provides loans up to $2500 per academic year at a rate of 7% simple interest. In some cases the federal government will pay the interest on the loan while the student is in school and for nine months after graduation or termination of attendance. Applications are available in the Financial Aid Office.

**Illinois State Scholarship Commission Grants**
Monetary awards in the form of grants are made to
eligible undergraduate students in amounts up to full tuition and some fees. Application must be made directly to the State Scholarship Commission. ALL UNDERGRADUATE STUDENTS WHO ARE ILLINOIS RESIDENTS AND ARE APPLYING FOR FINANCIAL AID ARE REQUIRED TO APPLY. Applications are available in the Financial Aid Office.

**University Community Emergency Loan Fund**
This fund provides short-term loans to help students enrolled full-time to meet emergency educational expenses. Loans can be made for up to a maximum of 60 days and are interest-free. However, a service fee of 50¢ is charged at the time the loan is repaid.

This fund was established during the university's inaugural year through the cooperative efforts and combined contributions of the following Springfield banks and savings and loan associations:

Bank of Springfield  
Capitol Bank & Trust Company  
First National Bank  
First State Bank of Springfield  
Illinois National Bank  
Land of Lincoln Bank  
Peoples National Bank  
Springfield Marine Bank  
Town & Country Bank  
American Savings & Loan  
Citizens Savings & Loan  
First Federal Savings & Loan  
Sangamon Home Savings Association  
Security Federal Savings & Loan  
Springfield Workingmen's Savings & Loan

**Institutional Tuition Waivers**
A limited number of undergraduate tuition waivers are provided each year. Undergraduate foreign students are eligible to apply.

**Community Grant Fund**
Initiated by the Junior League of Springfield, Inc., the fund was created to aid financially needy students.
Student to Student Grants  
This program provides grants to needy students. Funding is derived from two sources; first, from student voluntary contributions and second, from matching funds from the State of Illinois under provisions of SB 691 (Public Act 72-2134).

The American Association of University Women Grant Fund.  
This fund provides financial assistance for mature women returning to complete an interrupted education. Undergraduate students are eligible to apply.

William H. Chamberlain Fund  
This fund established in memory of Judge William H. Chamberlain was created to assist needy transfer students from community colleges.

Robert P. Howard Fund  
This program provides assistance to students pursuing careers in public affairs reporting. It was established by Robert P. Howard, retired Capitol correspondent for the Chicago Tribune.

James E. Armstrong Fund  
This program also provides assistance to students pursuing careers in public affairs reporting. It was established in memory of the late James E. Armstrong, publisher of the Illinois State Journal-Register, Springfield.

SECTION III: APPLICATION PROCEDURES FOR NEED-BASED PROGRAMS  
To apply for consideration for need-based programs, the student should request from the Financial Aid Office:

1. AN APPLICATION FOR FINANCIAL AID: This should be submitted before July 1 of each year (March 1 is our preferred date). Applications are processed on the basis of date received, student eligibility, and availability of funds. An application will not be considered complete until the applicant has been accepted for admission and the appropriate financial statement is on file in the Financial Aid Office.

2. THE ACT FAMILY FINANCIAL STATEMENT: The ACT computer card must be submitted to the American College Testing Program for processing. The four-page ACT Instruction/Worksheet (or a copy) must be sent directly to the Financial Aid Office. (The Parents' Confidential Statement will also be accepted.)
Independent Students
In addition to the application and financial statement, students wishing to be considered as independent must submit the NOTARIZED STATEMENT OF PARENTAL NON-SUPPORT certifying that the student:

1. Has not been and will not be claimed as a federal income tax deduction by either parent or guardian for the calendar year for which aid is requested and the prior calendar year.
2. Has not received and will not receive more than $200 in support, including room and board for four or more months, from either parent or guardian during the calendar year for which aid is requested and the prior calendar year.

Note
Independent students are required to submit parental income and asset information. Those not submitting this information will not be considered for grants or tuition waivers and will be considered for loans and Work-Study only after all other applicants have been funded.

Independent students submitting the ACT Family Financial Statement should have their parents complete Sections W, Y, and Z of the form.

Inquiries regarding the above should be directed to:
The Office of Financial Aid
Sangamon State University
Springfield, Illinois 62708
Telephone: (217) 786-6724

The Library

As the center of information and the university's primary academic resource, the library is the heart of Sangamon State's academic life. This has been demonstrated by the fact that the first permanent building on Sangamon State University's campus is the Norris L. Brookens Library, named after the late chairman of the Illinois Board of Regents.

It can be said that a student whose liberal arts education has been successful has learned no more than the proper use of a good library. The reason for this is clear: knowing how to ask the right question is the beginning of learning. It is also the point of library
instruction. At the Sangamon State library the primary emphasis is instruction in the use of information resources.

The SSU library is a teaching library. Librarians are members of the university faculty. They work closely with individual classes, other faculty members and students, and conduct workshops in a number of areas. The basic objective of the library's instruction program is to increase the user's ability to understand the organization of information, and to relate this understanding to library use. Library teaching is intended to develop self-motivated learners, a goal requiring a knowledge of those skills which are necessary to the proper use of bibliographic resources, the evaluation of sources, and an understanding of the contexts within which particular questions must be formed.

The SSU library collection contains over 100,000 volumes, 2500 current subscriptions to periodicals and newspapers, a variety of musical and spoken recordings, lectures and public addresses on audio- and video-tape, and slides. There are other important resources: the library has the catalogues of the University of Illinois library and the Illinois State Library on microfilm to facilitate interlibrary loans; various microfilmed collections including the Human Relations Area Files, the Educational Resources Information Center, and other important information resources are available to our students and faculty members. Also available are large and important collections of U.S. and United Nations documents. The library provides equipment for the student and faculty production of graphic, audio, video, and photographic materials. In addition, turntables, microform readers and printers, and photocopying equipment are available from the library.
trust cooperation
Programs described in this section of the Guide lead to the Bachelor of Arts degree. For programs in which both the Bachelor and Master of Arts degrees are offered, see the section beginning on page 55.

Child, Family, and Community Services

The Program in Child, Family, and Community Services prepares students for responsible careers in agencies which serve children, families, and communities. More specifically, such careers include work in day care programs sponsored by state and federal agencies, work with the aged, jobs as social therapists and mental health workers, and work in the human services area.

Stressing acquisition or improvement of work skills, applied study and a close collaboration with local service agencies in the educational process, the program prepares graduates to be generalists rather than specialists, equipped to move from one community service program or agency to another and to function successfully with a minimum of orientation and additional training. Concepts from social work and medical and clinical psychology are used in an attempt to offer a comprehensive preparation aimed at workers in child, family, and community services agencies.

Part-time and full-time students already employed in a position in a community service agency who wish to upgrade their skills, or those who seek careers in such agencies, should find that the program at Sangamon State serves their needs.

The B.A. Degree

Applicants for admission to the Child, Family, and Community Services Program must meet standard requirements for admission to the university. In addition, a committee comprised of both faculty and community service representatives selects applicants for program;
undergraduates who have completed community college sequences related to the program (such as sequences in Child Care Services) are especially welcome.

The program is structured around a multidisciplinary core, including an Experiential Component, combined with an emphasis in child, family, or community services. The program consists of 44 hours which includes this multidisciplinary core, a training internship, and a weekly integrative colloquium. Students in the program are required to complete a minimum of 64 credit hours at Sangamon State University.

Creative Arts

The Creative Arts Program prepares undergraduates to serve as arts generalists for such professions as environmental design, creative arts coordination, aesthetic education, and the direction of visual arts programs and projects. It also serves individuals who wish to pursue the arts as an avocation, both as producers and consumers. Careers open to graduates include work in architectural firms, community planning agencies, engineering offices, multi-faceted design studios, retail sales in the arts, and other places of employment which require individuals with capabilities in more than one discipline—men and women interested in the creation of new art possibilities out of the conjunction of old art forms within new technological and social contexts. The program also provides a foundation for further study of the arts by the person who wishes to do so as a generalist rather than as a specialist. The tendency in education toward interdisciplinary study seems to indicate the need for such people.

The B.A. Degree

Although requirements for entry into the program are identical with general university requirements, students are expected to have had prior experience in at least one of the arts. Actual studio placement, which varies with the individual's background, is arranged with a program advisor as soon as possible after admission to the program. Students may be asked to present examples of their work before a prospectus for concentration is approved.
The curriculum for the program has two focal points: team-taught core courses designed to present the historical development or topical elucidation of art forms as they interrelate with each other and society, and studio courses which provide experiential learning in the arts to develop the student’s aesthetic skills.

Minimum requirements for the B.A. are distributed as follows:

- 8 credit hours Applied Study
- 6 credit hours Public Affairs Colloquia
- 16 credit hours Creative Arts Core
- 16 credit hours Creative Arts Studio
- 14 credit hours Free Electives

Students are required to take at least one historical and one topical course from the sequence of the core courses. Normally, a student takes a studio concentration in a developed field of competence for eight hours credit. The remaining eight hours of studio work are distributed among other art areas. In addition to satisfactory completion of the appropriate courses, students are required to participate in a Multi-Arts Workshop for at least one semester.

Health Services Management

The undergraduate program in Health Services Management is designed to prepare students for middle management careers in health services. While focusing on health, the program builds on and complements the university’s Management Program, integrating a philosophical and humanistic approach to management in the field of health care. It is designed not only for students seeking careers in the growing field of health services administration, but also for persons currently working in the field who need courses for job advancement or to keep abreast of the rapid changes in the field. (Graduate level courses are offered within the M.A. Administration Program.)

The B.A. Degree
Students are required to participate in the generic management core of courses of the university’s Management Program, which consists of a single block of
time divided into four major integrated subject matter sequences. Entering students must demonstrate competency in the principles of economics, accounting and statistics; an adequate grounding in mathematics is also essential. The Health Services Management Program extends the "operating systems" sequence of this core, focusing on the health field in the Health Care Systems courses.

Designed to give students analytical tools and fundamental knowledge in the area of management, the first year of the program concentrates on this generic management core, while the second year provides an intensive, sequential study of the health care system, its institutions, structure, patterns and delivery mechanisms.

Students participate in applied studies and Public Affairs Colloquia throughout the program. They gain exposure to a number of different health facilities during the first year, later concentrating on a particular organization or facility according to their own aptitudes or interests. Besides hospitals, types of health-related facilities providing applied study opportunities for the program include State Departments of Public Health, Mental Health, Family Services, Child Health; nursing homes; health planning agencies; and state and local health-related organizations.

Requirements for the B.A. are distributed as follows:
- 6 semester hours Applied Studies
- 8 semester hours Public Affairs Colloquia
- 28 semester hours Generic Management Core
- 12 semester hours Health Care Systems Courses
- 10 semester hours Electives

Management

The Management Program at Sangamon State University is designed to prepare students for direct entry into first-level management or management trainee positions in government, business, and industry. The program is based on the premise that management is a single science that can be applied to all organizations. The curriculum focuses on the theories and techniques necessary to prepare graduates for management responsibility with corporations, government organizations, schools, hospitals, and other institutions. The program lays a conceptual framework for the understanding, evaluation and internalization of on-
the-job experience. Provision is made both in course work and during the Applied Study Experience for the exploration of specific career arenas in which students may have a particular interest.

The Management Program is multidisciplinary, placing strong emphasis on the liberal arts in content and in method of instruction. It also makes extensive use of such modern teaching technologies as team teaching, games and simulations, programmed learning, and other innovative teaching and learning tools.

The B.A. Degree
Generally speaking, evidence of completion of two courses in accounting and at least one course in economics will be required for entrance into the program. College algebra or its equivalent is also expected. Competence in any of these subjects may be demonstrated; or students may be allowed to take courses at Sangamon State, Lincoln Land Community College, or another college or university.

The heart of the Management Program is the Generic Management Core, a single block of time divided into four major integrated subject sequences: Organizations and Their Environments; Organization Dynamics; Operating Systems; and Quantitative Analytic Techniques. The Generic Management Core occupies the entire first semester of study and three-quarters of the second semester. The remainder of a student's time may be devoted to Management electives, the fulfillment of the Public Affairs Colloquium requirement, or other elective courses. The student of Management is encouraged to devote his free electives to subjects other than management. The Applied Study Experience may be taken during the first or second semester of the second year in the program, depending upon scheduling considerations.

Medical Technology

Part of the Allied Health Program at Sangamon State, to include Occupational Therapy, Physical Therapy, and Nutrition, the Medical Technology Program offers the A.B. Degree to students interested in careers in clinical pathology laboratories. Such careers require capabilities to perform scientific tests and to conduct elementary experiments in the clinical laboratories.
The program provides for the continuing education of students who have completed their lower division work (preferably with an A.A. Degree) and who have fulfilled certain levels of competencies. These competencies are normally established by successfully mastering the content of two years of chemistry through organic, one year of biology, one year of mathematics, with a year of physics recommended. The program leads to certification by the Board of Registry of Medical Technologists of the American Society of Medical Pathologists. To those already working in the profession it offers the opportunity to acquire the B.A. degree and/or a means to keep abreast of the technological developments in the bio-medical sciences.

The B.A. Degree
Interdisciplinary and problem-oriented, with emphasis on the basic sciences and the standards of contemporary medical technology, the B.A. program is composed of the fundamental academic and clinical experiences. The clinical experiences will be under the supervision of the faculty at Sangamon State University, as well as by those individuals normally conversant with clinical experience at the local hospitals.

Academic work during the junior year, or first year at SSU, is characterized by a firm grounding in microbiology, chemical and instrumental analysis, and anatomy and physiology. During the clinical year additional areas of academic pursuit would include serology, immunology, hematology, mycology, virology and diagnostic bacteriology. Students who can exhibit competency in any of these areas may have course work waived, so that additional work can be undertaken.

Since the program includes laboratory work done under professional supervision, the candidate must not only satisfy the customary expectations of academic work but also must meet the standards demanded of a publicly licensed laboratory. The quality of the clinical experience as evaluated by supervisory personnel in a laboratory setting represents the most crucial proof of competency for the B.A. degree in Medical Technology.
Sangamon State University's Nursing Program is based on three basic beliefs:

Health care is the right of everyone.
Health care should reflect individual needs, not professional prerogatives.
Health care is more comprehensive when planned and delivered by a team.

Designed for registered nurses, the Nursing Program at Sangamon State focuses on health maintenance, health promotion, and disease prevention. Graduates of the Program will be able to work in the fields of Family Practice Nursing, Primary Care Nursing, Acute Care Nursing and Long Care Nursing. The program provides graduates at the B.A. level with the professional competencies necessary to meet the health care needs of communities, families, and individuals in a variety of specialized settings, such as acute care hospitals, outpatient departments, emergency or trauma units, school health centers, public health agencies, health maintenance organizations, group health practice, family practice, extended care facilities, intensive care, and institutional living environments.

The B.A. Program in Nursing provides an upper division nursing degree completion program for registered nurses. Special attention is given to increasing the competencies of practicing nurses in selected clinical areas, who would like to pursue a higher education on a part-time basis. Registered nurses with associate degrees of R.N. diplomas and appropriate academic credits are accepted as candidates for the B.A. program.

The B.A. Degree
Graduation as a nurse clinician requires the successful completion of the following approved credits (with at least 52 semester hours acquired at Sangamon State University). No upper division nursing concentration credits from another institution are transferable to Sangamon State at this time, but proficiency examinations will be developed in the future for this purpose.

The program is designed to provide the student with a strong general education knowledge base, a set of integrated content units generic to all helping pre-professional students and a professional concentration component.
Requirements for the B.A. are distributed as follows:

- 6 semester hours Public Affairs Colloquia
- 8 semester hours Applied Study Experience
- 24 semester hours Nursing Concentration Courses (Family Practice Nursing, Primary Care Nursing, Acute Care Nursing, and Long Care Nursing)
- 22 semester hours Liberal Arts Electives

An integrated team work study experience serves as an alternative to the regular Applied Study Experience for selected students in the following programs: Nursing; Allied Health; Children, Families and Community Services; Social Justice Professions.

In addition to the use of St. John's and Memorial Hospitals' clinical facilities, students are provided with clinical leadership experiences in mental health institutions settings (primary, acute, and long term), school settings, institutional living settings (senior citizens' housing, homes for the mentally retarded, correctional institutions, homes for parentless youth), and public health facilities.

Physical Sciences

The Physical Sciences Program offers the undergraduate a combination of studies in chemistry, earth sciences and physics, which, in keeping with the public affairs and liberal arts thrust of Sangamon State, also stresses the relationship between social and humane values and the values of science. Flexibly designed to meet the needs of a variety of students—and to meet society's need for broadly educated physical scientists—this B.A. program provides interdisciplinary instruction within the Physical Sciences for persons seeking direct entry into positions in government and private industry, liberal science education for those seeking science-related careers, and preparation for students interested in graduate study. Among the numerous possibilities available to graduates are careers in chemistry, environmental geology, biophysics, government research or service, management of national parks, science reporting, secondary education, technical sales and water resources management.

The B.A. Degree

Entrance requirements include a background in physical sciences and mathematics equivalent to one year in each of the following: general chemistry, general
physics, and calculus. In addition, it is assumed that entering students will have the general competencies normally associated with the completion of two years of college, with a special emphasis on oral and written communication skills. Students with deficiencies in the above areas may enter the Program conditionally.

Requirements for the B.A. are distributed as follows:

**PHYSICAL SCIENCES CORE (20 hours)**
6 semester hours Public Affairs Colloquia
6 semester hours Physical Sciences Seminars (one relating science, history, and philosophy; one relating science, politics, and government; and one dealing with interdisciplinary problems in the natural sciences)
8 semester hours Applied Study or Independent Research

**PHYSICAL SCIENCES OPTION (40 hours)**
24 semester hours (minimum) upper level studies in Chemistry, Earth Science, and Physics
16 semester hours free electives

Since students design the Option portion of their program along either traditional disciplinary or problem-oriented lines, careful student advisement is necessary.

Applied Study opportunities exist in state government, environmental agencies or laboratories, industrial laboratories, or on legislative staffs. In some instances, a substantial independent research problem may be substituted for the Applied Study experience.
This section contains descriptions of programs which offer both the Bachelor of Arts degree and the Master of Arts degree. For programs leading to the B.A. degree only, see the previous section. Programs open only to graduate students are described in the section beginning on page 89.

Biology

From its inception, the Biology Program has sought to reflect the unique purposes and circumstances of Sangamon State University. The Program emphasizes "biological literacy"—those interpretive skills which enable our graduates to move in new or specialized directions as their personal and career interests develop. The program seeks to promote communications skills appropriate to the life sciences in an atmosphere of authentic laboratory and field work.

The Biology program provides students with those resources and learning situations which will enable them to develop the capacity to engage in effective problem-solving in the area of biology. At the Bachelor of Arts degree level the primary aim is to develop the necessary foundations for such interpretive and problem-solving skills. At the Master of Arts degree level the student is expected to apply such skills to some of the more specialized areas of inquiry in the biosciences.

Students entering the Biology Program are encouraged to have a strong background in general biology, as well as in the related areas of chemistry, physics, and mathematics.

There are five groups of courses:
Group I: Molecular and Subcellular Biology
Group II: Cell, Tissue, and Organ Biology
Group III: System, Ecological, and Process Biology
Group IV: Problem Solving: Research and Seminars
Group V: General Interest & Interdisciplinary Studies

The first three comprise the fundamental as well as the more advanced and specialized courses. The fourth group is made up of problem area seminars which deal with the presentation and discussion of individual work done in the current literature, the laboratory and the field. The fifth group of courses has to do with matters
of general interest—for example, the history of science, and the philosophy of science.

**B.A. and M.A. Degrees**

B.A. students are expected to be able to demonstrate by graduation familiarity with each of the major organizational levels (Groups I through III). Since the deficiencies and needs of each student are different, we will provide guidance for the student and the advisor in the form of adapted Graduate Record Examinations. The choice of courses in each case will be guided by individual strengths, deficiencies and personal interests. Normally most of the 24 hours of credit required will be derived from courses in Groups I through III, but students will be required to take no less than two of the two semester hour problem area or research seminars. Of these one is to be outside of the individually chosen problem area. Courses toward the satisfaction of concentration requirements may be taken from Group V. However, pursuit of interests in this area presupposes a satisfactory grounding in the fundamentals of biology. We wish to emphasize the primary importance of the organizational level courses and the expectation that each student's curriculum plan will show a balanced distribution of courses from Groups I through III.

The expectations for the M.A. degree presuppose the attainment of program objectives for the B.A. Deficiencies will be determined by versions of the Graduate Record Examination in Biology adapted to our own objectives. In addition, candidates will also be expected to take at least two problem area seminars, one of which must be outside of their chosen problem area. No courses are required of M.A. candidates from Group V, but it should be evident that students for the Master's degree will be expected to have some familiarity with the nature and history of scientific ideas. Most of the courses taken by M.A. candidates will be from Groups I through III, and of these at least half should be those designated as advanced or specialized.
Communication in a Technological Society

Communication in a Technological Society is concerned with the exchange of information, how that exchange is often blocked in our culture, and how people can improve the exchange of ideas. The program deals with the relationship between the understanding of communication and the practical means of communication. The aim of this study is to enlarge our sensitivities to the messages that surround us, whether that message be a word, a gesture, a piece of film, or even a noise. The program is theoretical and philosophical in that it offers students a chance to compare the contributions of communication theorists from a variety of fields. It is also a pre-professional program for those who seek a career in film, television, and like areas of message transmission. Above all, the program attempts to develop competence in the use of all available modes of communication.

The requirements for admission to the Communication in a Technological Society program as a candidate for the Bachelor of Arts degree are those for the university in general. Those who are pursuing a Master of Arts degree must have the Bachelor of Arts degree or its equivalent. Because of the multi-disciplinary nature of the program a rich and varied liberal arts background is most suitable for a study of communication.

Course offerings in the Communication in a Technological Society program fall into three broad categories. Each student will construct his program, in consultation with his advisor, with at least one course chosen from each category. Each student will present a concentration that has breadth and is not merely a specialist program.

1) Philosophy and Theory. These courses offer a student a general introduction to the field of communication. Courses available in this category of study cover such areas as psycholinguistics, music theory, print, visual literacy, and the impact of media.

2) History and Criticism. These courses examine the development of modes of communication, explore specific ideas, or compare aspects of several com-
munication arts. Such issues as ideology and art, the thought of McLuhan, current issues in broadcasting, film and literature, or the history of U. S. journalism are covered in the courses in this category.

3) Practice. These lab and studio courses exist to explore the satisfactions and problems of personal creation. Here students are able to participate in graphics production, creative writing, music composition and performance, and filmmaking.

The B.A. Degree
For a Bachelor of Arts degree in Communication in a Technological Society the student must satisfy the general university requirements. Twenty-four semester hours at the upper division level in CTS courses are needed for the B.A. degree.

The M.A. Degree
For the Master of Arts degree the student must fulfill all university requirements.

The responsibility for a student's program and course selection in CTS is left largely to the student and his advisor. Final approval of all programs is determined by the CTS program committee. Tutorials may be designed by a student who wishes to explore some aspect of the program not covered by a regular course. However, the determination of the applicability of the tutorial towards a CTS concentration must be made by the advisor and the program committee.

Economics

The tools of economic analysis are relevant to many contemporary issues and problems facing our society. In recognition of this, economists have found viable career opportunities in all the major sectors of our economy—business, government and other nonprofit organizations. At the B.A. level employment opportunities have been greatest in business and government. However, it must be recognized that the B.A. degree does not usually qualify the student to work solely as an economist. Hence he should consider the acquisition of somewhat more specific skills to increase his employability. At the M.A. level the student can expect to find many more openings which directly utilize the tools of economic analysis.
The Economics Program at Sangamon State emphasizes the development of an analytical framework applicable to the dynamic problems of man. In addition to preparing students to apply the tools of economics to social, governmental and business problems the program also aims at developing citizens literate in the economic problems of society. The program consists of a basic core of theory covered by undergraduate courses in microeconomics, macroeconomics, and statistics; specialized field courses which emphasize areas closely related to human and environmental problems; and opportunities for the application of the background provided in the first two segments of the program to community, business and governmental situations through seminars, courses, tutorials and workshops.

The primary program goal is to offer top quality education in all the sub-specialties within economics. This permits the student to choose that specialty which best suits his or her career goals, e.g., Money & Banking, Public Finance, and so on. However, within this framework students are expected to acquire the theoretical and quantitative skills common to all economists.

The existing structure within economics represents a judicious blending of the traditional and the new and innovative. Beyond covering traditional areas common to all quality economics programs, the faculty have expertise in such new areas as economic discrimination, environmental economics, educational economics, poverty and welfare, portfolio analysis and social and governmental problems.

The B.A. Degree
The student entering the Economics Program should have a background in the social sciences or the equivalent in experience, plus basic mathematical skills. With his advisor and, when necessary, with other members of the economics faculty, the student works out his own individual program. Generally, the undergraduate takes the three core courses in theory and statistics and a minimum of four additional courses in the various fields of economics. The sequence may culminate in an integrative closure experience.

The M.A. Degree
M.A. candidates in economics should have either an undergraduate major in economics or a strong concentration of advanced undergraduate courses in the field. It is expected that this background will include completion of courses in macroeconomic and microeconomic theory beyond the "principles of economics"
level, as well as a statistics course. The student's advisor may recommend certain remedial undergraduate courses before formal entry into the program. Entering graduate students are expected to have attained a level of preparation similar to that expected of students seeking the B.A. in Economics. The requirements for the M.A. degree in Economics are 40 hours of course work or 10 courses, to consist of a minimum of 24 hours in economics, up to 12 hours of electives, one PAC and one closure experience.

Environments and People

We are in the midst of an environmental crisis. Neither its character nor the solutions and modes of carrying them out can be grasped within the boundaries of a single discipline. The Environments and People Program is concerned with the interaction between man (both as a biological and a culturally adaptive system) and his physical environment. This is an area in which components of several disciplines concerned with natural systems and man-made and man-controlled systems can contribute.

The environmental crisis is likely to be with us for a long time. It will not be solved by the application of technology alone. To move toward solutions we will need people with creativity, with new kinds of knowledge and understanding, and with new kinds of skills. We will require men and women with the vision of generalists, who will strive for a sense of community and stewardship, and who will have the skills to translate visions into reality. The goal of the program is to create more harmonious relationships between people and their environments; these are essential for our survival. The Environments and People Program's balance of technological and humanistic considerations makes it obviously relevant to the career choices of many students; its applications extend to work in such fields as environmental planning and conservation, land use management, education, and social work.

The Environments and People Program has been designed to
(1) sensitize students to their relationship with the physical environment;
(2) explain people's dependence upon their physical environments for supplies of energy, air, water, land, nutrients, resources, etc.;
(3) discuss man's positive and negative interaction with various environments;
(4) explain the processes and consequences of mankind's continued increase in numbers and increases in rates of resources consumed;
(5) train students to be able to use analytical tools that are appropriate to assessing the interaction of people with their physical environment.

The B.A. Degree
There are no specific prerequisites for entrance into the program. Therefore any student with at least 60 semester hours acceptable to SSU may enter the Environments and People Program. A minimum of 24 credit hours (normally six 4-hour courses) in the Environments and People Program is required for the B.A. degree. The student must file a prospectus before the end of the first quarter of study, which should be amended when appropriate. A full statement of aims should accompany the prospectus. This statement should serve the purpose of defining the student's objectives, as well as giving the Program Committee the chance to advise on the appropriateness of the plans of the student, to have some feedback on the student's reasons for taking the program, and to determine what should be the specific directions of the future, given the student needs and the character of the job market. One of the readers of the Graduation Report shall be a representative of the Environments and People Program Committee and it is highly recommended that the advisors for majors in the program be members of the Environments and People Committee.

The M.A. Degree
A total of 40 semester hours is required for the M.A. degree of which at least 30 must be chosen from Environments and People courses. Twelve hours of the total may be waived for previous preparation towards the concentration. At least one member of the Examining Committee shall be a representative of the Environments and People Committee, as well as a reader of the Graduation Report.
The History Program offers opportunities to study developments in the past which have created the problems and opportunities we face in the present. Such study sensitizes the student to the nature of human institutions, to the processes by which they change, and to the role individuals play in these processes.

The History Program attempts to help students grasp the complex interrelationships of political, economic, cultural and technological forces which, taken together, shape a society. Students in the program analyze specific aspects of human activity, with maximum encouragement to work on questions they themselves wish to ask of the past.

The History Program at Sangamon State views history as a living subject, a vital method for understanding the cultural and political climate of the present as well as the events of the past. The program offers its students a full range of studies in history, including courses in such recently developed areas as psychohistory and oral history.

The B.A. and M.A. Degrees
To meet the requirements for either a B.A. or an M.A. in the History Program, a student must take 24 semester hours in history and fulfill all university-wide requirements.

All students entering the History Program on either the undergraduate or M.A. level must in their first semester submit a plan of study in the form of a prospectus, which will be carefully reviewed every semester and should outline as clearly as possible what the student expects to gain from the study of history and how he intends to pursue this goal.

There are no generally required courses, but the program committee reserves the right not to accept a given plan of study. It is strongly recommended that each student take the history colloquium offered by the program, a course which attempts to introduce students to questions concerning the philosophy, methodology, and meaning of historical investigation. There is, however, a university-wide requirement for a statement, prior to graduation, of the philosophy and significance of one's study at Sangamon State. History students should envision the prospectus as a preliminary formulation of this final statement.
More generally—and more importantly—the History Program is concerned with the quality of the educational process. In its effort to achieve this quality, the faculty seeks to provide personalized instruction and asks the student to think imaginatively and creatively. Only from a combination of flexibility, innovation, and excellence will we jointly achieve a genuine understanding of man and the complexities of his past.

The Individual Option

When a society is highly diversified technologically, and when both life and career goals are under constant pressures of change, universities face the difficult task of devising programs which can effectively serve individual students as well as society at large. The Individual Option attempts to meet these needs by providing for students who desire

a) an unusual combination of cross-disciplinary interests, or
b) a special career goal which requires an interdisciplinary approach not met by existing programs, or
c) to personally plan and control their education and who are able to satisfactorily construct and complete a Learning Proposal embodying their aims.

The personal needs and objectives of the student proposing the option are the sole bases for the Option program; it is an essentially individual concentration. Hence, the Individual Option permits the student to fulfill the concentrated studies requirement by constructing a personal program making the widest possible use of available educational resources. Students should recognize that greater risks can accompany the opportunity offered by the Individual Option Program. They should also be aware that the Individual Option may not serve as a means by which a student might, in effect, construct a conventional major in an area where no program has been established at the university.

The B.A. and M.A. Degrees

A student who wishes to gain admission to the Individual Option program writes an Individual Option Learning Proposal. When this proposal is accompanied by the Individual Option "Contract" form completed with the proper certifying signatures, it shall be attached to his "Undergraduate Study Prospectus" and be forwarded to the Registrar. Only when this has happened, is
the student officially admitted to the Individual Option program. Interested students are urged to enroll in a section of the Individual Option Colloquium which provides information and help in writing and carrying forward the Learning Proposal.

The student who has chosen an individual concentration program meets all normal graduation requirements. The student must demonstrate the satisfactory completion of his or her program. This demonstration normally fulfills the requirement for a Graduation Report and provides an occasion for the endorsement of communication skills.

The M.A. candidate is expected to meet all normal graduation requirements as they apply to the M.A. degree, including the Problem-solving Exercise. The demonstration of satisfactory completion of the program normally fulfills the requirement for a Graduation Report. The Problem-solving Exercise may be incorporated in the final demonstration.

**Justice and the Social Order**

Justice and the Social Order offers a general liberal arts B.A. and M.A. degree to students who do not wish to specialize in a traditional discipline or who have not yet decided upon a specific career that is directly served by one of the existing career programs. The program draws upon the multidisciplinary competencies of faculty throughout the university to meet the needs of those students who want what has traditionally been called a general studies degree. Justice and the Social Order is designed especially to speak to the needs of those whose “general studies” interests are organized around the program theme of justice and the social order. The program provides a foundation for students interested in such careers as law, law enforcement, corrections, courts-related work, social service, and public service in general at the state, local and national level.

However, students cannot expect the program alone to provide all that may be necessary for entry into these areas. This can be obtained through the selection of electives.

**The B.A. and M.A. Degrees**
The program is organized around five subdivisions with two colloquia to provide an opportunity for continuity and a common academic experience for all students
in the program. It is recognized that these are not exhaus­tive of the broader topic, Justice and the Social Order. They are rather intended to provide a suggested framework for students as they plan their academic and applied work. Students who wish a radical de­parture from the way the program is organized, but who are still interested in the overall theme, should consult their advisors and proceed through the Indi­vidual Option Program and/or submit their proposals to the program committee.

UNDERSTANDING THE NATURE OF JUSTICE AND THE SOCIAL ORDER focuses on historical and philo­sophical problems related to the definition of justice and social order and is made up of courses in history, philosophy, and the social sciences.

ACHIEVING JUSTICE WITHIN THE SOCIAL ORDER emphasizes the problems of implementing justice. This includes consideration of governmental and extra­governmental forms of political action and such bro­ader topics as war and revolution.

JUSTICE, CRIME, AND LAW WITHIN THE SOCIAL ORDER focuses on legal justice and the various prob­lems connected with law enforcement, the courts, and corrections.

JUSTICE AND EXPLOITATIVE RELATIONSHIPS WITHIN THE SOCIAL ORDER focuses on the causes and effect of various types of exploitation of people, in­cluding sex, race, economics and social status.

JUSTICE, BUREAUCRACY, AND ADMINISTRATION WITHIN THE SOCIAL ORDER focuses on the relation­ship of bureaucracy to social injustice in industrialized societies.

Program Colloquia
INTRODUCTORY COLLOQUIUM
The purpose of this colloquium is to prepare the stu­dent's thoughtful and active concern for justice by considering some of the major historical perspectives on the just relation of individuals to societies. While the colloquium is open to all students it is also de­signed to provide students and faculty in Justice and the Social Order with a common ground for integrating their work in the program, and is therefore required of all those concentrating in JSO.

FINAL INTEGRATIVE COLLOQUIUM
The primary purpose of the Final Integrative Col­loquium is to provide a setting within which students can integrate and assess the questions raised through­
out their work in the JSO Program. It also serves as one vehicle for a final evaluation of the student's academic achievement.

In addition to the university-wide requirements each B.A. student must meet the following JSO Program requirements:

1. Each student must take the Introductory Colloquium as part of his 28 hours of concentration.
2. Each student must successfully complete a Final Integrative Evaluation. Normally this requirement will be met by successfully completing the Final Integrative Colloquium. Those students who do not choose to meet their final evaluation requirement in this manner must take the initiative in presenting the Program Committee with an acceptable alternative. Possibilities include an oral or written examination, papers, thesis, films, special projects, etc. The Program Committee will determine whether or not the project selected by the student is deserving of academic credit.

In addition to the university-wide requirements each M.A. student must meet the following JSO program requirements.

1. The Introductory Colloquium and the Final Colloquium are required of all students who have not taken them, or an equivalent, at the undergraduate level.
2. Students who have not had an Applied Study Quarter or one deemed relevant to ISO by the Program Committee are required to have 10 additional hours (over and above the 30 hours required for an M.A.) of practical or applied experience which could serve to integrate an interest in ISO.

**Literature**

The study of Literature holds a central position in any liberal arts education, particularly one which emphasizes public affairs. Literary works of all ages are important primary sources for determining where as a race we have been, where we are, and where we may go.

Literature is the verbal expression of the pathos and comedy of human affairs; the literary writer has always been concerned with the social, political, environmental, and cultural issues of his times, and through his work has made them concrete and recognizable. Literature,
therefore, is of value to all programs at a university, as well as a valuable study in and of itself, helping to prepare men and women to be reflective, productive, humane beings.

The B.A. Degree
As well as satisfying general university requirements, baccalaureate candidates in literature are expected to attain research, writing, analytical, and interpretive skills. No other general requirements are deemed necessary, however, as each student, with his advisor, is asked to develop his own program of studies according to his specific needs and interests.

From our wide variety of offerings, any student should be able to construct a coherent program based upon his personal and professional needs, and the very act of finding that coherence is an important part of the educational process within the program. Thus, if a student wishes to pursue a traditional degree in literature, he may choose among courses taught by specialists in traditional classic writers like Chaucer, Shakespeare, Blake, and Dickens, and courses in the periods which these authors represent. In addition, however, the student may select courses in the area of contemporary literature in such areas as Afro-American literature, science fiction, creative writing, and the film as literature, or in courses centering on such themes as the psychology of alienation or the historical role of women. All literature courses incorporate the methodology, tools of research, and modes of perception necessary to an understanding of specific genres and periods.

For students who wish a more formal introduction to the field and additional guidance in developing their programs, the Literature Colloquium is offered each semester by various members of our staff. In addition to developing prospectuses which will be reviewed by the program committee, students in the Colloquium will be given an introduction to major issues within the profession while they gain experience with basic bibliographic tools and critical perspectives on the study of literature. One Colloquium is offered each semester for two hours of credit. Students are encouraged to take at least two of the colloquia during their stay at Sangamon State.

The undergraduate student must take twenty-four semester hours of courses listed with the literature program, and the program is open to any student who qualifies for admission to the university.
The M.A. Degree
The M.A. candidate must satisfy general university requirements for the degree, including, of course, 24 semester hours of credit in literature courses. The Master of Arts candidate in literature takes the majority of his courses with undergraduate students. The graduate student, however, is expected to perform on a higher level than the average undergraduate and also to exert more effort, either in the form of a substantial research paper or in the form of supplementary reading, especially in additional primary and secondary source materials. His efforts are partly judged by his ability to do independent study and research. Also, each graduate student, in conjunction with his advisor, provides some overall means of evaluating his work, such as a thesis or a written or oral examination or other means developed by and for individual students (e.g., a performing role from an M.A. candidate whose interest is drama, or a short story from a student interested in creative writing).

Mathematical Systems
Mathematics has been called both the queen and the servant of the sciences. The Mathematical Systems Program at Sangamon State University recognizes both aspects. No liberal arts education is complete without some knowledge of mathematics, both its subject matter and its approach to problems. Sangamon State University offers an option in pure mathematics, but as an institution committed to the study of public affairs and to the preparation of students for productive careers, other options in mathematical systems are offered as well. Statistics, one of the important mathematical disciplines in the study of public affairs, is one. Computer science is another, designed to prepare students in the use of an important tool in the modern world. Operations Research/Systems Analysis, a new discipline that applies the tools of mathematics to analyzing and solving problems, is a third.

MATHEMATICS PROGRAM OPTION
The technological age in which we live is based on science, which is based on mathematics. In the social sciences quantitative models are becoming more and more important, and whole new fields involving mathematics are being developed to study the emerging problems of today.
The pure mathematics option offers the student a firm foundation in the new applied disciplines, and enables him, if he wishes, to study more intensively any of the new fields. In addition to having valuable applications, mathematics has long been recognized as one of the liberal arts and as an important part of culture.

The B.A. Degree
The B.A. degree candidate in mathematics is expected to be competent in calculus through partial derivatives and multiple integrals. It is also suggested that the student take Linear Algebra or Matrix Algebra in his first two years of college if possible; otherwise he must do so during his time at SSU.

The student concentrating in mathematics must take 28 semester hours of mathematics and statistics, or computer science and operations research courses of appropriate rigor. Up to 4 of these hours may be taken in service courses offered by the Mathematical Systems Program. All students in mathematics must take Proofs and Naive Set Theory (2 hours), Abstract Algebra, and Advanced Calculus. Other Mathematical Systems courses, selected by the student in consultation with his advisor, must be approved by the Mathematical Systems Program Committee to assure the coherence of the student's program at Sangamon State University. In addition to other requirements set by the Program Committee and the University, math students must by graduation demonstrate their ability to program a computer.

The M.A. Degree
An M.A. in mathematics requires 40 semester hours, up to 10 of which may be waived for the student who has taken Linear Algebra, Abstract Algebra, and Advanced Calculus as an undergraduate. 32 hours must be in Mathematical Systems. Students who have not had Abstract Algebra and Advanced Calculus must take them as part of the 32 hours. The student who has not had Linear Algebra must take Matrix Theory (2 hours) as one of his electives.

The M.A. candidate must demonstrate to the Mathematical Systems Program Committee his ability to program a computer.

For the mathematics student the general university requirement of a Problem-solving Exercise takes the form of a seminar talk. The student is required to develop a presentation on some aspect of mathematics that he has not studied formally in class. The topic, and the presentation, should demonstrate the student's ability to bring together theory from different mathematical fields.
Statistics is a modern art of decision making in the face of uncertainty. The Statistics Option is designed to teach students this art and to teach them how to use and apply statistical techniques to real-life problems; to provide the skills of collection, tabulation, analysis and interpretation of data needed to provide the quantitative information inherent in a modern technological society. The Statistics Option at Sangamon State University is designed for both students concentrating in statistics and for students in other disciplines which use statistics as an investigative method.

The program is oriented toward the use of statistical methods, theory and applications in business, social science, and natural science. It is designed to provide a broad general education preparing graduates for positions in government or industry and to prepare students for further academic training in statistics or operations research.

The B.A. Degree
The B.A. degree candidate in statistics is expected to be competent in calculus through partial derivatives and multiple integrals. It is also suggested that the student take Linear Algebra or Matrix Algebra in his first two years of college if possible.

The student concentrating in statistics must take Probability Theory and Statistical Application, and Statistical Inference, each a 4 semester hour course. He must also take 12 semester hours (3 courses) of statistics courses required by the Mathematical Systems Program Committee.

The student must also take 8 semester hours of mathematics, or computer science and operations research courses of appropriate rigor. It is highly recommended that one of these courses be Advanced Calculus. The student who has not had Linear Algebra must take Matrix Theory as part of the 8 hours of mathematics.

To receive a B.A. in statistics a student must also demonstrate ability to program a computer.

The M.A. Degree
An M.A. in statistics requires 40 semester hours, 32 of which are in Mathematical Systems. Up to 10 hours may be waived for the student who has taken Linear Algebra, Probability Theory and Statistical Applications, and Statistical Inference as an undergraduate. Besides statistics, the student must take 4 hours of mathematics from the following list:

- Advanced Calculus
- Advanced Linear Algebra
- Complex Analysis
- Numeral Analysis
These 4 hours must be in advanced calculus if the student has not had it as an undergraduate. The student must also take 4 hours of a course in computer programming with advanced statistical applications.

The M.A. candidate must demonstrate to the Mathematical Systems Program Committee his ability to program a computer, in addition to meeting all other graduation requirements.

For the statistics student the general university requirements of a problem-solving exercise takes the form of a seminar talk. The student is required to develop a presentation of some aspect of mathematics that he has not studied formally in class. The topic, and the presentation, should demonstrate the student's ability to bring together theory from different mathematical fields.

**OPERATIONS RESEARCH/ SYSTEMS ANALYSIS**

The OR/SA program is open to students who have not previously concentrated in mathematics, as well as to math students who wish to continue in this direction. There are three degree options in the Operations Research/Systems Analysis Option: The B.A. in OR/SA, the M.A. in OR/SA, or the M.A. in Public Systems Analysis. Basic to all three is the OR/SA Practicum (which may substitute for the Applied Study Experience) during which students apply quantitative problem solving techniques. Involved in a problem solving project from his first semester at Sangamon State, the full-time student continues to participate throughout his enrollment, integrating his study of techniques with the solution of real problems.

**The B.A. Degree**

This degree is suggested for the undergraduate with an aptitude for mathematics and an interest in applying it to contemporary problems. Study includes a broad spectrum of subjects in applied mathematics (accounting, computer programming, linear algebra, statistics) as well as in operations research and systems analysis. The entering student is expected to have had a course in calculus. Deficiencies may be remedied by formal or independent study while the student is enrolled in the program, although credits earned in this endeavor do not count toward the 60 hour requirement for the B.A. degree. OR/SA students are required to take 10 semester hours of introductory courses in OR/SA, 10 semester hours of quantitative tools, and 8 semester hours of the OR/SA Practicum.

**The M.A. Degree**

In this program, students concentrate on the mathe-
matical theory underlying the techniques of operations research and systems analysis, and develop skill in supervising an operations research study. Graduation with the M.A. degree requires 40 hours, with up to 10 hours advanced standing as determined by the Program Committee. Entering students are expected to have had an introductory course in calculus. Deficiencies in this area may be remedied by formal or independent study while the student is enrolled in the program, but this study does not apply to the 40 hours required for the M.A. degree. Students are required to take 8 semester hours of advanced mathematics and statistics, 12 hours of OR/SA Advanced Area courses, 6 hours of an OR/SA Practicum, and, if needed to meet the required B.A. level proficiency in OR/SA, 6 hours of introductory OR/SA courses and, quantitative tools.

The M.A. in Public Systems Analysis
This program is designed to interest the student whose undergraduate specialty differed radically from the study of techniques of quantitative problem solving. Although candidates for the Program need not have a strong mathematics background, they must have the willingness to learn various topics in applied mathematics necessary to use operations research and systems analysis techniques. Students study at least twelve hours of course-work related to problems in the public sector from the fields of administration, anthropology, economics, political science, psychology and sociology. There are no special entrance requirements for this Program. In addition to other University graduation requirements, students are required to demonstrate competency in introductory OR/SA and Quantitative Tools subject matter, and to take 6 hours of the OR/SA practicum.

The Computer Science Program at Sangamon State deals solely with software (development of the programs that control the machine) rather than hardware (the machine itself). Its main objective is to train students to design and analyze small and/or large scale computer systems and to design and implement the required systems programs. Graduates are prepared for direct entry, or re-entry, into computer related careers in state and federal government, business and industry. The computer software systems used by the students closely resembles the types that will confront him on the job. The development of microprogramming capability is also a goal of the program.
The B.A. Degree
This option offers the student two tracks: a concentration in systems analysis (designing a computer system, developing the means of analyzing information flow, general system efficiency, etc., providing the necessary supervision during the implementation phases, and evaluating the final system performance); or a concentration in systems programming (writing the systems programs).

Although the program has no specific entrance requirements, a background in introductory calculus, linear algebra, probability and introductory computing is strongly recommended. Knowledge common to both the systems analyst and the systems programmer has been synthesized in a core of courses which all students in the Computer Science option are required to take; depending upon their chosen concentration, students take in addition courses relating to computer systems analysis or to systems programming.

In order to be graduated, students must meet all University requirements: 36 semester hours in the program are required. Competency exams may allow students to waive certain program requirements. An additional requirement for the B.A. in Computer Science is the successful completion of an individual problem solving project initiated in the last year of enrollment. Students may find the final product of this project useful to include in their portfolios as they seek employment.

The M.A. in Systems Programming
The M.A. in systems programming requires entering students to have a B.A. (or the equivalent) in computer science or mathematics, or demonstrate competency through a series of entrance examinations. Students must fulfill all university requirements in order to be graduated, which in this case include 28 hours of Computer Science. There is a 12 hour option for students needing further competency development.

Graduate students are also required to successfully complete an individual problem-solving project during their last year at Sangamon State, results of which may become a major portion of the student's employment portfolio.
The Political Studies Program is designed for those students who have a specific interest in politics. Responding to this interest, the faculty in the program provide a curriculum, style and supervision of practical experiences which focus upon the public affairs orientation of the university. Within this context, the program attempts to achieve the following goals:

- To develop, in students, a critical awareness of both substance and process in the public issues of our society;
- To assist students in the study of those authors whose insights, reasoning and research have enriched our knowledge and understanding of man as a political being;
- To confront the problems inherent in a study of politics where fact and value are both considered important;
- To use the program's resources, human and material, in order that they serve the students.

The program is especially strong in the study of American politics, offering courses which range from quantitative research methodology to the theory of political dissent. The State Legislative Internship Program, offered in cooperation with the University of Illinois, is administered through the Political Studies Program, and close cooperation between the university and the various governmental agencies in Springfield permits a wide variety of experiences which combine study and work in public service. The program also includes specialists in various foreign areas, in political economy, in law, in theory and in public administration.

Students may utilize the Political Studies Program in order to pursue a variety of career interests. Among these are:

- Professional work in politics;
- Employment in the various national, state and local offices of government and its agencies;
- The practice of law or other work closely related to a knowledge of the political system;
- Preparation for further academic degrees.
The B. A. Program
The Political Studies Program has no specific requirements other than those of the university for admission to the program. It is assumed, however, that the student possesses the knowledge one gets from introductory courses offered in the first two years of college. The student's advisor should be chosen from the Political Studies faculty. Together with his advisor, the student determines the distribution of the 28 hours within the area of concentration required for graduation, in accordance with the policies of the Political Studies Program Committee.

The M.A. Program
In general, the fulfillment of university requirements is sufficient for admission to the M.A. program. The student's advisor should be a member of the Political Studies faculty. A student who does not have an undergraduate concentration in the study of politics may have to take some courses to assist him in the successful completion of the M.A. requirements.

A minimum of 40 semester hours is ordinarily required to complete the program, although students may have up to 8 hours waived because of previous work in the field. The Political Studies Program Committee must approve such a waiver.

Psychology

The Psychology Program at Sangamon State offers the student a chance to explore the many complex psychological problems facing man, and also offers a chance for each student to understand his or her own behavior. The program affords a good background preparation for almost any career. Students should be aware that the B.A. in psychology does not ordinarily prepare an individual for a professional career in the field of psychology itself. Anyone who aspires to that goal should be prepared to continue formal education to at least the Master's degree level.

The Master's Program in psychology at Sangamon State prepares students for work as psychologists who can devise methods of applying the findings of psychology to social problems; it is also designed for individuals who believe that their effectiveness at work or leisure may be enhanced by learning about human behavior.
The B.A. Degree
Students who wish to enter the program should have had a course in general psychology, and it is expected that this requirement will have been satisfied before the student enters SSU. Students who have not met this requirement may satisfy it through examination, independent study, or coursework. Any of these alternatives must, of course, meet with the approval of the student's advisor and the Psychology Program Committee.

In order to receive the B.A. degree the student must have a minimum of 28 semester hours in psychology. Although there are no upper limits as to the maximum number of hours a student may take in psychology, he is urged to take as broad a liberal arts program as possible. The student will be required to have successfully completed a minimum of 4 semester hours in each of the four areas below. It is recommended that courses in Areas I, II, and III be taken as early as possible.

AREA I—BASIC PROCESSES. This category subsumes those aspects of behavior which are fundamental to an understanding of man as a dynamic organism. Examples are Learning and Memory, Perception, and Physiological Psychology.

AREA II—METHODS AND PROCEDURES. Courses in the category emphasize the basic methods and tools of the science of psychology. Examples are Experimental Psychology, Quantitative Methods in the Behavioral Sciences, and Experimental Design.

AREA III—HISTORY, SYSTEMS, THEORY, AND SOLUTIONS. This area deals with the systems, theories and proposed solutions to specific problems of human behavior. Example courses are Basic Processes in Personality, Theory of Personnel Testing, Social Psychology, and Abnormal Psychology.

AREA IV—APPLICATIONS. This area is categorized by the student's active involvement in application of previous learning and skills obtained in Areas I, II, and III. Examples are Small Group Processes, Behavioral Modification, and Research.

The student's remaining hours may be taken in any course listed for psychology credit, even if the course is not listed under the four major areas. Students who plan to continue their education beyond the B.A. degree should concentrate their work in Areas I, II, and III.

The M.A. Degree
Students entering the M.A. program need not have an undergraduate degree in psychology, but students with other degrees may find it necessary to complete additional undergraduate courses in psychology or
otherwise demonstrate their readiness for graduate work. Students who have not had one semester of statistics and experimental psychology will be expected to make up their deficiencies after entering the program. Both interim and permanent advisors will be assigned by the Psychology Program. Students accepted for the program will be expected to consult with their advisors prior to registration. M.A. candidates must complete a minimum of 40 semester hours, including an intensive Master’s Project in the student’s area of interest. This may take the form of a paper, a case study, critical review, or research thesis. The Psychology Master’s Colloquium is also recommended; students may fulfill additional hour requirements with courses, chosen in consultation with the advisor, which meet the student’s interest and goals. Any entrance or degree requirement may be waived by petition to the Psychology Program Committee on condition that the student acceptably demonstrates his competence in the area under question. Such petitions should be made prior to registration in the program.

Social Justice Professions

The Social Justice Professions Program at Sangamon State University attempts to prepare public servants for careers in social justice, law enforcement, and human services departments, institutions, and agencies. Aimed primarily at persons already working within social and criminal justice systems, offering them the opportunity to extend and expand competencies and career options at both the Bachelor’s and Master’s degree levels, the program also serves those who seek new careers in the social justice professions.

In order to identify existing competencies and the academic level at which a student should enter the program, each student is required to have a pre-entrance interview with a member of the program faculty, and may also be requested to take certain evaluative tests.

Graduation requirements for undergraduate and graduate students include the completion of a comprehensive oral and written examination to determine competency, and participation in an “Evaluation for Candidacy” interview with members of the program
faculty. These evaluations (together with the evaluation of the undergraduate's Applied Study Experience) are included in the student's folder as part of his permanent record at the University.

The B.A. Degree
Students seeking the B.A. in Social Justice Professions, which requires a minimum of 28 hours, may concentrate in one of the following areas: Human Services (including Juvenile Delinquency, Corrections, Probation and Parole Services, Child and Family Services, Public Aid and Poverty Relief) or Law Enforcement.

The Applied Study Experience will allow the student an opportunity for supervised work in an agency program, or organization involved in the field of social justice.

The M.A. Degree
The M.A. program, designed primarily to broaden and increase existing competencies, is offered for students who have a B.A. in an area directly related to social justice, law enforcement, or human services, as well as for students who wish to gain the necessary competencies for work in the field. M.A. students must complete 40 semester hours of work. Students of the Social Justice Professions also take a core of courses which deal with problems and issues common to all areas of the field. Those whose demonstration of competency exempts them from this requirement may as an alternative undertake an Applied Research and Writing project, choosing a course of study directly related to the program, or they may choose to pursue course work in other programs which is directly related to the goals of the student and the concerns of the Social Justice Professions program.

Sociology/Anthropology

The Sociology/Anthropology Program at Sangamon State is designed to foster the intellectual development of the student while providing him with sociological/anthropological insights into issues and problems relevant to an educated understanding of today's world. The student who chooses Sociology/Anthropology as a major is encouraged to develop the following competencies: the ability to perform an independent inquiry into the nature of society or a segment of it;
familiarity with available research methods; and appre­ciation of the nature and role of theory and of theorists within the traditions of sociology and anthropology; a feel for the actual and potential uses of work in this area, both within and outside of existing political, economic, and social structures; and a concern for the ethics of sociological/anthropological inquiry and reporting.

Students entering the program take a core of courses which offer a perspective common to the disciplines of sociology and anthropology; in addition, they are given the opportunity to pursue their interests in either sociology or anthropology, depending upon their preference.

**The B.A. Degree**

Students who seek the B.A. in Sociology/Anthropology are expected to have had a freshman or sophomore introductory level course or its equivalent. Within the program they must complete courses in sociological/anthropological theory, research methods, and the application of such theory and research to a public issue. This core of 12 semester hours, plus 16 hours of electives, constitutes specific program requirements. In addition, all students must meet other university-wide requirements. By graduation the student should be able to demonstrate a working knowledge of the fundamental understandings of sociology/anthropology as applied to everyday life. He should give evidence that he has been changed, has been educated, and has internalized his educational experiences in the program.

**The M.A. Degree**

Of the total 40 semester hour M.A. requirement, 8 may be waived for previous work in the field, after a review of the student's previous work has been conducted by the Sociology/Anthropology Committee and they have accepted such waivers. The graduate student must complete 12 hours of the core curriculum (which includes courses in sociological and anthropological theory and research methods), 8 hours of electives drawn from the Sociology/Anthropology program's core area elective curriculum, and 16 hours of electives in Sociology/Anthropology and closely related areas. The graduate student of Sociology/Anthropology must also meet all other university-wide requirements. It is recognized that most graduate level Sociology/Anthropology students are tailoring their program to their own vocational and educational interests, rather than taking the program in preparation for a Ph.D. in Sociology or Anthropology. The program will counsel the latter
In addition to the expectation it holds for students at every level, the graduate program in Sociology/Anthropology, expects M.A. students to be able, by graduation, to utilize professionally the whole range of Sociological/Anthropological resources.

Work/Culture/Society

Work/Culture/Society combines the principles, methods, and subject matter of the social sciences with important facets of the humanities and physical sciences to center upon a universal human imperative: work. The program focuses on the practical and conceptual problems of man at work and the attendant problems of leisure, income, and power—social, economic, and political. Since a single discipline cannot adequately deal with a topic so pervasive in man's life, the Work/Culture/Society program is an integrated multidisciplinary approach which offers a viable academic concentration to students with broad career goals in social studies or in business. For students without career plans the program can offer wide exposure to a number of career possibilities. For students who have made career choices the program provides a broad problem-solving framework and considerable flexibility, allowing students to pursue specific studies necessary for their career development.

The faculty brings to the theme of the WCS program academic training in anthropology, economics, sociology, and political studies, as well as a wide variety of work experience, from agricultural or industrial labor to government bureaucracy and community organization. The program has the flexibility necessary to accommodate students with the diverse backgrounds found at the university. For those without definite career plans, the program can offer wide exposure to career possibilities and opportunity for subsequent selection and concentration in a specific area. For students who have made career choices, the program provides the specificity for optimum career development and training while casting the educational experience within a broader and more abstract problem-solving framework. The flexibility is ensured because decisions with respect to specific courses are left to individual students and their advisors. The Work/Culture/Society Standards Committee will ensure the
academic integrity and thrust of the program against fragmentation, which is a recognized peril of flexibility and freedom of choice.

Work/Culture/Society provides students the opportunity to obtain a liberal arts education with emphasis on independent problem solving, and the opportunity for articulation of problems, analytic techniques, and solutions with colleagues and with the public.

The B.A. and M.A. Degrees
There are no requirements for entrance into the program beyond those the university imposes. Within the program at the B.A. level, there are two requirements which the program imposes beyond general university requirements. These are: (1) An introductory-level awareness of the overall subject matter covered by WCS on both cognitive and experiential levels. This will be judged, on petition, by the WCS Standards Committee, composed of students and faculty. Should you not wish to petition, you can meet this requirement by passing the WCS seminar People at Work. (2) a “closure” requirement—demonstrating that you can apply your knowledge to a question or questions. Again the choice is between a presentation to the WCS Standards Committee or a course, in this case called Work, Culture, and Society.

At the M.A. level, there are also two requirements. The first is to schedule and hold three “conversations” —with a faculty committee selected by the student— during the process of completing the hours required for the Master’s degree. These conversations will be informal and ungraded.

The second requirement is a “closure” exercise—a demonstration that the student can apply what has been learned to an issue relevant to the program’s concerns. The choice here is between a presentation to the WCS Standards Committee or the successful completion of an appropriate course.
The programs described in this section are open only to graduate students. For programs open to undergraduates see the sections beginning on pages 43 and 55.

Administration

The Administration Program is based on the premise that business, health, governmental, community planning and area development, educational and other areas of administration are very much alike, and at the same time different. In line with this view, students seeking the M.A. plan individual courses of study totaling 40 semester hours wherein about one-half of the courses are in the generic core and the other half are in the business, community planning and area development, health, public or education arenas. Examples of generic core courses include Organization Behavior, Leadership Theory, Operations Research, and Organization Theory.

Sangamon State University places a great deal of emphasis on the advising process where a student interacts with a faculty member, preferably in his or her program. The student and faculty advisor together determine a beneficial course of study. This advising relationship supplants the structured programs typical in many other universities. Therefore, a student at SSU is responsible for consulting with a faculty member to develop a course of study which takes the form of a diagnostic interview and results in the completion of a Prospectus.

The Prospectus is the documentation of a planned course of study to attain the M.A. The Prospectus may be amended or changed, with the mutual consent of the student and advisor, if the student’s needs change. The completion of course work contained in the Prospectus provides a basis for the program and the university to award the M.A. degree.
At the completion of 16 semester hours in the Administration Program the student must apply for Candidacy to the Program Coordinator. At that point a determination is made of the student’s previous performance and his likelihood to successfully complete the program. Recommendations are made to the student and advisor, based on the decision reached.

After completion of the Prospectus the student must comply with the following university requirements for graduation:

a. 40 semester hours, including one 4-hour PAC
b. Problem-solving exercise
c. Graduation Contract
d. Graduation Report

These requirements are met in cooperation with the advisor and the Evaluation Committee.

The basic question that must be answered is whether the individual has fulfilled the requirements for the Master of Arts Degree in an acceptable manner. These requirements include a recommended 16 to 20 hours drawn from the generic core, courses drawn from or relevant to an arena, and one Public Affairs Colloquium. It is recommended that students show evidence of actual experience in administration either through current or planned work experience. In order to be graduated, students must also demonstrate literacy, problem solving and investigatory skills.

The Evaluation Committee will evaluate the student’s work as represented by his file. The advisor is responsible for the completeness of this file. If necessary and desirable, the Committee may interview the candidate. This committee is responsible for determining whether (a) The student has completed the minimum requirements established by the University, and (b) the student was completed these requirements in a manner and at a level which the Evaluation Committee feels represents a performance that warrants the awarding of a Master’s Degree.

Community Arts Management

Community Arts Management is a 48 semester hour program designed to train people who will help develop
arts resources in local communities. Sangamon State University offers a complete degree-granting program focused on community needs for arts management, rather than on the problems of administering the established arts institution. The community development approach makes it feasible for graduates to staff developing community arts projects, or stimulate such activity in communities with no existing formal arts programs or institutions. The field is a growing one. For example, over 1,000 community arts councils are known to exist, an increasing number of which have paid staff members. These and other community organizations require a new kind of professional: one who is trained in human relations and community development as well as in an arts discipline.

The Community Arts Management curriculum assumes that the student is conversant with at least one of the arts, and will be developing interests in others. This interest is linked, in the program curriculum, with community relations, human relations, and decision making. As an arts manager, the graduate of the program must be comfortable with research techniques, financial management, principles of marketing, fund raising, those elements of the law which affect the arts, and the governmental process. The student is expected to develop the capacity for dealing with everything which relates to the arts at the community level.

Community Arts Management courses are oriented toward off-campus field experiences, including an internship in which the student serves an arts organization. The courses are intended to develop needed skills as well as an awareness of practical problems in community arts management. They combine formal study, work on arts management problems in the field under the supervision of the instructor, and consultation with outside experts in the area of the course.

Because each student brings to the program a different range of experiences, special consideration is given to the individualization of the course of study. A student entering from a career in arts administration will be apt to have a far more extensive background of practical experience than will a student entering directly, from a discipline-oriented undergraduate program. On the other hand, the student who is moving into arts administration from some other area of management may not have as extensive a knowledge of the arts as has the immediately continuing student, and, thus, may need more traditional arts courses.
The Human Development Counselor is a new professional prepared to meet the human needs of an increasingly complex society. Functioning much as a catalyst, he helps individuals change in their understanding of themselves, in their ability to plan and make decisions, and in their capacity to cope with personal problems. In order to help others develop their abilities, the Human Development Counselor must be able to sustain facilitative relationships, defined as (1) the interview (seeking information); (2) counseling (attempting to understand another person more fully in order to assist him in his cognitive, affective and vocational development); and (3) therapy (facilitating a change in pathological behavior).

The Master of Arts program in Human Development Counseling, a major helping professions program, has a generic core of courses designed to educate professionals who are competent and can perform comprehensive facilitative counseling and consulting services in a wide-range of community and professional environments. Areas where the Human Development Counseling Program has particular impact nationwide and in the state of Illinois are: mental health, corrections and probation, employment counseling, ministerial counseling, social welfare and community agencies, junior college personnel work, school counseling, human relations consulting, rehabilitation counseling, personnel work and institutional care settings.

The Human Development Counselor is a competent leader who has communication skills, has an understanding of organizational systems development and change and is able to facilitate growth and positive change with individuals and groups, whatever the professional emphasis.

The Human Development Counseling Program identifies three broad competency-based areas: (1) self-awareness and understanding (2) intellectual knowledge and (3) professional skills. Each HDC student is required to complete a generic core of courses and then, in consultation with his advisor, design a program of study (multi-disciplinary in nature) which will aid the
student to individualize as well as personalize his professional emphasis, and increase his professional skills and competencies. 45 semester hours are required for graduation.

Each HDC student may choose one of two HDC Program Options in working toward his M.A. Degree in Human Development Counseling:

OPTION I:
HDC Core (20 hrs.) Practicum (6 hrs.) Electives (19 hrs.)

OPTION II:
HDC Core (20 hrs.) Practicum (6 hrs.) Electives (7 to 18 hours) Internship (1 to 12 hours)

A unique feature of the Human Development Counseling Program is the competency-based concept which is presently being developed. This means that an HDC student may be allowed to waive any required course in the HDC Program by demonstrating his particular competencies in that area.

Generic HDC Core:
Human Development Seminar I, II, III 4 sem. hrs.
Psychological Tests and Measurement 4 sem. hrs.
Developmental Psychology 4 sem. hrs.
Professional Individual Human Development 4 sem. hrs.
Professional Human Development Within Groups 4 sem. hrs.

20 sem. hrs.

In addition to completing all university requirements, each HDC student must:

(1) demonstrate professional skills via (choose one):

(2) take an oral examination involving at least three faculty members.

Public Affairs Reporting

The Public Affairs Reporting program leads to the Master of Arts Degree. It is designed for graduate students who wish to specialize in news coverage of governmental affairs. The program is designed to give both the practical experience necessary to do an effective job, and at the same time encourage an in-depth academic look at many areas upon which careers in the news field will touch.
In the fall semester students will take one course in Public Affairs Reporting, plus three other courses—related to the field of Public Affairs—to complete their full-time course load. In the second semester, they enter an internship (12 hrs. credit), including a weekly seminar and other special events. Along with this internship, each student will register for a Public Affairs Colloquium, and may register for a second course. During the first summer (four week) session, the student works full-time as an intern for a seasoned reporter on the State Capitol scene (4 hrs. credit). During the final (eight week) summer session, a final course in Public Affairs Reporting is taken, and the student shall take one additional course in an area of need, or prepare a major research paper for four hours of credit. At the end of the summer sessions, upon the completion of a minimum of 40 hours of credit work, the student is eligible for a Master of Arts Degree in Public Affairs Reporting.

The program is open only to graduate students, though a background in journalism is not necessary. The aim of the program is to bring in a mixture of backgrounds to bear upon the reporting task. For example, among those students who have already participated are two experienced reporters, two students who have been teachers and others whose majors have varied from journalism to English literature.

Enrollment is limited. Of those admitted to the Public Affairs Reporting course in fall 1973, approximately 10 to 15 will be selected to complete the remainder of the program. Those interested in being considered for the initial course and the program should write to the director of the program as early as possible.

Those who are accepted into the program will receive stipends for the period of their internship during the second semester and first summer session.
Although the university does not offer programs in Accounting, Philosophy, or Teacher Preparation, it does offer course sequences designed to give students a comprehensive grounding in those subjects. These sequences prepare the student to meet his personal and professional needs by supplementing his work in the area of another major concentration.

Philosophy and Human Values

Sangamon State’s approach to the teaching of philosophy differs from that to be found at other institutions in its attempt to involve philosophy directly with other disciplines. At SSU the teaching of philosophy deals with the problems of knowledge and value which arise in other academic and professional fields. This integration of philosophy with the total curriculum is achieved in two ways. First of all, philosophy faculty devote at least half of their teaching time to other programs. (“Science and Human Values,” for instance, will be offered as part of the Operations Research/Systems Analysis option within the mathematics program.)

The second way in which this integration is achieved is through the Philosophy and Human Values Sequence. The sequence—to be taken in conjunction with the student’s chosen disciplinary, professional, or university program—seeks to develop the student’s ability to bring critical sensitivity and analytical skills to bear upon issues of knowledge and value. Students electing the Philosophy and Human Values Sequence take a series of courses designed to focus upon three particular areas. These areas—Awareness, Reflection, and Application—offer the student an overview of the stages of comprehension and analysis required to make judgments involving knowledge and value in any field of work or study. The particular courses to be taken will be determined by the student in consultation with his philosophy sequence advisor so as to integrate most effectively with the student’s program concentration and his general educational goals.
1. AWARENESS. This stage is designed to increase the student's awareness of the values he holds, to make him aware of the social origins of those values, to help him see the major value-conflicts of contemporary society, and to lead him to understand the values of those with whom he seeks to communicate.

2. REFLECTION: The student learns to analyze statements of fact or value for internal consistency and coherence. In addition, he is asked to learn to construct a consistent argument and to synthesize ideas into coherent positions.

3. APPLICATION: Here the student is given the opportunity to analyze critically a major problem of knowledge or value within his program concentration. This analytical work—which will normally take the form of an essay or project developed in conjunction with the Applied Study Experience—should lead him to develop a constructive position of his own. If the Applied Study Experience is waived, a suitable tutorial or other individual project will be developed.

Professional Accounting and Auditing

The goals of the Professional Accounting and Auditing sequence are to develop conceptual, analytical, and problem-solving competencies in each of the four major areas of accounting—financial, managerial, auditing, and taxation; to assure appropriate exposure to topics closely related to public accounting, auditing, and taxation, consistent with each student's needs and career goals; to instill an awareness of the professional accountant's social responsibilities and obligations; and to qualify students for the CPA examination.

Knowledge of the principles of accounting is required for admission into the sequence. Students are also expected to have taken intermediate accounting and business law prior to matriculation. However, deficiencies in these subjects may be made up at Lincoln Land Community College after matriculation. Deficiencies in principles of economics, college algebra, statistics, and basic data processing can also be made up after matriculation. Credits earned in these topics at SSU may be used as free electives, but may
not be counted toward the satisfaction of any program requirements.

Students within the Sequence will be required to take one course in each of the four major areas of accounting, for a total of 16 semester hours.

Applied Financial Accounting Problems
Auditing Concepts and Responsibilities
Cost Analysis and Control
Federal Income Tax Concepts and Problems

Students electing this sequence are also required to take 8 semester hours each in (1) public and business management topics and (2) quantitative methods and computer science topics.

**Teacher Preparation**

In addition, students who wish to study particular areas of accounting of personal or career interest may elect up to two of the following courses:

Financial Accounting Theory and Public Reporting Standards
Profit Planning and Budgeting
Accounting for Public Sector Entities
Advanced Financial Accounting Topics and Issues

The Professional Accounting and Auditing sequence is offered as an optional concentration within the Management Program. It is designed for students who plan careers in public accounting, auditing and taxation. Students planning careers in the field of management accounting should take the regular Management Program sequence and use their electives to develop competencies in management accounting topics.

The Teacher Preparation Sequence consists of a series of three courses: School and Community, School and Student, and Teaching and Learning (Elementary or Secondary). Students who wish to teach in elementary schools must also take a course in Reading Methods. On successful completion of the series students enroll for Applied Study (Student Teaching).

A major purpose of the Sequence is to prepare prospective teachers to see their roles as primarily facilitative and supportive of individual students. In the program, which is not a major concentration but is
taken in addition to courses required for a major, emphasis is placed on the creation of positive learning environments.

Each of the courses in the series provides opportunities for extensive field experience. Normally students spend two to four hours per week in campus instruction and four hours in the field. In each course the student maintains a journal of his reflections and reactions to his field experience.

On successful completion of the Sequence, Applied Study (Student Teaching), and Sangamon State degree requirements, students may be certified by the Illinois State Teacher Certification Board for elementary (K-9) or secondary teaching (6-12). Approved programs for secondary certification are: English, mathematics, science (general and biological), speech, and social studies.

A limited number of students are permitted to enter the program at the beginning of each academic year. There is a special program provided for provisionally certified teachers who have not completed student teaching. Students interested in being admitted to these programs must make application to the Committee for the Education of Teachers.
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